

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

Trustees

*Tony Sollecito, President
John Thibeau, Clerk
Debbie Crandell
John Paff
Bill Phillips
Lela Hautau, Student Rep*

DATE: Thursday, October 2, 2014

TIME: 7:00 p.m. Open Session

LOCATION: Middle School Music Room
835 Forest Avenue
Pacific Grove, CA 93950

Site Visit

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

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

AGENDA AND ORDER OF BUSINESS

I. OPENING BUSINESS

A. Call to Order

B. Roll Call

C. Adoption of Agenda

D. Pledge of Allegiance

Led by: _____

II. SITE PRESENTATIONS

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

Middle School's presentation is: Faculty, Friends, and "For You, I Will..." Maintaining a Positive Environment at Pacific Grove Middle School

III. COMMUNICATIONS

A. Written Communication

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

IV. 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.

V. CONSENT AGENDA

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

- | | Page |
|--|------|
| A. <u>Revised Minutes of September 4, 2014 Regular Board Meeting</u>
Recommendation: (Ralph Gómez Porras) The Administration recommends that the Board review and approve the revised minutes as presented. | 5 |
| B. <u>Minutes of September 18, 2014 Regular Board Meeting</u>
Recommendation: (Ralph Gómez Porras) The Administration recommends that the Board review and approve the minutes as presented. | 10 |
| C. <u>Certificated Assignment Order #4</u>
Recommendation: (Billie Mankey) The Administration recommends adoption of Certificated Assignment Order #4. | 14 |
| D. <u>Classified Assignment Order #4</u>
Recommendation: (Billie Mankey) The Administration recommends adoption of Classified Assignment Order #4. | 16 |
| E. <u>Acceptance of Donations</u>
Recommendation: (Rick Miller) The District Administration recommends that the Board approve acceptance of the donations. | 18 |
| F. <u>Warrant Schedules #552</u>
Recommendation: (Rick Miller) 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. | 19 |

- G. Quarterly Report on Williams Uniform Complaints 21
Recommendation: (Ralph Gómez Porras) The Administration recommends that the Board review and approve the information in this quarterly report, per Ed. Code. 35186 (d).

Move: _____ Second: _____ Vote: _____

VI. ACTION/DISCUSSION

- A. Approval of Resolution #950 Regarding Sufficiency of Instructional Materials for Fiscal Year 2014- 2015 23
Recommendation: (Ani Silva) The Administration recommends that the Board review and approve Resolution #950 regarding Sufficiency of Instructional Materials for fiscal year 2014-15.

Move: _____ Second: _____ Roll Call Vote: _____
Sollecito ___ Thibeau ___ Crandell ___ Paff ___ Phillips ___

- B. Resolution No. 951 Proclaiming Week of the School Administrator 27
Recommendation: (Billie Mankey) The Administration recommends the Board adopt Resolution No. 951, acknowledging Education Code 44015.1 and proclaiming October 6– 10, 2014 as “Week of the School Administrator.”

Move: _____ Second: _____ Roll Call Vote: _____
Sollecito ___ Thibeau ___ Crandell ___ Paff ___ Phillips ___

- C. Superintendent’s Goals 29
Recommendation: (Ralph Gómez Porras) The Superintendent recommends that the School Board approve the Superintendent’s Goals for 2014.

Move: _____ Second: _____ Vote: _____

- D. Board Calendar/Future Meetings 35
Recommendation: (Ralph Gómez Porras) The Administration recommends that the Board review and possibly modify meeting dates on the attached calendar and determine, given information from the Administration, whether additional Board dates or modifications need to be established.

Move: _____ Second: _____ Vote: _____

VII. INFORMATION/DISCUSSION

- A. Local Control Accountability Plan Update 38
Recommendation: (Ani Silva) The Administration recommends that the Board discuss the Local Control Accountability Plan for 2014-2015 update and provide direction as necessary.

Board Direction: _____

- B. Substitute Teacher Pay 41
Recommendation: (Billie Mankey) The Administration recommends that the Board review the 2014 substitute teacher rates for Pacific Grove Unified and within Monterey County. Based on information provided, make recommendations accordingly.

Board Direction: _____

- C. Review of Bus Ridership 44
Recommendation: (Rick Miller) The District Administration recommends that the Board review the bus ridership information.

Board Direction: _____

- D. Future Agenda Items 46
Recommendation: (Ralph Gómez Porras) 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.

Elementary School Reconfiguration (October 30)

Measure D: Amphitheatre Project, Potential Changes to front of Forest Grove (October 30)

Pacific Grove High School Dress Code (November 13)

Board Direction: _____

VIII. ADJOURNMENT

Next regular meeting: October 30, 2014 – Adult School Multipurpose Room

PACIFIC GROVE UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION
Minutes of Regular Meeting of September 4, 2014 – Forest Grove Elementary School

I. OPENED BUSINESS

- A. Called to Order 6:32 p.m.
- B. Roll Call
- | | |
|-------------------------|--|
| President: | Trustee Sollecito |
| Clerk: | Trustee Thibeau |
| Trustees Present: | Trustee Crandell
Trustee Paff
Trustee Phillips |
| Administration Present: | Superintendent Porras
Assistant Superintendent Miller |
| Board Recorder: | Mandi Freitag |
| Student Board Member: | Lela Hautau |

C. Adopted Agenda

Revised Certificated Assignment Order #2.

MOTION Crandell/Paff to adopt agenda as presented.

Public comment: None

Motion CARRIED 5 – 0

II. CLOSED SESSION

A. Identify Closed Session Topics

- Contract for placement for Special Education student.
- Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2014/15. [Gov't Code Section 3549.1 (d)] Executive session between the public school employer and its designated representatives, Ralph Gómez Porras and Billie Mankey, for the purpose of giving direction and updates.

B. Public comment on Closed Session Topics None

C. Adjourned to Closed Session 6:33 p.m.

III. RECONVENED IN OPEN SESSION 7:02 p.m.

A. Reported action taken in Closed Session:

- Contract for placement for Special Education student
The Board received information on this matter.
- Negotiations - Collective Bargaining Session planning and preparation with the CSEA
The Board received information on this matter.

B. Pledge of Allegiance Led By: Craig Beller

IV. SITE PRESENTATIONS

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

Forest Grove's presentation: *Time to Shine!*

Beller welcomed the Board back to Forest Grove Elementary School and spoke to the Board about the current Core Values, statistics and programs at Forest Grove.

Rebecca Bower presented information to the Board on the Falcon Friend program which helps and supports parents.

Zoe Roach presented information on the school climate, along with various programs such as anti-bullying, cyber-bullying and Peas in a Pod parent series.

Jane Lord presented information on the English Language Development Programs.

Lynn Clements presented information on the various reading intervention programs and strategies being used at Forest Grove.

Kathy Hunter provided information regarding Super Kids reading programs.

Diane May discussed My Math program adoption.

Beller closed the presentation with information on the renewed joy and palpable energy present at Forest Grove.

IV. COMMUNICATIONS

A. Written Communication

Crandell received an email regarding Monterey County Reads, as well as an email from a family regarding touring the Pacific Grove Middle School campus.

B. Board Member Comments

Crandell thanked Forest Grove for hosting and was glad to be back at the site.

Hautau, a former Forest Grove Falcon, was also glad to be back at Forest Grove and updated the Board on the fall sports and upcoming events.

Phillips noted that he was the first kindergarten class to go through Forest Grove Elementary School, was glad to be back at the site and thanked Beller and staff for the presentation.

Paff enjoyed the presentation by Beller and staff.

Thibeau was glad to be back at home at Forest Grove and thanked their exceptional staff. Thibeau also thanked Pacific Grove High School for the great back-to-school night.

C. Superintendent Report

Porrás thanked Rick Miller and Buck Roggeman for attending the Pacific Grove City Council meeting to thank the city for the updated sidewalks around the District Office and Robert Down.

Porras congratulated all the schools for successful back-to-school nights. Finally he noted that the staff was busy spreading the word on Measure A.

D. PGUSD Staff Comments

Ani Silva shared with the Board the success of the first series of professional development days with Bonnie McGrath.

Roggeman invited the Board to the ribbon cutting for the Little Free Library.

Sean Keller wanted to introduce the Pacific Grove High School students who came to speak to the Board during public comment.

Matt Bell thanked the Board for attending the high school back-to-school night. He also noted that he received various emails from parents thanking them for the successful back-to-school night. Finally he invited the Board to attend Coffee with the Principal at Pacific Grove High School on September 16th where he will be discussing distracting apps.

Linda Williams reminded the Board of the upcoming information night on Measure A at Robert Down Elementary School at 7 p.m. She also noted the pleasure it has been to work and collaborate with Beller and staff.

Barbara Martinez handed out the fall adult school schedule.

Bruce Cates shared with the Board that the old email system was officially unplugged and all was well.

V. INDIVIDUALS DESIRING TO ADDRESS THE BOARD

Pacific Grove High School students Rebecca and Leilani spoke to the Board regarding the dress code policy for students and encouraged the Board to review the policy and make revisions.

VII. CONSENT AGENDA

- A. Minutes of August 21, 2014 Board Meeting
- B. Certificated Assignment Order #2
- C. Classified Assignment Order #2
- D. Acceptance of Donations
- E. Out of State/Overnight
- F. Warrant Schedules No. 551
- G. Pacific Grove Middle School Single Plan for Student Achievement for 2014-15
- H. Community High School Single Plan for Student Achievement for 2014-15
- I. Contract with Visiting Nurses Association
- J. Milhous Children's Services- Milhous School, a Non Public School
- K. Family Life Center- Larry M. Simmons High School, a Non Public School

MOTION Thibeau/Crandell to approve consent agenda as presented.

Public comment: None

Motion CARRIED 5 – 0

VIII. ACTION/DISCUSSION

- A. Approval of Tentative Agreement with California School Employees Association (CSEA) for 2013-14 and 2014-15

MOTION Paff/Crandell to approve the Tentative Agreement with California School Employees Association (CSEA) for 2013-14 and 2014-15.

Public comment: None

Motion CARRIED 5 – 0

Rachel Mein thanked the Board on behalf of CSEA for their support and approval.

- B. Board Goals

MOTION Crandell/Thibeau to approve the Board Goals.

Public comment: None

Motion CARRIED 5 – 0

- C. Pacific Grove Ed-Tech Review Summary of Findings and Next Steps
Mark Farrell and Roland Baker presented information to the Board.

MOTION Thibeau/Paff to approve the Pacific Grove Ed-Tech Review Summary of Findings and Next Steps.

Public comment:

Silva spoke to the Board about the needs of the classrooms.

Bell spoke to the Board regarding the technology differences needed for each site.

Motion CARRIED 5 – 0

- D. Memorandum of Understanding with the Monterey Peninsula Unified School District for Special Education IEP Driven Student Placements

MOTION Thibeau/Crandell to approve the Memorandum of Understanding with the Monterey Peninsula Unified School District for Special Education IEP Driven Student Placements.

Public comment: None

Motion CARRIED 5 – 0

- E. Memorandum of Understanding with the Monterey County Office of Education for Special Education IEP Driven Student Placements

MOTION Thibeau/Crandell to approve the Memorandum of Understanding with the Monterey County Office of Education for Special Education IEP Driven Student Placements.

Public comment: None

Motion CARRIED 5 – 0

- F. Board Calendar/Future Meetings

No action taken.

IX. INFORMATION/DISCUSSION

- A. Pacific Grove Unified School District Photo/Video Release Form

Porras presented information to the Board and the Board discussed this item. The Board directed Administration to move this item to Action/Discussion at the next Board meeting for a final read.

B. Pacific Grove Unified School District Strategic Plan

Porras presented information to the Board and the Board discussed this item. The Board directed Administration to move this item to Action/Discussion at the next Board meeting for a final read.

C. Preliminary Scholastic Achievement Test (PSAT)/National Merit Scholarship Qualifying Test (NMSQT)

Bell presented information to the Board and the Board discussed this item. The Board directed Administration to move this item to Action/Discussion at a future meeting.

D. Future Agenda Items

Board directed Administration to add Pacific Grove High School Dress Code to the October 2nd Board meeting.

- Pebble Beach Housing discussion (pending county consideration)
- Unaudited Actuals (September 18)
- Budget Revision (September 18)
- Salary Schedule for Substitutes (October 2)
- Superintendent’s Goals (October 2)
- Elementary School Reconfiguration (October 30)

X. ADJOURNED

9:50 p.m.

Approved and submitted:

Dr. Ralph Gómez Porras
Secretary to the Board

PACIFIC GROVE UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION
Minutes of Regular Meeting of September 18, 2014 – Robert Down Elementary School

I. OPENED BUSINESS

- A. Called to Order 6:30 p.m.
- B. Roll Call
- | | | |
|-------------------------|-------------------|--|
| | President: | Trustee Sollecito |
| | Clerk Absent: | Trustee Thibeau |
| | Trustees Present: | Trustee Crandell |
| | | Trustee Paff |
| | | Trustee Phillips- arrived at 7:00 p.m. |
| Administration Present: | | Superintendent Porras |
| | | Assistant Superintendent Miller |
| Board Recorder: | | Mandi Freitag |
| Student Board Member: | | Lela Hautau |
- C. Adopted Agenda

MOTION Crandell/Paff to adopt agenda as presented.
Public comment: none
Motion CARRIED 3 – 0

II. CLOSED SESSION

- A. Identified Closed Session Topics
1. Begin Superintendent's Evaluation.
- B. Public comment on Closed Session Topics None.
- C. Adjourned to Closed Session 6:31 p.m.

III. RECONVENED IN OPEN SESSION 7:08 p.m.

- A. Reported action taken in Closed Session:
1. Begin Superintendent's Evaluation
The Board discussed this item and received information.
- B. Pledge of Allegiance Led By: Linda Williams

IV. SITE PRESENTATIONS

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

Robert Down's presentation: *A Celebration of Robert Down Elementary School*

V. COMMUNICATIONS

A. Written Communication
None.

B. Board Member Comments
Sollecito thanked Robert Down for the wonderful presentation and accepted the Distinguished School plaque on behalf of the School Board.

Crandell, Phillips and Paff all shared their appreciation and enjoyment of the Robert Down site presentation.

Paff also thanked Matt Bell and Sean Keller for the Coffee with the Principal information night.

Hautau shared with the Board updates at Pacific Grove High School such as the temporary pool closure, the football team score and next local game.

C. Superintendent Report
Porras thanked Williams and the entire Robert Down Elementary School for their wonderful presentation and leadership. The Administrators and Board are so proud of their school.

Porras also updated the Board on the efforts made by the Team to communicate with the public regarding Measure A.

D. PGUSD Staff Comments
Craig Beller congratulated Robert Down Elementary School and staff on the recent honor of California Distinguished School Award. Beller also invited the Board to the Forest Grove school site Measure A information night on September 30.

Sean Roach invited the Board to a cyber-bullying focused assembly on Friday, September 19.

Williams introduced Alice Bowhay, the new Reading Instructional Specialist to the Board.

Matt Bell informed the Board of the recent evacuation drill at Pacific Grove High School, which was successful. Bell also informed the Board on the topics at the recent Coffee with the Principal night which included distracting apps, dangerous apps and cyber bullying.

Ani Silva discussed the success of the recent PG Middle and High School Instructional Leadership Team day with Bonnie McGrath.

VI. INDIVIDUALS DESIRING TO ADDRESS THE BOARD

None.

VII. CONSENT AGENDA

- A. Minutes of September 4, 2014 Regular Board Meeting
- B. Certificated Assignment Order #3
- C. Classified Assignment Order #3
- D. Acceptance of Donations

- E. Out of State/Overnight
- F. Revolving Cash Report #2
- G. Cash Receipts Report #2
- H. 2014-15 Budget Revision #1
- I. Declaration Surplus Property
- J. Declaration of Surplus Property for 2014 Butterfly Parade Bazaar
- K. Pacific Grove Unified School District Strategic Plan- Final Reading

Paff requested to pull item H.

MOTION Paff/Crandell to approve consent agenda as presented, with the exception of item H.

Public comment: none

Motion CARRIED 4 – 0

Miller provided clarification on item H, Board discussed.

MOTION Phillips/Paff to approve consent agenda item H.

Public comment: none

Motion CARRIED 4 – 0

VIII. PUBLIC HEARING: Approval of Resolution #950 Regarding Sufficiency of Instructional Materials for Fiscal Year 2014-2015

Silva presented information to the Board.

Porras noted that the public hearing notices were posted at all school sites and District Office.

Open Public Hearing: 8:20 p.m. Close Public Hearing: 8:20 p.m.

IX. ACTION/DISCUSSION

- A. First and/or Final Read: Board Policy and Regulation 5123 Promotion/Acceleration/Retention

MOTION Paff/Crandell to approve the Board Policy and Regulation 5123 Promotion/Acceleration/Retention.

Public comment: none

Motion CARRIED 4 – 0

- B. Pacific Grove Unified School District Photo/Video Release Form- Final Reading

MOTION Crandell/Paff to approve the Pacific Grove Unified School District Photo/Video Release Form- Final Reading.

Public comment: none

Motion CARRIED 4 – 0

C. Acceptance of the 2013-14 Unaudited Actuals Financial Report

Miller presented information to the Board.

MOTION Crandell/Paff to approve the 2013-14 Unaudited Financial Report.

Public comment: none

Motion CARRIED 4 – 0

D. Board Calendar/Future Meetings, January – June, Tentative August- December 2014/15

MOTION Paff/Crandell to approve the Board meeting calendar.

Public comment: none

Motion CARRIED 4 – 0

X. INFORMATION/DISCUSSION

A. Future Agenda Items

- Pebble Beach Housing discussion (pending county consideration)
- Salary Schedule for Substitutes (October 2)
- Superintendent’s Goals (October 2)
- Pacific Grove High School Dress Code (October 2)
- Resolution #950 Regarding Sufficiency of Instructional Materials (October 2)
- Elementary School Reconfiguration (October 30)

Board discussed future agenda items and agreed to remove the Pebble Beach Housing discussion.

Board also discussed the Pacific Grove High School Dress Code date.

XI. ADJOURNED

8:55 p.m.

Approved and submitted:

Dr. Ralph Gómez Porras
Secretary to the Board

SUBJECT: Certificated Assignment Order #4

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

RECOMMENDATION:

The administration recommends adoption of Certificated Assignment Order #4.

BACKGROUND:

Under Board Policies #4200 and #4211, the Personnel Office is directed by the Superintendent and the Board of Education to employ the most highly qualified person available for each position. Recruitment and selection procedures include dissemination of vacancy announcements to newspapers, trade journals, the internet through the Pacific Grove Unified School District website, Monterey County Office of Education website and other recruitment websites in California. The recommendation to hire a selected candidate is made after weighing the information obtained by the complete application package, the interview process, and confidential reference checks. No inquiry is made with regard to the age, sex, race, color, religion, national origin, disability or sexual orientation.

INFORMATION:

Persons listed in the Certificated Assignment Order are being recommended to the Board of Education for employment in the District. No individual is recommended to the Board of Education for employment prior to receipt of the criminal background summary.

FISCAL IMPACT:

Funding has been approved and allocated for these items.

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
CERTIFICATED PERSONNEL ASSIGNMENT ORDER NO. 4
October 2, 2014**

TEMPORARY APPOINTMENT:

Diana Rookstool, PGAS Community Ed Fabric Art Instructor, temporary, hourly, 3 hours per week, Column A, Step 8, effective September 24, 2014, and dependent upon sufficient enrollment

SUBSTITUTES:

Mary Asher

RESIGNATIONS:

Moira Mahr, District AVID Director, resigns effective September 15, 2014

Bo Buller, JV Basketball Coach, resigns effective September 17, 2014

Alex Hudson, Varsity Basketball Assistant Coach, resigns effective September 17, 2014

SUBJECT: Classified Assignment Order #4

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

RECOMMENDATION:

The administration recommends adoption of Classified Assignment Order #4.

BACKGROUND:

Under Board Policies #4200 and #4211, the Personnel Office is directed by the Superintendent and the Board of Education to employ the most highly qualified person available for each position. Recruitment and selection procedures include dissemination of vacancy announcements to newspapers, trade journals, the internet through the Pacific Grove Unified School District website, Monterey County Office of Education website and other recruitment websites in California. The recommendation to hire a selected candidate is made after weighing the information obtained by the complete application package, the interview process, and confidential reference checks. No inquiry is made with regard to the age, sex, race, color, religion, national origin, disability or sexual orientation.

INFORMATION:

Persons listed in the Classified Assignment Order are being recommended to the Board of Education for employment in the District. No individual is recommended to the Board of Education for employment prior to receipt of the criminal background summary.

FISCAL IMPACT:

Funding has been approved and allocated for these items.

PACIFIC GROVE UNIFIED SCHOOL DISTRICT CLASSIFIED PERSONNEL ORDER NO. 4 October 2, 2014

APPOINTMENT

Jaime Jorn, PGMS, Instructional Assistant (P.E.), 25 hours per week, 180 days, Range 30, Step C, effective September 16, 2014 (replaces transferee Jordan Gasperson)

Lindsey Reese, District Office, Administrative Specialist (Student Services), Full-time, 8 hrs./day/10.5 months, Range 40, Step D, effective September 22, 2014 (replaces retiree Bev Asato)

SHORT-TERM/TEMPORARY APPOINTMENT:

Sue Ellzey, Before School EL Tutoring, 3 hours per week, effective September 22, 2014 through May 15, 2015 only

2014-15 AVID Tutors, PGMS and PGHS, \$16.29 per hour, paid per timesheet, funded through AVID Grant

Employee	Site	Schedule	Site	Schedule
Talha Adil	PGHS	70 mins./3 days per week	PGMS	1 hour, 2 days per week
Juan Barajas	PGHS	70 mins./3 days per week	PGMS	1 hour, 2 days per week
Jordan Dewitt	PGHS	70 mins./2 days per week	PGMS	1 hour, 3 days per week
Emily McDowell	PGHS	70 mins./3 days per week		

ADDITIONAL ASSIGNMENT:

Resha Jadeja, FGE, Instructional Assistant I, 1 hr./day/180 days, Range 30, Step B, effective October 1, 2015 (replaces Jenn Erickson who resigned)

RESIGNATION:

Joseph (Tony) Ramirez, CHS, Custodian I (evening), 4 hrs./day/12 months, resigns effective September 26, 2014

SUBJECT: Acceptance of Donations

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

RECOMMENDATION:

The Administration recommends that the Board approve acceptance of donations referenced below.

INFORMATION:

During the past month the following donations were received:

Forest Grove Elementary School

LifeTouch Photography	\$467.33	(undesignated)
PG PRIDE	\$1,385	(September grant)

Robert H. Down Elementary School

PG PRIDE	\$1,719	(September grant)
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Pacific Grove Middle School

Target	\$	270.08	(undesignated)
PG Pops Orchestra/David Zaches	\$	200	(undesignated)
Big Sur Marathon	\$1,250		(P.E. Dept.)
PG PRIDE	\$4,764		(September grant)

Pacific Grove High School

None

Pacific Grove Community High School

None

Pacific Grove Adult School /Lighthouse Preschool & Preschool Plus Co-op

None

Pacific Grove Unified School District

None

SUBJECT: Warrant Schedule #552

PERSON(S) RESPONSIBLE: Rick Miller, 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 September 5, 2014 through September 23, 2014.

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. 552

Warrants- Payroll

SEPT 14

Certificated-	Regular 09/05/14	\$	0
	Regular 09/10/14	\$	2,609.63
	Regular 09/15/14	\$	0
	Regular 09/30/14	\$	1,337,670.75
	Total Certificated	\$	<u>1,340,280.38</u>
Other-	Regular 09/05/14	\$	0
	Regular 09/10/14	\$	0
	Regular 09/15/14	\$	0
	Regular 09/30/14	\$	9,472.34
	Total Other	\$	<u>9,472.34</u>
Classified-	Regular 09/05/14	\$	0
	Regular 09/10/14	\$	115.60
	Regular 09/15/14	\$	0
	Regular 09/30/14	\$	583,466.28
	Total Classified	\$	<u>583,581.88</u>
	<u>TOTAL PAYROLL</u>	\$	<u>1,933,334.60</u>

Warrants- AP

Warrants <u>12101757</u> through <u>12101787</u>	(08/28/14)	\$	<u>68,353.29</u>
Warrants <u>12102750</u> through <u>12102765</u>	(09/04/14)	\$	<u>27,667.01</u>
Warrants <u>12103348</u> through <u>12103379</u>	(09/09/14)	\$	<u>88,209.11</u>
Warrants <u>12104010</u> through <u>12104032</u>	(09/11/14)	\$	<u>43,506.79</u>
Warrants <u>12104705</u> through <u>12104721</u>	(09/16/14)	\$	<u>34,466.22</u>
Warrants <u>12105348</u> through <u>12105370</u>	(09/18/14)	\$	<u>41,935.79</u>
Warrants <u>12106051</u> through <u>12106087</u>	(09/23/14)	\$	<u>69,892.81</u>
	<u>TOTAL WARRANTS</u>	\$	<u>2,307,365.62</u>

SUBJECT: Quarterly Report on Williams Uniform Complaints

PERSON(S) RESPONSIBLE: Ralph Gómez Porras, Superintendent

RECOMMENDATION:

The Administration recommends that the Board review and approve the information in this quarterly report, per Ed. Code. 35186 (d).

BACKGROUND:

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

INFORMATION:

For the first quarter of the 2014/15 academic year, there were no incidents or complaints filed against any of the criteria: Therefore, it is acknowledged that

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

FISCAL IMPACT:

None.

Quarterly Report on Williams Uniform Complaints
 [Education Code § 35186]

District: Pacific Grove Unified School District

Person completing this form: Mandi Freitag Title: Executive Assistant

Quarterly Report Submission Date (*Please check one*):

- October 2014
- January 2015
- April 2015
- July 2015

Date for information to be reported publicly at governing board meeting: October 2, 2014

Please check the box that applies:

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

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

 Ralph Gómez Porras
Print Name of District Superintendent



Signature of District Superintendent

 October 2, 2014
Date

SUBJECT: Approval of Resolution #950 Regarding Sufficiency of Instructional Materials for Fiscal Year 2014-2015

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

RECOMMENDATION:

The Administration recommends that the Board review and approve Resolution #950 regarding Sufficiency of Instructional Materials for fiscal year 2014-15.

BACKGROUND:

State Education Code Section 60119 and Assembly Bill 831, Chapter 118, Statutes of 2005, which took effect July 26, 2005, requires that the Governing Board hold a public hearing and make a determination, through the adoption of a resolution, as to whether each pupil in each school in the District has sufficient textbooks or instructional materials, or both, in each subject, that are consistent with the content and cycles of the State curriculum frameworks and adoption cycles.

If the Governing Board determines that there are insufficient textbooks or instructional materials, or both, the Governing Board shall provide information to classroom teachers and to the public setting forth, for each school in which there is insufficiency, the percentage of pupils who lack sufficient standards-aligned textbooks or instructional materials in each subject area and the reasons that each pupil does not have sufficient textbooks or instructional materials.

INFORMATION:

The District is constantly in the process of updating its textbooks and providing instructional materials to meet the requirements of the State curriculum frameworks, content standards, and adoption cycles. At any time there will always be a need for additional revenues to update aging or damaged textbooks and provide additional or replacement instructional materials. The district is also purchasing supplemental bridge materials as we transition to the Common Core State Standards for English Language Arts and Mathematics.

Assembly Bill X4 2 (Chapter 2, Statutes of 2009-10 Fourth Extraordinary Session) signed on July 28, 2009, suspended the process and procedures for adopting instructional materials, including framework revisions, until the 2013-14 school year. Senate Bill 70 (Chapter 7 of the Statutes of 2011) extended that suspension until the 2015-16 school year. Education Code 60119 was amended by Assembly Bill (AB) 1246 effective January 1, 2013 to allow districts to have instructional resources aligned to the Common Core State Standards adopted by the State Board in 2010. AB 1246 also authorizes the State Board of Education to adopt instructional materials for k-8, inclusive, that are aligned to the Common Core Content Standards for Mathematics no later than March 30, 2014. In November 2012, the State Board of Education approved the first supplemental instructional materials aligned to the new Common Core Standards to assist local districts in the transition to the new standards. In January 2014, the State Board of Education approved programs for adoption in grades TK-8, Algebra 1 and Integrated Math 1.

For the 2014-2015 school year, My Math was adopted for grades TK-5 aligned to the Common Core State Standards for Math and Superkids for grades TK-2 aligned to the English Language Arts Common Core State Standards. Instructional materials in grades 3-5 were purchased for English Language Arts to bridge the gap between the district's current adoptions and the new Common Core Standards.

Explorations in Core Math by Holt Rinehart & Winston were purchased for grades 6-8 as math bridge materials to address Common Core. A variety of supplemental instructional materials for elementary English Language Arts in grades 3-5 include Common Core Coach by Triumph Learning, Scholastic News, and Time for Kids. High school math is implementing Common Core Course 1 for all freshmen, an integrated pathway for the implementation of Common Core State Mathematics Standards as well as Integrated math II. The instructional materials were obtained from Mathematics Vision Project, 2012. Glencoe Biology, a program aligned to the Next Generation Science Standards and the Literacy Standards of the Common Core was adopted and implemented for 2014-2015. It is appropriate to find at this time that the District has provided sufficient textbooks and instructional materials for all students consistent with the State curriculum frameworks and adoption cycles. The total cost for textbooks expenditures was \$198,091. (\$107,152 out of Common Core State money: one time funding, \$90,936 out of General Fund). The district does not receive any additional money for the purchase of instructional materials.

FISCAL IMPACT:

PACIFIC GROVE UNIFIED SCHOOL DISTRICT

Resolution No. 950
REGARDING SUFFICIENCY OF INSTRUCTIONAL MATERIALS FOR
FISCAL YEAR 2014-2015

WHEREAS, on October 2, 2014 the Board of Pacific Grove Unified School District in order to comply with the requirements of Education Code Section 60119 held a public hearing at 7:00 p.m. which did not take place during or immediately following school hours, and:

WHEREAS, the Governing Board provided at least 10 days notice of the public hearing posted in at least three public places within the district that stated the time, place, and purpose of the hearing, and:

WHEREAS, the Governing Board encouraged participation by parents, teachers, members of the community, and bargaining unit leaders in the public hearing, and:

WHEREAS, information provided at the public hearing and to the Governing Board at the public meeting detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the district, and:

WHEREAS, the definition of “sufficient textbooks or instructional materials” means that each pupil has a textbook or instructional material, or both, to use in class and to take home to complete required homework assignments, and:

WHEREAS, sufficient textbooks and instructional materials were provided to each student including English Learners, in mathematics, history-social science, and English/language arts, including the English language development component of an adopted program consistent with the cycles and content of the curriculum frameworks. Grades Tk-2 adopted SuperKids English Language Arts program aligned to Common Core State Standards for implementation in 2014-2015, and:

WHEREAS, the list of State Approved science textbooks (K-8) was released in Fall 2006. At that time, the District began the selection process and adoption took place during the 2008-2009 school year. Students have sufficient instructional materials for instruction in the content area of science, and: Science textbooks for an Honors Chemistry was adopted in 2012 and implemented in 2012-2013, Science textbooks for Biology aligned to Common Core State Standards and Next Generation Science standards was adopted for implementation in 2014-2015 and:

WHEREAS, the list of State Approved math textbooks (K-8) was released in Fall 2007. At that time, the District began the selection process and adoption took place during the 2008-2009 school year in grades 6-8 and intervention math materials were adopted K-8. In 2013-2014 grades 6-8 implemented Common Core aligned textbooks. K-5 math materials were adopted in December, 2009, and implemented in 2010-2011. TK-5 My Math program aligned to the Common Core State Standards was adopted in 2013 and implemented in 2014-2015. 9-12 math textbooks were adopted for Algebra 1, Algebra 2 and Geometry in 2011. Common Core Course 1 from 2012 Math Visions Project is implemented for 2013-2014 as the integrated pathway to Common Core math instruction, Common Core Course 2 from Math Visions Project is implemented for 2014-2015 and:

WHEREAS, sufficient textbooks or instructional materials were provided to each pupil enrolled in foreign language or health classes,

WHEREAS, sufficient laboratory science equipment was provided for science laboratory classes offered in grades 9-12.

NOW THEREFORE, the Governing Board declares that for the 2014-2015 school year, the Pacific Grove Unified School District provided each pupil with sufficient textbooks and instructional materials consistent with the adoption cycles and content of the State curriculum frameworks.

AYES:

NOES:

ABSENT:

Ralph Gomez Porras, Superintendent

SUBJECT: Resolution No. 951 Proclaiming Week of the School Administrator

PERSON RESPONSIBLE: Billie Mankey, Director II, Human Resource

RECOMMENDATION:

The Administration recommends the Board adopt Resolution No. 951, acknowledging Education Code 44015.1 and proclaiming October 6– 10, 2014 as “Week of the School Administrator.”

BACKGROUND:

The term, “school administrator” is a broad term used to define many education leadership posts, which include superintendents, assistant superintendents, principals, assistant principals, special education and adult education leaders, curriculum and assessment leaders, school business officials, classified educational leaders. School administrators who began their careers as teachers and those from other fields have demonstrated dedication in their efforts to effectively lead public education and improve student achievement.

INFORMATION/DESCRIPTION:

In observance of the importance of educational leadership, as defined by recent legislation (SB 1229) and in Education Code 44015.1 the State of California proclaims the second week of October as “Week of the School Administrator.” This is a change from past legislation that defined Week of the School Administrator as the first full week of March.

Pacific Grove Unified School District
Board of Education

Resolution 951

“WEEK OF THE SCHOOL ADMINISTRATOR”

WHEREAS, leadership matters for California’s public education system and the more than 6.2 million students it serves; and

WHEREAS, school administrators are lifelong learners who believe in the value of quality public education; and providing quality service for student success is paramount for the profession; and the future of California’s public education system depends upon the quality of its leadership; and

WHEREAS, school leaders depend on a network of support from school communities – teachers, parents, students, businesses, community members, Board trustees, District and county staff and resources – to promote ongoing student achievement and school success;

NOW, THEREFORE, BE IT RESOLVED by the Governing Board of Pacific Grove Unified School District that Resolution 951 be adopted to observe October 6-10, 2014 as the “WEEK OF THE SCHOOL ADMINISTRATOR” to commend all school leaders for the contributions they make to successful student achievement.

Passed and Adopted on October 2, 2014

Tony Sollecito, President

John Thibeau, Clerk

John Paff, Board member

Bill Phillips, Board Member



Debbie Crandell, Board Member

Ralph Gómez Porras, Superintendent

SUBJECT: Superintendent's Goals

PERSON(S) RESPONSIBLE: Ralph Gómez Porras, Superintendent

RECOMMENDATION:

The Superintendent recommends that the School Board approve the Superintendent's Goals for 2014.

BACKGROUND:

Every year the Superintendent works with the Board to establish performance goals that are aligned with the approved Board Goals, District Strategic Plan and, currently, the Local Control Accountability Plan. The five Goals are focused on specific target areas listed in the above mentioned plans and include action steps that have been designed to address all of the various aspects of the District operations. The Goals are reviewed annually and are available for the Board during the Superintendent's evaluation in the Spring. The Goals are also used to determine direction for the entire administrative team.

FISCAL IMPACT:

None at this time.



Pacific Grove Unified School District

Superintendent's Goals & Objectives

I.

Context

Strategy One: Develop and implement a comprehensive and standards-based educational program with respect to curriculum, instruction, course offerings, class size, support programs and facilities

Board Goal: Student Learning and Achievement; Services and Budget Alignment

Goal #1

The Superintendent will lead the District through the use of Professional Development, Teacher Collaboration Opportunities and Renewed Student Assessment protocols to align instructional programs/practices with the California Common Core Standards

Activities

- Lead and support the process to continue the implementation of the District Strategic Plan and Local Control Accountability Plan (LCAP), including development of a renewed Technology Plan
- Collaborate with the Director of Curriculum/Special Projects and other administrators to continue establishing and implementing District wide formative assessments supported by the use of Professional Learning Communities, teacher planning mini-day, and other similar staff collaboration efforts
- Meet with District staff to review and discuss strategies to implement the goals of the Board Goals, Strategic Plan, LCAP and Site Actions Plans
- Work with site principals to focus on implementation of Integrated Math and collaborative math instruction in all classrooms, with a focus on secondary programs
- Coordinate efforts with the Assistant Superintendent of Business Services to align the annual District budget with instructional and curricular needs in order to implement the state Common Core standards and requisite support programs
- Attend conferences and workshops to stay informed of relevant educational, legislative, and fiscal advances and challenges
- Maintain membership and networks in professional organizations, including executive level participation in the Association of California School Administrators (2014 – 18)
- Serve on and participate in various local and state committees and service groups



Pacific Grove Unified School District

II.

Context

Strategy One: Develop and implement a comprehensive and standards-based educational program with respect to curriculum, instruction, course offerings, class size, support programs and facilities

Board Goal: Student Learning and Achievement

Goal #2

To utilize continuous improvement strategies, professional learning communities and other collaboration efforts at all levels of the District to foster high academic achievement as the District's highest priority

Activities

- Continue to evaluate and revise existing programs and instructional strategies for effectiveness and potential revision using student academic progress metrics, feedback from staff, and other surveys
- Provide opportunities for District/Site administrators and teachers to be conversant in the language of the California Common Core standards and to be accountable to one another for implementation and assessment
- Present multiple opportunities for teachers to utilize assessment results and data to inform and to improve instructional practices for increased student achievement and learning for all students
- Present to the Board, staff and community an assessment of student achievement, data and results based on Federal, State and local District measures
- Support the Director of Curriculum/Special Projects to continue using curriculum committees (Instructional Leadership Team) to further the alignment, implementation and utilization of common performance assessments and standards
- Review student achievement data with administrators and direct them to set, support and monitor improvement goals as part of the administrative evaluation process
- Continue to align Single School Plans with the District Strategic Plan and LCAP



Pacific Grove Unified School District

III.

Context

Strategy Two: Staff Recruitment, Retention and Professional Development

Strategy Three: Communications

Board Goal: Credibility, Confidence and Communication: We will develop strategies to promote a high level of communication, collaboration and interaction with the Pacific Grove Unified School District community

Goal #3a

To promote a positive and supportive view of PG Schools within our District, our local community, and region, which maintains trust, confidence and credibility

Goal #3b

To provide high quality, relevant and aligned professional development activities for District staff

Goal #3c

Maintain safe and orderly campuses and immediately address issues of student safety

Activities

- When appropriate, promptly communicate issues of student safety with all stakeholders
- Respond promptly to issues and requests raised by the School Board, staff and community
- Utilize formal and informal communication methods to keep Trustees, District staff, parents and all stakeholders informed and up-to-date on District and site issues
- Utilize School Site Councils, PTAs, advisory groups, etc. as vehicles through which to receive and to disseminate information
- In collaboration with District staff, coordinate with state and local agencies to develop a comprehensive professional development plan
- Plan activities for staff that directly relate to District goals and needs
- Oversee and maintain a Human Resources program that closely monitors staffing, recruits productive and successful employees, and addresses issues directly related to personnel
- Work with legal counsel to directly address relevant legal matters in a timely and responsible manner
- Collaborate with public and private agencies in initiatives and partnerships that support the PGUSD mission and goals
- Represent and promote the District throughout the local community, region, state and nation



Pacific Grove Unified School District

IV.

Context

Strategy Five: The District budgetary process will reflect the Strategic Plan goals

Board Goal: Program, Services and Budget Alignment

Goal #4

To maintain financial accountability and budget integrity

Activities

- Continue to review the management organizational structure and recommend potential improvements
- Work with the Assistant Superintendent of Business Service to deliver regular administrative training on the District budget, budget operations, and budget development
- Oversee and maintain a budget process that is timely and understandable to the public
- Bring accurate information and recommendations to the Board
- Through the Assistant Superintendent of Business Services, complete maintenance projects and services that further a safe and secure environment for students and staff



Pacific Grove Unified School District

V.

Context

Strategy Three: Communications

Strategy Five: The District budgetary process will reflect the Strategic Plan goals

Board Goal: Credibility, Confidence and Communication

Goal #5a

To maintain productive relationships with all employee groups

Goal #5b

To ratify, with Board approval, contracts and agreements that are fair and fiscally sound and reflect current and predicted federal, state and local budget scenarios

Activities

- Facilitate productive sessions for collective bargaining and “meet and confer” sessions with all employee groups, as directed by the Board of Education
- Meet with employee organization representatives regularly to resolve issues of mutual concern
- Establish primary interests of all parties to further productive and workable agreements

SUBJECT: Board Calendar/Future Meetings

PERSON(S) RESPONSIBLE: Ralph Gómez Porras, Superintendent

RECOMMENDATION:

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.

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 approve 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, 2014/15 School Year

Aug. 21	Regular Board Meeting ✓ Student Enrollment Update ✓ Back to School dates ✓ Property tax report ✓ 2014-2015 Consolidated Application	District Office
Sept. 4	Regular Board Meeting ✓ Superintendent's Goals ✓ Board Goals – review/revise	Forest Grove (School Site Visit)
Sept. 18	Regular Board Meeting ✓ Unaudited Actual Report ✓ Budget Revision #1	Robert Down (School Site Visit)
Oct. 2	Regular Board Meeting ✓ Strategic Plan/LCAP Review Begins ✓ Bus Ridership	Middle School (School Site Visit)
Oct. 30	Regular Board Meeting ✓	Adult School (School site Visit)
Nov. 13	Regular Board Meeting ✓ Intent form due (to serve as Board President or Vice President) ✓ Set date for Annual Organizational meeting ✓ Review of Facilities Depreciation Schedule	High School (School Site Visit)
Dec. 4	Organizational Meeting ✓ Election of 2014/15 Board President and Clerk ✓ First Interim Report ✓ Budget Revision #2	District Office

Board Meeting Calendar, 2014/2015 School Year

Jan. 22	<p>Regular Board Meeting Community High School (School Site Visit)</p> <ul style="list-style-type: none"> ✓ Budget process begins ✓ Report on Governor's Budget Proposal ✓ Preliminary enrollment projection for 2014/16 ✓ Williams/Valenzuela Uniform Complaint Report ✓ Review of Facilities Depreciation Schedule and Associated Budget
Feb. 5	<p>Regular Board Meeting District Office</p> <ul style="list-style-type: none"> ✓ Review of Governor's Budget Proposal ✓ Budget requests regarding staffing finalized (TBA) ✓ Budget projections and assumptions ✓ Possible personnel action presented as information ✓ Preliminary Review of Site Master Schedules ✓ Review of Facilities Depreciation Schedule and Associated Budget
Mar. 5	<p>Regular Board Meeting District Office</p> <ul style="list-style-type: none"> ✓ Week of School Administrator ✓ Second Interim Report ✓ Possible personnel action (RIF) ✓ Open House schedules reviewed ✓ Review of Facilities Depreciation Schedule and Associated Budget
Mar. 19	<p>Regular Board Meeting District Office</p> <ul style="list-style-type: none"> ✓ Budget projections and assumptions ✓ Class size guidelines ✓ Enrollment ✓ Review of Facilities Depreciation Schedule and Associated Budget
Apr. 16	<p>Regular Board Meeting District Office</p> <ul style="list-style-type: none"> ✓ Board Priorities for 2015/16 Instructional Program Design ✓ Budget Study Session scheduled if needed ✓ Review of Strategic plan and LCAP ✓ Williams/Valenzuela Uniform Complaint Report ✓ Review of Facilities Depreciation Schedule and Associated Budget
May 7	<p>Regular Board Meeting District Office</p> <ul style="list-style-type: none"> ✓ Begin Superintendent Evaluation ✓ California Day of the Teacher ✓ Final Review of Site Master Schedules ✓ Draft 2015/16 Board meeting calendar, Aug. – Dec. ✓ Review of Strategic plan and LCAP
May 21	<p>Regular Board Meeting District Office</p> <ul style="list-style-type: none"> ✓ Week of the CSEA Employee ✓ Retiree Reception ✓ Review Bell Schedule for 2015/16 ✓ Superintendent's evaluation ✓ Identify Board member representatives for graduation ✓ Review Facility Use Fee Schedule ✓ LCAP Public Hearing ✓ Review Governor's revised budget ✓ Present 2015/16 Budget
June 4	<p>Regular Board Meeting District Office</p> <ul style="list-style-type: none"> ✓ Adopt budget for 2015/16 ✓ Recommend approval of LCAP ✓ Public hearing on budget ✓ Williams/Valenzuela Uniform Complaint Report ✓ Approve 2015/16 Board meeting calendar, Aug. – Dec. ✓ Complete Superintendent Evaluation

SUBJECT: Local Control Accountability Plan Update

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

RECOMMENDATION:

The Administration recommends that the Board discuss the Local Control Accountability Plan for 2014-2015 update and provide direction as necessary.

BACKGROUND:

The Local Control Accountability Plan (LCAP) is an important component of the Local Control Funding Formula (LCFF). Under the LCFF all Local Educational Agencies are required to prepare an LCAP, which describes how they intend to meet annual goals for all pupils, with specific activities to address state and local priorities identified pursuant to *EC* Section 52060(d).

INFORMATION:

At the board meeting on June 5, 2014 Pacific Grove Unified Governing Board adopted the LCAP for 2014-2015 using a template adopted by the State Board, effective for three years with annual updates. The Monterey County Office of Education approved the district's LCAP on August 7, 2014. The LCAP listed the district's annual goals for all pupils and for each subgroup in regard to eight state priorities and any local priorities, as well as the plans for implementing actions to achieve those goals.

At this time, we are in the process of beginning to gather data in an effort to measure our progress in meeting the goals for 2014-2015. Part of this process will involve administrators, teachers, students, parents, and the community as we engage in meaningful discussions pertaining to the eight state priorities. The following is an overview of the eight state priorities identified in the plan along with an update of our progress to date:

1. Basic Services: credentialed teachers, instructional materials, facilities in good repair
 - Instructional Materials Resolution
 - Adoption of Common Core Programs for English Language Arts and Math

2. Implementation of State Standards
 - Site Instructional Leadership teams facilitating the Cycle of Professional Learning
 - Professional development: Speaking and Listening Standards implementation district-wide
 - Formative assessments on Illuminate
 - English Learner Language Review Teams at each site
 - Instructional Rounds
 - Smarter Balance testing windows:
 - ❖ ELA & Math grades 3-8 : February 25th -May 29th 2015
 - ❖ ELA & Math grade 11: April 9th - May 29th 2015 (replaces Early Assessment Program (EAP))

❖ California Standards Test in Science: grades 5, 8, and 10

3. Parental Involvement

- Parent Survey
- Site parent focus groups
- English Language Advisory Committees
- Stakeholder meetings (to be determined)

4. Pupil Achievement

- 2013-2014 Title 3 California English Language Development Test (CELDT) (Data attached)
- 2013-2014 California Standards Test Scores for Science (STAR) (Data attached)
- 2013-2014 California High School Exit Exam (CAHSEE) (Data attached)
- Advanced Placement passing rates (in progress)
- Percent of 2013-2014 graduates attending 2 and 4 year universities (in progress)
- Percent of students graduating with A to G requirements (Spring 2015)
- Percent of students prepared for college by the Early Assessment Program (Spring 2015)
- Re-designation rate of English learners (Spring 2015)

5. Pupil Engagement

- Analysis of 2013-2014 California Healthy Kids Survey (in progress)
- Administration of the California Healthy Kids Survey for 2014-2015
- Implementation of Speaking & Listening Standards
- Site student focus groups
- Attendance and chronic absenteeism rates (in progress)

6. School Climate

- California Healthy Kids Survey
- Suspension and expulsion rates (in progress)

7. Course Access

- Advanced Placement and Honors enrollment (English Learners)

8. Other Pupil Outcomes

- Analysis of trimester and semester grades at the sites

FISCAL IMPACT:

<i>Title III California English Language Development Test (CELDT)</i>		
	2012-2013	2013-2014
AMAO 1 – Percentage of ELs Making Annual Progress		
Met Target for AMAO 1	Yes	Yes
Number Meeting Annual Growth Target	67.7% (Target 57.5%)	67.7% (Target 59.0%)
AMAO 2 – Percentage of ELs Attaining Proficient on CELDT		
Met Target for AMAO 2	Yes	Yes
Percentage Attaining English Proficiency Less than 5 Years	30.5% (Target 21.4%)	28.0% (Target 22.8%)
Percentage Attaining English Proficiency 5 Years or More	52.9% (Target 47.0%)	58.8% (Target 49.0%)
AMAO 3 – Adequate Yearly Progress for EL Student Group		
Met Target for AMAO 3	Yes	Yes
Met Participation Rate for EL Student Group	Yes	Yes
Met Percent Proficient or Above for EL Student Group	Yes	Yes
Met all AMAO Criteria	Yes	Yes

<i>Science Standards Test Scores - Life Science (STAR)</i>		
	2012-2013	2013-2014
Grade 5		
% Advanced	42%	42%
% Proficient	43%	43%
% Basic	13%	12%
% Below Basic	3%	3%
% Far Below Basic	1%	1%
Grade 8		
% Advanced	69%	66%
% Proficient	20%	15%
% Basic	8%	10%
% Below Basic	3%	4%
% Far Below Basic	1%	5%
Grade 10		
% Advanced	45%	43%
% Proficient	29%	36%
% Basic	23%	18%
% Below Basic	2%	1%
% Far Below Basic	1%	2%

<i>California High School Exit Exam (CAHSEE)</i>		
	2012-2013	2013-2014
Percentage Passing Math	93%	94%
Percentage Passing ELA	93%	92%
Percentage Proficient Math	79.1% (Target 88.7%)	82.5% (Target 100%)
Met AYP Math Criteria	No	Yes - Safe Harbor
Percentage Proficient ELA	79.1% (Target 88.9%)	83.4% (Target 100%)
Met AYP ELA Criteria	No	Yes - Safe Harbor

SUBJECT: Substitute Teacher Pay

PERSON RESPONSIBLE: Billie Mankey, Director II, Human Resources

RECOMMENDATION:

The Administration recommends that the Board review the 2014 substitute teacher rates for Pacific Grove Unified and within Monterey County. Based on information provided, make recommendations accordingly.

BACKGROUND AND INFORMATION:

Twenty-eight entities are represented on the substitute pay comparison charts provided. One chart is sorted by Long Term Rate and the second chart is sorted by Daily Rate. The substitute teacher pay rate for Pacific Grove Unified is highlighted and in order of rate for comparison.

The priority of having the ability to recruit and maintain a qualified substitute pool is the most important factor to determining substitute rates for any district. Items such as demographics, working conditions, and location of schools/districts are all given consideration in maintaining sub rates that support retention of a qualified pool. As the chart provided reflects, some districts in addition to the daily rate, also give additional car allowances and mileage stipends to their substitutes.

In Pacific Grove Unified we are easily able to maintain a qualified substitute pool. We open our substitute pool in the fall each year and always have qualified interest. People like to work here. Since our district is very small, an issue that new substitutes face in our district is that our employees already have the substitutes that they know and typically request, so unless a new substitute employee is already known in the district, it is difficult to keep them busy and ultimately they move to other districts that have more frequent vacancies.

To date this school year we have hired 22 new substitute teachers.

OPTIONS:

1. Maintain the current substitute teacher rate.
2. Adjust the current substitute teacher rate.
3. Provide alternative direction.

FUNDING:

Currently budgeted at the rate listed. Any adjustments to be determined.

September 2014 District Substitute Pay Rate Comparisons						
* Sorted by Daily Rate	* Daily Rate	Number of Days	Daily Rate	Number of Days	Long Term	Mileage Stipend
Mission Union	100.00					
Washington Union	100.00	(1-10)	110.00	(11-20)	115.00	
MPUSD	105.00	(1-10)			150.00	
Soledad	110.00	(1-20)			135.00	
Spreckles	115.00	(1-20)			120.00	
Alisal ~ Sub Credential	115.00	(1-5)	120.00	(6-25)	200.00	
Pacific Grove ~ Sub Credential	115.00	(1-15)			130.00	
Carmel	120.00		125.00	(3-45)	274.97	
Chualar	120.00	(1-20)			130.00	
NO.MO.County	120.00	(1-16)			175.00	
Salinas City	120.00	(1-5)	125.00	(6-25)	219.19	
Bay View Academy	125.00				150.00	
Big Sur Unified	125.00					
Graves	125.00					
International School of Monterey	125.00				150.00	
Lagunita	125.00					
Oasis Charter	125.00					
Pacific Grove ~ Teaching Credential	125.00	(1-15)			140.00	
Salinas High	125.00	(1-25)			206.01	
San Antonio	125.00					\$20 (>25 mi.)
San Ardo	125.00					
Santa Rita	125.00	(1-20)			150.00	\$10 (>25 mi.)
King City Union ~ Sub credential	125.00				189.54	\$20 (>20 mi)
Greenfield -1-5 days inside city limits	126.00					
Alisal ~ Teaching Credential	130.00	(1-5)	135.00	(6-25)	213.00	
Gonzales-inside 15 mile from district	130.00				210.00	
MCOE	130.00	(1-5)	146.00	(6-20)	219.32	
King City Union	135.00	(1-19)			189.54	\$20 (>20 mi)
SO.MO.CO.Joint	135.00	(1-19)			249.51	
Greenfield - 1-5 outside, 6-19 in limits	136.00					
Bradley	140.00					
Gonzales-outside 15 miles from dist.	140.00				210.00	
San Lucas	145.00					
Greenfield - 6-19 outside city limits	146.00					
Gonzales-outside 30 miles from dist.	150.00				210.00	
Greenfield - retired USD teachers	200.00					
Greenfield - 20 days and beyond					200.00	

September 2014 District Substitute Pay Rate Comparisons						
* Sorted by Long Term Rate	Daily Rate	Number of Days	Daily Rate	Number of Days	* Long Term	Mileage Stipend
Washington Union	100.00	(1-10)	110.00	(11-20)	115.00	
Spreckles	115.00	(1-20)			120.00	
Pacific Grove ~ Sub Credential	115.00	(1-15)			130.00	
Chualar	120.00	(1-20)			130.00	
Soledad	110.00	(1-20)			135.00	
Pacific Grove ~ Teaching Credential	125.00	(1-15)			140.00	
MPUSD	105.00	(1-10)			150.00	
Bay View Academy	125.00				150.00	
International School of Monterey	125.00				150.00	
Santa Rita	125.00	(1-20)			150.00	\$10 (>25 mi.)
NO.MO.County	120.00	(1-16)			175.00	
King City Union ~ Sub credential	125.00				189.54	\$20 (>20 mi)
King City Union	135.00	(1-19)			189.54	\$20 (>20 mi)
Alisal ~ Sub Credential	115.00	(1-5)	120.00	(6-25)	200.00	
Greenfield - 20 days and beyond					200.00	
Salinas High	125.00	(1-25)			206.01	
Gonzales-inside 15 mile from district	130.00				210.00	
Gonzales-outside 15 miles from dist.	140.00				210.00	
Gonzales-outside 30 miles from dist.	150.00				210.00	
Alisal ~ Teaching Credential	130.00	(1-5)	135.00	(6-25)	213.00	
Salinas City	120.00	(1-5)	125.00	(6-25)	219.19	
MCOE	130.00	(1-5)	146.00	(6-20)	219.32	
SO.MO.CO.Joint	135.00	(1-19)			249.51	
Carmel	120.00		125.00	(3-45)	274.97	
Mission Union	100.00					
Big Sur Unified	125.00					
Graves	125.00					
Lagunita	125.00					
Oasis Charter	125.00					
San Antonio	125.00					\$20 (>25 mi.)
San Ardo	125.00					
Greenfield -1-5 days inside city limits	126.00					
Greenfield - 1-5 outside, 6-19 in limits	136.00					
Bradley	140.00					
San Lucas	145.00					
Greenfield - 6-19 outside city limits	146.00					
Greenfield - retired USD teachers	200.00					

SUBJECT: Review of Bus Ridership

PERSON RESPONSIBLE: Rick Miller, Assistant Superintendent for Business Services

RECOMMENDATION:

The District Administration recommends that the Board review the bus ridership information.

BACKGROUND:

The District has provided bus transportation to and from school for several years. When ridership was falling in 2006-07 and 2007-08, the District reduced bus fees in order to attract more riders. While most families pay a fee per student, those families that qualify for the Free-and-Reduced-Meal program also qualify for free transportation. The District is currently running bus routes that provide transportation for both Regular and Special Education students.

INFORMATION:

As of September, 2014, the District is provides Regular Education transportation for 288 riders. The number of riders was been increasing each year since 2007-08 when there were only 144 riders, but has remained flat since 2012-13. Of the 288 riders in the current year, 122 riders (42%) are riding free due to meeting the household income rules allowed under the Free-and-Reduced-Meal program.

The cost of the Transportation program is budgeted to be \$226,000 in 2014-15. The revenue that pays for the program comes from three sources:

- 1) The state Home-to-School Transportation revenue provides \$105,000 (46%),
- 2) Transportation Fees collected from riders provides \$13,000 (6%)
- 3) The General Fund Contribution provides \$111,000 (48%).

For comparison purposes, below are the transportation fees charged at Pacific Grove Unified School District, Carmel Unified School District, and Monterey Peninsula Unified School District.

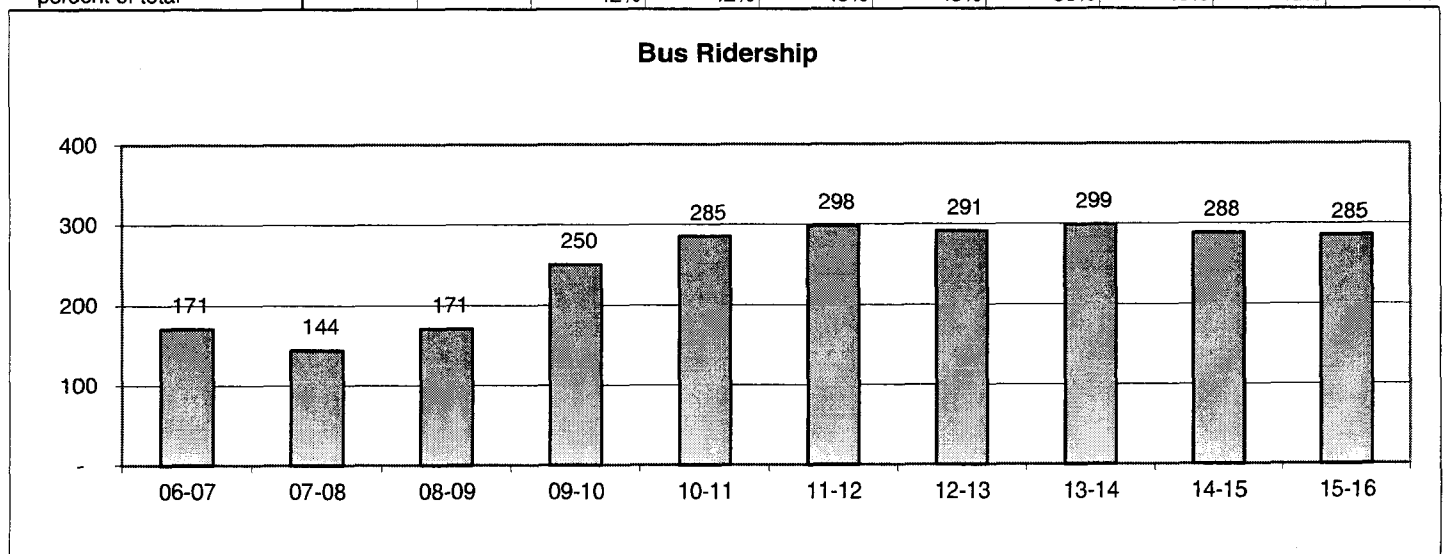
	1 st Rider	2 nd Rider	3 rd Rider (or more)
1) PGUSD	\$100	\$ 50 (\$150)	Free (\$150)
2) CUSD	\$200	\$200 (\$400)	\$100 (\$500)
3) MPUSD	\$200	\$160 (\$360)	\$120 (\$480)

FISCAL IMPACT:

There is no fiscal impact, this report is informational only.

Bus Ridership

	06-07	07-08	08-09	09-10	10-11	11-12	12-13	13-14	14-15	15-16
	actual	actual	actual	actual	actual	actual	actual	actual	actual	estimate
-1.0%										
Forest Grove										
Del Monte Park			23	53	72	79	40	37	27	27
Pebble Beach			16	12	13	16	27	67	60	59
Beach Track			6	15	18	19	14	13	20	20
Total Forest Grove			45	80	103	114	81	117	107	106
Robert Down										
Del Monte Park			7	1	8	5	10	4	1	1
Pebble Beach				5	7	5	13	9	9	9
Beach Track			36	62	58	47	58	40	48	48
Total Robert Down			43	68	73	57	81	53	58	57
Middle School										
Del Monte Park			15	16	22	22	16	17	17	17
Pebble Beach			15	19	20	25	21	28	32	32
Beach Track			20	33	29	24	34	35	27	27
Total Middle School			50	68	71	71	71	80	76	75
High School										
Del Monte Park			1	1	5	8	7	2	3	3
Pebble Beach			9	14	7	14	17	12	12	12
Beach Track			23	19	26	34	34	35	32	32
Total High School			33	34	38	56	58	49	47	47
Total Ridership										
Del Monte Park			46	71	107	114	73	60	48	48
Pebble Beach			40	50	47	60	78	116	113	112
Beach Track			85	129	131	124	140	123	127	126
Total District	171	144	171	250	285	298	291	299	288	285
Change		(27)	27	79	35	13	(7)	8	(11)	(3)
Percent Change		-15.8%	18.8%	46.2%	14.0%	4.6%	-2.3%	2.7%	-3.7%	-1.0%
Free Riders			71	105	122	135	105	139	122	130
percent of total			42%	42%	43%	45%	36%	46%	42%	46%



SUBJECT: Future Agenda Items

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 October 2, 2014 Regular Board Meeting:

- Elementary School Reconfiguration (October 30)
- Measure D: Amphitheatre Project, Potential Changes to front of Forest Grove (October 30)
- Pacific Grove High School Dress Code (November 13)