

**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, September 18, 2014

**TIME:** 6:30 p.m. Closed Session  
7:00 p.m. Open Session

**LOCATION:** Robert Down Elementary School Cafeteria  
485 Pine Avenue  
Pacific Grove, CA 93950

# Site Visit

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

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

## AGENDA AND ORDER OF BUSINESS

**I. OPENING BUSINESS**

- A. Call to Order
- B. Roll Call
- C. Adoption of Agenda

**II. CLOSED SESSION**

- A. Identify Closed Session Topics  
*The Board of Education will meet in Closed Session to consider matters appropriate for Closed Session in accordance with Education and Government Code.*
  - 1. Begin Superintendent's Evaluation and Goals.
- B. Public comment on Closed Session items
- C. Adjourn to Closed Session

**III. RECONVENE IN OPEN SESSION**

A. Report action taken in Closed Session

1. Begin Superintendent’s Evaluation and Goals

B. Pledge of Allegiance Led by: \_\_\_\_\_

**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

B. Board Member Comments

C. Superintendent Report

D. PGUSD Staff Comments

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

*Public comment on any item of interest to the public that is within the Board’s jurisdiction will be heard. The Board may limit comments to no more than three (3) minutes for each agenda or non-agenda item; a total time for public input on each item is 20 minutes, pursuant to Board Policy 9323. Public comment will also be allowed on each specific action item prior to Board action thereon. This meeting of the Board of Education is a business meeting of the Board, conducted in public. Please note that the Brown Act limits the Board’s ability to respond to public comment. The Board may choose to direct items to the Administration for action or place an item on a future agenda.*

**VII. CONSENT AGENDA**

*Items listed under the Consent Agenda are considered to be routine and/or may have been discussed at a previous Board meeting. **There is no discussion of these items prior to the Board vote unless a member of the Board, 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.*

A. Minutes of September 4, 2014 Regular Board Meeting  
Recommendation: (Ralph Gómez Porras) Approval of minutes as presented.

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B. Certificated Assignment Order #3  
Recommendation: (Billie Mankey) The Administration recommends adoption of Certificated Assignment Order #3.

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- C. Classified Assignment Order #3  
Recommendation: (Billie Mankey) The Administration recommends adoption of Classified Assignment Order #3.

14
- D. Acceptance of Donations  
Recommendation: (Rick Miller) The District Administration recommends that the Board approve acceptance of the donations.

16
- E. Out of State/Overnight  
Recommendation: (Rick Miller) The Administration recommends that the Board approve or receive the request as presented.

17
- F. Revolving Cash Report #2  
Recommendation: (Rick Miller) As Assistant Superintendent for Business Services, I have reviewed the Revolving Cash payments for consistency with District budget policy and accounting practices and certify their consistency and recommend approval of the payments by the Board.

20
- G. Cash Receipts Report #2  
Recommendation: (Rick Miller) As Assistant Superintendent for Business Services, I have reviewed the receipt and deposit of the identified Cash Receipts for consistency with District policies and procedures and certify that the actions have been appropriately conducted. I recommend Board approval of the Cash Receipts.

22
- H. 2014-15 Budget Revision #1  
Recommendation: (Rick Miller) The District Administration recommends that the Board review and approve these proposed budget revisions.

24
- I. Declaration Surplus Property  
Recommendation: (Rick Miller) The Administration recommends that the Board review and declare the identified property as surplus and authorize sale and/or disposal.

34
- J. Declaration of Surplus Property for 2014 Butterfly Parade Bazaar  
Recommendation: (Rick Miller) The Administration recommends that the Board declare the identified property as surplus and authorize sale and/or disposal in accordance with Board Policy 3270 in conjunction with the Butterfly Bazaar.

36
- K. Pacific Grove Unified School District Strategic Plan- Final Reading  
Recommendation: (Ralph Gómez Porras) The Administration recommends that the Board review and approve the District’s Strategic Plan, as amended when the Local Control Accountability Plan (LCAP) was approved.

37

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

**VIII. PUBLIC HEARING: Approval of Resolution #950 Regarding Sufficiency of Instructional Materials for Fiscal Year 2014-2015** 41

The Governing Board shall hold a public hearing or hearings at which the Governing Board shall encourage participation by parents, teachers members of the community interested in the affairs of the school district, and bargaining unit leaders, and shall make a determination, through 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 curriculum framework adopted by the state board. [EC60119(a)(1)]

Open Public Hearing \_\_\_\_\_ Close Public Hearing \_\_\_\_\_

**IX. ACTION/DISCUSSION**

- A. First and/or Final Read: Board Policy and Regulation 5123 Promotion/Acceleration/Retention 46  
Recommendation: (Ralph Gómez Porras) The Administration recommends that the Board review and approve or give direction on the current Board Policy and Regulation §5123 Promotion/Acceleration/Retention.

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

- B. Pacific Grove Unified School District Photo/Video Release Form- Final Reading 63  
Recommendation: (Ralph Gómez Porras) The Administration recommends that the Board review and approve the new photo/video release form.

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

- C. Acceptance of the 2013-14 Unaudited Financial Report 65  
Recommendation: (Rick Miller) The District Administration recommends that the Board review and accept the Unaudited Actuals Financial Report for the 2013-14 fiscal year.

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

- D. Board Calendar/Future Meetings 92  
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: \_\_\_\_\_

**X. INFORMATION/DISCUSSION**

**A. Future Agenda Items**

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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.

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

**XI. ADJOURNMENT**

Next regular meeting: October 2, 2014 – Pacific Grove Middle School Music 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

1. Contract for placement for Special Education student.
2. 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:

1. Contract for placement for Special Education student  
The Board received information on this matter.
2. 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.

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

Porras 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 16<sup>th</sup> 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 2<sup>nd</sup> 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

**SUBJECT:** Certificated Assignment Order #3

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

**RECOMMENDATION:**

The administration recommends adoption of Certificated Assignment Order #3.

**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.

<b>PACIFIC GROVE UNIFIED SCHOOL DISTRICT</b> <b>CERTIFICATED PERSONNEL ASSIGNMENT ORDER NO. 3</b> <b>September 18, 2014</b>
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**TEMPORARY APPOINTMENT:**

Allison Lyon, RDE, Garden Coordinator, \$4,000 annual stipend, funded through RDE Site Discretionary Fund, effective September 4, 2014

Brad Woodyard, Community High School, Lead Teacher, Annual Stipend \$8,100 effective 2014-15 School Year.

**2014-15 Counseling Project Work – 4 Year Plans**, paid at the hourly PGTA Instructional Rate, effective through May 2015 only and funded through 10<sup>th</sup> Grade Counseling Budget  
 Pat Rolander  
 Kristen Paris

**2014-15 Pacific Grove High School Instructional Leadership Team**

Employee	Assignment	Stipend %	Funding
Natasha Pignatelli	ILT	1.0	Common Core

**2014-15 Elementary Instructional Leadership Team**

Employee	Assignment	Stipend %	Funding
Juliana Dacuyan	ILT – 1 <sup>st</sup> Grade	1.0	Common Core
Nancy Spade	ILT – 2 <sup>nd</sup> Grade	1.0	Common Core
David Jones	ILT – 3 <sup>rd</sup> Grade	1.0	Common Core
Kate Uppman	ILT – 5 <sup>th</sup> Grade	1.0	Common Core
Stephanie Pechan	ILT – 5 <sup>th</sup> Grade	1.0	Common Core
Jen Hinton	ILT – P.E.	1.0	Common Core
Katie Kreeger	ILT – Special ed	1.0	Common Core

**2014-15 GATE Coordinator**

Employee	Assignment	Stipend %	Funding
Larry Haggquist	PGHS	1.0	GATE

**2014-15 Middle School Lunch Clubs, 45 min. per day, paid per time sheet at the PGTA hourly non-instructional rate, Limited to the 2014-15 school year:**

Employee	Assignment	Schedule	Funding
Jenna Hofer	Book Club	Monday	PTSA
Jeannie Leone	Game Club	Friday	PTSA
Becky Ohsiek	Garden Club	Wednesday	PTSA
Barbara Priest	Music Club	Wednesday/Friday	PTSA
Mary Ann Fort	Chess Club	Wednesday	PTSA
Cheri Diehl	Homework Club	Monday	PTSA
Bonnie Pieper	Homework Club	Tuesday	PTSA

<b>PACIFIC GROVE UNIFIED SCHOOL DISTRICT</b> <b>CERTIFICATED PERSONNEL ASSIGNMENT ORDER NO. 3</b> <b>September 18, 2014</b>
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**2014-15 Pacific Grove High School Curriculum Stipends and Special Assignments**

Employee	Assignment	Stipend % or # of Sections	Funding
Karinne Gordon	English	25 sections	General
Joe D'Amico	Math	23 sections	General
Donna O'Donnell	PE	9 sections	General
Marc Afifi	Science	21 sections	General
Vivian Michaelae	SPED	15 sections	General
Shane Steinback	Social Science	24 sections	General
Kathy Buller	Foreign Language	15 sections	General
Matt Kelly	Technical Ed	17 sections	General
Ken Ottmar	Yearbook	1 spring stipend	General
Dave Hoffman	Band	1 fall stipend 1 spring stipend	General
Lillian Griffiths	Drama	1 spring stipend	General
Michelle Boulware	Musical	1 spring stipend	General
Michelle Boulware	Vocal Music Coach	Fall/Winter/Spring	Site Discretionary

**2014-15 Pacific Grove BTSA Induction Coach Stipends**

Employee	Position	BTSA Students	BTSA Funding
Jenna Hofer	BTSA Induction Coach	Sarah Weber Jen Erickson	\$2,700
Matt Binder	BTSA Induction Coach	Dennis Rosen Chip Dorey	\$2,700
Denise Johnson	BTSA Induction Coach	Stacia Fletcher	\$1,800
Heather Lightfoot	BTSA Induction Coach	Sally Richmond Natasha Pignatelli	\$2,700
Michal Knight	BTSA Induction Coach	Glynnis Barrett	\$1,800

**SUBSTITUTES:**

Samuel Kadish  
Brenda Mayfield  
Bonnie Sorsby

**SUBJECT:** Classified Assignment Order #3

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

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**RECOMMENDATION:**

The administration recommends adoption of Classified Assignment Order #3.

**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. 3  
September 18, 2014**

**APPOINTMENT**

Nayan Prasad, District, Custodian I, 4 hours per day, 12 months per year, Range 35 , Step C, (additional evening differential pay), effective September 8, 2014

Michelle Mahaney, RDE Recreation Attendant, 8 hrs./45 mins. per week, 180 days, Range 26, Step B, effective September 15, 2014 (replaces Mark Mahaney who resigned)

**INCREASE IN HOURS:**

Mark Mahaney, District, Bus Driver, increase of 2 hours per day, Range 38, Step C, 10 months per year, effective September 2, 2014

**RESIGNATION:**

Raymundo Perea, RDE, Custodian I, full-time, 8 hrs./day/12 months, resigns effective September 17, 2014

**SUBJECT:** Acceptance of Donations

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

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**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**

None

**Robert H. Down Elementary School**

None

**Pacific Grove Middle School**

Chapman Foundation

\$25,000 (AVID Grant)

**Pacific Grove High School**

None

**Pacific Grove Community High School**

Target

\$ 40.92 (undesignated)

PG Pride

\$ 1,132.50 (science specimens)

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

None

**Pacific Grove Unified School District**

None



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

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

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**RECOMMENDATION:**

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

**BACKGROUND:**

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

**INFORMATION:**

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

**FISCAL IMPACT:**

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

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**PACIFIC GROVE UNIFIED SCHOOL DISTRICT****OUT-OF-COUNTY OR OVERNIGHT ACTIVITIES**

<u>DATE</u> <u>DESTINATION</u>	<u>STUDENTS/CLASS</u> <u>ACTIVITY</u>	<u>TRANSPORTATION</u>	<u>COST</u>	<u>FUNDING SOURCE</u>
Oct. 3, 4, 2014 Woodside HS Woodside, CA	HS Robotics Club Western Region Robotics Competition	Auto	\$106	GATE Grant

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PACIFIC GROVE UNIFIED SCHOOL DISTRICT  
REQUEST FOR OFF CAMPUS ACTIVITY

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

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

Date of Activity 10/3 and 10/4, 2014 Day of Activity Fri/Sat

Place of Activity Woodside High School

School Pacific Grove High School Grade Level 9-12

School Departure Time 12:15 AM PM X

Pickup Time From Place of Activity AM PM

Name of Employee Accompanying Students ISAAC Rubin

Number of Adults 4 Number of Students 16

Class or Club Robotics

Description of Activity Robotics Competition

Education Objective End of season competition / orientation of new members

List All Stops Woodside High School

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

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

1. NOTE: Board Regulation 3541.1 Requirements Will Be Complied With When Using Private Autos IR  
(Teachers Initials)

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

3. Cost of Activity \$ ~~100~~ \*

4. Cost of Transportation \$ 105.73  
Total Cost (Activity + Transportation) \$ \_\_\_\_\_

5. Fund to be Charged for all activity expenses: ( ) Acct. Code 01.00380.1110.1000.4300.00.000.1300  
( ) Students  
 Other Robotics Grant 0730

6. Requested By Isaac Rubin Date 8.29.14  
Employee's Signature (Employee accompanying students on activity)

7. Recommend Approval [Signature] Date 9/3/14  
Principal's Signature

Transportation Department/District Office Use Only

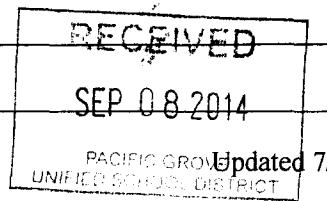
Bus(s) ( ) Available ( ) Not Available Date Received \_\_\_\_\_

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

Approved By \_\_\_\_\_ Date \_\_\_\_\_  
Transportation Supervisor

Approved By [Signature] Date \_\_\_\_\_  
Assistant Superintendent

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



**SUBJECT:** Revolving Cash Report #2

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

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**RECOMMENDATION:**

As Assistant Superintendent for Business Services, I have reviewed the Revolving Cash payments for consistency with District budget policy and accounting practices and certify their consistency and recommend approval of the payments by the Board.

**BACKGROUND:**

The attached listing identifies payments made from the Revolving Cash Fund during the period from August 14, 2014 through September 9, 2014.

**INFORMATION:**

Prior to the approval of the identified payments, appropriate District procedures were followed and authorizations obtained.

**REVOLVING CASH  
BOARD REPORT # 2**  
August 14 2014 - September 9, 2014

Date	Num	Name	Account	Amount
Aug 14 - Sep 9, '14				
8/15/2014	4799	Ahmed Demirpolat	ADULT EDUCATION	-75.00
8/15/2014	4800	Ana Hong	ADULT EDUCATION	-60.00
8/15/2014	4801	Amy Watkins	ADULT EDUCATION	-120.00
8/15/2014	4802	Hjorth Mourgues	TEXT BOOK FEES	-10.00
8/15/2014	4803	Terry Eitlegeorge	TEXT BOOK FEES	-15.00
8/15/2014	4804	M/M Mitchem	TEXT BOOK FEES	-185.00
8/15/2014	4805	Christin Strang Lopez	TEXT BOOK FEES	-45.00
8/15/2014	4806	M/M MacLaren	TEXT BOOK FEES	-62.00
8/18/2014	4807	JaLynne Redman	RETIREE INSURANCE	-1,071.58
Aug 14 - Sep 9, '14				<u>-1,643.58</u>

**SUBJECT:** Cash Receipts Report #2

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

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**RECOMMENDATION:**

As Assistant Superintendent for Business Services, I have reviewed the receipt and deposit of the identified Cash Receipts for consistency with District policies and procedures and certify that the actions have been appropriately conducted. I recommend Board approval of the Cash Receipts.

**BACKGROUND:**

The attached listing identifies Cash Receipts received by the District during the period of August 14, 2014 through September 9, 2014.

**INFORMATION:**

The receipt and deposit of the identified funds were conducted consistent with District policies and procedures within the appropriate revenue accounts.

## CASH RECEIPTS BOARD REPORT # 2

August 14, 2014 - September 9, 2014

Date	Num	Name	Account	Amount
<b>Aug 14 - Sep 9, '14</b>				
8/20/2014	16937	Robert Down Elementary	DONATION	2,679.36
8/20/2014	16938	ADULT EDUCATION	ADULT EDUCATION	1,005.00
8/20/2014	16939	PGMS	DONATION	3,225.00
8/20/2014	16940	Calvary High School	SPECIAL RESERVE	500.00
8/20/2014	16941	Dale Scott & Co.	INTEREST	18.79
8/20/2014	16942	TEXTBOOKS	TEXT BOOK FEES	67.00
8/20/2014	16943	ROP	Class Fees	2,250.00
8/20/2014	16944	ROP	Class Fees	815.00
8/20/2014	16945	ROP	Class Fees	210.00
8/20/2014	16946	ROP	Class Fees	320.00
8/20/2014	16947	ROP	Class Fees	60.00
8/20/2014	16948	ROP	Class Fees	200.00
8/20/2014	16949	BUS PASS	BUS PASS	2,010.00
8/20/2014	16950	RETIREE INSURANCE	RETIREE INSURANCE	3,796.89
8/20/2014	16951	BASRP-RD	BASRP	3,371.75
8/20/2014	16952	VOID	none	
8/28/2014	16953	BASRP-FG	BASRP	11,781.50
8/28/2014	16954	Robert Down Elementary	FUNDRAISER	2,949.56
8/28/2014	16955	Monterey Peninsula Foundation	GATE	10,000.00
8/28/2014	16956	PGMS	SCIENCE CAMP	1,950.00
8/28/2014	16957	ADULT EDUCATION	ADULT EDUCATION	6,714.00
8/28/2014	16958	TEXTBOOKS	TEXT BOOK FEES	128.00
8/28/2014	16959	MBCS/Monterey Bay Charter ...	SPECIAL RESERVE	15,266.14
8/28/2014	16960	VOID	none	
8/28/2014	16961	BUS PASS	BUS PASS	2,220.00
8/28/2014	16962	RETIREE INSURANCE	RETIREE INSURANCE	9,997.00
8/28/2014	16963	ROP	Class Fees	1,000.00
8/28/2014	16964	ROP	Class Fees	270.00
8/28/2014	16965	ROP	Class Fees	300.00
8/28/2014	16966	BASRP-FG	BASRP	3,548.50
8/28/2014	16967	BASRP-RD	BASRP	2,072.25
8/28/2014	16968	BASRP-FG	BASRP	4,285.50
8/28/2014	16969	BASRP-RD	BASRP	4,622.75
9/9/2014	16970	PGMS	SCIENCE CAMP	3,775.00
9/9/2014	16971	BUS PASS	BUS PASS	450.00
9/9/2014	16972	RETIREE INSURANCE	RETIREE INSURANCE	7,282.07
9/9/2014	16973	ADULT EDUCATION	ADULT EDUCATION	5,854.50
9/9/2014	16974	MBCS/Monterey Bay Charter ...	FACILITIES	20,826.89
9/9/2014	16975	PGMS	SCIENCE CAMP	10,712.50
9/9/2014	16976	Community High School	DONATION	40.92
9/9/2014	16977	PG PRIDE	DONATION	1,132.50
9/9/2014	16978	Legacy Water Polo	FACILITIES	1,500.00
9/9/2014	16979	BASRP-FG	BASRP	9,366.25
9/9/2014	16980	BASRP-RD	BASRP	6,692.75
9/9/2014	16981	PGMS	Avid	25,000.00
<b>Aug 14 - Sep 9, '14</b>				<b><u>190,267.37</u></b>

**SUBJECT:** 2014-15 Budget Revision #1

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

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**RECOMMENDATION:**

The District Administration recommends that the Board review and approve these proposed budget revisions.

**BACKGROUND:**

Throughout the year, the budgets of the District's various Funds are revised to reflect changing financial conditions, or as the result of Board decisions which have a budgetary impact. Budget revisions are usually necessary early in the fiscal year (September) to update the beginning fund balances following the close-out of the prior year. Budget revisions are also included in the First Interim Report (December) and the Second Interim Report (March). The last Budget revision is usually done towards the end of the fiscal year (May).

The recommended changes to the various budgets are reflected in the column titled "Changes". The column to the left of the Changes is the current version of the Board-approved budget. The column to the right of Changes will become the official budget once the Board formally approves those changes. A detailed list of the purpose of each budget revision is shown at the bottom of each Fund page.

**INFORMATION:**

The financial condition of the District remains positive with reserves in place and cash flow being met.

Some of the major budget revisions to Fund 1 include:

- 1) Beginning Balances now reflect actual balances, not estimated balances.
- 2) Donation carryover, which was held in reserve, is now posted to expenditure budgets.
- 3) The budget for the carryover of Common Core (\$170,191) has been added.
- 4) The budget for the Special Education billback was increased \$48,524 to reflect additional costs.

**FISCAL IMPACT:**

The fiscal impact is reflected in the attached reports.



Pacific Grove Unified School District

**Budget Revisions - General Fund 01**

	Original Budget	Rev #1 Changes	Unaud Actuals	Rev #2 Changes	First Interim	Rev #3 Changes	Second Interim	Rev #4 Changes	Final Budget
<b>Beginning Balance</b>	<b>3,538,701</b>	-	<b>3,538,701</b>	-	<b>3,538,701</b>	-	<b>3,538,701</b>	-	<b>3,538,701</b>
<b>Revenues</b>									
Revenue Limit	21,869,606	182 a	21,869,788			-		-	
Federal Revenues	540,831	19,984 b	560,815			-		-	
State Revenues	2,537,759	(3,051) c	2,534,708			-		-	
Local Revenues	801,916	35,064 d	836,980			-		-	
<b>Total Revenues</b>	<b>25,750,112</b>	<b>52,179</b>	<b>25,802,291</b>	-	-	-	-	-	-
<b>Expenditures</b>									
Certificated Salaries	13,258,690	41,000 e	13,299,690			-		-	
Classified Salaries	4,614,180	4,300 f	4,618,480			-		-	
Benefits	3,491,215	7,515 g	3,498,730			-		-	
Books & Supplies	806,495	237,737 h	1,044,232			-		-	
Services	3,619,241	201,449 i	3,820,690			-		-	
Capital Outlay	12,529	-	12,529			-		-	
Other Outgo	636,589	48,524 j	685,113			-		-	
Indirect Costs	(21,672)	(165) k	(21,837)			-		-	
<b>Total Expenditures</b>	<b>26,417,267</b>	<b>540,360</b>	<b>26,957,627</b>	-	-	-	-	-	-
<b>Surplus (Deficit)</b>	<b>(667,155)</b>		<b>(1,155,336)</b>						
<b>Transfers In (Out)</b>	<b>(51,926)</b>		<b>(51,926)</b>						
<b>Ending Fund Balance</b>	<b>2,819,620</b>		<b>2,331,439</b>		<b>3,538,701</b>		<b>3,538,701</b>		<b>3,538,701</b>

<b>Components of Ending Fund Balance</b>									
Revolving Cash	5,000	-	5,000						
Restricted Balance	282,224	-	282,224						
Sick Leave Incentive	60,000	-	60,000						
Resv for Econ Unempl	794,076	16,211	810,287						
Unassigned/Unap	1,678,320	(504,392)	1,173,928						
<b>Ending Fund Balance</b>	<b>2,819,620</b>	<b>(488,181)</b>	<b>2,331,439</b>	-	-	-	-	-	-

- 182 a to increase budget due to increase in EPA apportionment
- 1,766 to increase budget due to revised Federal Title II entitlement
- 10,190 to increase budget due to Title III Immigrant program carryover
- 8,028 to increase budget due to Title III LEP program carryover
- 19,984 b
- 2,865 to increase budget due to TUPE carryover
- (5,916) to decrease budget due to prior year TUPE grant encompassing two years
- (3,051) c
- 35,064 d to increase budget due to receipt of donations
- 41,000 e to increase budget due to transfers between object codes
- 4,300 f to increase budget due to transfers between object codes
- 7,515 g to increase budget due to transfers between object codes

194,127	to increase budget due to prior year donation carryover
(5,751)	to decrease budget due to TUPE grant encompassing two years
(22,586)	to decrease budget due to transfers between object codes
26,311	to increase budget due to carryover of funds
10,050	to increase budget due to carryover of Medical Billing revenue
522	to increase budget due to carryover of Title I funding
35,064	to decrease budget due to matching of Donations
<u>237,737</u>	h
(30,565)	to decrease budget due to transfers between programs
9,986	to increase budget due to cover increases in contracts
50,000	to increase budget due to MPUSD MOU (Board approved)
170,191	to increase budget due to Common Core carryover
1,837	to increase budget due to Title I carryover
<u>201,449</u>	i
<u>48,524</u>	j to increase budget due to Special Education billback because of 1-to-1 Rider costs
<u>(165)</u>	k to decrease budget due to adjustment in Indirect Costs from the TUPE grant

Pacific Grove Unified School District

**Budget Revisions - Adult Ed Fund 11**

	Original Budget	Rev #1 Changes	Unaud Actuals	Rev #2 Changes	First Interim	Rev #3 Changes	Second Interim	Rev #4 Changes	Final Budget
<b>Beginning Balance</b>	-	78,414	78,414			-	-	-	-
<b>Revenues</b>									
Revenue Limit	-	-	-	-	-	-	-	-	-
Federal Revenues	65,000	(14,549) a	50,451	9,778	60,229	-	60,229	-	60,229
State Revenues	580,000	-	580,000	(15,965)	564,035	9,558	573,593	-	573,593
Local Revenues	550,000	5,000 b	555,000	(1,263)	553,737	-	553,737	-	553,737
<b>Total Revenues</b>	<b>1,195,000</b>	<b>(9,549)</b>	<b>1,185,451</b>	<b>(7,450)</b>	<b>1,178,001</b>	<b>9,558</b>	<b>1,187,559</b>	<b>-</b>	<b>1,187,559</b>
<b>Expenditures</b>									
Certificated Salary	651,424	-	651,424	(14,943)	636,481	8,854	645,335	-	645,335
Classified Salaries	268,576	15,049 c	283,625	(49,692)	233,933	(3,026)	230,907	-	230,907
Benefits	185,000	(29,698) d	155,302	22,587	177,889	3,730	181,619	-	181,619
Books & Supplies	50,000	770 e	50,770	32,628	83,398	-	83,398	-	83,398
Services	40,000	3,545 f	43,545	2,755	46,300	-	46,300	-	46,300
Capital Outlay	-	-	-	-	-	-	-	-	-
Other Outgo	-	-	-	-	-	-	-	-	-
Indirect Costs	-	-	-	-	-	-	-	-	-
<b>Total Expenditure</b>	<b>1,195,000</b>	<b>(10,334)</b>	<b>1,184,666</b>	<b>(6,665)</b>	<b>1,178,001</b>	<b>9,558</b>	<b>1,187,559</b>	<b>-</b>	<b>1,187,559</b>
<b>Surplus (Deficit)</b>	<b>-</b>	<b>-</b>	<b>785</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Transfers In (Out)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>79,199</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>Components of Ending Fund Balance</b>									
Revolving Cash	-	-	-	-	-	-	-	-	-
Donation Carryover	-	-	-	-	-	-	-	-	-
Unassigned	6,181	73,018	79,199	-	-	-	-	-	-
<b>Ending Fund Balance</b>	<b>6,181</b>	<b>-</b>	<b>79,199</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

(14,549) a to decrease budget due to projected WIA Grant

5,000 b to increase budget due to donations received

15,049 c to increase budget due to revised estimates

(29,698) d to decrease budget due to revised estimates

770 e to increase budget based on revised WIA Grant and Donations received

3,545 f to increase budget due to reallocation of WIA Grant expenditures

Pacific Grove Unified School District

**Budget Revisions - Child Development Fund 12**

	Original Budget	Rev #1 Changes	Unaud Actuals	Rev #2 Changes	First Interim	Rev #3 Changes	Second Interim	Rev #4 Changes	Final Budget
<b>Beginning Balance</b>	279	-	279			-	-		
<b>Revenues</b>									
Revenue Limit	-	-	-	-	-	-	-	-	-
Federal Revenue	-	-	-	-	-	-	-	-	-
State Revenues	100,000	(24,124) a	75,876			-	-		
Local Revenues	350,000	20,000 b	370,000			-	-		
<b>Total Revenues</b>	<b>450,000</b>	<b>(4,124)</b>	<b>445,876</b>	-	-	-	-	-	-
<b>Expenditures</b>									
Certificated Salary	50,000	(1,439) c	48,561			-	-		
Classified Salaries	210,000	24,656 d	234,656			-	-		
Benefits	75,000	4,029 e	79,029			-	-		
Books & Supplies	18,000	-	18,000			-	-		
Services	1,000	-	1,000			-	-		
Capital Outlay	40,000	-	40,000			-	-		
Other Outgo	-	-	-			-	-		
Indirect Costs	21,672	-	21,672			-	-		
<b>Total Expenditure</b>	<b>415,672</b>	<b>27,246</b>	<b>442,918</b>	-	-	-	-	-	-
<b>Surplus (Deficit)</b>	<b>34,328</b>		<b>2,958</b>						
<b>Transfers In (Out)</b>									
<b>Ending Fund Balance</b>	<b>34,607</b>		<b>3,237</b>						

<b>Components of Ending Fund Balance</b>									
Revolving Cash		-	-	-	-	-	-	-	-
Restricted		-	-	-	-	-	-	-	-
Unassigned	34,607	(31,370)	3,237			-	-	-	-
<b>Ending Fund Balance</b>	<b>34,607</b>		<b>3,237</b>						

(24,124) a to reduce budget due to reduction in state preschool contract revenue

20,000 b to increase budget due to comparison with prior year

(1,439) c to decrease budget due to estimated encumbrances

24,656 d to increase budget due to estimated encumbrances

4,029 e to increase budget due to estimated encumbrances

## Pacific Grove Unified School District

**Budget Revisions - Cafeteria Fund 13**

	Original Budget	Rev #1 Changes	Unaud Actuals	Rev #2 Changes	First Interim	Rev #3 Changes	Second Interim	Rev #4 Changes	Final Budget
<b>Beginning Balance</b>	24,222	(16,609)	7,613			-		-	
<b>Revenues</b>									
Revenue Limit	-	-	-			-		-	
Federal Revenues	170,000	-	170,000			-		-	
State Revenues	16,000	-	16,000			-		-	
Local Revenues	340,000	-	340,000			-		-	
<b>Total Revenues</b>	<b>526,000</b>	-	<b>526,000</b>	-	-	-	-	-	-
<b>Expenditures</b>									
Certificated Salaries	-	-	-	-		-		-	
Classified Salaries	225,000	-	225,000			-		-	
Benefits	60,000	-	60,000			-		-	
Supplies	265,000	-	265,000			-		-	
Services	8,500	-	8,500			-		-	
Capital Outlay	-	-	-			-		-	
Other Outgo	-	-	-	-		-		-	
Indirect Costs	-	-	-	-		-		-	
<b>Total Expenditure</b>	<b>558,500</b>	-	<b>558,500</b>	-	-	-	-	-	-
<b>Surplus (Deficit)</b>	<b>(32,500)</b>		<b>(32,500)</b>		-		-	-	-
<b>Transfers In (Out)</b>	32,500	-	32,500					-	-
<b>Ending Fund Balance</b>	<b>24,222</b>		<b>7,613</b>		-		-		-

<b>Components of Ending Fund Balance</b>									
Stores	3,813	-	3,813			-	-	-	-
Restricted		-	-	-	-	-	-	-	-
Unassigned	20,409	(16,609)	3,800						
<b>Ending Fund Balance</b>	<b>24,222</b>		<b>7,613</b>		-		-		-

- no revisions

## Pacific Grove Unified School District

**Budget Revisions - Deferred Maintenance Fund 14**

	Original Budget	Rev #1 Changes	Unaud Actuals	Rev #2 Changes	First Interim	Rev #3 Changes	Second Interim	Rev #4 Changes	Final Budget
<b>Beginning Balance</b>	<b>888,518</b>	(4,991)	<b>883,527</b>			-		-	-
<b>Revenues</b>									
Revenue Limit	-	-	-			-		-	-
Federal Revenue	-	-	-			-		-	-
State Revenues	95,000	(1,628) a	93,372			-		-	-
Local Revenues	6,000	-	6,000			-		-	-
<b>Total Revenues</b>	<b>101,000</b>	<b>(1,628)</b>	<b>99,372</b>	-	-	-	-	-	-
<b>Expenditures</b>									
Certificated Salary	-	-	-	-	-	-	-	-	-
Classified Salaries	-	-	-	-	-	-	-	-	-
Benefits	-	-	-	-	-	-	-	-	-
Supplies	50,000	-	50,000			-		-	-
Services	50,000	419,020 b	469,020			-		-	-
Capital Outlay	-	-	-			-		-	-
Other Outgo	-	-	-			-		-	-
Indirect Costs	-	-	-			-		-	-
<b>Total Expenditure</b>	<b>100,000</b>	<b>419,020</b>	<b>519,020</b>	-	-	-	-	-	-
<b>Surplus (Deficit)</b>	<b>1,000</b>		<b>(419,648)</b>						
<b>Transfers In (out)</b>	<b>-</b>	<b>-</b>	<b>-</b>						
<b>Ending Fund Balance</b>	<b>889,518</b>		<b>463,879</b>						
<b>Components of Ending Fund Balance</b>									
Revolving Cash	-	-	-	-	-	-	-	-	-
Resv for Econ Uncertainties	-	-	-	-	-	-	-	-	-
Unassigned	889,518	(425,639)	463,879			-		-	-
<b>Ending Fund Balance</b>	<b>889,518</b>		<b>463,879</b>						

**(1,628) a** to decrease budget due to notification of advanced apportionment

109,000 to increase budget based on Forest Grove Playground project

122,127 to increase budget due to several combined projects

49,893 to increase budget due to Robert Down Sidewalk project

138,000 to increase budget due to High School Tennis Court project

**419,020 b** to increase budget due to reflect the cost of repairs to the David Avenue campus

Pacific Grove Unified School District

**Budget Revisions - Post Emp Benefits Fund 20**

	Original Budget	Rev #1 Changes	Unaud Actuals	Rev #2 Changes	First Interim	Rev #3 Changes	Second Interim	Rev #4 Changes	Final Budget
<b>Beginning Balance</b>	136,754	-	136,754			-	-	-	-
<b>Revenues</b>									
Revenue Limit	-	-	-	-		-	-	-	-
Federal Revenues	-	-	-	-		-	-	-	-
State Revenues	-	-	-	-		-	-	-	-
Local Revenues	500	-	500			-	-	-	-
<b>Total Revenues</b>	<b>500</b>	-	<b>500</b>	-	-	-	-	-	-
<b>Expenditures</b>									
Certificated Salaries	-	-	-	-		-	-	-	-
Classified Salaries	-	-	-	-		-	-	-	-
Benefits	-	-	-	-		-	-	-	-
Books & Supplies	-	-	-	-		-	-	-	-
Services	-	-	-	-		-	-	-	-
Capital Outlay	-	-	-	-		-	-	-	-
Other Outgo	-	-	-	-		-	-	-	-
Indirect Costs	-	-	-	-		-	-	-	-
<b>Total Expenditure</b>	-	-	-	-	-	-	-	-	-
<b>Surplus (Deficit)</b>	<b>500</b>		<b>500</b>		-		-		-
<b>Transfers In (Out)</b>	19,426	-	19,426			-			-
<b>Ending Fund Balance</b>	<b>156,680</b>		<b>156,680</b>		-		-		-

<b>Components of Ending Fund Balance</b>									
Revolving Cash		-	-	-	-	-	-	-	-
Resv for Econ Uncertainties		-	-	-	-	-	-	-	-
Committed	156,680	-	156,680			-			-
<b>Ending Fund Balance</b>	<b>156,680</b>		<b>156,680</b>		-		-		-

- no revisions

Pacific Grove Unified School District

**Budget Revisions - Building Fund 21**

	Original Budget	Rev #1 Changes	Unaud Actuals	Rev #2 Changes	First Interim	Rev #3 Changes	Second Interim	Rev #4 Changes	Final Budget
<b>Beginning Balance</b>	<b>372,269</b>	358,094	<b>730,363</b>			-	-	-	-
<b>Revenues</b>									
Revenue Limit	-	-	-	-	-	-	-	-	-
Federal Revenues	-	-	-	-	-	-	-	-	-
State Revenues	-	-	-	-	-	-	-	-	-
Local Revenues	1,000	-	1,000	-	-	-	-	-	-
<b>Total Revenues</b>	<b>1,000</b>	-	<b>1,000</b>	-	-	-	-	-	-
<b>Expenditures</b>									
Certificated Salaries	-	-	-	-	-	-	-	-	-
Classified Salaries	-	-	-	-	-	-	-	-	-
Benefits	-	-	-	-	-	-	-	-	-
Supplies	-	32,233 a	32,233	-	-	-	-	-	-
Services	-	1,210 b	1,210	-	-	-	-	-	-
Capital Outlay	233,887	47,036 c	280,923	-	-	-	-	-	-
Other Outgo	-	-	-	-	-	-	-	-	-
Indirect Costs	-	-	-	-	-	-	-	-	-
<b>Total Expenditure</b>	<b>233,887</b>	<b>80,479</b>	<b>314,366</b>	-	-	-	-	-	-
<b>Surplus (Deficit)</b>	<b>(232,887)</b>		<b>(313,366)</b>						
<b>Transfers In (Out)</b>	-	-	-	-	-	-	-	-	-
<b>Ending Fund Balance</b>	<b>139,382</b>		<b>416,997</b>						

<b>Components of Ending Fund Balance</b>									
Revolving Cash		-	-	-	-	-	-	-	-
Resv for Econ Uncertainties		-	-	-	-	-	-	-	-
Unassigned	139,382	277,615	416,997						
<b>Ending Fund Balance</b>	<b>139,382</b>		<b>416,997</b>						

32,233 a to increase budget due to completion of Middle School Fountain Ave project

1,210 b to increase budget due to bond-related expenses

19,596 to increase budget due to Forest Grove Amphitheater project

6,680 to increase budget due to Forest Grove Portable project

23,681 to increase budget due to Forest Ave lighted crosswalk project

4,188 to increase budget due to High School Pool lighting

4,700 to increase budget due to several small projects

58,845 c



Pacific Grove Unified School District

**Budget Revisions - Capital Projects Fund 40**

	Original Budget	Rev #1 Changes	Unaud Actuals	Rev #2 Changes	First Interim	Rev #3 Changes	Second Interim	Rev #4 Changes	Final Budget
<b>Beginning Balance</b>	548,627	-	548,627			-	-	-	-
<b>Revenues</b>									
Revenue Limit	-	-	-	-		-	-	-	-
Federal Revenues	-	-	-	-		-	-	-	-
State Revenues	-	-	-	-		-	-	-	-
Local Revenues	270,000	-	270,000			-	-	-	-
<b>Total Revenues</b>	<b>270,000</b>	-	<b>270,000</b>	-	-	-	-	-	-
<b>Expenditures</b>									
Certificated Salary	-	-	-	-	-	-	-	-	-
Classified Salaries	-	-	-	-	-	-	-	-	-
Benefits	-	-	-	-	-	-	-	-	-
Books & Supplies	50,000	-	50,000			-	-	-	-
Services	50,000	-	50,000			-	-	-	-
Capital Outlay	50,000	-	50,000			-	-	-	-
Other Outgo	-	-	-	-	-	-	-	-	-
Indirect Costs	-	-	-	-	-	-	-	-	-
<b>Total Expenditure</b>	<b>150,000</b>	-	<b>150,000</b>	-	-	-	-	-	-
<b>Surplus (Deficit)</b>	<b>120,000</b>		<b>120,000</b>						
<b>Transfers In (Out)</b>	-	-	-	-	-	-	-	-	-
<b>Ending Fund Balance</b>	<b>668,627</b>		<b>668,627</b>						

<b>Components of Ending Fund Balance</b>									
Revolving Cash		-	-	-	-	-	-	-	-
Resv for Econ Uncertainties		-	-	-	-	-	-	-	-
Assigned	668,627	-	668,627			-	-	-	-
<b>Ending Fund Balance</b>	<b>668,627</b>		<b>668,627</b>						

\_\_\_\_\_ no revisions

**SUBJECT:** Declaration of Surplus Property

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

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**RECOMMENDATION:**

The District Administration recommends that the Board review and declare the identified property as surplus and authorize sale and/or disposal.

**BACKGROUND:**

Under the provisions of the Education Code and Board Policy 3270, the District is permitted to dispose of surplus materials. Prior to disposal, the Board must formally declare the items as surplus.

**INFORMATION:**

See attached list of obsolete textbooks.

**FISCAL IMPACT:**

Less than \$100 in revenue

## Robert H.Down Elementary Fifth Grade Textbook Inventory

Subject	Title	ISBN	Publisher	Total on hand
Math	CA Student Edition - 5th Gr	978-0-15-3541711	Harcourt	187
	CA 3 in 1 Workbook - 5th Gr	978-0-15-3833861	Harcourt	227
	CA Student Manipulative Kit - 5th Gr	978-0-15-3669064	Harcourt	113
	CA Teacher Edition (3 Volumes) - 5th Gr	978-0-15-3588075	Harcourt	10
	CA Teacher Resource Pkg - 5th Gr	978-0-15-3819346	Harcourt	5
	CA Workstations Kit - 5th Gr	978-0-15-3671340	Harcourt	1
	CA Math Lang. Support Kit - 5ht Gr	978-0-15-3670893	Harcourt	2
	CA Individually Bound Components-5th Gr	978-0-15-3819551	Harcourt	5
	Think Math Teacher Guide (2 Vols) - 5th Gr	978-0-15-3685521	Harcourt	5
	Think Math TABS - 5th Gr	978-0-15-3698422	Harcourt	1
	Think Math Student Resource Coll. - 5th Gr	978-0-15-3752360	Harcourt	3
	CA Intervention CD ROM - K-6	978-0-15-3676628	Harcourt	
	CA Common Core Math Student Set	978-0-547941585	Harcourt	15
	CA Common Core Math Teacher Edition	978-0-547896731	Harcourt	2
	CA Common Core Math Enrich Book	978-0-547910772	Harcourt	2
	CA Common Core Math Reteach Book	978-0-547912325	Harcourt	1
	Ready Common Core Achieve Reading Kit	978-0-7609-80606	Curriculum Associates	
	Ready Common Core Reading Student Set	978-0-7609-79716	Curriculum Associates	-
				-
				-
	Ready: Common Core Math 2014 TE 5thGr	978-0-76098647-9	Curriculum Associates	
	Ready: Common Core Math 2014 SE 5thGr	978-0-76098640-0	Curriculum Associates	5

**SUBJECT:** Declaration of Surplus Property for 2014 Butterfly Parade Bazaar

**PERSON(S) RESPONSIBLE:** Rick Miller, Asst. Supt. for Business Services

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**RECOMMENDATION:**

The administration recommends that the Board declare the identified property as surplus and authorize sale and disposal in accordance with Board Policy 3270 in conjunction with the Butterfly Bazaar.

**BACKGROUND:**

Under the provisions of the Education Code, school districts are permitted to dispose of surplus material in several different ways. For many years the Pacific Grove Unified School District has put surplus or obsolete material up for public sale at the Butterfly Bazaar.

**INFORMATION:**

In accordance with Board Policy 3270, the Board is to be informed of the items to be considered surplus and must authorize disposition. The Administration requests authorization to hold a public sale in conjunction with the Butterfly Bazaar for the purpose of disposing of the surplus property identified as follows:

- Surplus furniture
- Surplus non-functioning, electronic equipment
- Obsolete textbooks
- Miscellaneous obsolete and/or non-functioning items no longer usable within the District
- Some of the specific items include:
  - File Cabinets
  - Obsolete computers
  - Obsolete office equipment
  - Tables
  - Desks
  - Chairs
  - Outdated textbooks

The following details apply to this sale:

1. The sale will be held on Saturday, October 4, 2014 at Robert Down School from 10:00 a.m. to 2:00 p.m.
2. No individual item is worth more than \$2,500. (Therefore advertising is not required)
3. All material for sale has been reviewed by District and site personnel and has been deemed to be in excess of our current needs.
4. Obsolete textbooks will be made available to the public at no cost for use for educational purposes, in accordance with Board Policy 3270.
5. Those items which are unsold will be deemed worthless and discarded at a public disposal site.

**FISCAL IMPACT:**

Any funds raised during the sale will be added to the District General Fund as additional revenue.

**OPTIONS:**

1. Declare the identified property as “surplus” and authorize sale and disposal in accordance with Board Policy 3270.
2. Provide alternative direction.

Ref: Butterfly Bazaar Surplus

**SUBJECT:** Pacific Grove Unified School District Strategic Plan- Final Reading

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

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**RECOMMENDATION:**

The Administration recommends that the Board review and approve the District's Strategic Plan, as amended when the Local Control Accountability Plan (LCAP) was approved.

**BACKGROUND and INFORMATION:**

At the beginning of each school year the Strategic Plan, and modifications as recommended by District staff, should be reviewed for approval by the Board. Minor revisions to these plans are recommended as certain goals are achieved or become outdated. This past year, changes to the Strategic Plan were also included as part of the approved Local Control Accountability Plan (June 2014).

The Strategic Plan, Superintendent Goals and School Site Plans will continue to be aligned to the approved Board Goals, with adjustments made according to any approved changes.

**FISCAL IMPACT:**

Program and budget decisions will be based on these plans and will appear as regular items on future Board agendas.

# Pacific Grove Unified School District

## 2014/15 Strategic Plan

**BOARD GOAL: Student Learning and Achievement - Overall Educational Program:** Every student is performing at or above grade level, engaged in his or her learning, and contributing positively to the community

**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 (P1, P2, P7)**

- All students will receive access to core programs in all content areas and student learning will be guided by Common Core-based curriculum in all content areas, current California teaching standards, and local professional expertise. (P2, P7)
- Technology will be used to engage students and instruction will be used to engage students in 21<sup>st</sup> century learning. (P2)
- The Director of Curriculum will facilitate articulation across all grade levels curriculum via Instructional Leadership Teams (ILTs) – core, arts and electives. (P2, P4, P5, P8)
- Teachers will use consistent accountability measures that are aligned with the Common Core State Standards and other California Standards of the Teaching Profession. (P4)
- Teachers will utilize the core targets in the California Standards for Teaching Profession. (P1, P2, P4, P5, P8)
- Students and parents will have a clear educational plan established, including student outcomes, with supplemental support provided to students according to their instructional needs based on assessment data. (P4)
- Programs will be instituted to maximize appropriate college preparation, application and acceptance. (P7)
- Intervention programs will be used District-wide to provide early and ongoing assessments to identify students who are not proficient at grade level and require targeted instruction to meet their individual needs. (P4)
- The District will establish and maintain a K-12 visual and performing program open to all students, as possible.

# Pacific Grove Unified School District

## 2014/15 Strategic Plan

**BOARD GOAL: Credibility, Confidence and Communication Accountability and Integrity:** Student, family and community partnerships, relationships and dialog contribute to the success of every student.

### **Strategy Two: Staff Recruitment, Retention and Professional Development (P1)**

- Highly qualified staff, with respect to credentials, training and experience, will teach all courses and programs. (P1)
- The District will create and maintain a recruitment plan to address hiring needs. (P1)
- The District will implement a professional development that is data-driven, that matches the strategic plan and implemented through the Single Plan for Student Achievement at each site. (P2)
- Teacher assignments will match appropriate teacher credentials and authorizations. (P1)
- Staff evaluation will be tied to the strategic plan in the areas of credentialing requirements, professional development, standards-based instruction and assessment. (P1)

### **Strategy Three: Communications**

- Parents and community members will be invited to participate in school site and District committees and programs. (P3)
- Ongoing communication will occur between the schools sites, the District Office, the School Board and the parent community. (P3)
- The District web-site, department and school web-sites, ConnectEd, newsletters and other media will be employed to deliver timely, relevant and accurate information to the PGUSD community. The information will be updated to ensure it is accurate across all media. (P#3)
- District/site/student accomplishments and awards will be publicized community-wide. (P3)
- Parents and students will be informed, via electronic and print media, regarding pupil attendance, chronic absenteeism, drop-out rates, graduations rates, and other data relating to pupil engagement. (P5)

# Pacific Grove Unified School District

## 2014/15 Strategic Plan

### **BOARD GOAL: Credibility, Confidence, Communication Fiscal Solvency, Program, Services and Budget Alignment**

#### **Strategy Four: Establish a safe, clean and secure school environment (P6)**

- Each campus will (P6):
  - provide a welcoming environment where students and staff may come to school each day feeling safe, respected, proud and can comfortably focus on learning.
  - be free of all forms of violence.
  - provide classrooms that are equipped for successful student learning.
  - promote respectful conversations and encourage students to interact and mix freely.
  - maintain and update a School Safety Plan and Emergency Management Plan
- Teacher/student interactions will reflect mutual respect and facilitate dialog. (P6)
- Facility operation and maintenance schedules will reflect the priorities of the District. (P1)
- Surveys such as Healthy Kids Survey for Students and Parents shall be used to measure sense of school safety and school connectedness. (P6)

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

- Funding priorities and significant budget revisions will be connected to the Strategic Plan and District Goals.
- All program budgets will be routinely reviewed for relevance to core program and strategic plan goals.
- District budget details will be made available to the public, with funding sources and their impact on the General Fund clearly identified in regular, public reports.
- The budget process will allow for innovative and creative ideas/projects.

#### **Definition of Terms:**

Local Control Accountability Plan (LCAP) State Priorities as per Education Code 52060 & 52066 fall into three categories:

Conditions of Learning, Pupil Outcomes & Engagement.

LCAP Priorities: (P1) Basic Services, (P2) Implementation of State Standards (Academic Content/Performance standards), (P3) Parental Involvement, (P4) Student Achievement, (P5) Student Engagement, (P6) School Climate, (P7) Access to Courses, (P8) Student Outcomes.



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

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

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**RECOMMENDATION:**

The Administration recommends that the Board hold a public hearing for 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.

The Board is required to comply with this requirement in order to annually receive funds through the Instructional Materials Funding Realignment Program (IMFRP).

**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:**



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

**Rick Miller**  
Assistant Superintendent  
Business Services  
(831) 646-6509  
rmiller@pgusd.org

## **PUBLIC HEARING NOTICE**

The Pacific Grove Unified School District Governing Board will hold a public hearing on Thursday, September 18, 2014, pursuant to Education Code Section 60119 and 60422, which states in part:

1. The Governing Board shall hold a public hearing or hearings at which the Governing Board shall encourage participation by parents, teachers, members of the community interested in the affairs of the school district, and bargaining unit leaders, and shall make a determination, through 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 curriculum framework adopted by the state board. [EC60119(a)(1)]

The hearing will be held during the regular Governing Board meeting, which begins at 7:00 p.m. at Robert Down Elementary School at 485 Pine Avenue, Pacific Grove, CA 93950.

This notice posted in accordance with EC 60119(b) on September 4, 2014

1. Robert Down Elementary School
2. Forest Grove Elementary School
3. Pacific Grove Middle School
4. Pacific Grove High School
5. Community High School
6. Pacific Grove Unified School District Office

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT**

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

WHEREAS, on \_\_\_\_\_ 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:

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Ralph Gomez Porras, Superintendent

DRAFT

**SUBJECT:** First and/or Final Read: Board Policy and Regulation 5123  
Promotion/Acceleration/Retention

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

---

**RECOMMENDATION:**

The Administration recommends that the Board review and approve or give direction on the current Board Policy and Regulation §5123 Promotion/Acceleration/Retention.

**INFORMATION:**

The Board Policy and Regulation 5123 are mandated and include Ed Code revisions.

**FISCAL IMPACT:**

None.

## Pacific Grove Unified School District

Students

Policy #5123

**PROMOTION/ACCELERATION/RETENTION**

Mandated Policy

The Governing Board expects students to progress through each grade level within one school year. ~~To accomplish this~~ Toward this end, instruction ~~should~~ shall be designed to accommodate the ~~varying interests and growth patterns of individual students and include strategies for addressing academic deficiencies when needed.~~ variety of ways that students learn and provide strategies for addressing academic deficiencies as needed.

**Promotion**

Students shall progress through the ~~school system's~~ grade levels by demonstrating growth in learning and meeting grade-level standards of expected student achievement.

(cf. 6011 - Academic Standards)

(cf. 6146.1 - High School Graduation Requirements)

(cf. 6146.5 - Elementary/Middle School Graduation Requirements)

(cf. 6162.52 - High School Exit Examination)

(cf. 6170.1 - Transitional Kindergarten)

~~Progress toward high school graduation shall be based on students' passing the courses necessary to earn the required number of credits and, beginning in the 2003-04 school year, on their passing the state high school exit examination.~~

When high academic achievement is evident, the ~~Superintendent or designee~~ teacher may recommend a student for acceleration into a higher-~~grade~~ level. The student's maturity level shall be taken into consideration in making a determination to accelerate a student.

~~As early as possible in the school year, the Superintendent or designee~~ Teachers shall identify students who should be retained ~~and or~~ who are at risk of being retained at their current grade level as early as possible in the school year and as early in their school careers as practicable. Such students shall be identified at the following grade levels: in accordance with law, Board policy, administrative regulation and the following criteria. (EC 48070.5)

~~Students shall be identified on the basis of grades.~~

- ~~1. Academic grades~~
- ~~2. Percentile on the SAT 9~~
- ~~3. Teacher recommendation and results from the Light Retention Scale test.~~

**Acceleration**

Page 1 of ~~24~~.  
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Issued Nov. 6, 1997  
~~Revised: May 3, 2001~~  
Revised: September 18, 2014

CSBA: 11/00

## Pacific Grove Unified School District

Students

Policy #5123

**PROMOTION/ACCELERATION/RETENTION**

Mandated Policy

~~Acceleration is possible when high academic achievement is evident. However, the student's social and emotional growth shall be taken into consideration before placing him/her in a higher grade.~~

Legal Reference:EDUCATION CODE~~37252.5 Supplemental instruction~~~~46300 Method of computing ADA~~~~48011 Admission on completing kindergarten; grade placement of pupils coming from other Districts~~~~48070 48070.5 Promotion and retention~~~~48431.6 Required systematic review of students and grading~~~~56345 Elements of individualized education plan~~~~60641-60648 Standardized Testing and Reporting Program~~~~60850-60856 Exit examination~~CODE OF REGULATIONS, TITLE 5~~200-202 Admission and exclusion of students~~Management Resources:CDE MANAGEMENT ADVISORIES~~0900.90 Changes in Law Concerning Eligibility for Admission to Kindergarten 90-10~~LEGISLATIVE COUNSEL'S OPINION~~Promotion and Retention #21610~~CSBA POLICY ADVISORIES~~0901.99 Social Promotion/Retention Policy Briefing: Considerations for English Language Learners~~~~1112.98 Student Promotion/Retention Advisory~~WEB SITES~~CSBA: <http://www.csba.org>~~~~CDE: <http://www.cde.ca.gov>~~~~1. Between grades TK2 and 53~~~~2. Between grades 3 and 4~~~~3. Between grades 4 and 5~~~~2. Between the end of the intermediate grades and the beginning of the middle school grades~~~~3. Between grades 6 and 8~~~~4. Between the end of the middle school grades and the beginning of the high school grades~~~~5. Between grades 9-12~~Page 2 of ~~24~~.

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Issued Nov. 6, 1997

~~Revised: May 3, 2001~~Revised: September 18, 2014

CSBA: 11/00



## Pacific Grove Unified School District

Students

Policy #5123

**PROMOTION/ACCELERATION/RETENTION**

Mandated Policy

~~OPTION 1: Students shall be identified for retention on the basis of failure to meet minimum levels of proficiency, as indicated by grades, and/or by the results of state assessments administered pursuant to Education Code 60640-60649. and the following additional indicators of academic achievement may be used:~~

~~(cf. 5121 - Grades/Evaluation of Student Achievement)~~

~~(cf. 5149 - At-Risk Students)~~

~~OPTION 2: Students shall be identified for retention on the basis of failure to meet minimum levels of proficiency, as indicated by the results of state assessments administered pursuant to Education Code 60640-60649 and the following additional indicators of academic achievement:~~

~~(cf. 5149 - At-Risk Students)~~

~~(cf. 6162.5 - Student Assessment)~~

~~(cf. 6162.51 - State Academic Achievement Tests)~~

~~Students between grades TK – 1 shall be identified primarily based on teacher assessment and Student Study Team determination. Student between grades 2 and 3 and grades 3 and 4 shall be identified primarily on the basis of their level of proficiency in reading, and then based on teacher assessment and Student Study Team determination. Proficiency in reading, English language arts, and mathematics shall be the primary basis for identifying students between grades 4 and 5, between intermediate and middle school grades, and between middle school grades and high school grades. Additionally, assessment may be based on teacher assessment and Student Study Team determination (Education Code 48070.5)~~

~~(cf. 6142.91 - Reading/Language Arts Instruction)~~

~~(cf. 6142.92 - Mathematics Instruction)~~

~~If a student does not have a single regular classroom teacher, the Superintendent or designee shall specify the teacher(s) responsible for the decision to promote or retain the student. (Education Code 48070.5)~~

~~The teacher's decision to promote or retain a student may be appealed in accordance with AR 5123 - Promotion/Acceleration/Retention.~~

## Pacific Grove Unified School District

Students

Policy #5123

**PROMOTION/ACCELERATION/RETENTION**

Mandated Policy

When a student is recommended for retention or is identified as being at risk for retention, the Superintendent or designee shall offer an appropriate program of remedial instruction to assist the student in meeting grade-level expectations. (Education Code 48070.5)

(cf. 6176 - Weekend/Saturday Classes)

(cf. 6177 - Summer Learning Programs)

(cf. 6179 - Supplemental Instruction)

Legal Reference:

EDUCATION CODE

37252-37254.1 Supplemental instruction

41505-41508 Pupil Retention Block Grant

46300 Method of computing average daily attendance

48010 Admittance to first grade

48011 Promotion/retention following one year of kindergarten

48070-48070.5 Promotion and retention

56345 Elements of individualized education plan

60640-60649 California Assessment of Student Performance and Progress

60850-60859 Exit examination

CODE OF REGULATIONS, TITLE 5

200-202 Admission and exclusion of students

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

FAQs Promotion, Retention, and Grading (students with disabilities)

FAQs Pupil Promotion and Retention

Kindergarten Continuance Form

# Pacific Grove Unified School District

Students

Policy #5123

**PROMOTION/ACCELERATION/RETENTION**

Mandated Policy

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

# Pacific Grove Unified School District

Students

Policy #5123

## PROMOTION/ACCELERATION/RETENTION

Mandated Policy

The Governing Board expects students to progress through each grade level within one school year. Toward this end, instruction shall be designed to accommodate the variety of ways that students learn and provide strategies for addressing academic deficiencies as needed.

Students shall progress through the grade levels by demonstrating growth in learning and meeting grade-level standards of expected student achievement.

(cf. [6011](#) - Academic Standards)

(cf. [6146.1](#) - High School Graduation Requirements)

(cf. [6146.5](#) - Elementary/Middle School Graduation Requirements)

(cf. [6162.52](#) - High School Exit Examination)

(cf. [6170.1](#) - Transitional Kindergarten)

When high academic achievement is evident, the teacher may recommend a student for acceleration into a higher grade level. The student's maturity level shall be taken into consideration in making a determination to accelerate a student.

Teachers shall identify students who should be retained or who are at risk of being retained at their current grade level as early as possible in the school year and as early in their school careers as practicable. Such students shall be identified at the following grade levels: (EC 48070.5)

1. Between grades K and 5
2. Between the end of the intermediate grades and the beginning of the middle school grades
3. Between grades 6 and 8
4. Between the end of the middle school grades and the beginning of the high school grades
5. Between grades 9-12

Students shall be identified for retention on the basis of failure to meet minimum levels of proficiency, as indicated by grades, and/or by the results of state assessments administered pursuant to Education Code [60640-60649](#). The following additional indicators of academic achievement may be used:

(cf. [5121](#) - Grades/Evaluation of Student Achievement)

(cf. [5149](#) - At-Risk Students)

(cf. [5149](#) - At-Risk Students)

(cf. [6162.5](#) - Student Assessment)

# Pacific Grove Unified School District

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 Students

Policy #5123

**PROMOTION/ACCELERATION/RETENTION**

Mandated Policy

(cf. [6162.51](#) - State Academic Achievement Tests)

Students between grades K – 1 shall be identified primarily based on teacher assessment and Student Study Team determination. Student between grades 2 and 4 shall be identified primarily on the basis of their level of proficiency in reading, and then based on teacher assessment and Student Study Team determination. Proficiency in reading, English language arts, and mathematics shall be the primary basis for identifying students between grades 4 and 5, between intermediate and middle school grades, and between middle school grades and high school grades. Additionally, assessment may be based on teacher assessment and Student Study Team determination (Education Code [48070.5](#))

(cf. [6142.91](#) - Reading/Language Arts Instruction)(cf. [6142.92](#) - Mathematics Instruction)

If a student does not have a single regular classroom teacher, the Superintendent or designee shall specify the teacher(s) responsible for the decision to promote or retain the student. (Education Code [48070.5](#))

The teacher's decision to promote or retain a student may be appealed in accordance with AR 5123 - Promotion/Acceleration/Retention.

When a student is recommended for retention or is identified as being at risk for retention, the Superintendent or designee shall offer an appropriate program of remedial instruction to assist the student in meeting grade-level expectations. (Education Code [48070.5](#))

(cf. [6176](#) - Weekend/Saturday Classes)(cf. [6177](#) - Summer Learning Programs)(cf. [6179](#) - Supplemental Instruction)

Legal Reference:

## EDUCATION CODE

[37252-37254.1](#) Supplemental instruction[41505-41508](#) Pupil Retention Block Grant[46300](#) Method of computing average daily attendance[48010](#) Admittance to first grade[48011](#) Promotion/retention following one year of kindergarten[48070-48070.5](#) Promotion and retention[56345](#) Elements of individualized education plan

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May 3, 2001

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# Pacific Grove Unified School District

Students

Policy #5123

## PROMOTION/ACCELERATION/RETENTION

Mandated Policy

[60640-60649](#) California Assessment of Student Performance and Progress

[60850-60859](#) Exit examination

CODE OF REGULATIONS, TITLE 5

[200-202](#) Admission and exclusion of students

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

FAQs Promotion, Retention, and Grading (students with disabilities)

FAQs Pupil Promotion and Retention

Kindergarten Continuance Form

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

# Pacific Grove Unified School District

Students

Regulation #5123

## PROMOTION/ACCELERATION/RETENTION

Mandated Regulation

### Acceleration from Kindergarten to First Grade

A student enrolled in kindergarten may be admitted to the first grade at the discretion of the Superintendent or designee and with the consent of the parent/ guardian, upon determination that the child is ready for first-grade work. (Education Code 48011)

Admission shall be subject to the following minimum criteria: (5 CCR 200)

1. The student is at least five years of age.
2. The student has attended a public school kindergarten for a long enough time to enable school personnel to evaluate his/her ability.
3. The student is in the upper five percent of his/her age group in terms of general mental ability.
4. The physical development and social maturity of the student are consistent with his/her advanced mental ability.
5. The parent/guardian of the student has filed a written statement with the school District approving the placement in first grade.

### Continuation in Kindergarten

Students who have completed one year of kindergarten shall be admitted to first grade unless the parent/guardian and the Superintendent or designee agree that the student shall continue in kindergarten for not more than one additional school year. (Education Code 48011)

Whenever a student continues in kindergarten for an additional year, the Superintendent or designee shall secure an agreement, signed by the parent/guardian, stating that the student shall continue in kindergarten for not more than one additional school year. (Education Code 46300)

### Retention at Other Grade Levels

The principal and teachers shall identify students who should be retained or who are at risk of being retained at the following grade levels: (EC 48070.5)

1. Between grades 2 and 3
2. Between grades 3 and 4
3. Between grades 4 and 5
4. Between grades 5 and 6
5. Between grades 6 and 7
6. Between grades 7 and 8
7. Between grades 8 and 9

Additionally, the principal and teachers shall identify students who should be retained or who are at risk of being retained at grades Kindergarten through 1. The following remedies for these grades also apply.

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September 18, 2014

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# Pacific Grove Unified School District

Students

Regulation #5123

## PROMOTION/ACCELERATION/RETENTION

Mandated Regulation

When a students in grades 2 through 9 is retained or recommended for retention, the teacher and Principal shall offer programs of direct, systematic and intensive supplement instruction in accordance with Education Code 37252.5

When a student is recommended for retention or is identified as being at risk for retention in any grade level, the teacher and Principal shall provide opportunities for remedial instruction to assist the student in overcoming his/her academic deficiencies. Such opportunities may include but are not limited to tutorial programs, after school programs, summer school programs and/or the establishment of a student study team.

### Retention or Possible Retention Procedures

Students shall be identified on the basis of a multiple measurement process utilizing grades, curriculum assessments and statewide assessments. ~~The teacher has the primary responsibility for determining if a student should be promoted or retained.~~ A Student Study Team will be established to offer intervention strategies provided for the student during the school year. If the student is not able to meet grade level requirements, a recommendation for retention or promotion will be determined by the classroom teacher in conjunction with the Student Study Team and the Principal. Ultimately, the teacher has the primary responsibility for determining if a student should be promoted or retained.

If the student does not have a single regular classroom teacher, the principal or designee shall specify the teacher(s) responsible for the decision to promote or retain the student. (Ed Code 48070.5)

If a student is identified as performing below the minimum standard for promotion, the student shall be retained in his/her current grade level unless the student's regular classroom teacher determines, in writing, that retention is not the appropriate intervention for the student's academic deficiencies. This determination shall specify the reasons that retention is not appropriate for the student and shall include recommendations for interventions other than retention that, in the opinion of the teacher, are necessary to assist the student in attaining acceptable levels of academic achievement. (Ed. Code 48070.5)

If the teacher's recommendation to promote is contingent on the student's successful completion of summer school or interim session or remediation program, the student's academic performance shall be reassessed at the end of the remediation program, and the decision to retain or promote the student shall be reevaluated at that time. The teacher's evaluation shall be provided to and discussed with the student's parents/guardians and the principal before any final determination or retention or promotion. (Ed Coe 48070.5)

When a student is identified as being at risk of retention, the principal shall so notify the student's parent/guardian as early in the school year as practicable. The student's parent/ guardian shall be provided an opportunity to consult with the teacher(s) responsible for the decision to promote or retain the student. (EC 48070.5)

A notification process including  
- Parent conference

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# Pacific Grove Unified School District

Students

Regulation #5123

## PROMOTION/ACCELERATION/RETENTION

Mandated Regulation

- Student learning plan
  - Student Study Team
  - Mid year update
  - Spring program notice
  - Copy of Promotion/Acceleration/Retention Policy and Regulations
- will be established and implemented

### Appeal Procedure

The teacher's decision to promote or retain a student may be appealed consistent with Board policy, administrative regulation and law.

The burden shall be on the appealing party to show why the teacher's decision should be overruled. (Education Code 48070.5)

To appeal a teacher's decision, the appealing party shall submit a written request to the Superintendent or designee specifying the reasons that the teacher's decision should be overruled. The appeal must be initiated within 10 school days of the determination of retention or promotion.

Within 30 school days of receiving the request, the Superintendent or designee shall determine whether or not to overrule the teacher's decision. Prior to making this determination, the Superintendent or designee may meet with the appealing party and the teacher. If the Superintendent or designee determines that the appealing party has overwhelmingly proven that the teacher's decision should be overruled, he/she shall overrule the teacher's decision.

The Superintendent or designee's determination may be appealed by submitting a written appeal to the Board within 15 school days. Within 30 days of receipt of a written appeal, the Board shall meet in closed session to decide the appeal. The Board's decision may be made on the basis of documentation prepared as part of the appeal process or, at the discretion of the Board, the Board may also meet with the appealing party, the teacher and the Superintendent/designee to decide the appeal. The decision of the Board shall be final.

If the decision of the Board is unfavorable to the appealing party, he/she shall have the right to submit a written statement of objections that shall become part of the student's record.

### Kindergarten

Children five years old or older who have completed one year of kindergarten shall be admitted to first grade regardless of age unless the parent/guardian and the district agree that the child shall continue in kindergarten for not more than one additional school year. (EC 480111)

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# Pacific Grove Unified School District

Students

Regulation #5123

**PROMOTION/ACCELERATION/RETENTION**

Mandated Regulation

## First Grade Acceleration

A child enrolled in kindergarten may be admitted to the first grade at the discretion of the principal and upon determination that the child is ready for first grade work. Admission shall be subject to the following minimum criteria: (Code of Regulations, Title 5, Section 200)

1. The child is at least five years of age.
2. The child has attended a public school kindergarten for a long enough time to enable school personnel to evaluate his/her ability.
3. The child is in the upper five percent of his/her age group in terms of general mental ability.
4. The physical development and social maturity of the child are consistent with his/her advanced mental ability.
5. The parent/guardian of the child has filed a written statement with the school district approving the placement in first grade.

# Pacific Grove Unified School District

Students

Regulation #5123

## PROMOTION/ACCELERATION/RETENTION

Mandated Regulation

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5. The parent/guardian of the student has filed a written statement with the school District approving the placement in first grade.

### Continuation in Kindergarten

Students who have completed one year of kindergarten shall be admitted to first grade unless the parent/guardian and the Superintendent or designee agree that the student shall continue in kindergarten for not more than one additional school year. (Education Code 48011)

Whenever a student continues in kindergarten for an additional year, the Superintendent or designee shall secure an agreement, signed by the parent/guardian, stating that the student shall continue in kindergarten for not more than one additional school year. (Education Code 46300)

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# Pacific Grove Unified School District

Students

Regulation #5123

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Mandated Regulation

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A notification process including

- Parent conference
- Student learning plan
- Student Study Team

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September 18, 2014

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# Pacific Grove Unified School District

Students

Regulation #5123

## PROMOTION/ACCELERATION/RETENTION

Mandated Regulation

- Mid year update
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# Pacific Grove Unified School District

Students

Regulation #5123

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## PROMOTION/ACCELERATION/RETENTION

Mandated Regulation

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4. The physical development and social maturity of the child are consistent with his/her advanced mental ability.
5. The parent/guardian of the child has filed a written statement with the school district approving the placement in first grade.

**SUBJECT:** Pacific Grove Unified School District Photo/Video Release Form- Final Reading

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

---

**RECOMMENDATION:**

The Administration recommends that the Board review and approve the new photo/video release form.

**BACKGROUND:**

Pacific Grove Unified School District does not have a photo/video release form specific to the needs of the District.

**INFORMATION:**

The form is based on the form used by Monterey County Office of Education.

**FISCAL IMPACT:**

None.



**PACIFIC GROVE UNIFIED SCHOOL DISTRICT**  
**Photo/Video Release Form**  
**AUTHORIZATION TO USE PHOTOGRAPHS AND/OR AUDIO-VISUAL**

I, \_\_\_\_\_, hereby authorize the Pacific Grove Unified School District to use, reproduce, and/or distribute and publish photographs and/or video that may pertain to either myself or my student \_\_\_\_\_, including image, likeness and/or voice without compensation.

I understand that this material may be used by PGUSD for PGUSD related purposes and in various mediums, including electronic and print, such as PGUSD publications, public affairs releases, or for other PGUSD promotional related endeavors. The photo/video may also appear on the Pacific Grove Unified School District website ([www.pgusd.org](http://www.pgusd.org)), PGUSD’s Facebook, Twitter, YouTube or future PGUSD social media pages. This authorization is continuous and may only be withdrawn by my specific rescission of this authorization.

PGUSD may also publish materials, use my or my student’s name, photograph, and/or make reference to me or my student in any manner that PGUSD deems appropriate in order to promote/publicize its programs and services.

The Pacific Grove Unified School District seeks your consent and release to allow PGUSD to take photos or to record/video you or your student, and to allow PGUSD to use such photographs or recordings as described above. Execution by you of this consent and release does not obligate PGUSD to record and/or use your presentation as described. By executing this consent and release form you are affirming that you are the legal parent or guardian of the above named student.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



**SUBJECT:** Acceptance of the 2013-14 Unaudited Actuals Financial Report

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

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**RECOMMENDATION:**

The District Administration recommends that the Board review and accept the Unaudited Actuals Financial Report for the 2013-14 fiscal year.

**BACKGROUND:**

Following the close of each fiscal year, the District prepares the Unaudited Actuals Financial Report. This report reflects the final posting of all revenues, expenditures, transfers and ending fund balances. This is the final version of the District's financial statements prior to having the reports audited by an independent auditor. Following Board approval, the Unaudited Actuals Financial Report will be submitted to the Monterey County Office of Education for their review and will be made available to the public on the District website at [www.pgusd.org](http://www.pgusd.org).

**INFORMATION:**

The attached reports show the financial activity for each of the District's funds, comparing the 2013-14 fiscal year with prior years. Here are some major points from the attached reports:

Fund 1 – The General Fund posted revenues of \$25,813,130 and expenditures of \$25,550,516, resulting in a surplus of \$262,613. 2013-14 was the first year in three years to show a surplus. Transfers out of the General Fund were made to the Adult Education Fund (\$50,000), the Child Development Fund (\$2,437), the Cafeteria Fund (\$39,191), and the Postemployment Benefits Fund (\$19,426). The District met its 3.0% minimum reserve, and has additional unrestricted reserves totaling 13.6%.

Fund 11 – The Adult Education Fund posted revenues of \$1,123,539 (which includes \$601,920 from the General Fund) and expenditures of \$1,095,124, resulting in a surplus of \$28,414. Because of the requirement for a Maintenance of Effort for Adult Education, an additional \$50,000 was transferred into Fund 11.

Fund 12 – The Child Development Fund accounts for the financial activity of both the State Preschool and the Before-and-After-School-Recreation-Program (BASRP). This fund contributed \$297,188 towards a new portable classroom for the Transitional Kindergarten program located at Forest Grove.

Fund 13 – The Cafeteria Fund posted revenues of \$510,988 and expenditures of \$571,502, resulting in a deficit of \$60,514. This is the first year that the deficit has increased, which was mainly due to salary increases for Classified staff members. The number of meals served reached 111,579 in 2013-14.

Fund 14 – The Deferred Maintenance Fund posted revenues of \$96,662 and expenditures of \$140,910 resulting in a deficit of \$74,820. This deficit resulted in the ending fund balance dropping down to \$883,527.

Fund 20 – The postemployment Benefits Fund receives a transfer in from the General Fund each year which shows progress towards funding the liability of future retiree benefits. Fund 20 now has an ending fund balance of \$136,761.

Fund 21 – The Building Fund accounts for all revenues and expenditures relating to the Measure D bond. The ending fund balance is now \$730,362 which is assigned to projects at Robert Down and Forest Grove.

Fund 40 – The Capital Projects Fund accounts for all revenues derived from the leases at the David Avenue campus, which are about \$270,000 per year. The ending fund balance in this fund will be used for future repairs of the High School stadium track and field. In 2013-14, the ending fund balance dropped to \$548,627 as a result of \$500,000 being spent towards construction of the new High School pool.

**FISCAL IMPACT:**

Approval of this report has no fiscal impact.

UNAUDITED ACTUAL FINANCIAL REPORT:

To the County Superintendent of Schools:

2013-14 UNAUDITED ACTUAL FINANCIAL REPORT. This report was prepared in accordance with Education Code Section 41010 and is hereby approved and filed by the governing board of the school district pursuant to Education Code Section 42100.

Signed \_\_\_\_\_  
Clerk/Secretary of the Governing Board  
(Original signature required)

Date of Meeting: Sept. 18, 2014

To the Superintendent of Public Instruction:

2013-14 UNAUDITED ACTUAL FINANCIAL REPORT. This report has been verified for accuracy by the County Superintendent of Schools pursuant to Education Code Section 42100.

Signed \_\_\_\_\_  
County Superintendent/Designee  
(Original signature required)

Date: \_\_\_\_\_

For additional information on the unaudited actual reports, please contact:

For County Office of Education:

For School District:

Marvalee English  
Name  
District Advisor  
Title  
831-373-2955 Ext. 320  
Telephone  
menglish@monterey.k12.ca.us  
E-mail Address

Nancy Bernahl  
Name  
Fiscal Officer  
Title  
831-646-6516  
Telephone  
nbernahl@pgusd.org  
E-mail Address

SELECTION OF BUDGET ADOPTION CYCLE:

Pursuant to Education Code Section 42127(i), this school district elects to use the following budget adoption cycle for the 2015-16 budget year:

( S ) Budget Adoption Cycle ('D' for Dual or 'S' for Single)

## Pacific Grove Unified School District

## Fund 1 - General Fund

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2015-16 Estimate	2016-17 Estimate
Beginning Fund Balance - Rest	458,210	68,054	11,164	9,233			
Beginning Fund Balance - Unre	3,949,617	4,789,783	4,418,268	3,377,908	3,538,700	2,819,620	2,532,098
<b>Beginning Fund Balance</b>	<b>4,407,826</b>	<b>4,857,837</b>	<b>4,429,433</b>	<b>3,387,141</b>	<b>3,538,700</b>	<b>2,819,620</b>	<b>2,532,098</b>
<b>Revenues:</b>							
Revenue Limit Sources 8000	18,842,645	18,992,015	19,720,016	20,629,518	21,869,606	22,969,961	23,869,798
Federal Sources 8100	706,923	751,278	524,382	522,182	540,831	545,779	548,508
State Sources 8300	3,638,777	2,824,777	2,490,411	3,077,349	2,537,759	2,548,206	2,580,373
Local Sources 8600	1,591,632	1,473,621	1,520,750	1,584,081	801,916	801,916	801,916
<b>Total Revenues</b>	<b>24,779,977</b>	<b>24,041,691</b>	<b>24,255,560</b>	<b>25,813,130</b>	<b>25,750,112</b>	<b>26,865,863</b>	<b>27,800,595</b>
percent change		-3.0%	0.9%	6.4%	-0.2%	4.3%	3.5%
<b>Expenditures:</b>							
Certificated Salaries 1000	11,586,196	11,973,558	12,659,739	12,875,372	13,258,690	13,581,968	13,992,579
Classified Salaries 2000	3,723,951	3,960,209	4,216,422	4,586,236	4,614,180	4,720,869	4,866,225
Employee Benefits 3000	3,445,009	3,751,315	3,641,615	3,266,328	3,491,215	3,809,800	4,184,295
Books and Supplies 4000	1,090,274	1,036,377	1,081,470	967,149	806,495	808,442	824,611
Services and Other 5000	3,144,679	3,279,892	3,234,837	3,293,006	3,619,241	3,555,433	3,697,651
Capital Outlay 6000	4,113	4,114	4,113	16,643	12,529	12,529	12,529
Other Outgo 7000	219,346	289,806	288,310	545,782	614,917	614,917	614,917
<b>Total Expenditures</b>	<b>23,213,570</b>	<b>24,295,271</b>	<b>25,126,506</b>	<b>25,550,516</b>	<b>26,417,267</b>	<b>27,103,959</b>	<b>28,192,807</b>
percent change		4.7%	3.4%	1.7%	3.4%	2.6%	4.0%
<b>Surplus (Deficit)</b>	<b>1,566,407</b>	<b>(253,580)</b>	<b>(870,946)</b>	<b>262,613</b>	<b>(667,155)</b>	<b>(238,096)</b>	<b>(392,213)</b>
<b>Transfers In (Out)</b>							
Fund 11 - Adult Education	(962,578)	(76,892)	(151,919)	(50,000)			
Fund 12 - Child Development	(49,601)			(2,437)			
Fund 13 - Cafeteria	(100,000)	(19,937)		(39,191)	(32,500)	(30,000)	(30,000)
Fund 14 - Deferred Maintena	15,209						
Fund 20 - Postemployment B	(19,426)	(19,426)	(19,426)	(19,426)	(19,426)	(19,426)	(19,426)
Other		168					
<b>Net Transfers In (Out)</b>	<b>(1,116,396)</b>	<b>(116,087)</b>	<b>(171,345)</b>	<b>(111,054)</b>	<b>(51,926)</b>	<b>(49,426)</b>	<b>(49,426)</b>
<b>Ending Fund Balance</b>	<b>4,857,837</b>	<b>4,488,171</b>	<b>3,387,141</b>	<b>3,538,700</b>	<b>2,819,620</b>	<b>2,532,098</b>	<b>2,090,459</b>
<b>Components of Ending Fund Balance</b>							
<b>a Nonspendable - Revolving</b>	5,000	5,000	5,000	5,000	5,000	5,000	5,000
<b>b Restricted (categorical carry</b>	68,054	11,164	9,233	40,000	50,000	50,000	50,000
<b>c Committed</b>							
<b>d Assigned</b>							
Property Tax Reserve (0.50	94,394	95,474					
Restricted Carryover	72,500	60,000	60,000	212,450	60,000	60,000	60,000
Locally Restricted	277,168	38,897		106,132			
Discretionary Carryover	405,668						
<b>e 3% Resv for Econ Uncertain</b>	<b>729,899</b>	<b>750,392</b>	<b>758,936</b>	<b>769,847</b>	<b>794,076</b>	<b>814,602</b>	<b>847,267</b>
Unassigned/Unappropriated	2,255,812	3,187,243	2,553,972	2,405,270	1,910,544	1,602,497	1,128,192
<b>subtotal Unrestricted Reserve</b>	<b>4,784,783</b>	<b>4,472,006</b>	<b>3,372,908</b>	<b>3,493,700</b>	<b>2,764,620</b>	<b>2,477,098</b>	<b>2,035,459</b>
Undesignated Resv Percent	21.7%	18.5%	13.3%	13.6%	10.4%	9.1%	7.2%
<b>Ending Fund Balance</b>	<b>4,857,837</b>	<b>4,488,170</b>	<b>3,387,142</b>	<b>3,538,700</b>	<b>2,819,620</b>	<b>2,532,098</b>	<b>2,090,459</b>
<b>Contribution to Restricted Pro</b>	<b>4,010,594</b>	<b>5,079,999</b>	<b>4,485,081</b>	<b>4,295,283</b>	<b>4,400,000</b>	<b>4,500,000</b>	<b>4,500,000</b>

Action/Discussion Item C

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals			2014-15 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
<b>A. REVENUES</b>									
1) LCFF Sources		8010-8099	20,629,517.82	0.00	20,629,517.82	21,869,606.00	0.00	21,869,606.00	6.0%
2) Federal Revenue		8100-8299	0.00	522,181.74	522,181.74	0.00	540,831.00	540,831.00	3.6%
3) Other State Revenue		8300-8599	2,305,514.45	771,834.14	3,077,348.59	2,327,561.00	210,198.00	2,537,759.00	-17.5%
4) Other Local Revenue		8600-8799	636,874.52	947,206.91	1,584,081.43	44,406.00	757,510.00	801,916.00	-49.4%
5) TOTAL, REVENUES			23,571,906.79	2,241,222.79	25,813,129.58	24,241,573.00	1,508,539.00	25,750,112.00	-0.2%
<b>B. EXPENDITURES</b>									
1) Certificated Salaries		1000-1999	11,129,051.96	1,746,320.44	12,875,372.40	10,944,242.00	1,667,912.00	12,612,154.00	-2.0%
2) Classified Salaries		2000-2999	3,511,827.96	1,074,407.89	4,586,235.85	3,709,465.00	904,715.00	4,614,180.00	0.6%
3) Employee Benefits		3000-3999	2,752,362.40	513,965.50	3,266,327.90	2,931,305.00	463,643.00	3,394,948.00	3.9%
4) Books and Supplies		4000-4999	601,555.51	365,593.92	967,149.43	591,881.00	214,614.00	806,495.00	-16.6%
5) Services and Other Operating Expenditures		5000-5999	1,646,343.03	1,646,662.59	3,293,005.62	1,745,638.00	1,873,603.00	3,619,241.00	9.9%
6) Capital Outlay		6000-6999	4,113.46	12,528.83	16,642.29	0.00	12,529.00	12,529.00	-24.7%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299							
		7400-7499	7,049.00	560,405.17	567,454.17	25,038.00	611,551.00	636,589.00	12.2%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(151,921.22)	130,249.22	(21,672.00)	(102,755.00)	81,083.00	(21,672.00)	0.0%
9) TOTAL, EXPENDITURES			19,500,382.10	6,050,133.56	25,550,515.66	19,844,814.00	5,829,650.00	25,674,464.00	0.5%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>									
			4,071,524.69	(3,808,910.77)	262,613.92	4,396,759.00	(4,321,111.00)	75,648.00	-71.2%
<b>D. OTHER FINANCING SOURCES/USES</b>									
1) Interfund Transfers									
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	111,054.06	0.00	111,054.06	51,926.00	0.00	51,926.00	-53.2%
2) Other Sources/Uses									
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	(4,118,259.87)	4,118,259.87	0.00	(4,810,234.00)	4,427,243.00	(382,991.00)	New
4) TOTAL, OTHER FINANCING SOURCES/USES			(4,229,313.93)	4,118,259.87	(111,054.06)	(4,862,160.00)	4,427,243.00	(434,917.00)	291.6%

Action/Discussion Item C

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals			2014-16 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(157,789.24)	309,349.10	151,559.86	(465,401.00)	106,132.00	(359,269.00)	-337.0%
<b>F. FUND BALANCE, RESERVES</b>									
1) Beginning Fund Balance									
a) As of July 1 - Unaudited		9791	3,377,907.88	9,233.20	3,387,141.08	3,220,118.64	318,582.30	3,538,700.94	4.5%
b) Audit Adjustments		9793	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			3,377,907.88	9,233.20	3,387,141.08	3,220,118.64	318,582.30	3,538,700.94	4.5%
d) Other Restatements		9795	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			3,377,907.88	9,233.20	3,387,141.08	3,220,118.64	318,582.30	3,538,700.94	4.5%
2) Ending Balance, June 30 (E + F1e)			3,220,118.64	318,582.30	3,538,700.94	2,754,717.64	424,714.30	3,179,431.94	-10.2%
Components of Ending Fund Balance									
a) Nonspendable									
Revolving Cash		9711	5,000.00	0.00	5,000.00	0.00	0.00	0.00	-100.0%
Stores		9712	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Prepaid Expenditures		9713	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Restricted		9740	0.00	318,582.30	318,582.30	0.00	424,714.30	424,714.30	33.3%
c) Committed									
Stabilization Arrangements		9750	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
d) Assigned									
Other Assignments		9780	2,445,271.64	0.00	2,445,271.64	0.00	0.00	0.00	-100.0%
Sick Leave Incentive	0000	9780	40,000.00		40,000.00				
Future Deficit Reserve	0000	9780	2,405,271.64		2,405,271.64				
e) Unassigned/unappropriated									
Reserve for Economic Uncertainties		9789	769,847.00	0.00	769,847.00	0.00	0.00	0.00	-100.0%
Unassigned/Unappropriated Amount			0.00	0.00	0.00	2,754,717.64	0.00	2,754,717.64	New

## Pacific Grove Unified School District

## Fund 11 - Adult Education Fund

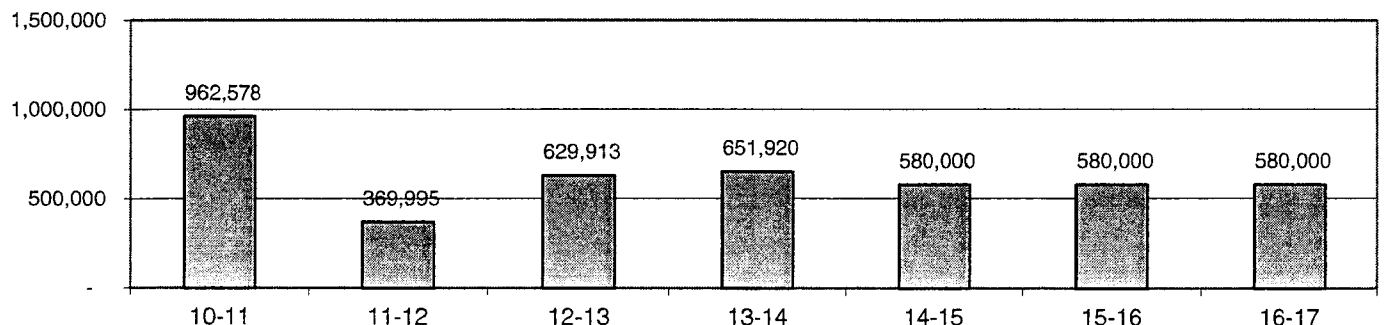
	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2015-16 Estimate	2016-17 Estimate
<b>Beginning Fund Balance</b>	<b>198,114</b>	<b>288,996</b>	<b>(4,597)</b>	<b>-</b>	<b>78,414</b>	<b>78,414</b>	<b>78,414</b>
<b>Revenues:</b>							
Revenue Limit Sources 8000							
Federal Revenue 8200	35,409	55,742	38,260	59,928	65,000	65,000	65,000
Other State Revenue 8500		<b>293,103</b>	<b>477,994</b>	<b>601,920</b>	<b>580,000</b>	<b>580,000</b>	<b>580,000</b>
Other Local Revenue 8600	534,266	524,808	473,064	461,691	550,000	550,000	550,000
<b>Total Revenues</b>	<b>569,675</b>	<b>873,653</b>	<b>989,318</b>	<b>1,123,539</b>	<b>1,195,000</b>	<b>1,195,000</b>	<b>1,195,000</b>
<b>Expenditures:</b>							
Certificated Salaries 1000	679,335	633,357	644,217	585,490	651,424	651,424	651,424
Classified Salaries 2000	245,592	239,069	238,896	277,685	268,576	268,576	268,576
Employee Benefits 3000	156,973	162,661	180,590	146,062	185,000	185,000	185,000
Books and Supplies 4000	42,029	114,225	39,218	58,372	50,000	50,000	50,000
Services & Other Oper: 5000	56,802	46,663	33,720	27,515	40,000	40,000	40,000
Capital Outlay 6000							
Other Outgo 7100							
Indirect Costs 7300	312,634						
<b>Total Expenditures</b>	<b>1,493,365</b>	<b>1,195,975</b>	<b>1,136,641</b>	<b>1,095,124</b>	<b>1,195,000</b>	<b>1,195,000</b>	<b>1,195,000</b>
<b>Surplus (Deficit)</b>	<b>(923,690)</b>	<b>(322,322)</b>	<b>(147,323)</b>	<b>28,414</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Transfers In (Out)- Fund 8900</b>	<b>962,578</b>	<b>76,892</b>	<b>151,919</b>	<b>50,000</b>			
<b>Ending Fund Balance</b>	<b>237,001</b>	<b>43,567</b>	<b>-</b>	<b>78,414</b>	<b>78,414</b>	<b>78,414</b>	<b>78,414</b>

**Components of Ending Fund Balance:**

a) Nonspendable - Revolv 9711							
b) Restricted - Donations 9740							
c) Committed 9750							
d) Assigned 9780							
e) Unassigned/Unappropri 9790	237,001	43,567		78,414	78,414	78,414	78,414
<b>Ending Fund Balance</b>	<b>237,001</b>	<b>43,567</b>	<b>-</b>	<b>78,414</b>	<b>78,414</b>	<b>78,414</b>	<b>78,414</b>

Fund 11 accounts for all the transactions related to the District's Adult Education program. The state has changed the way Adult Ed apportionments are accounted for, making it difficult to compare years. Prior to 2008-09, Adult Ed received their apportionment directly from the state. In 2009-10, it became a Transfer-In from the General Fund. Then, in 2011-12, it was not transferred in, but posted from the General Fund into their Other State Revenue line item.

Fund 11 - Transfers In From General Fund



Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	59,928.00	65,000.00	8.5%
3) Other State Revenue		8300-8599	601,919.64	580,000.00	-3.6%
4) Other Local Revenue		8600-8799	461,690.99	550,000.00	19.1%
5) TOTAL REVENUES			1,123,538.63	1,195,000.00	6.4%
<b>B. EXPENDITURES</b>					
1) Certificated Salaries		1000-1999	585,489.65	651,424.00	11.3%
2) Classified Salaries		2000-2999	277,685.49	268,576.00	-3.3%
3) Employee Benefits		3000-3999	146,062.09	185,000.00	26.7%
4) Books and Supplies		4000-4999	58,372.20	50,000.00	-14.3%
5) Services and Other Operating Expenditures		5000-5999	27,514.93	40,000.00	45.4%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL EXPENDITURES			1,095,124.36	1,195,000.00	9.1%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>					
			28,414.27	0.00	-100.0%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	50,000.00	0.00	-100.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES			50,000.00	0.00	-100.0%



Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			78,414.27	0.00	-100.0%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	0.00	78,414.27	New
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			0.00	78,414.27	New
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			0.00	78,414.27	New
2) Ending Balance, June 30 (E + F1e)			78,414.27	78,414.27	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted					
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	28,414.27	0.00	-100.0%
Committed for donation expenditures	0000	9760	28,414.27		
d) Assigned					
Other Assignments		9780	50,000.00	0.00	-100.0%
Assigned to perpetuate program	0000	9780	50,000.00		
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	78,414.27	New

## Pacific Grove Unified School District

## Fund 12 - Child Development Fund

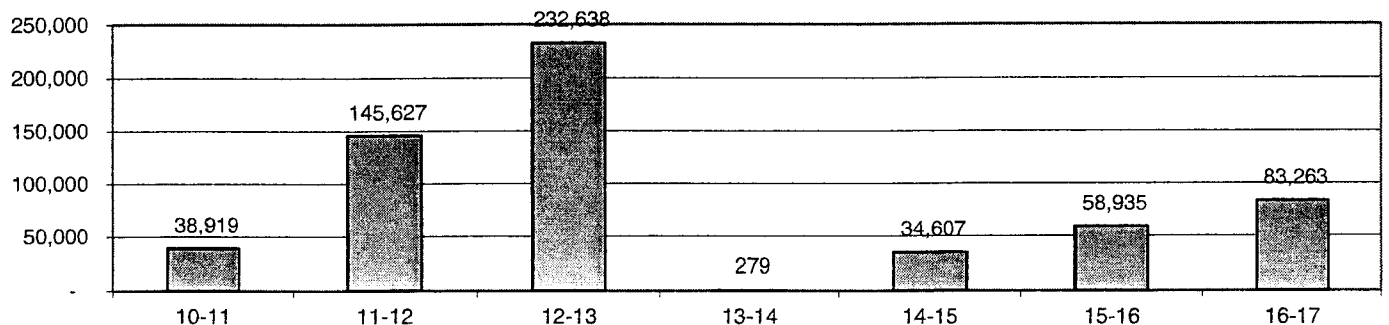
	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2015-16 Estimate	2016-17 Estimate
<b>Beginning Fund Balance</b>	112	38,919	145,627	232,638	279	34,607	58,935
<b>Revenues:</b>							
Revenue Limit Sources 8000							
Federal Revenue 8100							
State Revenue (Presch 8500	124,872	110,370	101,722	100,323	100,000	100,000	100,000
Local Revenue (BASRF 8600	282,979	384,587	395,144	358,484	350,000	350,000	350,000
<b>Total Revenues</b>	<b>407,851</b>	<b>494,957</b>	<b>496,865</b>	<b>458,807</b>	<b>450,000</b>	<b>450,000</b>	<b>450,000</b>
<b>Expenditures:</b>							
Certificated Salaries 1000	46,753	48,572	48,131	48,622	50,000	50,000	50,000
Classified Salaries 2000	234,008	219,954	229,282	240,802	210,000	210,000	210,000
Employee Benefits 3000	91,146	87,380	87,526	74,758	75,000	75,000	75,000
Books and Supplies 4000	23,558	9,457	4,978	7,750	18,000	18,000	18,000
Services & Other Oper: 5000	1,508	1,214	943	2,812	1,000	1,000	1,000
Capital Outlay 6000			17,323	297,188	40,000	50,000	50,000
Other Outgo 7100							
Indirect Costs 7300	21,672	21,672	21,672	21,672	21,672	21,672	21,672
<b>Total Expenditures</b>	<b>418,645</b>	<b>388,249</b>	<b>409,854</b>	<b>693,604</b>	<b>415,672</b>	<b>425,672</b>	<b>425,672</b>
<b>Surplus (Deficit)</b>	<b>(10,794)</b>	<b>106,708</b>	<b>87,011</b>	<b>(234,796)</b>	<b>34,328</b>	<b>24,328</b>	<b>24,328</b>
<b>Transfers In from Fund 8900</b>	<b>49,601</b>			<b>2,437</b>			
<b>Ending Fund Balance</b>	<b>38,919</b>	<b>145,627</b>	<b>232,638</b>	<b>279</b>	<b>34,607</b>	<b>58,935</b>	<b>83,263</b>

**Components of Ending Fund Balance:**

a) Nonspendable - Revolv 9711							
b) Restricted 9740		478					
c) Committed 9750							
d) Assigned 9780							
e) Unassigned-Res for Ec 9789							
Unassigned/Unappropri 9790	38,919	145,149	232,641	279	34,607	58,935	83,263
<b>Ending Fund Balance</b>	<b>38,919</b>	<b>145,627</b>	<b>232,641</b>	<b>279</b>	<b>34,607</b>	<b>58,935</b>	<b>83,263</b>

Fund 12 accounts for all the transactions related to the State Preschool program and the Before and After School Recreation Program (BASRP). In 2011-12, fees were raised which allowed the Fund to operate at a surplus. In 2013-14, Fund 12 will pay for a new portable classroom to be located at Forest Grove Elementary School.

Fund 12 - Ending Fund Balance



Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	100,323.45	100,000.00	-0.3%
4) Other Local Revenue		8600-8799	358,483.92	350,000.00	-2.4%
5) TOTAL REVENUES			458,807.37	450,000.00	-1.9%
<b>B. EXPENDITURES</b>					
1) Certificated Salaries		1000-1999	48,621.60	50,000.00	2.8%
2) Classified Salaries		2000-2999	240,802.21	210,000.00	-12.8%
3) Employee Benefits		3000-3999	74,758.22	75,000.00	0.3%
4) Books and Supplies		4000-4999	7,749.56	18,000.00	132.3%
5) Services and Other Operating Expenditures		5000-5999	2,812.18	1,000.00	-64.4%
6) Capital Outlay		6000-6999	297,187.96	40,000.00	-86.5%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	21,672.00	21,672.00	0.0%
9) TOTAL EXPENDITURES			693,603.73	415,672.00	-40.1%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(234,796.36)	34,328.00	-114.6%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	2,436.99	0.00	-100.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES			2,436.99	0.00	-100.0%

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(232,359.37)	34,328.00	-114.8%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	232,638.15	278.78	-99.9%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			232,638.15	278.78	-99.9%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			232,638.15	278.78	-99.9%
2) Ending Balance, June 30 (E + F1e)			278.78	34,606.78	12313.7%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted					
		9740	11.24	11.24	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	267.54	0.00	-100.0%
Committed for donation expenditures	0000	9760	267.54		
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	34,595.54	New

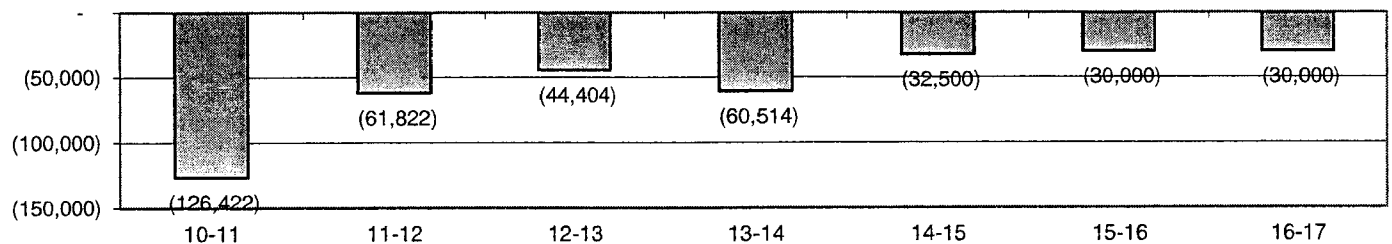
## Pacific Grove Unified School District

## Fund 13 - Cafeteria Fund

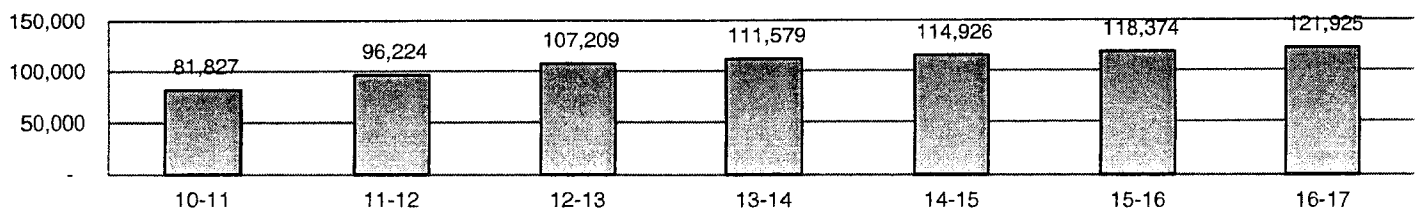
	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2015-16 Estimate	2016-17 Estimate
<b>Beginning Fund Balance</b>	<b>76,818</b>	<b>50,396</b>	<b>73,341</b>	<b>28,936</b>	<b>7,613</b>	<b>7,613</b>	<b>7,613</b>
<b>Revenues:</b>							
Revenue Limit Sources 8000							
Federal Revenue 8200	113,312	144,822	168,653	176,708	170,000	175,000	175,000
Other State Revenue 8500	9,852	12,436	15,136	13,499	16,000	17,000	17,000
Other Local Revenue 8600	266,023	306,631	320,592	320,781	340,000	350,000	350,000
<b>Total Revenues</b>	<b>389,187</b>	<b>463,889</b>	<b>504,382</b>	<b>510,988</b>	<b>526,000</b>	<b>542,000</b>	<b>542,000</b>
<b>Expenditures:</b>							
Certificated Salaries 1000							
Classified Salaries 2000	226,794	209,886	223,631	241,199	225,000	230,000	230,000
Employee Benefits 3000	56,118	52,461	56,386	52,736	60,000	64,000	64,000
Supplies 4000	229,074	257,344	260,782	270,784	265,000	268,000	268,000
Services 5000	3,622	6,020	7,987	6,783	8,500	10,000	10,000
Capital Outlay 6000							
Other Outgo 7100							
<b>Total Expenditures</b>	<b>515,609</b>	<b>525,711</b>	<b>548,786</b>	<b>571,502</b>	<b>558,500</b>	<b>572,000</b>	<b>572,000</b>
<b>Surplus (Deficit)</b>	<b>(126,422)</b>	<b>(61,822)</b>	<b>(44,404)</b>	<b>(60,514)</b>	<b>(32,500)</b>	<b>(30,000)</b>	<b>(30,000)</b>
Transfers In - General F 8900	100,000	19,937		39,191	32,500	30,000	30,000
<b>Ending Fund Balance</b>	<b>50,396</b>	<b>8,511</b>	<b>28,937</b>	<b>7,613</b>	<b>7,613</b>	<b>7,613</b>	<b>7,613</b>

<b>Components of Ending Fund Balance:</b>							
a) Nonspendable - Stores 9711	2,419	2,419	8,271	7,613	7,613	7,613	7,613
b) Restricted 9740			17,501				
c) Committed							
d) Assigned							
e) Unassigned/Unappropri 9790	47,978	6,092	3,164	0	0	0	0
<b>Ending Fund Balance</b>	<b>50,396</b>	<b>8,511</b>	<b>28,937</b>	<b>7,613</b>	<b>7,613</b>	<b>7,613</b>	<b>7,613</b>

Fund 13 - Surplus (Deficit)



Meals Served



Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	176,708.16	170,000.00	-3.8%
3) Other State Revenue		8300-8599	13,498.74	16,000.00	18.5%
4) Other Local Revenue		8600-8799	320,781.46	340,000.00	6.0%
5) TOTAL REVENUES			510,988.36	526,000.00	2.9%
<b>B. EXPENDITURES</b>					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	241,199.40	225,000.00	-6.7%
3) Employee Benefits		3000-3999	52,736.08	60,000.00	13.8%
4) Books and Supplies		4000-4999	270,783.68	265,000.00	-2.1%
5) Services and Other Operating Expenditures		5000-5999	6,783.11	8,500.00	25.3%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL EXPENDITURES			571,502.27	558,500.00	-2.3%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(60,513.91)	(32,500.00)	-46.3%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	39,191.07	32,500.00	-17.1%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES			39,191.07	32,500.00	-17.1%

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(21,322.84)	0.00	-100.0%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	28,935.90	7,613.06	-73.7%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			28,935.90	7,613.06	-73.7%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			28,935.90	7,613.06	-73.7%
2) Ending Balance, June 30 (E + F1e)			7,613.06	7,613.06	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	7,613.06	0.00	-100.0%
Prepaid Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted			0.00	7,613.06	New
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

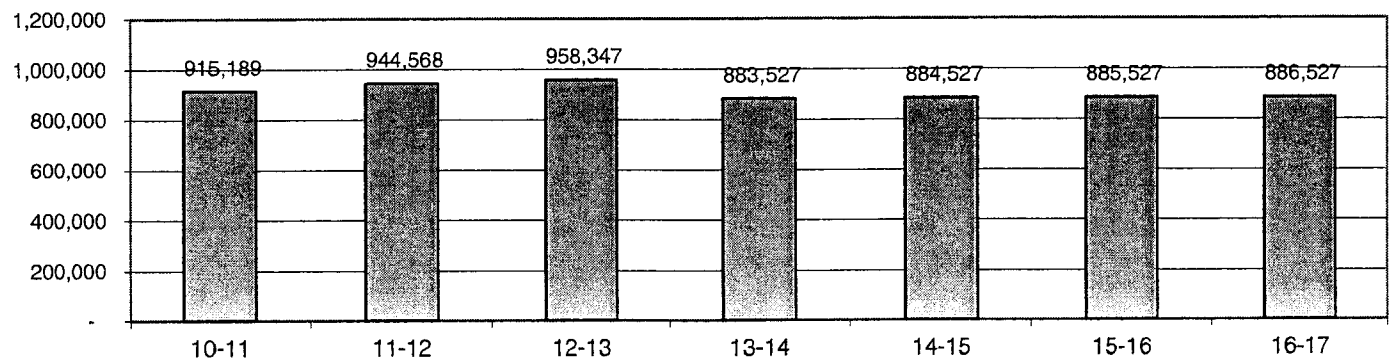
## Pacific Grove Unified School District

**Fund 14 - Deferred Maintenance Fund**

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2015-16 Estimate	2016-17 Estimate
<b>Beginning Fund Balance</b>	<b>831,499</b>	<b>915,189</b>	<b>944,568</b>	<b>958,347</b>	<b>883,527</b>	<b>884,527</b>	<b>885,527</b>
<b>Revenues:</b>							
Revenue Limit Sources 8000							
Federal Revenue 8100							
Other State Revenue 8590	95,279	94,947	94,713	93,372	95,000	95,000	95,000
Other Local Revenue 8660	3,620	6,304	4,957	3,290	6,000	6,000	6,000
<b>Total Revenues</b>	<b>98,899</b>	<b>101,251</b>	<b>99,670</b>	<b>96,662</b>	<b>101,000</b>	<b>101,000</b>	<b>101,000</b>
<b>Expenditures:</b>							
Certificated Salaries 1000							
Classified Salaries 2000							
Employee Benefits 3000							
Supplies 4300		49,116	45,067	30,572	50,000	50,000	50,000
Services 5800		22,757	40,823	140,910	50,000	50,000	50,000
Capital Outlay 6000							
Other Outgo 7100							
Indirect Costs 7300							
<b>Total Expenditures</b>	<b>-</b>	<b>71,872</b>	<b>85,891</b>	<b>171,482</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
<b>Surplus (Deficit)</b>	<b>98,899</b>	<b>29,379</b>	<b>13,779</b>	<b>(74,820)</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
<b>Transfers In (Out) - to G 8900</b>	<b>(15,209)</b>						
<b>Ending Fund Balance</b>	<b>915,189</b>	<b>944,568</b>	<b>958,347</b>	<b>883,527</b>	<b>884,527</b>	<b>885,527</b>	<b>886,527</b>

**Components of Ending Fund Balance:**

a) Nonspendable - Revolv 9711							
b) Restricted 9740							
c) Committed 9750							
d) Assigned 9780							
e) Unassigned-Reserve fc 9789							
Unassigned/Unappropri 9790	915,189	944,568	958,347	883,527	884,527	885,527	886,527
<b>Ending Fund Balance</b>	<b>915,189</b>	<b>944,568</b>	<b>958,347</b>	<b>883,527</b>	<b>884,527</b>	<b>885,527</b>	<b>886,527</b>

**Fund 14 - Ending Fund Balance**



Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	93,372.00	95,000.00	1.7%
4) Other Local Revenue		8600-8799	3,289.93	6,000.00	82.4%
5) TOTAL REVENUES			96,661.93	101,000.00	4.5%
<b>B. EXPENDITURES</b>					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	30,571.70	50,000.00	63.5%
5) Services and Other Operating Expenditures		5000-5999	140,909.87	50,000.00	-64.5%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL EXPENDITURES			171,481.57	100,000.00	-41.7%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(74,819.64)	1,000.00	-101.3%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(74,819.64)	1,000.00	-101.3%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	958,346.54	883,526.90	-7.8%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			958,346.54	883,526.90	-7.8%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			958,346.54	883,526.90	-7.8%
2) Ending Balance, June 30 (E + F1e)			883,526.90	884,526.90	0.1%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted					
		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	883,526.90	0.00	-100.0%
Assigned to deferred maintenance expense:	0000	9780	883,526.90		
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	884,526.90	New

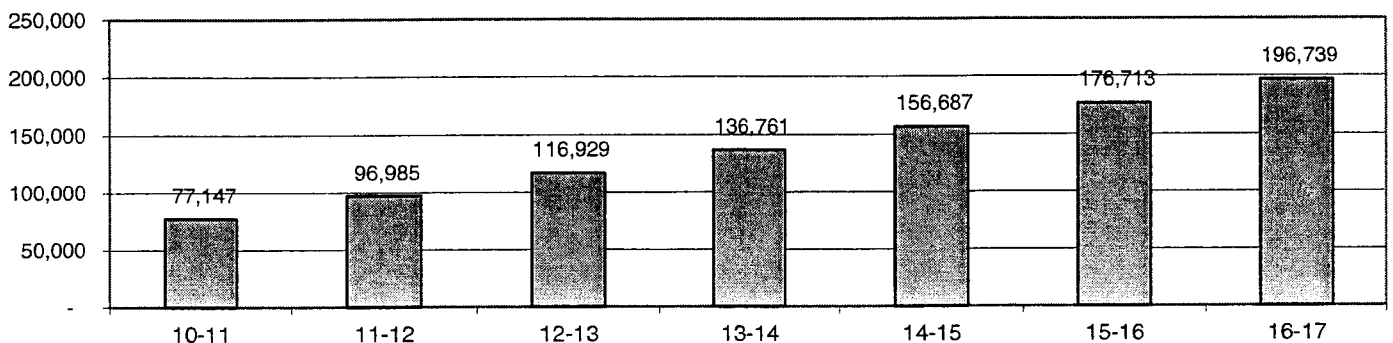
## Pacific Grove Unified School District

**Fund 20 - Postemployment Benefits Fund**

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2015-16 Estimate	2016-17 Estimate
<b>Beginning Fund Balance</b>	<b>57,483</b>	<b>77,147</b>	<b>96,985</b>	<b>116,928</b>	<b>136,761</b>	<b>156,687</b>	<b>176,713</b>
<b>Revenues:</b>							
Revenue Limit Sources 8000							
Federal Revenue 8100							
Other State Revenue 8300							
Other Local Revenue 8600	238	413	518	407	500	600	600
<b>Total Revenues</b>	<b>238</b>	<b>413</b>	<b>518</b>	<b>407</b>	<b>500</b>	<b>600</b>	<b>600</b>
<b>Expenditures:</b>							
Certificated Salaries 1000							
Classified Salaries 2000							
Employee Benefits 3000							
Supplies 4000							
Services 5000							
Capital Outlay 6000							
Other Outgo 7100							
Indirect Costs 7300							
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Surplus (Deficit)</b>	<b>238</b>	<b>413</b>	<b>518</b>	<b>407</b>	<b>500</b>	<b>600</b>	<b>600</b>
<b>Transfers In (Out) - from 8900</b>	<b>19,426</b>	<b>19,426</b>	<b>19,426</b>	<b>19,426</b>	<b>19,426</b>	<b>19,426</b>	<b>19,426</b>
<b>Ending Fund Balance</b>	<b>77,147</b>	<b>96,985</b>	<b>116,929</b>	<b>136,761</b>	<b>156,687</b>	<b>176,713</b>	<b>196,739</b>

**Components of Ending Fund Balance:**

a) Nonspendable - Revolv 9711							
b) Restricted 9740							
c) Committed 9750							
d) Assigned - Medigap 9780							
e) Unassigned-Reserve fc 9789							
Unassigned/Unappropri 9790	77,147	96,985	116,929	136,761	156,687	176,713	196,739
<b>Ending Fund Balance</b>	<b>77,147</b>	<b>96,985</b>	<b>116,929</b>	<b>136,761</b>	<b>156,687</b>	<b>176,713</b>	<b>196,739</b>

**Fund 20 - Ending Fund Balance**

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	406.85	500.00	22.9%
5) TOTAL REVENUES			406.85	500.00	22.9%
<b>B. EXPENDITURES</b>					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL EXPENDITURES			0.00	0.00	0.0%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			406.85	500.00	22.9%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	19,426.00	19,426.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES			19,426.00	19,426.00	0.0%

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			19,832.85	19,926.00	0.5%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	116,928.02	136,760.87	17.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			116,928.02	136,760.87	17.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			116,928.02	136,760.87	17.0%
2) Ending Balance, June 30 (E + F1e)			136,760.87	156,686.87	14.6%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted			0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	136,760.87	0.00	-100.0%
Committed for postemployment benefits	0000	9760	136,760.87		
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	156,686.87	New

## Pacific Grove Unified School District

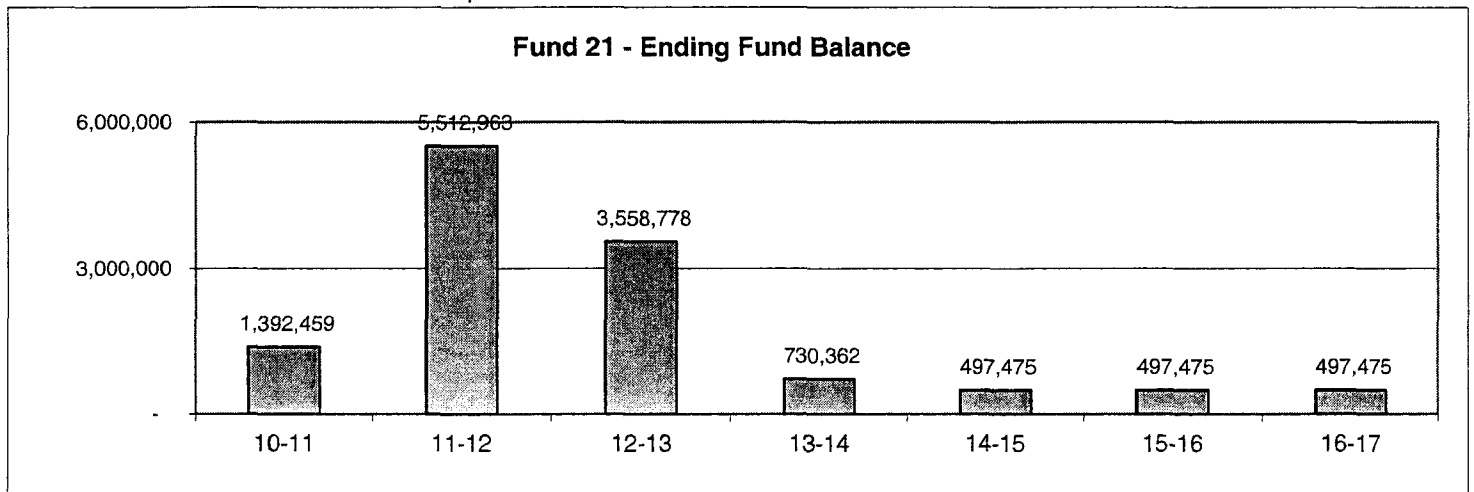
## Fund 21 - Building Fund

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2015-16 Estimate	2016-17 Estimate
<b>Beginning Fund Balance</b>	13,310,155	1,392,459	5,512,963	3,558,776	730,362	497,475	497,475
<b>Revenues:</b>							
Revenue Limit Sources 8000							
Federal Revenue 8100							
Other State Revenue 8300							
Other Local Revenue 8600	59,782	7,502,961	23,886	9,261	1,000		
<b>Total Revenues</b>	<b>59,782</b>	<b>7,502,961</b>	<b>23,886</b>	<b>9,261</b>	<b>1,000</b>	-	-
<b>Expenditures:</b>							
Certificated Salaries 1000							
Classified Salaries 2000							
Employee Benefits 3000							
Supplies 4400	303,292	521,190	252,385	101,593			
Services 5800	8,017	17,385	35,666	31,805			
Capital Outlay 6000	11,666,168	2,843,881	1,690,021	2,704,276	233,887		
Other Outgo 7100							
Indirect Costs 7300							
<b>Total Expenditures</b>	<b>11,977,478</b>	<b>3,382,456</b>	<b>1,978,072</b>	<b>2,837,675</b>	<b>233,887</b>	-	-
<b>Surplus (Deficit)</b>	<b>(11,917,696)</b>	<b>4,120,505</b>	<b>(1,954,186)</b>	<b>(2,828,413)</b>	<b>(232,887)</b>	-	-
<b>Transfers In (Out)</b> 8900							
<b>Ending Fund Balance</b>	<b>1,392,459</b>	<b>5,512,963</b>	<b>3,558,778</b>	<b>730,362</b>	<b>497,475</b>	<b>497,475</b>	<b>497,475</b>

## Components of Ending Fund Balance:

a) Nonspendable - Revolv 9711							
b) Restricted 9740							
c) Committed 9750							
d) Assigned 9780							
e) Unassigned-Reserve fc 9789							
Unassigned/Unapprpr 9790	1,392,459	5,512,963	3,558,778	730,362	497,475	497,475	497,475
<b>Ending Fund Balance</b>	<b>1,392,459</b>	<b>5,512,963</b>	<b>3,558,778</b>	<b>730,362</b>	<b>497,475</b>	<b>497,475</b>	<b>497,475</b>

Fund 21 accounts for the revenues and expenditures associated with Measure A and Measure D Bonds.



Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	9,261.43	1,000.00	-89.2%
5) TOTAL, REVENUES			9,261.43	1,000.00	-89.2%
<b>B. EXPENDITURES</b>					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	101,593.41	0.00	-100.0%
5) Services and Other Operating Expenditures		5000-5999	31,805.03	0.00	-100.0%
6) Capital Outlay		6000-6999	2,704,276.36	233,887.00	-91.4%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			2,837,674.80	233,887.00	-91.8%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(2,828,413.37)	(232,887.00)	-91.8%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(2,828,413.37)	(232,887.00)	-91.8%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	3,558,776.44	730,363.07	-79.5%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			3,558,776.44	730,363.07	-79.5%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			3,558,776.44	730,363.07	-79.5%
2) Ending Balance, June 30 (E + F1e)			730,363.07	497,476.07	-31.9%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	72,042.59	72,042.59	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	658,320.48	0.00	-100.0%
Committed to fund Measures A. & D	0000	9760	658,320.48		
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	425,433.48	New



## Pacific Grove Unified School District

## Fund 40 - Capital Outlay Projects Fund

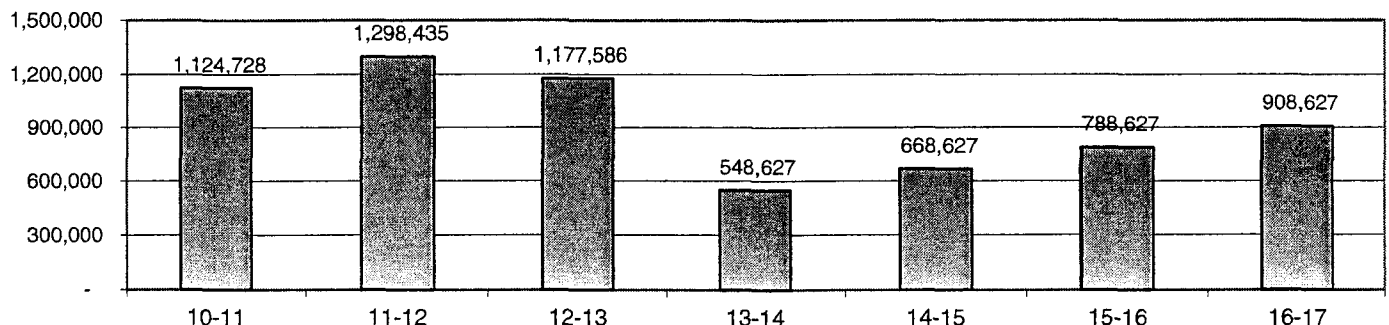
	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2015-16 Estimate	2016-17 Estimate
<b>Beginning Fund Balance</b>	1,107,482	1,124,728	1,298,435	1,177,586	548,627	668,627	788,627
<b>Revenues:</b>							
Revenue Limit Sources 8000							
Federal Revenue 8100							
Other State Revenue 8300							
Other Local Revenue 8600	72,658	187,032	244,036	345,477	270,000	270,000	270,000
<b>Total Revenues</b>	<b>72,658</b>	<b>187,032</b>	<b>244,036</b>	<b>345,477</b>	<b>270,000</b>	<b>270,000</b>	<b>270,000</b>
<b>Expenditures:</b>							
Certificated Salaries 1000							
Classified Salaries 2000							
Employee Benefits 3000							
Supplies 4000	4,728	4,132	66,596	58,424	50,000	50,000	50,000
Services 5000	33,220	9,193	125,949	51,282	50,000	50,000	50,000
Capital Outlay - Equipm 6000	17,463		172,341	864,730	50,000	50,000	50,000
Other Outgo 7100							
Indirect Costs 7300							
<b>Total Expenditures</b>	<b>55,412</b>	<b>13,325</b>	<b>364,886</b>	<b>974,435</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>
<b>Surplus (Deficit)</b>	<b>17,246</b>	<b>173,707</b>	<b>(120,849)</b>	<b>(628,958)</b>	<b>120,000</b>	<b>120,000</b>	<b>120,000</b>
<b>Transfers In (Out) 8900</b>							
<b>Ending Fund Balance</b>	<b>1,124,728</b>	<b>1,298,435</b>	<b>1,177,586</b>	<b>548,627</b>	<b>668,627</b>	<b>788,627</b>	<b>908,627</b>

## Components of Ending Fund Balance:

a) Nonspendable - Revolv 9711							
b) Restricted 9740							
c) Committed 9750							
d) Assigned 9780							
e) Unassigned/Unappropri 9790	1,124,728	1,298,435	1,177,586	548,627	668,627	788,627	908,627
<b>Ending Fund Balance</b>	<b>1,124,728</b>	<b>1,298,435</b>	<b>1,177,586</b>	<b>548,627</b>	<b>668,627</b>	<b>788,627</b>	<b>908,627</b>

Fund 40 includes revenues collected from David Avenue leases, expenditures authorized by the Board, and maintenance department expenses in excess of the program 6220 allocation. Certain revenues are being set aside for future repair of the High School track (\$116,000 in 2015) and the stadium field (\$713,000 in 2023). Rents received from the Middle School PAC and the High School stadium are being held in specific improvement accounts. The Board approved \$500,000 to help with the cost of construction of the new High School pool. On March 7, 2013 the Board also approved the purchase of new vehicles from Fund 40.

Fund 40 - Ending Fund Balance



Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	345,477.11	270,000.00	-21.8%
5) TOTAL REVENUES			345,477.11	270,000.00	-21.8%
<b>B. EXPENDITURES</b>					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	58,424.14	50,000.00	-14.4%
5) Services and Other Operating Expenditures		5000-5999	51,281.71	50,000.00	-2.5%
6) Capital Outlay		6000-6999	864,729.59	50,000.00	-94.2%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL EXPENDITURES			974,435.44	150,000.00	-84.6%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(628,958.33)	120,000.00	-119.1%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(628,958.33)	120,000.00	-119.1%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,177,585.74	548,627.41	-53.4%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,177,585.74	548,627.41	-53.4%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,177,585.74	548,627.41	-53.4%
2) Ending Balance, June 30 (E + F1e)			548,627.41	668,627.41	21.9%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted					
		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	548,627.41	0.00	-100.0%
Assigned for Capital outlay projects	0000	9780	548,627.41		
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	668,627.41	New

**SUBJECT:** Board Calendar/Future Meetings, August-December 2014, Tentative January-June 2015

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

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**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 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, 2014/15 School Year

Aug. 21	<b>Regular Board Meeting</b> ✓ Student Enrollment Update ✓ Back to School dates ✓ Property tax report ✓ 2014-2015 Consolidated Application	District Office
Sept. 4	<b>Regular Board Meeting</b> ✓ Superintendent's Goals ✓ Board Goals – review/revise	Forest Grove (School Site Visit)
Sept. 18	<b>Regular Board Meeting</b> ✓ Unaudited Actual Report ✓ Budget Revision #1	Robert Down (School Site Visit)
Oct. 2	<b>Regular Board Meeting</b> ✓ Strategic Plan/LCAP Review Begins ✓ Bus Ridership	Middle School (School Site Visit)
Oct. 30	<b>Regular Board Meeting</b> ✓	Adult School (School site Visit)
Nov. 13	<b>Regular Board Meeting</b> ✓ 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	<b>Organizational Meeting</b> ✓ Election of 2014/15 Board President and Clerk ✓ First Interim Report ✓ Budget Revision #2	District Office

## Tentative Board Meeting Calendar, 2014/2015 School Year

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

**SUBJECT:** Future Agenda Items

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

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**RECOMMENDATION:**

The Administration recommends that the Board review the list of future agenda items and direct Administration to add items to the list and/or schedule items for a particular agenda.

**BACKGROUND:**

Board Bylaw 9322 states in part that “Any member of the public or any Board member may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. The request [from a member of the public] must be .... submitted to the Superintendent or designee with supporting documents and information ...”

**INFORMATION:**

Board members have the opportunity at the end of Open Session in a Regular Board meeting to request that items be added to the list for a future meeting. Depending upon the timeliness of the item, it may also be assigned a particular meeting date.

The following is a list of future agenda items as of the September 18, 2014 Regular Board Meeting:

- 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)