

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

Trustees

*John Thibeau, President*

*John Paff, Clerk*

*Debbie Crandell*

*Bill Phillips*

*Brian Swanson*

*Rachel Biggio, Student Rep*

**DATE:** Thursday, May 19, 2016

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

**LOCATION:** District Office - Jessie Bray Conference Room  
435 Hillcrest Avenue  
Pacific Grove, CA 93950

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

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

**AGENDA AND ORDER OF BUSINESS**

**I. OPENING BUSINESS**

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

**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. Superintendent's Evaluation
- 2. Conference with Labor Negotiators – Assistant Superintendent employment contract for 2015/16; public school employer and its designated representatives: Ralph Gómez Porras, Superintendent [Gov. Code §54957.6]

3. Conference with Labor Negotiators – Superintendent employment contract for 2015/16; public school employer and its designated representatives: John Thibeau, Board President and John Paff, Board Clerk [Gov. Code §54957.6]
4. Approve Assignment of Certificated Employee

B. Public comment on Closed Session item

C. Adjourn to Closed Session

### **III. RECONVENE IN OPEN SESSION**

A. Report action taken in Closed Session

1. Superintendent’s Evaluation
2. Conference with Labor Negotiators – Assistant Superintendent employment contract for 2015/16; public school employer and its designated representatives: Ralph Gómez Porras, Superintendent [Gov. Code §54957.6]
3. Conference with Labor Negotiators – Superintendent employment contract for 2015/16; public school employer and its designated representatives: John Thibeau, Board President and John Paff, Board Clerk [Gov. Code §54957.6]
4. Approve Assignment of Certificated Employee

B. Pledge of Allegiance

### **IV. RECOGNITION OF RETIREES**

John Casas, 36 years
Tina Cole, 26 years
Kelly Cool-Lesko, 17.5 years
Marge Falknor, 40 years
Suzie Garcia, 8.5 years
Linda Jones, 33.5 years
Nancy Laiolo, 17 years
Jan Lippert, 15.5 years
Bev Paxton, 25.5 years
Gita Prasad, 16.5 years
Linda Radley, 27 years
Christine Revelas, 18.5 years
Gary Williams, 38.5 years

### **V. PRESENTATION**

Eagle Scouts will present a project update to the Board of Education.

**VI. COMMUNICATIONS**

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

**VII. 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.*

**VIII. CONSENT AGENDA**

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

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|--|-----------|
| A. <u>Revised Minutes of April 14, 2016 Board Meeting</u>  | Page<br>8 |
| Recommendation: (Ralph Gómez Porras, Superintendent) Approval of minutes as presented.   |           |
| B. <u>Minutes of April 21, 2016 Special Board Meeting</u>  | 13        |
| Recommendation: (Ralph Gómez Porras, Superintendent) Approval of minutes as presented.   |           |
| C. <u>Minutes of April 28, 2016 Board Meeting</u>  | 15        |
| Recommendation: (Ralph Gómez Porras, Superintendent) Approval of minutes as presented.   |           |
| D. <u>Certificated Assignment Order #14</u>  | 20        |
| Recommendation: (Billie Mankey, Director of Human Resources) The administration recommends adoption of Certificated Assignment Order #14.                  |           |
| E. <u>Classified Assignment Order #13</u>  | 22        |
| Recommendation: (Billie Mankey, Director of Human Resources) The administration recommends adoption of Classified Assignment Order #13.                    |           |
| F. <u>Acceptance of Donations</u>  | 24        |
| Recommendation: (Rick Miller, Assistant Superintendent) The Administration recommends that the Board approve acceptance of the donations referenced below. |           |

G. <u>Cash Receipts Report No. 7</u>	25
Recommendation: (Rick Miller, Assistant Superintendent) 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.	
H. <u>Revolving Cash Report No. 7</u>	28
Recommendation: (Rick Miller, Assistant Superintendent) 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.	
I. <u>Acceptance of Quarterly Treasurer's Report</u>	30
Recommendation: (Rick Miller, Assistant Superintendent) The Administration recommends that the Board accept the Quarterly Treasurer's Report for the quarter ending March 31, 2016.	
J. <u>2015-16 Budget Revisions #4</u>	44
Recommendation: (Rick Miller, Assistant Superintendent) The District Administration recommends that the Board review and approve the proposed budget revisions.	
K. <u>Robert H. Down Elementary School 2016-17 Single Plan for School Achievement</u>	53
Recommendation: (Linda Williams, Robert Down Elementary School Principal) The District Administration recommends that the Board review and approve the 2016-17 Robert H. Down Single Plan for School Achievement (SPSA) and related budget items.	
L. <u>Forest Grove Elementary School 2016-17 Single Plan for Student Achievement</u>	78
Recommendation: (Buck Roggeman, Forest Grove Elementary School Principal) The Administration recommends that the Board review and approve the Forest Grove Elementary Single Plan for Student Achievement (SPSA) for the 2016-17 school year.	
M. <u>Pacific Grove Middle School 2016-17 School Single Plan for Student Achievement</u>	113
Recommendation: (Sean Roach, Pacific Grove Middle School Principal) The Administration recommends that the Board review and approve the Pacific Grove Middle School Single Plan for Student Achievement for 2016-17.	
N. <u>Pacific Grove High School School Single Plan for Student Achievement for 2016-17</u>	131
Recommendation: (Matt Bell, Pacific Grove High School Principal) The Administration recommends that the Board review and approve the Pacific Grove High School Single Plan for Student Achievement (SPSA) for the 2016-17 school year.	
O. <u>Pacific Grove Community High School Single Plan for Student Achievement 2016-2017</u>	158
Recommendation: (Barbara Martinez, Community High School Principal) The Administration recommends that the Board review and approve the 2016-2017 Pacific Grove Community High School Single Plan for Student Achievement.	
P. <u>California Interscholastic Federation (CIF) School Representatives</u>	174
Recommendation: (Ralph Gómez Porras, Superintendent) The Administration recommends that the Board review and approve Principal Matt Bell, Athletic Director Todd Buller, Assistant Principal Sean Keller and Coach/Teacher Chris Morgan as the 2016-17 CIF representatives for Pacific Grove High School.	

Q. Third-Fifth Grade English Language Arts Adoption 177  
Recommendation: (Ani Silva, Director of Curriculum and Special Projects) The Administration recommends the Board review and approve the Adoption of Benchmark Advance Step Up To Literacy by Benchmark Education Company for the upper elementary grades 3-5.

R. Special Education Para-Professional Positions for the two new classrooms for student with moderate to severe disabilities 179  
Recommendation: (Clare Davies, Director of Student Services) The Administration recommends that the Board review and approve the District hire one para professional for both the Robert Down and Pacific Grove Middle School classrooms for students with moderate to severe disabilities.

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

**IX. PUBLIC HEARING I**

Public Hearing for District Budget for 2016-17 180  
The District Administration will present the final draft of the 2016-17 District Budget for Board review and Public Hearing. (Rick Miller, Assistant Superintendent)

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

**X. PUBLIC HEARING II**

Public Hearing for the Local Control Accountability Plan (LCAP) 205  
The District Administration will present the final draft of the 2016-17 LCAP for Board review and Public Hearing. (Ani Silva, Director of Curriculum and Special Projects)

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

**XI. ACTION/DISCUSSION**

A. Year End Budget Transfer Resolution #977 320  
Recommendation: (Rick Miller, Assistant Superintendent) The District Administration recommends that the Board approve Resolution #977: Year End Budget Transfers.

Move: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

B. Increase of Cafeteria Menu Prices 322  
Recommendation: (Rick Miller, Assistant Superintendent; Dianne Hobson, Nutrition Director) The District Administration recommends that the Board review and approve increases in Cafeteria menu items.

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

C. Salary Schedule Update for Director of Information and Educational Technology 330  
Recommendation: (Billie Mankey, Director of Human Resources) The Administration recommends that the Board review and approve the updated salary schedule for the Director of Informational and Educational Technology position effective July 1, 2016.

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

- D. Administrative Technology Personnel Plan for Director of Educational Technology including job description 331  
 Recommendation: (Billie Mankey, Director of Human Resources) The Administration recommends that the Board review and approve the new certificated management position, salary schedule and job description for Director of Educational Technology and personnel plan for district-wide administrative technology effective July 1, 2016.  
 Move: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_
- E. Acceptance of Robert Down Lunch Area Project 337  
 Recommendation: (Matt Kelly, Director of Facilities and Transportation) District administration recommends that the Board review and approve the low bid for the Robert Down Lunch Area Project.  
 Move: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_
- F. Acceptance of Forest Grove Pick Up and Drop Off Project 338  
 Recommendation: (Matt Kelly, Director of Facilities and Transportation) The District administration recommends that the Board review and approve the low bid for the Forest Grove Pick Up and Drop Off Project.  
 Move: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_
- G. Approval of Measure A Education Technology Expenditures 339  
 Recommendation: (Rick Miller, Assistant Superintendent; Bruce Cates, Director of Technology) The District Administration recommends that the Board review and approve Measure A Education Technology Bond expenditures.  
 Move: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_
- H. Approval of Amendments to the Assistant Superintendent's 2016 Contract 343  
 Recommendation: (Ralph Gómez Porras, Superintendent) It is recommended that the Board of Education review and approve the Assistant Superintendent's contract amendments and compensation adjustments for the 2015 - 2017 school years as proposed.  
 Move: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_
- I. Approval of Amendments to the Superintendent's 2015-16 Contract and Compensation Adjustments 345  
 Recommendation: (John Thibeau, Board President) It is recommended that the Board of Education review and approve the Superintendent's contract amendments as proposed.  
 Move: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

- J. Board Calendar/Future Meetings 347  
Recommendation: (Ralph Gómez Porras, Superintendent) The Administration recommends that the Board review and possibly modify meeting dates on the attached calendar and determine, given information from the Administration, whether additional Board dates or modifications need to be established.

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

**XII. INFORMATION/DISCUSSION**

- A. Information on Refinancing of Existing General Obligation Bonds 350  
Recommendation: (Rick Miller, Assistant Superintendent) The District Administration recommends that the Board review the information regarding refinancing of three existing General Obligation Bonds at a lower interest rate.

Board Direction: \_\_\_\_\_

- B. Draft Educational Technology Plan 2016-19 352  
Recommendation: (Matthew Binder, Instructional Technology Data and Assessment Teacher on Special Assignment) The Administration recommends that the Board review and discuss the draft Educational Technology Plan; 2016-19.

Board Direction: \_\_\_\_\_

- C. Facilities Project Update 391  
Recommendation: (Matt Kelly, Director of Facilities and Transportation) The Administration recommends that the Board review and provide feedback on ongoing and upcoming facilities projects.

Board Direction: \_\_\_\_\_

- D. Future Agenda Items 393  
Recommendation: (Ralph Gómez Porras, Superintendent) The Administration recommends that the Board review the list of future agenda items and direct Administration to add items to the list and/or schedule items for a particular agenda.

Parent Technology Education Training Options  
California Healthy Kids Survey Follow-Up (Fall 2016)  
Olivia Caine Presentation on Choir Class (Fall 2016)

Board Direction: \_\_\_\_\_

**XIII. ADJOURNMENT**

Next regular meeting: June 2, 2016 – District Office at 7:30 a.m.