

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
ANNUAL ORGANIZATIONAL MEETING AND REGULAR MEETING**

Trustees

*John Thibeau  
John Paff  
Debbie Crandell  
Bill Phillips  
Brian Swanson  
Rachel Biggio, Student Rep*

**DATE:** Thursday, December 10, 2015

**TIME:** 7:00 p.m. Open Session  
7:45 p.m. Closed Session (approx.)  
8:15 p.m. Reconvene Open Session

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

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

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

**AGENDA AND ORDER OF BUSINESS**

**I. OPENING BUSINESS**

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

**II. ANNUAL ORGANIZATIONAL MEETING**

*As required by Education Code Section 35143*

- A. Administer Oath of Office by County Superintendent Dr. Nancy Kotowski  
The Oath will be administered to Debbie Crandell and Brian Swanson.

B. Election of President to Serve for One-Year Period

(Note: nominations do not need a "second.")

Public comment:

C. Election of Vice-President/Clerk to Serve for One-Year Period

(Note: nominations do not need a "second.")

Public comment:

D. Determination of Dates, Time and Location of Regular Meetings

Recommendation: (Ralph Gómez Porras, Superintendent) It is recommended that the Board of Education set the 1<sup>st</sup> and 3<sup>rd</sup> Thursdays of each month as Regular Board meetings. Meetings will be held at 7:00 p.m. at District Office Board Room, or another District school site.

Public comment:

E. Approval of Resolution No. 971 Designating Authorized Agents to Sign School Orders

Recommendation: (Ralph Gómez Porras, Superintendent; Rick Miller, Assistant Superintendent) The Administration recommends that the Board of Education review adopt Resolution No. 971 authorizing agents to sign school orders.

Move: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_  
Thibeau \_\_\_ Paff \_\_\_ Crandell \_\_\_ Phillips \_\_\_ Swanson \_\_\_

F. Designation of Committee Representatives

Monterey County School Board Executive Committee Liaison \_\_\_\_\_

**III. RECOGNITION**

A. Honoring Past Service: Tony Sollecito

B. Recognition for Honored Employees

**IV. RECEPTION**

Recess for brief reception.

**V. CLOSED SESSION**

A. Identify Closed Session Topics

*The Board of Education will meet in Closed Session to consider matters appropriate for Closed Session in accordance with Education and Government Code.*

1. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for 2015/16 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Ralph Gómez Porras and Rick Miller, for the purpose of giving direction and updates.

2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2015/16. [Government Code § 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.
3. Employee Discipline/Dismissal/Release/Complaint (1 case) [Government Code § 54957]
4. Consideration Of Student Discipline (Education Code Section 48915)

B. Public comment on Closed Session item

C. Adjourn to Closed Session

**VI. RECONVENE IN OPEN SESSION**

A. Report action taken in Closed Session

1. Negotiations - Collective Bargaining Session preparation with the PGTA for 2015/16
2. Negotiations - Collective Bargaining Session preparation with the CSEA for 2015/16
3. Employee Discipline/Dismissal/Release/Complaint (1 case) [Government Code § 54957]
4. Consideration Of Student Discipline (Education Code Section 48915)

**VII. COMMUNICATIONS**

A. Written Communication

B. Board Member Comments

C. Superintendent Report

D. PGUSD Staff Comments

**VIII. 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.*

## IX. 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.*

	Page
A. <u>Minutes of November 12, 2015 Board Meeting</u> Recommendation: (Ralph Gómez Porras, Superintendent) Approval of minutes as presented.	9
B. <u>Certificated Assignment Order #7</u> Recommendation: (Billie Mankey, Director of Human Resources) The administration recommends adoption of Certificated Assignment Order #7.	14
C. <u>Classified Assignment Order #6</u> Recommendation: (Billie Mankey, Director of Human Resources) The administration recommends adoption of Classified Assignment Order #6.	19
D. <u>Acceptance of Donations</u> Recommendation: (Rick Miller, Assistant Superintendent) The Administration recommends that the Board approve acceptance of the donations referenced below.	21
E. <u>Out of County or Overnight Activities</u> Recommendation: (Rick Miller, Assistant Superintendent) The Administration recommends that the Board approve or receive the request as presented.	22
F. <u>Cash Receipts Report No. 4</u> 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.	26
G. <u>Revolving Cash Report No. 4</u> 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.	29
H. <u>Warrant Schedule No. 566</u> Recommendation: (Rick Miller, Assistant Superintendent) As Assistant Superintendent for Business Services, I certify that I have reviewed the attached warrants for consistency with the District's budget, and purchasing and accounting practices and therefore, recommend Board approval.	31
I. <u>Approval of the 2015-16 First Interim Report</u> Recommendation: (Rick Miller, Assistant Superintendent) The Administration recommends that the Board review and approve the 2015-16 First Interim Report.	33

- J. 2015-16 Budget Revisions #2 53  
Recommendation: (Rick Miller, Assistant Superintendent) The District Administration recommends that the Board review and approve the proposed budget revisions.
- K. Acceptance of Quarterly Treasurer’s Report 62  
Recommendation: (Rick Miller) The Administration recommends that the Board accept the Quarterly Treasurer’s Report for the quarter ending September 30, 2015.
- L. Quarterly Report on Williams Uniform Complaints 76  
Recommendation: (Ralph Gómez Porras, Superintendent) The District Administration recommends that the Board review and approve the information in this quarterly report, per Ed. Code. 35186(d).
- M. Waterproofing Associates Contract for Service at David Ave. Site 78  
Recommendation: (Matt Kelly, Director of Maintenance; Rick Miller, Assistant Superintendent) The Administration recommends the Board review and approve the Contract for Services with Waterproofing Associates of Mountain View, California.
- N. Waterproofing Associates Contract for Service at Pacific Grove High School 83  
Recommendation: (Matt Kelly, Director of Maintenance; Rick Miller, Assistant Superintendent) The Administration recommends the Board review and approve the Contract for Services with Waterproofing Associates of Mountain View, California.
- O. Waterproofing Associates Contract for Service at Robert Down Elementary School 88  
Recommendation: (Matt Kelly, Director of Maintenance; Rick Miller, Assistant Superintendent) The Administration recommends that the Board review and approve the Contract for Services with Waterproofing Associates of Mountain View, California.
- P. Revised Custodian I, Custodian II, and Custodian III Job Descriptions 93  
Recommendation: (Billie Mankey, Director of Human Resources) The Administration recommends that the Board review and approve the job description revisions as presented.

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

**X. ACTION/DISCUSSION**

- A. Approval of Measure A Education Technology Expenditures 100  
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.
- B. Pacific Grove High School Course Bulletin for the 2016-17 School Year 104  
Recommendation: (Matt Bell, PG High School Principal) The Pacific Grove High School Administration recommends that the Board review and approve the Course Bulletin for Pacific Grove High School for the 2016-17 School Year.

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

- C. Revisions to the Monterey and San Benito Counties Property and Liability JPA Bylaws 144  
Recommendation: (Rick Miller, Assistant Superintendent) The District Administration recommends that the Board review and approve the revisions made to the bylaws of the Monterey and San Benito Counties Property and Liability JPA.

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

- D. Board Calendar/Future Meetings 184  
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: \_\_\_\_\_

## XI. INFORMATION/DISCUSSION

- A. Review of Special Education Contracts 187  
Recommendation: (Clare Davies, Director of Student Services) The administration recommends that the School Board review and discuss the present and projected status of special education contracts.

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

- B. Review of Extracurricular Activities 189  
Recommendation: (Rick Miller, Assistant Superintendent) The District Administration recommends that the Board review and provide feedback on the funding of extracurricular activities.

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

- C. Future Agenda Items 190  
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.

Bus Ridership  
Parent Technology Education Training Options  
Summer Site Construction Plans- February 2016

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

## XII. ADJOURN

Next meeting – January 21, 2015 – Community High School