

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

Trustees

*John Paff, President
Brian Swanson, Clerk
Debbie Crandell
Cristy Dawson
Bill Phillips
Kulaea Tulua, Student Rep*

DATE: Thursday, April 26, 2018

TIME: 5:30 p.m. Closed Session
7:00 p.m. Open Session

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

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

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

AGENDA AND ORDER OF BUSINESS

I. OPENING BUSINESS

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

II. CLOSED SESSION

A. Identify Closed Session Topics

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

- 1. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for 2017/18 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Matt Bell, Rick Miller and Ralph Gómez Porras, for the purpose of giving direction and updates.

2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2017/18 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives for the purpose of giving direction and updates.
3. Public Employee Appointment/Employment (Government Code § 54957)
Title: Assistant Superintendent
4. Conference with Labor Negotiators – Assistant Superintendent employment contract for 2018/20; public school employer and its designated representatives: Ralph Gómez Porras, Superintendent [Gov. Code §54957.6]
5. Conference with Labor Negotiators – Superintendent employment contract for 2017/21; public school employer and its designated representatives: John Paff, Board President and Brian Swanson, Board Clerk [Government Code §54957.6]
6. Consideration Of Student Discipline (2 Cases) (Education Code Section 48915)

B. Public comment on Closed Session Topics

C. Adjourn to Closed Session

III. RECONVENE IN OPEN SESSION

A. Report action taken in Closed Session:

1. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for 2017/18 [Government Code § 3549.1 (d)]
2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2017/18 [Government Code § 3549.1 (d)]
3. Public Employee Appointment/Employment (Government Code § 54957)
Title: Assistant Superintendent
4. Conference with Labor Negotiators – Assistant Superintendent employment contract for 2018/20 [Gov. Code §54957.6]
5. Conference with Labor Negotiators – Superintendent employment contract for 2017/21 [Government Code §54957.6]
6. Consideration Of Student Discipline (2 Cases) (Education Code Section 48915)

B. Pledge of Allegiance

IV. COMMUNICATIONS

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

V. INDIVIDUALS DESIRING TO ADDRESS THE BOARD

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

VI. PRESENTATION

Robert Down Elementary School Principal Linda Williams, Senora Valladares, and Mrs. Ford will present information regarding the Foreign Language Programs at Robert Down Elementary School.

VII. RECOGNITION OF RETIREE

Superintendent Ralph Porras and the Board of Education will recognize Assistant Superintendent Rick Miller for his years of service to Pacific Grove Unified School District.

Recognition followed by a brief recess.

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.*

A. Minutes of April 5, 2018 Board Meeting

Recommendation: (Ralph Gómez Porras, Superintendent) The Administration recommends approval of minutes as presented.

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B. Minutes of April 16, 2018 Special Board Meeting

Recommendation: (Ralph Gómez Porras, Superintendent) The Administration recommends approval of minutes as presented.

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C. <u>Certificated Assignment Order #13</u>	16
Recommendation: (Billie Mankey, Director II of Human Resources) The Administration recommends adoption of Certificated Assignment Order #13.	
D. <u>Classified Assignment Order #13</u>	18
Recommendation: (Billie Mankey, Director II of Human Resources) The Administration recommends adoption of Classified Assignment Order #13.	
E. <u>Updates to Board Policy and Regulation 4019.11- Sexual Harassment</u>	20
Recommendation: (Ralph Gómez Porras, Superintendent) The District Administration recommends that the Board review and approve the revisions to Board Policy and Regulation 4019.11 Sexual Harassment, as recommended by legal counsel.	
F. <u>Updates to Board Policy and Regulation 5113- Absences and Excuses</u>	34
Recommendation: (Ralph Gómez Porras, Superintendent) The District Administration recommends that the Board review and approve the revisions to Board Updates to Board Policy and Regulation 5113- Absences and Excuses, as recommended by legal counsel.	
G. <u>Forest Grove Elementary School Site Handbook</u>	53
Recommendation: (Buck Roggeman, Forest Grove Elementary School Principal) The District Administration recommends the Board review and approve the Forest Grove Elementary School site handbook for the 2018-19 school year.	
H. <u>Robert Down Elementary School Site Handbook</u>	54
Recommendation: (Linda Williams, Robert Down Elementary School Principal) The District Administration recommends the Board review and approve the Robert Down Elementary School site handbook for the 2018-19 school year.	
I. <u>Pacific Grove Middle School Site Handbook</u>	55
Recommendation: (Sean Roach, Pacific Grove Middle School Principal) The District Administration recommends the Board review and approve the Pacific Grove Middle School site handbook for the 2018-19 school year.	
J. <u>Pacific Grove High School Site Handbook</u>	56
Recommendation: (Sean Keller, Pacific Grove High School Assistant Principal) The District Administration recommends the Board review and approve the Pacific Grove High School site handbook for the 2018-19 school year.	
K. <u>Community High School Site Handbook</u>	57
Recommendation: (Matt Bell, Community High School Principal) The District Administration recommends the Board review and approve the Community High School site handbook for the 2018-19 school year.	
L. <u>Pacific Grove Adult Education Site Handbook</u>	58
Recommendation: (Barbara Martinez, Pacific Grove Adult Education Principal) The District Administration recommends the Board review and approve the Pacific Grove Adult Education site handbook for the 2018-19 school year.	

- M. Increase Contract Amount for Interim Speech Therapist 59
Recommendation: (Ralph Gómez Porras, Superintendent) The District Administration recommends that the Board review and approve the increased budget amount for the provision of Speech and Language services by Linda Shingu, contracted Speech and Language Therapist.

Move: _____ Second: _____ Vote: _____

IX. ACTION/DISCUSSION

- A. Naming Field in honor of Jen Hinton, Physical Education Teacher at Robert H. Down Elementary 62
Recommendation: (Linda Williams, Robert Down Elementary School Principal) The District Administration, students, staff, and families of Robert Down Elementary School recommend naming the upper field “Jen Hinton Field” in honor of Jen Hinton (1966-2017), Physical Education Teacher at Robert Down Elementary from 1993 to 2017.

Move: _____ Second: _____ Vote: _____

- B. Approval of the Assistant Superintendent's 2018-2020 Contract 63
Recommendation: (Ralph Gómez Porras, Superintendent) The District Administration recommends that the Board of Education review and approve the Assistant Superintendent's contract for the 2018 - 2020 school years as proposed.

Move: _____ Second: _____ Vote: _____

- C. Pacific Grove Unified School District Safety Update 68
Recommendation: (Barbara Martinez, Director of Student Safety) The District Administration recommends that the Board review and be informed of Pacific Grove Unified School District activities and protocols related to school safety.

Move: _____ Second: _____ Vote: _____

- D. Increase Contract for Central Coast Kids and Families 69
Recommendation: (Clare Davies, Director of Student Services) The District Administration recommends that the Board review and approve the proposed contract increase in the amount of \$120,000, with Central Coast Kids and Families, LLC for the remainder of the 2017-18 school year.

Move: _____ Second: _____ Vote: _____

- E. Adopt Resolution No. 1009 Designating Authorized Agents to Sign School Orders 72
Recommendation: (Ralph Gómez Porras, Superintendent) The Administration recommends that the Board of Education adopt Resolution No. 1009 designating authorized agents to sign school orders.

Move: _____ Second: _____ Roll Call Vote: _____

Trustees: Paff ___ Swanson ___ Crandell ___ Dawson ___ Phillips ___

- F. Year End Budget Transfer Resolution No. 1010 74
 Recommendation: (Rick Miller, Assistant Superintendent) The District Administration recommends that the Board approve Resolution No. 1010: Year End Budget Transfers.
- Move: _____ Second: _____ Roll Call Vote: _____
- Trustees: Paff ___ Swanson ___ Crandell ___ Dawson ___ Phillips ___
- G. Resolution No. 1011 “Teacher Appreciation Week” and “California Day of the Teacher” 76
 Recommendation: (Billie Mankey, Director II of Human Resources) The Administration recommends the Board adopt Resolution No. 1011 proclaiming the week of May 7, 2018 through May 11, 2018 as Teacher Appreciation Week and specifically Wednesday, May 9, 2018 as “California Day of the Teacher” (EC 37222.10)
- Move: _____ Second: _____ Roll Call Vote: _____
- Trustees: Paff ___ Swanson ___ Crandell ___ Dawson ___ Phillips ___
- H. Resolution No. 1012 Classified School Employee Week 78
 Recommendation: (Billie Mankey, Director II of Human Resources) The Administration recommends the Board adopt Resolution No. 1012 proclaiming May 20 – 26, 2018 as “Classified School Employee Week.”
- Move: _____ Second: _____ Roll Call Vote: _____
- Trustees: Paff ___ Swanson ___ Crandell ___ Dawson ___ Phillips ___
- I. Resolution No. 1013 Calling for a School Board Election 80
 Recommendation: (Ralph Gómez Porras, Superintendent) The District Administration recommends that the Board of Education review and adopt Resolution No. 1013 to participate in the November 6, 2018 election in Monterey County.
- Move: _____ Second: _____ Roll Call Vote: _____
- Trustees: Paff ___ Swanson ___ Crandell ___ Dawson ___ Phillips ___
- J. Adopt Resolution No. 1014 Designating Authorized Agents to Sign School Orders 83
 Recommendation: (Ralph Gómez Porras, Superintendent) The Administration recommends that the Board of Education adopt Resolution No. 1014 designating authorized agents to sign school orders for Bank of America accounts.
- Move: _____ Second: _____ Roll Call Vote: _____
- Trustees: Paff ___ Swanson ___ Crandell ___ Dawson ___ Phillips ___
- K. Job Description for Adult School Preschool/Parent Education Teacher 85
 Recommendation: (Billie Mankey, Director II of Human Resources) The District Administration recommends the Board review and approve the job description for the Adult School Preschool/Parent Education Teacher position.
- Move: _____ Second: _____ Vote: _____

- L. Approval of Amendments to the Superintendent's 2017-21 Contract and Compensation Adjustments 89
Recommendation: (John Paff, Board President) It is recommended that the Board of Education approve the 2017 - 2021 Superintendent's contract amendments as proposed.

Move: _____ Second: _____ Vote: _____

- M. Board Calendar/Future Meetings 103
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: _____

X. INFORMATION/DISCUSSION

- A. Pacific Grove High School and Pacific Grove Middle School Health Curriculum Review 106
Recommendation: (Matt Bell, Pacific Grove High School Principal; Sean Roach, Pacific Grove Middle School Principal) The District Administration recommends that the Board hear a presentation regarding the health curriculum at Pacific Grove High School and Pacific Grove Middle School.

Board Direction: _____

- B. Review of Teacher Evaluation Process 108
Recommendation: (Billie Mankey, Director II of Human Resources; Ralph Gómez Porras, Superintendent) The District Administration recommend that the Board review the Teacher Evaluation Process.

Board Direction: _____

- C. Future Agenda Items 156
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.

Board Self Evaluation Review (June 7)
Affordable Housing Project Impacts to District
Long Term Counseling Study (Fall 2018/Winter 2019)

Board Direction: _____

XI. ADJOURN

Next meeting – May 3, 2018 – District Office