

**\*\*\*GOVERNOR'S EXECUTIVE ORDER N-25-20\*\*\*  
\*\*RE CORONAVIRUS COVID-19\*\***

**THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDER WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT.**

**MEMBERS OF THE PUBLIC MAY PARTICIPATE REMOTELY AT THE AUGUST 20, 2020 MEETING VIA LIVESTREAM. THE LINK(S) WILL BE PROVIDE 24 HOURS PRIOR TO THE MEETING. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA WILL BE TAKEN VIA LIVESTREAM AT THE TIME INDICATED ON THE AGENDA. PUBLIC COMMENT ON SPECIFIC ITEMS ON THE AGENDA WILL BE TAKEN DURING THE TIME THAT ITEM IS DISCUSSED.**

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

Trustees

*Debbie Crandell, President  
Cristy Dawson, Clerk  
John Paff  
Brian Swanson  
Jon Walton  
Gabriella Giraldo*

**DATE:** Thursday, August 20, 2020

**TIME:** 5:30 p.m. Closed Session  
6:30 p.m. Open Session

**LOCATION:** **VIRTUAL MEETING**  
Join Zoom Meeting

<https://pgusd.zoom.us/j/8314567890?pwd=bk1pejNFVzg5WTQwZWZTSjl2RVc4Zz09>

Meeting ID: 831 456 7890

Password: 9395093950

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

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

Trustees: Crandell \_\_\_ Dawson \_\_\_ Paff \_\_\_ Swanson \_\_\_ Walton \_\_\_

### **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 20-21 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Buck Roggeman, Song Chin-Bendib and Ralph Gómez Porras, for the purpose of giving direction and updates.
2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2020-21 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Billie Mankey, Song Chin-Bendib and Ralph Gómez Porras for the purpose of giving direction and updates.
3. Public Employee Discipline/Dismissal/Release/Complaint (1 case) [Government Code § 54957]

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

- A. Report action taken in Closed Session:

1. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for 20-21 [Government Code § 3549.1 (d)]
2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2020-21 [Government Code § 3549.1 (d)]
3. Public Employee Discipline/Dismissal/Release/Complaint (1 case) [Government Code § 54957]

- B. Pledge of Allegiance

**IV. COMMUNICATIONS**

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

**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. 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 as recommended.*

- A. Minutes of July 30, 2020 Special Board Meeting 8  
Recommendation: (Ralph Gómez Porras, Superintendent) Approval of minutes as presented.
- B. Certificated Assignment Order #2 11  
Recommendation: (Billie Mankey, Director II of Human Resources) The Administration recommends adoption of Certificated Assignment Order #2.
- C. Classified Assignment Order #2 13  
Recommendation: (Billie Mankey, Director II of Human Resources) The Administration recommends adoption of Classified Assignment Order #2.
- D. Warrant Schedules No. 621 and No. 622 15  
Recommendation: (Song Chin-Bendib, 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.
- E. Acceptance of Quarterly Treasurer's Report 18  
Recommendation: (Song Chin-Bendib, Assistant Superintendent) The Administration recommends that the Board accept the Quarterly Treasurer's Report for the quarter ending June 30, 2020.

- F. California Interscholastic Federation (CIF) School Representatives 34  
 Recommendation: (Lito Garcia, Pacific Grove High School Principal) The Administration recommends that the Board review and approve Pacific Grove High School Principal Lito M. Garcia, Assistant Principal Shane Steinback, and Athletic Director Lauralea Gaona as the 2020-21 California Interscholastic Federation (CIF) representatives for Pacific Grove High School.
- G. Contract for Services with Casey Printing at Pacific Grove Adult School 36  
 Recommendation: (Barbara Martinez, Adult Education Principal) The District Administration recommends that the Board review and approve the contract for service with Casey Printing to provide printing and delivery of the Adult School’s Registration & Class Informational Postcards for the 2020-21 school year.
- H. 2020-21 Consolidated Application for Funding, Part 1 39  
 Recommendation: (Ani Silva, Director of Curriculum and Special Projects) The Administration recommends the Board review and approve the 2020-21 Consolidated Application for Funding.
- I. Surplus of Furniture 49  
 Recommendation: (Matt Kelly, Director of Facilities and Transportation) The District Administration recommends the Board review and approve the attached furniture surplus list.

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

Trustees: Crandell \_\_\_ Dawson \_\_\_ Paff \_\_\_ Swanson \_\_\_ Walton \_\_\_

**VII. ACTION/DISCUSSION**

- A. Approval of Memorandum of Understanding with the California School Employees Association (CSEA) 51  
 Recommendation: (Billie Mankey, Director II of Human Resources; Song Chin-Bendib, Assistant Superintendent) The District Administration recommends that the Board review and approve the Memorandum of Understanding between the Pacific Grove Unified School District and the California School Employees Association (CSEA).

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

Trustees: Crandell \_\_\_ Dawson \_\_\_ Paff \_\_\_ Swanson \_\_\_ Walton \_\_\_

- B. Resolution No. 1055, Reduction of Classified School Services 62  
 Recommendation: (Billie Mankey, Director II of Human Resources) The Administration recommends Board approval of Resolution No. 1055 in order to reduce classified positions at Pacific Grove Adult School by eliminating 3 positions: One 3 hr./day Instructional Assistant; One 13 hr./week Childcare Attendant; and, One 11 hr./week Childcare Attendant.

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

Trustees: Crandell \_\_\_ Dawson \_\_\_ Paff \_\_\_ Swanson \_\_\_ Walton \_\_\_

- C. Updates to Board Regulations 5121 Grades/Evaluation of Student Achievement and 5121.1 Grades/Evaluation of Student Achievement at the High School 64  
Recommendation: (Lito Garcia, Pacific Grove High School Principal; Sean Roach, Pacific Grove Middle School Principal; Ralph Gómez Porras, Superintendent) The District Administration recommends that the Board review and approve the updates to Board Regulations 5121 Grades/Evaluation of Student Achievement and 5121.1 Grades/Evaluation of Student Achievement at the High School.

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

Trustees: Crandell \_\_\_ Dawson \_\_\_ Paff \_\_\_ Swanson \_\_\_ Walton \_\_\_

- D. Monterey County Office of Education Wide Area Network Memorandum of Understanding Consortium Contract Services - Addendum 78  
Recommendation: (Jonathan Mejia, Technology Systems Coordinator) The District Administration recommends that the Board review and approve the Monterey County Office of Education Wide Area Network Memorandum of Understanding Consortium Contract Services – Addendum.

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

Trustees: Crandell \_\_\_ Dawson \_\_\_ Paff \_\_\_ Swanson \_\_\_ Walton \_\_\_

- E. Microsoft CAMSA Licenses with Softchoice 80  
Recommendation: (Jonathan Mejia, Technology Systems Coordinator) The District Administration recommends that the Board review and approve the renewal of the license with Softchoice who has the contract registration with Microsoft to offer bundle deals at lower prices on all Microsoft products. This license gives the District use of Microsoft Office, Windows OS licenses, Server Licenses, and Office 365.

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

Trustees: Crandell \_\_\_ Dawson \_\_\_ Paff \_\_\_ Swanson \_\_\_ Walton \_\_\_

- F. Agreement Regarding Check to Virtual Card or ACH for Vendor Payments 83  
Recommendation: (Song Chin-Bendib, Assistant Superintendent) The District Administration recommends the Board approve this agreement with the Monterey County Office of Education (MCOE) regarding check to virtual card (vcard) or Electronic Payment Program (ACH) for vendor payments.

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

Trustees: Crandell \_\_\_ Dawson \_\_\_ Paff \_\_\_ Swanson \_\_\_ Walton \_\_\_

- G. Facilities Use Joint Use Agreement with City of Pacific Grove 86  
Recommendation: (Matt Kelly, Director of Facilities and Transportation) The District Administration recommends the Board review and a feedback on the Facilities Use Joint Use Agreement with the City of Pacific Grove.

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

Trustees: Crandell \_\_\_ Dawson \_\_\_ Paff \_\_\_ Swanson \_\_\_ Walton \_\_\_

- H. Board Calendar/Future Meetings 98  
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: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

Trustees: Crandell \_\_\_ Dawson \_\_\_ Paff \_\_\_ Swanson \_\_\_ Walton \_\_\_

## VIII. INFORMATION/DISCUSSION

- A. District Update on Response to COVID-19 100  
Recommendation: (Ralph Gómez Porras, Superintendent) The District Administration will update the Board, staff and community on current District response and protocols to COVID-19.

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

- B. Review of Legal Services Costs for 2019-20 101  
Recommendation: (Song Chin-Bendib, Assistant Superintendent) The District Administration recommends that the Board review legal fees expended from July 1, 2019 through May 11, 2020.

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

- C. Review of the 2020-21 State Budget Act Senate Bill (SB) 98 103  
Recommendation: (Song Chin-Bendib, Assistant Superintendent) The Administration recommends that the Board review the information provided regarding the Governor's approved State Budget Act for 2020-21, Senate Bill (SB) 98.

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

- D. Review of 2019-20 Actual and 2020-21 Estimated Property Tax Revenues 104  
Recommendation: (Song Chin-Bendib, Assistant Superintendent) The District Administration recommends that the Board review the attached information regarding actual receipts of Property Tax Revenue for the 2019-20 fiscal year and projections for 2020-21 based on the latest Assessed Valuation.

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

- E. Review of District Enrollment Projections for the First Week of School for 2020-21 108  
Recommendation: (Song Chin-Bendib, Assistant Superintendent) The District Administration recommends that the Board review the attached information regarding enrollment for the first week of school for 2020-21.

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

F. Future Agenda Items

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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.

- PGUSD Counseling Plan (September 2020)
- Solicitation of Funds Report 2019-20 (September 2020)
- A member of the public requested Dual Language Elementary Program (TBD)
- Board requested teacher housing (TBD)
- Board requested review of current District committees (Will be addressed through District Newsletter/Update)
- A member of the public requested SELPA present on Special Education (Fall 2020)
- Board requested utility bills costs (electric and water) by school site (2020-21)

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

**IX. ADJOURNMENT**

Next regular Board meeting: September 3, 2020 – District Office