

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

Trustees

*John Paff, President  
Brian Swanson, Clerk  
Debbie Crandell  
Cristy Dawson  
Jon Walton  
Adrian Clark, Student Rep*

**DATE:** Thursday, December 12, 2019

**TIME:** 6:00 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.

**I. OPENING BUSINESS**

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

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

**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 2019-20 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Matt Bell, 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 2019-20 [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 Evaluation: Certificated Employee

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 2019-20 [Government Code § 3549.1 (d)]

2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2019-20 [Government Code § 3549.1 (d)]

3. Public Employee Evaluation: Certificated Employee

B. Pledge of Allegiance

**IV. ANNUAL ORGANIZATIONAL MEETING**

*As required by Education Code Section 35143*

A. Election of President to Serve for One-Year Period  
*(Note: nominations do not need a "second.")*

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

B. Election of Vice-President/Clerk to Serve for One-Year Period  
*(Note: nominations do not need a "second.")*

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

C. 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.

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

- D. Adoption of Resolution No. 1039 Designating Authorized Agents to Sign School Orders 7  
Recommendation: (Ralph Gómez Porras, Superintendent; Song Chin-Bendib, Assistant Superintendent) The Administration recommends that the Board of Education adopt Resolution No. 1039 designating authorized agents to sign school orders.

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

Trustee Paff\_\_\_ Trustee Swanson\_\_\_ Trustee Crandell\_\_\_ Trustee Dawson\_\_\_ Trustee Walton\_\_\_

- E. Designation of Committee Representatives  
Monterey County School Board Executive Committee Liaison\_\_\_\_\_

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

## V. COMMUNICATIONS

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

## 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 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.*

- |                                                                                                                                          | Page |
|------------------------------------------------------------------------------------------------------------------------------------------|------|
| A. <u>Minutes of November 14, 2019 Board Meeting</u>                                                                                     | 9    |
| Recommendation: (Ralph Gómez Porras, Superintendent) Approval of minutes as presented.                                                   |      |
| B. <u>Minutes of November 21, 2019 Board Meeting</u>                                                                                     | 13   |
| Recommendation: (Ralph Gómez Porras, Superintendent) Approval of minutes as presented.                                                   |      |
| C. <u>Minutes of December 2, 2019 Special Board Meeting</u>                                                                              | 18   |
| Recommendation: (Ralph Gómez Porras, Superintendent) Approval of minutes as presented.                                                   |      |
| D. <u>Certificated Assignment Order #8</u>                                                                                               | 19   |
| Recommendation: (Billie Mankey, Director of Human Resources) The Administration recommends adoption of Certificated Assignment Order #8. |      |

- E. Classified Assignment Order #8 21  
 Recommendation: (Billie Mankey, Director of Human Resources) The Administration recommends adoption of Classified Assignment Order #8.
- F. Out of County or Overnight Activities 23  
 Recommendation: (Song Chin-Bendib, Assistant Superintendent) The Administration recommends that the Board approve or receive the request as presented.
- G. Acceptance of Donations 36  
 Recommendation: (Song Chin-Bendib, Assistant Superintendent) The Administration recommends that the Board approve acceptance of the donations referenced below.
- H. Warrant Schedule No. 614 37  
 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.
- I. Quarterly Report on Williams Uniform Complaints 39  
 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).
- J. Pacific Grove Unified School District Board Appointee to Monterey County Monterey County Special Education Local Plan Association Community Advisory Committee 41  
 Recommendation: (Clare Davies, Director of Student Services) The District Administration recommends the Board review and approve the appointment of Jung Hwa to serve as a parent representative on the Monterey County Special Education Local Plan Association Community Advisory Committee.
- K. Contract for Services with Josephine Kernes Memorial Pool 42  
 Recommendation: (Clare Davies, Director of Student Services) The District Administration recommends the Board review and approve the contract for services to provide swim lessons for students with disabilities at Josephine Kernes Memorial Pool.
- L. Contract for Services to Miracle Play Systems at Forest Grove Elementary School 45  
 Recommendation: (Matt Kelly, Director of Facilities and Transportation; Buck Roggeman, Forest Grove Elementary School Principal) The District Administration recommends the Board review and approve the contract for services with Miracle Play Systems for the installation of a new playground at Forest Grove Elementary School.
- M. Contract for Services with Vivit Musical Instrument Repair at Pacific Grove Middle School 55  
 Recommendation: (Sean Roach, Pacific Grove Middle School Principal) The District Administration recommends the Board review and approve the contract for services for Vivit Musical Instrument Repair at Pacific Grove Middle School.

- N. Contract for Services with Monterey County Office of Education for Pacific Grove Middle School Transportation 58

Recommendation: (Sean Roach, Pacific Grove Middle School Principal) The District Administration recommends the Board ratify and approve the contract for services with the Monterey County Office of Education for Pacific Grove Middle School transportation that took place on September 27, 2019.

- O. Contract for Service with Save the Whales – Whales on Wheels In-School Programs 61

Recommendation: (Sean Keller, Robert H. Down Elementary School Principal) The District Administration recommends the Board review and approve contract for services for three marine mammals lessons from Save the Whales – Whales on Wheels (WOW) In-School Programs.

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

### VIII. ACTION/DISCUSSION

- A. Approval of the 2019-20 First Interim Report 64

Recommendation: (Song Chin-Bendib, Assistant Superintendent) The Administration recommends that the Board review and approve the 2019-20 First Interim Report.

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

- B. Pacific Grove High School Course Bulletin for the 2020-21 School Year 199

Recommendation: (Matt Bell, Pacific Grove High School Principal) The District Administration recommends that the Board review the Course Bulletin for Pacific Grove High School for the 2020-21 school year.

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

- C. Adoption of Resolution No. 1040 Supporting the Be Smart Education Campaign For Responsible Firearm Storage 240

Recommendation: (Ralph Gómez Porras, Superintendent) The Administration recommends that the Board of Education adopt Resolution No. 1040 supporting the Be Smart education campaign for responsible firearm storage.

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

Trustee Paff\_\_\_ Trustee Swanson\_\_\_ Trustee Crandell\_\_\_ Trustee Dawson\_\_\_ Trustee Walton\_\_\_

- D. Proposed Position Upgrade of School Bus Driver, Trainer, Dispatcher 244

Recommendation: (Billie Mankey, Director of Human Resources; Matt Kelly, Director Facilities and Transportation) The District Administration recommends the Board review and approve the proposed position updates and provide direction or recommendations which will allow Administration to continue recruitment.

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

- E. Board Calendar/Future Meetings 245  
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: \_\_\_\_\_

**IX. INFORMATION/DISCUSSION**

- A. Solicitation of Funds Report 248  
Recommendation: (Song Chin-Bendib, Assistant Superintendent) The Administration recommends that the Board review the attached list of Solicitation of Funds from various entities.

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

- B. Monterey Educational Risk Management Authority 251  
Recommendation: (Song Chin-Bendib, Assistant Superintendent) The Administration recommends that the Board review Monterey Educational Risk Management Authority (MERMA) financial status.

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

- C. Future Agenda Items 253  
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.

- Revenue Property Tax (In progress)
- Dual Language Elementary Program
- Student Information System
- Audio/video recording and streaming of Board meetings
- Celebration event for individuals that raised money or donated money for PGUSD
- Bus Ridership Analysis
- Policy and Regulation 1325 Advertising and Promotion allowing for banner advertising at the middle and high schools
- Resolution No. 1037 on the Levy of Developer Fees after the March 2020 election

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

**X. ADJOURNMENT**

Next regular Board meeting: January 16 – Adult Education