

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

Trustees

*John Paff, President
Brian Swanson, Clerk
Cristy Dawson
Dr. Frank Rivera III
Carolyn Swanson
Gabriella Gaona, Student Representative*

DATE: Thursday, October 28, 2021

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

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

VIRTUAL MEETING

Join Zoom Meeting

<https://pgusd.zoom.us/j/82514101001?pwd=VWVucjlRMmVodENwZFNxbXVnZTVOQT09>

Meeting ID: 825 1410 1001

Passcode: 809949

One tap mobile

+16699006833,,82514101001#,,,,*809949# US (San Jose)

+13462487799,,82514101001#,,,,*809949# US (Houston)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 346 248 7799 US (Houston)

+1 253 215 8782 US (Tacoma)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

Meeting ID: 825 1410 1001

Passcode: 809949

Find your local number: <https://pgusd.zoom.us/j/kemZawXqUt>

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: _____ 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 2021-22 [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 2021-22 [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 (2 cases) [Government Code § 54957]
4. Consideration of Student Discipline
1 Case: Student # 012122
(Education Code Section 48915)

III. RECONVENE IN OPEN SESSION

A. Report action taken in Closed Session:

1. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for 2021-22 [Government Code § 3549.1 (d)]
2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2021-22 [Government Code § 3549.1 (d)]
3. Public Employee Discipline/Dismissal/Release/Complaint (2 cases) [Government Code § 54957]
4. Consideration of Student Discipline
1 Case: Student # 012122
(Education Code Section 48915)

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 October 21, 2021 Board Meeting 6
Recommendation: (Ralph Gómez Porras, Superintendent) Approval of minutes as presented.
- B. Certificated Assignment Order #7 12
Recommendation: (Billie Mankey, Director II of Human Resources) The Administration recommends adoption of Certificated Assignment Order #7.
- C. Classified Assignment Order #7 14
Recommendation: (Billie Mankey, Director II of Human Resources) The Administration recommends adoption of Classified Assignment Order #7.
- D. Acceptance of Donations 16
Recommendation: (Song Chin-Bendib, Assistant Superintendent) The Administration Recommends that the Board approve acceptance of the donations referenced below.
- E. Out of County or Overnight Activities 17
Recommendation: (Song Chin-Bendib, Assistant Superintendent) The Administration recommends that the Board approve or receive the request as presented.
- F. Warrant Schedule No. 636 20
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.

- G. Contract for Services with DNA Entertainment at Pacific Grove High School 22
Recommendation: (Lito Garcia, Pacific Grove High School Principal) The District Administration recommends the Board review and approve the contract for services with DNA Entertainment at Pacific Grove High School.

Move: _____ Second: _____ Vote: _____

VII. PUBLIC HEARING

- A. Public Hearing of the Memorandum of Understanding with Pacific Grove Teachers Association (PGTA) for 2021-22 25
Recommendation: (Song Chin-Bendib, Assistant Superintendent) The District Administration recommends that the Board hold a public hearing of the Memorandum of Understanding (MOU) between the Pacific Grove Unified School District and the Pacific Grove Teachers Association (PGTA) for 2021-22.

Open Public Hearing: _____ Close Public Hearing: _____

VIII. ACTION/DISCUSSION

- A. Approval of Memorandum of Understanding with Pacific Grove Teachers Association (PGTA) for 2021-22 51
Recommendation: (Song Chin-Bendib, Assistant Superintendent) The District Administration recommends that the Board review and approve the Memorandum of Understanding (MOU) between the Pacific Grove Unified School District and the Pacific Grove Teachers Association (PGTA) for 2021-22.

Move: _____ Second: _____ Vote: _____

- B. District Update on Response to COVID-19 77
Recommendation: (Ralph Gómez Porras, Superintendent) The District Administration will update the Board, staff and community on current District response and protocols to COVID-19.

Move: _____ Second: _____ Vote: _____

- C. 2021-22 Budget Revision #1 78
Recommendation: (Song Chin-Bendib, Assistant Superintendent) The District Administration recommends that the Board review and approve these proposed budget revisions for 2021-22.

Move: _____ Second: _____ Vote: _____

- D. Elementary and Secondary School Emergency Relief (ESSER III) Plan 97
Recommendation: (Ani Silva, Director of Curriculum and Special Projects) The District Administration recommends the Board review and approve the Elementary and Secondary School Emergency Relief (ESSER III) Plan.

Move: _____ Second: _____ Vote: _____

- E. Board Calendar/Future Meetings 114
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. Review Covid-19 Relief Funding for K-12 Education for quarter ending September 30, 2021 117
Recommendation: (Song Chin-Bendib, Assistant Superintendent) The District Administration recommends the Board review the attached covid-19 Relief Funding for K-12 Education for the quarter ending September 30, 2021

Board Direction: _____

- B. Future Agenda Items 125
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.

- Added February 4, 2021: Return of affordable housing at a later date when more information becomes available (Fall 2021)
- Added June 17, 2021: A Board member requested parent orientation to the Board meetings (currently working with CSBA to arrange for this, as of October 5, 2021)
- Added August 19, 2021: A Board member requested a review of discrimination policies and training for staff and students (Fall 2021)
- Added September 2, 2021: A Board member requested Board orientation
- Added September 2, 2021: A Board member requested staff recommendation on equity plan by November 18 Board meeting
- Added September 25, 2021: The Board will receive sample agenda formats to consider a potential change in current meeting protocols
- Added September 25, 2021: Media relations/general correspondence/public comment
- Added October 21, 2021: A Board member requested creating policy regarding virtual meetings, including site councils, parent/teacher conferences and other meetings.
- Added October 21, 2021: A Board member requested a student survey regarding food service experience.
- Added October 21, 2021: A Board member requested a resource tab on the District website for potential Board members.
- Added October 21, 2021: A Board member requested a student Board representative from Community High School.

Board Direction: _____

X. ADJOURNMENT

Next Regular Board meeting: November 18, 2021

PACIFIC GROVE UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION
Minutes of Regular Meeting of October 21, 2021– District Office

I. OPENED BUSINESS

- A. Called to Order 5:30 p.m.

- B. Roll Call

Absent President:	Trustee Paff
Clerk:	Trustee Brian Swanson
Trustees Present:	Trustee Rivera
	Trustee Carolyn Swanson
Trustee Absent:	Trustee Dawson
Administration Present:	Superintendent Porras
	Asst. Superintendent Chin-Bendib
Board Recorder:	Mandi Ackerman
Student Board Member:	Lupita Alvarado

C. Adopted Agenda

The agenda was revised to include Closed Session Consideration of Student Discipline.

MOTION Rivera/Carolyn Swanson to adopt agenda as presented.
Public comment: none
Motion CARRIED 3 – 0

II. CLOSED SESSION

A. Identified Closed Session Topics

1. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for 2021-22 [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 2021-22 [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 (2 cases) [Government Code § 54957]

4. Consideration of Student Discipline
1 Case: Student # 012122
(Education Code Section 48915)

B. Public comment on Closed Session Topics

None.

C. Adjourned to Closed Session 5:32 p.m.

III. RECONVENED IN OPEN SESSION

6:36 p.m.

A. Reported action taken in Closed Session:

1. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for 2021-22 [Government Code § 3549.1 (d)]

The Board received information on this item.

2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2021-22 [Government Code § 3549.1 (d)]

The Board received information on this item.

3. Public Employee Discipline/Dismissal/Release/Complaint (2 cases) [Government Code § 54957]

President Brian Swanson noted some people who joined the meeting may be wondering about a current investigation, noted a new investigation by the District was launched, the District and Board take the matter very seriously, the investigation is ongoing, and the District will share information when possible.

4. Consideration of Student Discipline

1 Case: Student # 012122

(Education Code Section 48915)

The Board received information on this item.

B. Pledge of Allegiance

Led By: Trustee Rivera

IV. COMMUNICATIONS

A. Written Communication

The Board received written communication regarding inclement weather and lunch programs; testing and tracking; support of a PGUSD teacher; concerns regarding an employee investigation; concerns regarding safety at all schools and District; a media inquiry regarding a personnel issue; COVID mitigation strategies.

B. Board Member Comments

Trustee Brian Swanson noted there is a great deal of concern and comments regarding an employee ongoing investigation, information changes, noted the District began its own investigation and the District Attorney's office and Pacific Grove Police Department began investigation, and the District had to pause its own investigation. Trustee Brian Swanson noted the District and Board take student and community safety seriously.

Trustee Rivera noted the District must pause its own investigation as to not interfere with the District Attorney and police department investigations. Trustee Rivera also spoke about visiting Robert Down Elementary School ELAC meeting with Ms. Cafferata and noted the fantastic ice breakers, Ms. Cafferata referred to parents and children by name, encouraged students continue to read in their native language, that the District intends to celebrate culture with the students.

Trustee Carolyn Swanson spoke about the COVID transition level status; pool testing would be discussed later in the meeting; noted she has a chat scheduled with students this weekend and noted she is open to having public conversations.

Trustee Brian Swanson said it was great to see all the activity, spoke about the Pacific Grove Middle School movie night, and said no active COVID cases is great news.

C. Superintendent Report

Superintendent Porras thanked Pacific Grove Middle School and Principal Roach for the recent site visit, noted teachers are remarkable, the atmosphere was enthusiastic, amazing welcome, noted among similar disciplines (subject/grade) students were receiving similar instruction, grateful to staff. Superintendent Porras visited with Diversify Our Narrative group at Pacific Grove High School, said the group is involved and motivated and had great energy and goals. Superintendent Porras provided an update on equity and noted the District would bring a contract to the November meeting for services, long term plans, and continue to look into work with local agencies for local histories.

D. PGUSD Staff Comments (Non Agenda Items)

Pacific Grove Middle School Sean Roach briefly noted the school was awarded \$30,000 grant to provide social and emotional counseling for 3 days a week for the remainder of the school year, as well as funding for lunchtime intervention; noted Red Ribbon Week is for students to pledge to stay alcohol and drug free; and noted movie night.

Pacific Grove Adult School Principal Barbara Martinez spoke about the social and emotional learning series available to families, noting they are an excellent resource for families.

Director of Curriculum and Special Projects Ani Silva acknowledged the social studies adoption committee; Paper company did a recent presentation regarding tutoring program, and noted the program would be available on the District website.

V. **INDIVIDUALS DESIRING TO ADDRESS THE BOARD**

Andrew Gonzalez spoke about his personal experiences with the Pacific Grove Police Department and several events within the District.

VI. CONSENT AGENDA

- A. Minutes of October 7, 2021 Board Meeting
- B. Certificated Assignment Order #6
- C. Classified Assignment Order #6
- D. Acceptance of Donations
- E. Cash Receipts Report No. 3
- F. Out of County or Overnight Activities
- G. Contract for Services with Planned Parenthood Mar Monte
- H. Ratification of Release of Liability for the Adult Transition Program students to participate in the California State University Monterey Bay Native Greenhouse Program
- I. Contract for Services with Administrative Software Applications Inc. (ASAP)

MOTION Rivera/Carolyn Swanson to approve consent agenda as presented.

Public comment: none

Motion CARRIED 3 – 0

VII. ACTION/DISCUSSION

- A. District Update on Response to COVID-19

Superintendent Porras noted District Nurse Katrina Powley has initiated the process to begin pool testing for the District; the pool testing will be focused on the elementary levels but the District will look into engaging the entire District; explained pool testing, noting the intention is to keep students in their classrooms as much as possible; thanked the parents and community and noted the low level of active cases is a credit to school site safety and the parents and community efforts; Binax testing process and staff volunteer training for administering Binax tests; noted rapid antigen testing on site (Binax) are different than the pool testing which will likely be PCR testing and is intended to be done weekly; District is keeping an eye on information coming regarding vaccines for 5+ year old.

The Board asked questions and discussed.

No public comment.

No action taken.

- B. Board Calendar/Future Meetings

Superintendent Porras noted several changes in the current calendar version.

Trustee Carolyn Swanson requested future agenda item on equity plan be added to the November 18, 2021 meeting on calendar.

MOTION Brian Swanson/Carolyn Swanson to approve the Board meeting calendar.

Public comment: none

Motion CARRIED 3 – 0

VIII. INFORMATION/DISCUSSION

A. Educational and Operational Practices Learned from COVID-19

Superintendent Porras presented information to the Board on the educational and operational practices learned from COVID-19. Information included: collaboration, procedures, safety, technology, teaching/learning, communication, lunch/recess, and carry-over goals. Presentation is available on the District website.

The Board discussed and asked questions. The following Administrators spoke of lessons learned: Forest Grove Elementary School Principal Buck Roggeman, Pacific Grove Middle School Principal Sean Roach, Pacific Grove High School and Community High School Principal Lito Garcia, Robert Down Elementary School Sean Keller, Pacific Grove Middle School Assistant Principal Jason Tovani, Director of Curriculum and Special Projects Ani Silva.

Public comment: none

Elementary Schools Counselor Sonda Frudden spoke about the social emotional piece, being back in class she is able to see the shift in students, who are more vulnerable in a good way, noted the counselors are collaborating and see a lot of the same things, the tremendous impact on children talking about their feelings, it is transformative.

B. Pacific Grove Unified School District Quarterly Safety Update

District Safety Director Barbara Martinez provided an update on the Great American Shakeout earthquake safety drill which was successfully completed at each site, spoke about a number of state safety trainings crisis plan trainings which are available to District safety teams, administrators, staff.

The Board asked questions.

C. Future Agenda Items

- Added February 4, 2021: Return of affordable housing at a later date when more information becomes available (Fall 2021)
- Added June 17, 2021: A Board member requested parent orientation to the Board meetings (currently working with CSBA to arrange for this, as of October 5, 2021)
- Added August 19, 2021: A Board member requested a review of discrimination policies and training for staff and students (Fall 2021)
- Added September 2, 2021: A Board member requested Board orientation
- Added September 2, 2021: A Board member requested staff recommendation on equity plan by November 18 Board meeting
- Added September 25, 2021: The Board will receive sample agenda formats to consider a potential change in current meeting protocols
- Added September 25, 2021: Media relations/general correspondence/public comment

Above item regarding sample agenda formats: Sample agendas may be available at the organizational meeting in December. Superintendent Porras asked if the last two items listed could be discussed at the next Board meeting after following up with legal counsel.

A Board member requested creating policy regarding virtual meetings, including site councils, parent/teacher conferences and other meetings.

A Board member requested a student survey regarding food service experience.

A Board member requested a resource tab on the District website for potential Board members.

A Board member requested a student Board representative from Community High School.

IX. ADJOURNED

8:30 p.m.

Approved and submitted:

Dr. Ralph Gómez Porras
Secretary to the Board

- | | |
|---|---|
| <input checked="" type="checkbox"/> Student Learning and Achievement | <input checked="" type="checkbox"/> Consent |
| <input checked="" type="checkbox"/> Health and Safety of Students and Schools | <input type="checkbox"/> Action/Discussion |
| <input type="checkbox"/> Credibility and Communication | <input type="checkbox"/> Information/Discussion |
| <input type="checkbox"/> Fiscal Solvency, Accountability and Integrity | <input type="checkbox"/> Public Hearing |

SUBJECT: Certificated Assignment Order #7

DATE: October 28, 2021

PERSON(S) RESPONSIBLE: Billie Mankey, Director II, Human Resources

Page 1 of 2

RECOMMENDATION:

The District Administration recommends the Board review and approve the Certificated Assignment Order #7

BACKGROUND:

Under Board Policies #4200 and #4211, the Human Resource Office is directed by the Superintendent and the Board of Education to employ the most highly qualified person available for each position. Recruitment and selection procedures include dissemination of vacancy announcements to newspapers, trade journals, the internet through the Pacific Grove Unified School District website, Monterey County Office of Education website and other recruitment websites in California. The recommendation to hire a selected candidate is made after weighing the information obtained by the complete application package, the interview process, and confidential reference checks. No inquiry is made with regard to the age, sex, race, color, religion, national origin, disability or sexual orientation.

INFORMATION:

Persons listed in the Certificated Assignment Order are being recommended to the Board of Education for employment in the District. No individual is recommended to the Board of Education for employment prior to receipt of the criminal background summary.

FISCAL IMPACT:

Funding has been approved and allocated for these items.

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
CERTIFICATED PERSONNEL ASSIGNMENT ORDER NO. 7
October 28, 2021**

SALARY PLACEMENT CHANGE:

Patty Bloomer, salary placement change from column V to column VI + MA based on recording additional semester units and conferring her Master’s degree, effective November 1, 2021

SUBSTITUTES:

- Torrey Barlow
- Julie Gamma
- Yvonne Ricketts
- Brian Sheffield

- Student Learning and Achievement
- Health and Safety of Students and Schools
- Credibility and Communication
- Fiscal Solvency, Accountability and Integrity

- Consent
- Action/Discussion
- Information/Discussion
- Public Hearing

SUBJECT: Classified Assignment Order #7

DATE: October 28, 2021

PERSON(S) RESPONSIBLE: Billie Mankey, Director II, Human Resources

Page 1 of 2

RECOMMENDATION:

The District Administration recommends the Board review and approve the Classified Assignment Order #7

BACKGROUND:

Under Board Policies #4200 and #4211, the Human Resource Office is directed by the Superintendent and the Board of Education to employ the most highly qualified person available for each position. Recruitment and selection procedures include dissemination of vacancy announcements to newspapers, trade journals, the internet through the Pacific Grove Unified School District website, Monterey County Office of Education website and other recruitment websites in California. The recommendation to hire a selected candidate is made after weighing the information obtained by the complete application package, the interview process, and confidential reference checks. No inquiry is made with regard to the age, sex, race, color, religion, national origin, disability or sexual orientation.

INFORMATION:

Persons listed in the Classified Assignment Order are being recommended to the Board of Education for employment in the District. No individual is recommended to the Board of Education for employment prior to receipt of the criminal background summary.

FISCAL IMPACT:

Funding has been approved and allocated for these items.

PACIFIC GROVE UNIFIED SCHOOL DISTRICT CLASSIFIED PERSONNEL ASSIGNMENT ORDER NO. 7 October 28, 2021

Page 2 of 2

NEW HIRE:

Alissa Parks, Itinerant Paraprofessional Special Education with current placement at the Special Education Preschool, 4.5 hrs./day, 180 day work calendar, Range 37, Step B, effective October 25, 2021 (new position based on enrollment)

Beth Radunzel, Itinerant Paraprofessional Special Education, 5.5 hrs./day, 180 day work calendar, Range 37, Step A, effective October 25, 2021 (new position based on enrollment)

Irene Cisneros, Itinerant Paraprofessional Special Education, 6.5 hrs./day, 180 day work calendar, Range 37, Step A, effective October 25, 2021 (new position based on enrollment)

Luke Boynton, Itinerant Paraprofessional Special Education, 6.5 hrs./day, 180 day work calendar, Range 37, Step B, effective October 25, 2021 (new position based on enrollment)

Shakira Ortiz, Itinerant Paraprofessional Special Education, 6.5 hrs./day, 180 day work calendar, Range 37, Step A, effective October 25, 2021 (new position based on enrollment)

Cindy Haigler, PGAS, Instructional Assistant (Adults with Disabilities Program), 4 hrs./day, following the Adult School Calendar, Range 30, Step E, effective October 25, 2021 (partial replacement for transferee Sandra Dorantes)

SUBSTITUTE:

Sally Schmidt

RESIGNATION:

Stephany Arriola, PGMS, Instructional Assignment – P.E., resigning effective November 1, 2021 after 3 years with Pacific Grove Unified School District

- Student Learning and Achievement
- Health and Safety of Students and Schools
- Credibility and Communication
- Fiscal Solvency, Accountability and Integrity

- Consent
- Action/Discussion
- Information/Discussion
- Public Hearing

SUBJECT: Acceptance of Donations

DATE: October 28, 2021

PERSON(S) RESPONSIBLE: Song Chin-Bendib, Assistant Superintendent for Business Services

RECOMMENDATION:
The Administration recommends that the Board approve acceptance of donations referenced below.

INFORMATION:
During the past month the following donations were received:

Forest Grove Elementary School
None

Robert H. Down Elementary School
None

Pacific Grove Middle School
None

Pacific Grove High School
None

Pacific Grove Community High School
None

Pacific Grove Adult School /Lighthouse Preschool & Preschool Plus Co-op
None

Pacific Grove Unified School District
None

- Student Learning and Achievement
- Health and Safety of Students and Schools
- Credibility and Communication
- Fiscal Solvency, Accountability and Integrity

- Consent
- Action/Discussion
- Information/Discussion
- Public Hearing

SUBJECT: Out of County or Overnight Activities

DATE: October 28, 2021

PERSON(S) RESPONSIBLE: Song Chin-Bendib, Assistant Superintendent for Business Services

RECOMMENDATION:

The Administration recommends that the Board approve or receive the request as presented.

BACKGROUND:

Board Policy 6153 requires prior approval of all school sponsored trips. Out of County/State or overnight trips require Board approval. Other trips may be approved by the Superintendent or designee.

INFORMATION:

The attached list identifies an overnight/Out of County/State trip(s) being proposed by a school site at this time.

FISCAL IMPACT:

The request has an identified cost and associated source of funds. The activities expose the District to increased liability with a resulting potential for financial impact.

PACIFIC GROVE UNIFIED SCHOOL DISTRICT

OUT-OF-COUNTY OR OVERNIGHT ACTIVITIES

<u>DATE</u> <u>DESTINATION</u>	<u>STUDENTS/CLASS</u> <u>ACTIVITY</u>	<u>TRANSPORTATION</u>	<u>COST</u>	<u>FUNDING SOURCE</u>
December 4, 2021 Cow Palace Daly City, CA	PGHS Dance Team Dance Championship Competition	Auto	\$589	ASB

PACIFIC GROVE UNIFIED SCHOOL DISTRICT
REQUEST FOR OFF CAMPUS ACTIVITY

Board Approval is required for all out-of-county, out-of-state, or overnight activities.
The request must be approved by the Board prior to the event, therefore the request must be submitted AT
LEAST TWO (2) WEEKS PRIOR TO THE BOARD MEETING PRIOR TO THE EVENT.
For ALL other activities, submit request two weeks in advance of activity. I understand.

Date of Activity 12/04/2021 Day of Activity Saturday

Location of Activity Cow Palace City Daly City County San Mateo

School PG High School Class or Club Dance Team Grade Level/s 9-12

School Departure Time 7 AM

Pickup Time from Place of Activity 6 PM

Name of Employee Accompanying Students Tatum Madrid

Number of Adults 4 Number of Students 12

Description of Activity/Educational Objective
Dance Competition (championship)

List All Stops None

Means of Transportation: Auto*

* Board Regulation 3541.1 Requirements will be complied with when using private Autos TM
(Teacher initials)

**If using District vans, driver names must be listed:

Cost of Activity \$ 589 + Cost of Transportation \$ 0 = Total \$ 589.00

Fund/s to be charged for all activity expenses () Students () Club () PG Pride (x) Other ASB Account

Account Code: ASB Account

Requested by: Tatum Madrid / Tatum Madrid Date 10/13/2021
Employee Signature (accompanying student activity) Printed Name

Administration Approval/Principal Lito M. Garcia Date 10/18/2021

Transportation Department/District Office Use

() School Bus () Charter () Available () Not available Date Received

Cost Estimate \$

Approved by Transportation Supervisor: Date

Approved by Assistant Superintendent: song chinbendib Date 10/19/2021

Date of Board Approval 10/28/2021

Does form need board approval Yes
PGUSD

- | | |
|---|---|
| <input type="checkbox"/> Student Learning and Achievement | <input checked="" type="checkbox"/> Consent |
| <input type="checkbox"/> Health and Safety of Students and Schools | <input type="checkbox"/> Action/Discussion |
| <input type="checkbox"/> Credibility and Communication | <input type="checkbox"/> Information/Discussion |
| <input checked="" type="checkbox"/> Fiscal Solvency, Accountability and Integrity | <input type="checkbox"/> Public Hearing |

SUBJECT: Warrant Schedule 636

DATE: October 28, 2021

PERSON(S) RESPONSIBLE: Song Chin-Bendib, Assistant Superintendent for Business Services

RECOMMENDATION:

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.

BACKGROUND:

The attached listing of warrants identifies payments made by the District during the noted time period from September 1, 2021 through September 30, 2021.

INFORMATION:

Prior to the issuance of the warrants, District procedures have been followed to ensure the appropriateness of the item purchased, the correctness of the amount to be paid, and that funds were available within the appropriate budget. All necessary site, department, and district authorizations have been obtained.

Please note a full copy of the warrants are available by request.

PACIFIC GROVE UNIFIED SCHOOL DISTRICT

WARRANT SCHEDULE NO. 636

September 2021

WARRANTS - PAYROLL

Certificated	Regular	09/03/21	\$ -
	Regular	09/10/21	\$ 11,666.64
	Regular	09/15/21	\$ -
	Regular	09/30/21	\$ 1,780,631.74
	<u>Total Certificated</u>		<u>\$ 1,792,298.38</u>
Other	Regular	09/03/21	\$ -
	Regular	09/10/21	\$ 3,114.59
	Regular	09/15/21	\$ -
	Regular	09/30/21	\$ 722,276.35
	<u>Total Other</u>		<u>\$ 725,390.94</u>
Classified	Regular	09/03/21	\$ -
	Regular	09/10/21	\$ -
	Regular	09/15/21	\$ -
	Regular	09/30/21	\$ 3,341.59
	<u>Total Classified</u>		<u>\$ 3,341.59</u>
	<u>TOTAL PAYROLL</u>		<u>\$ 2,521,030.91</u>

WARRANTS - ACCOUNTS PAYABLE

Checks	V-Card Payment		
12635978-12636004	04600000103-04600000111	09/02/21	\$ 124,272.59
12636899-12636927	04600000112-04600000114	09/09/21	\$ 102,947.37
12637981-12638026	04600000115-04600000118	09/16/21	\$ 341,288.65
12639090-12639113	04600000119-04600000122	09/23/21	\$ 159,476.64
12641563-12641625	04600000123-04600000130	09/30/21	\$ 211,757.54
	<u>TOTAL ACCOUNTS PAYABLE</u>		<u>\$ 939,742.79</u>

- Student Learning and Achievement
- Health and Safety of Students and Schools
- Credibility and Communication
- Fiscal Solvency, Accountability and Integrity

- Consent
- Action/Discussion
- Information/Discussion
- Public Hearing

SUBJECT: Contract for Services with DNA Entertainment at Pacific Grove High School

DATE: October 28, 2021

PERSON(S) RESPONSIBLE: Lito M. Garcia, Pacific Grove High School Principal

RECOMMENDATION:

The District Administration recommends the Board review and approve the contract for services with DNA Entertainment at Pacific Grove High School.

BACKGROUND:

This is a service we have used in the past.

INFORMATION:

DNA Entertainment will be providing a DJ, plus sound and lighting equipment for our upcoming Homecoming Dance on Saturday, November 6, 2021

FISCAL IMPACT:

No fiscal impact to the district. The \$950.00 will be paid by the ASB/Leadership account. Wells Fargo Bank account #8994873977/500.

PACIFIC GROVE UNIFIED SCHOOL DISTRICT
435 Hillcrest Avenue
Pacific Grove, CA 93950
CONTRACT FOR SERVICES

This contract is an agreement between the Pacific Grove Unified School District and DNA Entertainment. for services rendered as specified below.

1. Scope of Service:

To provide: To provide DJ Services for Pacific Grove High School

2. Evaluation and/or expected outcome(s)(continue on attached page if needed):

DNA Entertainment will provide a DJ with Sound and Lighting services for the Homecoming Dance

3. Length of the Contract:

Service is to be provided on the following date(s):
Saturday - November 6, 2021

4. Financial Consideration:

Consultant to be paid at the rate of:
\$950.00 for 3 hours of DJ services with sound and lighting equipment

School Funding Source: Wells Fargo Bank Associated Student Body account
Account Code: #8994873977

Consultant (Please print) DNA Entertainment/Anthony Karabetyan - President.

Address 485 Lighthouse Avenue Monterey CA 93940 Phone:831-372-5555

Signed _____ Date Click or tap to enter a date.
Email anthony@dnaent.com

District Employee Independent Consultant

Signed _____ Date _____
Site/Program Administrator (Check appropriate box below)

Contracted work was assigned using District’s normal employment recruitment process.

Contracted work was not assigned using District’s normal employment recruitment process.
Attached Criteria Page (REQUIRED) identifies reason.

Signed _____ Date _____
Director of Human Resources

Signed _____ Date _____
Assistant Superintendent

ALL SIGNATURES MUST BE OBTAINED BEFORE SERVICES ARE PROVIDED.

***Independent Consultant** must sign and submit a W-9 to District prior to providing service.

BOARD APPROVAL DATE Click or tap to enter a date.

Contract for Services Criteria

District/Site Administrator – Please circle criteria that apply and sign below.

- (1) There is a specifically documented cost savings relative to using district employment. (The documentation requirements are specified and must be attached).
- (2) The contract is for new school district functions and the Legislature has specifically mandated or authorized the performance of the work by independent contractors.
- (3) The services contracted are not available within the district, cannot be performed satisfactorily by school district employees, or are of such a highly specialized or technical nature that the necessary expert knowledge, experience, and ability are not available through the school district.
- (4) The services are incidental to a contract for the purchase or lease of real or personal property. Contracts under this criterion, known as "service agreements," shall include, but not be limited to, agreements to service or maintain office equipment or computers that are leased or rented.
- (5) The policy, administrative, or legal goals and purposes of the district cannot be accomplished through the utilization of persons selected pursuant to the regular or ordinary school district hiring process. Contracts are permissible under this criterion to protect against a conflict of interest or to ensure independent and unbiased findings in cases where there is a clear need for a different, outside perspective. These contracts shall include, but not be limited to, obtaining expert witnesses in litigation.
- (6) The nature of the work is such that the criteria for emergency appointments apply. "Emergency appointment" means an appointment made for a period not to exceed 60 working days either during an actual emergency to prevent the stoppage of public business or because of the limited duration of the work. The method of selection and the qualification standards for an emergency employee shall be determined by the district. The frequency of appointment, length of employment, and the circumstances appropriate for the appointment of firms or individuals under emergency appointments shall be restricted so as to prevent the use of emergency appointments to circumvent the regular or ordinary hiring process.
- (7) The contractor will provide equipment, materials, facilities, or support services that could not feasibly be provided by the school district in the location where the services are to be performed.
- (8) The services are of such an urgent, temporary, or occasional nature that the delay incumbent in their implementation under the district's regular or ordinary hiring process would frustrate their very purpose.

District/Site Administrator

Date

- | | |
|---|--|
| <input type="checkbox"/> Student Learning and Achievement | <input type="checkbox"/> Consent |
| <input type="checkbox"/> Health and Safety of Students and Schools | <input type="checkbox"/> Action/Discussion |
| <input type="checkbox"/> Credibility and Communication | <input type="checkbox"/> Information/Discussion |
| <input checked="" type="checkbox"/> Fiscal Solvency, Accountability and Integrity | <input checked="" type="checkbox"/> Public Hearing |

SUBJECT: Public Hearing of Memorandum of Understanding with Pacific Grove Teachers Association (PG TA) for 2021-22

DATE: October 28, 2021

PERSON RESPONSIBLE: Song Chin-Bendib, Assistant Superintendent for Business Services

RECOMMENDATION:

The District Administration recommends that the Board hold a public hearing of the Memorandum of Understanding (MOU) between the Pacific Grove Unified School District and the Pacific Grove Teachers Association (PGTA) for 2021-22.

BACKGROUND:

All changes to contracts between the District and employee groups require a public hearing and approval by the Board. In addition, AB 1200 requires the District to submit details of all negotiated cost payments to the Monterey County Office of Education (MCOE) for their review and approval ten days prior to the Board action.

INFORMATION:

MCOE has reviewed and approved the AB 1200 documents reflecting the compensation settlement agreement between Pacific Grove USD and PGTA.

This MOU will expire in full without precedent on June 30, 2022, unless extended by mutual written agreement.

PGTA bargaining members shall be compensated at the instructional hourly rate of pay per the Collective Bargaining Agreement (CBA), for any additional work required to be performed beyond the PGTA unit member's regular workday. The employee will be compensated up to a maximum of five (5) hours per week on average over a thirty (30) day period subject to the approval of the administration. The maximum of five (5) hours may be exceeded with the written pre-approval of the site administration.

PGTA bargaining members will be compensated retroactively for work completed from the start of the 2021-2022 school year at the hourly rate of pay per the CBA. The Human Resources Office shall prepare the form to be completed.

FISCAL IMPACT:

An estimated cost of \$73,872 plus statutory benefits of \$15,986 for a total of \$89,858 to be paid from the Elementary and Secondary School Emergency Relief (ESSER) III funds and/or Unrestricted General Fund.



www.pgusd.org

PUBLIC HEARING
PACIFIC GROVE UNIFIED SCHOOL DISTRICT
435 Hillcrest Avenue Pacific Grove, CA 93950

Ralph Gomez Porras
Superintendent
(831) 646-6520
Fax (831) 646-6500
rporras@pgusd.org

Song Chin-Bendib
Assistant Superintendent
Business Services
(831) 646-6509
schinbendib@pgusd.org

PUBLIC HEARING NOTICE

In accordance with AB 1200 (Chapter 1213/1991), GC 3547.5 and CCR, Title V, Section 15449, the Pacific Grove Unified School District Governing Board will hold a public hearing on Thursday, October 28, 2021, regarding

PUBLIC DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENTS FOR PACIFIC GROVE TEACHERS ASSOCIATION (PGTA)

The hearing will be held during the regular Board meeting, which begins at 6:30 p.m. The Board meeting will be held in-person at the District Office, 435 Hillcrest Avenue, Pacific Grove and virtual- see www.pgusd.org for the virtual link.

For more information, please contact Song Chin-Bendib, Assistant Superintendent for Business Services at 646-6509.

Posted: October 18, 2021

**Memorandum Of Understanding
Between Pacific Grove Teachers' Association (PGTA)
And Pacific Grove Unified School District (PGUSD)
October 5, 2021**

Basic Safety Measures

1. The District will follow Monterey County Health Department and/or state directives to determine when a classroom or school site must close due to the number of positive COVID cases. In no event will unit members be directed or required to report to their worksite after a closure until it is permissible under the Guidelines of the Monterey County Department of Health and the California Department of Public Health (CDPH).
2. Mask Requirements. The following minimum mask requirements will remain in effect until CDPH Guidelines provide otherwise.
 - a. Unvaccinated adults on modified quarantine inside and outside on school grounds shall be required to meet the minimum mask requirements unless eating or unless they have a valid exemption. A designated eating area will be provided to unvaccinated staff on a modified quarantine. No PGTA member will be asked to monitor unmasked students on a modified quarantine when those students are required to eat inside. Students who are on modified quarantine will be strongly encouraged to wear a mask outdoors.
 - b. Adults and students are required to wear a mask indoors, with exemptions per CDPH face mask guidance. Adults in K-12 school settings are required to mask when sharing indoor spaces with another individual.
 - i. Persons exempt from wearing a mask due to medical conditions must wear a non-restrictive alternative, such as a face shield with a drape on the bottom edge, as long as their condition permits it. The District will strongly encourage the use of a face shield for students who are unable to wear a mask.
 - ii. Individuals exempt from wearing a mask will provide a statement from a medical professional indicating there is a medical condition barring the use of a mask.
 - iii. If the District determines that there is reason to question the validity of a medical exemption from wearing a face mask, the District nurse will confirm that the medical mask exemption came from a medical professional. If the medical exemption cannot be verified to have been issued by a qualified medical professional, it will not be granted. If a PGTA bargaining unit member is concerned about the validity of a medical mask exemption, the member shall express the concern in writing to the site administration. The site administration will respond to such concerns in writing within 72 hours.

- iv. If a student or staff member is exempt from wearing a mask indoors, all parents/guardians of the students in the affected classroom will be notified in writing by the site administration.
 - v. If a student or staff member is exempt from wearing a mask indoors, the District will provide an air purifier to the affected classroom. The air purifier specifications will be rated for the square footage of the room.
- c. To the extent feasible, the District will provide masks to students who do not have one and will provide each classroom with extra face masks to replace those that are damaged, lost, or destroyed during the day. The supply of masks will be replenished by the District upon request. In the event the District becomes aware that it will not have sufficient masks to provide all students, it shall immediately notify PGTA and arrange a meeting to resolve safety concerns.
 - d. Visitors to school sites who are not exempt from wearing a mask and refuse to wear a mask indoors will be asked to leave the building. Students who are not exempt from wearing a mask and refuse to wear a mask while indoors on school grounds will be subject to appropriate disciplinary action in accordance with the District's Discipline Matrix and related Interventions for Grades K-12 plan.
- 3. The District will keep all functioning sinks (including those located in staff break rooms, all bathrooms, cafeterias/kitchens, classrooms, and janitorial closets) operational and stocked with soap and paper towels. In the event that a sink stops functioning properly, it will be repaired within 24 hours, if the parts are available, and if not repaired within 24 hours, the District will ensure that the classroom or affected area is supplied with sufficient hand sanitizer and disinfectant wipes.
 - 4. The District will continue to ensure all HVAC systems operate on the mode which delivers the freshest air changes per hour, including disabling demand-controlled ventilation and open outdoor air dampers to 100% as indoor and outdoor conditions safety permitting. Air filters will be checked and replaced at least each semester. The District will inform each site when the air filters have been changed.
 - 5. The teacher will send a student to the health office if the student reports or exhibits any of the symptoms described in the District's COVID Safety Plan:
 - Temperature of 100.4 degrees Fahrenheit or higher
 - Sore throat
 - Cough (for students with chronic cough due to allergies or asthma, a change in their cough from usual)
 - Difficulty breathing (for students with asthma, check for a change from their baseline breathing)
 - Diarrhea or vomiting
 - New onset of severe headache, especially with a fever.

Any student exhibiting one or more of the symptoms will not be returned to the classroom for the remainder of the school day unless the nurse or a health care assistant or trained substitute health

care assistant determines that it is safe to do so. If a nurse, health care assistant, or trained substitute health care assistant sends a student home because of COVID symptoms, the student may not return to the classroom until they are symptom-free without the use of over-the-counter medication for at least 24 hours. Once students are symptom-free for the required 24 hours, students will remain home until the start of the next school day. When testing is available, the district will offer all students an on-site COVID test when they return. In the event the District runs out of free test kits, it will assure there is no interruption in its testing program.

6. The District will notify all PGTA members who have had close contact with a student or other staff members who have tested positive for COVID in writing within 24 hours of learning of the confirmed positive case.
7. If a PGTA member is required to quarantine or isolate due to a school related COVID exposure:
 - a. The District will provide information regarding eligibility for Workman's Compensation as well as information on how to apply.
 - b. To the extent feasible, the District will provide access to a free Rapid Response COVID test for the employee and all family members who reside with the employee and have had close contact with the employee within 24 hours of the reported exposure. If a free test is not available, the District will provide a Rapid Response test at the District's expense. PGTA members will not use sick leave or personal time to secure a Rapid Response test when the potential exposure occurred on school grounds.

Instructional Practices

8. If a classroom or site is required to close by CDPH or the County Health Department for one to ten school days,
 - a. Teachers will check in with students, take attendance, and assign asynchronous work for the first two days.
 - b. On each subsequent day, elementary teachers will provide live instruction that meets the minimum instructional minutes (no less than 2.5 hours) per day required by the state for independent study. On each subsequent day, high school teachers will provide live instruction that meets the minimum instructional minutes (no less than fifty percent of each period of live instruction) per day required by the state for independent study.
 - c. All other provisions of the Collective Bargaining Agreement regarding preparation time and duty-free lunch will be preserved.
9. If a classroom or site is required to close for more than 10 school days or indefinitely, PGTA and the District agree to provide online instruction to meet the instructional minute requirements of the California Department of Education.

- a. PGTA and the District agree to negotiate an addendum to this MOU to address negotiable impacts of the program that are implemented by the District.
 - b. PGTA and the District agree to form a committee at each level (elementary, middle school and high school) no later than ten (10) school days after the MOU is ratified to create a framework regarding distance learning.
 - c. Each committee will be comprised of at least two but no more than four PGTA members and at least one but no more than three administrators. Except as may be subsequently agreed, all meetings of the committee shall be held outside of the instructional day and shall be compensated at the hourly instructional rate provided in the collective bargaining agreement.
10. Support for students enrolled at Independent Study through North Monterey County Unified School District (NMC) shall be provided under the following conditions.
- a. The District will coordinate with NMC to transition PGUSD students who have requested independent study and who are not attending PGUSD schools in person to NMC caseloads as soon as NMC is willing and able to provide those necessary services. If NMC is unable and/or unwilling to provide the services, the District will do the following in this order: seek to contract out the services and then seek retirees to provide the services. Upon request, updates will be provided to the PGTA President.
 - b. If the options listed above for providing the necessary services are not available, PGTA bargaining members will provide services including, but not limited to Speech and Language services, to students who are not attending in-person under the following conditions:
 - i. The District will solicit qualified volunteers to provide the SPED services, including but not limited to, Speech and Language services, before tasking any unit member to perform the services.
 - ii. PGTA bargaining members shall be compensated at the instructional hourly rate of pay per the CBA, for any additional work required to be performed beyond the teacher's regular workday. The employee will be compensated up to a maximum of five (5) hours per week on average over a thirty (30) day period subject to the approval of the administration. The maximum of five (5) hours may be exceeded with the written pre-approval of the site administration.
 - iii. PGTA bargaining members will be compensated retroactively for work completed from the start of the 2021-2022 school year at the hourly rate of pay per the CBA. The Human Resources Office shall prepare the form to be completed.
 - iv. The bargaining unit members shall record their hours on a timesheet provided by the District. Timesheets shall be submitted twice monthly for review, approval, and payment.
11. Any PGTA bargaining member who is required to provide any combination of in-person and online instruction concurrently will do so under the following conditions:

- a. The District will solicit qualified volunteers to provide the concurrent instruction before tasking any unit member to perform the services.
 - b. The PGTA bargaining member shall be compensated at the instructional hourly rate of pay per the CBA, for any additional work required to be performed beyond the teacher's regular workday not to exceed five (5) hours per week on average over a thirty (30) day period subject to the approval of the administration. The maximum of five (5) hours may be exceeded with the written pre-approval of the site administration. The PGTA bargaining unit member shall record their hours on a timesheet provide by the District. Timesheets shall be submitted twice monthly for review, approval, and payment.
 - c. PGTA bargaining members will be compensated retroactively for work completed from the start of the 2021-2022 school year at the hourly rate of pay per the CBA. The Human Resources Office shall prepare the form to be completed.
 - d. The District will provide the PGTA bargaining member with an instructional aide to assist with the instruction of the student.
12. The District nurse shall be compensated at the instructional hourly rate of pay per the CBA, for any additional work required to be performed beyond his/her regular workday.
- a. Compensation will not exceed five (5) hours per week on average over a thirty (30) day period subject to the approval of the administration. The maximum of five (5) hours may be exceeded with the written pre-approval of the district administration.
 - b. The nurse shall record his/her hours on a timesheet provided by the District. Timesheets shall be submitted twice monthly for review, approval, and payment.
 - c. PGTA members will be compensated retroactively for work completed from the start of the 2021-2022 school year at the hourly rate of pay per the CBA. The Human Resources Office shall prepare the form to be completed.
13. To the greatest extent possible, the following meetings will be held virtually.
- a. Parent-teacher conferences will be held virtually unless a parent requires an in-person meeting.
 - b. Other meetings with parent/guardians including, but not limited to, Student Study Team meetings, IEPs, and 504s, will be conducted virtually unless a parent requires an in-person meeting.
14. If the District, in consultation with PGTA, determines that it will hold Open Houses at the school sites, no less than two weeks prior to the scheduled Open House, the Parties shall meet and work together to resolve any safety concerns.

General Provisions

- 13. Inconsistencies with the Law. If any term or provision of this MOU is inconsistent with any applicable law or any order issued by any federal, state, or local officer or agency having jurisdiction over the District, or if the inconsistency could result in a loss of state or federal funding, the terms of the applicable law/order will prevail, and the inconsistent term of this MOU will be disregarded. In this instance, the Parties will consult and negotiate any changes that are subject to negotiations about the changes to this MOU as soon as possible and, in advance, if practical.
- 14. With the understanding that the pandemic is changing rapidly, each Party preserves the right to make proposals and negotiate a modification to this agreement.
- 15. Authorization to Execute Agreement. The undersigned Parties represent that they have read and understand the terms of this MOU and are authorized to execute this MOU on behalf of their principals. Copies of signatures will have the same force and effect as original signatures. Electronic signatures will be deemed original signatures.
- 16. Board Approval Required. This MOU is contingent upon approval of the District Governing Board.
- 17. This MOU is subject to ratification by the bargaining unit of the PGTA.
- 18. This MOU will expire in full without precedent on June 30, 2022, unless extended by mutual written agreement.

Dated: 10/18/2021

PGTA Team

- DocuSigned by:
Sally A. Richmond
A43D37BF06594C1...
- DocuSigned by:
Karen Levy
7544FA7A7FB348B...
- DocuSigned by:
Margaret Rice
92325EBB50744D9...
- DocuSigned by:
Pam Gaul
CEF144E1B99E430...
- DocuSigned by:
Susan Gaul
5CDEF09DDC4C43D...
- DocuSigned by:
Christal Hall-Kelly
7AE2367C205C4F9...

District Team

- DocuSigned by:
Buck Roggeman
5DCCED8A2E584AE...
- DocuSigned by:
Song Chin Bendib
022A8DF2C4AA12...
- DocuSigned by:
Billie Mankey
6E504A702361486...
- DocuSigned by:
Ani Silva
9807F2848B99461...
- DocuSigned by:
Lou Lozano
0F090B04C0ED492...

DocuSigned by:
Kari Serpa
720A68E67C71403...

Monterey County Office of Education

PUBLIC DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT in accordance with AB 1200 (Chapter 1213/1991), GC 3547.5, and CCR, Title V, Section 15449

Name of School District: Pacific Grove Unified School District
 Name of Bargaining Unit: Pacific Grove Teachers Association
 Certificated, Classified, Other: Certificated

The proposed agreement covers the period beginning: July 1, 2021 and ending: June 30, 2022
 (date) (date)

The Governing Board will act upon this agreement on: October 28, 2021
 (date)

This form, along with a copy of the proposed agreement, should be submitted to the County Office at least 10 working days prior to the date the Governing Board will take action. **Please note that school districts with a Qualified or Negative certification pursuant to E.C. section 42131 must allow the COE at least ten (10) working days to review and comment on any proposed agreement.**

A. Proposed Change in Compensation

Compensation	Column 1 Current Year Annual Cost Prior to Proposed Agreement FY 2021-22	Fiscal Impact of Proposed Agreement		
		Column 2 Current Year Increase/(Decrease) FY 2021-22	Column 3 MultiYr Agreement only: 1st Subsequent Year Increase/(Decrease) FY 2022-23	Column 4 Multiyr Agreement only: 2nd Subsequent Year Increase/(Decrease) FY 2023-24
1 Salary Schedule (This is to include Step and Column, which is also reported separately in Item 6.)	\$ 15,965,476	\$ 73,872	\$ -	\$ -
		0.46%	0.00%	0.00%
2 Other Compensation - Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.				
Description of other compensation				
3 Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 3,454,929	\$ 15,986	\$ -	\$ -
		0.463%	0.00%	0.00%
4 Health/Welfare Plans	\$ 285,572	\$ -	\$ -	\$ -
		0.00%	0.00%	0.00%
5 Total Compensation - Add Items 1 thru 4	\$ 19,705,977	\$ 89,858	\$ -	\$ -
		0.456%	0.00%	0.00%
6 Step and Column - Due to movement plus any changes due to settlement. This is a subset of Item No. 1.	\$ -	\$ -	\$ -	\$ -
7 Total Number of Represented Employees (Use FTEs if appropriate)	142.00	142.00	142.00	142.00
8 Total Compensation Average Cost per Employee	\$ 138,774	\$ 633	\$ -	\$ -
		0.456%	0.00%	0.00%

Monterey County Office of Education

Pacific Grove Unified School District

9. What was the negotiated percentage increase approved? For example, if the increase in "Year 1" was for less than a full year, what is the annualized percentage of that increase for "Year 1"?

None

10. What was the negotiated percentage increase: On-Going OR One-Time

11. Are there reopeners? Yes No

12. Were any additional steps, columns, or ranges added to the schedules? (If yes, please explain.)

None

13. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

This MOU is only one-time for fiscal year 2021-22.

14. Does this bargaining unit have a negotiated cap for Health and Welfare benefits? Yes No

If yes, please describe the cap amount.

\$4,700 per year for single and \$4,624 for employee +1 and Family.

B. Proposed negotiated changes in noncompensation items (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

None

C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement? Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

None

Monterey County Office of Education

Pacific Grove Unified School District

D. What contingency language is included in the proposed agreement?

None

E. Will this agreement create or increase deficit spending in the current or subsequent year(s)?

"Deficit Spending" is defined to exist when a fund's expenditures and other financing uses exceed its revenues and other financing sources in a given year. If yes, explain the amounts and justification for doing so.

There are ESSER funds to cover this expense. Additionally, there is General Fund surplus to pay for the increased costs.

F. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.

None

G. Source of Funding for Proposed Agreement:

1. Current Year

General Fund property tax revenues

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years (i.e., what will allow the district to afford this contract)?

One time in 2021-22 only

3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

One time in 2021-22 only

Monterey County Office of Education

Pacific Grove Unified School District

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**Unrestricted General Fund**

Bargaining Unit:

Pacific Grove Teachers Association

	Column 1	* Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 7/1/2021)	Adjustments as a Result of Settlement	Other Revisions	Total Current Budget (Columns 1+2+3)
UNRESTRICTED REVENUES				
LCFF Funding Sources (8010-8099)	\$ 32,982,775	\$ -	\$ -	\$ 32,982,775
Remaining Revenues (8100-8799)	\$ 540,173	\$ -	\$ -	\$ 540,173
TOTAL UNRESTRICTED REVENUES	\$ 33,522,948	\$ -	\$ -	\$ 33,522,948
UNRESTRICTED EXPENDITURES				
Certificated Salaries (1000-1999)	\$ 14,233,226	\$ -	\$ -	\$ 14,233,226
Classified Salaries (2000-2999)	\$ 4,401,751	\$ -	\$ -	\$ 4,401,751
Employee Benefits (3000-3999)	\$ 5,155,622	\$ -	\$ -	\$ 5,155,622
Books and Supplies (4000-4999)	\$ 566,872	\$ -	\$ -	\$ 566,872
Services, Other Operating Expenses (5000-5999)	\$ 2,150,376	\$ -	\$ -	\$ 2,150,376
Capital Outlay (6000-6599)	\$ -	\$ -	\$ -	\$ -
Other Outgo (7100-7299) (7400-7499)	\$ 9,494	\$ -	\$ -	\$ 9,494
Direct Support/Indirect Cost (7300-7399)	\$ (144,329)	\$ -	\$ -	\$ (144,329)
Other Adjustments				
TOTAL UNRESTRICTED EXPENDITURES	\$ 26,373,012	\$ -	\$ -	\$ 26,373,012
OPERATING SURPLUS/(DEFICIT)	\$ 7,149,936	\$ -	\$ -	\$ 7,149,936
Transfers In and Other Sources (8910-8979)	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses (7610-7699)	\$ 118,574	\$ -	\$ -	\$ 118,574
Contributions (8980-8999)	\$ (5,781,279)	\$ -	\$ -	\$ (5,781,279)
CURRENT YEAR INCREASE (DECREASE) IN UNRESTRICTED FUND BALANCE	\$ 1,250,083	\$ -	\$ -	\$ 1,250,083
UNRESTRICTED BEGINNING FUND BALANCE	\$ 4,989,655			\$ 4,989,655
Pri Yr Audit Adjustmnts/Restatmnts (9793/9795)	\$ -			\$ -
CURR YR UNRESTRICTED ENDING BALANCE	\$ 6,239,738	\$ -	\$ -	\$ 6,239,738
COMPONENTS OF ENDING FUND BALANCE:				
Nonspendable Amounts (9711-9719)	\$ 5,000	\$ -	\$ -	\$ 5,000
Committed/Assigned Amounts (9750-9780)	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties (9789)	\$ 1,099,203	\$ -	\$ -	\$ 1,099,203
Unappropriated/Unappropriated Amounts (9790)	\$ 5,135,535	\$ -	\$ -	\$ 5,135,535

* Please see question on page 7.

Monterey County Office of Education

Pacific Grove Unified School District

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Restricted General Fund

Bargaining Unit:

Pacific Grove Teachers Association

	Column 1	* Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 7/1/2021)	Adjustments as a Result of Settlement	Other Revisions	Total Current Budget (Columns 1+2+3)
RESTRICTED REVENUES				
LCFF Funding Sources (8010-8099)	\$ -	\$ -	\$ -	\$ -
Remaining Revenues (8100-8799)	\$ 4,201,048	\$ -	\$ -	\$ 4,201,048
TOTAL RESTRICTED REVENUES	\$ 4,201,048	\$ -	\$ -	\$ 4,201,048
RESTRICTED EXPENDITURES				
Certificated Salaries (1000-1999)	\$ 3,481,899	\$ 73,872	\$ -	\$ 3,555,771
Classified Salaries (2000-2999)	\$ 2,152,509	\$ -	\$ -	\$ 2,152,509
Employee Benefits (3000-3999)	\$ 3,294,026	\$ 15,986	\$ -	\$ 3,310,012
Books and Supplies (4000-4999)	\$ 452,551	\$ -	\$ -	\$ 452,551
Services, Other Operating Expenses (5000-5999)	\$ 517,310	\$ -	\$ -	\$ 517,310
Capital Outlay (6000-6599)	\$ 15,000	\$ -	\$ -	\$ 15,000
Other Outgo (7100-7299) (7400-7499)	\$ 117,308	\$ -	\$ -	\$ 117,308
Direct Support/Indirect Cost (7300-7399)	\$ 117,909	\$ -	\$ -	\$ 117,909
Other Adjustments				
TOTAL RESTRICTED EXPENDITURES	\$ 10,148,512	\$ 89,858	\$ -	\$ 10,238,370
OPERATING SURPLUS (DEFICIT)	\$ (5,947,464)	\$ (89,858)	\$ -	\$ (6,037,322)
Transfers In and Other Sources (8910-8979)	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses (7610-7699)	\$ -	\$ -	\$ -	\$ -
Contributions (8980-8999)	\$ 5,781,279	\$ -	\$ -	\$ 5,781,279
CURRENT YEAR INCREASE (DECREASE) IN RESTRICTED FUND BALANCE	\$ (166,185)	\$ (89,858)	\$ -	\$ (256,043)
RESTRICTED BEGINNING FUND BALANCE	\$ 332,189			\$ 332,189
Pri Yr Audit Adjustmnts/Restatemnts (9793/9795)	\$ -			\$ -
CURR YR RESTRICTED ENDING BALANCE	\$ 166,004	\$ (89,858)	\$ -	\$ 76,146
COMPONENTS OF ENDING FUND BALANCE:				
Restricted Amounts (9740)	\$ 166,004	\$ (89,858)	\$ -	\$ 76,146

* Please see question on page 7.

Monterey County Office of Education

Pacific Grove Unified School District

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Bargaining Unit: **Combined General Fund**
Pacific Grove Teachers Association

	Column 1	* Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 7/1/2021)	Adjustments as a Result of Settlement	Other Revisions	Total Current Budget (Columns 1+2+3)
REVENUES				
LCFF Funding Sources (8010-8099)	\$ 32,982,775	\$ -	\$ -	\$ 32,982,775
Remaining Revenues (8100-8799)	\$ 4,741,221	\$ -	\$ -	\$ 4,741,221
TOTAL REVENUES	\$ 37,723,996	\$ -	\$ -	\$ 37,723,996
EXPENDITURES				
Certificated Salaries (1000-1999)	\$ 17,715,125	\$ 73,872	\$ -	\$ 17,788,997
Classified Salaries (2000-2999)	\$ 6,554,260	\$ -	\$ -	\$ 6,554,260
Employee Benefits (3000-3999)	\$ 8,449,648	\$ 15,986	\$ -	\$ 8,465,634
Books and Supplies (4000-4999)	\$ 1,019,423	\$ -	\$ -	\$ 1,019,423
Services, Other Operating Expenses (5000-5999)	\$ 2,667,686	\$ -	\$ -	\$ 2,667,686
Capital Outlay (6000-6599)	\$ 15,000	\$ -	\$ -	\$ 15,000
Other Outgo (7100-7299) (7400-7499)	\$ 126,802	\$ -	\$ -	\$ 126,802
Direct Support/Indirect Cost (7300-7399)	\$ (26,420)	\$ -	\$ -	\$ (26,420)
Other Adjustments				
TOTAL EXPENDITURES	\$ 36,521,524	\$ 89,858	\$ -	\$ 36,611,382
OPERATING SURPLUS (DEFICIT)	\$ 1,202,472	\$ (89,858)	\$ -	\$ 1,112,614
Transfer In and Other Sources (8910-8979)	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses (7610-7699)	\$ 118,574	\$ -	\$ -	\$ 118,574
Contributions (8980-8999)	\$ -	\$ -	\$ -	\$ -
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	\$ 1,083,898	\$ (89,858)	\$ -	\$ 994,040
BEGINNING FUND BALANCE	\$ 5,321,844			\$ 5,321,844
Pri Yr Audit Adjustmnts/Restatemnts (9793/9795)	\$ -		\$ -	\$ -
CURRENT YEAR ENDING FUND BALANCE	\$ 6,405,742	\$ (89,858)	\$ -	\$ 6,315,884
COMPONENTS OF ENDING FUND BALANCE:				
Nonspendable Amounts (9711-9719)	\$ 5,000	\$ -	\$ -	\$ 5,000
Restricted Amounts (9740)	\$ 166,004	\$ (89,858)	\$ -	\$ 76,146
Committed/Assigned Amounts (9750-9780)	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties (9789)	\$ 1,099,203	\$ -	\$ -	\$ 1,099,203
Unappropriated/Unappropriated Amounts (9790)	\$ 5,135,535	\$ -	\$ -	\$ 5,135,535
Reserve for Economic Uncertainties Percentage	17.02%			16.97%

* Please see question on page 7.

Monterey County Office of Education

Pacific Grove Unified School District

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**Adult Education Fund**

Enter Bargaining Unit:

Pacific Grove Teachers Association

	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 7/1/2021)	Adjustments as a Result of Settlement	Other Revisions	Total Current Budget (Columns 1+2+3)
REVENUES				
LCFF Funding Sources (8010-8099)	\$ 264,937	\$ -	\$ -	\$ 264,937
Remaining Revenues (8100-8799)	\$ 1,903,382	\$ -	\$ -	\$ 1,903,382
TOTAL REVENUES	\$ 2,168,319	\$ -	\$ -	\$ 2,168,319
EXPENDITURES				
Certificated Salaries (1000-1999)	\$ 645,296	\$ -	\$ -	\$ 645,296
Classified Salaries (2000-2999)	\$ 868,095	\$ -	\$ -	\$ 868,095
Employee Benefits (3000-3999)	\$ 507,266	\$ -	\$ -	\$ 507,266
Books and Supplies (4000-4999)	\$ 220,625	\$ -	\$ -	\$ 220,625
Services, Other Operating Expenses (5000-5999)	\$ 72,867	\$ -	\$ -	\$ 72,867
Capital Outlay (6000-6999)	\$ -	\$ -	\$ -	\$ -
Other Outgo (7100-7299) (7400-7499)	\$ -	\$ -	\$ -	\$ -
Direct Support/Indirect Cost (7300-7399)	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 2,314,149	\$ -	\$ -	\$ 2,314,149
OPERATING SURPLUS (DEFICIT)	\$ (145,830)	\$ -	\$ -	\$ (145,830)
Transfers In and Other Sources (8910-8979)	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses (7610-7699)	\$ -	\$ -	\$ -	\$ -
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	\$ (145,830)	\$ -	\$ -	\$ (145,830)
BEGINNING FUND BALANCE	\$ 1,663,690			\$ 1,663,690
Pri Yr Audit Adjustmnts/Restatemnts (9793/9795)	\$ -			\$ -
CURRENT YEAR ENDING FUND BALANCE	\$ 1,517,860	\$ -	\$ -	\$ 1,517,860
COMPONENTS OF ENDING FUND BALANCE:				
Nonspendable Amounts (9711-9719)	\$ -	\$ -	\$ -	\$ -
Restricted Amounts (9740)	\$ 264,859	\$ -	\$ -	\$ 264,859
Committed/Assigned Amounts (9750-9780)	\$ 1,253,001	\$ -	\$ -	\$ 1,253,001

* Please see question on page 7.

Monterey County Office of Education

Pacific Grove Unified School District

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Child Development Fund

Bargaining Unit:

Pacific Grove Teachers Association

	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 7/1/2021)	Adjustments as a Result of Settlement	Other Revisions	Total Current Budget (Columns 1+2+3)
REVENUES				
LCFF Funding Sources (8010-8099)	\$ -	\$ -	\$ -	\$ -
Remaining Revenues (8100-8799)	\$ 478,838	\$ -	\$ -	\$ 478,838
TOTAL REVENUES	\$ 478,838	\$ -	\$ -	\$ 478,838
EXPENDITURES				
Certificated Salaries (1000-1999)	\$ 63,115	\$ -	\$ -	\$ 63,115
Classified Salaries (2000-2999)	\$ 285,097	\$ -	\$ -	\$ 285,097
Employee Benefits (3000-3999)	\$ 130,887	\$ -	\$ -	\$ 130,887
Books and Supplies (4000-4999)	\$ 9,729	\$ -	\$ -	\$ 9,729
Services, Other Operating Expenses (5000-5999)	\$ 5,500	\$ -	\$ -	\$ 5,500
Capital Outlay (6000-6999)	\$ -	\$ -	\$ -	\$ -
Other Outgo (7100-7299) (7400-7499)	\$ -	\$ -	\$ -	\$ -
Direct Support/Indirect Cost (7300-7399)	\$ 26,420	\$ -	\$ -	\$ 26,420
TOTAL EXPENDITURES	\$ 520,748	\$ -	\$ -	\$ 520,748
OPERATING SURPLUS (DEFICIT)	\$ (41,910)	\$ -	\$ -	\$ (41,910)
Transfers In and Other Sources (8910-8979)	\$ 41,910	\$ -	\$ -	\$ 41,910
Transfers Out and Other Uses (7610-7699)	\$ -	\$ -	\$ -	\$ -
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	\$ 283			\$ 283
Pri Yr Audit Adjustmnts/Restatemnts (9793/9795)	\$ -			\$ -
CURRENT YEAR ENDING FUND BALANCE	\$ 283	\$ -	\$ -	\$ 283
COMPONENTS OF ENDING FUND BALANCE:				
Nonspendable Amounts (9711-9719)	\$ -	\$ -	\$ -	\$ -
Restricted Amounts (9740)	\$ -	\$ -	\$ -	\$ -
Committed/Assigned Amounts (9750-9780)	\$ 283	\$ -	\$ -	\$ 283

* Please see question on page 7.

Monterey County Office of Education

Pacific Grove Unified School District

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**Cafeteria Fund**

Bargaining Unit:

Pacific Grove Teachers Association

	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 7/1/2021)	Adjustments as a Result of Settlement	Other Revisions	Total Current Budget (Columns 1+2+3)
REVENUES				
LCFF Funding Sources (8010-8099)	\$ -	\$ -	\$ -	\$ -
Remaining Revenues (8100-8799)	\$ 615,000	\$ -	\$ -	\$ 615,000
TOTAL REVENUES	\$ 615,000	\$ -	\$ -	\$ 615,000
EXPENDITURES				
Certificated Salaries (1000-1999)	\$ -	\$ -	\$ -	\$ -
Classified Salaries (2000-2999)	\$ 288,673	\$ -	\$ -	\$ 288,673
Employee Benefits (3000-3999)	\$ 97,446	\$ -	\$ -	\$ 97,446
Books and Supplies (4000-4999)	\$ 285,000	\$ -	\$ -	\$ 285,000
Services, Other Operating Expenses (5000-5999)	\$ 20,545	\$ -	\$ -	\$ 20,545
Capital Outlay (6000-6999)	\$ -	\$ -	\$ -	\$ -
Other Outgo (7100-7299) (7400-7499)	\$ -	\$ -	\$ -	\$ -
Direct Support/Indirect Cost (7300-7399)	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 691,664	\$ -	\$ -	\$ 691,664
OPERATING SURPLUS (DEFICIT)	\$ (76,664)	\$ -	\$ -	\$ (76,664)
Transfers In and Other Sources (8910-8979)	\$ 76,664	\$ -	\$ -	\$ 76,664
Transfers Out and Other Uses (7610-7699)	\$ -	\$ -	\$ -	\$ -
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	\$ 50,544			\$ 50,544
Pri Yr Audit Adjustmnts/Restatemnts (9793/9795)	\$ -			\$ -
CURRENT YEAR ENDING FUND BALANCE	\$ 50,544	\$ -	\$ -	\$ 50,544
COMPONENTS OF ENDING FUND BALANCE:				
Nonspendable Amounts (9711-9719)	\$ -	\$ -	\$ -	\$ -
Restricted Amounts (9740)	\$ 49,474	\$ -	\$ -	\$ 49,474
Committed/Assigned Amounts (9750-9780)	\$ 1,070	\$ -	\$ -	\$ 1,070

* Please see question on page 7.

Monterey County Office of Education

Pacific Grove Unified School District

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGETEnter Fund:

Bargaining Unit:

Pacific Grove Teachers Association

	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 7/1/2021)	Adjustments as a Result of Settlement	Other Revisions	Total Current Budget (Columns 1+2+3)
REVENUES				
LCFF Funding Sources (8010-8099)	\$ -	\$ -	\$ -	\$ -
Remaining Revenues (8100-8799)	\$ -	\$ -	\$ -	\$ -
TOTAL REVENUES	\$ -	\$ -	\$ -	\$ -
EXPENDITURES				
Certificated Salaries (1000-1999)	\$ -	\$ -	\$ -	\$ -
Classified Salaries (2000-2999)	\$ -	\$ -	\$ -	\$ -
Employee Benefits (3000-3999)	\$ -	\$ -	\$ -	\$ -
Books and Supplies (4000-4999)	\$ -	\$ -	\$ -	\$ -
Services, Other Operating Expenses (5000-5999)	\$ -	\$ -	\$ -	\$ -
Capital Outlay (6000-6999)	\$ -	\$ -	\$ -	\$ -
Other Outgo (7100-7299) (7400-7499)	\$ -	\$ -	\$ -	\$ -
Direct Support/Indirect Cost (7300-7399)	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -
OPERATING SURPLUS (DEFICIT)	\$ -	\$ -	\$ -	\$ -
Transfers In and Other Sources (8910-8979)	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses (7610-7699)	\$ -	\$ -	\$ -	\$ -
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	\$ -	\$ *	\$ -	\$ -
BEGINNING FUND BALANCE	\$ -			\$ -
Pri Yr Audit Adjustmnts/Restatemnts (9793/9795)	\$ -			\$ -
CURRENT YEAR ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ -
COMPONENTS OF ENDING FUND BALANCE:				
Nonspendable Amounts (9711-9719)	\$ -	\$ -	\$ -	\$ -
Restricted Amounts (9740)	\$ -	\$ -	\$ -	\$ -
Committed/Assigned Amounts (9750-9780)	\$ -	\$ -	\$ -	\$ -

* Please see question on page 7.

Monterey County Office of Education

Pacific Grove Unified School District

I. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS UNRESTRICTED FUNDS

Unrestricted General Fund Multiyear Projection

Bargaining Unit: Pacific Grove Teachers Association

	FY 2021-22	FY 2022-23	FY 2023-24
	Total Current Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
UNRESTRICTED REVENUES			
LCFF Funding Sources (8010-8099)	\$ 32,982,775	\$ 34,247,641	\$ 35,247,242
Remaining Revenues (8100-8799)	\$ 540,173	\$ 553,831	\$ 554,084
TOTAL UNRESTRICTED REVENUES	\$ 33,522,948	\$ 34,801,472	\$ 35,801,326
UNRESTRICTED EXPENDITURES			
Certificated Salaries (1000-1999)	\$ 14,233,226	\$ 14,434,474	\$ 14,746,267
Classified Salaries (2000-2999)	\$ 4,401,751	\$ 4,476,891	\$ 4,552,899
Employee Benefits (3000-3999)	\$ 5,155,622	\$ 5,366,026	\$ 5,726,133
Books and Supplies (4000-4999)	\$ 566,872	\$ 569,706	\$ 574,055
Services, Other Operating Expenses (5000-5999)	\$ 2,150,376	\$ 2,268,816	\$ 2,341,064
Capital Outlay (6000-6999)	\$ -	\$ -	\$ -
Other Outgo (7100-7299) (7400-7499)	\$ 9,494	\$ 9,494	\$ 9,494
Direct Support/Indirect Cost (7300-7399)	\$ (144,329)	\$ (144,329)	\$ (144,329)
Other Adjustments		\$ -	\$ -
TOTAL UNRESTRICTED EXPENDITURES	\$ 26,373,012	\$ 26,981,078	\$ 27,805,583
OPERATING SURPLUS (DEFICIT)	\$ 7,149,936	\$ 7,820,394	\$ 7,995,743
Transfers In and Other Sources (8910-8979)	\$ -	\$ -	\$ -
Transfers Out and Other Uses (7610-7699)	\$ 118,574	\$ 121,664	\$ 141,664
Contributions (8980-8999) (Enter as a negative)	\$ (5,781,279)	\$ (6,318,171)	\$ (6,659,158)
CURRENT YEAR INCREASE (DECREASE) IN UNRESTRICTED FUND BALANCE	\$ 1,250,083	\$ 1,380,559	\$ 1,194,921
UNRESTRICTED BEGINNING FUND BALANCE	\$ 4,989,655	\$ 6,239,738	\$ 7,620,297
Pri Yr Audit Adjustmnts/Restatemnts (9793/9795)	\$ -		
UNRESTRICTED ENDING FUND BALANCE	\$ 6,239,738	\$ 7,620,297	\$ 8,815,218
COMPONENTS OF ENDING BALANCE:			
Nonspendable Amounts (9711-9719)	\$ 5,000	\$ -	\$ -
Committed/Assigned Amounts (9750-9780)	\$ -	\$ 6,498,747	\$ 7,662,380
Reserve for Economic Uncertainties (9789)	\$ 1,099,203	\$ 1,121,550	\$ 1,152,838
Unappropriated/Unappropriated Amounts (9790)	\$ 5,135,535	\$ -	\$ -

WARNING: 9790 Unappropriated Amounts must be positive

Monterey County Office of Education

Pacific Grove Unified School District

J. CALCULATING THE AVAILABLE RESERVE AMOUNT

1. State Reserve Standard

		FY 2021-22	FY 2022-23	FY 2023-24
a.	Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 36,729,956	\$ 37,384,293	\$ 38,419,423
b.	State Standard Minimum Reserve Percentage for this District Enter percentage:	3.00%	3.00%	3.00%
c.	State Standard Minimum Reserve Amount for this District (For districts with less than 1,001 ADA, this is the greater of Line a, times Line b. or \$67,000)	\$ 1,101,899	\$ 1,121,529	\$ 1,152,583

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a.	General Fund Budgeted Unrestricted Designated for Economic Uncertainties (9789)	\$ 1,099,203	\$ 1,121,550	\$ 1,152,838
b.	General Fund Budgeted Unrestricted Unappropriated Amount (9790)	\$ 5,135,535	\$ -	\$ -
c.	Special Reserve Fund (Fund 17) Budgeted Designated for Economic Uncertainties (9789)	\$ -	\$ -	\$ -
d.	Special Reserve Fund (Fund 17) Budgeted Unappropriated Amount (9790)	\$ -	\$ -	\$ -
e.	Total Available Reserves	\$ 6,234,738	\$ 1,121,550	\$ 1,152,838
f.	Reserve for Economic Uncertainties Percentage	16.97%	3.00%	3.00%

3. Do unrestricted reserves meet the state minimum reserve amount?

FY 2021-22	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
FY 2022-23	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
FY 2023-24	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

4. If no, how do you plan to restore your reserves?

Monterey County Office of Education

Pacific Grove Unified School District

5. If the total amount of the adjustment in Column 2 on Page 4 does not agree with the amount of the Total Compensation Increase in Section A, Line 5 on Page 1 (i.e., increase was partially budgeted), explain the variance below:

6. Please include any additional comments and explanations of Page 4 as necessary:

L. CERTIFICATION NO. 1: CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF THE COLLECTIVE BARGAINING AGREEMENT

This disclosure document is intended to assist the district's Governing Board in determining whether the district can meet the costs incurred under the tentative Collective Bargaining Agreement in the current and subsequent years. This certification page should be signed by the Superintendent and Chief Business Official at the time of public disclosure. The absence of one or both of the signatures should serve as a "red flag" to the district's Governing Board.

In accordance with the requirements of Government Code Section 3547.5, the Superintendent and Chief Business Official of the Pacific Grove Unified School District, hereby certify that the District can meet the costs incurred under this Collective Bargaining Agreement during the term of the agreement from July 1, 2021 to June 30, 2022.

Board Actions

The board actions necessary to meet the cost of the agreement in each year of its term are as follows:

Current Year

Budget Adjustment Categories:

Revenues/Other Financing Sources
 Expenditures/Other Financing Uses
 Ending Balance(s) Increase (Decrease)

	Budget Adjustment Increase/(Decrease)
\$	-
\$	89,858
\$	(89,858)

Subsequent Years

Budget Adjustment Categories:

Revenues/Other Financing Sources
 Expenditures/Other Financing Uses
 Ending Balance(s) Increase (Decrease)

	Budget Adjustment Increase/(Decrease)
\$	-
\$	-
\$	-

Budget Revisions


If the district does not adopt all of the revisions to its budget needed in the current year to meet the costs of the agreement at the time of the approval of the proposed collective bargaining agreement, the county superintendent of schools is required to issue a qualified or negative certification for the district on its next interim report.

Assumptions

See attached page for a list of the assumptions upon which this certification is based.

Certifications

I hereby certify I am unable to certify




 District Superintendent
 (Signature)




 Date

I hereby certify I am unable to certify



 Chief Business Official
 (Signature)



 Date

M. CERTIFICATION NO. 2

The disclosure document must be signed by the district Superintendent or designee at the time of public disclosure and by the President or Clerk of the Governing Board at the time of formal board action on the proposed agreement.

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Section 3547.5.

District Superintendent (or Designee)
(Signature)

Date

Contact Person

Phone

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on: October 28, 2021, took action to approve the proposed Agreement with the Pacific Grove Teachers Association Bargaining Unit.

President (or Clerk), Governing Board
(Signature)

Date

- | | |
|---|---|
| <input type="checkbox"/> Student Learning and Achievement | <input type="checkbox"/> Consent |
| <input type="checkbox"/> Health and Safety of Students and Schools | <input checked="" type="checkbox"/> Action/Discussion |
| <input type="checkbox"/> Credibility and Communication | <input type="checkbox"/> Information/Discussion |
| <input checked="" type="checkbox"/> Fiscal Solvency, Accountability and Integrity | <input type="checkbox"/> Public Hearing |

SUBJECT: Approval of Memorandum of Understanding with Pacific Grove Teachers Association (PG TA) for 2021-22

DATE: October 28, 2021

PERSON RESPONSIBLE: Song Chin-Bendib, Assistant Superintendent for Business Services

RECOMMENDATION:

The District Administration recommends that the Board review and approve the Memorandum of Understanding (MOU) between the Pacific Grove Unified School District and the Pacific Grove Teachers Association (PGTA) for 2021-22

BACKGROUND:

All changes to contracts between the District and employee groups require a public hearing and approval by the Board. In addition, AB 1200 requires the District to submit details of all negotiated cost payments to the Monterey County Office of Education (MCOE) for their review and approval ten days prior to the Board action.

INFORMATION:

MCOE has reviewed and approved the AB 1200 documents reflecting the compensation settlement agreement between Pacific Grove USD and PGTA.

This MOU will expire in full without precedent on June 30, 2022, unless extended by mutual written agreement.

PGTA bargaining members shall be compensated at the instructional hourly rate of pay per the Collective Bargaining Agreement (CBA), for any additional work required to be performed beyond the PGTA unit member's regular workday. The employee will be compensated up to a maximum of five (5) hours per week on average over a thirty (30) day period subject to the approval of the administration. The maximum of five (5) hours may be exceeded with the written pre-approval of the site administration.

PGTA bargaining members will be compensated retroactively for work completed from the start of the 2021-2022 school year at the hourly rate of pay per the CBA. The Human Resources Office shall prepare the form to be completed.

FISCAL IMPACT:

An estimated cost of \$73,872 plus statutory benefits of \$15,986 for a total of \$89,858 to be paid from the Elementary and Secondary School Emergency Relief (ESSER) III funds and/or Unrestricted General Fund.



www.pgusd.org

ACTION/DISCUSSION A
PACIFIC GROVE UNIFIED SCHOOL DISTRICT

435 Hillcrest Avenue Pacific Grove, CA 93950

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Superintendent
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Song Chin-Bendib
Assistant Superintendent
Business Services
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PUBLIC HEARING NOTICE

In accordance with AB 1200 (Chapter 1213/1991), GC 3547.5 and CCR, Title V, Section 15449, the Pacific Grove Unified School District Governing Board will hold a public hearing on Thursday, October 28, 2021, regarding

PUBLIC DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENTS FOR PACIFIC GROVE TEACHERS ASSOCIATION (PGTA)

The hearing will be held during the regular Board meeting, which begins at 6:30 p.m. The Board meeting will be held in-person at the District Office, 435 Hillcrest Avenue, Pacific Grove and virtual- see www.pgusd.org for the virtual link.

For more information, please contact Song Chin-Bendib, Assistant Superintendent for Business Services at 646-6509.

Posted: October 18, 2021

**Memorandum Of Understanding
Between Pacific Grove Teachers' Association (PGTA)
And Pacific Grove Unified School District (PGUSD)
October 5, 2021**

Basic Safety Measures

1. The District will follow Monterey County Health Department and/or state directives to determine when a classroom or school site must close due to the number of positive COVID cases. In no event will unit members be directed or required to report to their worksite after a closure until it is permissible under the Guidelines of the Monterey County Department of Health and the California Department of Public Health (CDPH).
2. Mask Requirements. The following minimum mask requirements will remain in effect until CDPH Guidelines provide otherwise.
 - a. Unvaccinated adults on modified quarantine inside and outside on school grounds shall be required to meet the minimum mask requirements unless eating or unless they have a valid exemption. A designated eating area will be provided to unvaccinated staff on a modified quarantine. No PGTA member will be asked to monitor unmasked students on a modified quarantine when those students are required to eat inside. Students who are on modified quarantine will be strongly encouraged to wear a mask outdoors.
 - b. Adults and students are required to wear a mask indoors, with exemptions per CDPH face mask guidance. Adults in K-12 school settings are required to mask when sharing indoor spaces with another individual.
 - i. Persons exempt from wearing a mask due to medical conditions must wear a non-restrictive alternative, such as a face shield with a drape on the bottom edge, as long as their condition permits it. The District will strongly encourage the use of a face shield for students who are unable to wear a mask.
 - ii. Individuals exempt from wearing a mask will provide a statement from a medical professional indicating there is a medical condition barring the use of a mask.
 - iii. If the District determines that there is reason to question the validity of a medical exemption from wearing a face mask, the District nurse will confirm that the medical mask exemption came from a medical professional. If the medical exemption cannot be verified to have been issued by a qualified medical professional, it will not be granted. If a PGTA bargaining unit member is concerned about the validity of a medical mask exemption, the member shall express the concern in writing to the site administration. The site administration will respond to such concerns in writing within 72 hours.

- iv. If a student or staff member is exempt from wearing a mask indoors, all parents/guardians of the students in the affected classroom will be notified in writing by the site administration.
 - v. If a student or staff member is exempt from wearing a mask indoors, the District will provide an air purifier to the affected classroom. The air purifier specifications will be rated for the square footage of the room.
 - c. To the extent feasible, the District will provide masks to students who do not have one and will provide each classroom with extra face masks to replace those that are damaged, lost, or destroyed during the day. The supply of masks will be replenished by the District upon request. In the event the District becomes aware that it will not have sufficient masks to provide all students, it shall immediately notify PGTA and arrange a meeting to resolve safety concerns.
 - d. Visitors to school sites who are not exempt from wearing a mask and refuse to wear a mask indoors will be asked to leave the building. Students who are not exempt from wearing a mask and refuse to wear a mask while indoors on school grounds will be subject to appropriate disciplinary action in accordance with the District's Discipline Matrix and related Interventions for Grades K-12 plan.
3. The District will keep all functioning sinks (including those located in staff break rooms, all bathrooms, cafeterias/kitchens, classrooms, and janitorial closets) operational and stocked with soap and paper towels. In the event that a sink stops functioning properly, it will be repaired within 24 hours, if the parts are available, and if not repaired within 24 hours, the District will ensure that the classroom or affected area is supplied with sufficient hand sanitizer and disinfectant wipes.
4. The District will continue to ensure all HVAC systems operate on the mode which delivers the freshest air changes per hour, including disabling demand-controlled ventilation and open outdoor air dampers to 100% as indoor and outdoor conditions safety permitting. Air filters will be checked and replaced at least each semester. The District will inform each site when the air filters have been changed.
5. The teacher will send a student to the health office if the student reports or exhibits any of the symptoms described in the District's COVID Safety Plan:
 - Temperature of 100.4 degrees Fahrenheit or higher
 - Sore throat
 - Cough (for students with chronic cough due to allergies or asthma, a change in their cough from usual)
 - Difficulty breathing (for students with asthma, check for a change from their baseline breathing)
 - Diarrhea or vomiting
 - New onset of severe headache, especially with a fever.

Any student exhibiting one or more of the symptoms will not be returned to the classroom for the remainder of the school day unless the nurse or a health care assistant or trained substitute health

care assistant determines that it is safe to do so. If a nurse, health care assistant, or trained substitute health care assistant sends a student home because of COVID symptoms, the student may not return to the classroom until they are symptom-free without the use of over-the-counter medication for at least 24 hours. Once students are symptom-free for the required 24 hours, students will remain home until the start of the next school day. When testing is available, the district will offer all students an on-site COVID test when they return. In the event the District runs out of free test kits, it will assure there is no interruption in its testing program.

6. The District will notify all PGTA members who have had close contact with a student or other staff members who have tested positive for COVID in writing within 24 hours of learning of the confirmed positive case.
7. If a PGTA member is required to quarantine or isolate due to a school related COVID exposure:
 - a. The District will provide information regarding eligibility for Workman's Compensation as well as information on how to apply.
 - b. To the extent feasible, the District will provide access to a free Rapid Response COVID test for the employee and all family members who reside with the employee and have had close contact with the employee within 24 hours of the reported exposure. If a free test is not available, the District will provide a Rapid Response test at the District's expense. PGTA members will not use sick leave or personal time to secure a Rapid Response test when the potential exposure occurred on school grounds.

Instructional Practices

8. If a classroom or site is required to close by CDPH or the County Health Department for one to ten school days,
 - a. Teachers will check in with students, take attendance, and assign asynchronous work for the first two days.
 - b. On each subsequent day, elementary teachers will provide live instruction that meets the minimum instructional minutes (no less than 2.5 hours) per day required by the state for independent study. On each subsequent day, high school teachers will provide live instruction that meets the minimum instructional minutes (no less than fifty percent of each period of live instruction) per day required by the state for independent study.
 - c. All other provisions of the Collective Bargaining Agreement regarding preparation time and duty-free lunch will be preserved.
9. If a classroom or site is required to close for more than 10 school days or indefinitely, PGTA and the District agree to provide online instruction to meet the instructional minute requirements of the California Department of Education.

- a. PGTA and the District agree to negotiate an addendum to this MOU to address negotiable impacts of the program that are implemented by the District.
 - b. PGTA and the District agree to form a committee at each level (elementary, middle school and high school) no later than ten (10) school days after the MOU is ratified to create a framework regarding distance learning.
 - c. Each committee will be comprised of at least two but no more than four PGTA members and at least one but no more than three administrators. Except as may be subsequently agreed, all meetings of the committee shall be held outside of the instructional day and shall be compensated at the hourly instructional rate provided in the collective bargaining agreement.
10. Support for students enrolled at Independent Study through North Monterey County Unified School District (NMC) shall be provided under the following conditions.
- a. The District will coordinate with NMC to transition PGUSD students who have requested independent study and who are not attending PGUSD schools in person to NMC caseloads as soon as NMC is willing and able to provide those necessary services. If NMC is unable and/or unwilling to provide the services, the District will do the following in this order: seek to contract out the services and then seek retirees to provide the services. Upon request, updates will be provided to the PGTA President.
 - b. If the options listed above for providing the necessary services are not available, PGTA bargaining members will provide services including, but not limited to Speech and Language services, to students who are not attending in-person under the following conditions:
 - i. The District will solicit qualified volunteers to provide the SPED services, including but not limited to, Speech and Language services, before tasking any unit member to perform the services.
 - ii. PGTA bargaining members shall be compensated at the instructional hourly rate of pay per the CBA, for any additional work required to be performed beyond the teacher's regular workday. The employee will be compensated up to a maximum of five (5) hours per week on average over a thirty (30) day period subject to the approval of the administration. The maximum of five (5) hours may be exceeded with the written pre-approval of the site administration.
 - iii. PGTA bargaining members will be compensated retroactively for work completed from the start of the 2021-2022 school year at the hourly rate of pay per the CBA. The Human Resources Office shall prepare the form to be completed.
 - iv. The bargaining unit members shall record their hours on a timesheet provided by the District. Timesheets shall be submitted twice monthly for review, approval, and payment.
11. Any PGTA bargaining member who is required to provide any combination of in-person and online instruction concurrently will do so under the following conditions:

- a. The District will solicit qualified volunteers to provide the concurrent instruction before tasking any unit member to perform the services.
 - b. The PGTA bargaining member shall be compensated at the instructional hourly rate of pay per the CBA, for any additional work required to be performed beyond the teacher's regular workday not to exceed five (5) hours per week on average over a thirty (30) day period subject to the approval of the administration. The maximum of five (5) hours may be exceeded with the written pre-approval of the site administration. The PGTA bargaining unit member shall record their hours on a timesheet provide by the District. Timesheets shall be submitted twice monthly for review, approval, and payment.
 - c. PGTA bargaining members will be compensated retroactively for work completed from the start of the 2021-2022 school year at the hourly rate of pay per the CBA. The Human Resources Office shall prepare the form to be completed.
 - d. The District will provide the PGTA bargaining member with an instructional aide to assist with the instruction of the student.
12. The District nurse shall be compensated at the instructional hourly rate of pay per the CBA, for any additional work required to be performed beyond his/her regular workday.
- a. Compensation will not exceed five (5) hours per week on average over a thirty (30) day period subject to the approval of the administration. The maximum of five (5) hours may be exceeded with the written pre-approval of the district administration.
 - b. The nurse shall record his/her hours on a timesheet provided by the District. Timesheets shall be submitted twice monthly for review, approval, and payment.
 - c. PGTA members will be compensated retroactively for work completed from the start of the 2021-2022 school year at the hourly rate of pay per the CBA. The Human Resources Office shall prepare the form to be completed.
13. To the greatest extent possible, the following meetings will be held virtually.
- a. Parent-teacher conferences will be held virtually unless a parent requires an in-person meeting.
 - b. Other meetings with parent/guardians including, but not limited to, Student Study Team meetings, IEPs, and 504s, will be conducted virtually unless a parent requires an in-person meeting.
14. If the District, in consultation with PGTA, determines that it will hold Open Houses at the school sites, no less than two weeks prior to the scheduled Open House, the Parties shall meet and work together to resolve any safety concerns.

General Provisions

- 13. Inconsistencies with the Law. If any term or provision of this MOU is inconsistent with any applicable law or any order issued by any federal, state, or local officer or agency having jurisdiction over the District, or if the inconsistency could result in a loss of state or federal funding, the terms of the applicable law/order will prevail, and the inconsistent term of this MOU will be disregarded. In this instance, the Parties will consult and negotiate any changes that are subject to negotiations about the changes to this MOU as soon as possible and, in advance, if practical.
- 14. With the understanding that the pandemic is changing rapidly, each Party preserves the right to make proposals and negotiate a modification to this agreement.
- 15. Authorization to Execute Agreement. The undersigned Parties represent that they have read and understand the terms of this MOU and are authorized to execute this MOU on behalf of their principals. Copies of signatures will have the same force and effect as original signatures. Electronic signatures will be deemed original signatures.
- 16. Board Approval Required. This MOU is contingent upon approval of the District Governing Board.
- 17. This MOU is subject to ratification by the bargaining unit of the PGTA.
- 18. This MOU will expire in full without precedent on June 30, 2022, unless extended by mutual written agreement.

Dated: 10/18/2021

PGTA Team

- DocuSigned by:
Sally A. Richmond
A43D37BF06594C1...
- DocuSigned by:
Karen Levy
7544FA7A7FB348B...
- DocuSigned by:
Margaret Rice
92325EBB50744D9...
- DocuSigned by:
Pam Gaul
CEF144E1B99E430...
- DocuSigned by:
Susan Gaul
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- DocuSigned by:
Christal Hall-Kelly
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District Team

- DocuSigned by:
Buck Roggeman
5DCCED8A2E584AE...
- DocuSigned by:
Song Chin Bendib
022A8DF2C4AA12...
- DocuSigned by:
Billie Mankey
6E504A702361486...
- DocuSigned by:
Ani Silva
8807F2848B99461...
- DocuSigned by:
Lou Lozano
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DocuSigned by:
Kari Serpa
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Monterey County Office of Education

PUBLIC DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT in accordance with AB 1200 (Chapter 1213/1991), GC 3547.5, and CCR, Title V, Section 15449

Name of School District: Pacific Grove Unified School District
 Name of Bargaining Unit: Pacific Grove Teachers Association
 Certificated, Classified, Other: Certificated

The proposed agreement covers the period beginning: July 1, 2021 and ending: June 30, 2022
 (date) (date)

The Governing Board will act upon this agreement on: October 28, 2021
 (date)

This form, along with a copy of the proposed agreement, should be submitted to the County Office at least 10 working days prior to the date the Governing Board will take action. **Please note that school districts with a Qualified or Negative certification pursuant to E.C. section 42131 must allow the COE at least ten (10) working days to review and comment on any proposed agreement.**

A. Proposed Change in Compensation

Compensation	Column 1 Current Year Annual Cost Prior to Proposed Agreement FY 2021-22	Fiscal Impact of Proposed Agreement		
		Column 2 Current Year Increase/(Decrease) FY 2021-22	Column 3 MultiYr Agreement only: 1st Subsequent Year Increase/(Decrease) FY 2022-23	Column 4 Multiyr Agreement only: 2nd Subsequent Year Increase/(Decrease) FY 2023-24
1 Salary Schedule (This is to include Step and Column, which is also reported separately in Item 6.)	\$ 15,965,476	\$ 73,872	\$ -	\$ -
		0.46%	0.00%	0.00%
2 Other Compensation - Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.				
Description of other compensation				
3 Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 3,454,929	\$ 15,986	\$ -	\$ -
		0.463%	0.00%	0.00%
4 Health/Welfare Plans	\$ 285,572	\$ -	\$ -	\$ -
		0.00%	0.00%	0.00%
5 Total Compensation - Add Items 1 thru 4	\$ 19,705,977	\$ 89,858	\$ -	\$ -
		0.456%	0.00%	0.00%
6 Step and Column - Due to movement plus any changes due to settlement. This is a subset of Item No. 1.	\$ -	\$ -	\$ -	\$ -
7 Total Number of Represented Employees (Use FTEs if appropriate)	142.00	142.00	142.00	142.00
8 Total Compensation Average Cost per Employee	\$ 138,774	\$ 633	\$ -	\$ -
		0.456%	0.00%	0.00%

Monterey County Office of Education

Pacific Grove Unified School District

9. What was the negotiated percentage increase approved? For example, if the increase in "Year 1" was for less than a full year, what is the annualized percentage of that increase for "Year 1"?

None

10. What was the negotiated percentage increase: On-Going OR One-Time

11. Are there reopeners? Yes No

12. Were any additional steps, columns, or ranges added to the schedules? (If yes, please explain.)

None

13. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

This MOU is only one-time for fiscal year 2021-22.

14. Does this bargaining unit have a negotiated cap for Health and Welfare benefits? Yes No

If yes, please describe the cap amount.

\$4,700 per year for single and \$4,624 for employee +1 and Family.

- B. Proposed negotiated changes in noncompensation items** (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

None

- C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement?** Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

None

Monterey County Office of Education

Pacific Grove Unified School District

D. What contingency language is included in the proposed agreement?

None

E. Will this agreement create or increase deficit spending in the current or subsequent year(s)?

"Deficit Spending" is defined to exist when a fund's expenditures and other financing uses exceed its revenues and other financing sources in a given year. If yes, explain the amounts and justification for doing so.

There are ESSER funds to cover this expense. Additionally, there is General Fund surplus to pay for the increased costs.

F. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.

None

G. Source of Funding for Proposed Agreement:

1. Current Year

General Fund property tax revenues

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years (i.e., what will allow the district to afford this contract)?

One time in 2021-22 only

3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

One time in 2021-22 only

Monterey County Office of Education

Pacific Grove Unified School District

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**Unrestricted General Fund**

Bargaining Unit:

Pacific Grove Teachers Association

	Column 1	* Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 7/1/2021)	Adjustments as a Result of Settlement	Other Revisions	Total Current Budget (Columns 1+2+3)
UNRESTRICTED REVENUES				
LCFF Funding Sources (8010-8099)	\$ 32,982,775	\$ -	\$ -	\$ 32,982,775
Remaining Revenues (8100-8799)	\$ 540,173	\$ -	\$ -	\$ 540,173
TOTAL UNRESTRICTED REVENUES	\$ 33,522,948	\$ -	\$ -	\$ 33,522,948
UNRESTRICTED EXPENDITURES				
Certificated Salaries (1000-1999)	\$ 14,233,226	\$ -	\$ -	\$ 14,233,226
Classified Salaries (2000-2999)	\$ 4,401,751	\$ -	\$ -	\$ 4,401,751
Employee Benefits (3000-3999)	\$ 5,155,622	\$ -	\$ -	\$ 5,155,622
Books and Supplies (4000-4999)	\$ 566,872	\$ -	\$ -	\$ 566,872
Services, Other Operating Expenses (5000-5999)	\$ 2,150,376	\$ -	\$ -	\$ 2,150,376
Capital Outlay (6000-6599)	\$ -	\$ -	\$ -	\$ -
Other Outgo (7100-7299) (7400-7499)	\$ 9,494	\$ -	\$ -	\$ 9,494
Direct Support/Indirect Cost (7300-7399)	\$ (144,329)	\$ -	\$ -	\$ (144,329)
Other Adjustments				
TOTAL UNRESTRICTED EXPENDITURES	\$ 26,373,012	\$ -	\$ -	\$ 26,373,012
OPERATING SURPLUS/(DEFICIT)	\$ 7,149,936	\$ -	\$ -	\$ 7,149,936
Transfers In and Other Sources (8910-8979)	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses (7610-7699)	\$ 118,574	\$ -	\$ -	\$ 118,574
Contributions (8980-8999)	\$ (5,781,279)	\$ -	\$ -	\$ (5,781,279)
CURRENT YEAR INCREASE (DECREASE) IN UNRESTRICTED FUND BALANCE	\$ 1,250,083	\$ -	\$ -	\$ 1,250,083
UNRESTRICTED BEGINNING FUND BALANCE	\$ 4,989,655			\$ 4,989,655
Pri Yr Audit Adjustmnts/Restatmnts (9793/9795)	\$ -			\$ -
CURR YR UNRESTRICTED ENDING BALANCE	\$ 6,239,738	\$ -	\$ -	\$ 6,239,738
COMPONENTS OF ENDING FUND BALANCE:				
Nonspendable Amounts (9711-9719)	\$ 5,000	\$ -	\$ -	\$ 5,000
Committed/Assigned Amounts (9750-9780)	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties (9789)	\$ 1,099,203	\$ -	\$ -	\$ 1,099,203
Unappropriated/Unappropriated Amounts (9790)	\$ 5,135,535	\$ -	\$ -	\$ 5,135,535

* Please see question on page 7.

Monterey County Office of Education

Pacific Grove Unified School District

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Restricted General Fund

Bargaining Unit:

Pacific Grove Teachers Association

	Column 1	* Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 7/1/2021)	Adjustments as a Result of Settlement	Other Revisions	Total Current Budget (Columns 1+2+3)
RESTRICTED REVENUES				
LCFF Funding Sources (8010-8099)	\$ -	\$ -	\$ -	\$ -
Remaining Revenues (8100-8799)	\$ 4,201,048	\$ -	\$ -	\$ 4,201,048
TOTAL RESTRICTED REVENUES	\$ 4,201,048	\$ -	\$ -	\$ 4,201,048
RESTRICTED EXPENDITURES				
Certificated Salaries (1000-1999)	\$ 3,481,899	\$ 73,872	\$ -	\$ 3,555,771
Classified Salaries (2000-2999)	\$ 2,152,509	\$ -	\$ -	\$ 2,152,509
Employee Benefits (3000-3999)	\$ 3,294,026	\$ 15,986	\$ -	\$ 3,310,012
Books and Supplies (4000-4999)	\$ 452,551	\$ -	\$ -	\$ 452,551
Services, Other Operating Expenses (5000-5999)	\$ 517,310	\$ -	\$ -	\$ 517,310
Capital Outlay (6000-6599)	\$ 15,000	\$ -	\$ -	\$ 15,000
Other Outgo (7100-7299) (7400-7499)	\$ 117,308	\$ -	\$ -	\$ 117,308
Direct Support/Indirect Cost (7300-7399)	\$ 117,909	\$ -	\$ -	\$ 117,909
Other Adjustments				
TOTAL RESTRICTED EXPENDITURES	\$ 10,148,512	\$ 89,858	\$ -	\$ 10,238,370
OPERATING SURPLUS (DEFICIT)	\$ (5,947,464)	\$ (89,858)	\$ -	\$ (6,037,322)
Transfers In and Other Sources (8910-8979)	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses (7610-7699)	\$ -	\$ -	\$ -	\$ -
Contributions (8980-8999)	\$ 5,781,279	\$ -	\$ -	\$ 5,781,279
CURRENT YEAR INCREASE (DECREASE) IN RESTRICTED FUND BALANCE	\$ (166,185)	\$ (89,858)	\$ -	\$ (256,043)
RESTRICTED BEGINNING FUND BALANCE	\$ 332,189			\$ 332,189
Pri Yr Audit Adjustmnts/Restatemnts (9793/9795)	\$ -			\$ -
CURR YR RESTRICTED ENDING BALANCE	\$ 166,004	\$ (89,858)	\$ -	\$ 76,146
COMPONENTS OF ENDING FUND BALANCE:				
Restricted Amounts (9740)	\$ 166,004	\$ (89,858)	\$ -	\$ 76,146

* Please see question on page 7.

Monterey County Office of Education

Pacific Grove Unified School District

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Bargaining Unit:	Combined General Fund Pacific Grove Teachers Association			
	Column 1 Latest Board- Approved Budget Before Settlement (As of 7/1/2021)	* Column 2 Adjustments as a Result of Settlement	Column 3 Other Revisions	Column 4 Total Current Budget (Columns 1+2+3)
REVENUES				
LCFF Funding Sources (8010-8099)	\$ 32,982,775	\$ -	\$ -	\$ 32,982,775
Remaining Revenues (8100-8799)	\$ 4,741,221	\$ -	\$ -	\$ 4,741,221
TOTAL REVENUES	\$ 37,723,996	\$ -	\$ -	\$ 37,723,996
EXPENDITURES				
Certificated Salaries (1000-1999)	\$ 17,715,125	\$ 73,872	\$ -	\$ 17,788,997
Classified Salaries (2000-2999)	\$ 6,554,260	\$ -	\$ -	\$ 6,554,260
Employee Benefits (3000-3999)	\$ 8,449,648	\$ 15,986	\$ -	\$ 8,465,634
Books and Supplies (4000-4999)	\$ 1,019,423	\$ -	\$ -	\$ 1,019,423
Services, Other Operating Expenses (5000-5999)	\$ 2,667,686	\$ -	\$ -	\$ 2,667,686
Capital Outlay (6000-6599)	\$ 15,000	\$ -	\$ -	\$ 15,000
Other Outgo (7100-7299) (7400-7499)	\$ 126,802	\$ -	\$ -	\$ 126,802
Direct Support/Indirect Cost (7300-7399)	\$ (26,420)	\$ -	\$ -	\$ (26,420)
Other Adjustments				
TOTAL EXPENDITURES	\$ 36,521,524	\$ 89,858	\$ -	\$ 36,611,382
OPERATING SURPLUS (DEFICIT)	\$ 1,202,472	\$ (89,858)	\$ -	\$ 1,112,614
Transfer In and Other Sources (8910-8979)	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses (7610-7699)	\$ 118,574	\$ -	\$ -	\$ 118,574
Contributions (8980-8999)	\$ -	\$ -	\$ -	\$ -
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	\$ 1,083,898	\$ (89,858)	\$ -	\$ 994,040
BEGINNING FUND BALANCE	\$ 5,321,844			\$ 5,321,844
Pri Yr Audit Adjustmnts/Restatemnts (9793/9795)	\$ -		\$ -	\$ -
CURRENT YEAR ENDING FUND BALANCE	\$ 6,405,742	\$ (89,858)	\$ -	\$ 6,315,884
COMPONENTS OF ENDING FUND BALANCE:				
Nonspendable Amounts (9711-9719)	\$ 5,000	\$ -	\$ -	\$ 5,000
Restricted Amounts (9740)	\$ 166,004	\$ (89,858)	\$ -	\$ 76,146
Committed/Assigned Amounts (9750-9780)	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties (9789)	\$ 1,099,203	\$ -	\$ -	\$ 1,099,203
Unappropriated/Unappropriated Amounts (9790)	\$ 5,135,535	\$ -	\$ -	\$ 5,135,535
Reserve for Economic Uncertainties Percentage	17.02%			16.97%

* Please see question on page 7.

Monterey County Office of Education

Pacific Grove Unified School District

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Adult Education Fund

Enter Bargaining Unit:

Pacific Grove Teachers Association

	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 7/1/2021)	Adjustments as a Result of Settlement	Other Revisions	Total Current Budget (Columns 1+2+3)
REVENUES				
LCFF Funding Sources (8010-8099)	\$ 264,937	\$ -	\$ -	\$ 264,937
Remaining Revenues (8100-8799)	\$ 1,903,382	\$ -	\$ -	\$ 1,903,382
TOTAL REVENUES	\$ 2,168,319	\$ -	\$ -	\$ 2,168,319
EXPENDITURES				
Certificated Salaries (1000-1999)	\$ 645,296	\$ -	\$ -	\$ 645,296
Classified Salaries (2000-2999)	\$ 868,095	\$ -	\$ -	\$ 868,095
Employee Benefits (3000-3999)	\$ 507,266	\$ -	\$ -	\$ 507,266
Books and Supplies (4000-4999)	\$ 220,625	\$ -	\$ -	\$ 220,625
Services, Other Operating Expenses (5000-5999)	\$ 72,867	\$ -	\$ -	\$ 72,867
Capital Outlay (6000-6999)	\$ -	\$ -	\$ -	\$ -
Other Outgo (7100-7299) (7400-7499)	\$ -	\$ -	\$ -	\$ -
Direct Support/Indirect Cost (7300-7399)	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 2,314,149	\$ -	\$ -	\$ 2,314,149
OPERATING SURPLUS (DEFICIT)	\$ (145,830)	\$ -	\$ -	\$ (145,830)
Transfers In and Other Sources (8910-8979)	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses (7610-7699)	\$ -	\$ -	\$ -	\$ -
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	\$ (145,830)	\$ -	\$ -	\$ (145,830)
BEGINNING FUND BALANCE	\$ 1,663,690			\$ 1,663,690
Pri Yr Audit Adjustmnts/Restatemnts (9793/9795)	\$ -			\$ -
CURRENT YEAR ENDING FUND BALANCE	\$ 1,517,860	\$ -	\$ -	\$ 1,517,860
COMPONENTS OF ENDING FUND BALANCE:				
Nonspendable Amounts (9711-9719)	\$ -	\$ -	\$ -	\$ -
Restricted Amounts (9740)	\$ 264,859	\$ -	\$ -	\$ 264,859
Committed/Assigned Amounts (9750-9780)	\$ 1,253,001	\$ -	\$ -	\$ 1,253,001

* Please see question on page 7.

Monterey County Office of Education

Pacific Grove Unified School District

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Child Development Fund

Bargaining Unit:

Pacific Grove Teachers Association

	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 7/1/2021)	Adjustments as a Result of Settlement	Other Revisions	Total Current Budget (Columns 1+2+3)
REVENUES				
LCFF Funding Sources (8010-8099)	\$ -	\$ -	\$ -	\$ -
Remaining Revenues (8100-8799)	\$ 478,838	\$ -	\$ -	\$ 478,838
TOTAL REVENUES	\$ 478,838	\$ -	\$ -	\$ 478,838
EXPENDITURES				
Certificated Salaries (1000-1999)	\$ 63,115	\$ -	\$ -	\$ 63,115
Classified Salaries (2000-2999)	\$ 285,097	\$ -	\$ -	\$ 285,097
Employee Benefits (3000-3999)	\$ 130,887	\$ -	\$ -	\$ 130,887
Books and Supplies (4000-4999)	\$ 9,729	\$ -	\$ -	\$ 9,729
Services, Other Operating Expenses (5000-5999)	\$ 5,500	\$ -	\$ -	\$ 5,500
Capital Outlay (6000-6999)	\$ -	\$ -	\$ -	\$ -
Other Outgo (7100-7299) (7400-7499)	\$ -	\$ -	\$ -	\$ -
Direct Support/Indirect Cost (7300-7399)	\$ 26,420	\$ -	\$ -	\$ 26,420
TOTAL EXPENDITURES	\$ 520,748	\$ -	\$ -	\$ 520,748
OPERATING SURPLUS (DEFICIT)	\$ (41,910)	\$ -	\$ -	\$ (41,910)
Transfers In and Other Sources (8910-8979)	\$ 41,910	\$ -	\$ -	\$ 41,910
Transfers Out and Other Uses (7610-7699)	\$ -	\$ -	\$ -	\$ -
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	\$ 283			\$ 283
Pri Yr Audit Adjustmnts/Restatemnts (9793/9795)	\$ -			\$ -
CURRENT YEAR ENDING FUND BALANCE	\$ 283	\$ -	\$ -	\$ 283
COMPONENTS OF ENDING FUND BALANCE:				
Nonspendable Amounts (9711-9719)	\$ -	\$ -	\$ -	\$ -
Restricted Amounts (9740)	\$ -	\$ -	\$ -	\$ -
Committed/Assigned Amounts (9750-9780)	\$ 283	\$ -	\$ -	\$ 283

* Please see question on page 7.

Monterey County Office of Education

Pacific Grove Unified School District

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**Cafeteria Fund**

Bargaining Unit:

Pacific Grove Teachers Association

	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 7/1/2021)	Adjustments as a Result of Settlement	Other Revisions	Total Current Budget (Columns 1+2+3)
REVENUES				
LCFF Funding Sources (8010-8099)	\$ -	\$ -	\$ -	\$ -
Remaining Revenues (8100-8799)	\$ 615,000	\$ -	\$ -	\$ 615,000
TOTAL REVENUES	\$ 615,000	\$ -	\$ -	\$ 615,000
EXPENDITURES				
Certificated Salaries (1000-1999)	\$ -	\$ -	\$ -	\$ -
Classified Salaries (2000-2999)	\$ 288,673	\$ -	\$ -	\$ 288,673
Employee Benefits (3000-3999)	\$ 97,446	\$ -	\$ -	\$ 97,446
Books and Supplies (4000-4999)	\$ 285,000	\$ -	\$ -	\$ 285,000
Services, Other Operating Expenses (5000-5999)	\$ 20,545	\$ -	\$ -	\$ 20,545
Capital Outlay (6000-6999)	\$ -	\$ -	\$ -	\$ -
Other Outgo (7100-7299) (7400-7499)	\$ -	\$ -	\$ -	\$ -
Direct Support/Indirect Cost (7300-7399)	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 691,664	\$ -	\$ -	\$ 691,664
OPERATING SURPLUS (DEFICIT)	\$ (76,664)	\$ -	\$ -	\$ (76,664)
Transfers In and Other Sources (8910-8979)	\$ 76,664	\$ -	\$ -	\$ 76,664
Transfers Out and Other Uses (7610-7699)	\$ -	\$ -	\$ -	\$ -
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	\$ 50,544			\$ 50,544
Pri Yr Audit Adjustmnts/Restatemnts (9793/9795)	\$ -			\$ -
CURRENT YEAR ENDING FUND BALANCE	\$ 50,544	\$ -	\$ -	\$ 50,544
COMPONENTS OF ENDING FUND BALANCE:				
Nonspendable Amounts (9711-9719)	\$ -	\$ -	\$ -	\$ -
Restricted Amounts (9740)	\$ 49,474	\$ -	\$ -	\$ 49,474
Committed/Assigned Amounts (9750-9780)	\$ 1,070	\$ -	\$ -	\$ 1,070

* Please see question on page 7.

Monterey County Office of Education

Pacific Grove Unified School District

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGETEnter Fund:

Bargaining Unit:

Pacific Grove Teachers Association

	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 7/1/2021)	Adjustments as a Result of Settlement	Other Revisions	Total Current Budget (Columns 1+2+3)
REVENUES				
LCFF Funding Sources (8010-8099)	\$ -	\$ -	\$ -	\$ -
Remaining Revenues (8100-8799)	\$ -	\$ -	\$ -	\$ -
TOTAL REVENUES	\$ -	\$ -	\$ -	\$ -
EXPENDITURES				
Certificated Salaries (1000-1999)	\$ -	\$ -	\$ -	\$ -
Classified Salaries (2000-2999)	\$ -	\$ -	\$ -	\$ -
Employee Benefits (3000-3999)	\$ -	\$ -	\$ -	\$ -
Books and Supplies (4000-4999)	\$ -	\$ -	\$ -	\$ -
Services, Other Operating Expenses (5000-5999)	\$ -	\$ -	\$ -	\$ -
Capital Outlay (6000-6999)	\$ -	\$ -	\$ -	\$ -
Other Outgo (7100-7299) (7400-7499)	\$ -	\$ -	\$ -	\$ -
Direct Support/Indirect Cost (7300-7399)	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -
OPERATING SURPLUS (DEFICIT)	\$ -	\$ -	\$ -	\$ -
Transfers In and Other Sources (8910-8979)	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses (7610-7699)	\$ -	\$ -	\$ -	\$ -
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	\$ -			\$ -
Pri Yr Audit Adjustmnts/Restatemnts (9793/9795)	\$ -			\$ -
CURRENT YEAR ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ -
COMPONENTS OF ENDING FUND BALANCE:				
Nonspendable Amounts (9711-9719)	\$ -	\$ -	\$ -	\$ -
Restricted Amounts (9740)	\$ -	\$ -	\$ -	\$ -
Committed/Assigned Amounts (9750-9780)	\$ -	\$ -	\$ -	\$ -

* Please see question on page 7.

Monterey County Office of Education

Pacific Grove Unified School District

I. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS UNRESTRICTED FUNDS

Unrestricted General Fund Multiyear Projection

Bargaining Unit: Pacific Grove Teachers Association

	FY 2021-22	FY 2022-23	FY 2023-24
	Total Current Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
UNRESTRICTED REVENUES			
LCFF Funding Sources (8010-8099)	\$ 32,982,775	\$ 34,247,641	\$ 35,247,242
Remaining Revenues (8100-8799)	\$ 540,173	\$ 553,831	\$ 554,084
TOTAL UNRESTRICTED REVENUES	\$ 33,522,948	\$ 34,801,472	\$ 35,801,326
UNRESTRICTED EXPENDITURES			
Certificated Salaries (1000-1999)	\$ 14,233,226	\$ 14,434,474	\$ 14,746,267
Classified Salaries (2000-2999)	\$ 4,401,751	\$ 4,476,891	\$ 4,552,899
Employee Benefits (3000-3999)	\$ 5,155,622	\$ 5,366,026	\$ 5,726,133
Books and Supplies (4000-4999)	\$ 566,872	\$ 569,706	\$ 574,055
Services, Other Operating Expenses (5000-5999)	\$ 2,150,376	\$ 2,268,816	\$ 2,341,064
Capital Outlay (6000-6999)	\$ -	\$ -	\$ -
Other Outgo (7100-7299) (7400-7499)	\$ 9,494	\$ 9,494	\$ 9,494
Direct Support/Indirect Cost (7300-7399)	\$ (144,329)	\$ (144,329)	\$ (144,329)
Other Adjustments		\$ -	\$ -
TOTAL UNRESTRICTED EXPENDITURES	\$ 26,373,012	\$ 26,981,078	\$ 27,805,583
OPERATING SURPLUS (DEFICIT)	\$ 7,149,936	\$ 7,820,394	\$ 7,995,743
Transfers In and Other Sources (8910-8979)	\$ -	\$ -	\$ -
Transfers Out and Other Uses (7610-7699)	\$ 118,574	\$ 121,664	\$ 141,664
Contributions (8980-8999) (Enter as a negative)	\$ (5,781,279)	\$ (6,318,171)	\$ (6,659,158)
CURRENT YEAR INCREASE (DECREASE) IN UNRESTRICTED FUND BALANCE	\$ 1,250,083	\$ 1,380,559	\$ 1,194,921
UNRESTRICTED BEGINNING FUND BALANCE	\$ 4,989,655	\$ 6,239,738	\$ 7,620,297
Pri Yr Audit Adjustmnts/Restatemnts (9793/9795)	\$ -		
UNRESTRICTED ENDING FUND BALANCE	\$ 6,239,738	\$ 7,620,297	\$ 8,815,218
COMPONENTS OF ENDING BALANCE:			
Nonspendable Amounts (9711-9719)	\$ 5,000	\$ -	\$ -
Committed/Assigned Amounts (9750-9780)	\$ -	\$ 6,498,747	\$ 7,662,380
Reserve for Economic Uncertainties (9789)	\$ 1,099,203	\$ 1,121,550	\$ 1,152,838
Unappropriated/Unappropriated Amounts (9790)	\$ 5,135,535	\$ -	\$ -

WARNING: 9790 Unappropriated Amounts must be positive

Pacific Grove Unified School District

J. CALCULATING THE AVAILABLE RESERVE AMOUNT

1. State Reserve Standard

		FY 2021-22	FY 2022-23	FY 2023-24
a.	Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 36,729,956	\$ 37,384,293	\$ 38,419,423
b.	State Standard Minimum Reserve Percentage for this District Enter percentage:	3.00%	3.00%	3.00%
c.	State Standard Minimum Reserve Amount for this District (For districts with less than 1,001 ADA, this is the greater of Line a, times Line b. or \$67,000)	\$ 1,101,899	\$ 1,121,529	\$ 1,152,583

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a.	General Fund Budgeted Unrestricted Designated for Economic Uncertainties (9789)	\$ 1,099,203	\$ 1,121,550	\$ 1,152,838
b.	General Fund Budgeted Unrestricted Unappropriated Amount (9790)	\$ 5,135,535	\$ -	\$ -
c.	Special Reserve Fund (Fund 17) Budgeted Designated for Economic Uncertainties (9789)	\$ -	\$ -	\$ -
d.	Special Reserve Fund (Fund 17) Budgeted Unappropriated Amount (9790)	\$ -	\$ -	\$ -
e.	Total Available Reserves	\$ 6,234,738	\$ 1,121,550	\$ 1,152,838
f.	Reserve for Economic Uncertainties Percentage	16.97%	3.00%	3.00%

3. Do unrestricted reserves meet the state minimum reserve amount?

FY 2021-22	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
FY 2022-23	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
FY 2023-24	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

4. If no, how do you plan to restore your reserves?

Pacific Grove Unified School District

5. If the total amount of the adjustment in Column 2 on Page 4 does not agree with the amount of the Total Compensation Increase in Section A, Line 5 on Page 1 (i.e., increase was partially budgeted), explain the variance below:

6. Please include any additional comments and explanations of Page 4 as necessary:

L. CERTIFICATION NO. 1: CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF THE COLLECTIVE BARGAINING AGREEMENT

This disclosure document is intended to assist the district's Governing Board in determining whether the district can meet the costs incurred under the tentative Collective Bargaining Agreement in the current and subsequent years. This certification page should be signed by the Superintendent and Chief Business Official at the time of public disclosure. The absence of one or both of the signatures should serve as a "red flag" to the district's Governing Board.

In accordance with the requirements of Government Code Section 3547.5, the Superintendent and Chief Business Official of the Pacific Grove Unified School District, hereby certify that the District can meet the costs incurred under this Collective Bargaining Agreement during the term of the agreement from July 1, 2021 to June 30, 2022.

Board Actions

The board actions necessary to meet the cost of the agreement in each year of its term are as follows:

Current Year

Budget Adjustment Categories:

Revenues/Other Financing Sources
 Expenditures/Other Financing Uses
 Ending Balance(s) Increase (Decrease)

	Budget Adjustment Increase/(Decrease)
\$	-
\$	89,858
\$	(89,858)

Subsequent Years

Budget Adjustment Categories:

Revenues/Other Financing Sources
 Expenditures/Other Financing Uses
 Ending Balance(s) Increase (Decrease)

	Budget Adjustment Increase/(Decrease)
\$	-
\$	-
\$	-

Budget Revisions


If the district does not adopt all of the revisions to its budget needed in the current year to meet the costs of the agreement at the time of the approval of the proposed collective bargaining agreement, the county superintendent of schools is required to issue a qualified or negative certification for the district on its next interim report.

Assumptions

See attached page for a list of the assumptions upon which this certification is based.

Certifications

I hereby certify I am unable to certify




 District Superintendent
 (Signature)




 Date

I hereby certify I am unable to certify



 Chief Business Official
 (Signature)



 Date

M. CERTIFICATION NO. 2

The disclosure document must be signed by the district Superintendent or designee at the time of public disclosure and by the President or Clerk of the Governing Board at the time of formal board action on the proposed agreement.

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Section 3547.5.

District Superintendent (or Designee)
(Signature)

Date

Contact Person

Phone

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on: October 28, 2021, took action to approve the proposed Agreement with the Pacific Grove Teachers Association Bargaining Unit.

President (or Clerk), Governing Board
(Signature)

Date

- Student Learning and Achievement
- Health and Safety of Students and Schools
- Credibility and Communication
- Fiscal Solvency, Accountability and Integrity

- Consent
- Action/Discussion
- Information/Discussion
- Public Hearing

SUBJECT: District Update on Response to COVID-19

DATE: October 28, 2021

PERSON(S) RESPONSIBLE: Ralph Gómez Porras, Superintendent

RECOMMENDATION:

The District Administration recommends the Board receive information regarding District response to COVID-19, and provide direction to Administration.

INFORMATION:

The District Administration will update the Board, staff and community on current District response and protocols to COVID-19.

- | | |
|---|---|
| <input type="checkbox"/> Student Learning and Achievement | <input type="checkbox"/> Consent |
| <input type="checkbox"/> Health and Safety of Students and Schools | <input checked="" type="checkbox"/> Action/Discussion |
| <input type="checkbox"/> Credibility and Communication | <input type="checkbox"/> Information/Discussion |
| <input checked="" type="checkbox"/> Fiscal Solvency, Accountability and Integrity | <input type="checkbox"/> Public Hearing |

SUBJECT: 2021-22 Budget Revisions #1

DATE: October 28, 2021

PERSON RESPONSIBLE: Song Chin-Bendib, Assistant Superintendent for Business Services

RECOMMENDATION:

The District Administration recommends that the Board review and approve these proposed budget revisions for 2021-22.

BACKGROUND:

Throughout the year, the budgets of the District's various funds are revised to reflect changing financial conditions, or as the result of Board decisions which have a budgetary impact. Budget revisions are usually early in the fiscal year (September or October) to update the beginning fund balances following the close-out of the prior year. Budget revisions are also included in the First Interim Report (December) and the Second Interim Report (March). The last Budget revision is usually done towards the end of the fiscal year (May).

This is the first set of budget revisions for fiscal year 2021-22 reflecting the following conditions:

- Unaudited Actuals Ending Fund Balances have already been posted as beginning balances for 2021-22;
- Staffing/position control changes and payroll encumbrances have been recorded and reconciled in the books

All these transactions would present a preliminary examination of the books prior to the First Interim report in December.

Attached are the first set of proposed budget revisions as reflected in the column titled "Rev #1 Changes". The column to the left of the Changes is the Board-approved Adopted Budget. The column to the right of Changes will become the official budget as the Revised Budget, once the Board formally approves those changes. A detailed list of the purpose of each budget revision is shown at the bottom of each Fund page.

INFORMATION:

The financial condition of the District remains positive with reserves in place and cash flow being met. Some of the major budget revisions to the General Fund include:

GENERAL FUND: Fund Balance

- Beginning Balances are Unaudited Actuals until the auditors have audited the books in December.

REVENUES:**1. LCFF Sources - Property tax revenues**

- Projected increase *percentage* for the property tax revenues is 3.12% over the 2020-21 actual tax receipts which also reflects the assessed valuation provided by the Auditor Controller's Office. The rate of increase is slightly lower due to two major reasons, per the Monterey County Assessor:
 - The annual inflation factor for 2021-22 is 1.04% as opposed to the 2.0% increase that is traditionally applied to the tax roll
 - The decline in the value of commercial properties. Proposition 8 requires the assessor to lower the value of properties once the market value falls below the assessed valuation on the roll. As a result of the pandemic and subsequent decline in occupancy rates and income, certain commercial properties were impacted significantly and were worth significantly less as of the lien date which is January 1, 2021. Since the pandemic was not known until March 2020, these commercial properties were not given the tax reductions for that year because the lien date was earlier on January 1st.

2. Federal Sources

- Elementary and Secondary School Emergency Relief (ESSER) dollars

3. State Sources

- Career Technical Education Incentive Grant (CTEIG) grant funds
- STRS On-Behalf contribution is a way for the state to give school districts the funds for the state's share of the increased costs of STRS retirement payments. It has no net impact to the District's Fund Balance.

4. State Sources

- Local donations increased over the Adopted Budget

EXPENDITURES:

- Board approved salary increase for all the employees in 2020-21; 2021-22 Adopted Budget did not incorporate the salary increase due to the late settlement timeline
- The Employer STRS contribution rate, from 16.15% to 16.92%; CalPERS rate from 20.70% to 22.91%; State Unemployment Insurance (SUI) rate from .05% to .50%; and workers compensation rate from 2.34% to 2.77%
- Additional spending based on Restricted carryover funds, ESSER II, Advancement via Individual Determination (AVID) and CTEIG grant funding

The resulting **net** operating surplus for 2021-22 is projected at \$648,678 (\$824,994 carryover funds from last year were included in the Expenditure column, resulting in an operating deficit of \$176,316), The carryover funds were received last fiscal year but spent this fiscal year which inflated the expenditures in 2021-22.

ADULT EDUCATION FUND:

- The Adult Education budget has been adjusted to reflect current operations and Ending Fund Balance from 2020-21
- The projected Fund Balance is \$1,712,291

CHILD DEVELOPMENT FUND:

- Due to significant decrease in the Before and After School Recreation Program (BASRP) projected receipts, the Board approved interfund transfer from the General Fund last fiscal year resulting in a positive Ending Fund Balance for the Child Development Fund
- The projected Fund Balance for 2021-22 is \$117,058

CAFETERIA FUND:

- This fiscal year, the U.S. Department of Agriculture provided [Child Nutrition Response #85](#), a waiver that allows LEAs participating in federal meal programs to provide free meals to children ages 18 and under through the Seamless Summer Feeding Option. This results in the Food Service program projecting Federal Revenues of \$930,000
- Food costs will rise correspondingly with a net operating deficit of \$75,786. Due to the high reimbursement claims from the Federal program last fiscal year plus the contribution from the General Fund, the Cafeteria Fund is projected to have a balance of \$241,359

DEFERRED MAINTENANCE FUND:

- There are no budget changes

POST EMPLOYMENT BENEFITS FUND:

- There are no budget changes

BUILDING FUND/ EDUCATION TECHNOLOGY:

- Budget changes to reflect projected salary and benefit costs in position control

CAPITAL PROJECTS FUND:

- There are no budget changes

FISCAL IMPACT:

The fiscal impact is reflected in the attached reports.

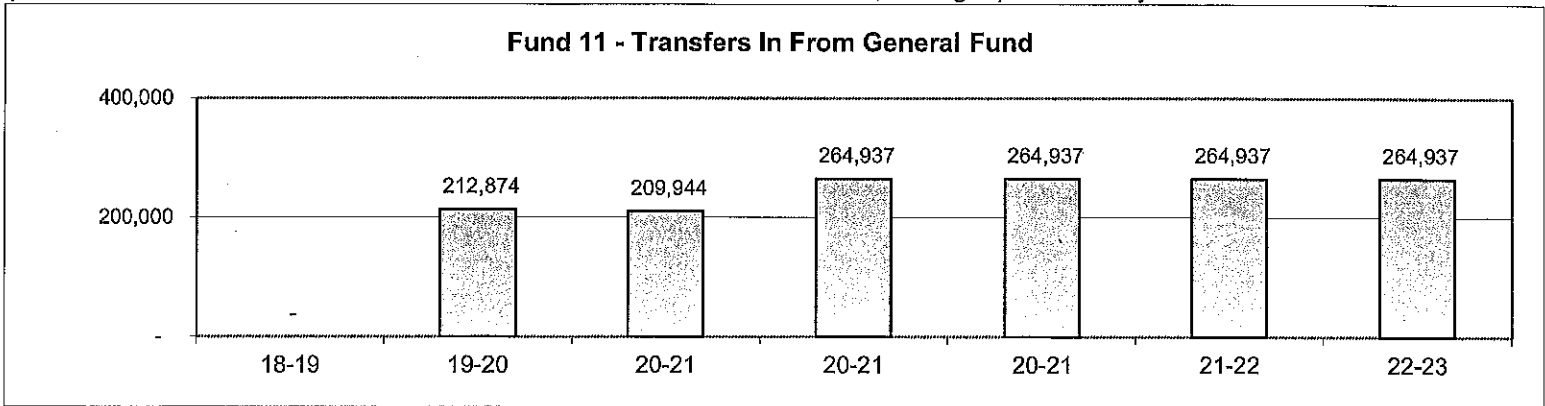
Fund 1 - General Fund - Combined

	6.52%	4.71%	6.62%	4.15%	3.12%	5.00%	3.15%
	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	2023-24
	Actuals	Actuals	Unaudited Actuals	Adopted Budget	Revised Budget	Estimate	Estimate
Beginning Fund Balance - Rest	446,664	526,947	916,588	332,189	1,404,399	-	-
Beginning Fund Balance - Unrest.	4,151,404	4,169,422	4,496,234	4,989,655	5,435,813	6,663,896	7,755,494
Beginning Fund Balance	4,598,068	4,696,369	5,412,822	5,321,844	6,840,212	6,663,896	7,755,494
Revenues:							
LCFF Sources 8000	29,357,332	30,391,753	32,234,767	32,982,775	33,104,770	34,634,722	35,646,516
Federal Sources 8100	719,971	669,659	2,011,995	841,767	1,099,227	703,290	707,908
State Sources 8300	2,700,969	2,837,359	3,081,226	2,415,436	2,598,098	2,372,486	2,391,838
Local Sources 8600	1,721,841	1,973,552	1,719,742	1,484,018	1,659,691	1,659,691	1,659,691
Total Revenues	34,500,113	35,872,323	39,047,731	37,723,996	38,461,786	39,370,189	40,405,953
percent change	2.7%	0.5%	4.2%	0.6%	2.5%	8.3%	2.6%
Expenditures:							
Certificated Salaries 1000	17,073,639	17,045,277	18,000,573	17,775,710	18,386,856	18,157,435	18,526,802
Classified Salaries 2000	6,579,721	6,532,991	6,989,510	6,554,260	6,925,332	7,023,970	7,143,260
Employee Benefits 3000	7,068,637	7,861,659	8,174,039	8,449,648	8,769,779	9,118,597	9,374,964
Books and Supplies 4000	933,021	907,160	1,357,427	1,019,423	1,403,182	1,035,506	1,042,183
Services and Other 5000	2,435,873	2,374,406	2,390,198	2,667,686	3,021,113	2,817,119	2,892,421
Capital Outlay 6000	41,256	115,593	53,065	15,000	69,656	60,692	60,692
Other Outgo 7000	650	318,895	655,530	142,292	62,184	65,274	75,274
Total Expenditures	34,132,796	35,155,981	37,620,342	36,624,019	38,638,102	38,278,591	39,115,596
percent change	-1.6%	-1.1%	0.9%	-1.7%	3.6%	7.7%	2.2%
Surplus (Deficit)	367,317	716,343	1,427,389	1,099,977	(176,316)	1,091,597	1,290,357
carryover funds			(487,811)				
Transfers In (Out)							
Fund 11 - Adult Education	(93,891)		(36,358)		41,910	-	
Fund 12 - Child Development		95,515	(313,544)	41,910	-	45,000	55,000
Fund 13 - Cafeteria	(58,105)	95,111	(277,819)	-	-	-	-
Fund 14 - Deferred Maintenance							
Fund 20 - Postemployment Ben.							
Other Sources (Uses) Bus/FD 40	(117,024)	-	-	-	-	-	-
Net Transfers In (Out)	(269,019)	190,626	(627,720)	41,910	41,910	45,000	55,000
Ending Fund Balance	4,696,366	5,412,712	6,840,211	6,421,821	6,663,896	7,755,494	9,045,850
Components of Ending Fund Balance							
a Nonspendable - Revolving Cash	5,000	5,000	5,000	5,000	5,000	5,000	5,000
b Restricted (restricted carryover)	526,947	916,588	1,404,399	166,004	579,414	579,414	579,414
c Committed / Prepaid Exp.	3,220						
d Assigned							
Prop Tax Reserve (0.50%)	132,866	139,119	148,332	152,954	152,954	160,602	165,661
Basic Aid Reserve	1,032,054	2,636,125	3,589,206	4,448,954	4,267,993	5,374,169	6,478,452
Sick Leave Incentive Reserve	70,000	70,000	70,000	70,000	70,000	70,000	70,000
Deferred Maint. & RRM Reserve	539,351	355,539	369,714	342,408	302,830	292,045	317,155
STRS/PERS Reserve 2020-21	1,057,412	235,783	124,950	121,650	126,561	125,907	256,701
C/o to FD 40; Donations	297,461						
e 3% Resv for Econ Uncertainties (3 Unassigned/Unappropriated)	1,032,054	1,054,679	1,128,610	1,098,721	1,159,143	1,148,358	1,173,468
subtotal Unrestricted Reserves	4,161,199	4,491,246	5,430,813	6,234,686	6,079,482	7,171,080	8,461,436
Undesignated Resv Percent	12.1%	12.8%	14.4%	17.0%	15.8%	18.8%	21.7%
Ending Fund Balance	4,696,366	5,412,834	6,840,211	6,405,690	6,663,896	7,755,494	9,045,850

Fund 11 - Adult Education Fund

		2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	2023-24
		Actuals	Actuals	Unaudited Actuals	Adopted Budget	Revised Budget	Estimate	Estimate
Beginning Fund Balance		2,336,590	2,005,884	1,922,958	1,663,690	2,210,657	1,712,291	1,101,342
Revenues:								
LCFF Sources	8000	-	212,874	209,944	264,937	264,937	264,937	264,937
Federal Revenue	8200	35,628	56,076	55,022	22,275	49,435	49,000	49,000
Other State Revenue	8091/8590	1,387,498	1,662,622	1,527,706	1,526,107	1,592,134	1,526,110	1,526,110
Other Local Revenue	8600	632,818	550,920	536,912	355,000	355,000	350,000	350,000
Total Revenues		2,055,943	2,482,492	2,329,584	2,168,319	2,261,506	2,190,047	2,190,047
Expenditures:								
Certificated Salaries	1000	599,032	594,616	546,437	645,296	709,630	719,210	730,502
Classified Salaries	2000	642,999	866,106	795,267	868,095	968,796	985,556	1,000,241
Employee Benefits	3000	328,805	426,275	410,135	507,266	550,172	591,530	600,880
Books and Supplies	4000	259,354	131,850	133,263	220,625	223,388	220,700	220,700
Services & Other Oper	5000	86,482	90,808	76,208	72,867	208,666	200,000	200,000
Capital Outlay	6000	453,868	455,764	-	-	14,580		
Other Outgo	7100							
Indirect Costs	7350	110,000	-	80,574		84,640	84,000	84,000
Total Expenditures		2,480,540	2,565,418	2,041,884	2,314,149	2,759,872	2,800,996	2,836,323
Surplus (Deficit)		(424,597)	(82,926)	287,700	(145,830)	(498,366)	(610,949)	(646,276)
Transfers In - Fund 1	8900	93,891						
Ending Fund Balance		2,005,884	1,922,958	2,210,657	1,517,860	1,712,291	1,101,342	455,066
Components of Ending Fund Balance:								
a) Nonspendable - Revolv	9711							
b) Restricted - grants/don	9740	996,295	499,125	366,935	264,859			
c) Committed	9750							
d) Assigned	9780	1,009,589	1,423,833	1,843,722	1,253,001	1,712,291	1,101,342	455,066
e) Unassigned/Unappropri	9790							
Ending Fund Balance		2,005,884	1,922,958	2,210,657	1,517,860	1,712,291	1,101,342	455,066

Fund 11 accounts for all the transactions related to the District's Adult Education program. The state has changed the way Adult Ed posts the apportionments, making it difficult to compare across years. Prior to 2008-09, Adult Ed received their apportionment directly from the state. In 2009-10, it became a Transfer-In from the General Fund. Then, in 2011-12, it was not transferred in, but posted from the General Fund into their Other State Revenue line item. In 2015-16, funding is posted directly to Fund 11.

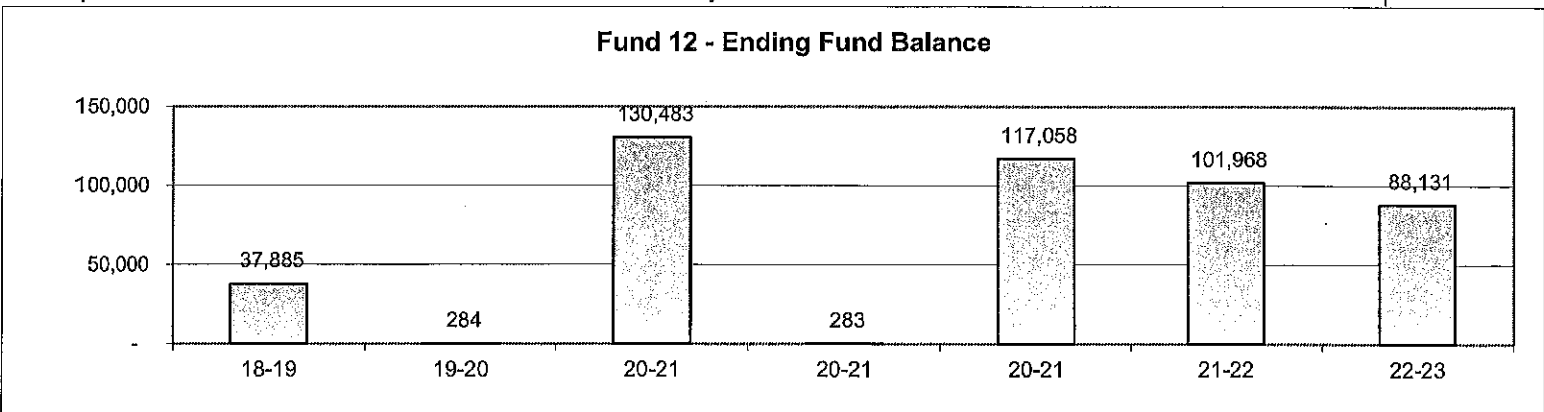


Fund 12 - Child Development Fund

	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	2023-24
	Actuals	Actuals	Unaudited Actuals	Adopted Budget	Revised Budget	Estimate	Estimate
Beginning Fund Balance	108,280	37,885	284	283	130,483	117,058	101,968
Revenues:							
LCFF Sources 8000							
Federal Revenue 8100			9,371				
State Rev. (Preschool) 8500	124,217	132,612	124,244	128,838	129,042	129,000	129,600
Local Rev. (BASRP) 8600	353,160	313,499	(1,544)	350,000	350,000	360,000	360,500
Total Revenues	477,377	446,111	132,071	478,838	479,042	489,000	490,100
Expenditures:							
Certificated Salaries 1000	65,542	63,426	68,364	63,115	65,799	66,687	67,734
Classified Salaries 2000	319,384	337,524	149,732	285,097	291,081	296,117	301,240
Employee Benefits 3000	121,028	141,117	71,503	130,887	140,380	148,345	151,923
Books and Supplies 4000	9,136	7,710	2,149	9,729	9,729	9,700	9,750
Services & Other Oper: 5000	3,505	4,911	3,581	5,500	5,500	5,750	5,800
Capital Outlay 6000	4,637					-	-
Other Outgo 7100							
Indirect Costs 7300	24,540	24,540	20,050	26,420	21,888	22,491	22,491
Total Expenditures	547,773	579,228	315,379	520,748	534,377	549,090	558,937
Surplus (Deficit)	(70,395)	(133,117)	(183,308)	(41,910)	(55,335)	(60,090)	(68,837)
Transfers In from Fund 1 8900		95,515	313,508	41,910	41,910	45,000	55,000
Ending Fund Balance	37,885	284	130,483	283	117,058	101,968	88,131

Components of Ending Fund Balance:							
a) Nonspendable - Revolv 9711							
b) Restricted 9740			9,371	283			
c) Committed 9750							
d) Assigned 9780	37,885	284	121,112		117,058	101,968	88,131
e) Unassigned-Res for Ec 9789							
Unassigned/Unappropri 9790							
Ending Fund Balance	37,885	284	130,483	283	117,058	101,968	88,131

Fund 12 accounts for all the transactions related to the State Preschool program and the Before and After School Recreation Program (BASRP). In 2011-12, fees were raised which allowed the Fund to operate at a surplus. In 2013-14, Fund 12 paid for a new portable classroom to be located at Forest Grove Elementary School.

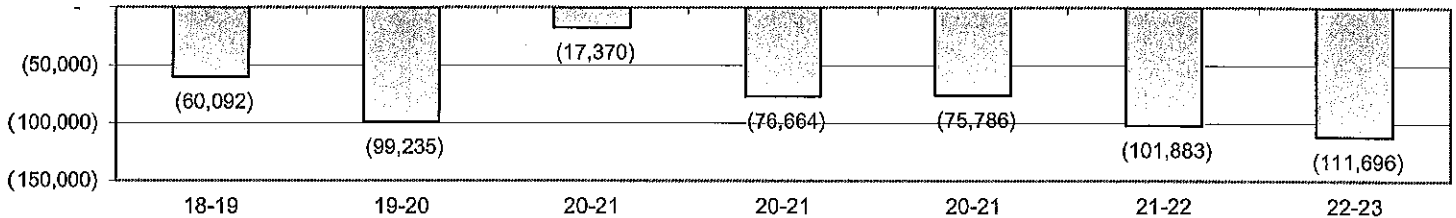


Fund 13 - Cafeteria Fund

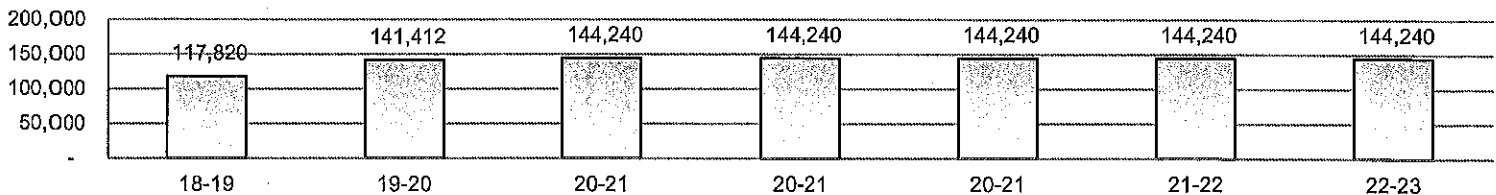
	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	2023-24
	Actuals	Actuals	Unaudited Actuals	Adopted Budget	Revised Budget	Estimate	Estimate
Beginning Fund Balance	13,765	11,778	56,696	50,544	317,145	241,359	139,476
Revenues:							
LCFF Sources 8000							
Federal Revenue 8200	178,292	231,886	470,081	178,000	930,000	930,000	930,000
Other State Revenue 8500	12,282	22,148	43,305	12,000	60,000	50,000	50,000
Other Local Revenue 8600	429,035	338,397	6,606	425,000	5,000	2,000	2,200
Total Revenues	619,608	592,431	519,992	615,000	995,000	982,000	982,200
Expenditures:							
Certificated Salaries 1000							
Classified Salaries 2000	301,683	302,089	282,727	288,673	294,607	299,704	305,248
Employee Benefits 3000	81,293	86,937	83,488	97,446	95,674	103,679	107,647
Supplies 4000	282,802	288,598	160,744	285,000	650,000	650,500	651,000
Services 5000	13,921	14,042	10,403	20,545	30,505	30,000	30,000
Capital Outlay 6000							
Other Outgo 7100							
Total Expenditures	679,700	691,666	537,362	691,664	1,070,786	1,083,883	1,093,896
Surplus (Deficit)	(60,092)	(99,235)	(17,370)	(76,664)	(75,786)	(101,883)	(111,696)
Transfers In - General F 8900	58,105	95,111	277,819	76,664			
Ending Fund Balance	11,778	7,653	317,145	50,544	241,359	139,476	27,781

Components of Ending Fund Balance:							
a) Nonspendable - Stores 9711	11,226	6,783	7,815				
b) Restricted 9740	-			49,474	238,859	139,476	27,781
c) Committed							
d) Assigned - cash in drawer	552	870	309,330	1,070	2,500		
e) Unassigned/Unappropri 9790							
Ending Fund Balance	11,778	7,653	317,145	50,544	241,359	139,476	27,781

Fund 13 - Surplus (Deficit)



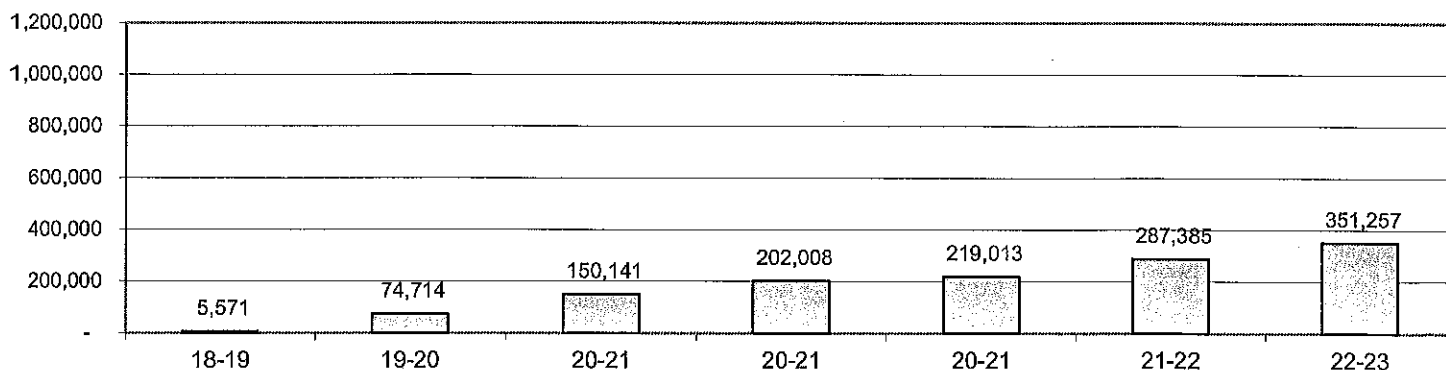
Meals Served



Fund 14 - Deferred Maintenance Fund

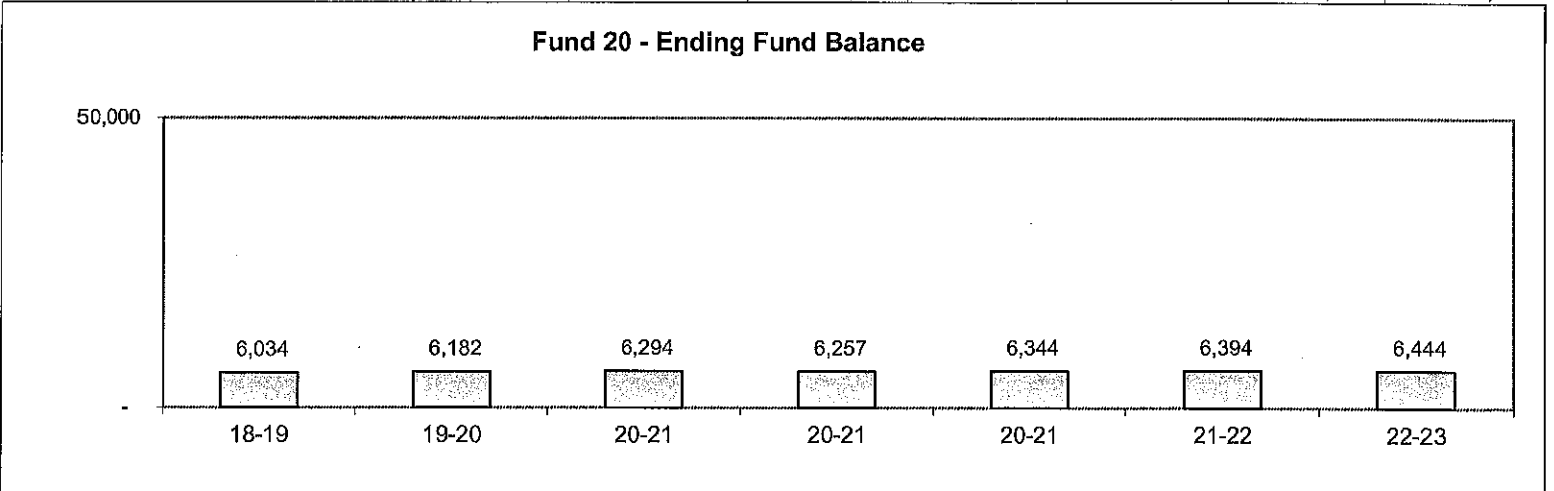
		2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	2023-24
		Actuals	Actuals	Unaudited Actuals	Adopted Budget	Revised Budget	Estimate	Estimate
Beginning Fund Balance		26,040	5,571	74,714	133,136	150,141	219,013	287,385
Revenues:								
LCFF Sources	8000	93,372	93,372	93,372	93,372	93,372	93,372	93,372
Federal Revenue	8100							
Other State Revenue	8590						-	-
Other Local Revenue	8660	(272)	31	795	500	500	500	500
Total Revenues		93,100	93,403	94,167	93,872	93,872	93,872	93,872
Expenditures:								
Certificated Salaries	1000							
Classified Salaries	2000							
Employee Benefits	3000							
Supplies	4300						-	-
Services	5800	113,569	24,260	18,741	25,000	25,000	25,500	30,000
Capital Outlay	6000							
Other Outgo	7100							
Indirect Costs	7300							
Total Expenditures		113,569	24,260	18,741	25,000	25,000	25,500	30,000
Surplus (Deficit)		(20,469)	69,144	75,427	68,872	68,872	68,372	63,872
Transfers In (Out) - to G	8900							
Ending Fund Balance		5,571	74,714	150,141	202,008	219,013	287,385	351,257
Components of Ending Fund Balance:								
a) Nonspendable - Revolv	9711							
b) Restricted	9740							
c) Committed	9750							
d) Assigned	9780	5,571	74,714	150,141	202,008	219,013	287,385	351,257
e) Unassigned-Reserve fo	9789							
Unassigned/Unappropri	9790							
Ending Fund Balance		5,571	74,714	150,141	202,008	219,013	287,385	351,257

Fund 14 - Ending Fund Balance



Fund 20 - Postemployment Benefits Fund

	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	2023-24
	Actuals	Actuals	Unaudited Actuals	Adopted Budget	Revised Budget	Estimate	Estimate
Beginning Fund Balance	5,860	6,034	6,182	6,207	6,294	6,344	6,394
Revenues:							
LCFF Sources	8000						
Federal Revenue	8100						
Other State Revenue	8300						
Other Local Revenue	8600	174	148	112	50	50	50
Total Revenues	174	148	112	50	50	50	50
Expenditures:							
Certificated Salaries	1000						
Classified Salaries	2000						
Employee Benefits	3000						
Supplies	4000						
Services	5000						
Capital Outlay	6000						
Other Outgo	7100						
Indirect Costs	7300						
Total Expenditures	-	-	-	-	-	-	-
Surplus (Deficit)	174	148	112	50	50	50	50
Transfers In (Out) - from	8900						
Ending Fund Balance	6,034	6,182	6,294	6,257	6,344	6,394	6,444
Components of Ending Fund Balance:							
a) Nonspendable - Revolv	9711						
b) Restricted	9740						
c) Committed	9750						
d) Assigned - Medigap	9780	6,034	6,182	6,294	6,257	6,344	6,394
e) Unassigned-Reserve fo	9789						
Unassigned/Unappropri	9790						
Ending Fund Balance	6,034	6,182	6,294	6,257	6,344	6,394	6,444

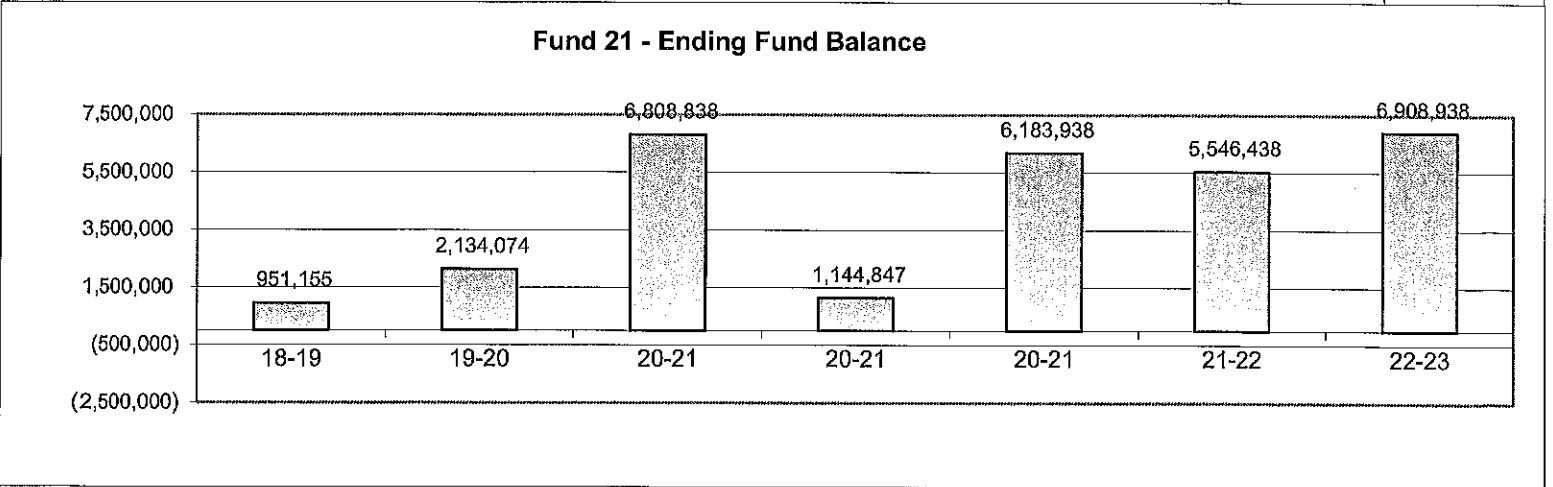


Fund 21 - Building Fund (Education Technology)

	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	2023-24
	Actuals	Actuals	Unaudited Actuals	Adopted Budget	Revised Budget	Estimate	Estimate
Beginning Fund Balance	1,504,309	951,155	2,134,074	1,751,864	6,808,838	6,183,938	5,546,438
Revenues:							
Mea D - Series A 8951			6,388,830				
Mea A - Series C 8951		2,000,000					
Mea A - Series D 8951							2,000,000
Other State Revenue 8300							
Other Local Revenue 8600	28,524	19,879	49,144			2,500	2,500
Total Revenues	28,524	2,019,879	6,437,975	-	-	2,500	2,002,500
Expenditures:							
Certificated Salaries 1000							
Classified Salaries 2000			12,577	36,544	49,986		
Employee Benefits 3000			3,585	12,473	16,914		
Supplies 4000	383,315	289,095	53,033	298,000	298,000	100,000	100,000
Services 5000	177,836	180,461	521,951	130,000	130,000	440,000	440,000
Capital Outlay 6000	20,527	367,404	819,995	130,000	130,000	100,000	100,000
Other Outgo 7100							
Indirect Costs 7300							
Total Expenditures	581,677	836,960	1,411,141	607,017	624,900	640,000	640,000
Surplus (Deficit)	(553,154)	1,182,919	5,026,833	(607,017)	(624,900)	(637,500)	1,362,500
Transfers In (Out) 8900/(7619)			(352,069)				
Ending Fund Balance	951,155	2,134,074	6,808,838	1,144,847	6,183,938	5,546,438	6,908,938

Components of Ending Fund Balance:							
a) Nonspendable - Revolv 9711							
b) Restricted 9740	912,112	2,095,030	6,808,838	1,105,803	6,183,938	5,546,438	6,908,938
c) Committed 9750							
d) Assigned 9780	39,044	39,044	-	39,044			
e) Unassigned-Reserve fo 9789							
Unassigned/Unappropri 9790							
Ending Fund Balance	951,155	2,134,074	6,808,838	1,144,847	6,183,938	5,546,438	6,908,938

Fund 21 accounts for the revenues and expenditures associated with Measure A and Measure D Bonds.



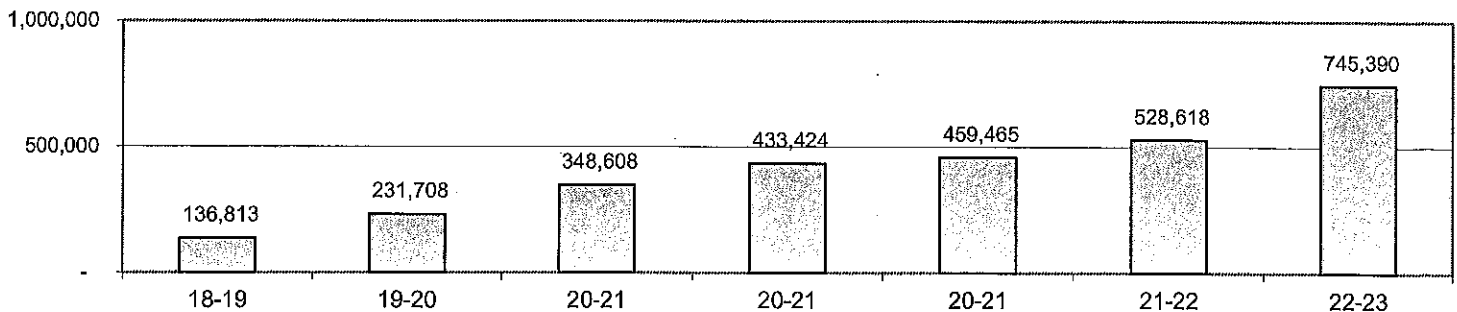
Fund 40 - Capital Outlay Projects Fund

	2018-19	2019-20	2020-21	2021-22	2021-22	2022-23	2023-24
	Actuals	Actuals	Unaudited Actuals	Adopted Budget	Revised Budget	Estimate	Estimate
Beginning Fund Balance	10,636	136,813	231,708	322,567	348,608	433,424	528,618
Revenues:							
LCFF Sources	8000						
Other State Revenue	8300						
Leases & Rentals	8600		230,268				
Interest income	8600	313,880	3,668	227,893	227,893	234,730	241,772
Total Revenues	663,611	313,880	233,936	227,893	227,893	234,730	241,772
Expenditures:							
Certificated Salaries	1000						
Classified Salaries	2000						
Employee Benefits	3000						
Supplies	4000						
Services	5000	449,936	37,882			22,500	25,000
Capital Outlay - Equippr	6000	3,882	64,068				
Other Outgo	7100	200,640	117,035	117,035	117,036	117,036	
Indirect Costs	7300					-	-
Total Expenditures	654,458	218,986	117,035	117,035	117,036	139,536	25,000
Surplus (Deficit)	9,154	94,894	116,901	110,858	110,857	95,194	216,772
Transfers In (Out)	8900	117,024					
Ending Fund Balance	136,813	231,708	348,608	433,424	459,465	528,618	745,390

Components of Ending Fund Balance:							
a) Nonspendable - Revolv	9711						
b) Restricted	9740						
c) Committed	9750						
d) Assigned	9780	136,813	231,708	348,608	433,424	459,465	528,618
e) Unassigned/Unappropri	9790						745,390
Ending Fund Balance		136,813	231,708	348,608	433,424	459,465	528,618

Fund 40 includes revenues collected from David Avenue leases, expenditures authorized by the Board, and prior to 18-19 maintenance department expenses in excess of the program 6220 allocation. The Board approved \$500,000 to help with the cost of construction of the High School swimming pool. In 2017-18, Fund 40 was used to fund the construction of three portable classrooms at Robert Down, and two portable classrooms at Forest Grove.

Fund 40 - Ending Fund Balance



2021-22 Budget Revisions - General Fund 01

	Original Budget	Rev #1 Changes		Revised Budget	Rev #2 Changes	First Interim	Rev #3 Changes	Second Interim
Beginning Balance	5,321,844	1,518,368		6,840,212	-			
Revenues								
LCFF	32,982,775	121,995	a	33,104,770			-	
Federal Revenues	841,767	257,460	b	1,099,227			-	
State Revenues	2,415,436	182,662	c	2,598,098			-	
Local Revenues	1,484,018	175,673	d	1,659,691			-	
Total Revenues	37,723,996	737,790		38,461,786	-	-	-	-
Expenditures								
Certificated Salaries	17,715,125	671,731	e	18,386,856			-	
Classified Salaries	6,554,260	371,072	f	6,925,332			-	
Benefits	8,449,648	320,131	g	8,769,779			-	
Books & Supplies	1,019,423	383,759	h	1,403,182			-	
Services	2,667,686	353,427	i	3,021,113			-	
Capital Outlay	15,000	54,656	j	69,656			-	
Other Outgo	126,802	-		126,802			-	
Indirect Costs	(26,420)	(80,108)	k	(106,528)			-	
Total Expenditures	36,521,524	2,074,668		38,596,192	-	-	-	-
Surplus (Deficit)	1,202,472			(134,406)	-	-	-	-
Transfers In (Out)	(118,574)	76,664	l	(41,910)			-	
Ending Fund Balance	6,405,742	258,154		6,663,896	-	-	-	-

Components of Ending Fund Balance								
Revolving Cash	5,000	-		5,000	-		-	
Restricted Balances	166,004	413,410		579,414	-		-	
Committed		-			-		-	
Assigned	5,135,535	(215,196)		4,920,339	-		-	
Resv for Ec Unc	1,099,203	59,940		1,159,143	-		-	
Ending Fund Balance	6,405,742	258,154		6,663,896	-	-	-	-

<u>121,995</u>	a	to post increase based on updated property tax revenue projections
<u>257,460</u>	b	to post increase due to to ESSER funds and Medical Billing funding
<u>182,662</u>	c	to post increase based on revised STRS On-behalf revenue and CTEIG grant funding
<u>175,673</u>	d	to post increase based on GATE and AVID grant funds, and local donations
<u>671,731</u>	e	to post increase reflecting salary increases from 20-21; actual salaries & encumbrances and transfers between object codes
<u>371,072</u>	f	to post increase reflecting actual salaries & encumbrances and transfers between object codes
<u>320,131</u>	g	to post increase reflecting actual benefits based on increased salaries
<u>383,759</u>	h	to post increase based on 20-21 Restricted carryover funds; CTEIG grant and additional donations received
<u>353,427</u>	i	to post increase based on ESSER II funding, AVID and CTEIG grant funding
<u>54,656</u>	j	to post increase based on ESSER II and CTEIG grant funding
<u>(80,108)</u>	k	to post increase based on allowable indirect cost on the Adult Ed and Child Development Funds
<u>76,664</u>	l	to eliminate interfund transfers to the Child Development and Cafeteria Funds

2021-22 Budget Revisions - Adult Ed Fund 11

	Original Budget	Rev #1 Changes		Revised Budget	Rev #2 Changes	First Interim	Rev #3 Changes	Second Interim
Beginning Balance	1,663,690	546,967		2,210,657	-			
Revenues								
LCFF	264,937	-		264,937			-	
Federal Revenues	22,275	27,160	a	49,435			-	
State Revenues	1,526,107	66,027	b	1,592,134			-	
Local Revenues	355,000	-		355,000			-	
Total Revenues	2,168,319	93,187		2,261,506	-	-	-	-
Expenditures								
Certificated Salaries	645,296	64,334	c	709,630			-	
Classified Salaries	868,095	100,701	d	968,796			-	
Benefits	507,266	42,906	e	550,172			-	
Books & Supplies	220,625	2,763	f	223,388			-	
Services	72,867	135,799	g	208,666			-	
Capital Outlay	-	14,580	h	14,580			-	
Other Outgo	-	-		-			-	
Indirect Costs		84,640	i	84,640			-	
Total Expenditures	2,314,149	445,723		2,759,872	-	-	-	-
Surplus (Deficit)	(145,830)			(498,366)		-		-
Transfers In (Out)	-	-		-	-	-	-	-
Ending Fund Balance	1,517,860	194,431		1,712,291	-	-	-	-
Components of Ending Fund Balance								
Revolving Cash	-	-		-	-			
Restricted Balances	264,859							
Committed								
Assigned	1,253,001	459,290		1,712,291				
Resv for Ec Unc	-	-		-	-			-
Ending Fund Balance	1,517,860	194,431		1,712,291	-	-	-	-

27,160 a to post increase due to prior year Unearned Revenue of Workforce Innovation & Opportunity Act (WIOA)

66,027 b to post increase based on additional CAEP block grant funds

64,334 c to redistribute funding to include additional ESL and parent ed co-op certificated staffing

100,701 d to increase additional classified aides for ESL and parent ed co-op classes

42,906 e to post an increase corresponding to increased salaries

2,763 f to purchase classroom supplies from carryover funds

135,799 g to contribute for an MPAC Director/consultant for the consortium's three year plan; publicity/marketing

14,580 h to set aside funds for the completion of a larger scale facility project

84,640 i to post increase based on allowable indirect cost on the Adult Ed Fund

125

Updated 10-18-2021

2021-22 Budget Revisions - Child Development Fund 12

	Original Budget	Rev #1 Changes		Revised Budget	Rev #2 Changes	First Interim	Rev #3 Changes	Second Interim
Beginning Balance	283	130,200		130,483	-			
Revenues								
LCFF	-	-						
Federal Revenues	-	-						
State Revenues	128,838	204	a	129,042			-	
Local Revenues	350,000	-		350,000			-	-
Total Revenues	478,838	204		479,042	-	-	-	-
Expenditures								
Certificated Salaries	63,115	2,684	b	65,799			-	
Classified Salaries	285,097	5,984	c	291,081			-	
Benefits	130,887	9,493	d	140,380			-	
Books & Supplies	9,729	-		9,729			-	
Services	5,500	-		5,500			-	
Capital Outlay	-	-		-			-	
Other Outgo	-	-		-			-	
Indirect Costs	26,420	(4,532)	e	21,888			-	
Total Expenditures	520,748	13,629		534,377	-	-	-	-
Surplus (Deficit)	(41,910)	(13,425)		(55,335)		-		-
Transfers In (Out)	41,910	-		41,910			-	
Ending Fund Balance	283	116,775		117,058	-	-	-	-

Components of Ending Fund Balance								
Revolving Cash		-		-		-	-	-
Restricted Balances	283	(283)				-	-	-
Committed							-	
Assigned				117,058			-	
Resv for Ec Unc	-	-		-	-	-	-	-
Ending Fund Balance	283	116,775		117,058	-	-	-	-

204 a to post increase based on the State Preschool funding adjustment

2,684 b to post increase due to actual and encumbered payroll

5,984 c to post increase due to actual and encumbered payroll

9,493 d to post increase due to actual and encumbered benefits

(4,532) e to reflect lower indirect cost based on revised expenditures

2021-22 Budget Revisions - Cafeteria Fund 13

	Original Budget	Rev #1 Changes		Revised Budget	Rev #2 Changes	First Interim	Rev #3 Changes	Second Interim
Beginning Balance	50,544	266,601		317,145				-
Revenues								
LCFF		-						
Federal Revenues	178,000	752,000	a	930,000			-	
State Revenues	12,000	48,000	b	60,000			-	
Local Revenues	425,000	(420,000)	c	5,000			-	
Total Revenues	615,000	380,000		995,000	-	-	-	-
Expenditures								
Certificated Salaries		-			-		-	
Classified Salaries	288,673	5,934	d	294,607			-	
Benefits	97,446	(1,772)	e	95,674			-	
Supplies	285,000	365,000	f	650,000			-	
Services	20,545	9,960	g	30,505			-	
Capital Outlay		-					-	
Other Outgo	-	-			-		-	
Indirect Costs	-	-			-		-	
Total Expenditures	691,664	379,122		1,070,786	-	-	-	-
Surplus (Deficit)	(76,664)			(75,786)		-		-
Transfers In (Out)	76,664	(76,664)	h				-	
Ending Fund Balance	50,544	190,815		241,359	-	-	-	-

Components of Ending Fund Balance								
Stores-Rev Cash	-	-		-	-	-	-	-
Restricted Balances	49,474	191,885		241,359	-		-	
Committed				-	-			
Assigned	1,070							
Resv for Ec Unc								
Ending Fund Balance	50,544	190,815		241,359	-	-	-	-

<u>752,000</u> a	to post increase due to the Seamless Summer Feeding Option which provides free breakfast and lunch meals
<u>48,000</u> b	to post increase due to the Seamless Summer Feeding Option which provides free breakfast and lunch meals
<u>(420,000)</u> c	to post decrease due to to much lower meal sales
<u>5,934</u> d	to increase based on actual payroll and encumbrances
<u>(1,772)</u> e	to decrease budget reflecting benefit encumbrances
<u>365,000</u> f	to increase budget reflecting increased purchase orders from the Federal & State Seamless Summer Feeding Option
<u>9,960</u> g	to increase budget reflecting increased purchase orders for services
<u>(76,664)</u> h	to eliminate interfund transfer-in from the General Fund

2021-22 Budget Revisions - Deferred Maintenance Fund 14

	Original Budget	Rev #1 Changes		Revised Budget	Rev #2 Changes	First Interim	Rev #3 Changes	Second Interim
Beginning Balance	133,136	17,005		150,141				-
Revenues								
LCFF	93,372	-		93,372			-	
Federal Revenues		-					-	
State Revenues	-	-		-			-	
Local Revenues	500	-		500			-	
Total Revenues	93,872	-		93,872	-	-	-	-
Expenditures								
Certificated Salaries		-					-	
Classified Salaries		-					-	
Benefits		-			-		-	
Supplies	25,000	-		25,000			-	
Services	-	-		-	-	-	-	-
Capital Outlay	-	-		-	-	-	-	-
Other Outgo	-	-		-	-	-	-	-
Indirect Costs	-	-		-	-	-	-	-
Total Expenditures	25,000	-		25,000	-	-	-	-
Surplus (Deficit)	68,872			68,872		-		-
Transfers In (out)	-	-		-	-	-	-	-
Ending Fund Balance	202,008	17,005		219,013	-	-		-
Components of Ending Fund Balance								
Revolving Cash	-	-		-	-	-	-	-
Restricted Balances		-		-	-	-	-	-
Committed					-		-	
Assigned	202,008	17,005		219,013	-			
Resv for Ec Unc	-	-		-	-			
Ending Fund Balance	202,008	17,005		219,013	-	-		-

- No budget revisions since the Adopted Budget

2021-22 Budget Revisions - Post Emp Benefits Fund 20

	Original Budget	Rev #1 Changes		Revised Budget	Rev #2 Changes	First Interim	Rev #3 Changes	Second Interim
Beginning Balance	6,207	87		6,294				-
Revenues								
LCFF	-	-						
Federal Revenues	-	-						
State Revenues	-	-						
Local Revenues	50	-		50			-	
Total Revenues	50	-		50	-	-	-	-
Expenditures								
Certificated Salaries	-	-						
Classified Salaries	-	-						
Benefits	-	-						
Books & Supplies	-	-						
Services	-	-						
Capital Outlay	-	-						
Other Outgo	-	-						
Indirect Costs	-	-						
Total Expenditures	-	-		-	-	-	-	-
Surplus (Deficit)	50			50	-	-	-	-
Transfers In (Out)	-	-		-	-	-	-	-
Ending Fund Balance	6,257	87		6,344	-	-	-	-
Components of Ending Fund Balance								
Revolving Cash		-						
Restricted Balances								
Committed				-		-		-
Assigned	6,257	87		6,344	-			
Resv for Ec Unc		-						
Ending Fund Balance	6,257	87		6,344	-	-	-	-

- no budget revisions necessary

2021-22 Budget Revisions - Building Fund 21

	Original Budget	Rev #1 Changes		Revised Budget	Rev #2 Changes	First Interim	Rev #3 Changes	Second Interim
Beginning Balance	1,751,864	5,056,974		6,808,838				
Revenues								
LCFF	-	-						
Federal Revenues	-	-						
State Revenues	-	-						
Local Revenues	-	-					-	
Total Revenues	-	-		-	-	-	-	-
Expenditures								
Certificated Salaries	-	-					-	
Classified Salaries	36,544	13,442	a	49,986			-	
Benefits	12,473	4,441	b	16,914			-	
Supplies	298,000	-		298,000			-	
Services	130,000	-		130,000			-	
Capital Outlay	130,000	-		130,000			-	
Other Outgo	-	-					-	
Indirect Costs	-	-					-	
Total Expenditures	607,017	17,883		624,900	-	-	-	-
Surplus (Deficit)	(607,017)			(624,900)		-		-
Transfers In (Out)	-	-		-	-		-	-
Ending Fund Balance	1,144,847	5,039,091		6,183,938	-	-		-

Components of Ending Fund Balance								
Revolving Cash		-						
Restricted Balances	1,105,803			6,183,938				
Committed					-			
Assigned	39,044	(39,044)		-	-	-		-
Resv for Ec Unc		-			-			
Ending Fund Balance	1,144,847	5,039,091		6,183,938	-	-		-

13,442 a reflects actual salaries

4,441 b reflects actual benefits

2021-22 Budget Revisions - Capital Projects Fund 40

	Original Budget	Rev #1 Changes		Revised Budget	Rev #2 Changes	First Interim	Rev #3 Changes	Second Interim
Beginning Balance	322,567	26,041		348,608				-
Revenues								
LCFF	-	-		-	-			
Federal Revenues	-	-		-	-			
State Revenues	-	-		-	-			
Local Revenues	227,893	-		227,893				
Total Revenues	227,893	-		227,893	-	-	-	-
Expenditures								
Certificated Salaries	-	-		-	-	-	-	
Classified Salaries	-	-		-	-			
Benefits	-	-		-	-			
Supplies	-	-		-	-	-	-	-
Services	-	-		-	-			
Capital Outlay	-	-		-	-			
Other Outgo	117,035	1		117,036				
Indirect Costs	-	-		-	-			
Total Expenditures	117,035	1		117,036	-	-	-	-
Surplus (Deficit)	110,858			110,857		-		-
Transfers In (Out)	-	-		-	-	-	-	-
Ending Fund Balance	433,425	26,040		459,465	-	-	-	-
Components of Ending Fund Balance								
Revolving Cash		-		-	-	-		-
Restricted Balances					-			
Committed					-			
Assigned	433,425	26,040		459,465	-	322,567	-	322,567
Resv for Ec Unc		-			-			
Ending Fund Balance	433,425	26,040		459,465	-	322,567	-	322,567

-

No budget revisions necessary

- | | |
|--|---|
| <input checked="" type="checkbox"/> Student Learning and Achievement | <input type="checkbox"/> Consent |
| <input type="checkbox"/> Health and Safety of Students and Schools | <input checked="" type="checkbox"/> Action/Discussion |
| <input type="checkbox"/> Credibility and Communication | <input type="checkbox"/> Information/Discussion |
| <input type="checkbox"/> Fiscal Solvency, Accountability and Integrity | <input type="checkbox"/> Public Hearing |

SUBJECT: Elementary and Secondary School Emergency Relief (ESSER III) Plan

DATE: October 28, 2021

PERSON(S) RESPONSIBLE: Ani Silva, Director of Curriculum and Special Projects

RECOMMENDATION:

The District Administration recommends the Board review and approve the Elementary and Secondary School Emergency Relief (ESSER III) Plan.

BACKGROUND:

Districts that receive Elementary and Secondary School Emergency Relief (ESSER) funds under the American Rescue Plan (ARP) Act, referred to as ESSER III funds, are required to develop a plan for how they will use ESSER III funds to address students' academic, social, emotional, and mental health needs, as well as the opportunity gaps that existed before, and were exacerbated by, the COVID-19 pandemic. The plan must be adopted by the local governing board on or before October 29, 2021 and must be submitted for review and approval within five days of adoption to its County Office of Education (COE); then the COE must submit its plan to the California Department of Education for review and approval.

INFORMATION:

The District's ESSER III plan must be tailored to the specific needs faced by our students and schools. In developing the plan Districts must engage in meaningful consultation with students, families, school and district administrators, teachers, and school staff. The specific sections of the ESSER III Plan target and address: Strategies for Continuous and Safe In-Person Learning, Addressing the Impact of Lost Instructional Time, Ensuring Interventions are Addressing Student Needs, and Use of Any Remaining Funds.

Meaningful consultation with the community means considering the perspectives and insights of each of the stakeholder groups in identifying the unique needs of the District, especially related to the effects of the COVID-19 pandemic. Strategic planning will utilize these perspectives to determine the most effective strategies and interventions to address these needs through the programs and services the District will implement with its ESSER III funds. In developing the plan, the District also has the flexibility to include community input and/or actions included in other planning documents, such as the Local Control and Accountability Plan (LCAP) and/or the Expanded Learning Opportunities (ELO) Grant Plan. The district must use 20% of its ESSER III funds to address the academic impact of lost instructional time, and then may use the remaining funds to implement additional actions to address students' academic, social, emotional, and mental health needs, as well as to address opportunity gaps.

FISCAL IMPACT:

\$1,253,054.00, as outlined in the plan, paid for with ESSER III Funds.

ESSER III Expenditure Plan

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone
Pacific Grove Unified School District	Ana Silva Director of Curriculum and Special Projects	asilva@pgusd.org 831-646-6526

School districts, county offices of education, or charter schools, collectively known as LEAs, that receive Elementary and Secondary School Emergency Relief (ESSER) funds under the American Rescue Plan Act, referred to as ESSER III funds, are required to develop a plan for how they will use their ESSER III funds. In the plan, an LEA must explain how it intends to use its ESSER III funds to address students' academic, social, emotional, and mental health needs, as well as any opportunity gaps that existed before, and were worsened by, the COVID-19 pandemic. An LEA may also use its ESSER III funds in other ways, as detailed in the Fiscal Requirements section of the Instructions. In developing the plan, the LEA has flexibility to include community input and/or actions included in other planning documents, such as the Local Control and Accountability Plan (LCAP), provided that the input and actions are relevant to the LEA's Plan to support students.

For more information please see the Instructions.

Other LEA Plans Referenced in this Plan

Plan Title	Where the Plan May Be Accessed
ELO Grant	https://www.pgusd.org/Departments/Curriculum/Accountability-ESSER--LCAP--LEAP/index.html
2021-2022 LCAP	https://www.pgusd.org/Departments/Curriculum/Accountability-ESSER--LCAP--LEAP/index.html

Summary of Planned ESSER III Expenditures

Below is a summary of the ESSER III funds received by the LEA and how the LEA intends to expend these funds in support of students.

Total ESSER III funds received by the LEA

\$1,253,054

Plan Section	Total Planned ESSER III
Strategies for Continuous and Safe In-Person Learning	\$183,256
Addressing Lost Instructional Time (a minimum of 20 percent of the LEAs ESSER III funds)	\$1,069,798
Use of Any Remaining Funds	0

Total ESSER III funds included in this plan

\$1,253,054

Community Engagement

An LEA's decisions about how to use its ESSER III funds will directly impact the students, families, and the local community. The following is a description of how the LEA meaningfully consulted with its community members in determining the prevention and mitigation strategies, strategies to address the academic impact of lost instructional time, and any other strategies or activities to be implemented by the LEA. In developing the plan, the LEA has flexibility to include input received from community members during the development of other LEA Plans, such as the LCAP, provided that the input is relevant to the development of the LEA's ESSER III Expenditure Plan.

For specific requirements, including a list of the community members that an LEA is required to consult with, please see the Community Engagement section of the Instructions.

A description of the efforts made by the LEA to meaningfully consult with its required community members and the opportunities provided by the LEA for public input in the development of the plan.

Pacific Grove Unified School District has had ongoing meaningful opportunities to include stakeholders in the development of the ESSER III plan. Some parts of the plan are extended opportunities from our ELO grant and LCAP. Throughout 2020-21 the district had meetings with DELAC, District Parent Advisory Committee, Student Advisory groups, Community Forums for the High, Middle, and Elementary Schools, both classified and certificated unions, Administrative group and the district cabinet team which includes representation from curriculum and instruction, special education, human resources, and business. We have engaged in meaningful consultation with the community members below, as each perspective from the groups was considered in identifying the unique needs of the district, and how the district can best support recovery from the effects of the COVID-19

The ELO grant and LCAP do not include all the ESSER III funds so we have continued to reach out to our stakeholders to obtain perspectives and insights from our community members. The following are stakeholder engagement opportunities that have taken place:

1. ESSER III Parent, Student, Teacher, Administration, Classified Staff Survey-October 5, 2021
2. ELAC presentation on ESSER 3 at Robert Down and Forest Grove-October 2021
3. Student Focus Groups (Middle and High School) representing low-income, EL, RFEP, students with exceptional needs, Hispanic (September-October 2021)
4. Monthly site leadership teams -August, September, October 2021
5. School site Parent Teacher Student Association- August, September, October 2021
6. Site Faculty meetings- August, September, October 2021
7. School Site Council meetings- August, September, October 2021

A description of how the development of the plan was influenced by community input.

Through feedback from surveys, meetings, and data from previous stakeholder meetings there are three areas that continue to rise to the top as a focus. Continued academic support for students as they come back to in-person learning, and those that choose independent study to accelerate learning and provide students with multiple opportunities and ways to access curriculum and standards. Suggestions for this included small group instruction to support learning, before and after school as well as summer learning options, accelerated online options, additional instructional aides, before/after school tutoring, additional intervention support TK-12, and ongoing progress monitoring that is shared with parents in regular 4-6 week cycles.

Another area that emerged is the continued support for social-emotional learning and expanding Cultural Proficiency Practices. Suggestions for this include increased support via counselors and mental health services at the high school, outdoor space for recess and learning options, and continued use of Social-Emotional (SEL) curriculum at the elementary and middle school. There is a great need for SEL student supports at the high school. The district will be seeking outside supports for mental health services for the high school. The district is also implementing districtwide professional development on social emotional learning for all administrators, certificated, and classified staff throughout the year. The district will also be furthering and deepening its work on Equity and Access beginning this school year and continuing on in 2022-2024.

The last area that has continually emerged is to ensure the health and safety of students and staff in Pacific Grove USD. Suggestions include increased cleaning and sanitation, providing appropriate PPE gear for both students and staff, upgrade of HVAC systems and HEPA filtration systems, ensuring that all classes have proper ventilation to decrease the spread of any infectious diseases or viruses, onsite covid testing, and more outdoor eating spaces for the High School.

Actions and Expenditures to Address Student Needs

The following is the LEA's plan for using its ESSER III funds to meet students' academic, social, emotional, and mental health needs, as well as how the LEA will address the opportunity gaps that existed before, and were exacerbated by, the COVID-19 pandemic. In developing the plan, the LEA has the flexibility to include actions described in existing plans, including the LCAP and/or Expanded Learning Opportunity (ELO) Grant Plan, to the extent that the action(s) address the requirements of the ESSER III Expenditure Plan.

For specific requirements, please refer to the Actions and Expenditures to Address Student Needs section of the Instructions.

Strategies for Continuous and Safe In-Person Learning

A description of how the LEA will use funds to continuously and safely operate schools for in-person learning in a way that reduces or prevents the spread of the COVID-19 virus.

Total ESSER III funds being used to implement strategies for continuous and safe in-person learning

\$183,256

Plan Alignment (if applicable)	Action Title	Action Description	Planned ESSER III Funded Expenditures
ELO grant	Facilities	Continue to maintain facilities and make upgrades to the HVAC and provide HEPA air filtration systems (air purifiers) to each classroom to ensure all schools provide a safe environment to decrease the spread of COVID 19. Part of the funding for this action is from ESSER III funds	\$86,351
ELO grant	Covid Testing and PPE Gear	To provide all staff and students with the appropriate PPE gear as needed. Also offer onsite Covid testing for students/staff showing symptoms or Covid exposure	\$40,000
N/A	New Position Health Clerk	A new position will be added to provide more supports at the sites with an additional Health Clerk	\$30,753
N/A	Equipment	Additional lunch tables to provide more outdoor eating space at elementary and high school ,outdoor overhead structures, atheletic supplies and equipment	\$15,000
N/A	Supervision	Additional noon duty to provide split lunch schedules and supervision at sites	\$11,152

Addressing the Impact of Lost Instructional Time

A description of how the LEA will use funds to address the academic impact of lost instructional time.

Total ESSER III funds being used to address the academic impact of lost instructional time

\$1,069,798

Plan Alignment (if applicable)	Action Title	Action Description	Planned ESSER III Funded Expenditures
ELO Grant and LCAP Goal 3	Teachers On Special Assignment	Two Teachers on Special Assignment (TOSA) to support the Middle and High School in coordinating the intervention supports for students who have demonstrated learning loss and student progress monitoring. TOSAs will analyze MAP (Measures of Academic Progress) assessments and support students in the intervention classes, provide outreach support for students/parents and support Tier 1 (classroom interventions). The TOSA at the high school will monitor the credit recovery program through Edmentum and at the middle school the TOSA will monitor the Foundational Skills Tutoring offered through Edmentum.	\$275,000
ELO grant	Teacher summer planning time	Pay teachers at the HS and MS to plan for learning loss by focusing on essential standards, gap analysis, and differentiation instructional practices to meet student needs (Summer of 2021 & 2022)	\$35,632
ELO grant	Extended Summer school	Offer an extended summer school option via Edmentum EdOptions Academy and increase grade levels at elementary for summer school	\$60,100
LCAP goal 2 Action #1	Mental Health Therapist	Contract with a licensed mental health person to provide mental health support for students at the High School and Community High School	\$100,000
LCAP goal 2 Action #2	Equity-Access and Cultural Proficiency	Begin the first year of a three year implementation plan to deepen the district's work on Equity-Access and Cultural Proficiency by working with identified Equity Organizations	\$91,350
LCAP goal 3 Action #1 and ELO grant	Measure of Student Progress Assessments (MAP)	Purchase MAP (Measures of Academic Growth) for school year 2022-24 to continue to measure and monitor student progress and growth. This assessment is designed to	\$57,900

Plan Alignment (if applicable)	Action Title	Action Description	Planned ESSER III Funded Expenditures
		determine where students are in their learning to address skill areas of growth and enrichment	
LCAP goal 3 Action # 2	AVID Pathways Professional Development	Provide AVID professional development to content area teachers and academic intervention teachers (MS/HS)for tier 1 classroom and tier 2 (intervention/support classes) student support.	\$18,000
LCAP goal 3 Action # 4 and ELO grant	Elementary Intervention - Teachers	Continue to provide elementary intervention supports with two additional intervention teachers who will oversee during and after school intervention and tier 1 classroom supports	\$265,000
LCAP goal 3 Action #4 and ELO grant	Elementary Intervention - Instructional Aides	Increase instructional aide positions to the elementary intervention system to provide during and after school student support	\$140,000
LCAP goal 3 Action #6	Math tutoring	Add one extra day for after school math tutoring for the HS (D'Amico) .1FTE	\$9,616
LCAP goal 1 Action #3 and ELO grant	High School Credit Recovery	Continue to offer HS credit recovery via EdOptions Academy during the 2022-23 school year	\$17,200

Use of Any Remaining Funds

A description of the how the LEA will use any remaining ESSER III funds, as applicable.

Total ESSER III funds being used to implement additional actions

N/A

Plan Alignment (if applicable)	Action Title	Action Description	Planned ESSER III Funded Expenditures

Ensuring Interventions are Addressing Student Needs

The LEA is required to ensure its interventions will respond to the academic, social, emotional, and mental health needs of all students, and particularly those students most impacted by the COVID–19 pandemic. The following is the LEA’s plan for ensuring that the actions and expenditures in the plan are addressing the identified academic, social, emotional, and mental health needs of its students, and particularly those students most impacted by the COVID–19 pandemic.

Action Title(s)	How Progress will be Monitored	Frequency of Progress Monitoring
<p>Teachers on Special Assignment TOSA) at the Middle and High School Measures of Academic Progress Assessments (MAP) Elementary Intervention Teachers Elementary Instructional Aides HS extra math tutoring day HS Credit recovery</p>	<p>TOSAs will coordinate the intervention supports for students and monitor student progress by the analysis of MAP assessments, provide outreach support for students/parents and support Tier 1 classroom interventions. The TOSA at the high school will monitor the credit recovery program through Edmentum and the TOSA at the middle school will monitor the Foundational Skills tutoring offered through Edmentum.</p> <p>Elementary intervention teachers and instructional aids will monitor student progress through growth reports using Read 180, SIPPS Mastery Tests, Bridges Math Intervention Progress Monitoring assessments and DIBELS 8 via Benchmark and Progress monitoring assessments. Intervention teachers will also monitor and oversee the afterschool tutoring program.</p> <p>Additional section for after school math tutoring to be provided by a certificated math teacher for students who are on the D & F list. Math teacher and HS TOSA will work closely together to monitor student progress.</p>	<p>At the middle and high schools, intervention and credit recovery will be monitored in six-week cycles. Students that are not making progress will have individual conferences and be provided with additional supports.</p> <p>MAP assessments will be given 3 times a year (fall, winter, end of year) PLC's will analyze data and identify target areas for students.</p> <p>Elementary intervention teachers and instructional aides will monitor tier 2 students bimonthly.</p> <p>Students in the HS Math afterschool tutoring will be tracked via daily attendance and monitored on a weekly basis with a reference with the D & F list.</p>

Action Title(s)	How Progress will be Monitored	Frequency of Progress Monitoring
AVID Pathways Professional Development	Progress will be monitored through evidence of teacher attendance at AVID Pathways trainings and by implementation of AVID methodologies in content classes as observed by site administration via walkthrough data	Site administrators will observe students in classrooms to ensure they are using the methodologies on a bimonthly basis.
Middle and High School Teacher Summer Planning Time	Teachers will develop strategies for differentiation of practice and curriculum to address student needs and submit plans to the site administrator.	Progress student grades on a quarterly basis (Tier 1), administer teacher and student surveys and interviews to determine efficacy twice a year (first quarter and third quarter)
Extended Summer School	Regular contact with EDOptions teachers and available progress checks on the EDOptions website. Elementary summer school teachers will do weekly formative assessments.	Weekly progress monitoring of formative assessments for all students during the summer school program at the elementary and weekly progress checks at the Middle and High School level.
Social Worker/Mental Health Therapist	HS outreach counselor will work closely with the social worker/mental health therapist to identify students in need at the High and Community High School via survey data, student self identification, and teacher/administrative recommendation	Weekly and monthly communication with the social worker/mental health therapist, survey data, student academic progress, and student check-ins.
Equity-Access and Cultural Proficiency	Progress will be monitored via student, parent, classified/certificated/administration surveys, and focus group interviews to include all stakeholders.	Surveys will be administered biannually and focus groups on a quarterly basis.

ESSER III Expenditure Plan Instructions

Introduction

School districts, county offices of education (COEs), or charter schools, collectively known as local educational agencies (LEAs), that receive Elementary and Secondary School Emergency Relief (ESSER) funds under the American Rescue Plan (ARP) Act, referred to as ESSER III funds, are required to develop a plan for how they will use ESSER III funds to, at a minimum, address students' academic, social, emotional, and mental health needs, as well as the opportunity gaps that existed before, and were exacerbated by, the COVID-19 pandemic.

The plan must be adopted by the local governing board or body of the LEA at a public meeting on or before October 29, 2021 and must be submitted for review and approval within five days of adoption. A school district must submit its ESSER III Expenditure Plan to its COE for review and approval; a COE must submit its plan to the California Department of Education for review and approval. A charter school must submit its plan to its chartering authority for review and to the COE of the county in which the charter school operates for review and approval.

In addition, consistent with the requirements of the ARP, Volume 86, *Federal Register*, page 21201, April 22, 2021, the ESSER III Expenditure Plan must be:

- Written in an understandable and uniform format;
- Written in a language that parents can understand, to the extent practicable;
 - If it is not practicable to provide written translations to a parent with limited English proficiency, the plan must be orally translated for parents
- Provided in an alternative format to a parent who is an individual with a disability as defined by the Americans with Disabilities Act, upon request; and
- Be made publicly available on the LEA's website.

For additional information regarding ESSER III funding please see the ARP Act Funding web page at

<https://www.cde.ca.gov/fg/cr/arpact.asp>.

For technical assistance related to the completion of the ESSER III Expenditure Plan, please contact EDReliefFunds@cde.ca.gov.

Fiscal Requirements

- The LEA must use at least 20 percent (20%) of its ESSER III apportionment for expenditures related to addressing the academic impact of lost instructional time through the implementation of evidence-based interventions, such as summer learning or summer enrichment, extended day, comprehensive afterschool programs, or extended school year programs.
 - For purposes of this requirement, "evidence-based interventions" include practices or programs that have **evidence** to show that they are effective at producing results and improving outcomes when implemented. This kind of evidence has generally been produced through formal studies and research. There are four tiers, or levels, of evidence:

- **Tier 1 – Strong Evidence:** the effectiveness of the practices or programs is supported by one or more well-designed and well-implemented randomized control experimental studies.
 - **Tier 2 – Moderate Evidence:** the effectiveness of the practices or programs is supported by one or more well-designed and well-implemented quasi-experimental studies.
 - **Tier 3 – Promising Evidence:** the effectiveness of the practices or programs is supported by one or more well-designed and well-implemented correlational studies (with statistical controls for selection bias).
 - **Tier 4 – Demonstrates a Rationale:** practices that have a well-defined logic model or theory of action, are supported by research, and have some effort underway by a State Educational Agency, LEA, or outside research organization to determine their effectiveness.
- **For additional information please see the Evidence-Based Interventions Under the ESSA web page at <https://www.cde.ca.gov/re/es/evidence.asp>.**
- The LEA must use the remaining ESSER III funds consistent with section 2001(e)(2) of the ARP Act, including for:
 - Any activity authorized by the Elementary and Secondary Education Act (ESEA) of 1965;
 - Any activity authorized by the Individuals with Disabilities Education Act (IDEA);
 - Any activity authorized by the Adult Education and Family Literacy Act;
 - Any activity authorized by the Carl D. Perkins Career and Technical Education Act of 2006;
 - Coordination of preparedness and response efforts of LEAs with State, local, Tribal, and territorial public health departments, and other relevant agencies, to improve coordinated responses among such entities to prevent, prepare for, and respond to COVID-19;
 - Activities to address the unique needs of low-income students, students with disabilities, English learners, racial and ethnic minorities, homeless students, and foster youth, including how outreach and service delivery will meet the needs of each population;
 - Developing and implementing procedures and systems to improve the preparedness and response efforts of LEAs;
 - Training and professional development for staff of the LEA on sanitation and minimizing the spread of infectious diseases;
 - Purchasing supplies to sanitize and clean the facilities of an LEA, including buildings operated by such agency;
 - Planning for, coordinating, and implementing activities during long-term closures, including providing meals to eligible students, providing technology for online learning to all students, providing guidance for carrying out requirements under IDEA, and ensuring other educational services can continue to be provided consistent with all Federal, State, and local requirements;
 - Purchasing education technology (including hardware, software, and connectivity) for students who are served by the LEA that aids in regular and substantive educational interaction between students and their classroom instructors, including low-income students and children with disabilities, which may include assistive technology or adaptive equipment;
 - Providing mental health services and supports, including through the implementation of evidence-based full-service community schools;
 - Planning and implementing activities related to summer learning and supplemental after school programs, including providing classroom instruction or online learning during the summer months and addressing the needs of underserved students;

- Addressing learning loss among students, including underserved students, by:
 - Administering and using high-quality assessments that are valid and reliable, to accurately assess students' academic progress and assist educators in meeting students' academic needs, including through differentiated instruction,
 - Implementing evidence-based activities to meet the comprehensive needs of students,
 - Providing information and assistance to parents and families of how they can effectively support students, including in a distance learning environment, and
 - Tracking student attendance and improving student engagement in distance education;

Note: A definition of “underserved students” is provided in the Community Engagement section of the instructions.

- School facility repairs and improvements to enable operation of schools to reduce risks of virus transmission and exposure to environmental health hazards, and to support student health needs;
- Inspection, testing, maintenance, repair, replacement, and upgrade projects to improve the indoor air quality in school facilities, including mechanical and nonmechanical heating, ventilation, and air conditioning systems, filtering, purification and other air cleaning, fans, control systems, and window and door replacement;
- Developing strategies and implementing public health protocols including, to the greatest extent practicable, policies in line with guidance from the Centers for Disease Control and Prevention (CDC) for the reopening and operation of school facilities to effectively maintain the health and safety of students, educators, and other staff;
- Other activities that are necessary to maintain the operation of and continuity of services in LEAs and continuing to employ existing staff of the LEA.

Other LEA Plans Referenced in this Plan

In developing the plan, the LEA has flexibility to include community input and/or actions included in other planning documents, such as the Local Control and Accountability Plan (LCAP) and/or the Expanded Learning Opportunities (ELO) Grant Plan, provided that the input and/or actions address the requirements of the ESSER III Expenditure Plan.

An LEA that chooses to utilize community input and/or actions from other planning documents must provide the name of the plan(s) referenced by the LEA and a description of where the plan(s) may be accessed by the public (such as a link to a web page or the street address of where the plan(s) are available) in the table. The LEA may add or delete rows from the table as necessary.

An LEA that chooses not to utilize community input and/or actions from other planning documents may provide a response of “Not Applicable” in the table.

Summary of Expenditures

The Summary of Expenditures table provides an overview of the ESSER III funding received by the LEA and how the LEA plans to use its ESSER III funds to support the strategies and interventions being implemented by the LEA.

Instructions

For the ‘Total ESSER III funds received by the LEA,’ provide the total amount of ESSER III funds received by the LEA.

In the Total Planned ESSER III Expenditures column of the table, provide the amount of ESSER III funds being used to implement the actions identified in the applicable plan sections.

For the ‘Total ESSER III funds included in this plan,’ provide the total amount of ESSER III funds being used to implement actions in the plan.

Community Engagement

Purpose and Requirements

An LEA’s decisions about how to use its ESSER III funds will directly impact the students, families, and the local community, and thus the LEA’s plan must be tailored to the specific needs faced by students and schools. These community members will have significant insight into what prevention and mitigation strategies should be pursued to keep students and staff safe, as well as how the various COVID–19 prevention and mitigation strategies impact teaching, learning, and day-to-day school experiences.

An LEA must engage in meaningful consultation with the following community members, as applicable to the LEA:

- Students;
- Families, including families that speak languages other than English;
- School and district administrators, including special education administrators;
- Teachers, principals, school leaders, other educators, school staff, and local bargaining units, as applicable.

“Meaningful consultation” with the community includes considering the perspectives and insights of each of the required community members in identifying the unique needs of the LEA, especially related to the effects of the COVID-19 pandemic. Comprehensive strategic planning will utilize these perspectives and insights to determine the most effective strategies and interventions to address these needs through the programs and services the LEA implements with its ESSER III funds.

Additionally, an LEA must engage in meaningful consultation with the following groups to the extent that they are present or served in the LEA:

- Tribes;
- Civil rights organizations, including disability rights organizations (e.g. the American Association of People with Disabilities, the American Civil Liberties Union, National Association for the Advancement of Colored People, etc.); and
- Individuals or advocates representing the interests of children with disabilities, English learners, homeless students, foster youth, migratory students, children who are incarcerated, and other underserved students.
 - For purposes of this requirement “underserved students” include:
 - Students who are low-income;

- Students who are English learners;
- Students of color;
- Students who are foster youth;
- Homeless students;
- Students with disabilities; and
- Migratory students.

LEAs are also encouraged to engage with community partners, expanded learning providers, and other community organizations in developing the plan.

Information and resources that support effective community engagement may be found under *Resources* on the following web page of the CDE’s website: <https://www.cde.ca.gov/re/lc>.

Instructions

In responding to the following prompts, the LEA may reference or include input provided by community members during the development of existing plans, including the LCAP and/or the ELO Grant Plan, to the extent that the input is applicable to the requirements of the ESSER III Expenditure Plan. Descriptions provided should include sufficient detail yet be sufficiently succinct to promote a broad understanding among the LEA’s local community.

A description of the efforts made by the LEA to meaningfully consult with its required community members and the opportunities provided by the LEA for public input in the development of the plan.

A sufficient response to this prompt will describe how the LEA sought to meaningfully consult with its required community members in the development of the plan, how the LEA promoted the opportunities for community engagement, and the opportunities that the LEA provided for input from the public at large into the development of the plan.

As noted above, a description of “meaningful consultation” with the community will include an explanation of how the LEA has considered the perspectives and insights of each of the required community members in identifying the unique needs of the LEA, especially related to the effects of the COVID-19 pandemic.

A description of the how the development of the plan was influenced by community input.

A sufficient response to this prompt will provide clear, specific information about how input from community members and the public at large was considered in the development of the LEA’s plan for its use of ESSER III funds. This response must describe aspects of the ESSER III Expenditure Plan that were influenced by or developed in response to input from community members.

- For the purposes of this prompt, “aspects” may include:
 - Prevention and mitigation strategies to continuously and safely operate schools for in-person learning;

- Strategies to address the academic impact of lost instructional time through implementation of evidence-based interventions (e.g. summer learning or summer enrichment, extended day, comprehensive afterschool programs, or extended school year programs);
- Any other strategies or activities implemented with the LEA's ESSER III fund apportionment consistent with section 2001(e)(2) of the ARP Act; and
- Progress monitoring to ensure interventions address the academic, social, emotional, and mental health needs for all students, especially those students disproportionately impacted by COVID-19

For additional information and guidance, please see the U.S. Department of Education's Roadmap to Reopening Safely and Meeting All Students' Needs Document, available here: <https://www2.ed.gov/documents/coronavirus/reopening-2.pdf>.

Planned Actions and Expenditures

Purpose and Requirements

As noted in the Introduction, an LEA receiving ESSER III funds is required to develop a plan to use its ESSER III funds to, at a minimum, address students' academic, social, emotional, and mental health needs, as well as the opportunity gaps that existed before, and were exacerbated by, the COVID-19 pandemic.

Instructions

An LEA has the flexibility to include actions described in existing plans, including the LCAP and/or ELO Grant Plan, to the extent that the action(s) address the requirements of the ESSER III Expenditure Plan. When including action(s) from other plans, the LEA must describe how the action(s) included in the ESSER III Expenditure Plan supplement the work described in the plan being referenced. The LEA must specify the amount of ESSER III funds that it intends to use to implement the action(s); these ESSER III funds must be in addition to any funding for those action(s) already included in the plan(s) referenced by the LEA. Descriptions of actions provided should include sufficient detail yet be sufficiently succinct to promote a broad understanding among the LEA's local community.

Strategies for Continuous and Safe In-Person Learning

Provide the total amount of funds being used to implement actions related to Continuous and Safe In-Person Learning, then complete the table as follows:

- If the action(s) are included in another plan, identify the plan and provide the applicable goal and/or action number from the plan. If the action(s) are not included in another plan, write "N/A".
- Provide a short title for the action(s).
- Provide a description of the action(s) the LEA will implement using ESSER III funds for prevention and mitigation strategies that are, to the greatest extent practicable, in line with the most recent CDC guidance, in order to continuously and safely operate schools for in-person learning.

- Specify the amount of ESSER III funds the LEA plans to expend to implement the action(s); these ESSER III funds must be in addition to any funding for those action(s) already included in the plan(s) referenced by the LEA.

Addressing the Impact of Lost Instructional Time

As a reminder, the LEA must use not less than 20 percent of its ESSER III funds to address the academic impact of lost instructional time. Provide the total amount of funds being used to implement actions related to addressing the impact of lost instructional time, then complete the table as follows:

- If the action(s) are included in another plan, identify the plan and provide the applicable goal and/or action number from the plan. If the action(s) are not included in another plan, write "N/A".
- Provide a short title for the action(s).
- Provide a description of the action(s) the LEA will implement using ESSER III funds to address the academic impact of lost instructional time through the implementation of evidence-based interventions, such as summer learning or summer enrichment, extended day, comprehensive afterschool programs, or extended school year programs.
- Specify the amount of ESSER III funds the LEA plans to expend to implement the action(s); these ESSER III funds must be in addition to any funding for those action(s) already included in the plan(s) referenced by the LEA.

Use of Any Remaining Funds

After completing the Strategies for Continuous and Safe In-Person Learning and the Addressing the Impact of Lost Instructional Time portions of the plan, the LEA may use any remaining ESSER III funds to implement additional actions to address students' academic, social, emotional, and mental health needs, as well as to address opportunity gaps, consistent with the allowable uses identified above in the Fiscal Requirements section of the Instructions. LEAs choosing to use ESSER III funds in this manner must provide the total amount of funds being used to implement actions with any remaining ESSER III funds, then complete the table as follows:

- If the action(s) are included in another plan, identify the plan and provide the applicable goal and/or action number from the plan. If the action(s) are not included in another plan, write "N/A".
- Provide a short title for the action(s).
- Provide a description of any additional action(s) the LEA will implement to address students' academic, social, emotional, and mental health needs, as well as to address opportunity gaps, consistent with the allowable uses identified above in the Fiscal Requirements section of the Instructions. If an LEA has allocated its entire apportionment of ESSER III funds to strategies for continuous and safe in-person learning and/or to addressing the impact of lost instructional time, the LEA may indicate that it is not implementing additional actions.
- Specify the amount of ESSER III funds the LEA plans to expend to implement the action(s); these ESSER III funds must be in addition to any funding for those action(s) already included in the plan(s) referenced by the LEA. If the LEA it is not implementing additional actions the LEA must indicate "\$0".

Ensuring Interventions are Addressing Student Needs

The LEA is required to ensure its interventions will respond to the academic, social, emotional, and mental health needs of all students, and particularly those students most impacted by the COVID–19 pandemic, including students from low-income families, students of color, English learners, children with disabilities, students experiencing homelessness, children in foster care, and migratory students.

The LEA may group actions together based on how the LEA plans to monitor the actions' progress. For example, if an LEA plans to monitor the progress of two actions in the same way and with the same frequency, the LEA may list both actions within the same row of the table. Each action included in the ESSER III Expenditure Plan must be addressed within the table, either individually or as part of a group of actions.

Complete the table as follows:

- Provide the action title(s) of the actions being measured.
- Provide a description of how the LEA will monitor progress of the action(s) to ensure that they are addressing the needs of students.
- Specify how frequently progress will be monitored (e.g. daily, weekly, monthly, every 6 weeks, etc.).

California Department of Education
June 2021

- Student Learning and Achievement
- Health and Safety of Students and Schools
- Credibility and Communication
- Fiscal Solvency, Accountability and Integrity

- Consent
- Action/Discussion
- Information/Discussion
- Public Hearing

SUBJECT: Board Calendar/Future Meetings

DATE: October 28, 2021

PERSON(S) RESPONSIBLE: Ralph Gómez Porras, Superintendent

RECOMMENDATION:

The Administration recommends that the Board review and possibly modify the schedule of meeting dates on the attached calendar and determine, given information from the Administration, whether additional Board dates or modifications need to be established.

BACKGROUND:

The Board has approved Bylaw 9320, which states that regular Board meetings be held on the first and third Thursday of each month, from August through June. At the annual organizational meeting held in December, Trustees approve the meeting calendar as presented. The calendar is reviewed at each Board meeting.

INFORMATION:

Changes to the Board meeting dates must be approved by a majority vote of the Trustees.

Board Meeting Calendar August – December 2021

Aug. 19	Regular Board Meeting ✓ Student Enrollment Update ✓ Back to School Night Dates ✓ Property Tax Report ✓ Quarterly Measure D Project Updates ✓ Quarterly District Safety Update*	District Office/Virtual
Sept. 2	Regular Board Meeting ✓ Unaudited Actual Report ✓ Local Control Accountability Plan Review	District Office/Virtual
Sept. 16	Regular Board Meeting ✓ Williams Uniform Complaint Report ✓ Foreign Language Program ✓ Resolution Regarding Sufficiency of Instructional Materials	District Office/Virtual
Sept. 25 *Saturday	Special Board Meeting ✓ Board Goals – Review/Revise ✓ Strategic Plan – Review/Revise	District Office/Virtual
Oct. 7	Regular Board Meeting ✓ Bus Ridership ✓ Week of the School Administrator	District Office/Virtual
Oct. 21	Regular Board Meeting ✓ Quarterly District Safety Update*	District Office/Virtual
Oct. 28	Regular Board Meeting ✓ Budget Revision #1 on 2021-22 working budget (preliminary First Interim)	District Office/Virtual
Nov. 18	Regular Board Meeting ✓ Intent Form Due (to serve as Board President or Vice President) ✓ Review of Special Education Contracts ✓ Quarterly Measure D Project Updates ✓ PGHS Course Bulletin Information/Discussion ✓ Equity Plan	District Office/Virtual
Dec. 16	Organizational Meeting ✓ Election of 2021-22 Board President and Clerk ✓ Budget Revision #2 ✓ First Interim Report ✓ PGHS Course Bulletin Action/Discussion ✓ Williams Uniform Complaint Report ✓ Employee Recognition ✓ Review of Legal Services Costs	District Office/Virtual

*Quarterly District Safety Update

Board Meeting Calendar January-June 2022

Thursday Jan. 20	Regular Board Meeting ✓ Report on Governor's Budget Proposal ✓ Preliminary Enrollment Projection for 2022-23 ✓ Property Tax Update ✓ School Accountability Report Cards	District Office/Virtual
Thursday Feb. 10	Regular Board Meeting ✓ Budget Development Calendar ✓ Possible Personnel Action Presented as Information ✓ Preliminary Review of Site Master Schedules ✓ Possible Personnel Action (RIF) ✓ Quarterly Facilities Project Updates*	District Office/Virtual
Thursday Mar. 3	Regular Board Meeting ✓ Open House Schedules Reviewed ✓ TRAN Resolution	District Office/Virtual
Thursday Mar. 17	Regular Board Meeting ✓ Second Interim Report ✓ Budget Revision #3 ✓ Budget Projections and Assumptions ✓ Williams/Valenzuela Uniform Complaint Report	District Office/Virtual
Thursday Apr. 7	Regular Board Meeting ✓ Review of Strategic Plan and LCAP (as needed) ✓ Approve 2022-23 Aug.- Dec. Board Meeting Calendar ✓ Quarterly District Safety Update	District Office/Virtual
Thursday April 21	Regular Board Meeting ✓ Review of Site Master Schedules ✓ Review of Strategic Plan and LCAP (as needed) ✓ California Day of the Teacher ✓ Week of the CSEA Employee ✓ Begin Superintendent Evaluation	District Office/Virtual
Thursday May 5	Regular Board Meeting ✓ Continue Superintendent Evaluation	District Office/Virtual
Thursday May 19	Regular Board Meeting ✓ Complete Superintendent's Evaluation ✓ Review Governor's Revised Budget ✓ Suspensions/Expulsions Annual Report	District Office/Virtual
Thursday June 2	Regular Board Meeting ✓ 2022-23 Budget Public Hearing ✓ LCAP Public Hearing ✓ Retiree Recognition	District Office/Virtual
Thursday June 16	Regular Board Meeting ✓ 2022-23 Budget Public Adoption ✓ LCAP and Local Indicators Adoption ✓ Approval of Contracts and Purchase Orders for 2022-23 ✓ Review of Legal Services Costs ✓ Solicitation of Funds Report	District Office

**Quarterly District Safety Update and Quarterly Facilities Projects Update as needed*

- Student Learning and Achievement
 Health and Safety of Students and Schools
 Credibility and Communication
 Fiscal Solvency, Accountability and Integrity

- Consent
 Action/Discussion
 Information/Discussion
 Public Hearing

SUBJECT: Review Covid-19 Relief Funding for K-12 Education for quarter ending September 30, 2021

DATE: October 28, 2021

PERSON(S) RESPONSIBLE: Song Chin-Bendib, Assistant Superintendent for Business Services

RECOMMENDATION:

The District Administration recommends the Board review the attached covid-19 Relief Funding for K-12 Education for the quarter ending September 30, 2021

BACKGROUND:

On March 13, 2020, Governor Gavin Newsom issued Executive Order N-26-20 to assist local educational agencies (LEAs) that close during the covid-19 crisis. A school district, county office of education, or charter school that closes to address covid-19 will continue to receive state funding during the period of closure to support the following:

- Continue to deliver high-quality education opportunities to students to the extent feasible through options such as distance learning and independent study; and
- Provide school meals;
- Arrange for, to the extent practicable, supervision for students during ordinary school hours; and
- Continue to pay its employees

The Governor's Executive Order recognizes the massive and cascading effect that school closures have on communities during the crisis.

At the time the Governor issued his Executive Order, the Federal government issued its Coronavirus Aid, Relief, and Economic Security (CARES) Act which included the first round of \$13.2 billion to provide local education agencies (LEAs) with emergency relief funds to address the impact covid-19 has had on elementary and secondary schools across the nation. Subsequent Federal CARES have since followed.

INFORMATION:

For Pacific Grove Unified School District, the one-time funding grants are as follows:

ROUND I – completely spent

1. Senate Bill (SB) 117: \$33,236
2. Federal CARES Act Funds, based on LEAs share of funds received under 2019-20 Title I, Part A: \$104,689 as of March 23, 2021 (has been updated to \$105,274)
3. Learning Mitigation Loss – Federal CARES Act Budget Deal Funds based on LCFF distribution of Supplemental/Concentration proportion and Coronavirus Relief Fund (CRF) portion : \$704,412
4. Learning Mitigation Loss – Federal CARES Act Budget Deal Funds based on LCFF distribution, Proposition 98 portion : \$159,885
5. Learning Mitigation Loss – Governor’s Emergency Education Relief (GEER) Fund : \$110,403

ROUND II

6. Elementary and Secondary School Emergency Relief (ESSER) II funds: \$548,654

ROUND III

7. American Rescue Plan, ESSER III: \$1,253,953

Assembly Bill (AB) 86

8. In-person instruction grants; \$592,735
9. Expanded Learning Opportunities (ELO) grants: \$1,302,510

FISCAL IMPACT:

As reported.

PACIFIF GROVE UNIFIED SCHOOL DISTRICT
Coronavirus Aid, Relief, and Economic Security (CARES) funds,
Elementary and Secondary Emergency Relief (ESSER) funds, and
Expanded Learning Opportunity Grant (ELO)
As of September 30 ,2021

DESCRIPTION OF FUND	AMOUNT	WHAT WAS PURCHASED:
<p><i>ROUND II of CARES funds:</i></p> <p><i>Elementary and Secondary School Emergency Relief (ESSER) II funds</i></p> <p><i>Resource code 3212</i></p>	<p>Estimate \$548,654</p>	<p>Balance left from 2020-21: \$187,958 /34%</p> <ul style="list-style-type: none"> • Air purifiers \$783 • T mobile \$2,800 • Meraki \$2,913 • Outdoor wifi \$7,534 • Binax testing kits \$1,731 • Health care supplies \$1,295 • PPE – masks \$909 • Board room upgrades \$8,786 • The Institute of Social & Emotional (SEL) \$10,000 • Additional site support \$3,316 • Bus driver sub \$6,746 <p>Balance left to be spent:</p>

PACIFIF GROVE UNIFIED SCHOOL DISTRICT
Coronavirus Aid, Relief, and Economic Security (CARES) funds,
Elementary and Secondary Emergency Relief (ESSER) funds, and
Expanded Learning Opportunity Grant (ELO)
As of September 30 ,2021

		\$141,145
<p><i>ROUND III of CARES funds:</i></p> <p><i>American Rescue Plan- ESSER III</i></p> <p><i>Resource code:</i></p> <ul style="list-style-type: none"> - <i>RS 3213 \$1,003,162</i> - <i>RS 3214 \$ 250,791</i> <p><i>(updated by CDE on 10/6/2021)</i></p>	<p>Estimate \$1,253,953</p>	<p><i>Rules:</i> At least 20% of the ESSER III funding must be reserved for learning loss mitigation measures such as expanded learning programs and summer school.</p> <p><i>Recommendations:</i></p> <ul style="list-style-type: none"> - Expenditure plans have been made for 2021-22 with emphasis on learning loss and safety <p>Actual expenditures: RS 3213</p> <ul style="list-style-type: none"> • Ipads \$16,247 • Athletic dues & sport fees due to the pandemic, lost gate receipts \$4,491 • Toolbox project, SEL \$3,178 <p>Actual expenditures: RS 3214</p>

PACIFIF GROVE UNIFIED SCHOOL DISTRICT
Coronavirus Aid, Relief, and Economic Security (CARES) funds,
Elementary and Secondary Emergency Relief (ESSER) funds, and
Expanded Learning Opportunity Grant (ELO)
As of September 30 ,2021

		<ul style="list-style-type: none"> • Paper Education Company – online tutoring \$48,240 • Summer professional development for learning loss intervention \$21,508 <p>Balance to be spent: \$1,160,289</p>
<p>AB 86:</p> <p><i>In-Person Instruction Grants</i></p> <p><i>Resource code 7422</i></p>	<p>Estimate \$617,735 (due to later start at PG USD, revised estimate is \$592,735)</p>	<ul style="list-style-type: none"> - The grant is reduced by 1% for each day of instruction between April 1 and May 15 that the LEA does not provide in-person instruction. - Estimated reduction to PG USD is 10%, April 1 – 5, integrating in-person 4th and 5th grades by April 6th. <p>Actual expenditures = \$0</p> <p>Recommendations:</p>

PACIFIF GROVE UNIFIED SCHOOL DISTRICT
Coronavirus Aid, Relief, and Economic Security (CARES) funds,
Elementary and Secondary Emergency Relief (ESSER) funds, and
Expanded Learning Opportunity Grant (ELO)
As of September 30 ,2021

		<ul style="list-style-type: none"> - To be spent in 2021-22
<p>AB 86:</p> <p><i>Expanded Learning Opportunity Grants</i></p> <p><i>Resource codes 7425 and 7426</i></p>	<p>Estimate \$130,051 (RS 7426) and \$1,172,459 (RS 7425)</p>	<p>-The grant may be used for various strategies to accelerate learning and address student needs such as extended learning time, professional development, programs to address social-emotional learning, and access to school meals.</p> <ul style="list-style-type: none"> - At least 85% of the funds must be used for activities provided in-person, and up to 15% of funds may be used for activities provided remotely. <p>Recommendations:</p> <ul style="list-style-type: none"> - Teachers on Special Assignment (TOSAs) - MAPs assessment - Extended Instructional Opportunities – After school - Embedded intervention - Social/Emotional intervention

PACIFIF GROVE UNIFIED SCHOOL DISTRICT
Coronavirus Aid, Relief, and Economic Security (CARES) funds,
Elementary and Secondary Emergency Relief (ESSER) funds, and
Expanded Learning Opportunity Grant (ELO)
As of September 30 ,2021

		<p>- Provision of meals</p> <p>Actual expenditures – RS 7425:</p> <ul style="list-style-type: none"> • July meal vouchers for students \$35,790 • Character Strong \$3,000 • Edmentum for HS & MS \$17,200 • NWEA map assessment \$28,950 • Paras to support extended instructional opportunities \$1,222 • TOSA \$30,334 • Intervention teacher & classified support \$3,650 • Site Administration support \$1,603 • Classified – Food service support \$144
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PACIFIF GROVE UNIFIED SCHOOL DISTRICT
Coronavirus Aid, Relief, and Economic Security (CARES) funds,
Elementary and Secondary Emergency Relief (ESSER) funds, and
Expanded Learning Opportunity Grant (ELO)
As of September 30 ,2021

		<p>Actual expenditures – RS 7426 – zero as of 9/30/2021</p> <p>Total spent in 2020-21 : \$38,368</p> <p>Total spent in 2021-22 : \$121,893</p> <p>Balance to be spent: \$1,142,249</p>
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- Student Learning and Achievement
- Health and Safety of Students and Schools
- Credibility and Communication
- Fiscal Solvency, Accountability and Integrity

- Consent
- Action/Discussion
- Information/Discussion
- Public Hearing

SUBJECT: Future Agenda Items

DATE: October 28, 2021

PERSON(S) RESPONSIBLE: Ralph Gómez Porras, Superintendent

RECOMMENDATION:

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.

BACKGROUND:

Board Bylaw 9322 states in part that “Any member of the public or any Board member may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. The request [from a member of the public] must be submitted to the Superintendent or designee with supporting documents and information ...”

INFORMATION:

Board members have the opportunity at the end of Open Session in a Regular Board meeting to request that items be added to the list for a future meeting. Depending upon the timeliness of the item, it may also be assigned a particular meeting date.

The following is a list of future agenda items as of the October 28, 2021 Regular Board Meeting:

- Added February 4, 2021: Return of affordable housing at a later date when more information becomes available (Fall 2021)
- Added June 17, 2021: A Board member requested parent orientation to the Board meetings (currently working with CSBA to arrange for this, as of October 5, 2021)
- Added August 19, 2021: A Board member requested a review of discrimination policies and training for staff and students (Fall 2021)
- Added September 2, 2021: A Board member requested Board orientation
- Added September 2, 2021: A Board member requested staff recommendation on equity plan by November 18 Board meeting
- Added September 25, 2021: The Board will receive sample agenda formats to consider a potential change in current meeting protocols
- Added September 25, 2021: Media relations/general correspondence/public comment
- Added October 21, 2021: A Board member requested creating policy regarding virtual meetings, including site councils, parent/teacher conferences and other meetings.
- Added October 21, 2021: A Board member requested a student survey regarding food service experience.
- Added October 21, 2021: A Board member requested a resource tab on the District website for potential Board members.
- Added October 21, 2021: A Board member requested a student Board representative from Community High School.