

PACIFIC GROVE UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION
Minutes of Regular Meeting of January 5, 2023 – District Office

I. OPENED BUSINESS

A. Called to Order 5:31 p.m.

B. Roll Call

President:	Trustee Carolyn Swanson (CS)
Clerk:	Trustee Jennifer McNary (JM)
Trustee(s) Present:	Trustee Elliott Hazen (EH) Trustee Laura Ottmar (LO) Trustee Brian Swanson (BS)
Trustee(s) Virtual At Alternate Location:	N/A
Trustee(s) Absent:	N/A
Administration Present:	Superintendent Porras Asst. Superintendent Jorn
Board Recorder:	Mandi Ackerman
Student Board Member:	Absent

C. Adopted Agenda

Revisions include:

- Correction to document for Consent Item D Measure D Project Reprioritization to correct typo.
- Updated cover sheet for Action/Discussion Item A 2021-2022 District Financial Audit Report. Measures D and A Financial and Performance Audit Report will be presented at a future meeting.
- Updated cover sheet and supporting document for Information/Discussion Annual California Uniform Public Construction Cost Accounting (CUPCCA) List of Prequalified Contracts.
- Note- printed packets had formatting issues beginning on page 147. Electronic packet was not affected.

Public Comment:

None

MOTION EH/JM to adopt agenda as presented.

Motion CARRIED by vote 5 – 0

II. CLOSED SESSION

A. Identified Closed Session Topics

1. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for 2021-22 and 2022-2023 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Buck Roggeman, Joshua Jorn, 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 and 2022-2023 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Billie Mankey, Joshua Jorn and Ralph Gómez Porras for the purpose of giving direction and updates.
3. Conference with Legal Counsel Regarding Pending Litigation.
Significant exposure to litigation pursuant to subdivision (d)(2) and/or (3) of Government Code section 54956.9: There is one potential case based on a letter received by our legal counsel dated August 27, 2022, regarding the status of CTE teachers.
4. Public Employee Discipline/Dismissal/Release/Complaint [Government Code § 54957]
5. Superintendent Goals review

B. Public comment on Closed Session Topics

None

C. Adjourned to Closed Session 5:34 p.m.

III. RECONVENED IN OPEN SESSION 6:31 p.m.

A. Reported action taken in Closed Session:

For all items: Information was received, and direction was given. No Action taken.

1. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for 2021-22 and 2022-2023 [Government Code § 3549.1 (d)]
2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2021-22 and 2022-2023 [Government Code § 3549.1 (d)]
3. Conference with Legal Counsel Regarding Pending Litigation.
Significant exposure to litigation pursuant to subdivision (d)(2) and/or (3) of Government Code section 54956.9: There is one potential case based on a letter received by our legal counsel dated August 27, 2022, regarding the status of CTE teachers.
4. Public Employee Discipline/Dismissal/Release/Complaint [Government Code § 54957]
5. Superintendent Goals review

The Board directed Administration to bring back the Superintendent Goals to closed session at the next Board meeting.

B. Pledge of Allegiance

IV. COMMUNICATIONS

A. Written Communication

CS received an update regarding the Robert Down Elementary School crosswalk, and communication from Community Human Services asking for an update on the representatives from the District.

B. Board Member Comments

JM thanked Superintendent Porras, Assistant Superintendent Jorn and all staff for their hard work to keep schools open and safe during the storms, and for communicating with the Board; asked for associated costs due to the weather; asked about child care options for the February and Spring breaks for families.

LO thanked Administration for the work during the storms.

BS echoed sentiments regarding the weather; visited Robert Down Elementary School and noted the great exterior paint.

CS would like to see the District lead the way on universal dyslexia screenings for all students, suggested as possible future agenda item; offered Trustees to join the agenda review meetings in place of JM in order to learn the process; reminded the District of the Measure D presentations and asked them to get back on track monthly; asked about the solar discussion item.

EH thanked the District for the proactive actions during the storms; noted learning articles and importance of instilling learning in children.

C. Superintendent Report

Superintendent Porras thanked the staff for weather preparations, acknowledged Director of Maintenance, Operations and Transportation Jon Anderson for his department's hard work; noted the District may still have to look at potential closures but will always try not to close schools, making the best decisions for the safety of the students.

D. PGUSD Staff Comments (Non Agenda Items)

Robert Down Elementary School Principal Sean Keller noted the upcoming Dine out and Cocoa with Keller events.

Pacific Grove Middle School Principal Sean Roach noted the site was monitoring the weather for the upcoming Outdoor Science Camp, as well as delayed a parent event.

Robert Down Elementary School Teacher Erica Chavez asked that all District mass communications to staff also include stipend coaching positions.

V. INDIVIDUALS DESIRING TO ADDRESS THE BOARD

None

VI. CONSENT AGENDA

- A. Certificated Assignment Order #9
- B. Classified Assignment Order #9
- C. Acceptance of Donations
- D. Cash Receipts No. #9
- E. Revolving Cash Report No. #2
- F. Contract for Services with Screenagers
- G. Measure D Project Reprioritization

Board Comments/Questions:

LO pulled item F, moved to Action/Discussion.

Public Comment:

None

MOTION CS/BS to approve the consent agenda A-E, G.
Motion CARRIED by vote 5 – 0

VII. ACTION/DISCUSSION

- F. Consent Item F- Contract for Services with Screenagers

Board Comment:

LO expressed concerns regarding fingerprinting, self-attestation and background.

Director II of Human Resources Billie Mankey and Assistant Superintendent Jorn responded to concerns.

Administration noted it would investigate the self-attestation and background concerns of the contract.

Public Comment:

None

MOTION LO/CS to approve the Contract for Services with Screenagers.
Motion CARRIED by vote 5 – 0

- A. 2021-2022 District Financial Audit Report

Ryan Zelinski of Eide Bailly presented information to the Board and answered questions.

Board Comment:

Board expressed concerns regarding Pacific Grove High School attendance reporting, Assistant Superintendent Jorn noted the process of reconciliation is in the works.

Public Comment:

None

MOTION CS/JM to approve the 2021-2022 District Financial Audit Report.

Motion CARRIED by vote 5 – 0

B. District Update on Response to COVID-19

Superintendent Porras noted COVID case numbers have been about the same, not many active cases in the District, more antigen test kits available, not many requests for tests, not many COVID related absences.

Board Comment:

None

Public Comment:

None

No action taken.

C. Review of Board Policy 9320 Regarding Board Meeting Schedule

Board Comment:

BS was not in favor of adding more meetings, if business is getting done, and the policy should reflect the schedule.

EH was not in favor of adding more meetings, recommended adding special meetings in advance on Board meeting calendar.

JM would love to conform to current policy, said the Board would be more efficient.

LO hoped for more productive and condensed meetings, noted families and staff are typically on vacation in July, was in favor of leaving the policy and Board meeting schedule as-is.

CS would like a Board meeting before school returns in August.

Superintendent Porras noted the wording ‘as adopted by the Board’ in the policy, noting it is not a violation of policy to only have one Board meeting or no Board meetings in a given month, as that would be considered a Board directive; provided background on why certain months only have one meeting such as February when agenda content tends to be light. The Board calendar the Board adopts at the meeting is the Board direction of meetings.

Public Comment:

Director of Curriculum Buck Roggeman noted it is important that staff and families are available to help inform the Board, and wanted to focus on the best way to serve students.

MOTION EH/LO to keep the Board policy 9320 as-is.

Motion CARRIED by vote 5 – 0

D. Board Calendar/Future Meetings

Board Comments:

EH asked about special Board meeting schedules.

Superintendent Porras noted certain items come up for Special Board meetings.

JM noted the California School Board Association Governance Calendar sample, offered to compare and contrast with the District Board calendar.

Public Comment:

Human Resources Personnel Specialist Angela Lippert noted HR is busy during the summer with onboarding and recruiting and said it was a busy time for staff.

No action taken.

VIII. INFORMATION/DISCUSSION

A. Managing California School Board Association Policy Updates

Superintendent Porras presented information to the Board regarding the policy updates from California School Board Association.

Board Comments/Questions:

CS asked other local school districts how the policy updates are managed, suggested forming a subcommittee.

JM was in favor of a subcommittee and volunteered to be on the committee.

LO, BS and EH all supposed the idea of a subcommittee.

Public Comment:

Beth Shammass said it is important for each Board member to update themselves on each policy, and schedule the time to read them. Shammass said she liked the idea of a subcommittee if it does not deter other Board members from familiarizing themselves with the policies.

MOTION CS/EH to initiate a subcommittee with 2 Board members max to review CSBA quarterly updates to Board policy within 30 days (as possible) of receipt from CSBA.

Members can rotate participation.

Motion CARRIED by vote 5 - 0

B. Review of Legal Fees for July 2022 through October 2022

Assistant Superintendent Jorn presented information to the Board.

JM asked how long the District has been using Lozano Smith.

Superintendent Porras noted 17 years.

Board Comments/Questions:

- None

Public Comment:

- None

C. Review of District Enrollment Projections for 2023-2024

Assistant Superintendent Jorn presented information to the Board.

Board Comments/Questions:

The Board discussed exit interviews for outgoing students.

CS noted when the District loses enrollment it impacts the programs, such as AP classes.

Public Comment:

Beth Shammass said she was always interested in the high school enrollment figures and said the District should be promoting the middle and high schools because our schools are so good.

D. Annual California Uniform Public Construction Cost Accounting (CUPCCA) List of Prequalified Contractors

Assistant Superintendent Jorn presented information to the Board.

Board Comments/Questions:

EH asked if anyone was on retainer or as needs arise.

CS asked what the amount is to trigger an external bid.

Assistant Superintendent Jorn noted anything over \$200,000.

Public Comment:

None

E. Board Discussion of California School Board Association Annual Education Conference and Trade Show

Each Board member shared highlights and take-aways from the California School Board Association Annual Education Conference and Trade Show. The Board briefly discussed communication and the potential for a Communication Information Officer for the District.

CS noted Board priorities translates to measurable goals for the Superintendent goals.

Board Comments:

Each Board member one take-away:

EH said student engagement.

JM said honoring student voices and communications.

CS said air quality concerns.

LO said social emotional wellness of students.

BS said social emotional health of students and staff.

Public Comment:

None

F. Future Agenda Items

- Added March 17, 2022: Board Self Evaluation (TBA)
 - Added April 21, 2022: Discuss “PG Promise” of funding CTE certification process (TBA)
 - Added May 19, 2022: Teacher of the Year Recognition (TBA)
 - Added June 2, 2022: Discuss CSBA Sample School Safety Resolution
 - Added June 16, 2022: Discuss proposal of skatepark in Pacific Grove (Feb 2023)
 - Added October 6, 2022: Discuss housing on PGUSD property (TBA)
 - Added November 17, 2022: California Healthy Kids Survey Presentation (TBA)
 - Added November 17, 2022: Board agenda, format, discussion (Feb 2023)
- Removed: Discuss “PG Promise” of funding CTE certification process (TBA)
 - CS would like to attend a conference in Washington, DC in April – Board to discuss at upcoming meeting
 - Teacher of the Year Recognition- will poll staff for feedback
 - Special meeting planning at upcoming meeting

Board Comments:

CS would like universal dyslexia screening. Administration would follow up with a Board memo.

CS encouraged a policy exhibit to submit future agenda items.

LO would like an orientation for new Trustees, the Board to discuss during future special meeting planning.

The Board discussed Teacher of the Year Recognition.

Public Comment:

Beth Shammass encouraged the Board to read the Bylaws to help focus on special meeting agenda.

Robert Down Elementary School Teacher Erica Chavez noted anything that pits employees against each other, such as the Teacher of the Year Recognition, does not seem beneficial to staff or students.

Human Resources Personnel Specialist Angela Lippert noted recognition feels antiquated and suggested a Google survey to staff.

IX. ADJOURNED

9:40 p.m.

Approved and submitted:

Dr. Ralph Gómez Porras
Secretary to the Board