

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

Trustees

*Tony Sollecito
John Thibeaue
Debbie Crandell
John Paff
Bill Phillips
Lela Hautau, Student Rep*

DATE: Thursday, December 11, 2014

TIME: 6:00 p.m. Closed Session
7:00 p.m. Open Session

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

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

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

AGENDA AND ORDER OF BUSINESS

I. OPENING BUSINESS

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

II. CLOSED SESSION

- A. Identify Closed Session Topics

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

- 1. Public Employee Evaluation [Gov. Code §54957]

III. RECONVENE IN OPEN SESSION

A. Report action taken in Closed Session

1. Public Employee Evaluation [Gov. Code §54957]

B. Pledge of Allegiance

Led by: _____

IV. ANNUAL ORGANIZATIONAL MEETING

As required by Education Code Section 35143

A. Election of President to Serve for One-Year Period

(Note: nominations do not need a "second.")

Public comment:

B. Election of Vice-President/Clerk to Serve for One-Year Period

(Note: nominations do not need a "second.")

Public comment:

C. Determination of Dates, Time and Location of Regular Meetings

Recommendation: (Ralph Gómez Porras) It is recommended that the Board of Education set the 1st and 3rd Thursdays of each month as Regular Board meetings. Meetings will be held at 7:00 p.m. at District Office Board Room, or another District school site.

Public comment:

D. Approval of Resolution No. 952 Designating Authorized Agents to Sign School Orders

Recommendation: (Ralph Gómez Porras and Rick Miller) The Administration recommends that the Board of Education adopt Resolution No. 952.

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Move: _____ Second: _____ Roll Call Vote: _____
Sollecito ____ Thibeau ____ Crandell ____ Paff ____ Phillips ____

E. Designation of Committee Representatives

Monterey County School Board Executive Committee Liaison _____

V. RECOGNITION FOR HONORED EMPLOYEES AND MID-YEAR RETIREES

Recess for brief reception.

VI. COMMUNICATIONS

A. Written Communication

B. Board Member Comments

C. Superintendent Report

D. PGUSD Staff Comments (Non Agenda Items)

VII. 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.

VIII. CONSENT AGENDA

*Items listed under the Consent Agenda are considered to be routine and/or may have been discussed at a previous Board meeting. **There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests specific items be discussed and/or removed from the Consent Agenda.** Each item on the Consent Agenda approved by the Board of Trustees shall be deemed to have been considered in full and adopted or received as recommended.*

	Page
A. <u>Minutes of November 13, 2014 Regular Board Meeting</u>	10
Recommendation: (Ralph Gómez Porras) Approval of minutes as presented.	
B. <u>Minutes of November 14, 2014 Special Board Meeting</u>	17
Recommendation: (Ralph Gómez Porras) Approval of minutes as presented.	
C. <u>Certificated Assignment Order #7</u>	18
Recommendation: (Billie Mankey) The administration recommends adoption of Certificated Assignment Order #7.	
D. <u>Classified Assignment Order #7</u>	20
Recommendation: (Billie Mankey) The administration recommends adoption of Classied Assignment Order #7.	
E. <u>Acceptance of Donations</u>	22
Recommendation: (Rick Miller) The Administration recommends that the Board approve acceptance of the donations referenced below.	
F. <u>Out of County or Overnight Activities</u>	23
Recommendation: (Rick Miller) The Administration recommends that the Board approve or receive the request as presented.	
G. <u>Cash Receipts Report No. 4</u>	28
Recommendation: (Rick Miller) As Assistant Superintendent for Business Services, I have reviewed the receipt and deposit of the identified Cash Receipts for consistency with District policies and procedures and certify that the actions have been appropriately conducted. I recommend Board approval of the Cash Receipts.	

- H. Revolving Cash Report No. 4 30
Recommendation: (Rick Miller) As Assistant Superintendent for Business Services, I have reviewed the Revolving Cash payments for consistency with District budget policy and accounting practices and certify their consistency and recommend approval of the payments by the Board.
- I. Warrant Schedules No. 554 32
Recommendation: (Rick Miller) 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.
- J. Approval of the 2014-15 First Interim Report 34
Recommendation: (Rick Miller) The Administration recommends that the Board approve the 2014-15 First Interim Report.
- K. 2014-15 Budget Revisions #2 55
Recommendation: (Rick Miller) The District Administration recommends approval of the proposed budget revisions.
- L. Acceptance of Quarterly Treasurer's Report 64
Recommendation: (Rick Miller) The Administration recommends that the Board accept the Quarterly Treasurer's Report for the quarter ending September 30, 2014.
- M. Quarterly Report on Williams Uniform Complaints 77
Recommendation: (Ralph Gómez Porras) The Administration recommends that the Board review and approve the information in this quarterly report, per Ed. Code. 35186 (d).
- N. Peer Assistance and Review (PAR) Budget 79
Recommendation: (Ani Silva and Billie Mankey) The Administration recommends that the Board review and approve the proposed PAR budget.
- O. Approval of Bond Oversight Committee Member 80
Recommendation: (Rick Miller) The District Administration recommends that the Board review and approve Joanne Nolan-Stewart as a member of the Bond Oversight Committee.
- P. Approval of Supplemental Education Services 81
Recommendation: (Ani Silva) The Administration recommends that the Board review and approve the contract for services with Jump Into Math to provide Supplemental Educational Services (SES) tutoring for identified students from Forest Grove Elementary according to the provisions set forth by No Child Left Behind.
- Q. Approval of Supplemental Education Services 87
Recommendation: (Ani Silva) The Administration recommends that the Board review and approve the contract for services with Ace Tutoring Services to provide Supplemental Educational Services (SES) tutoring for identified students from Forest Grove Elementary according to the provisions set forth by No Child Left Behind.

Move: _____ Second: _____ Vote: _____

IX. ACTION/DISCUSSION

- A. Adopt Resolution No. 953 Local Reserves Cap 93
Recommendation: (Ralph Gómez Porras) The Administration recommends that the Board of Education adopt Resolution No. 953 objecting to the restrictions on reserves that a school district is allowed to carry.
- Move: _____ Second: _____ Roll Call Vote: _____
Sollecito ____ Thibeau ____ Crandell ____ Paff ____ Phillips ____
- B. Adoption of Resolution No. 954 – Certifying Proceedings of Measure A Bond Election 97
Recommendation: (Rick Miller) The Administration recommends that the Board review and approve Resolution #954 which certifies the proceedings of the Measure A general obligation bond election.
- Move: _____ Second: _____ Roll Call Vote: _____
Sollecito ____ Thibeau ____ Crandell ____ Paff ____ Phillips ____
- C. Adoption of Resolution No. 955 –Declaring Intention to Reimburse Expenditures from Proceeds of General Obligation Bonds 104
Recommendation: (Rick Miller) The Administration recommends that the Board review and approve Resolution #955 which declares the intention to reimburse expenditures from the Measure A general obligation bond.
- Move: _____ Second: _____ Roll Call Vote: _____
Sollecito ____ Thibeau ____ Crandell ____ Paff ____ Phillips ____
- D. Acceptance of Donation from the Georgia Shetenhelm Trust 107
Recommendation: (Rick Miller) The District Administration recommends that the Board review and accept a donation from the Georgia Shetenhelm Trust.
- Move: _____ Second: _____ Vote: _____
- E. Pacific Grove High School Course Bulletin for the 2015-16 School Year 110
Recommendation: (Matt Bell) The Pacific Grove High School Administration recommends that the Board review and approve the Course Bulletin for Pacific Grove High School for the 2015-16 School Year.
- Move: _____ Second: _____ Vote: _____
- F. Board Calendar/Future Meetings 149
Recommendation: (Ralph Gómez Porras) The Administration recommends that the Board review and possibly modify meeting dates on the attached calendar and determine, given information from the Administration, whether additional Board dates or modifications need to be established.
- Move: _____ Second: _____ Vote: _____

X. INFORMATION/DISCUSSION

- A. Approval of Sale of Measure A Bonds by Direct Placement 152
Recommendation: (Rick Miller) The District Administration recommends that the Board review and approve the option of Direct Placement for the sale of Measure A Bonds.

Board Direction: _____

- B. Future Agenda Items 154
Recommendation: (Ralph Gómez Porras) 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.

None at this time.

Board Direction: _____

XI. ADJOURN

Next meeting – January 22, 2015 – Community High School

IV. **ANNUAL ORGANIZATIONAL MEETING**

As required by Education Code Section 35143

A. **Election of President to Serve for One-Year Period**

(Note: nominations do not need a "second.")

Public comment:

B. **Election of Vice-President/Clerk to Serve for One-Year Period**

(Note: nominations do not need a "second.")

Public comment:

C. **Determination of Dates, Time and Location of Regular Meetings**

Recommendation: (Ralph Gómez Porras) It is recommended that the Board of Education set the 1st and 3rd Thursdays of each month as Regular Board meetings. Meetings will be held at 7:00 p.m. at District Office Board Room, or another District school site.

Public comment:

D. **Approval of Resolution No. 952 Designating Authorized Agents to Sign School Orders**

Recommendation: (Ralph Gómez Porras and Rick Miller) The Administration recommends that the Board of Education adopt Resolution No. 952.

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Move: _____ Second: _____ Roll Call Vote: _____
Sollecito ____ Thibeau ____ Crandell ____ Paff ____ Phillips ____

E. **Designation of Committee Representatives**

Monterey County School Board Executive Committee Liaison _____

SUBJECT: Adopt Resolution No. 952 Designating Authorized Agents to Sign School Orders

PERSON RESPONSIBLE: Ralph Gómez Porras, Superintendent and Rick Miller, Assistant Superintendent

RECOMMENDATION:

The Administration recommends that the Board of Education adopt Resolution No. 952.

BACKGROUND:

Each year, the Board must authorize the signatures needed to sign orders and draw on funds in the name of the District.

INFORMATION:

The attached Resolution will authorize Superintendent Ralph Gomez Porras and Assistant Superintendent Rick Miller to be empowered to sign all orders in the name of the District and to draw on funds of the District. The approval will enable the District to continue its normal business functions. The requested authority is noted in the job descriptions of the Superintendent and the Assistant Superintendent.

FISCAL IMPACT:

None.

PACIFIC GROVE UNIFIED SCHOOL DISTRICT

RESOLUTION No. 952

Resolution Designating Authorized Agent to Sign School Orders

The Board of Education of the Pacific Grove Unified School District, Monterey County
ON MOTION of member, _____, seconded by member _____, effective December 11, 2014.

IT IS RESOLVED AND ORDERED by the Governing Board that, pursuant to
provisions of Education Code Section 42632 or 85232,

Ralph Gómez Porras, Superintendent, and Rick Miller, Assistant Superintendent, be
authorized and are hereby empowered to sign any and all orders in the name of said District, drawn on the
funds of said District.

IT IS FURTHER RESOLVED that these motions shall stand and that all additions and
deletions shall be submitted in writing to the County Office of Education.

PASSED AND ADOPTED by the Board of Education of the Pacific Grove Unified
School District this 11th day of December 2014 by the following vote:

AYES:

NOES:

ABSENT:

I, Ralph Gómez Porras, Secretary of the Governing Board, do hereby certify that the
foregoing is a full, true, and correct copy of Resolution 952 duly passed and adopted by said Board at a
regularly called and conducted meeting held on said date.

Ralph Gómez Porras, Secretary of the Governing Board

Signatures of authorized persons:

Ralph Gómez Porras, Superintendent

Rick Miller, Assistant Superintendent

PACIFIC GROVE UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION
Minutes of Regular Meeting of November 13, 2014 – Pacific Grove High School

I. OPENED BUSINESS

- A. Called to Order 6:31 p.m.
- B. Roll Call
- | | |
|-------------------------|---------------------------------|
| President: | Trustee Sollecito |
| Clerk: | Trustee Thibeau |
| Trustees Present: | Trustee Crandell |
| | Trustee Paff |
| | Trustee Phillips |
| Administration Present: | Superintendent Porras |
| | Assistant Superintendent Miller |
| Board Recorder: | Mandi Freitag |
| Student Board Member: | Lela Hautau |

C. Adopted Agenda

Changes to the agenda include moving Information/Discussion Item D High School Dress Code to the first Information/Discussion Item A, Closed Session negotiation topics corrected to 2015/16, and Consent Item A October 30, 2014 minutes correction Trustee Phillips arrived at 6:40 p.m.

MOTION Crandell/Thibeau to adopt agenda as amended.

Public comment: none

Motion CARRIED 5 – 0

II. CLOSED SESSION

A. Identified Closed Session Topics

1. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for ~~2014/15~~ 2015/16 [Gov't Code Section 3549.1 (d)] Executive session between the public school employer and its designated representatives, Ralph Gómez Porras and Rick Miller, for the purpose of giving direction and updates.
2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for ~~2014/15~~ 2015/16. [Gov't Code Section 3549.1 (d)] Executive session between the public school employer and its designated representatives, Ralph Gómez Porras and Billie Mankey, for the purpose of giving direction and updates.

B. Public comment on Closed Session Topics None

C. Adjourned to Closed Session 6:33 p.m.

III. RECONVENED IN OPEN SESSION 7:00 p.m.

A. Reported action taken in Closed Session:

1. Negotiations - Collective Bargaining Session planning and preparation with the PGTA

The Board discussed this matter.

2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA

The Board discussed this matter.

The Board also noted Information/Discussion Item B Elementary School Reconfiguration has been pulled at this time.

MOTION Crandell/Thibeau to pull Information/Discussion Item B Elementary School Reconfiguration.

Public comment: none

Motion CARRIED 5 – 0

B. Pledge of Allegiance

Led By: Matt Bell

IV. SITE PRESENTATIONS

Once a year, Board meetings are held at all school sites. This provides administration and staff with an opportunity to showcase their school's accomplishments.

Pacific Grove High School's presentation is: To College, Career, and Beyond

The Pacific Grove High School site presentation began with the Chorus, led by Michelle Boulware. The choir, which started three years ago with six students and is now up to 28 students, meet every Saturday morning, and performed for the Board.

The counselors, Kristin Paris, Janet Light and Pat Rolander spoke to the Board. Paris discussed college aspirations for students, other school options for students beyond our local community colleges. Light spoke about the career center, college and career activities including a survey of the recent 2013/14 graduations, the input and help those students can provide in designing and changing future programs, and posting college acceptance letters. Rolander spoke about educating the parents, starting with the 8th grade parent night, talking to 8th graders about course options, reaching out to parents to meet with their student's counselors, creating a 4-year plan session, and college nights offered for sophomores and juniors' parents to review financial aid, provide assistance with applications, etc.

Jennifer Erickson, presenting culinary arts program, preparing students for hospitality and food service careers. Students then provided tastes of various treats to the Board.

Linda Vrijenhoek who runs the Starbreaks Café on campus spoke about the help from students on creating a logo, visiting supermarkets, creating a budget, which provides students skills to use in their working life.

Kirinne Gordon spoke to the Board about college in the classrooms, such as the educational value of their senior projects. Senior projects are not about the topic, but about the process- the resume, mock interviews, speeches, research, technology- all skills with can be applied to college and careers.

Nicole Bullich, with AVID spoke about preparing students for academic classes and college with organizational skills, note taking skills, presentation skills.

Katie Selfridge spoke about life after PG High School. Students reflecting on memorable events in their life, how they've grown, changed over the course of 18 years, how they have changed as

individuals, which help when writing college essays.

Sean Keller passed out Breaker Strong t-shirts to the Board, provided by ASB.

Martha Tonkin spoke about the CTE project based learning, going deep into a project, not wide.

Tonkin introduced Robotics Instructor Roby Hyde whose Lead Captain of Robotics Hayley Oliver spoke to the Board about their robotics program.

Larry Haggquist spoke to the Board with his students Rachel Biggio and Brian Kearney about their successes in mock trials, including three prestigious awards in the last three years.

Martin Sconduto spoke to the Board about photography and media arts, creating mock advertisements for actual clients, having students go out into the community to get clients.

Matt Kelly introduced his student Golnoush Pak who spoke about the art program including fine arts, digital imaging class, a field trip to the San Francisco Arts Institute and the benefits of these experiences.

Fred Rubin introduced his student Ella Schwirzke who spoke about the benefits of woodshop, including selecting the projects, growing and overcoming the challenges.

In closing, Bell noted that the entire team at PGHS works together to create incredible things at this District.

The Board thanked PGHS, students and Administrators for their presentation.

Porras noted the passing of Measure A gives the District an opportunity to continue to exceed expectations.

V. COMMUNICATIONS

A. Written Communication

None.

Porras noted a letter from the PG Police Department Chief regarding the recent lockdown at Forest Grove Elementary School and PG High School.

B. Board Member Comments

Hautau announced the annual Shoe Rally would be the following day at 11:30 a.m.

Phillips spoke about the Board pulling the Elementary School Reconfiguration item. It is the Board's role to ensure a quality education for every student, and noted the possibility that perhaps there are differences within the two elementary schools that should be reviewed.

Paff thanked Joanne Nolan-Stewart for her efforts and success in the Measure A campaign. Paff also thanked Bell and his staff on a wonderful site presentation. Paff expressed his disappointment in the response to the reconfiguration item, noting it's time on the future agenda items as dating back to September of 2013. Paff noted that issues need to be addressed.

Crandell thanked the high school for their presentation and congratulated the robotics team.

Thibeau congratulated Nolan-Stewart, Kathleen Lee on the success of Measure A, encouraged everyone to see the play at the high school *The Importance of Being Earnest*.

Sollecito thanked all for Measure A and echoed comments of his fellow Trustees regarding reconfiguration, encouraging more outreach and more communication.

C. Superintendent Report

Porras thanked Nolan-Stewart for spearheading the Measure A campaign, a hero to our students and staff. Porras also thanked PGHS and the students for their presentation- they all make it so easy to be proud of them.

Porras also noted the incident regarding the recent lockdown. Noting the miscommunication between the PG Police Department and PG Unified School District, Porras ensured the Board and community that the District is working with the PG Police Department to ensure the students and families are safe and well-informed. Safety is foremost in our minds.

D. PGUSD Staff Comments

Buck Roggeman thanked the PG High School for a wonderful presentation. Also publicly thanked Steve Thomas who deserves a lot of credit for his efforts in the Measure A campaign. Roggeman also thanked Porras for attending the PGMS Veterans Celebration, a nice moment for the veterans, noting and thanking Brice Gamble.

Ani Silva spoke about the math departments of PGMS and PGHS who collaborated recently, designing pathways to accelerate students and support students.

Bell presented a check from the Armed Forces for \$1,000 to Sally Richmond.

Steve Ibrahim suggested there was a misunderstanding regarding reconfiguration, asked the Board to clarify what problem needed to be addressed. The Board is unable to respond.

Nicki Klevan expressed that the Board was brave for bringing up the item of reconfiguration and that the priority is the best education for students. Klevan suggested the item hit a dead end based on the closed minds and one-sided opinions but that perhaps the Board could reconfigure the TK and preschools as a start. Perhaps there are inequities but that may not end up in a difference in student performance.

VI. INDIVIDUALS DESIRING TO ADDRESS THE BOARD

Heather Hughbanks spoke about the budget at Forest Grove, asked that the school site council be involved in discussions.

Kathleen Lee congratulated the Board on the passing of Measure A. Spoke about an interest in having a conversation regarding reconfiguration, asked to engage parents who are active, and talk with parents and teachers about what the issues are.

Keith Tucker, parent, expressed that communication needs to be better regarding reconfiguration, asked not to dilute a great thing to fix a problem. Suggested the Board is not listening to what parents are saying.

Sarah Laughlin spoke about reconfiguration, does not think it is a good idea based on transportation issues, including more parents on the road, bonding time with families as they walk their students to

school.

Hannah Burney a parent of Forest Grove, supports Forest Grove and is concerned about the issue that there is a difference in education between the two elementary schools.

Stephen Albert, parent, had two sons that had an excellent experience at Robert Down. He noted parents love Robert Down, it feels like its own community, makes you feel like you belong to Robert Down, suggested perhaps there is not a problem with having two separate elementary schools and wanted to know where are the numbers and data suggesting there is a problem.

VII. CONSENT AGENDA

- A. Minutes of October 30, 2014 Board Meeting
- B. Certificated Assignment Order #6
- C. Classified Assignment Order #6
- D. Acceptance of Donations
- E. Warrant Schedules No. 553

Correction to Consent Item A October 30, 2014 minutes correction Trustee Phillips arrived at 6:40 p.m.

Paff asked a brief question about Consent Agenda Item B, how stipends are determined, a negotiated item.

MOTION Paff/Crandell to approve consent agenda as amended.

Public comment: none

Motion CARRIED 5 – 0

Porras congratulated Larry Tyndall on his upcoming retirement, and welcomed back Mary Riedel who will temporarily replace Craig Beller as Forest Grove Principal.

VIII. ACTION/DISCUSSION

- A. Substitute Teacher Pay

The Board discussed this item with Billie Mankey. Substitutes come to PGUSD due to smaller class sizes, involved parents, great students. The Board discussed various increase amounts in regular and long term rates. All Board members agreed retroactive pay was not supported. The Board gave direction to Mankey to bring the item back with increases over the last four years, increase options of various percentages and what that rate would be per day.

No action was taken.

- B. Board Calendar/Future Meetings

No action was taken.

IX. INFORMATION/DISCUSSION

A. Transition Program for Young Adults with Disabilities

Clare Davies proposed that based on the needs of the community the District can and should provide its own transition program for 18-22 year olds with disabilities. Davies discussed with Board, offering the Meadows Room at PG Adult School. Phillips expressed concerns on how these students access the program, and Davies clarified that any student that we serve we verify their residency.

Paff made a motion to extend the meeting to 10:30 p.m.

Public Comment:

Meghan Stewart, a mother, spoke in support of the transition program.

The Board directed Davies to bring back to the Board with more information.

B. Elementary School Reconfiguration

This item was pulled from the agenda.

C. Presentation of Design Options for Forest Grove's Congress Avenue Entrance

Oona Johnsen presented to the Board various layout options for the Forest Grove Congress Avenue entrance.

Thibeau expressed concerns that safety must be first and foremost a priority.

Roggeman spoke to the Board about the benefits of the roundabouts, as based on the PGMS.

The Board discussed various options, including ADA parking on Congress Avenue only, limited parking, various drop-off limitations on Congress, blockades, limited left turn options.

The Board suggested working with the City of Pacific Grove on better entrance options.

Public Comment:

Kathleen Lee suggested having a conversation at the school site, including the PTA, suggested it's not a parking issue and most definitely a safety issue, and encouraged forcing people to pick up and drop off in the back of the school.

Addition public comment included a parent/engineer who said creative ways were needed to fix the limitations of Forest Grove.

D. Pacific Grove High School Dress Code

Bell spoke to the Board about the current PG High School Dress Code, noting the students wanted non-discriminating dress code, equal application of the dress code, students representation of the handbook committee, and less ambiguity.

The students spoke to the Board- eight female students met with Bell and Keller, surveyed the student population on their feedback on the current dress code.

Keller looked forward to meeting with the students to discuss the review of the dress code.

Sollecito appreciated the students working with staff. Noted that in the workforce there is a strict dress code and encouraged the students to enjoy this tie and their opportunity to influence, as it is limited in the workforce.

Paff asked for a summary of infraction rate per gender as a follow-up.

Crandell thanked the students and asked that Administration bring back specifics.

Public Comment:

A mother applauded the girls, however suggested that policies be reviewed as there are many parents who are in support of a stricter dress attire.

Sarah, mother, asked to keep it classy. Noted that she was never put down for wearing something nice and modest, but has been put down for wearing something not nice and modest. Suggested the dress code should be aiming towards college and career readiness.

Gordon clarified that the eight students want a dress code that is equal and fair for both genders and administered fairly.

Another mother spoke in support of the girls but women should feel proud.

A father spoke, asked that equality between male and female student dress code, that this was not about female sexuality.

E. Future Agenda Items

Crandell requested a stadium safety review.

X. **ADJOURNED**

10:40 p.m.

Approved and submitted:

Dr. Ralph Gómez Porras
Secretary to the Board

PACIFIC GROVE UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION
Minutes of Special Meeting of November 14, 2014– District Office

I. OPENED BUSINESS

- A. Called to Order 7:50 a.m.
- B. Roll Call
- | | |
|-------------------------|-----------------|
| President: | Tony Sollecito |
| Absent Clerk: | John Thibeau |
| Members Present: | Debbie Crandell |
| | John Paff |
| | Bill Phillips |
| Administration Present: | Ralph Porras |
- C. Adopted Agenda

MOTION Crandell/Paff to adopt agenda as presented.

Public comment: none

Motion CARRIED 4 – 0

II. CLOSED SESSION

- A. Identified Closed Session Topics

CONSIDERATION OF STUDENT DISCIPLINE

1 Case: Student # 011415

(Education Code Section 48915)

MOTION Crandell/Paff to accept the anonymous witness statements.

Public comment: none

Motion CARRIED 4 – 0

- B. Public comment on Closed Session item
None.

- C. Adjourned to Closed Session 8:40 a.m.

II. RECONVENED IN OPEN SESSION

- Report action taken in Closed Session 9:00 a.m.

MOTION Paff/Phillips to expel student #011415 through the end of the Spring semester 2015.

The student shall be referred to the Monterey County Office of Education for an alternative academic placement during the term of this expulsion.

Public comment: None.

Motion PASSED 4 – 0

III. ADJOURNED

- Approved and submitted: 9:05 a.m.

Dr. Ralph Gómez Porras
Secretary to the Board

SUBJECT: Certificated Assignment Order #7

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

RECOMMENDATION:

The Administration recommends adoption of Certificated Assignment Order #7.

BACKGROUND:

Under Board Policies #4200 and #4211, the Personnel 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
December 11, 2014**

TEMPORARY APPOINTMENT

Richard Cassum, PGAE, Mac Class and Lab Instructor, temporary, hourly, Column A, Step 1, not to exceed 9 hours per week, effective November 7, 2014 (replaces Cindy Singh)

2014-15 Forest Grove Elementary School, Before/After School ELL Tutoring (Title III Funded), temporary, not to exceed 2 hours per week, paid per time sheet at the PGTA hourly instructional rate:

Jayne Lord
Shannon McCarty

2014-15 District PAR Panel, temporary, hourly, to be paid per time sheet at the PGTA hourly instructional rate

Kathy Hunter
Christine Revelas

2014-15 Pacific Grove Middle School Curriculum Stipends and Special Assignments

Employee	Assignment	Stipend % or # of Sections	Funding
Elaine DeMarco	Math Department Chair	18	General
Ivy Kong	Lunch Club	Monday	PTSA
Richard Llantero	6 th Grade Girls' Basketball	1.0	General
Richard Llantero Replaces Bill Sendell	8 th Grade Girls' Basketball	1.0	General

2014-15 Elementary Instructional Leadership Team

Employee	Assignment	Stipend % or # of Sections	Funding
Sarah Gordon	ILT – Special Education	1.0	Common Core

RESIGNATION:

Nan Lemmon, PGHS Math Teacher and PGUSD Math Coach, resigns effective November 21, 2014 after 12 successful years of employment with the Pacific Grove Unified School District

Greg Ricker, PGHS Varsity Lacrosse Coach, resigns effective December 1, 2014.

SUBSTITUTES:

Maria Barajas
Brandt Barstad
Greg Kelley
Christopher Mitchell
Stephen Whitham

SUBJECT: Classified Assignment Order #7

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

RECOMMENDATION:

The administration recommends adoption of Classified Assignment Order #7.

BACKGROUND:

Under Board Policies #4200 and #4211, the Personnel 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 ORDER NO. 7
December 11, 2014**

APPOINTMENT:

Matt Kelly, District, Director of Facilities and Transportation, Full-time, 225 days per year, Step 3 on the defined administrative salary schedule, effective January 5, 2015

RESIGNATION:

Renate Griffin, PGHS, Instructional Assistant (Special Education), 6 hours per day/180 days, resigns effective December 17, 2014

SUBJECT: Acceptance of Donations

PERSON(S) RESPONSIBLE: Rick Miller, 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

Vivian Wolf misc. office & school supplies, furniture (\$500 value)

Robert H. Down Elementary School

Georgia Shetenhelm Trust \$49,107.69 (bound library books)

Pacific Grove Middle School

Georgia Shetenhelm Trust \$49,107.69 (bound library books)

Pacific Grove High School

John Costandi misc. computer equipment & supplies (\$1,165 value)

Georgia Shetenhelm Trust \$49,107.69 (facilities, capital improvements,
and equipment at HS library)

Georgia Shetenhelm Trust \$49,107.69 (facilities, capital improvements and equipment for HS
athletic department or HS athletic facilities)

Pacific Grove Community High School

None

**Pacific Grove Adult School /Lighthouse Preschool &
Preschool Plus Co-op**

None

Pacific Grove Unified School District

None

SUBJECT: Out of County or Overnight Activities

PERSON(S) RESPONSIBLE: Rick Miller, 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>STUDENTS/CLASS</u>			
<u>DESTINATION</u>	<u>ACTIVITY</u>	<u>TRANSPORTATION</u>	<u>COST</u>	<u>FUNDING SOURCE</u>
Dec. 29-30 Bren Christian HS Walnut Creek, CA	PGHS Girls Basketball Basketball Tournament	Auto	\$500	Students
April 3-5, 2015 San Jose State Univ. San Jose, CA	PGHS Robotics Club Regional Tournament of Robots	Auto	\$3000	GATE, Club Funds
April 28 CA Academy of Sciences San Francisco, CA	PGMS 7 th Grade	Charter Bus	\$6,889.34	Student collected funds

REQUEST FOR OFF CAMPUS ACTIVITY

INSTRUCTIONS: Submit this form to the Transportation Department if transportation requires use of buses or vans. **FAXED** 11/26
 Other forms go directly to Business Office. After District and/or Board approval, the form will be returned to the school site. For in-state or non-overnight activities submit form two weeks in advance of activities.

BOARD APPROVAL IS REQUIRED FOR ALL 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 BOARD MEETING
PRIOR TO THE EVENT

Date of Activity 12/29-30/2014 Day of Activity Monday - Tuesday
 Place of Activity Brea Christian HS - Walnut Creek
 School PGHS Girls Basketball Grade Level 10-12
 School Departure Time 10 AM ☒ PM ☐
 Pickup Time From Place of Activity 10 AM ☐ PM ☐
 Name of Employee Accompanying Students Ken Ottner
 Number of Adults 3 Number of Students 11
 Class or Club PGHS Girls Basketball
 Description of Activity Basketball tournament
 Education Objective Athletics
 List All Stops Walnut Creek
 Means of Transportation: () 84 Passenger () 72 Passenger () 48 Passenger () 18 Passenger
 () Charter (X) Auto* () Walk () Other**

***#s 1, 2, 3, 5, 6, & 7 Must Be Completed Before Submitting To The Business Office /Transportation Department ***

1. NOTE: Board Regulation 3541.1 Requirements Will Be Complied With When Using Private Autos KD
 (Teachers Initials)

2. If using vans, you MUST list who the drivers are. _____

3. Cost of Activity \$ 500

4. Cost of Transportation \$ _____

Total Cost (Activity + Transportation) \$ _____

5. Fund to be Charged for all activity expenses: () Acct. Code _____
 (X) Students _____
 () Other _____

6. Requested By Ken Ottner Date 11-13-14
 Employee's Signature (Employee accompanying students on activity)

7. Recommend Approval [Signature] Date 11/10/14
 Principal's Signature

.....
Transportation Department/District Office Use Only

Bus(s) () Available () Not Available

Date Received

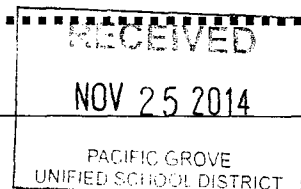
Cost Estimate \$ _____

Approved By _____ Date _____

Approved By [Signature] Transportation Supervisor

Date 11-25-14

PGUSD Assistant Superintendent
 Date of Board Approval December 11, 2014 Organizational Meeting of December 11, 2014



**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
REQUEST FOR OFF CAMPUS ACTIVITY**



FAXED
15 11/6/14

INSTRUCTIONS: Submit this form to the Transportation Department if transportation requires use of buses or vans. Other forms go directly to Business Office. After District and/or Board approval, the form will be returned to the school site. For in-state or non-overnight activities submit form two weeks in advance of activities.

BOARD APPROVAL IS REQUIRED FOR ALL 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 BOARD MEETING
PRIOR TO THE EVENT

Date of Activity 4/3 - 4/5/2015 Day of Activity Friday-Sunday
Place of Activity San Jose State University
School PGHS Grade Level 9-12
School Departure Time Fri 7:00 AM PM _____
Pickup Time From Place of Activity Sunday AM 7:00 PM
Name of Employee Accompanying Students Isaac Rubin
Number of Adults 4 Number of Students 15
Class (or Club) PGHS Robotics
Description of Activity Regional Tournament for Robotics
Education Objective Cumulative Assessment of Robot for '14-15 season
List All Stops _____

Means of Transportation: () 84 Passenger () 72 Passenger () 48 Passenger () 18 Passenger
() Charter (X) Auto* () Walk () Other**

***#s 1, 2, 3, 5, 6, & 7 Must Be Completed Before Submitting To The Business Office /Transportation Department ***

1. NOTE: Board Regulation 3541.1 Requirements Will Be Complied With When Using Private Autos IR
(Teachers Initials)
2. If using vans, you MUST list who the drivers are. _____
3. Cost of Activity \$ 3,000
4. Cost of Transportation \$ _____
Total Cost (Activity + Transportation) \$ _____
5. Fund to be Charged for all activity expenses: () Acct. Code 01-0038.0-1110.1000.4300.00.000.1300.00
() Students
(X) Other GATE-Robotics
6. Requested By IR (Isaac Rubin) Date 10/28/14
Employee's Signature (Employee accompanying students on activity)
7. Recommend Approval [Signature] Date 10/29/14
Principal's Signature

Transportation Department/District Office Use Only

Bus(s) () Available () Not Available

Date Received _____

NOV 05 2014

Cost Estimate \$ _____

Approved By _____

Date _____

Approved By _____

Transportation Supervisor

Date 11/5/14

Assistant Superintendent

Date of Board Approval December 11, 2014



FAXED
MSFTamp.
11-21-14

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
REQUEST FOR OFF CAMPUS ACTIVITY**

INSTRUCTIONS: Submit this form to the Transportation Department if transportation requires use of buses or vans. Other forms go directly to Business Office. After District and/or Board approval, the form will be returned to the school site. For in-state or non-overnight activities submit form two weeks in advance of activities.

BOARD APPROVAL IS REQUIRED FOR ALL 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 BOARD MEETING
PRIOR TO THE EVENT

Date of Activity April 28, 2015 Day of Activity Tuesday
Place of Activity California Academy of Sciences
School Pacific Grove Middle Grade Level 7th
School Departure Time 7:00 AM PM _____
Pickup Time From Place of Activity _____ AM 2:30 PM
Name of Employee Accompanying Students Elaine DeMarro, Matt Binder
Number of Adults ~20 Number of Students ~170
Class or Club 7th Grade Science
Description of Activity Field Trip to science museum
Education Objective Hands on activities to learn 7th grade standards
List All Stops California Academy of the Sciences
Means of Transportation: () 84 Passenger () 72 Passenger () 48 Passenger () 18 Passenger
☒ Charter () Auto* () Walk () Other**

*#s 1, 2, 3, 5, 6, & 7 Must Be Completed Before Submitting To The Business Office /Transportation Department *

1. NOTE: Board Regulation 3541.1 Requirements Will Be Complied With When Using Private Autos

(Teachers Initials)

2. If using vans, you MUST list who the drivers are. _____

3. Cost of Activity \$ 1334.40

4. Cost of Transportation \$ _____

Total Cost (Activity + Transportation) \$ 6,889.34

5. Fund to be Charged for all activity expenses:

() Acct. Code 4300-7280

☒ Students collected funds

() Other _____

6. Requested By [Signature] Date 8/29/14
Employee's Signature (Employee accompanying students on activity)

7. Recommend Approval Buck Roggeman Date 8/29/14
Principal's Signature

.....
Transportation Department/District Office Use Only

Bus(s) ☒ Available () Not Available

Date Received 9/3/14

Cost Estimate \$ 5554.94

Approved By [Signature] Transportation Supervisor

Approved By [Signature] Assistant Superintendent

Date of Board Approval December
PGUSD

Date 11/21/14
RECEIVED
Date 11-21-14

NOV 21 2014

Organizational Meeting of December 11, 2014

Updated 7/24/14

SUBJECT: Cash Receipts Report No. 4

PERSON(S) RESPONSIBLE: Rick Miller, Assistant Superintendent for Business Services

RECOMMENDATION:

As Assistant Superintendent for Business Services, I have reviewed the receipt and deposit of the identified Cash Receipts for consistency with District policies and procedures and certify that the actions have been appropriately conducted. I recommend Board approval of the Cash Receipts.

BACKGROUND:

The attached listing identifies Cash Receipts received by the District during the period of October 23, 2014 through November 26, 2014.

INFORMATION:

The receipt and deposit of the identified funds were conducted consistent with District policies and procedures within the appropriate revenue accounts.

CASH RECEIPTS BOARD REPORT # 4

October 23, 2014 - November 26, 2014

Date	Num	Name	Account	Amount
Oct 23 - Nov 26, '14				
10/28/2014	17047	YMCA	custodial	600.00
10/28/2014	17048	MBCS/Monterey Bay Charter ...	SPECIAL RESERVE	15,266.14
10/28/2014	17049	Panthers Youth Football	FACILITIES	1,082.50
10/28/2014	17049	Panthers Youth Football	custodial	600.00
10/28/2014	17050	WORKERSCOMP JPA	WORKERSCOMP	153.52
10/28/2014	17051	ROP	DONATION	350.00
10/31/2014	17052	TEXTBOOKS	TEXT BOOK FEES	308.00
10/31/2014	17053	Community High School	DONATION	400.00
10/31/2014	17054	Rotary Club of Pacific Grove	custodial	200.00
10/31/2014	17055	RETIREE INSURANCE	RETIREE INSURANCE	1,468.83
10/31/2014	17056	BUS PASS	BUS PASS	150.00
10/31/2014	17057	BASRP-RD	BASRP	4,456.00
10/31/2014	17058	BASRP-RD	BASRP	3,310.85
10/31/2014	17059	BASRP-FG	BASRP	6,108.50
11/6/2014	17060	PG PRIDE	WALK WITH PRIDE	26,106.50
11/6/2014	17061	Rebecca Silkey	PAYROLL	91.71
11/6/2014	17062	Paula Cathey	PAYROLL	335.82
11/6/2014	17063	Stegge, Susan	PAYROLL	595.28
11/6/2014	17064	Kathy Hannas	PAYROLL	647.32
11/6/2014	17065	Judy Karas	PAYROLL	98.78
11/6/2014	17066	Shyamala White	PAYROLL	323.79
11/6/2014	17067	Petra Crooks	PAYROLL	193.53
11/6/2014	17068	Jeannine Fox	PAYROLL	259.90
11/6/2014	17069	Monterey Tribe Lacrosse	custodial	525.00
11/6/2014	17070	RETIREE INSURANCE	RETIREE INSURANCE	2,381.26
11/6/2014	17071	PG&E	REBATE	1,500.00
11/6/2014	17072	DISCOVERY CHARTER	REFUND	2,583.87
11/14/2014	17073	RETIREE INSURANCE	RETIREE INSURANCE	4,380.50
11/14/2014	17074	BUS PASS	BUS PASS	100.00
11/14/2014	17075	Matthew Holmes	PAYROLL	105.00
11/14/2014	17076	Panthers Youth Football	FACILITIES	907.50
11/14/2014	17077	FPAC	custodial	500.00
11/14/2014	17078	MBCS/Monterey Bay Charter ...	SPECIAL RESERVE	15,266.14
11/14/2014	17079	ADULT EDUCATION	ADULT EDUCATION	8,221.00
11/14/2014	17080	Curriculum Associates	Curriculum	6,226.71
11/14/2014	17081	BASRP-RD	BASRP	6,031.25
11/14/2014	17082	BASRP-RD	BASRP	2,791.15
11/21/2014	17083	STATE OF CALIFORNIA	SP ED	3,932.73
11/21/2014	17084	Aria Women's Choir	FACILITIES	1,200.00
11/21/2014	17085	Farm Day	TRANSPORTATION	633.75
11/21/2014	17086	TEXTBOOKS	TEXT BOOK FEES	94.00
11/21/2014	17087	EBSCO Industries	REFUND	33.95
11/21/2014	17088	RETIREE INSURANCE	RETIREE INSURANCE	2,913.72
11/21/2014	17089	BASRP-RD	BASRP	2,478.00
11/21/2014	17090	BASRP-FG	BASRP	15,112.25
11/26/2014	17091	RETIREE INSURANCE	RETIREE INSURANCE	363.75
11/26/2014	17092	STATE OF CALIFORNIA	CAFETERIA	1,302.95
11/26/2014	17093	ASE - After School Enrichment	After School Enrichment Class	3,350.00
11/26/2014	17094	BASRP-RD	BASRP	3,945.25
Oct 23 - Nov 26, '14				<u>149,986.70</u>

SUBJECT: Revolving Cash Report No. 4

PERSON(S) RESPONSIBLE: Rick Miller, Assistant Superintendent for Business Services

RECOMMENDATION:

As Assistant Superintendent for Business Services, I have reviewed the Revolving Cash payments for consistency with District budget policy and accounting practices and certify their consistency and recommend approval of the payments by the Board.

BACKGROUND:

The attached listing identifies payments made from the Revolving Cash Fund during the period from October 23, 2014 through November 26, 2014.

INFORMATION:

Prior to the approval of the identified payments, appropriate District procedures were followed and authorizations obtained.

REVOLVING CASH BOARD REPORT # 4

October 23, 2014 - November 26, 2014

Date	Num	Name	Account	Amount
Oct 23 - Nov 26, '14				
11/5/2014		ANALYSIS CHARGE	FEES	-205.90
11/13/2014	4814	Angi Vining	ADULT EDUCATION	-120.00
11/13/2014	4815	Gary Williams	JURY DUTY	-8.16
11/13/2014	4816	Patricia Taladega	ADULT EDUCATION	-40.00
11/13/2014	4817	Deb Beals	BASRP	-257.50
11/13/2014	4818	Mira Park	TRANSPORTATION	-100.00
11/21/2014		DEPOSIT	none	4,233.58
11/21/2014	4819	Lora Clarke	TEXT BOOK FEES	-67.00
11/21/2014	4820	Mariann Demordaunt	ADULT EDUCATION	-57.50
11/21/2014	4821	Abdul Tariq Jalalzui	TRANSPORTATION	-50.00
Oct 23 - Nov 26, '14				<u>3,327.52</u>

SUBJECT: Warrant Schedule 554

PERSON(S) RESPONSIBLE: Rick Miller, 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 November 5, 2014 through November 26, 2014.

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. 554

Warrants- Payroll

NOV 14

Certificated-	Regular 11/05/14	\$	0
	Regular 11/10/14	\$	20,839.51
	Regular 11/14/14	\$	312.50
	Regular 11/26/14	\$	1,319,307.64
Total Certificated		\$	<u>1,340,459.65</u>
Other-	Regular 11/05/14	\$	0
	Regular 11/10/14	\$	15,698.00
	Regular 11/14/14	\$	0
	Regular 11/26/14	\$	0
Total Other		\$	<u>15,698.00</u>
Classified-	Regular 11/05/14	\$	0
	Regular 11/10/14	\$	1,613.23
	Regular 11/14/14	\$	0
	Regular 11/26/14	\$	467,810.31
Total Classified		\$	<u>469,423.54</u>
<u>TOTAL PAYROLL</u>		\$	<u>1,825,581.19</u>

Warrants- AP

Warrants <u>12115596</u> through <u>12115619</u> (11/04/14)	\$	<u>29,590.63</u>
Warrants <u>12116186</u> through <u>12116205</u> (11/06/14)	\$	<u>47,797.42</u>
Warrants <u>12116987</u> through <u>12117003</u> (11/13/14)	\$	<u>12,753.50</u>
Warrants <u>12118167</u> through <u>12118198</u> (11/18/14)	\$	<u>70,101.12</u>
Warrants <u>12120160</u> through <u>12120214</u> (11/25/14)	\$	<u>54,758.29</u>
<u>TOTAL WARRANTS</u>	\$	<u>2,040,582.15</u>

SUBJECT: Approval of the 2014-15 First Interim Report

PERSON RESPONSIBLE: Rick Miller, Assistant Superintendent for Business Services

RECOMMENDATION:

The Administration recommends that the Board approve the 2014-15 First Interim Report.

BACKGROUND:

Under current state law, school districts are required to formally update and review their operating budgets at least twice per year. The First Interim Report reflects the results of operations through October 31, and must be approved by the Board and submitted to the County Office of Education by December 15 each year.

In March, the Board will review and approve the Second Interim Report, which reflects the results of operations through January 31.

INFORMATION:

The attached First Interim Report indicates that, based on current information and projections, the District's General Fund will have a positive ending fund balance, a positive cash flow, and will be able to meet its financial obligations for the current year and subsequent two years.

With revenues of \$25,936,715 and expenditures of \$26,747,509, the General Fund is budgeted to run a net deficit of \$810,794 for the current year. Keep in mind, this deficit will be about \$300,000 less than is budgeted, due to unspent budgets at year end. Despite this operational deficit, the Ending Fund Balance is expected to remain positive, and the District will be able to meet its minimum reserve requirement of 3.00%. These reserves will continue to be relied upon to fund expected deficits in 2015-16 and 2016-17.

FISCAL IMPACT:

None

NOTICE OF CRITERIA AND STANDARDS REVIEW. This interim report was based upon and reviewed using the state-adopted Criteria and Standards. (Pursuant to Education Code (EC) sections 33129 and 42130)

Signed: _____

Date: _____

District Superintendent or Designee

NOTICE OF INTERIM REVIEW. All action shall be taken on this report during a regular or authorized special meeting of the governing board.

To the County Superintendent of Schools:

This interim report and certification of financial condition are hereby filed by the governing board of the school district. (Pursuant to EC Section 42131)

Meeting Date: December 11, 2014

Signed: _____

President of the Governing Board

CERTIFICATION OF FINANCIAL CONDITION

 X POSITIVE CERTIFICATION

As President of the Governing Board of this school district, I certify that based upon current projections this district will meet its financial obligations for the current fiscal year and subsequent two fiscal years.

 QUALIFIED CERTIFICATION

As President of the Governing Board of this school district, I certify that based upon current projections this district may not meet its financial obligations for the current fiscal year or two subsequent fiscal years.

 NEGATIVE CERTIFICATION

As President of the Governing Board of this school district, I certify that based upon current projections this district will be unable to meet its financial obligations for the remainder of the current fiscal year or for the subsequent fiscal year.

Contact person for additional information on the interim report:

Name: Nancy Bernahl

Telephone: 831-646-6516

Title: Fiscal Officer

E-mail: nbernahl@pgusd.org

Criteria and Standards Review Summary

The following summary is automatically completed based on data provided in the Criteria and Standards Review form (Form 01CSI). Criteria and standards that are "Not Met," and supplemental information and additional fiscal indicators that are "Yes," may indicate areas of potential concern, which could affect the interim report certification, and should be carefully reviewed.

CRITERIA AND STANDARDS			Met	Not Met
1	Average Daily Attendance	Funded ADA for any of the current or two subsequent fiscal years has not changed by more than two percent since budget adoption.		X

CRITERIA AND STANDARDS (continued)			Met	Not Met
2	Enrollment	Projected enrollment for any of the current or two subsequent fiscal years has not changed by more than two percent since budget adoption.	X	
3	ADA to Enrollment	Projected second period (P-2) ADA to enrollment ratio for the current and two subsequent fiscal years is consistent with historical ratios.		X
4	Local Control Funding Formula (LCFF)	Projected LCFF for any of the current or two subsequent fiscal years has not changed by more than two percent since budget adoption.	X	
5	Salaries and Benefits	Projected ratio of total unrestricted salaries and benefits to total unrestricted general fund expenditures has not changed by more than the standard for the current and two subsequent fiscal years.	X	
6a	Other Revenues	Projected operating revenues (federal, other state, other local) for the current and two subsequent fiscal years have not changed by more than five percent since budget adoption.		X
6b	Other Expenditures	Projected operating expenditures (books and supplies, services and other expenditures) for the current and two subsequent fiscal years have not changed by more than five percent since budget adoption.		X
7a	Deferred Maintenance	AB 97 (Chapter 47, Statutes of 2013) eliminated the Deferred Maintenance program under the Local Control Funding Formula. This section has been inactivated.		
7b	Ongoing and Major Maintenance Account	If applicable, changes occurring since budget adoption meet the required contribution to the ongoing and major maintenance account (i.e., restricted maintenance account).	X	
8	Deficit Spending	Unrestricted deficit spending, if any, has not exceeded the standard in any of the current or two subsequent fiscal years.		X
9a	Fund Balance	Projected general fund balance will be positive at the end of the current and two subsequent fiscal years.	X	
9b	Cash Balance	Projected general fund cash balance will be positive at the end of the current fiscal year.	X	
10	Reserves	Available reserves (e.g., reserve for economic uncertainties, unassigned/unappropriated amounts) meet minimum requirements for the current and two subsequent fiscal years.	X	

SUPPLEMENTAL INFORMATION			No	Yes
S1	Contingent Liabilities	Have any known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) occurred since budget adoption that may impact the budget?	X	
S2	Using One-time Revenues to Fund Ongoing Expenditures	Are there ongoing general fund expenditures funded with one-time revenues that have changed since budget adoption by more than five percent?	X	
S3	Temporary Interfund Borrowings	Are there projected temporary borrowings between funds?	X	
S4	Contingent Revenues	Are any projected revenues for any of the current or two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?	X	
S5	Contributions	Have contributions from unrestricted to restricted resources, or transfers to or from the general fund to cover operating deficits, changed since budget adoption by more than \$20,000 and more than 5% for any of the current or two subsequent fiscal years?		X

SUPPLEMENTAL INFORMATION (continued)			No	Yes
S6	Long-term Commitments	Does the district have long-term (multiyear) commitments or debt agreements?		X
		• If yes, have annual payments for the current or two subsequent fiscal years increased over prior year's (2013-14) annual payment?		X
		• If yes, will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources?	X	
S7a	Postemployment Benefits Other than Pensions	Does the district provide postemployment benefits other than pensions (OPEB)?		X
		• If yes, have there been changes since budget adoption in OPEB liabilities?	X	
S7b	Other Self-insurance Benefits	Does the district operate any self-insurance programs (e.g., workers' compensation)?	X	
		• If yes, have there been changes since budget adoption in self-insurance liabilities?	n/a	
S8	Status of Labor Agreements	As of first interim projections, are salary and benefit negotiations still unsettled for:		
		• Certificated? (Section S8A, Line 1b)	X	
		• Classified? (Section S8B, Line 1b)	X	
S8	Labor Agreement Budget Revisions	• Management/supervisor/confidential? (Section S8C, Line 1b)	X	
		For negotiations settled since budget adoption, per Government Code Section 3547.5(c), are budget revisions still needed to meet the costs of the collective bargaining agreement(s) for:		
		• Certificated? (Section S8A, Line 3)	n/a	
S8	Labor Agreement Budget Revisions	• Classified? (Section S8B, Line 3)	n/a	
S9	Status of Other Funds	Are any funds other than the general fund projected to have a negative fund balance at the end of the current fiscal year?	X	

ADDITIONAL FISCAL INDICATORS			No	Yes
A1	Negative Cash Flow	Do cash flow projections show that the district will end the current fiscal year with a negative cash balance in the general fund?	X	
A2	Independent Position Control	Is personnel position control independent from the payroll system?	X	
A3	Declining Enrollment	Is enrollment decreasing in both the prior and current fiscal years?	X	
A4	New Charter Schools Impacting District Enrollment	Are any new charter schools operating in district boundaries that are impacting the district's enrollment, either in the prior or current fiscal year?	X	
A5	Salary Increases Exceed COLA	Has the district entered into a bargaining agreement where any of the current or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?	X	
A6	Uncapped Health Benefits	Does the district provide uncapped (100% employer paid) health benefits for current or retired employees?	X	
A7	Independent Financial System	Is the district's financial system independent from the county office system?	X	
A8	Fiscal Distress Reports	Does the district have any reports that indicate fiscal distress? If yes, provide copies to the COE, pursuant to EC 42127.6(a).	X	
A9	Change of CBO or Superintendent	Have there been personnel changes in the superintendent or chief business official (CBO) positions within the last 12 months?	X	

Pacific Grove Unified School District

Fund 1 - General Fund

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2015-16 Estimate	2016-17 Estimate
Beginning Fund Balance - Rest	458,210	68,054	11,164	9,233			
Beginning Fund Balance - Unre	3,949,617	4,789,783	4,418,268	3,377,908	3,538,700	2,611,167	2,214,952
Beginning Fund Balance	4,407,826	4,857,837	4,429,433	3,387,141	3,538,700	2,611,167	2,214,952
Revenues:							
Revenue Limit Sources 8000	18,842,645	18,992,015	19,720,016	20,629,518	21,819,993	22,918,500	24,043,417
Federal Sources 8100	706,923	751,278	524,382	522,182	561,866	567,024	571,037
State Sources 8300	3,638,777	2,824,777	2,490,411	3,077,349	2,607,353	2,553,851	2,590,855
Local Sources 8600	1,591,632	1,473,621	1,520,750	1,584,081	947,502	947,502	947,502
Total Revenues	24,779,977	24,041,691	24,255,560	25,813,130	25,936,715	26,986,878	28,152,811
percent change		-3.0%	0.9%	6.4%	0.5%	4.0%	4.3%
Expenditures:							
Certificated Salaries 1000	11,586,196	11,973,558	12,659,739	12,875,372	13,070,157	13,332,119	13,599,485
Classified Salaries 2000	3,723,951	3,960,209	4,216,422	4,586,236	4,383,366	4,465,663	4,549,606
Employee Benefits 3000	3,445,009	3,751,315	3,641,615	3,266,328	3,534,259	3,836,640	4,163,991
Books and Supplies 4000	1,090,274	1,036,377	1,081,470	967,149	1,187,556	1,190,575	1,214,387
Services and Other 5000	3,144,679	3,279,892	3,234,837	3,293,006	3,649,902	3,586,401	3,729,857
Capital Outlay 6000	4,113	4,114	4,113	16,643	24,406	24,406	24,406
Other Outgo 7000	219,346	289,806	288,310	545,782	897,862	897,862	897,862
Total Expenditures	23,213,570	24,295,271	25,126,506	25,550,516	26,747,509	27,333,668	28,179,595
percent change		4.7%	3.4%	1.7%	4.7%	2.2%	3.1%
Surplus (Deficit)	1,566,407	(253,580)	(870,946)	262,613	(810,794)	(346,790)	(26,784)
Transfers In (Out)							
Fund 11 - Adult Education	(962,578)	(76,892)	(151,919)	(50,000)			
Fund 12 - Child Development	(49,601)			(2,437)	(56,779)		
Fund 13 - Cafeteria	(100,000)	(19,937)		(39,191)	(40,534)	(30,000)	(30,000)
Fund 14 - Deferred Maintena	15,209						
Fund 20 - Postemployment B	(19,426)	(19,426)	(19,426)	(19,426)	(19,426)	(19,426)	(19,426)
Other		168					
Net Transfers In (Out)	(1,116,396)	(116,087)	(171,345)	(111,054)	(116,739)	(49,426)	(49,426)
Ending Fund Balance	4,857,837	4,488,171	3,387,141	3,538,700	2,611,167	2,214,952	2,138,742
Components of Ending Fund Balance							
a Nonspendable - Revolving	5,000	5,000	5,000	5,000	5,000	5,000	5,000
b Restricted (categorical carry	68,054	11,164	9,233	40,000	50,000	50,000	50,000
c Committed							
d Assigned							
Property Tax Reserve (0.50	94,394	95,474					
Restricted Carryover	72,500	60,000	60,000	212,450	60,000	60,000	60,000
Locally Restricted	277,168	38,897		106,132			
Discretionary Carryover	405,668						
e 3% Resv for Econ Uncertain	729,899	750,392	758,936	769,847	805,927	821,493	846,871
Unassigned/Unappropriated	2,255,812	3,187,244	2,553,971	2,405,270	1,690,239	1,278,459	1,176,872
subtotal Unrestricted Reserve	4,784,783	4,472,007	3,372,907	3,493,700	2,556,167	2,159,951	2,083,742
Undesignated Resv Percent	21.7%	18.5%	13.3%	13.6%	9.5%	7.9%	7.4%
Ending Fund Balance	4,857,837	4,488,171	3,387,141	3,538,700	2,611,167	2,214,951	2,138,742
Contribution to Restricted Pro	4,010,594	5,079,999	4,485,081	4,295,283	4,400,000	4,500,000	4,500,000

Pacific Grove Unified School District

Fund 11 - Adult Education Fund

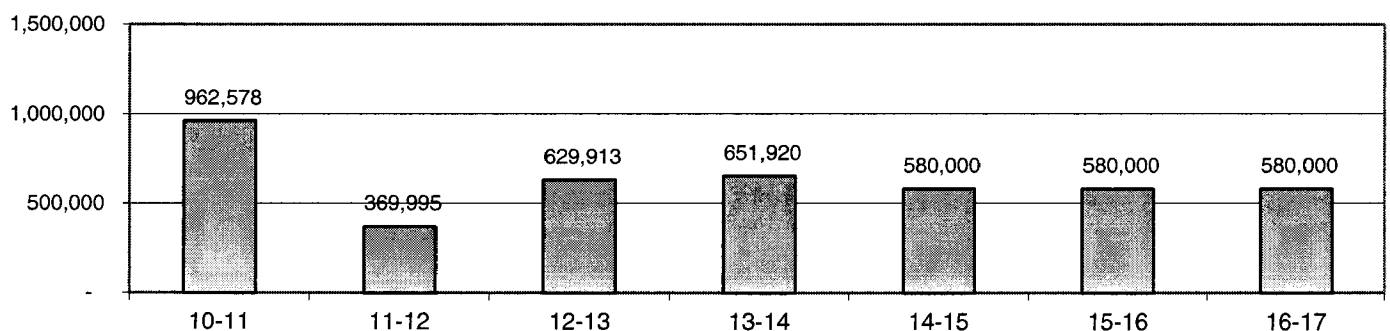
	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2015-16 Estimate	2016-17 Estimate
Beginning Fund Balance	198,114	288,996	(4,597)	-	78,414	161,550	244,686
Revenues:							
Revenue Limit Sources 8000							
Federal Revenue 8200	35,409	55,742	38,260	59,928	51,820	51,820	51,820
Other State Revenue 8500		293,103	477,994	601,920	580,000	580,000	580,000
Other Local Revenue 8600	534,266	524,808	473,064	461,691	557,145	557,145	557,145
Total Revenues	569,675	873,653	989,318	1,123,539	1,188,965	1,188,965	1,188,965
Expenditures:							
Certificated Salaries 1000	679,335	633,357	644,217	585,490	528,708	528,708	528,708
Classified Salaries 2000	245,592	239,069	238,896	277,685	316,305	316,305	316,305
Employee Benefits 3000	156,973	162,661	180,590	146,062	163,722	163,722	163,722
Books and Supplies 4000	42,029	114,225	39,218	58,372	50,858	50,858	50,858
Services & Other Oper 5000	56,802	46,663	33,720	27,515	46,235	46,235	46,235
Capital Outlay 6000							
Other Outgo 7100							
Indirect Costs 7300	312,634						
Total Expenditures	1,493,365	1,195,975	1,136,641	1,095,124	1,105,829	1,105,829	1,105,829
Surplus (Deficit)	(923,690)	(322,322)	(147,323)	28,414	83,136	83,136	83,136
Transfers In (Out)- Fund 8900	962,578	76,892	151,919	50,000			
Ending Fund Balance	237,001	43,567	-	78,414	161,550	244,686	327,822

Components of Ending Fund Balance:

a) Nonspendable - Revolv 9711							
b) Restricted - Donations 9740							
c) Committed 9750							
d) Assigned 9780							
e) Unassigned/Unappropri 9790	237,001	43,567		78,414	161,550	244,686	327,822
Ending Fund Balance	237,001	43,567	-	78,414	161,550	244,686	327,822

Fund 11 accounts for all the transactions related to the District's Adult Education program. The state has changed the way Adult Ed apportionments are accounted for, making it difficult to compare 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.

Fund 11 - Transfers In From General Fund



Pacific Grove Unified School District

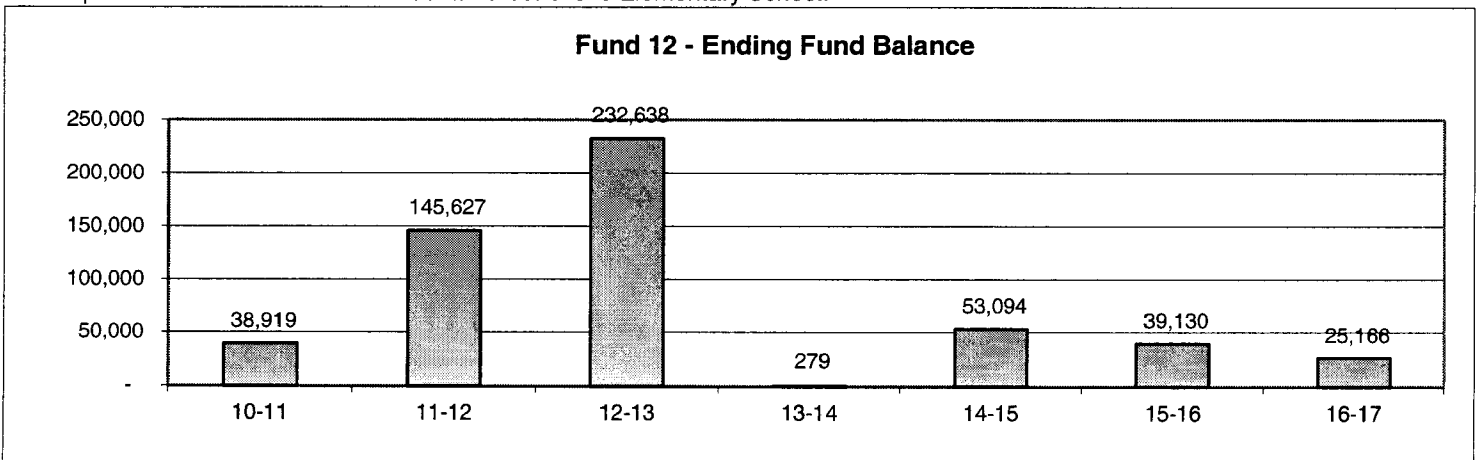
Fund 12 - Child Development Fund

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2015-16 Estimate	2016-17 Estimate
Beginning Fund Balance	112	38,919	145,627	232,638	279	53,094	39,130
Revenues:							
Revenue Limit Sources 8000							
Federal Revenue 8100							
State Revenue (Presch 8500	124,872	110,370	101,722	100,323	75,876	75,876	75,876
Local Revenue (BASRF 8600	282,979	384,587	395,144	358,484	350,000	350,000	350,000
Total Revenues	407,851	494,957	496,865	458,807	425,876	425,876	425,876
Expenditures:							
Certificated Salaries 1000	46,753	48,572	48,131	48,622	46,783	46,783	46,783
Classified Salaries 2000	234,008	219,954	229,282	240,802	223,808	223,808	223,808
Employee Benefits 3000	91,146	87,380	87,526	74,758	78,578	78,578	78,578
Books and Supplies 4000	23,558	9,457	4,978	7,750	18,000	18,000	18,000
Services & Other Oper 5000	1,508	1,214	943	2,812	1,000	1,000	1,000
Capital Outlay 6000			17,323	297,188	40,000	50,000	50,000
Other Outgo 7100							
Indirect Costs 7300	21,672	21,672	21,672	21,672	21,672	21,672	21,672
Total Expenditures	418,645	388,249	409,854	693,604	429,840	439,840	439,840
Surplus (Deficit)	(10,794)	106,708	87,011	(234,796)	(3,964)	(13,964)	(13,964)
Transfers In from Fund 8900	49,601			2,437	56,779		
Ending Fund Balance	38,919	145,627	232,638	279	53,094	39,130	25,166

Components of Ending Fund Balance:

a) Nonspendable - Revolv 9711							
b) Restricted 9740		478					
c) Committed 9750							
d) Assigned 9780							
e) Unassigned-Res for Ec 9789							
Unassigned/Unappropr 9790	38,919	145,149	232,641	279	53,094	39,130	25,166
Ending Fund Balance	38,919	145,627	232,641	279	53,094	39,130	25,166

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 will pay for a new portable classroom to be located at Forest Grove Elementary School.



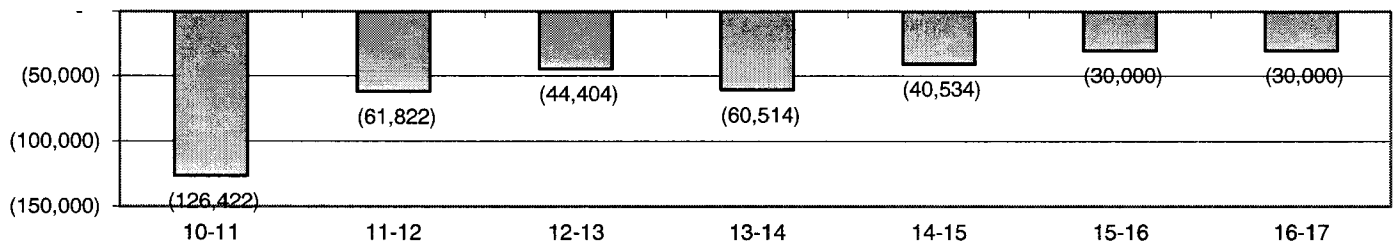
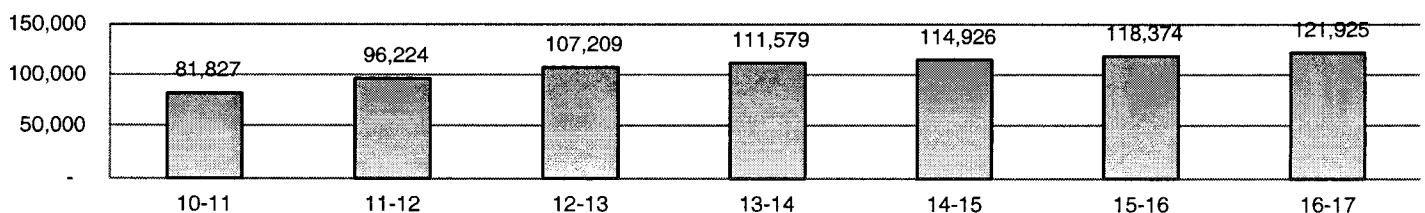
Pacific Grove Unified School District

Fund 13 - Cafeteria Fund

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2015-16 Estimate	2016-17 Estimate
Beginning Fund Balance	76,818	50,396	73,341	28,936	7,613	7,613	7,613
Revenues:							
Revenue Limit Sources 8000							
Federal Revenue 8200	113,312	144,822	168,653	176,708	170,000	175,000	175,000
Other State Revenue 8500	9,852	12,436	15,136	13,499	16,000	17,000	17,000
Other Local Revenue 8600	266,023	306,631	320,592	320,781	340,000	350,000	350,000
Total Revenues	389,187	463,889	504,382	510,988	526,000	542,000	542,000
Expenditures:							
Certificated Salaries 1000							
Classified Salaries 2000	226,794	209,886	223,631	241,199	237,485	230,000	230,000
Employee Benefits 3000	56,118	52,461	56,386	52,736	55,549	64,000	64,000
Supplies 4000	229,074	257,344	260,782	270,784	265,000	268,000	268,000
Services 5000	3,622	6,020	7,987	6,783	8,500	10,000	10,000
Capital Outlay 6000							
Other Outgo 7100							
Total Expenditures	515,609	525,711	548,786	571,502	566,534	572,000	572,000
Surplus (Deficit)	(126,422)	(61,822)	(44,404)	(60,514)	(40,534)	(30,000)	(30,000)
Transfers In - General F 8900	100,000	19,937		39,191	40,534	30,000	30,000
Ending Fund Balance	50,396	8,511	28,937	7,613	7,613	7,613	7,613

Components of Ending Fund Balance:

a) Nonspendable - Stores 9711	2,419	2,419	8,271	7,613	7,613	7,613	7,613
b) Restricted 9740			17,501				
c) Committed							
d) Assigned							
e) Unassigned/Unappropr 9790	47,978	6,092	3,164	0	0	0	0
Ending Fund Balance	50,396	8,511	28,937	7,613	7,613	7,613	7,613

Fund 13 - Surplus (Deficit)**Meals Served**

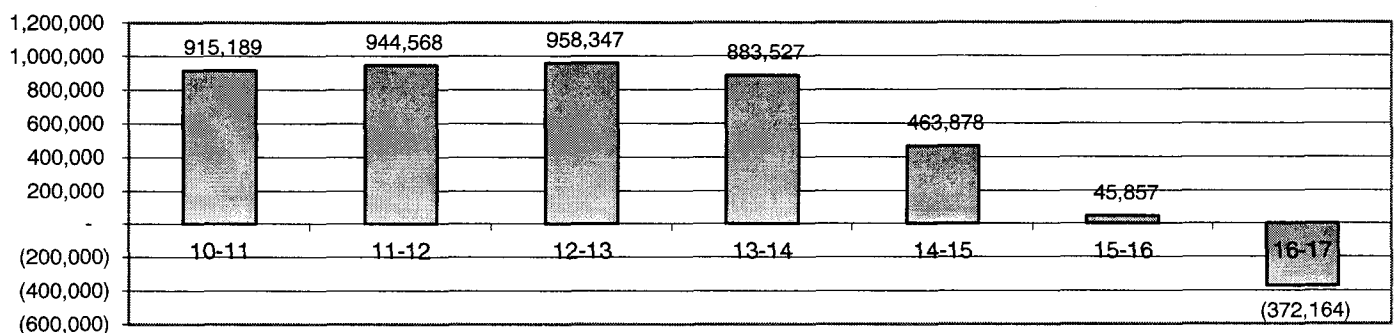
Pacific Grove Unified School District

Fund 14 - Deferred Maintenance Fund

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2015-16 Estimate	2016-17 Estimate
Beginning Fund Balance	831,499	915,189	944,568	958,347	883,527	463,878	45,857
Revenues:							
Revenue Limit Sources 8000							
Federal Revenue 8100							
Other State Revenue 8590	95,279	94,947	94,713	93,372	93,372	95,000	95,000
Other Local Revenue 8660	3,620	6,304	4,957	3,290	6,000	6,000	6,000
Total Revenues	98,899	101,251	99,670	96,662	99,372	101,000	101,000
Expenditures:							
Certificated Salaries 1000							
Classified Salaries 2000							
Employee Benefits 3000							
Supplies 4300		49,116	45,067	30,572	50,000	50,000	50,000
Services 5800		22,757	40,823	140,910	469,021	469,021	469,021
Capital Outlay 6000							
Other Outgo 7100							
Indirect Costs 7300							
Total Expenditures	-	71,872	85,891	171,482	519,021	519,021	519,021
Surplus (Deficit)	98,899	29,379	13,779	(74,820)	(419,649)	(418,021)	(418,021)
Transfers In (Out) - to G 8900	(15,209)						
Ending Fund Balance	915,189	944,568	958,347	883,527	463,878	45,857	(372,164)

Components of Ending Fund Balance:

a) Nonspendable - Revolv 9711							
b) Restricted 9740							
c) Committed 9750							
d) Assigned 9780							
e) Unassigned-Reserve fc 9789							
Unassigned/Unappropri 9790	915,189	944,568	958,347	883,527	463,878	45,857	(372,164)
Ending Fund Balance	915,189	944,568	958,347	883,527	463,878	45,857	(372,164)

Fund 14 - Ending Fund Balance

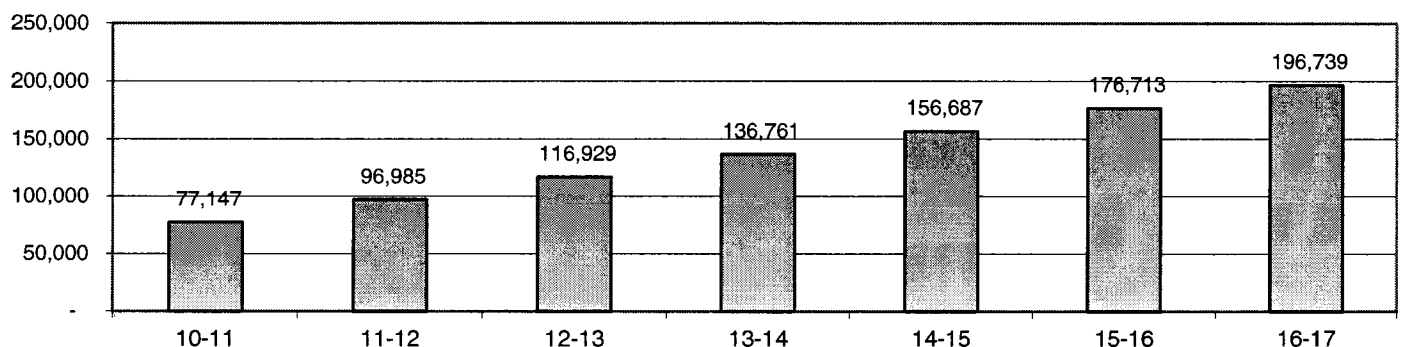
Pacific Grove Unified School District

Fund 20 - Postemployment Benefits Fund

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2015-16 Estimate	2016-17 Estimate
Beginning Fund Balance	57,483	77,147	96,985	116,928	136,761	156,687	176,713
Revenues:							
Revenue Limit Sources 8000							
Federal Revenue 8100							
Other State Revenue 8300							
Other Local Revenue 8600	238	413	518	407	500	600	600
Total Revenues	238	413	518	407	500	600	600
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)	238	413	518	407	500	600	600
Transfers In (Out) - from 8900	19,426	19,426	19,426	19,426	19,426	19,426	19,426
Ending Fund Balance	77,147	96,985	116,929	136,761	156,687	176,713	196,739

Components of Ending Fund Balance:

a) Nonspendable - Revolv 9711							
b) Restricted 9740							
c) Committed 9750							
d) Assigned - Medigap 9780							
e) Unassigned-Reserve fc 9789							
Unassigned/Unappropr 9790	77,147	96,985	116,929	136,761	156,687	176,713	196,739
Ending Fund Balance	77,147	96,985	116,929	136,761	156,687	176,713	196,739

Fund 20 - Ending Fund Balance

Pacific Grove Unified School District

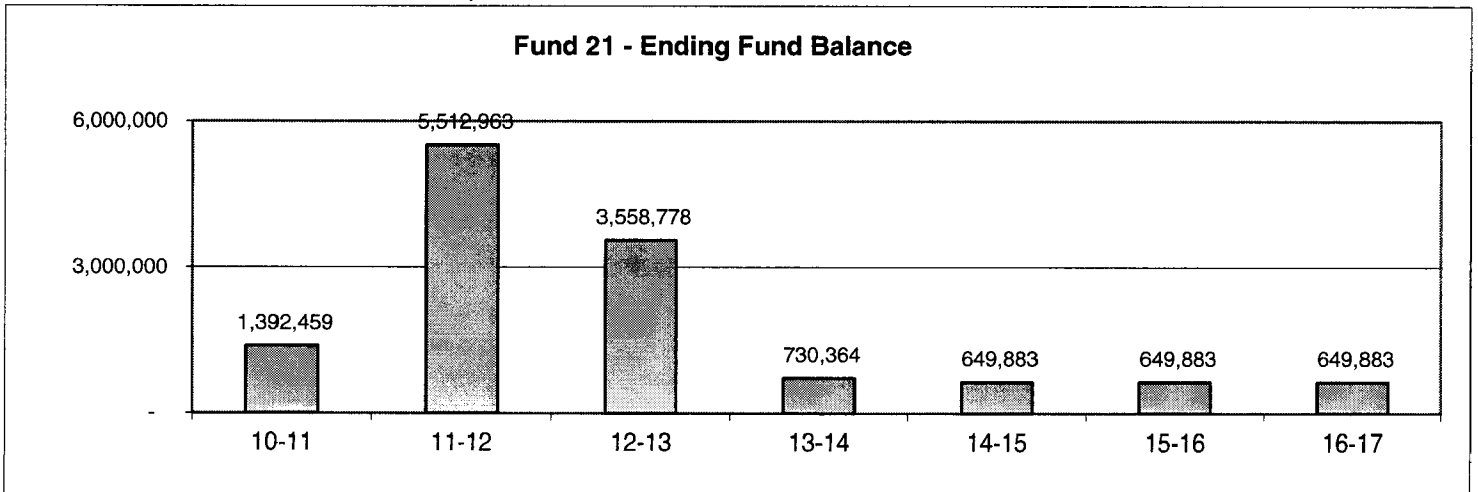
Fund 21 - Building Fund

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2015-16 Estimate	2016-17 Estimate
Beginning Fund Balance	13,310,155	1,392,459	5,512,963	3,558,778	730,364	649,883	649,883
Revenues:							
Revenue Limit Sources 8000							
Federal Revenue 8100							
Other State Revenue 8300							
Other Local Revenue 8600	59,782	7,502,961	23,886	9,261	-		
Total Revenues	59,782	7,502,961	23,886	9,261	-	-	-
Expenditures:							
Certificated Salaries 1000							
Classified Salaries 2000							
Employee Benefits 3000							
Supplies 4400	303,292	521,190	252,385	101,593	32,233		
Services 5800	8,017	17,385	35,666	31,805	1,210		
Capital Outlay 6000	11,666,168	2,843,881	1,690,021	2,704,276	47,038		
Other Outgo 7100							
Indirect Costs 7300							
Total Expenditures	11,977,478	3,382,456	1,978,072	2,837,675	80,481	-	-
Surplus (Deficit)	(11,917,696)	4,120,505	(1,954,186)	(2,828,413)	(80,481)	-	-
Transfers In (Out) 8900							
Ending Fund Balance	1,392,459	5,512,963	3,558,778	730,364	649,883	649,883	649,883

Components of Ending Fund Balance:

a) Nonspendable - Revolv 9711							
b) Restricted 9740							
c) Committed 9750							
d) Assigned 9780							
e) Unassigned-Reserve fc 9789							
Unassigned/Unappropri 9790	1,392,459	5,512,963	3,558,778	730,364	649,883	649,883	649,883
Ending Fund Balance	1,392,459	5,512,963	3,558,778	730,364	649,883	649,883	649,883

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



Pacific Grove Unified School District

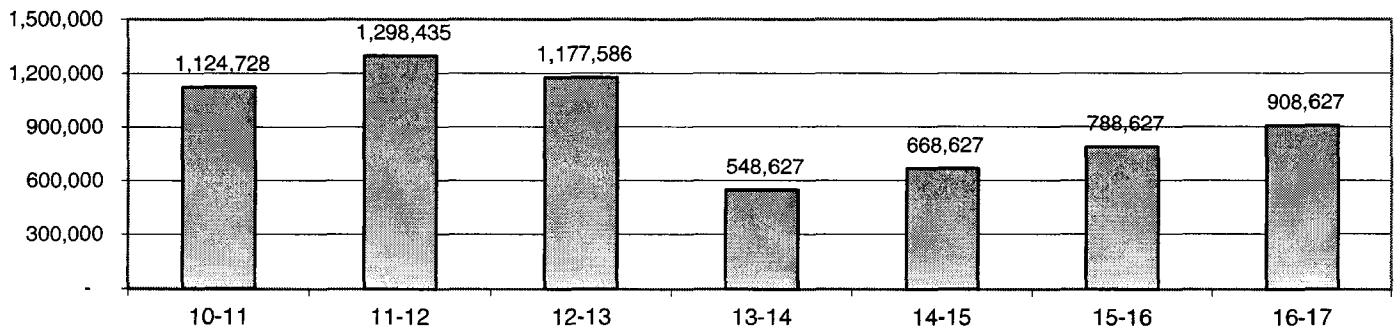
Fund 40 - Capital Outlay Projects Fund

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Budget	2015-16 Estimate	2016-17 Estimate
Beginning Fund Balance	1,107,482	1,124,728	1,298,435	1,177,586	548,627	668,627	788,627
Revenues:							
Revenue Limit Sources 8000							
Federal Revenue 8100							
Other State Revenue 8300							
Other Local Revenue 8600	72,658	187,032	244,036	345,477	270,000	270,000	270,000
Total Revenues	72,658	187,032	244,036	345,477	270,000	270,000	270,000
Expenditures:							
Certificated Salaries 1000							
Classified Salaries 2000							
Employee Benefits 3000							
Supplies 4000	4,728	4,132	66,596	58,424	50,000	50,000	50,000
Services 5000	33,220	9,193	125,949	51,282	50,000	50,000	50,000
Capital Outlay - Equipm 6000	17,463		172,341	864,730	50,000	50,000	50,000
Other Outgo 7100							
Indirect Costs 7300							
Total Expenditures	55,412	13,325	364,886	974,435	150,000	150,000	150,000
Surplus (Deficit)	17,246	173,707	(120,849)	(628,958)	120,000	120,000	120,000
Transfers In (Out) 8900							
Ending Fund Balance	1,124,728	1,298,435	1,177,586	548,627	668,627	788,627	908,627

Components of Ending Fund Balance:

a) Nonspendable - Revolv 9711							
b) Restricted 9740							
c) Committed 9750							
d) Assigned 9780							
e) Unassigned/Unappropri 9790	1,124,728	1,298,435	1,177,586	548,627	668,627	788,627	908,627
Ending Fund Balance	1,124,728	1,298,435	1,177,586	548,627	668,627	788,627	908,627

Fund 40 includes revenues collected from David Avenue leases, expenditures authorized by the Board, and maintenance department expenses in excess of the program 6220 allocation. Certain revenues are being set aside for future repair of the High School track (\$116,000 in 2015) and the stadium field (\$713,000 in 2023). Rents received from the Middle School PAC and the High School stadium are being held in specific improvement accounts. The Board approved \$500,000 to help with the cost of construction of the new High School pool. On March 7, 2013 the Board also approved the purchase of new vehicles from Fund 40.

Fund 40 - Ending Fund Balance

Description	ESTIMATED FUNDED ADA Original Budget (A)	ESTIMATED FUNDED ADA Board Approved Operating Budget (B)	ESTIMATED P-2 REPORT ADA Projected Year Totals (C)	ESTIMATED FUNDED ADA Projected Year Totals (D)	DIFFERENCE (Col. D - B) (E)	PERCENTAGE DIFFERENCE (Col. E / B) (F)
A. DISTRICT						
1. Total District Regular ADA per EC 42238.05(b) Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (includes Necessary Small School ADA)	2,001.10	2,001.10	2,001.00	2,001.00	(0.10)	0%
2. Total Basic Aid Choice/Court Ordered Voluntary Pupil Transfer Regular ADA per EC 42238.05(b) Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)	0.00	0.00	0.00	0.00	0.00	0%
3. Total Basic Aid Open Enrollment Regular ADA per EC 42238.05(b) Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)	0.00	0.00	0.00	0.00	0.00	0%
4. Total, District Regular ADA (Sum of Lines A1 through A3)	2,001.10	2,001.10	2,001.00	2,001.00	(0.10)	0%
5. District Funded County Program ADA						
a. County Community Schools per EC 1981(a)(b)&(d)	0.00	0.00	0.00	0.00	0.00	0%
b. Special Education-Special Day Class	8.26	8.26	8.26	8.26	0.00	0%
c. Special Education-NPS/LCI	0.00	0.00	0.00	0.00	0.00	0%
d. Special Education Extended Year-NPS/LCI	0.53	0.53	0.53	0.53	0.00	0%
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools, Technical, Agricultural, and Natural Resource Conservation Schools	0.00	0.00	0.00	0.00	0.00	0%
f. Total, District Funded County Program ADA (Sum of Lines A5a through A5e)	8.79	8.79	8.79	8.79	0.00	0%
6. TOTAL DISTRICT ADA (Sum of Line A4 and Line A5f)	2,009.89	2,009.89	2,009.79	2,009.79	(0.10)	0%
7. Adults in Correctional Facilities	0.00	0.00	0.00	0.00	0.00	0%
8. Charter School ADA (Enter Charter School ADA using Tab C. Charter School ADA)						

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
A. REVENUES								
1) LCFF Sources		8010-8099	21,869,606.00	21,869,970.00	544,719.06	21,819,993.00	(49,977.00)	-0.2%
2) Federal Revenue		8100-8299	540,831.00	561,867.00	66,440.07	561,866.02	(0.98)	0.0%
3) Other State Revenue		8300-8599	2,537,759.00	2,538,858.00	1,118,933.80	2,607,353.17	68,495.17	2.7%
4) Other Local Revenue		8600-8799	801,916.00	934,672.00	261,748.48	947,502.33	12,830.33	1.4%
5) TOTAL, REVENUES			25,750,112.00	25,905,367.00	1,991,841.41	25,936,714.52		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	13,258,690.00	13,067,159.00	3,926,315.84	13,070,156.71	(2,997.71)	0.0%
2) Classified Salaries		2000-2999	4,614,180.00	4,383,372.00	1,452,392.97	4,383,366.83	5.17	0.0%
3) Employee Benefits		3000-3999	3,491,214.00	3,534,266.00	1,051,489.04	3,534,258.97	7.03	0.0%
4) Books and Supplies		4000-4999	806,495.00	1,171,637.00	433,467.71	1,187,556.18	(15,919.18)	-1.4%
5) Services and Other Operating Expenditures		5000-5999	3,619,241.00	3,652,994.00	842,785.61	3,649,902.35	3,091.65	0.1%
6) Capital Outlay		6000-6999	12,529.00	24,407.00	24,405.88	24,406.45	0.55	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	636,589.00	919,534.00	240,044.27	919,534.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(21,672.00)	(21,672.00)	0.00	(21,672.00)	0.00	0.0%
9) TOTAL, EXPENDITURES			26,417,266.00	26,731,697.00	7,970,901.32	26,747,509.49		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(667,154.00)	(826,330.00)	(5,979,059.91)	(810,794.97)		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	51,926.00	85,753.00	0.00	116,739.18	(30,986.18)	-36.1%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	1.00	0.00	0.00	(1.00)	100.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(51,926.00)	(85,752.00)	0.00	(116,739.18)		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	65,000.00	51,820.00	0.00	51,820.00	0.00	0.0%
3) Other State Revenue		8300-8599	580,000.00	580,000.00	0.00	580,000.00	0.00	0.0%
4) Other Local Revenue		8600-8799	550,000.00	556,040.00	91,850.03	557,145.00	1,105.00	0.2%
5) TOTAL REVENUES			1,195,000.00	1,187,860.00	91,850.03	1,188,965.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	651,424.00	528,709.00	166,259.59	528,708.20	0.80	0.0%
2) Classified Salaries		2000-2999	268,576.00	316,308.00	105,477.60	316,305.32	2.68	0.0%
3) Employee Benefits		3000-3999	185,000.00	163,734.00	48,875.63	163,722.23	11.77	0.0%
4) Books and Supplies		4000-4999	50,000.00	50,359.00	6,437.11	50,858.28	(499.28)	-1.0%
5) Services and Other Operating Expenditures		5000-5999	40,000.00	45,630.00	16,195.91	46,235.00	(605.00)	-1.3%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL EXPENDITURES			1,195,000.00	1,104,740.00	343,245.84	1,105,829.03		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)								
			0.00	83,120.00	(251,395.81)	83,135.97		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	100,000.00	75,876.00	(26,919.00)	75,876.00	0.00	0.0%
4) Other Local Revenue		8600-8799	350,000.00	350,000.00	100,568.51	350,000.00	0.00	0.0%
5) TOTAL REVENUES			450,000.00	425,876.00	73,649.51	425,876.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	50,000.00	46,783.00	14,378.58	46,782.50	0.50	0.0%
2) Classified Salaries		2000-2999	210,000.00	223,809.00	70,251.22	223,807.51	1.49	0.0%
3) Employee Benefits		3000-3999	75,000.00	78,583.00	24,850.24	78,577.86	5.14	0.0%
4) Books and Supplies		4000-4999	18,000.00	18,000.00	1,090.43	18,000.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	1,000.00	1,000.00	0.00	1,000.00	0.00	0.0%
6) Capital Outlay		6000-6999	40,000.00	40,000.00	0.00	40,000.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	21,672.00	21,672.00	0.00	21,672.00	0.00	0.0%
9) TOTAL EXPENDITURES			415,672.00	429,847.00	110,370.47	429,839.87		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)								
			34,328.00	(3,971.00)	(36,720.96)	(3,963.87)		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	25,793.00	0.00	56,779.22	30,986.22	120.1%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES			0.00	25,793.00	0.00	56,779.22		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	170,000.00	170,000.00	37,210.34	170,000.00	0.00	0.0%
3) Other State Revenue		8300-8599	16,000.00	16,000.00	2,855.84	16,000.00	0.00	0.0%
4) Other Local Revenue		8600-8799	340,000.00	340,000.00	42,800.00	340,000.00	0.00	0.0%
5) TOTAL REVENUES			526,000.00	526,000.00	82,865.98	526,000.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	225,000.00	237,485.00	75,028.13	237,484.64	0.36	0.0%
3) Employee Benefits		3000-3999	60,000.00	55,552.00	17,392.74	55,549.32	2.68	0.0%
4) Books and Supplies		4000-4999	265,000.00	265,000.00	74,355.69	265,000.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	8,500.00	8,500.00	5,479.44	8,500.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL EXPENDITURES			558,500.00	566,537.00	172,256.00	566,533.96		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(32,500.00)	(40,537.00)	(89,390.02)	(40,533.96)		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	32,500.00	40,534.00	0.00	40,533.96	(0.04)	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES			32,500.00	40,534.00	0.00	40,533.96		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	95,000.00	93,372.00	93,372.00	93,372.00	0.00	0.0%
4) Other Local Revenue		8600-8799	6,000.00	6,000.00	0.00	6,000.00	0.00	0.0%
5) TOTAL REVENUES			101,000.00	99,372.00	93,372.00	99,372.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	50,000.00	50,000.00	34,629.38	50,000.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	50,000.00	469,021.00	422,473.50	469,021.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL EXPENDITURES			100,000.00	519,021.00	457,102.88	519,021.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			1,000.00	(419,649.00)	(363,730.88)	(419,649.00)		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	500.00	500.00	0.00	500.00	0.00	0.0%
5) TOTAL REVENUES			500.00	500.00	0.00	500.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.00	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL EXPENDITURES			0.00	0.00	0.00	0.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			500.00	500.00	0.00	500.00		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	19,426.00	19,426.00	0.00	19,426.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES			19,426.00	19,426.00	0.00	19,426.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	1,000.00	0.00	0.00	0.00	0.00	0.0%
5) TOTAL REVENUES			1,000.00	0.00	0.00	0.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	32,233.00	33,375.33	32,233.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	1,210.00	1,210.00	1,210.00	0.00	0.0%
6) Capital Outlay		6000-6999	233,887.00	47,038.00	23,397.01	47,038.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL EXPENDITURES			233,887.00	80,481.00	57,982.34	80,481.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(232,887.00)	(80,481.00)	(57,982.34)	(80,481.00)		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	270,000.00	270,000.00	47,801.42	270,000.00	0.00	0.0%
5) TOTAL REVENUES			270,000.00	270,000.00	47,801.42	270,000.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	50,000.00	50,000.00	34,546.61	50,000.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	50,000.00	50,000.00	36,659.79	50,000.00	0.00	0.0%
6) Capital Outlay		6000-6999	50,000.00	50,000.00	4,425.74	50,000.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL EXPENDITURES			150,000.00	150,000.00	75,632.14	150,000.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			120,000.00	120,000.00	(27,830.72)	120,000.00		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

SUBJECT: 2014-15 Budget Revisions #2

PERSON RESPONSIBLE: Rick Miller, Assistant Superintendent for Business Services

RECOMMENDATION:

The District Administration recommends approval of the proposed budget revisions.

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 necessary early in the fiscal year (in September) to update the beginning fund balances following the final close-out of the prior year. Budget revisions are also part of the First Interim Report in December, and the Second Interim Report in March. The final Budget revision is usually done towards the end of the fiscal year in May.

The recommended budget revisions are reflected in the column titled "Rev #2 Changes". The column to the left of the Proposed Changes is the current Board-approved version of the budget following the Unaudited Actual Report. The column to the right of the proposed changes will become the official budget once the Board formally approves them. A detailed list of the components 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 significant budget revisions to the General Fund include:

- 1) Due to the number of PGUSD students attending Charter Schools throughout the county (10 students), we need to adjust the amount we are charged by the MCOE for their ADA by \$49,795.
- 2) We were notified that we would be receiving \$68,496 in Mental Health funding from prior year 2013-14.
- 3) The new financial accounting software (ESCAPE) is able to encumber salaries and benefits for all employees, which provides the District with a more precise estimate for employee-related expenditures expected at year end. Each month, we will be adjusting the budgets for salaries and benefits to match the calculation provided by this software.
- 4) Since the last budget revision, an additional \$110,522 has been received in various donation accounts. This budget adjustment does not include the donation from the Georgia Shetenhelm trust, which will be included in the next budget revision.
- 5) The budget for the General Fund transfer to the State Preschool program was increased \$56,779, which includes the prior year (2013-14) and the current year (2014-15) shortfall.

FISCAL IMPACT:

The fiscal impact is reflected in the attached reports.

Pacific Grove Unified School District

Budget Revisions - General Fund 01

	Original Budget	Rev #1 Changes	Unaud Actuals	Rev #2 Changes	First Interim	Rev #3 Changes	Second Interim	Rev #4 Changes	Final Budget
Beginning Balance	3,538,701	3	3,538,704	-	3,538,704				-
Revenues									
Revenue Limit	21,869,606	182	21,869,788	(49,795) a	21,819,993			-	
Federal Revenues	540,831	19,984	560,815	1,051 b	561,866			-	
State Revenues	2,537,759	(3,051)	2,534,708	72,645 c	2,607,353			-	
Local Revenues	801,916	35,064	836,980	110,522 d	947,502			-	
Total Revenues	25,750,112	52,179	25,802,291	134,423	25,936,714	-	-	-	-
Expenditures									
Certificated Salaries	13,258,690	41,000	13,299,690	(229,533) e	13,070,157			-	
Classified Salaries	4,614,180	4,300	4,618,480	(235,113) f	4,383,367			-	
Benefits	3,491,215	7,515	3,498,730	35,529 g	3,534,259			-	
Books & Supplies	806,495	237,737	1,044,232	143,324 h	1,187,556			-	
Services	3,619,241	201,449	3,820,690	(170,788) i	3,649,902			-	
Capital Outlay	12,529	-	12,529	11,877 j	24,406			-	
Other Outgo	636,589	48,524	685,113	234,421 k	919,534			-	
Indirect Costs	(21,672)	(165)	(21,837)	165 l	(21,672)			-	
Total Expenditures	26,417,267	540,360	26,957,627	(210,118)	26,747,509	-	-	-	-
Surplus (Deficit)	(667,155)		(1,155,336)	344,541	(810,795)		-		-
Transfers In (Out)	(51,926)	-	(51,926)	(64,813) m	(116,739)			-	-
Ending Fund Balance	2,819,620		2,331,442	279,728	2,611,170		-		-

Components of Ending Fund Balance									
Revolving Cash	5,000	-	5,000	-	5,000				
Restricted Balance	282,224	-	282,224	(37,749)	244,475				
Sick Leave Incurred	60,000	-	60,000	-	60,000				
Resv for Econ Unempl	794,076	16,211	810,287	(4,360)	805,927				
Unassigned/Unap	1,678,320	(504,392)	1,173,928	321,840	1,495,768				
Ending Fund Balance	2,819,620	(488,181)	2,331,439	279,731	2,611,170	-	-	-	-

(49,795) a to decrease budget due to County Charter In-Lieu update

9,849 to increase budget due to revised Title I entitlement

(8,798) to decrease budget due to revised Title III entitlement

1,051 b

68,496 to increase budget due to Prior-Year Special Ed Mental Health funding

4,149 to increase budget due to Medi-Cal funding

72,645 c

110,522 d to increase budget due to receipt of donations

(229,533) e to decrease budget due to recalculation of actual and encumbered salaries

(235,113) f to decrease budget due to recalculation of actual and encumbered salaries

35,529 g to increase budget due to recalculation of actual and encumbered benefits

4,000	to increase budget due to PSAT tests
110,522	to increase budget due to receipt of donations
10,000	to increase budget due to High School Gym lighting upgrades
(1,230)	to decrease budget due to TUPE carryover for this 3-year grant
(15,108)	to decrease budget due to transfers between object codes
20,000	to increase budget due to Chapman Grant
15,140	to increase budget due to need for additional maintenance supplies
143,324	h
(185,895)	to decrease budget due to recoding the cost of four aides in the MCOE billback (see item k below)
15,108	to increase budget due to transfers between object codes
(170,787)	i
11,877	j to increase budget due to purchase of new Dell server
185,895	to increase budget due to recoding the cost of four aides in the MCOE billback (see item i above)
48,525	to increase budget due to increase in MCOE One-to-One Direct Services
234,420	k
165	l to decrease budget due to adjustment in Indirect Costs
56,779	to increase budget due to increase in General Fund transfer to Fund 12 (State Preschool)
8,034	to increase budget due to increase in General Fund transfer to Fund 13 (Cafeteria)
64,813	m

Pacific Grove Unified School District

Budget Revisions - Adult Ed Fund 11

	Original Budget	Rev #1 Changes	Unaud Actuals	Rev #2 Changes	First Interim	Rev #3 Changes	Second Interim	Rev #4 Changes	Final Budget
Beginning Balance	-	78,414	78,414		78,414		-	-	-
Revenues									
Revenue Limit	-	-	-	-		-	-	-	-
Federal Revenues	65,000	(14,549)	50,451	1,369 a	51,820		-	-	-
State Revenues	580,000	-	580,000	-	580,000		-	-	-
Local Revenues	550,000	5,000	555,000	2,145 b	557,145		-	-	-
Total Revenues	1,195,000	(9,549)	1,185,451	3,514	1,188,965	-	-	-	-
Expenditures									
Certificated Salary	651,424	-	651,424	(122,716) c	528,708		-	-	-
Classified Salaries	268,576	15,049	283,625	32,680 d	316,305		-	-	-
Benefits	185,000	(29,698)	155,302	8,420 e	163,722		-	-	-
Books & Supplies	50,000	770	50,770	88 f	50,858		-	-	-
Services	40,000	3,545	43,545	2,690 g	46,235		-	-	-
Capital Outlay	-	-	-	-	-		-	-	-
Other Outgo	-	-	-	-	-		-	-	-
Indirect Costs	-	-	-	-	-		-	-	-
Total Expenditure	1,195,000	(10,334)	1,184,666	(78,838)	1,105,828	-	-	-	-
Surplus (Deficit)	-		785		83,137		-	-	-
Transfers In (Out)	-	-	-	-	-		-	-	-
Ending Fund Balance	-		79,199		161,551		-		-
Components of Ending Fund Balance									
Revolving Cash	-	-	-	-	-	-	-	-	-
Donation Carryover		79,199	79,199	-	79,199		-	-	-
Unassigned		-			82,353		-	-	-
Ending Fund Balance	-		79,199		161,552		-		-

1,369 a to increase budget due to projected WIA Grant

2,145 b to increase budget due to donations received

(122,716) c to decrease budget due to revised estimates of actual/encumbered salaries

32,680 d to increase budget due to revised estimates of actual/encumbered salaries

8,420 e to increase budget due to revised estimates of benefits

1,409 to increase budget due to donation expenditure

1,369 to increase budget due to WIA adjustment

(2,690) to decrease budget due to transfers between object codes

88 f

2,690 g to increase budget due to transfers between object codes

Pacific Grove Unified School District

Budget Revisions - Child Development Fund 12

	Original Budget	Rev #1 Changes	Unaud Actuals	Rev #2 Changes	First Interim	Rev #3 Changes	Second Interim	Rev #4 Changes	Final Budget
Beginning Balance	279	-	279		279				
Revenues									
Revenue Limit	-	-	-	-	-	-	-	-	-
Federal Revenues	-	-	-	-	-	-	-	-	-
State Revenues	100,000	(24,124)	75,876	-	75,876				
Local Revenues	350,000	20,000	370,000	(20,000) a	350,000				
Total Revenues	450,000	(4,124)	445,876	(20,000)	425,876	-	-	-	-
Expenditures									
Certificated Salaries	50,000	(1,439)	48,561	(1,778) b	46,783				
Classified Salaries	210,000	24,656	234,656	(10,848) c	223,808				
Benefits	75,000	4,029	79,029	(451) d	78,578				
Books & Supplies	18,000	-	18,000	-	18,000				
Services	1,000	-	1,000	-	1,000				
Capital Outlay	40,000	-	40,000	-	40,000				
Other Outgo	-	-	-	-	-				
Indirect Costs	21,672	-	21,672	-	21,672				
Total Expenditure	415,672	27,246	442,918	(13,077)	429,841	-	-	-	-
Surplus (Deficit)	34,328		2,958		(3,965)				
Transfers In (Out)	-	-	-	56,779 e	56,779				
Ending Fund Balance	34,607		3,237		53,093				
Components of Ending Fund Balance									
Revolving Cash		-	-	-	-	-	-	-	-
Restricted		-	-	-	-	-	-	-	-
Unassigned	34,607	(31,370)	3,237	49,856	53,093				
Ending Fund Balance	34,607		3,237		53,093				

(20,000) a to decrease budget due to reduction in state preschool contract revenue

(1,778) b to decrease budget due to estimate of actual/encumbered salaries

(10,848) c to decrease budget due to estimate of actual/encumbered salaries

(451) d to decrease budget due to estimated benefits

56,779 e to increase budget due to reduction in revenue from State Preschool Contract

Pacific Grove Unified School District

Budget Revisions - Cafeteria Fund 13

	Original Budget	Rev #1 Changes	Unaud Actuals	Rev #2 Changes	First Interim	Rev #3 Changes	Second Interim	Rev #4 Changes	Final Budget
Beginning Balance	24,222	(16,609)	7,613	1	7,614			-	
Revenues									
Revenue Limit	-	-	-	-	-	-	-	-	-
Federal Revenues	170,000	-	170,000	-	170,000	-	-	-	-
State Revenues	16,000	-	16,000	-	16,000	-	-	-	-
Local Revenues	340,000	-	340,000	-	340,000	-	-	-	-
Total Revenues	526,000	-	526,000	-	526,000	-	-	-	-
Expenditures									
Certificated Salaries	-	-	-	-	-	-	-	-	-
Classified Salaries	225,000	-	225,000	12,485 a	237,485	-	-	-	-
Benefits	60,000	-	60,000	(4,451) b	55,549	-	-	-	-
Supplies	265,000	-	265,000	-	265,000	-	-	-	-
Services	8,500	-	8,500	-	8,500	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Other Outgo	-	-	-	-	-	-	-	-	-
Indirect Costs	-	-	-	-	-	-	-	-	-
Total Expenditures	558,500	-	558,500	8,034	566,534	-	-	-	-
Surplus (Deficit)	(32,500)		(32,500)		(40,534)		-	-	-
Transfers In (Out)	32,500	-	32,500	8,034 c	40,534		-	-	-
Ending Fund Balance	24,222		7,613		7,614		-		-

Components of Ending Fund Balance									
Stores	3,813	-	3,813	3,801	7,614			-	-
Restricted		-	-	-	-	-	-	-	-
Unassigned	20,409	(16,609)	3,800	(3,800)	-			-	-
Ending Fund Balance	24,222		7,613		7,614		-		-

12,485 a to increase budget due to actual/encumbered salaries

(4,451) b to decrease budget due to actual/encumbered benefits

8,034 c to increase transfer in due to increased expenditures

Pacific Grove Unified School District

Budget Revisions - Deferred Maintenance Fund 14

	Original Budget	Rev #1 Changes	Unaud Actuals	Rev #2 Changes	First Interim	Rev #3 Changes	Second Interim	Rev #4 Changes	Final Budget
Beginning Balance	888,518	(4,991)	883,527	-	883,527			-	-
Revenues									
Revenue Limit	-	-	-	-	-	-	-	-	-
Federal Revenues	-	-	-	-	-	-	-	-	-
State Revenues	95,000	(1,628)	93,372	-	93,372	-	-	-	-
Local Revenues	6,000	-	6,000	-	6,000	-	-	-	-
Total Revenues	101,000	(1,628)	99,372	-	99,372	-	-	-	-
Expenditures									
Certificated Salaries	-	-	-	-	-	-	-	-	-
Classified Salaries	-	-	-	-	-	-	-	-	-
Benefits	-	-	-	-	-	-	-	-	-
Supplies	50,000	-	50,000	-	50,000	-	-	-	-
Services	50,000	419,021	469,021	-	469,021	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Other Outgo	-	-	-	-	-	-	-	-	-
Indirect Costs	-	-	-	-	-	-	-	-	-
Total Expenditure	100,000	419,021	519,021	-	519,021	-	-	-	-
Surplus (Deficit)	1,000		(419,649)	-	(419,649)		-	-	-
Transfers In (out)	-	-	-	-	-	-	-	-	-
Ending Fund Balance	889,518		463,878		463,878		-		-

Components of Ending Fund Balance									
Revolving Cash	-	-	-	-	-	-	-	-	-
Resv for Econ Uncertainties	-	-	-	-	-	-	-	-	-
Unassigned	889,518	(425,639)	463,879	-	463,879	-	-	-	-
Ending Fund Balance	889,518		463,879		463,879		-		-

no budget revisions

Pacific Grove Unified School District

Budget Revisions - Post Emp Benefits Fund 20

	Original Budget	Rev #1 Changes	Unaud Actuals	Rev #2 Changes	First Interim	Rev #3 Changes	Second Interim	Rev #4 Changes	Final Budget
Beginning Balance	136,754	-	136,754	7	136,761			-	-
Revenues									
Revenue Limit	-	-	-	-	-	-	-	-	-
Federal Revenues	-	-	-	-	-	-	-	-	-
State Revenues	-	-	-	-	-	-	-	-	-
Local Revenues	500	-	500	-	500	-	-	-	-
Total Revenues	500	-	500	-	500	-	-	-	-
Expenditures									
Certificated Salary	-	-	-	-	-	-	-	-	-
Classified Salaries	-	-	-	-	-	-	-	-	-
Benefits	-	-	-	-	-	-	-	-	-
Books & Supplies	-	-	-	-	-	-	-	-	-
Services	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Other Outgo	-	-	-	-	-	-	-	-	-
Indirect Costs	-	-	-	-	-	-	-	-	-
Total Expenditure	-	-	-	-	-	-	-	-	-
Surplus (Deficit)	500		500		500		-		-
Transfers In (Out)	19,426	-	19,426	-	19,426			-	-
Ending Fund Balance	156,680		156,680		156,687		-		-
Components of Ending Fund Balance									
Revolving Cash		-	-	-	-	-	-	-	-
Resv for Econ Uncertainties		-	-	-	-	-	-	-	-
Committed	156,680	-	156,680	7	156,687			-	-
Ending Fund Balance	156,680		156,680		156,687		-		-

-

no budget revisions

Pacific Grove Unified School District

Budget Revisions - Building Fund 21

	Original Budget	Rev #1 Changes	Unaud Actuals	Rev #2 Changes	First Interim	Rev #3 Changes	Second Interim	Rev #4 Changes	Final Budget
Beginning Balance	372,269	358,095	730,364	-	730,364			-	-
Revenues									
Revenue Limit	-	-	-	-	-	-	-	-	-
Federal Revenues	-	-	-	-	-	-	-	-	-
State Revenues	-	-	-	-	-	-	-	-	-
Local Revenues	1,000	-	1,000	(1,000) a	-	-	-	-	-
Total Revenues	1,000	-	1,000	(1,000)	-	-	-	-	-
Expenditures									
Certificated Salaries	-	-	-	-	-	-	-	-	-
Classified Salaries	-	-	-	-	-	-	-	-	-
Benefits	-	-	-	-	-	-	-	-	-
Supplies	-	32,233	32,233	-	32,233	-	-	-	-
Services	-	1,210	1,210	-	1,210	-	-	-	-
Capital Outlay	233,887	47,036	280,923	(233,885) b	47,038	-	-	-	-
Other Outgo	-	-	-	-	-	-	-	-	-
Indirect Costs	-	-	-	-	-	-	-	-	-
Total Expenditure	233,887	80,479	314,366	(233,885)	80,481	-	-	-	-
Surplus (Deficit)	(232,887)		(313,366)		(80,481)		-	-	-
Transfers In (Out)	-	-	-	-	-	-	-	-	-
Ending Fund Balance	139,382		416,998		649,883		-		-

Components of Ending Fund Balance									
Revolving Cash	-	-	-	-	-	-	-	-	-
Resv for Econ Uncertainties	-	-	-	-	-	-	-	-	-
Unassigned	139,382	277,615	416,997	232,886	649,883		-	-	-
Ending Fund Balance	139,382		416,997		649,883		-		-

(1,000) a to decrease budget due to revised interest revenue estimates

(233,885) b to decrease budget due to closing out of Measure A (1996) budget

SUBJECT: Acceptance of Quarterly Treasurer's Report

PERSON RESPONSIBLE: Rick Miller, Assistant Superintendent for Business Services

RECOMMENDATION:

The Administration recommends that the Board accept the Quarterly Treasurer's Report for the quarter ending September 30, 2014.

BACKGROUND:

Government Code 53646 requires that a quarterly report be made to the Board to identify the investments within which the District's funds are maintained until needed for expenditures. The District pools its revenues with other districts in the County and deposits them with the Monterey County Treasurer. The Treasurer in turn invests these funds in the various instruments identified in the attached report.

INFORMATION:

As indicated in the attached Treasurer's Report, the current investment portfolio is "in compliance with all applicable provisions of state law and the adopted investment policy, and contains sufficient liquidity to meet all projected outflows over the next six months", and is currently returning an annualized rate of approximately 0.49%.

FISCAL IMPACT:

None.



Monterey County

Board Order

168 West Alisal Street,
1st Floor
Salinas, CA 93901
831.755.5066

Upon motion of Supervisor Potter seconded by Supervisor Armenta and carried by those members present, the Board of Supervisors hereby:

Received and accepted the Treasurer's Report of Investments for the quarter ending September 30, 2014.

PASSED AND ADOPTED on this 28th day of October 2014, by the following vote, to wit:

AYES: Supervisors Armenta, Calcagno, Salinas, Parker and Potter

NOES: None

ABSENT: None

I, Gail T. Borkowski, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book 77 for the meeting on October 28, 2014.

Dated: October 28, 2014
File Number: 14-1178

Gail T. Borkowski, Clerk of the Board of Supervisors
County of Monterey, State of California

By *Donise Hancock*
Deputy



Monterey County

188 West Alisal Street,
1st Floor
Salinas, CA 93901
831.755.5066

Board Report

Legistar File Number: 14-1178

October 28, 2014

Introduced: 10/15/2014

Current Status: Consent Agenda

Version: 1

Matter Type: General Agenda Item

Receive and Accept the Treasurer's Report of Investments for the quarter ending September 30, 2014.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

Receive and Accept the Treasurer's Report of Investments for the quarter ending September 30, 2014.

SUMMARY:

Government Code Section 53646 (b) (1) states the Treasurer may submit a quarterly report of investments. The attached exhibits provide a narrative portfolio review of economic and market conditions that support the investment activity during the July - September period, the investment portfolio position by investment type, a listing of historical Monterey County Treasury Pool yields versus benchmarks, and the investment portfolio by maturity range.

DISCUSSION:

During the July to September quarter, short term Treasury yields continued to move in a narrow range. Treasury yields dropped slightly in maturities of 2 years and under, and showed modest increases in the 2-5 year range. Despite minutes from the July Federal Open Market Committee meeting that suggested the Federal Reserve is in no hurry to raise interest rates, investors continue to position themselves in anticipation of the Federal Reserve raising the Fed Funds rate in the second half of 2015. In July, economic data was more positive than previous months. Second-quarter GDP expanded to a 4% annual rate (later revised to 4.6%), and July was the sixth consecutive month that reported job gains of over 200,000 per month, while jobless claims continued to fall. In August, economic activity in the U.S. continued to pick up and Consumer Confidence was reported at a seven-year high despite global economic and security concerns. September saw the positive momentum continue with Consumer Confidence continuing to climb, and employment growth at the strongest pace in 15 years.

On September 30, 2014, the Monterey County investment portfolio contained an amortized book value of \$939,375,345 spread among 72 separate securities and funds. The par value of those funds was \$938,522,816, with a market value of \$937,625,316 or 99.81% of amortized book value. The portfolio's net earned income yield for the period was 0.49%. The portfolio produced an estimated income of \$1,186,386 for the quarter which will be distributed proportionally to all agencies participating in the Investment Pool. The investment portfolio had a weighted average maturity of 486 days.

The investment portfolio was in compliance with all applicable provisions of state law and the adopted Investment Policy, and contained sufficient liquidity to meet all projected outflows

Legistar File Number: 14-1178

over the next six months. Market value pricings were obtained through Bloomberg LLP, Union Bank of California and included live-bid pricing of corporate securities.

OTHER AGENCY INVOLVEMENT:

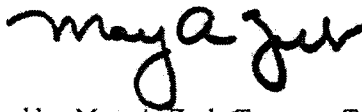
A copy of this report will be distributed to all agencies participating in the County investment pool and the Treasury Oversight Committee. In addition, the report will be published on the County Treasurer's web site. A monthly report of investment transactions is provided to the Board of Supervisors as required by GC 53607.

FINANCING:

The investment portfolio contains sufficient liquidity to meet all projected expenditures over the next six months. We estimate that the investment earnings in the General Fund will be consistent with budgeted revenue, but at historically low levels, as the Federal Reserve is expected to continue keeping short term interest rates at the current rate of 0.00 - 0.25%.



Prepared by: Eamonn M. Mahar, Investment Officer, Ext. 5490



Approved by: Mary A. Zeeb, Treasurer-Tax Collector, Ext. 5015

cc: County Administrative Office
County Counsel
Auditor-Controller - Internal Audit Section
All depositors
Treasury Oversight Committee

Attachments:

Exhibit A - Investment Portfolio Review - 09.30.14
Exhibit B - Portfolio Management Report - 09.30.14
Exhibit C - Monterey County Historical Yields vs. Benchmarks
Exhibit D - Aging Report - 10.01.14

Exhibit A

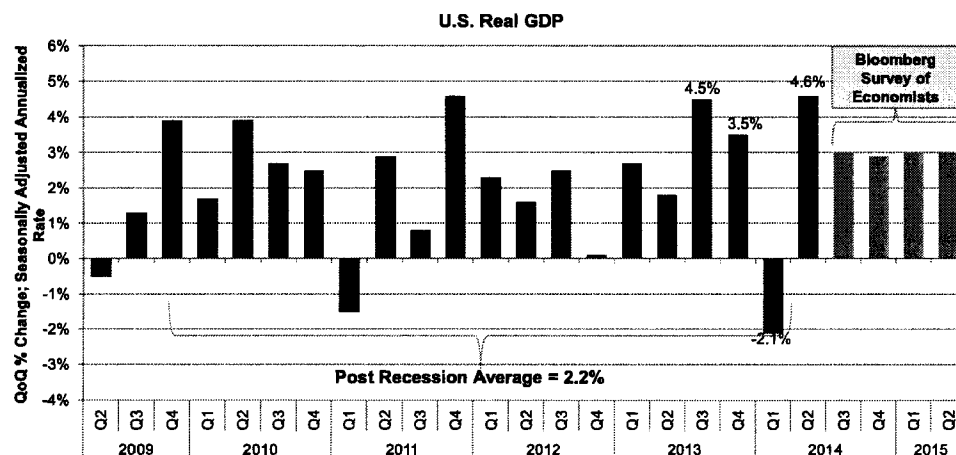
Investment Portfolio Review Quarter Ending September 30, 2014

OVERVIEW – July 1 – September 30, 2014

During the July to September quarter, short term Treasury yields continued to move in a narrow range. Treasury yields dropped slightly in maturities of 2 years and under, and showed modest increases in the 2-5 year range. Despite minutes from the July Federal Open Market Committee meeting that suggested the Federal Reserve is in no hurry to raise interest rates, investors continue to position themselves in anticipation of the Federal Reserve raising the Fed Funds rate in the second half of 2015. In July, economic data was more positive than previous months. Second-quarter GDP expanded to a 4% annual rate (later revised to 4.6%), and July was the sixth consecutive month that reported job gains of over 200,000 per month, while jobless claims continued to fall. In August, economic activity in the U.S. continued to pick up and Consumer Confidence was reported at a seven-year high despite global economic and security concerns. September saw the positive momentum continue with Consumer Confidence continuing to climb, and employment growth at the strongest pace in 15 years.

U.S. Economy Surges in 2nd Quarter of 2014

- In the second quarter, the expected 2014 annual growth rate for U.S. GDP was revised upward to 4.6%. This increase was primarily due to increased business spending on new equipment and buildings, and increased household spending.



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The County Treasury continued to outperform all but one of the portfolio benchmarks this quarter. Our consistent investment strategy ladders short term debt to provide liquidity and takes advantage of available higher rates by buying small amounts of longer term corporate and non callable securities, while maintaining positions in currently held callable debt structures. The following indicators reflect key aspects of the County's investment portfolio in light of the above noted conditions:

1. Market Access – The U.S. Treasury continues to issue substantial amounts of debt instruments. The continued large issuance is due to efforts to stimulate the economy by providing funding for financial institutions, social programs, and ongoing military funding requirements. Access to U.S. Treasuries and Agency debt has been plentiful, but yields have continued to remain low as investors seek safe havens from an uncertain world market. These issues have continued to keep yields low on Treasury bonds from July through September.

During the quarter, the majority of County investment purchases continue to be in U.S. Treasury and Agency markets with a continued small position in shorter term, highly rated (AA or better) Corporate bonds, Certificates of Deposits and highly rated (A1, P1), short term Commercial Paper. In addition, the Treasurer continues to keep a high level of overnight liquid assets, reflecting the need to maintain increased levels of available cash to ensure the ability to meet all cash flow needs.

2. Diversification - The Monterey County Treasurer's portfolio consists of fixed income investments, all of which are authorized by the State of California Government Code 53601.

The portfolio asset spread is detailed in the table below:

Portfolio Asset Composition			
Corporate Assets	Overnight Liquid Assets	US Treasuries	Federal Agencies
5.32%	32.84%	2.11%	59.71%

• Total may not equal 100% due to rounding

3. Credit Risk – Approximately 95% of the investment portfolio is comprised of U.S. Treasuries, Federal Agency securities and other liquid funds. All assets have an investment grade rating. U.S. Treasuries are not specifically rated, but are considered the safest of all investments. The corporate debt (5.32%) is rated in the higher levels of investment grade. All federal agency securities have AA ratings, or are guaranteed by the U.S. Treasury.

The portfolio credit composition is detailed in the table below:

Portfolio Credit Composition					
AA+	AA-	A-1+ (Short Term)	Not Rated (LAIF/BlackRock)	AAAm	Amf/S1 (CalTrust)
64%	2%	1%	10%	12%	11%

4. **Liquidity Risk** – Liquidity risk, as measured by the ability of the County's Treasury to meet withdrawal demands on invested assets, was adequately managed during the July to September quarter. The portfolio's average weighted maturity was 486 days, and large percentages (32.84 %) of assets are held in immediately available funds.

PORTFOLIO CHARACTERISTICS

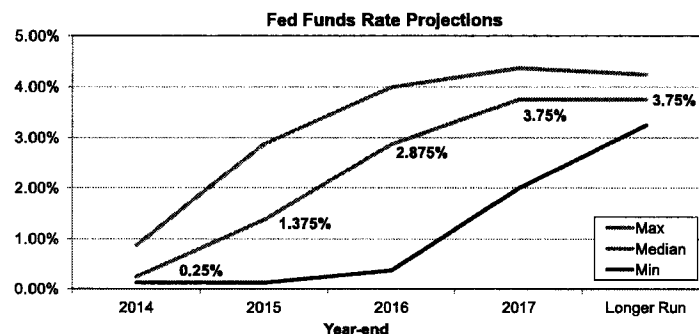
	<u>June 30, 2014</u>	<u>September 30, 2014</u>
Total Assets	\$987,543,563	\$939,375,345
Market Value	\$986,698,521	\$937,625,316
Days to Maturity	461	486
Yield	0.51%	0.49%
Estimated Earnings	\$1,341,687	\$1,186,386

FUTURE STRATEGY

The U.S. Treasury will continue a policy of heavy borrowing for stimulus programs, and other additional needs. The continued improvement in our economy has given the Federal Reserve an opportunity to conclude their Quantitative Easing program in October. The consistent improvement has also ensured that investors will continue to prefer the safety of U.S. debt to other investment options.

Federal Reserve Update

- The Federal Reserve Open Market Committee (FOMC) met on September 17, and confirmed in its statement that the asset purchase program will conclude in October.
- The FOMC also confirmed for the market that it will continue the reinvestment of interest payments and maturities from its portfolio even after they begin raising the federal funds target rate. They do not plan to sell assets from the portfolio.
- Most FOMC members continue to believe that the Fed will raise the federal funds target rate in 2015, and projections show that the eventual rate hikes may be more aggressive than previously expected.



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In July, the Securities and Exchange Commission adopted changes that will affect the operation of money market funds. These changes will not affect local government investment pools such as CAMP and LAIF, nor will they affect Government Money Market Funds. The new rules have a two year window for implementation and the Treasury has begun to work with our treasury consultant and partners to effect the necessary SEC rules while continuing to engage in making prudent investment choices for our pool participants.

As long as the Federal Treasury remains actively engaged in the fixed income markets, and continues to target short term rates at 0%-0.25%, the returns on the investments in the County's pool will remain historically low. If the rate environment continues its trend, the portfolio is adequately positioned to take advantage of the changing market conditions.

Exhibit B

**Monterey County
Portfolio Management
Portfolio Details - Investments
September 30, 2014**

Page 1

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	S&P	Days to Maturity	Maturity Date
Money Market Accts-GC 53601(k)(2)												
SYS11672	11672	BlackRock			45,911,876.09	45,911,876.09	45,911,876.09	0.061			1	
SYS11801	11801	CalTrust			100,000,000.00	100,000,000.00	100,000,000.00	0.406	Aaa	AAA	1	
SYS11830	11830	Federated		07/01/2014	0.00	0.00	0.00	0.101	Aaa	AAA	1	
SYS11578	11578	Fidelity Investments			87,232,312.88	87,232,312.88	87,232,312.88	0.055	Aaa	AAA	1	
Subtotal and Average			235,286,947.91		233,144,188.97	233,144,188.97	233,144,188.97				1	
State Pool-GC 53601(p)												
SYS11361	11361	LAIF			50,000,000.00	50,000,000.00	50,000,000.00	0.250			1	
Subtotal and Average			50,000,000.00		50,000,000.00	50,000,000.00	50,000,000.00				1	
CAMP-GC 56301(p)												
SYS10379	10379	Calif. Asset Mgmt			25,000,000.00	25,000,000.00	25,000,000.00	0.049		AAA	1	
SYS11961	11961	Calif. Asset Mgmt			378,627.29	378,627.29	378,627.29	0.051		AAA	1	
Subtotal and Average			17,050,366.42		25,378,627.29	25,378,627.29	25,378,627.29				1	
Negotiable CDs - GC 53601 (l)												
78009NGU4	11863	RBC Capital Markets		06/25/2012	10,000,000.00	10,003,000.00	10,000,000.00	0.334	Aa	AA	267	06/25/2015
Subtotal and Average			10,000,000.00		10,000,000.00	10,003,000.00	10,000,000.00				267	
Medium Term Notes - GC 53601(k)												
36962G4N1	11701	General Electric		08/11/2010	10,000,000.00	10,064,100.00	10,000,000.00	1.000	A	AA	314	08/11/2015
36962G5W0	11855	General Electric		04/27/2012	5,000,000.00	5,137,500.00	4,996,630.39	2.300	A	AA	939	04/27/2017
36962G5W0	11856	General Electric		04/27/2012	5,000,000.00	5,137,500.00	5,003,858.33	2.300	A	AA	939	04/27/2017
89233P5S1	11839	Toyota Motor Corporation		02/29/2012	5,000,000.00	5,112,800.00	5,051,353.48	2.050	Aa	AA	834	01/12/2017
89233P5Z5	11840	Toyota Motor Corporation		02/29/2012	5,000,000.00	5,012,100.00	5,002,323.97	1.000	Aa	AA	139	02/17/2015
Subtotal and Average			30,057,734.42		30,000,000.00	30,464,000.00	30,054,166.17				580	
Commercial Paper Disc.- GC 53601(h)												
89233HPT5	11978	Toyota Motor Corporation		06/04/2014	10,000,000.00	9,989,700.00	9,990,894.44	0.220	P-1	A-1	149	02/27/2015
Subtotal and Average			9,988,113.89		10,000,000.00	9,989,700.00	9,990,894.44				149	
Fed Agcy Coupon Sec - GC 53601(f)												
3133EAF86	11864	Federal Farm Credit Bank		08/07/2012	10,000,000.00	9,975,300.00	10,000,000.00	0.970	Aaa	AA	1,041	08/07/2017
3133ECHV9	11912	Federal Farm Credit Bank		04/02/2013	10,000,000.00	10,017,100.00	10,000,991.91	0.350	Aaa	AA	302	07/30/2015
3133ECFJ8	11914	Federal Farm Credit Bank		04/02/2013	10,000,000.00	10,006,200.00	10,000,072.34	0.250	Aaa	AA	121	01/30/2015

Portfolio INVT
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Exhibit B

**Monterey County
Portfolio Management
Portfolio Details - Investments
September 30, 2014**

Page 2

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	S&P	Days to Maturity	Maturity Date
Fed Agcy Coupon Sec - GC 53601(f)												
3133ECTM6	11931	Federal Farm Credit Bank		07/02/2013	10,000,000.00	10,222,900.00	10,035,126.00	1.900	Aaa	AA	1,370	07/02/2018
3133EDSU7	11985	Federal Farm Credit Bank		08/15/2014	10,000,000.00	9,979,900.00	10,000,000.00	1.000	Aaa	AA	1,049	08/15/2017
313380EC7	11878	Federal Home Loan Bank		09/17/2012	10,000,000.00	9,865,800.00	9,971,288.08	0.750	Aaa	AA	1,073	09/08/2017
313380XB8	11881	Federal Home Loan Bank		10/17/2012	10,000,000.00	9,991,500.00	9,998,466.67	0.625	Aaa	AA	747	10/17/2016
313370TW8	11888	Federal Home Loan Bank		12/05/2012	10,000,000.00	10,261,200.00	10,283,530.28	2.000	Aaa	AA	709	09/09/2016
313373SZ6	11913	Federal Home Loan Bank		04/02/2013	10,000,000.00	10,265,400.00	10,279,036.59	2.125	Aaa	AA	618	06/10/2016
313378A43	11925	Federal Home Loan Bank		05/02/2013	10,000,000.00	9,994,700.00	10,207,915.97	1.375	Aaa	AA	1,255	03/09/2018
313383A68	11928	Federal Home Loan Bank		06/13/2013	10,000,000.00	9,843,400.00	10,000,000.00	1.080	Aaa	AA	1,351	06/13/2018
313378QK0	11966	Federal Home Loan Bank		04/04/2014	10,000,000.00	10,028,900.00	10,024,034.67	1.875	Aaa	AA	1,619	03/08/2019
313381H24	11967	Federal Home Loan Bank		04/04/2014	10,000,000.00	10,004,000.00	10,004,244.68	0.250	Aaa	AA	107	01/16/2015
3130A1KA5	11968	Federal Home Loan Bank		04/08/2014	10,000,000.00	9,999,700.00	10,000,352.07	0.120	Aaa	AA	99	01/08/2015
3130A1LZ9	11969	Federal Home Loan Bank		04/09/2014	10,000,000.00	9,999,400.00	10,000,000.00	0.110	Aaa	AA	100	01/09/2015
313381YP4	11972	Federal Home Loan Bank		04/09/2014	10,000,000.00	10,004,800.00	10,005,318.65	0.250	Aaa	AA	142	02/20/2015
3130A1PG7	11973	Federal Home Loan Bank		04/14/2014	10,000,000.00	10,001,900.00	9,999,624.72	0.125	Aaa	AA	195	04/14/2015
3130A1SK5	11976	Federal Home Loan Bank		04/23/2014	10,000,000.00	9,998,900.00	10,000,000.00	0.100	Aaa	AA	114	01/23/2015
3130A1C48	11977	Federal Home Loan Bank		05/01/2014	10,000,000.00	9,999,700.00	10,001,442.22	0.140	Aaa	AA	140	02/18/2015
3133XWX95	11979	Federal Home Loan Bank		07/03/2014	10,000,000.00	10,118,200.00	10,118,908.00	2.750	Aaa	AA	163	03/13/2015
3130A2D60	11980	Federal Home Loan Bank		07/16/2014	10,000,000.00	9,997,900.00	9,999,006.48	0.100	Aaa	AA	180	03/30/2015
3130A2DE3	11982	Federal Home Loan Bank		07/23/2014	10,000,000.00	9,998,200.00	9,999,936.84	0.100	Aaa	AA	161	03/11/2015
3130A2NK8	11983	Federal Home Loan Bank		07/31/2014	10,000,000.00	9,998,400.00	9,999,899.86	0.120	Aaa	AA	198	04/17/2015
3130A0RA0	11984	Federal Home Loan Bank		08/05/2014	10,000,000.00	10,004,600.00	10,004,530.30	0.210	Aaa	AA	210	04/29/2015
3134G3H52	11871	Federal Home Loan Mtg Corp		09/12/2012	10,000,000.00	9,967,700.00	10,000,000.00	1.000	Aaa	AA	1,077	09/12/2017
3134G3K33	11875	Federal Home Loan Mtg Corp		09/27/2012	10,000,000.00	9,995,900.00	9,998,508.33	0.700	Aaa	AA	727	09/27/2016
3134G3S50	11887	Federal Home Loan Mtg Corp		11/30/2012	10,000,000.00	9,972,100.00	10,013,369.67	0.625	Aaa	AA	762	11/01/2016
3134G42M9	11916	Federal Home Loan Mtg Corp		04/25/2013	10,000,000.00	9,922,300.00	10,000,000.00	0.700	Aaa	AA	937	04/25/2017
3134G42G2	11917	Federal Home Loan Mtg Corp		04/30/2013	10,000,000.00	9,848,600.00	10,000,000.00	1.050	Aaa	AA	1,307	04/30/2018
3134G43F3	11920	Federal Home Loan Mtg Corp		04/30/2013	10,000,000.00	9,832,900.00	10,000,000.00	1.020	Aaa	AA	1,307	04/30/2018
3134G43V8	11923	Federal Home Loan Mtg Corp		05/15/2013	10,000,000.00	9,865,400.00	9,999,275.56	1.050	Aaa	AA	1,322	05/15/2018
3134G47M4	11930	Federal Home Loan Mtg Corp		06/26/2013	10,000,000.00	9,977,800.00	10,000,000.00	1.500	Aaa	AA	1,364	06/26/2018
3137EADJ5	11970	Federal Home Loan Mtg Corp		04/09/2014	10,000,000.00	9,958,900.00	9,991,703.20	1.000	Aaa	AA	1,031	07/28/2017
3137EACH0	11975	Federal Home Loan Mtg Corp		04/15/2014	10,000,000.00	10,097,600.00	10,098,155.10	2.875	Aaa	AA	131	02/09/2015
3137EADL0	11987	Federal Home Loan Mtg Corp		08/25/2014	10,000,000.00	9,954,900.00	9,970,330.81	1.000	Aaa	AA	1,094	09/29/2017
3136G0B26	11874	Federal National Mtg Assn		09/27/2012	10,000,000.00	9,921,500.00	10,000,000.00	1.000	Aaa	AA	1,092	09/27/2017
3135G0NH2	11876	Federal National Mtg Assn		09/13/2012	10,000,000.00	9,914,600.00	9,996,487.64	0.950	Aaa	AA	1,057	08/23/2017
3136G04Q1	11884	Federal National Mtg Assn		11/20/2012	10,000,000.00	10,019,000.00	10,124,629.06	1.500	Aaa	AA	1,146	11/20/2017
3136G06Z9	11885	Federal National Mtg Assn		12/13/2012	10,000,000.00	9,951,900.00	10,000,000.00	0.650	Aaa	AA	804	12/13/2016

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Exhibit B

**Monterey County
Portfolio Management
Portfolio Details - Investments
September 30, 2014**

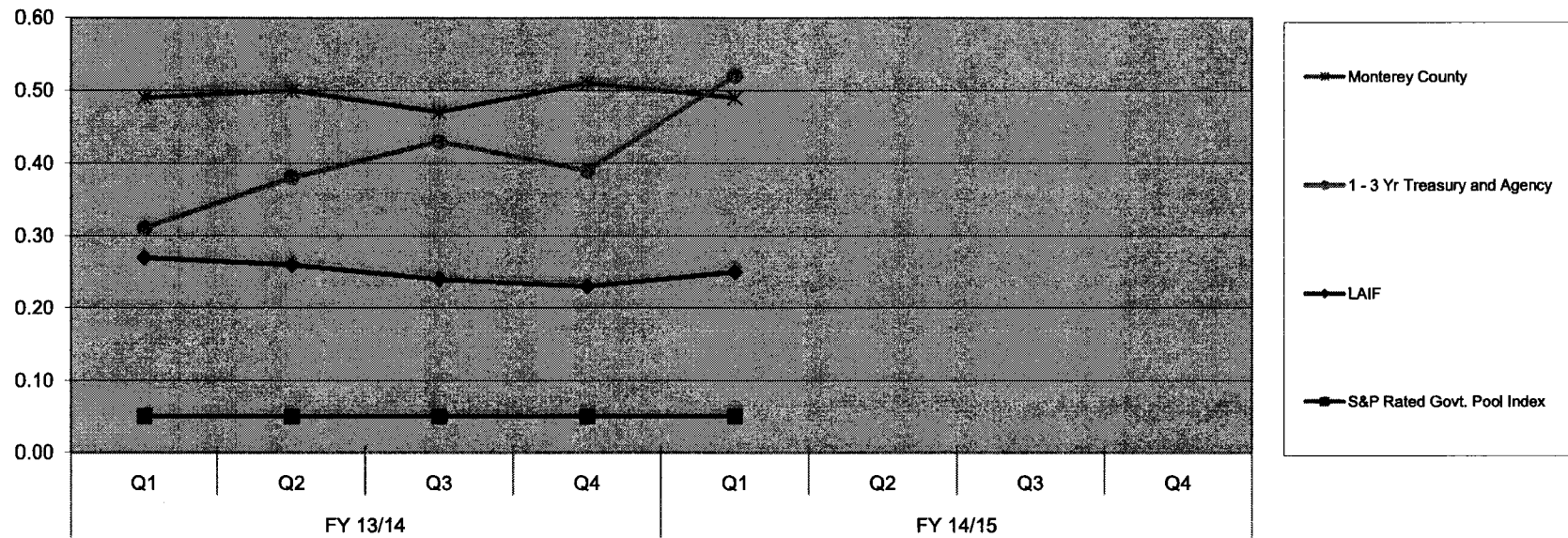
Page 3

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	S&P	Days to Maturity	Maturity Date
Fed Agcy Coupon Sec - GC 53601(f)												
3136G14N6	11890	Federal National Mtg Assn		01/02/2013	10,000,000.00	9,897,500.00	9,995,419.25	0.750	Aaa	AA	1,001	06/28/2017
3135G0PP2	11903	Federal National Mtg Assn		01/18/2013	10,000,000.00	9,937,900.00	10,020,973.25	1.000	Aaa	AA	1,085	09/20/2017
3135G0UH4	11906	Federal National Mtg Assn		02/22/2013	10,000,000.00	9,915,900.00	10,000,000.00	1.200	Aaa	AA	1,240	02/22/2018
3135G0XA6	11924	Federal National Mtg Assn		05/21/2013	10,000,000.00	9,819,200.00	10,000,000.00	1.030	Aaa	AA	1,328	05/21/2018
3135G0XK4	11927	Federal National Mtg Assn		05/30/2013	10,000,000.00	9,854,200.00	10,000,000.00	1.050	Aaa	AA	1,332	05/25/2018
3135G0WJ8	11929	Federal National Mtg Assn		05/28/2013	10,000,000.00	9,793,600.00	9,939,870.05	0.875	Aaa	AA	1,328	05/21/2018
3135G0PQ0	11948	Federal National Mtg Assn		12/04/2013	10,000,000.00	9,905,100.00	9,944,505.67	0.875	Aaa	AA	1,121	10/26/2017
3135G0MZ3	11971	Federal National Mtg Assn		04/09/2014	10,000,000.00	9,932,800.00	9,937,300.25	0.875	Aaa	AA	1,062	08/28/2017
3135G0HG1	11974	Federal National Mtg Assn		04/15/2014	10,000,000.00	10,010,600.00	10,011,564.95	0.375	Aaa	AA	166	03/16/2015
Subtotal and Average			501,660,677.73		480,000,000.00	478,845,900.00	480,975,819.12				789	
Federal Agency Disc.-GC 53601(f)												
313588CP8	11981	FNMA Discount Note		07/23/2014	10,000,000.00	9,998,700.00	9,995,962.50	0.095	Aaa	AA	153	03/03/2015
313588FH3	11991	FNMA Discount Note		09/26/2014	10,000,000.00	9,997,300.00	9,996,045.84	0.065	Aaa	AA	219	05/08/2015
313588FX8	11992	FNMA Discount Note		09/26/2014	10,000,000.00	9,997,100.00	9,995,793.06	0.065	Aaa	AA	233	05/22/2015
313396EB5	11986	Freddie Mac Discount Security		08/21/2014	10,000,000.00	9,997,900.00	9,994,750.00		Aaa	AA	189	04/08/2015
313396GE7	11989	Freddie Mac Discount Security		09/08/2014	10,000,000.00	9,997,000.00	9,993,333.33	0.100	Aaa	AA	240	05/29/2015
313396GD9	11990	Freddie Mac Discount Security		09/08/2014	10,000,000.00	9,997,000.00	9,993,361.11	0.100	Aaa	AA	239	05/28/2015
Subtotal and Average			27,380,244.26		60,000,000.00	59,985,000.00	59,969,245.84				212	
US Treasury Note-GC 53601(b)												
912828VR8	11940	U.S. Treasury		08/29/2013	10,000,000.00	10,014,400.00	9,971,355.13	0.625	Aaa	AA	684	08/15/2016
912828UJ7	11988	U.S. Treasury		08/25/2014	10,000,000.00	9,868,000.00	9,894,228.72	0.875	Aaa	AA	1,218	01/31/2018
Subtotal and Average			51,889,189.01		20,000,000.00	19,882,400.00	19,865,583.85				950	
US Treasury Bill-GC 53061(b)												
Subtotal and Average			7,825,508.15									
Federal Agency Step Up-GC 53601(f)												
3134G4NB0	11946	Federal Home Loan Mtg Corp		12/19/2013	10,000,000.00	10,004,800.00	10,000,000.00	0.625	Aaa	AA	1,175	12/19/2017
3136G07K1	11886	Federal National Mtg Assn		12/06/2012	10,000,000.00	9,927,700.00	9,996,819.44	0.700	Aaa	AA	1,162	12/06/2017
Subtotal and Average			19,996,695.80		20,000,000.00	19,932,500.00	19,996,819.44				1,169	
Total and Average			961,135,477.60		938,522,816.28	937,625,316.26	939,375,345.12				486	

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Exhibit C

Monterey County Historical Yields vs. Benchmarks



Quarterly Yield	FY 13/14				FY 14/15			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Monterey County	0.49	0.50	0.47	0.51	0.49			
1 - 3 Yr Treasury and Agency	0.31	0.38	0.43	0.39	0.52			
LAIF	0.27	0.26	0.24	0.23	0.25			
S&P Rated Govt. Pool Index	0.05	0.05	0.05	0.05	0.05			

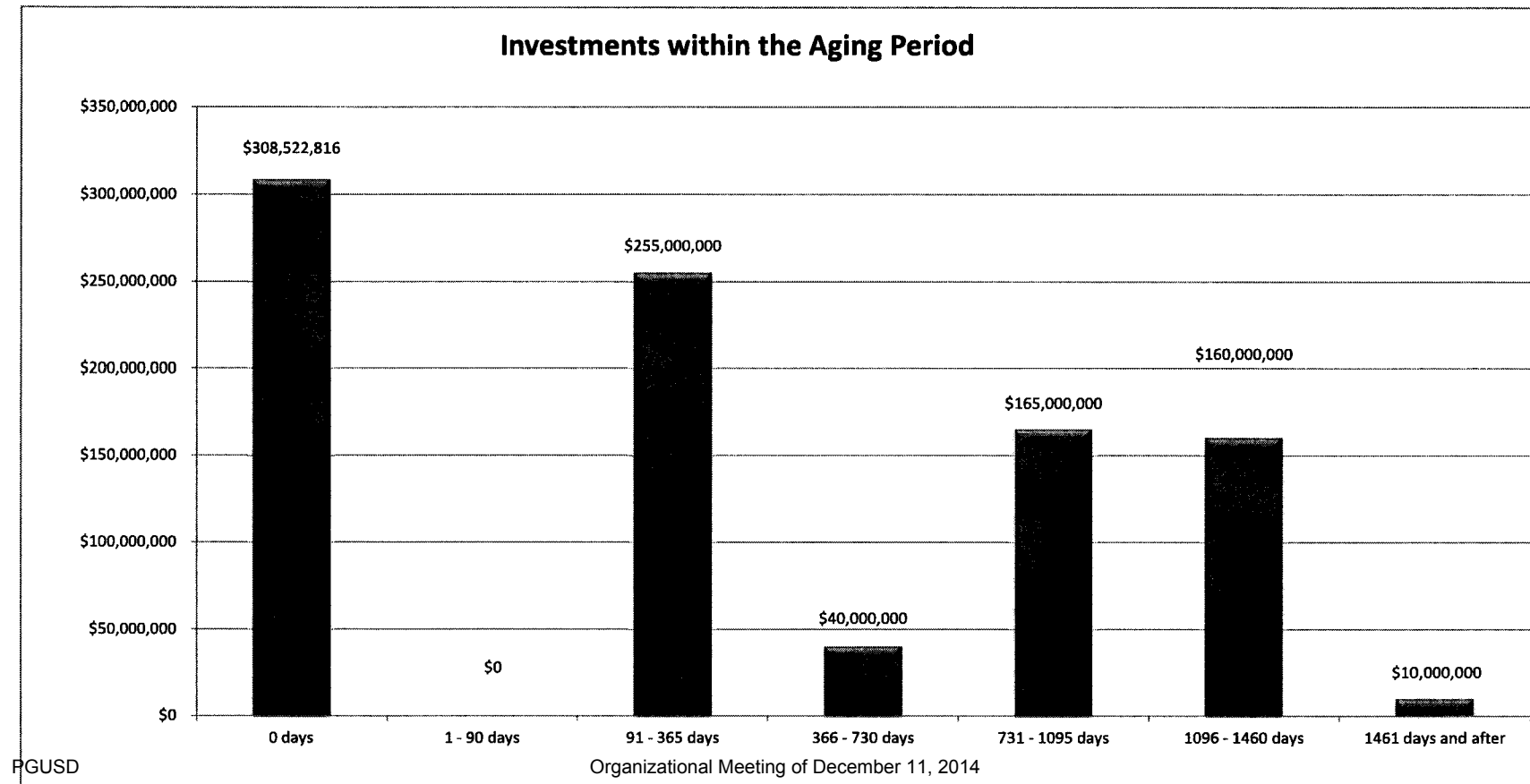
The S&P Index yields are obtained from Bloomberg

The 1-3 Yr Treas and Agcy yields are obtained from the B of A Merrill Lynch Global Bond Indices/Bloomberg



Exhibit D
Monterey County
Aging Report
By Maturity Date
As of October 1, 2014

			Maturity Par Value	Percent of Portfolio	Current Book Value	Current Market Value
Aging Interval:	0 days	(10/01/2014 - 10/01/2014)	7 Maturities			
			308,522,816.26	32.87%	308,522,816.26	308,522,816.26
Aging Interval:	1 - 90 days	(10/02/2014 - 12/30/2014)	0 Maturities			
			0.00	0.00%	0.00	0.00
Aging Interval:	91 - 365 days	(12/31/2014 - 10/01/2015)	26 Maturities			
			255,000,000.00	27.17%	255,206,512.37	255,311,100.00
Aging Interval:	366 - 730 days	(10/02/2015 - 09/30/2016)	4 Maturities			
			40,000,000.00	4.26%	40,532,430.33	40,536,900.00
Aging Interval:	731 - 1095 days	(10/01/2016 - 09/30/2017)	18 Maturities			
			165,000,000.00	17.58%	164,947,181.02	164,532,400.00
Aging Interval:	1096 - 1460 days	(10/01/2017 - 09/30/2018)	16 Maturities			
			160,000,000.00	17.05%	160,142,370.47	158,693,200.00
Aging Interval:	1461 days and after	(10/01/2018 -)	1 Maturities			
			10,000,000.00	1.07%	10,024,034.67	10,028,900.00
Total for 72 Investments			938,522,816.26	100.00%	939,375,345.12	937,625,316.26



SUBJECT: Quarterly Report on Williams Uniform Complaints

PERSON(S) RESPONSIBLE: Ralph Gómez Porras, Superintendent

RECOMMENDATION:

The Administration recommends that the Board review and approve the information in this quarterly report, per Ed. Code. 35186 (d).

BACKGROUND:

Each quarter the district is required, per Ed. Code 35186(d) to “prepare and submit a report of summarized data on the nature and resolution of all uniform complaints to the district board and county superintendent.”

INFORMATION:

For the second quarter of the 2014/15 academic year, there were no incidents or complaints filed against any of the criteria: Therefore, it is acknowledged that

1. There are sufficient textbooks and instructional materials for each student to use in class;
2. School facilities are clean, safe and maintained in good repair;
3. There are no teacher vacancies or misassignments;
4. All eligible students who did not pass the CAHSEE were notified of the availability of services and the right to file a complaint.
5. Parents, teachers and the public know how to obtain complaint forms.

FISCAL IMPACT:

None.

Quarterly Report on Williams Uniform Complaints

[Education Code § 35186]

District: Pacific Grove Unified School District

Person completing this form: Mandi Freitag Title: Executive Assistant

Quarterly Report Submission Date (*Please check one*):

- ☐ October 2014
☒ January 2015
☐ April 2015
☐ July 2015

Date for information to be reported publicly at governing board meeting: December 11, 2014

Please check the box that applies:

- ☒ No complaints were filed with any school in the district during the quarter indicated above.

☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials			
Teacher Vacancy or Misassignment			
Facilities Conditions			
TOTALS			

Ralph Gómez Porras
Print Name of District Superintendent


Signature of District Superintendent

December 11, 2014
Date

SUBJECT: Peer Assistance and Review (PAR) Budget

PERSON(S) RESPONSIBLE: Ani Silva, Director Curriculum/Special Projects and
Billie Mankey, Director II Human Resources

RECOMMENDATION:

The Administration recommends that the Board review and approve the proposed PAR budget.

BACKGROUND:

In June of 2000, the Board approved an agreement between the District and the Pacific Grove Teachers Association to establish a Peer Assistance and Review (PAR) Program. This program is State funded and replaces the Mentor program. An annual responsibility of the Peer Assistance and Review Program panel is to establish a budget.

INFORMATION:

On October 20, 2014 the PAR panel consisting of Christine Revelas, Kathy Hunter, Ani Silva and Billie Mankey met to review and establish the 2014-2015 PAR Budget. Factors considered were \$9,799.00 allocated from the State funding formula. Although at this time there are no mandatory or voluntary PAR teachers in the program requesting services, the panel felt it necessary to allocate \$3000.00 in the event there was a necessity. Members of the panel decided to allocate the remainder of the money for teachers to attend professional development aligned to the Common Core standards. The PAR monies would specifically cover registration fees and sub costs only. PAR monies would also be used to provide release time by providing substitutes for teachers to plan with grade levels/departments for Common Core instructional planning, curriculum and assessment alignment.

The panel is recommending approval of the following budget:

2013-2014

Compensation – PAR Panel	\$ 500.00
PAR teacher candidates	\$ 3000.00
Conference/Workshop Expense	\$ 5832.00
Indirect	\$ 467.00
Total:	\$ 9,799.00

FISCAL IMPACT:

This proposed PAR budget is within the projected resources available through this program and already budgeted.

OPTIONS:

1. Approve the proposed PAR budget.
2. Refer the budget back to the panel with recommendations for consideration.

SUBJECT: Approval of Bond Oversight Committee Member

PERSON RESPONSIBLE: Rick Miller, Assistant Superintendent for Business Services

RECOMMENDATION:

The District Administration recommends that the Board review and approve Joanne Nolan-Stewart as a member of the Bond Oversight Committee.

BACKGROUND:

Because both Measure D and Measure A were 55% vote Bonds, the District is required to comply with the provisions of Proposition 39, which requires the Board to appoint an oversight committee composed of at least seven members from various categories.

- 1) An active member of a business organization
- 2) An active member of a senior citizens organization
- 3) An active member of a tax payers association
- 4) A parent or guardian of a district student
- 5) An active parent or guardian member of a District PTA or SSC

The District has a Bond Oversight Committee in place that has been reviewing the activities of Measure D for several years. The same committee will be providing oversight of the activities of Measure A as well.

INFORMATION:

The District currently has seven members on the Bond Oversight Committee, which is the minimum required. We are allowed up to nine members. At this time, we would like to recommend that Joanne Nolan-Stewart be added as a member of the committee.

FISCAL IMPACT:

None.

SUBJECT: Approval of Supplemental Educational Services

PERSON(S) RESPONSIBLE: Ana Silva, Director Curriculum/Special Projects

RECOMMENDATION:

The Administration recommends that the Board review and approve the contract for services with Jump Into Math to provide Supplemental Educational Services (SES) tutoring for identified students from Forest Grove Elementary according to the provisions set forth by No Child Left Behind.

BACKGROUND:

Forest Grove Elementary is now frozen in year two of being identified as a Program Improvement (PI) School. As a result, the law under No Child Left Behind requires the district to set aside a portion of Title I monies to provide free tutoring at no cost to the student. This provides extra help in the academic areas of reading, language arts and mathematics. On November 19, 2014 Forest Grove hosted a service provider fair where the parents of identified students received information regarding the program and were able to meet selected Supplemental Education Service (SES) providers who explained their programs. All information regarding SES services was also mailed home for parents unable to attend the provider fair. Parents then chose the provider who best met their child's needs. The state sets the parameters for the total amount of money the district can spend on each child. The amount allocated to Pacific Grove Unified School District cannot exceed \$636.00 per child. At this time, we have four students who are requesting services from Jump in to Math. The Approved Supplemental Educational Services Providers list is provided by the California Department of Education. Districts can only contract for services with providers from this approved list. Jump Into Math is on the approved list to provide SES services.

INFORMATION:

Tutoring services provided by Jump Into Math take place at the parent's and student's location of choice and offer tutoring in Mathematics. Jump Into Math provides 18 hours of small group instruction 1:5 or 12 hours for 1:1 sessions with tutors who are highly-qualified, credentialed teachers. Tutoring sessions are twice a week after school, 90 minutes each session for a total of three hours a week. Saturday sessions are offered for three hours. The curriculum is aligned to the Common Core State Standards. Android tablets are provided to each student as an instructional tool. Eligible students will keep the instructional tablet and workbook upon completion of the program. Their tutors openly communicate with teachers and parents to ensure each student has academic success with Jump Into Math. Jump Into Math uses an initial research-based assessment test to determine the student's strengths and weaknesses in order to design a customized lesson plan to address the specific needs of the student. Because every child learns at a different pace, the assessment provides the tutor with a clear understanding of the student's abilities, enabling the tutor to develop lesson plans specifically aimed at improving the student's academic performance. At the culmination of the tutoring period, students are assessed for growth in the area he/she was tutored to determine the effectiveness of the program.

FISCAL IMPACT:

\$2544.00



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PACIFIC GROVE UNIFIED SCHOOL DISTRICT

435 Hillcrest Avenue

Pacific Grove, CA 93950

Ralph Gómez Porras
Superintendent

(831) 646-6520
Fax (831) 646-6500
rporras@pgusd.org

Rick Miller
Assistant Superintendent

(831) 646-6509
Fax (831) 646-6582
rmiller@pgusd.org

CONTRACT FOR SERVICES BETWEEN PACIFIC GROVE UNIFIED SCHOOL DISTRICT and SES CONTRACTOR 2014-15

This Memorandum of Understanding (hereinafter referred to as “MOU”, “Contract” or “Agreement”) is entered into on this date, December 12, 2014 between Pacific Grove Unified School District (PGUSD) and JUMP INTO MATH (CONTRACTOR).

WHEREAS, PGUSD desires to obtain supplemental services as per the *No Child Left Behind* Act of 2001 (NCLB) for students in PGUSD in the current school year.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. PROGRAM

A. Scope of Professional Services

Upon the terms and conditions set out below, the CONTRACTOR shall provide educational services to eligible students. CONTRACTOR will provide **18 hours** of service serving up to **5 students** per group at **\$636.00 per Student**.

B. Specific Work Plan

A Specific Work Plan including CONTRACTOR and PGUSD responsibilities is outlined in Appendix A.

The CONTRACTOR agrees to provide professional services to PGUSD in accordance with the terms and conditions of this agreement.

2. SCOPE OF SERVICES

The CONTRACTOR agrees to provide planning, training, and application integration services. Services include costs associated with travel and duplication of materials.

3. USE OF SUBCONTRACTORS

CONTRACTOR shall not assign this Agreement or any portion thereof to a third party without the prior written consent of the District

4. INSURANCE

The Pacific Grove Unified School District will not discriminate on the basis of race, color, national origin, religion, sex, disability, or age in employment, enrollment, or attendance in any of the educational programs or activities. Provisions will be made to accommodate students of limited English proficiency or physical disability in all academic and vocational programs

CONTRACTOR understands that PGUSD does not provide liability, malpractice, or workers compensation insurance for the CONTRACTOR. The CONTRACTOR is responsible for the maintenance of personal and professional insurance to provide protection for any claims arising out of service under this agreement. The CONTRACTOR carries a \$1,000,000 business liability insurance policy.

5. EQUAL EMPLOYMENT OPPORTUNITY

In connection with the performance of this Agreement, the CONTRACTOR shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, physical handicap, or national origin.

6. HOLD HARMLESS

CONTRACTOR agrees to indemnify and defend the District, its employees, and agents from any and all claims, damages, and liability in any way occasioned by or arising out of the performance of this agreement.

7. TERMINATION

The performance of work under this agreement may be terminated by PGUSD in whole, or from time to time in part, whenever PGUSD shall determine that good cause for such termination is warranted by the CONTRACTOR's material failure to provide the services described in this Agreement. Prior to providing any notice of termination, PGUSD shall provide the CONTRACTOR with written notice of any performance issues and provide the CONTRACTOR at least thirty (30) working days to cure any deficiency. Any such termination shall be effected by delivery to the CONTRACTOR of a written Notice of Termination specifying the extent to and conditions under which performance of work under this Agreement is terminated, and the date upon which such termination becomes effective, which in no case shall be less than sixty (60) days from the date the Notice of Termination is received. Failure by PGUSD to provide the notices required in this section shall result in PGUSD making a payment to the CONTRACTOR in the amount of the additional annual costs pro-rated for the remaining length of the required notice period.

8. CONFORMITY WITH APPLICABLE LAW

In providing services under this agreement, the CONTRACTOR shall abide by all applicable federal, state and local statutes, ordinances, rules, regulations, and standards, as well as the standards and requirements imposed upon the District by federal and/or state agencies providing funding to the District for the purchase of the CONTRACTOR's services. CONTRACTOR's employees shall be fingerprinted and cleared prior to working with PGUSD students.

9. INDIVIDUAL LEARNING PLANS

CONTRACTOR will submit via email to Curriculum & Special Projects Director Ana Silva (asilva@pgusd.org) to develop and store all SES Individual Learning Plans (hereinafter referred to as "ILP") based on a PRE Assessment for each individual student in consultation

with parent(s)/guardian(s) and District staff, including how the student's progress will be measured, and a timetable for improving achievement (Sec 1116 (e)(3)(a)). To the extent possible, all efforts should be made to communicate in a language that parent(s)/guardian(s) can understand. CONTRACTOR will meet the needs of English learners through individualized instruction. In the case of a student with disabilities, CONTRACTOR will align the ILP with the student's Individual Education Plan (IEP).

CONTRACTOR will email progress reports to Ana Silva after every 1 month of tutoring and provide parents with these progress reports. Parents will be notified upon completion of student goals. All written communication to the parents/guardians will be done in both English and Spanish.

10. ATTENDANCE

CONTRACTOR shall maintain attendance records that detail the date, time, and location of tutoring sessions, as well as student signatures to indicate attendance. These documents will be required for submission to the district to support invoice claims.

11. DISPUTE RESOLUTION

Should any dispute arise out of this Agreement, the Parties should meet in mediation and attempt to reach a resolution with the assistance of a mutually acceptable mediator. The costs of the mediator, if any, shall be shared equally by the DISTRICT and the CONTRACTOR. If a mediated settlement is reached, neither party shall be the prevailing party for the purposes of this settlement. Neither party shall be permitted to file legal action without first meeting in mediation and maintaining a good faith attempt to reach a mediated resolution.

12. CONFIDENTIALITY

The CONTRACTOR and all CONTRACTOR's agents, personnel, employee(s), and/or subcontractor(s) shall maintain the confidentiality of all information received in the course of performing the Services. This requirement to maintain confidentiality shall extend beyond the termination of this Agreement. The CONTRACTOR agrees not to disclose to the public any information, including the identity of students without the written consent of the parent/guardian.

13. COMPENSATION

The CONTRACTOR agrees to provide a 18 hr program serving groups that include up to 5 PGUSD students of the same grade, or with the same learning goals, in grades 3 through 5. The CONTRACTOR agrees to perform all of the services of this agreement with PGUSD for a total not to exceed \$636.00 per pupil. The CONTRACTOR will provide additional hours of service at the above rate at the request of PGUSD. PGUSD shall pay CONTRACTOR according to the following terms and conditions:

Requirements:

- Pre-Approved Individual Learning Plan (ILP)
- Pre & Post Assessments
- Bi-Weekly Progress Report emailed to asilva@pgusd.org & Sent Out to Parents

- Daily Student Sign-in Attendance Sheets
 - Showing: Tutor Name, Date, Hours of Service, and Student Initials
- All Documentation Submitted for Approval to asilva@pgusd.org

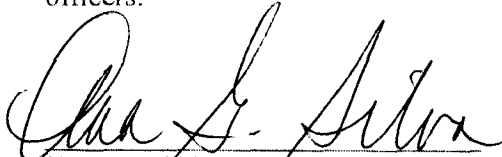
14. PAYMENT

The CONTRACTOR shall submit monthly invoices for its services. Payment for the Work shall be made for all undisputed amounts in installment payments within thirty (30) days after the CONTRACTOR submits an invoice to the District for Work actually completed. CONTRACTOR will only be paid after PGUSD Board of Education has ratified/approved this contract. CONTRACTOR must submit attendance records with invoices.

15. TERM OF AGREEMENT

The term of this agreement is December 12, 2014 through May (end date to be determined) 2015.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement by their duly authorized officers:


Signature of District Official

Ana Silva
Director of Curriculum &
Special Projects
Pacific Grove Unified School District


Signature of CONTRACTOR's Representative

DeeAnn Antonini
CEO of
Jump into Math – JIM Enterprises Inc.

Dated: 12/4/14

Mailing Address:

435 Hillcrest Ave.
Pacific Grove, California 93950
831-646-6526

Dated: 12/3/14

Mailing Address:

3031 West March Lane, Suite 330
Stockton, California 95219
209-474-6284

See attached Appendix

The Pacific Grove Unified School District will not discriminate on the basis of race, color, national origin, religion, sex, disability, or age in employment, enrollment, or attendance in any of the educational programs or activities. Provisions will be made to accommodate students of limited English proficiency or physical disability in all academic and vocational programs.

APPENDIX A: EXAMPLE: SCOPE OF PROFESSIONAL SERVICES: SPECIFIC WORK PLAN

Implementation plans may be modified by PGUSD principals as needed.

Implementation Plan

Programming Overview

The XYWorks program uses a computer-aided curriculum, web-based motivational and assessment tools, and an incentive-based approach. Teachers and para-professionals act as academic coaches, providing academic assistance, one-on-one tutoring and encouragement.

Number of Students	4 Students
Participation (Days/Week)	4 days/week
Total Hours	4 (1 Hr Sessions)
Curricula	

Schedule

	Start Date	End Date
Program Dates	1-22-15	Est. 3-8-15

The program will run 4 days/week according to the following schedule:

Monday	Tuesday	Thursday	Friday
1hr	1hr	1hr	1hr

Location:

Site Staff: The staff/student ratio will be 1/5. The different staff involved in implementing the program are outlined below.

Academic Coaches	1
------------------	---

Pricing

Hourly Rate	\$30.00
-------------	---------

SUBJECT: Supplemental Educational Services

PERSON(S) RESPONSIBLE: Ana Silva, Director Curriculum/Special Projects

RECOMMENDATION:

The Administration recommends the Board approve the contract for services with Ace Tutoring Services to provide Supplemental Educational Services (SES) tutoring for identified students from Forest Grove Elementary according to the provisions set forth by No Child Left Behind.

BACKGROUND:

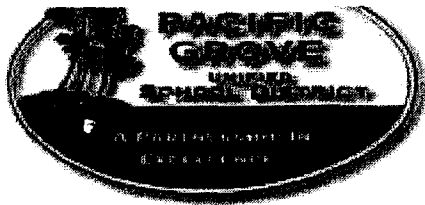
Forest Grove Elementary is now frozen in year two of being identified as a Program Improvement (PI) School. As a result, the law under No Child Left Behind requires the district to set aside a portion of Title I monies to provide free tutoring at no cost to the student. This provides extra help in the academic areas of reading, language arts and mathematics. On November 19, 2014 Forest Grove hosted a service provider fair where the parents of identified students received information regarding the program and were able to meet selected Supplemental Education Service (SES) providers who explained their programs. All information regarding SES services was also mailed home for parents unable to attend the provider fair. Parents then chose the provider who best met their child's needs. The state sets the parameters for the total amount of money the district can spend on each child. The amount allocated to Pacific Grove Unified School District cannot exceed \$636.00 per child. At this time, we have three students who are requesting services from Ace Tutoring Services. The Approved Supplemental Educational Services Providers list is provided by the California Department of Education. Districts can only contract for services with providers from this approved list. Ace Tutoring Services is on the approved list to provide SES services.

INFORMATION:

ACE Tutoring Services, Inc. provides individualized 1-on-1 or small-group (1-on-2 or 1-on-3) tutoring in English language arts and/or math. Tutoring sessions take place at the student's home, library or community center. Students choose their own convenient tutoring schedule and sessions are available seven days a week. An initial research-based assessment test is administered to determine the student's strengths and weaknesses in order to design a customized lesson plan to address the specific needs of the student. Students learn at their own pace and receive instruction focusing on specific weaknesses in English language arts or math. At the culmination of the tutoring period, students are assessed for growth in the area tutored to determine the effectiveness of the program. All tutors have at least a bachelor's degree, and many have California teaching credentials and/or advanced degrees. Bilingual (Spanish/English) tutors are also available. ACE Tutoring Services, Inc. has been providing tutoring services to students in K-12th grade since 1997. Over 90% of the students that finish the tutoring program show significant improvement in English language arts and/or math.

FISCAL IMPACT:

\$1908.00



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PACIFIC GROVE UNIFIED SCHOOL DISTRICT

435 Hillcrest Avenue

Pacific Grove, CA 93950

Consent Agenda Item Q

Ralph Gómez Porras

Superintendent

(831) 646-6520

Fax (831) 646-6500

rporras@pgusd.org

Rick Miller

Assistant Superintendent

(831) 646-6509

Fax (831) 646-6582

rmiller@pgusd.org

**CONTRACT FOR SERVICES
BETWEEN
PACIFIC GROVE UNIFIED SCHOOL DISTRICT
and
SES CONTRACTOR
2014-15**

This Memorandum of Understanding (hereinafter referred to as "MOU", "Contract" or "Agreement") is entered into on this date, December 12, 2014 between Pacific Grove Unified School District (PGUSD) and ACE TUTORING SERVICES (CONTRACTOR).

WHEREAS, PGUSD desires to obtain supplemental services as per the *No Child Left Behind* Act of 2001 (NCLB) for students in PGUSD in the current school year.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. PROGRAM

A. Scope of Professional Services

Upon the terms and conditions set out below, the CONTRACTOR shall provide educational services to eligible students. CONTRACTOR will provide service serving up to **5 students** per group at **\$636.00 per Student**.

B. Specific Work Plan

A Specific Work Plan including CONTRACTOR and PGUSD responsibilities is outlined in Appendix A.

The CONTRACTOR agrees to provide professional services to PGUSD in accordance with the terms and conditions of this agreement.

2. SCOPE OF SERVICES

The CONTRACTOR agrees to provide planning, training, and application integration services. Services include costs associated with travel and duplication of materials.

3. USE OF SUBCONTRACTORS

CONTRACTOR shall not assign this Agreement or any portion thereof to a third party without the prior written consent of the District

4. INSURANCE

The Pacific Grove Unified School District will not discriminate on the basis of race, color, national origin, religion, sex, disability, or age in employment, enrollment, or attendance in any of the educational programs or activities. Provisions will be made to accommodate students of limited English proficiency or physical disability in all academic and vocational programs.

CONTRACTOR understands that PGUSD does not provide liability, malpractice, or workers compensation insurance for the CONTRACTOR. The CONTRACTOR is responsible for the maintenance of personal and professional insurance to provide protection for any claims arising out of service under this agreement. The CONTRACTOR carries a \$1,000,000 business liability insurance policy.

5. EQUAL EMPLOYMENT OPPORTUNITY

In connection with the performance of this Agreement, the CONTRACTOR shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, physical handicap, or national origin.

6. HOLD HARMLESS

CONTRACTOR agrees to indemnify and defend the District, its employees, and agents from any and all claims, damages, and liability in any way occasioned by or arising out of the performance of this agreement.

7. TERMINATION

The performance of work under this agreement may be terminated by PGUSD in whole, or from time to time in part, whenever PGUSD shall determine that good cause for such termination is warranted by the CONTRACTOR's material failure to provide the services described in this Agreement. Prior to providing any notice of termination, PGUSD shall provide the CONTRACTOR with written notice of any performance issues and provide the CONTRACTOR at least thirty (30) working days to cure any deficiency. Any such termination shall be effected by delivery to the CONTRACTOR of a written Notice of Termination specifying the extent to and conditions under which performance of work under this Agreement is terminated, and the date upon which such termination becomes effective, which in no case shall be less than sixty (60) days from the date the Notice of Termination is received. Failure by PGUSD to provide the notices required in this section shall result in PGUSD making a payment to the CONTRACTOR in the amount of the additional annual costs pro-rated for the remaining length of the required notice period.

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9. INDIVIDUAL LEARNING PLANS

CONTRACTOR will submit via email to Curriculum & Special Projects Director Ana Silva (asilva@pgusd.org) to develop and store all SES Individual Learning Plans (hereinafter referred to as "ILP") based on a PRE Assessment for each individual student in consultation

with parent(s)/guardian(s) and District staff, including how the student's progress will be measured, and a timetable for improving achievement (Sec 1116 (e)(3)(a)). To the extent possible, all efforts should be made to communicate in a language that parent(s)/guardian(s) can understand. CONTRACTOR will meet the needs of English learners through individualized instruction. In the case of a student with disabilities, CONTRACTOR will align the ILP with the student's Individual Education Plan (IEP).

CONTRACTOR will email progress reports to Ana Silva after every 1 month of tutoring and provide parents with these progress reports. Parents will be notified upon completion of student goals. All written communication to the parents/guardians will be done in both English and Spanish.

10. ATTENDANCE

CONTRACTOR shall maintain attendance records that detail the date, time, and location of tutoring sessions, as well as student signatures to indicate attendance. These documents will be required for submission to the district to support invoice claims.

11. DISPUTE RESOLUTION

Should any dispute arise out of this Agreement, the Parties should meet in mediation and attempt to reach a resolution with the assistance of a mutually acceptable mediator. The costs of the mediator, if any, shall be shared equally by the DISTRICT and the CONTRACTOR. If a mediated settlement is reached, neither party shall be the prevailing party for the purposes of this settlement. Neither party shall be permitted to file legal action without first meeting in mediation and maintaining a good faith attempt to reach a mediated resolution.

12. CONFIDENTIALITY

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13. COMPENSATION

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Requirements:

- Pre-Approved Individual Learning Plan (ILP)
- Pre & Post Assessments
- Bi-Weekly Progress Report emailed to asilva@pgusd.org & Sent Out to Parents

The Pacific Grove Unified School District will not discriminate on the basis of race, color, national origin, religion, sex, disability, or age in employment, enrollment, or attendance in any of the educational programs or activities. Provisions will be made to accommodate students of limited English proficiency or physical disability in all academic and vocational programs.

- Daily Student Sign-in Attendance Sheets
 - Showing: Tutor Name, Date, Hours of Service, and Student Initials
- All Documentation Submitted for Approval to asilva@pgusd.org

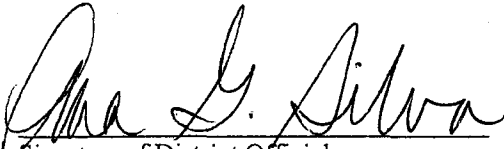
14. PAYMENT

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15. TERM OF AGREEMENT

The term of this agreement is December 12, 2014 through May (end date to be determined) 2015.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement by their duly authorized officers:


Signature of District Official

Ana Silva
Director of Curriculum &
Special Projects
Pacific Grove Unified School District


Signature of CONTRACTOR's Representative

SES Provider Representative's Name:
Jeff Wang
ACE Tutoring

Dated: 12/1/14

Mailing Address:

435 Hillcrest Ave.
Pacific Grove, California 93950
831-646-6526

Dated: 11/26/14

Mailing Address:

3576 Arlington Ave., Suite 300
Riverside, Ca 92506
951-532-6332

See attached Appendix

APPENDIX A: EXAMPLE: SCOPE OF PROFESSIONAL SERVICES: SPECIFIC WORK PLAN

Implementation plans may be modified by PGUSD principals as needed.

Implementation Plan

Programming Overview

The XYWorks program uses a computer-aided curriculum, web-based motivational and assessment tools, and an incentive-based approach. Teachers and para-professionals act as academic coaches, providing academic assistance, one-on-one tutoring and encouragement.

Number of Students	4 Students
Participation (Days/Week)	4 days/week
Total Hours	4 (1 Hr Sessions)
Curricula	

Schedule

	Start Date	End Date
Program Dates	1-22-15	Est. 3-8-15

The program will run 4 days/week according to the following schedule:

Monday	Tuesday	Thursday	Friday
1hr	1hr	1hr	1hr

Location:

Site Staff: The staff/student ratio will be 1/5. The different staff involved in implementing the program are outlined below.

Academic Coaches	1
------------------	---

Pricing

Hourly Rate	\$30.00
-------------	---------

SUBJECT: Adopt Resolution No. 953 Local Reserves Cap

PERSON RESPONSIBLE: Ralph Gómez Porras, Superintendent

RECOMMENDATION:

The Administration recommends that the Board of Education adopt Resolution No. 953 objecting to the restrictions on reserves that a school district is allowed to carry.

BACKGROUND:

Trailer Bill SB 858 was included with the passage of the State's 2014-15 budget. The impact of this legislation is summarized below by the law firm of Lozano Smith:

First, the bill amends Education Code section 42127 to provide that, beginning in 2015-16, if the district's proposed budget includes a local reserve above the minimum recommended level, the governing board must provide the following information for review at the annual public hearing on its proposed budget:

- The minimum recommended reserve adopted by the State Board of Education
- The district's fund balance in excess of the recommended reserve
- A statement substantiating the need for the excess reserve level

This information is to be included in a district's budgetary submission to its county superintendent, and the county superintendent must verify that each district has complied with these requirements. Budgets prepared by county superintendents must also comply with the above requirements. This provision is effective for the 2015-16 school year and is not contingent on the voters approving the "rainy day fund" in November.

The second provision of SB 858 was approved by voters in the November 2014 election. This second provision adds section 42127.01 to the Education Code, to provide that in any fiscal year immediately after a fiscal year in which a transfer is made by the State to the "rainy day fund," a school district may not adopt a budget that contains a reserve in excess of twice the applicable minimum reserve amount, or three times the applicable reserve amount in the case of Los Angeles Unified School District. This cap on reserves does not appear to apply to county offices of education.

A county superintendent may grant a school district an exemption from the limitation on reserves for up to two consecutive fiscal years if the school district provides documentation indicating that "extraordinary fiscal circumstances" substantiate the need for a higher ending balance. Section 42127.01 shall become operative on December 15, 2014.

As further noted in an article for Ed Source by Vernon Billy, CEO and Executive Director of the California School Boards Association, and Wes Smith, Executive Director of the Association of California School Administrators:

To enact these provisions is fiscally irresponsible and in conflict with the principles articulated by the Legislature in placing ACA 1 on the ballot. For most of the last two decades, California worked to prevent school district bankruptcies by enacting laws requiring multiyear projections, enforcement of strict fiscal standards by county offices of education, early intervention, and even the authority to override the spending decisions of local governing boards. It is therefore ironic that, at the very time an initiative has been placed on the statewide ballot to strengthen the state's

rainy day fund, the Legislature would consider statutory changes eviscerating provisions at the local school district level that are based on the same premise of fiscal prudence and responsibility. The creation of a state Proposition 98 reserve does not eliminate the need for prudent local reserves.

The level of reserve for community funded (basic aid) districts recommended by Schools for Sound Finance (SF2) is at least 10% of general fund budget expenditure. The reserve is established primarily to allow the district to continue to meet program needs during an economic downturn, to backfill loss of recurring revenue, and to fund one-time, non-recurring expenditures such as major textbook adoptions, capital outlay projects and acquisition of real property, and equipment and furniture that are not typically included in the recurring expenditure budgets.

Many professional organizations, led by CSBA, ACSA and Assembly-woman Kristin Olsen, are suggesting support for AB 146, which repeals Education Code Section 42127.01. A majority of school districts throughout California are recommending that their Boards approve this critical resolution as a call for action by the Governor and State Legislature.

PACIFIC GROVE UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 953

Local Reserves Cap

SB 858, Section 27

California Education Code Section 42127.01 (Rev. 9.22.14)

WHEREAS, the Pacific Grove Unified School District Board of Education believes that a quality education is essential for an informed citizenry, a competitive economy, a fulfilling life for all students, and the foundation of our democratic society; and

WHEREAS, the Pacific Grove Unified School District Board of Education believes in the maintenance of fiscal solvency of the school district of Pacific Grove; and

WHEREAS, the statutory minimum for reserves for the economic uncertainties for Monterey County school districts range from three to five percent, depending on district enrollment, and covers between one to five weeks of payroll, or less than 20 days of total cash flow; and

WHEREAS, Prudent budgeting requires school districts to establish and maintain reserves above the statutory minimum; and

WHEREAS, the Local Control Accountability Plan based on the principle of subsidiarity, provides school district boards, working with interested stakeholders, with the authority to prioritize funds in order to provide quality education for all students, especially those who are English learners, from low income households and who are Foster Youth; and

WHEREAS, funds for crucial services for school operations, such as payroll, classroom materials, school construction projects, technology, home-to-school transportation, deferred maintenance, and other services often require successful ongoing cash-flow management and disciplined planning, including the creation and maintenance of prudent financial reserves; and

WHEREAS, the school district reserve levels, as well as their fund balances, are determined by local school boards to meet local priorities and allow each district and county office of education to save for potential future expected and unexpected expenditures and for eventual economic downturns; and

WHEREAS, community funded schools (Basic Aid Districts) receive funds only twice a year and must rely on adequate reserves to manage cash flow for normal daily operations and for future purchases and unforeseen events; and

WHEREAS, On June 20, 2014, the Governor signed into law SB 858 (Committee on Budget and Fiscal Review, Chapter 32, Statutes of 2014), now embodied in California Education Code 42127.01; and

WHEREAS, SB 858, Sec. 27 Education Code 42127.01, has become operative with the passage of Proposition 2 on the November 2014 state ballot, and requires local school districts to spend their assigned and unassigned account balances down to no more than two times the minimum level of the statutory reserve for economic uncertainties (depending on district size) in the fiscal year following the fiscal year in which the State of California makes a payment of any amount to the Public School System Stabilization Account; and

WHEREAS, Under SB 858 this provision, a deposit by the State of California of even \$1 to the Public School System Account would result in school districts throughout California having to spend down billions of dollars in their reserves and ending balances; and

WHEREAS, It could take many years for the State of California to build up an adequate Public School System Stabilization Account; yet, in one year, school districts would be forced to spend down their reserves and ending balances to levels that could jeopardize fiscal solvency; and

WHEREAS, many school districts and districts cannot survive another downturn without fiscally responsible reserves; now,

THEREFORE, BE IT RESOLVED THAT, the Pacific Grove Unified School District Board of Education calls upon the Legislature and the Governor to repeal the language contained in Sec. 27 of SB 858 (Chapter 32, Statutes of 2014) now in Education Code 42127.01 immediately.

PASSED AND ADOPTED this 11th day of December 2014, at a regular meeting of the Pacific Grove Unified School District Board of Education by the following vote:

AYES:

NOES:

ABSENT:

Tony Sollecito, President

Ralph Gómez Porras, Superintendent

SUBJECT: Adoption of Resolution #954 – Certifying Proceedings of Measure A Bond Election

PERSON RESPONSIBLE: Rick Miller, Assistant Superintendent for Business Services

RECOMMENDATION:

The Administration recommends that the Board review and approve Resolution #954 which certifies the proceedings of the Measure A general obligation bond election.

BACKGROUND:

On November 4, 2014 a bond election was held for the purpose of issuing \$18 million in general obligation bonds to be expended on Education Technology. The voters of Pacific Grove voted in favor of the 18-year bond with a 59.79% approval rate. The total votes cast were 6,724, with 4,020 voting yes and 2,704 voting no.

INFORMATION:

This resolution, which confirms acceptance of the election results by our Board, is the final step towards certifying the election results, and approving the issuance of bonds.

Attached is a copy of the Certificate of Registrar of Voters along with Exhibit A which reflects the outcome of the election.

FISCAL IMPACT:

There is no impact to District funds, but this resolution is necessary to issue the first series from the approved General Obligation Bond.

RESOLUTION NO. 954

**RESOLUTION OF THE BOARD OF EDUCATION OF
THE PACIFIC GROVE UNIFIED SCHOOL DISTRICT CERTIFYING TO THE BOARD
OF SUPERVISORS OF MONTEREY COUNTY ALL PROCEEDINGS IN THE
NOVEMBER 4, 2014 GENERAL OBLIGATION BOND ELECTION**

WHEREAS, the Board of Education of the Pacific Grove Unified School District of the County of Monterey, State of California, previously adopted its Resolution (the "Resolution") ordering an election for general obligation bonds (the "Bond Election") to be held on November 4, 2014; and

WHEREAS, the Resolution was duly delivered to the Registrar of Voters for the County of Monterey; and

WHEREAS, the Resolution was duly delivered to the Clerk of the Board of Supervisors of the County of Monterey; and

WHEREAS, notice of the Bond Election was duly given; and

WHEREAS, on November 4, 2014, the Bond Election was duly held and conducted for the purpose of voting on the proposition of issuing bonds of the Pacific Grove Unified School District in the amount of \$18,000,000 (the "Bond Measure"); and

WHEREAS, the Board of Education of the Pacific Grove Unified School District has received the Canvass and Statement of results of the election ("Certificate of Election Results"); and

WHEREAS, it appears from the Certificate of Election Results that more than 55% of the votes cast on the proposition were in favor of issuing the aforementioned bonds.

NOW, THEREFORE, THE BOARD OF EDUCATION OF THE PACIFIC GROVE UNIFIED SCHOOL DISTRICT DOES HEREBY FIND, DETERMINE AND CERTIFY AS FOLLOWS:

Section 1. That entry be made upon the minutes of this meeting that the Bond Measure has been approved by more than 55% of the votes cast at the Bond Election.

Section 2. That it is hereby certified to the Board of Supervisors of Monterey County that all proceedings of the Pacific Grove Unified School District in connection with the November 4, 2014 Bond Election have been accomplished according to law.

Section 3. That the Clerk of the Board is hereby requested to deliver a copy of this Resolution to the County Superintendent of Schools with a request that, pursuant to Education Code Section 15274, the County Superintendent deliver a copy of the Resolution and Certificate of Election Results attached hereto as Exhibit A to the Clerk of the Board Supervisors of Monterey County.

ADOPTED, SIGNED AND APPROVED this 11th day of December, 2014.

BOARD OF EDUCATION OF THE PACIFIC
GROVE UNIFIED SCHOOL DISTRICT

By:

President

ATTEST:

By:

Clerk of the Board of Education

STATE OF CALIFORNIA)
) ss.
COUNTY OF MONTEREY)

I, _____, do hereby certify that the foregoing Resolution No. 954, was duly adopted by the Board of Education of the Pacific Grove Unified School District at a meeting thereof held on the 11th day of December, 2014, and that it was so adopted by the following vote:

(LIST NAMES OF BOARD MEMBERS IN APPROPRIATE SECTION BELOW)

AYES:

NOES:

ABSENT:

ABSTAIN:

By: _____
Clerk of the Board of Education

MONTEREY COUNTY ELECTIONS



PO Box 4400
Salinas, CA 93912

1370-B South Main Street
Salinas, CA 93901

831-796-1499 Phone
831-755-5485 Fax

www.MontereyCountyElections.us

elections@co.monterey.ca.us

Claudio Valenzuela
Registrar of Voters

Gina Martinez
Assistant Registrar of Voters

November 24, 2014

Pacific Grove Unified School District
435 Hillcrest Avenue
Pacific Grove, CA 93950

Subject: Certificate of the Registrar of Voters for the November 4, 2014 Election.

Attached hereto is the Certificate of the Registrar of Voters in connection with the subject election held on November 4, 2014.

Sincerely,

Claudio Valenzuela
Registrar of Voters

Enclosures

CERTIFICATE OF REGISTRAR OF VOTERS

In the Matter of the CANVASS OF THE VOTE CAST)
at the **Pacific Grove Unified School District Election**)
held on November 4, 2014)

I, Claudio Valenzuela, Registrar of Voters of the County of Monterey, State of California hereby certify;

THAT an election was held within the boundaries of the Pacific Grove Unified School District on November 4, 2014 for the purpose of submitting Measure "A" to the qualified electors and; I caused to have processed and recorded the votes from the canvass of all ballots cast at said election within the boundaries of the Pacific Grove Unified School District.

I HEREBY FURTHER CERTIFY that the record of votes cast at said election are set forth in Exhibit "A" attached hereto and incorporated herein by reference as though fully set forth at length.

IN WITNESS WHEREOF, I hereunto affix my hand and seal this Monday, November 24, 2014 and file this date with Pacific Grove Unified School District.



Claudio Valenzuela
Registrar of Voters

MEASURE A - PACIFIC GROVE USD															
	Registration	Ballots Cast	Turnout (%)		BONDS YES	BONDS NO									
5101 5101	1421	159	11.19		101	47									
5101 - VBM	1421	716	50.39		416	283									
5102 5102	1381	217	15.71		140	73									
5102 - VBM	1381	644	46.63		359	271									
5103 5103	1389	250	18.00		161	80									
5103 - VBM	1389	631	45.43		353	271									
5104 5104	1211	214	17.67		129	78									
5104 - VBM	1211	511	42.20		298	201									
5105 5105	1283	218	16.99		134	79									
5105 - VBM	1283	615	47.93		393	207									
5106 5106	1295	192	14.83		123	63									
5106 - VBM	1295	573	44.25		313	247									
5107 5107	1233	229	18.57		144	78									
5107 - VBM	1233	531	43.07		317	203									
5108 5108	1812	257	14.18		132	118									
5108 - VBM	1812	944	52.10		507	405									
Precinct Totals	11025	1736	15.75		1064	616									
VBM Totals	11025	5165	46.85		2956	2088									
Grand Totals	11025	6901	62.59		4020	2704									
CALIFORNIA	11025	6901	62.59		4020	2704									
20th CONGRESS	11025	6901	62.59		4020	2704									
17th SENATORIAL DISTRICT	11025	6901	62.59		4020	2704									
29th ASSEMBLY DISTRICT	11025	6901	62.59		4020	2704									
2nd DIST, BOARD OF EQUALIZA	11025	6901	62.59		4020	2704									
6th APPELLATE COURT	11025	6901	62.59		4020	2704									
5th SUPERVISORIAL DISTRICT	11025	6901	62.59		4020	2704									
PACIFIC GROVE	9213	5700	61.87		3381	2181									
UNINCORPORATED COUNTY A	1812	1201	66.28		639	523									

6724 = 59.79%

5362 = 60.8

SUBJECT: Adoption of Resolution #955 – Declaring Intention to Reimburse Expenditures from Proceeds of General Obligation Bonds

PERSON RESPONSIBLE: Rick Miller, Assistant Superintendent for Business Services

RECOMMENDATION:

The Administration recommends that the Board review and approve Resolution #955 which declares the intention to reimburse expenditures from the Measure A general obligation bond.

BACKGROUND:

On November 4, 2014 a bond election was held for the purpose of issuing \$18 million in general obligation bonds to be expended on Education Technology. The voters of Pacific Grove voted in favor of the 18-year bond with a 59.79% approval rate.

Prior to the election, certain expenditures were approved by the Board with the intent of reimbursing them from the Measure A bond funds if the election was successful.

INFORMATION:

This resolution allows the District to reimburse certain expenditures that were made prior to the election. These expenditures must meet the criteria of the bond language.

FISCAL IMPACT:

The impact on the General Fund will be the total value of costs that are being reimbursed.

RESOLUTION No. 955

**RESOLUTION DECLARING INTENTION TO REIMBURSE EXPENDITURES
FROM THE PROCEEDS OF OBLIGATIONS TO BE ISSUED
BY THE PACIFIC GROVE UNIFIED SCHOOL DISTRICT**

RESOLVED, by the Board of Education of the Pacific Grove Unified School District.

WHEREAS, the District proposes to undertake the Project referenced below, to issue debt for such Project and to use a portion of the proceeds of such debt to reimburse expenditures made for the Project prior to the issuance of the debt;

WHEREAS, United States Income Tax Regulations section 1.150-2 provides generally that the proceeds of tax-exempt debt are not deemed to be expended when such proceeds are used for reimbursement of expenditures made prior to the date of issuance of such debt unless certain procedures are followed, one of which is a requirement that (with certain exceptions), prior to the payment of any such expenditures, the issuer declares an intention to reimburse such expenditures; and

WHEREAS, it is in the public interest and for the public benefit that the District declares its official intent to reimburse the expenditures referenced herein.

NOW THEREFORE, it is hereby DECLARED and ORDERED, as follow:

- 1) The District intends to issue obligations (the "Obligations") for the purpose of paying the costs of items relating to education technology (the "Project").
- 2) The District hereby declares that it reasonably expects (i) to pay certain costs of the Project prior to the date of issuance of the Obligations, and (ii) to use a portion of the proceeds of the Obligations for reimbursement of expenditures for the Project that are paid before the date of issuance of the Obligations.
- 3) The maximum principal amount of the Obligations is \$18,000,000.

ADOPTED, SIGNED and APPROVED this _____ day of _____, 2014.

BOARD of EDUCATION of the PACIFIC GROVE UNIFIED SCHOOL DISTRICT

By: _____
President

Attest:

By: _____
Clerk of the Board of Education

STATE OF CALIFORNIA)
) ss.
COUNTY OF MONTEREY)

I, _____, do hereby certify that the foregoing Resolution No. 955, was duly adopted by the Board of Education of the Pacific Grove Unified School District at a meeting thereof held on the 11th day of December, 2014, and that it was so adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

By: _____

Clerk of the Board of Education of the
Pacific Grove Unified School District

SUBJECT: Acceptance of Donation from the Georgia Shetenhelm Trust

PERSON RESPONSIBLE: Rick Miller, Assistant Superintendent for Business Services

RECOMMENDATION:

The District Administration recommends that the Board review and accept a donation from the Georgia Shetenhelm Trust.

BACKGROUND:

From the Georgia Shetenhelm obituary: Georgia (Lyke) Shetenhelm was born 1918 in Ithaca, New York. At the age of nine, she came to live with her grandfather, General Edward Hinkley Plummer, in Pacific Grove. Georgia graduated from Pacific Grove High School in the class of 1937. Her first job was as a librarian at the Pacific Grove Public Library, but also spent time as a librarian at Monterey Peninsula College and the Naval Postgraduate School.

INFORMATION:

The District received notification from the Georgia Shetenhelm Trust that it was a beneficiary of the trust and received a donation of \$196,430.76, to be disbursed as follows:

- 1) \$49,107.69 to be used for the sole purpose of purchasing bound books for the library at Robert H. Down elementary school.
- 2) \$49,107.69 to be used for the sole purpose of purchasing bound books for the library at Pacific Grove Middle School.
- 3) \$49,107.69 to be used for facilities, capital improvements, and equipment for the library at Pacific Grove High School.
- 4) \$49,107.69 to be used for facilities, capital improvements, and equipment for the benefit of the Pacific Grove High School athletic department or Pacific Grove High School athletic facilities.

FISCAL IMPACT:

Donation Revenue of \$196,430.76 to be disbursed per the donor's instructions.

1 David C. Laredo, CSBN 66532
2 Alex J. Lorca CSBN 266444
3 **De LAY & LAREDO, Attorneys at Law**
4 606 Forest Avenue
5 Pacific Grove, California 93950
6 Telephone: (831) 646-1502
7 Facsimile: (831) 646-0377
8 Attorneys for Carlyn Boggan


9 I, the undersigned, am authorized on behalf of the Pacific Grove Unified School District,
10 which is a beneficiary of the Georgia Shetenhelm Trust, to accept the disbursements listed below
11 and hereby affirm I have received them from Carlyn Boggan, the Successor Trustee of the Georgia
12 Shetenhelm Trust. I affirm the disbursement will be used for the purposes expressly stated below:

- 13 • \$49,107.69 to be used for the sole purpose of purchasing bound books for the library at
14 Robert H. Down elementary school.
- 15 • \$49,107.69 to be used for the sole purpose of purchasing bound books for the library at
16 Pacific Grove Middle School.
- 17 • \$49,107.69 to be used for facilities, capital improvements, and equipment for the library at
18 Pacific Grove High School.
- 19 • \$49,107.69 to be used for facilities, capital improvements, and equipment for the benefit of
20 the Pacific Grove High School athletic department or Pacific Grove High School athletic
21 facilities.

22
23 Dated:

Nov. 25, 2014

Rick Miller, Asst. Supt.
24 Print Name and Title


26 Signature

Obituaries



GEORGIA SHETENHELM

1918 - 2014 | Obituary | Condolences

Pacific Grove, CA - Georgia Shetenhelm passed peacefully in her sleep in her childhood home just shy of her 96th birthday.

Georgia was born March 27, 1918 to D.L. Lyke and Georgia Plummer Lyke in Ithaca, New York. Both parents were deceased by the time Georgia turned nine. Her Aunt Bessie Plummer brought her by train to the Pacific Grove home of her grandfather, General Edward Hinkley Plummer, whose regiments built the present Presidio of Monterey.

Georgia graduated from Pacific Grove High School, class of 1937, after which she obtained her AA degree from Hartnell College. Her first job was librarian at Pacific Grove Library. From there she went on to assist in starting the library at Monterey Peninsula College.

The majority of her working years, however, were spent at the Naval Postgraduate School, where she served as reference librarian. Her career brought her much satisfaction as did her involvement with the Monterey Symphony, where she was responsible for cataloging the sheet music. Classical music and ballet were dear to her heart.

Georgia met the love her life, Captain Philip Shetenhelm, in her senior year of high school, but the war years intervened and she was not to see him again until many years later. They reunited in May of 1978 and were married two months later. They were happily married until Captain Shetenhelm's passing in 2006.

Many thanks to all her wonderful caretakers, in particular, Alicia Harvey, Zerthun "Z" Teklu and Olga Macias. To Dr. Christensen and Dr. Kehl, thank you for your many years of support.

At her request there will be no services. In Georgia's memory, make a trip to your local library and check out a good book.

Published in The Monterey Herald on Mar. 13, 2014

SHARE



REMEMBER

SHARE A MESSAGE OR PHOTO BELOW

ADD A MEMORY OR CONDOLENCE TO THE GUEST BOOK

Enter your message here

"Mrs. Shetenhelm was so kind to me. She shared many things:..."

- Frankie Toner

ADD MESSAGE

VIEW ALL MESSAGES 3

Please add a photo and share in the life story for Georgia Shetenhelm

ADD A PHOTO →

- ADVERTISEMENT -



Grief Support

Information and advice to help you cope after the death of someone...

SUBJECT: Pacific Grove High School Course Bulletin for the 2015-16 School Year

PERSON(S) RESPONSIBLE: Matt Bell, Pacific Grove High School Principal

RECOMMENDATION:

The Pacific Grove High School Administration recommends that the Board review and approve the Course Bulletin for Pacific Grove High School for the 2015-16 School Year.

BACKGROUND:

Each year, the high school reviews the course descriptions, pre-requisites, and course offerings prior to student/parent registration held the last week in January and first week in February. Courses are revised according to State standards and/or changing curriculum needs. In addition, courses that have had traditionally low turnout may be eliminated and replaced with courses that are deemed to be of more interest. At registration, student signups will be used as major criteria in deciding the final course offerings.

INFORMATION:

There have been numerous minor changes in this bulletin including the following:

- AP English Literature and AP Language are both open to either 11th or 12th grade students. As colleges will accept either but not both for credit, this allows for more student flexibility with scheduling. (p.6,7)
- AP Government/Econ is a full year commitment (p.13)
- Anatomy now has a prerequisite course of biology (p.14)
- Music Technology is now included in the Fine Art Department. (p.22)
- Art Workshop has been removed. Art 2 and AP Studio Art can be repeated. (p.23)
- Computer Arts has received a name change to CSIS I (Computer Science Information Systems) (p.29)
- Digital Design I and II have received name changes to CSIS II and III.

More significant changes include the following:

- Math (p.17)
New graduation requirement: Our current requirement is for two years of math and must include Algebra. As we no longer offer Algebra, the new requirement will be two years of math and must include Algebra 1 or Integrated Math 1 for 2015 & 2016 graduating classes. Beginning with the class of 2017, requirements include Integrated Math I and Integrated Math II.

Additional classes:

- Integrated Math III is the last math class added in our shift to Common Core. (p.20)

CTE (Career Technology Education) has a goal of preparing students for careers. In partnership with local colleges and the community, pathways in various subjects move students from a beginning level to a more advanced level and potentially into internships in the community. These pathways prepare the students to successfully move into the field of work or to further, more advanced work in a college or technical school. To that end, several advanced classes have been offered to create these pathways. Actually offering the course will depend on the numbers of students that sign up and/or the ability of the teacher to offer it in tandem with another course.

- CSIS 75 & 76 are computer hardware certification courses taught by MPC at PGHS for college credit and Cisco Certification. (Further work and a memorandum of understanding will need to be developed in order to offer this course for the 2015-16 school year, but in order for students to sign up, it needs to be listed in the course bulletin.) (p.31)
- Media Production II will be taught in tandem with Media Production I. (p.31)
- Beginning Graphic Design (p.31)
- Photo III will be taught in tandem with Photo II
- World of Flavors was not offered in 2014-15 due to low student enrollment, but is being offered as Global Cuisine. (p.33)
- Sports Medicine II will be modeled after the defunct Work Experience course in which students meet with the teacher once a week and then are placed in revolving internships in the community. (p.34)

FISCAL IMPACT:

None

PACIFIC GROVE HIGH SCHOOL



COURSE BULLETIN

2015-2016

COURSE BULLETIN

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GRADUATION REQUIREMENTS

1. To **earn a diploma** from Pacific Grove High School, a student **must earn a minimum of 230 units of credit**, pass the **High School Exit Exam** and complete 48 hours of **community service**.
2. **170 credits** must be **in the required subjects** listed **below**:
 - A. 40 credits (4 years) of **English** (Eng. 4 must be completed at PGHS.)
 - B. 40 credits (4 years) of **Social Science**:
 - 10 credits **Geography** or **Honors Social Studies**
 - 10 credits **World History/Geography**
 - 10 credits **U.S. History**
 - 10 credits **Government & Economics** (must be completed at PGHS.)
 - C. 20 credits (2 years) of **Science** (One year of life science and one year of physical science.)
 - D. 20 credits (2 years) of **Mathematics** (This must include Algebra **1or** Integrated Math I for the classes of 2015 and 2016.) (Beginning with the class of 2017 this must include Integrated Math I and Integrated Math II.)
 - E. 20 credits (2 years) of required **Physical Education** (Grades 9 and 10)
 - F. 10 credits (1 year) of **Fine Arts or Foreign Language**
 - G. 10 credits (1 year) of **Career Technical Education OR (1 year) Additional UC a-g approved course**
 - H. 10 credits (1 year) of **Health/Computers**
 - I. Completion of 60 credits of **electives**
 - J. **Extracurricular activities** – (optional)
Students may receive a maximum of 10 credits for participating in the following PGHS extracurricular activities; sports, spirit squad, mock trial, play production, musical and ASB/Class officer, TA. Participants will receive 2.5 credits per activity, per semester until they have earned the maximum 10 credits. The credits will be applied to elective credit.

The required subjects listed above are for high school graduation. College entrance requirements are often different and additional. (See College Admissions section)

If you have any questions about college admissions or high school graduation requirements, please contact your student's counselor. Guidance Office Phone – (831) 646-6590, Ext. 277.

Class Standing

Completion of **50 credits** is required for **sophomore standing**.

Completion of **110 credits** is required for **junior standing**.

Completion of **170 credits** is required for **senior standing**.

COLLEGE ADMISSIONS

1. COMMUNITY COLLEGE REQUIREMENTS

www.ccco.edu

The following persons are eligible for admission:

1. High School graduates
2. Persons having attained their 18th birthday
3. Transfer students from other colleges upon presentation of satisfactory credentials

Counselors will assist qualified students in enrolling concurrently at Monterey Peninsula College in special academic and vocational programs, which are available to a limited number of students.

Monterey Peninsula College offers three kinds of programs of study:

1. Occupational Programs
2. Two-year Transfer Programs
3. Associate Degree Programs

2. **CALIFORNIA STATE UNIVERSITIES**California State University SystemEntrance Requirementswww.csumentor.org

Admission to the state universities is dependent upon three factors:

1. High school grade point average in grades 10 and 11 in required courses listed below.
2. Scores on the American College Test or Scholastic Assessment Test
3. Fifteen courses will be taken during grades 9 - 12.
Students must earn a grade of "C" or higher in these courses.
The specific a-g course requirements are:
 - a. 1 year each of U.S. History and World History
 - b. 4 years English (all courses must require frequent and regular practice in writing expository prose composition)
 - c. 3 years of mathematics (Algebra I, Algebra 2 and Geometry) or (Integrated Math I, II and III.)
 - d. 2 years of laboratory science (1 year life science and 1 year physical science)
 - e. 2 years foreign language
 - f. 1 year visual/performing arts
 - g. 1 year college preparatory elective (1 course to be chosen from history, advanced mathematics, laboratory science, foreign languages and fine arts.)

Test scores are required unless you have a grade point average above 3.0 *and* are a resident of California. The CSU uses a calculation called an [eligibility index](#) that combines your high school grade point average with the score you earn on either the SAT or ACT tests. Even if you have a GPA above 3.0, it is useful to take either an SAT or ACT as the score may indicate if you do not need to take English and math placement tests after you are admitted and before you enroll at the CSU.

While SAT/ACT test scores are not required to establish the admission eligibility of California residents with high school grade point averages of 3.00 or above impacted campuses and impacted first-time freshmen enrollment categories often include test scores among the supplemental criteria required of all applicants to those campuses and enrollment categories.

Students earning a grade point average below 2.00 are not eligible for admission.

State universities currently require applicants to file their application during the months of October and November. Applications after the closing period are considered only on a space available basis.

**CALIFORNIA STATE COLLEGE
AND UNIVERSITY SYSTEM**

Bakersfield	Pomona
Channel Islands	Northridge
Chico	Sacramento
Dominguez Hills	San Bernadino
Fresno	San Diego
Fullerton	San Francisco
East Bay	San Jose
Humboldt	San Luis Obispo
Long Beach	San Marcos
Los Angeles	Sonoma
Maritime Academy	Stanislaus
Monterey Bay	

3. **UNIVERSITY OF CALIFORNIA**University of California Entrance Requirementswww.universityofcalifornia.edu/admissions

A. Complete a minimum of 15 college-preparatory courses ("a-g" courses), with at least 11 finished prior to your senior year.

- a. 1 year each of U.S. History and World History
- b. 4 years English (all courses must require frequent and regular practice in writing expository prose composition)
- c. 3 years of mathematics (Algebra I, Algebra 2 and Geometry) or (Integrated Math I, II and III).
- d. 2 years of laboratory science (1 year life science and 1 year physical science)
- e. 2 years foreign language
- f. 1 year visual/performing arts
- g. 1 college preparatory elective (1 course to be chosen from history, advanced mathematics, laboratory science, foreign languages and fine arts.)

4. **PRIVATE (INDEPENDENT COLLEGES)**

Although there are differences among the private colleges and universities in entrance requirements, generally they expect students to satisfy the same subject pattern as the U.C. system. Students should check with their particular college choices for specific requirements.

ENGLISH

The following sequence of courses will be the English Department's offering for 2013-2014. All students will be placed in appropriate English classes according to their level of reading and writing skills.

Grade 9	English 1	Honors English 1	
Grade 10	English 2	Honors English 2	
Grade 11	English 3		AP English Language
Grade 12			AP English Literature
Grade 12	English 4 Sports Literature /Eng 4 Senior Seminar		
Grade 12	English 4 Literature and the Dynamics of Social Justice/ Eng 4 Senior Seminar		

COURSE ENGLISH 1

GRADE LEVEL 9

LENGTH 1 year

CREDIT 5 credits per semester

DESCRIPTION English 1 introduces students to the elements and forms of literature. This course stresses the development of reading and critical thinking skills necessary to gain appreciation of the various genres of literature. Major writing emphasis will include effective descriptive and expository paragraphs and essays and a review of grammar and mechanical skills. *UC/CSU approved.*

COURSE HONORS ENGLISH 1

PREREQUISITE "A" or "B" in previous English class, advanced reading and writing skills, grades and test scores. Passing score on an entrance exam is required.

GRADE LEVEL 9

LENGTH 1 year

CREDIT 5 credits per semester

DESCRIPTION Honors English is designed for the advanced English student who wishes to refine his or her skills in preparation for more advanced classes such as Advanced Placement. This course will survey the four genres of literature (novel, play, poem and short story), review grammar and mechanical skills, and concentrate on the mastery of the critical essay. **Students must be concurrently enrolled in Honors History. A student must maintain a B- to earn Honors 2 recommendation.)** *UC/CSU approved.*

COURSE ENGLISH 2

GRADE LEVEL 10

LENGTH 1 year

CREDIT 5 credits per semester

DESCRIPTION English 2 introduces various literary genres and concentrates on improving student's writing skills. Major literary emphasis will be on the elements of short story, the essay, biography, poetry, drama and the novel. Students will give special attention to the development of advanced reading and thinking skills necessary to gain better comprehension and appreciation of literary works. Writing emphasis will include expository and descriptive paragraphs, and analytical, and persuasive and reflective essays as well as a review of grammar and mechanical skills. *UC/CSU approved.*

COURSE	<u>HONORS ENGLISH 2</u>
PREREQUISITE	Grade of “A” or “B” in Honors English 1 or grade of “A” in regular English or teacher/counselor recommendation.
GRADE LEVEL	10
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	Honors English is designed for advanced college bound students. This course surveys drama, novels, short stories, and poetry in depth. This course stresses the development of critical writing and thinking. Work on special group projects and expository writing will enable students to analyze the way in which the works studied relate to themes and issues of the historical periods covered in class. A student must maintain a B- to earn teacher recommendation for moving on to the next Honors/AP course. <i>UC/CSU approved.</i>

COURSE	<u>ENGLISH 3</u>
GRADE LEVEL	11
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	English 3 is a college prep course which surveys works of American literature. In addition, this course emphasizes the expression of individual opinion and of logical argument through expository writing. This course fosters individual growth in literacy. The students create projects that develop diverse reading, writing, and speaking skills. <i>UC/CSU approved.</i>

COURSE	<u>ADVANCED PLACEMENT ENGLISH LANGUAGE</u>
PREREQUISITE	Grade of “A” or “B” in Honors English 2 or AP Literature or grade of “A” in regular English and teacher/counselor recommendation.
GRADE LEVEL	11/12
LENGTH	1 year
CREDIT	10 credits
DESCRIPTION	The AP English Language and Composition course is designed to help students become skilled readers of prose written in a variety of rhetorical contexts and to become skilled writers who compose for a variety of purposes. Both their writing and their reading should make students aware of the interactions among a writer's purposes, audience expectations, and subjects as well as the way generic conventions and the resources of language contribute to effectiveness in writing. A student must maintain a B- to earn teacher recommendation for moving on to the next Honors/AP course. Students may elect to take the national Advanced Placement exam in May with a chance of earning freshman English college credit. <i>UC/CSU approved.</i>

COURSE	<u>ENGLISH 4 SENIOR SEMINAR</u>
GRADE LEVEL	12
LENGTH	1 Semester
CREDIT	5 credits
DESCRIPTION	English 4 Senior Seminar is a college prep course, which focuses on research, writing, and oral presentation skills. Along with systematic vocabulary and grammar development, the central focus of the class is the Senior Project, which comprises four main components: 1) a research paper (8-12 pages), 2) a physical project, 3) a portfolio, and 4) an oral presentation. <i>UC/CSU approved.</i>

COURSE	<u>ENGLISH 4 SPORTS LITERATURE</u>
GRADE LEVEL	12
LENGTH	1 Semester
CREDIT	5 credits
DESCRIPTION	The sports literature class primarily focuses on examining universal sports themes – gender equality, racism, perseverance and integrity. Literature includes poetry, essays, articles and novels that all have sports related themes. This class encourages students to seek connections between the literature they read and their own lives. <u>Students signing up for this course will also be enrolled in one semester of English 4 Senior Seminar for the additional required 5 credits.</u> <i>UC/CSU approved.</i>

COURSE	<u>ENGLISH 4 LITERATURE AND THE DYNAMICS OF SOCIAL JUSTICE</u>
GRADE LEVEL	12
LENGTH	1 Semester
CREDIT	5 credits
DESCRIPTION	English 4 Literature and the Dynamics of Social Justice is a college prep course, which focuses on the study of literature, history, art, and film to examine issues of identity, membership in society, and the practice of promoting equal rights and fair treatment of all members of society. The course includes extensive reading of a variety of literary genres, in-depth discussion, and substantial practice in writing to encourage a critical examination of human behavior and choice. <u>Students signing up for this course will also be enrolled in one semester of English 4 Senior Seminar for the additional required 5 credits.</u> <i>UC/CSU approved.</i>

COURSE	<u>ENGLISH 4 POETRY AND CREATIVE WRITING</u>
GRADE LEVEL	12
LENGTH	1 Semester
CREDIT	5 credits
DESCRIPTION	This class is designed to cultivate in students an aesthetic appreciation for the beauty of language. Students will examine various poetic techniques and poetic forms while learning to read poetry with a critical eye. The course will also offer students a guided tour through several works of fiction, whereby students will learn to identify elements of fiction within works studied and later learn to use these elements in their own creations. Students MUST be willing to share the pieces they write, and must be open to constructive criticism. <u>Students signing up for this course will also be enrolled in one semester of English 4 Senior Seminar for the additional required 5 credits.</u> <i>UC/CSU approved.</i>

COURSE	<u>ADVANCED PLACEMENT ENGLISH LITERATURE</u>
PREREQUISITE	Grade of “A” or “B” in Honors English 2 or AP Language or grade of “A” in regular English and teacher/counselor recommendation. Entrance exam may be required.
GRADE LEVEL	11/12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	Advanced Placement English Literature is a one-year course offered to 11 th or 12 th grade students who show unusual skill in literature and composition. This course surveys drama, novels and poetry in depth, concentrating on the mastery of the critical essay as used in college writing. Students may elect to take the national Advanced Placement exam in May with a chance of earning freshman English college credit. <i>UC/CSU approved.</i>

FOREIGN LANGUAGES

SPANISH

COURSE **SPANISH 1**
PREREQUISITE None
GRADE LEVEL 9, 10, 11, 12
LENGTH 1 year
CREDIT 5 credits per semester
DESCRIPTION This introductory course uses communicative-based instruction to develop all four basic language skills: listening, speaking, reading and writing. Basic grammatical structures are presented along with vocabulary related to daily life and cultural topics. A variety of authentic language and cultural sources are integrated such as music, food, movies and magazines. *UC/CSU approved.*

COURSE **SPANISH 2**
PREREQUISITE Spanish 1 - Grade of "C" or better
GRADE LEVEL 9, 10, 11, 12
LENGTH 1 year
CREDIT 5 credits per semester
DESCRIPTION This is an intermediate course which provides continued development and practice of the basic language skills: listening, speaking, reading and writing. More advanced grammatical structures are introduced and more emphasis is placed on extended conversation. Includes vocabulary related to daily life and cultural topics with varied units of study and conversational activities. *UC/CSU approved.*

COURSE **SPANISH 3**
PREREQUISITE Spanish 2 - Grade of "B" (80%) or better; or teacher recommendation
GRADE LEVEL 10, 11, 12
LENGTH 1 year
CREDIT 5 credits per semester
DESCRIPTION Emphasis is on the further development of listening, speaking and writing skills. More advanced vocabulary and grammar study is coupled with more extended speaking in a variety of contexts such as oral reports and group discussion. More academic vocabulary is presented related to relevant topics such as personal relationships, hobbies and sports, and health along with more complex cultural topics such as an in-depth exploration of a Spanish-speaking country. *UC/CSU approved.*

COURSE **SPANISH 4**
PREREQUISITE Spanish 3 - Grade of "B" (80%) or better; or teacher recommendation
GRADE LEVEL 11, 12
LENGTH 1 year
CREDIT 5 credits per semester
DESCRIPTION This is an advanced course which focuses on developing language skills in academic settings. Relevant topics are explored including personal relationships, technology and the environment. Reading selections come from authentic sources such as Spanish literature and newspaper articles. More advanced writing and speaking situations are required. More academic vocabulary is presented along with more complex cultural topics. A variety of authentic language and cultural sources are integrated such as songs, movies, newspapers, websites, and news reports. *UC/CSU approved.*

COURSE	<u>AP SPANISH</u>
PREREQUISITE	Spanish 3 - Grade of "A" (90%) or better; or teacher recommendation
GRADE LEVEL	11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	This is a college-level course which focuses on advanced work in listening, speaking, reading and writing. Emphasis is placed on speaking and writing in academic settings. Includes expository writing, oral presentations, and reading selections from Spanish literature and newspaper articles. Students prepare to take the AP Spanish Language exam in May. Any summer homework given will be due at the first class meeting in August. <i>UC/CSU approved.</i>

FRENCH

COURSE	<u>FRENCH 1</u>
PREREQUISITE	None
GRADE LEVEL	9, 10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	An introductory course designed to give students a strong background in conversational French. The focus is communicative-based instruction encouraging active participation by students. Speaking and understanding spoken French are emphasized. Students will learn about current and traditional French music. Field trips and cooking French food make this a "fun" academic class. <i>UC/CSU approved.</i>

COURSE	<u>FRENCH 2</u>
PREREQUISITE	French 1 - Grade of "C" or better
GRADE LEVEL	10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	Further develops students' speaking skills with emphasis on telling stories in the past, future, and conditional tenses. Students create their own skits and plays. Reading and writing include longer, more interesting stories than in French 1. Students use authentic situations to demonstrate their knowledge of French; example: students demonstrate and explain in French how to prepare their favorite French dessert! Field trips and French music add to the fun. <i>UC/CSU approved.</i>

COURSE	<u>FRENCH 3</u>
PREREQUISITE	French 2 - Grade of "B" or teacher recommendation
GRADE LEVEL	11, 12 or by consent of the teacher
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	Students perfect their skills in the various tenses with more focus on reading and writing, while continuing to maintain their speaking skills. The focus is on mastering the grammar and learning more about the history and culture of the French-speaking world. Field trips and French music are included. Summer Homework will be due at the first class meeting in August. <i>UC/CSU approved.</i>

COURSE	<u>FRENCH 4</u>
PREREQUISITE	A grade of “B” or better in French 3 or teacher recommendation
GRADE LEVEL	9, 10, 11, 12 (depending on ability)
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	French 4 is a course designed for motivated students who can work independently and efficiently. Advanced grammar topics will be covered, incorporating high-interest topics such as making travel and hotel arrangements for a trip to a French-speaking country, communicating medical emergencies, and managing more advanced conversations in French. Extensive reading and writing will be required. Students will read various genres of literature by famous francophone authors such as Paul Eluard, Guy de Maupassant, Andre Theuriet and many others. The cultural emphasis will be on countries other than France where French is spoken. Summer Homework will be due at the first class meeting in August. UC/CSU approved.

SOCIAL SCIENCE

The following sequence of courses will be the Social Science Department’s offering for 2014-2015:

Grade 9	Physical and Cultural Geography	Honors History (Amer. Civilization)
Grade 10	World History	A.P. World History
Grade 11	U.S. History	A.P. U.S. History
Grade 12	Government/Economics	A.P. Government/Economics

COURSE	<u>GEOGRAPHY: PHYSICAL AND CULTURAL</u>
PREREQUISITE	Required
GRADE LEVEL	9
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	This course will develop the basic themes of physical, cultural and political geography. World geographic issues, world cultures and place identification will be emphasized. This course meets the requirements of the State’s social science framework. <i>UC/CSU approved.</i>

COURSE	<u>HONORS HISTORY: AMERICAN CIVILIZATION</u>
PREREQUISITE	“A” or “B” in previous history class, advanced reading and writing skills, grades and test scores (STAR) and middle school recommendation. Passing score on an entrance exam will be required.
GRADE LEVEL	9
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	American Civilization, a feeder program for AP World History and AP US History, is designed for advanced, college-bound freshmen. Areas that will be covered will include history, literature, philosophy, art and sociology. This course will be aligned with the freshman Honors English course and emphasis will be placed on critical thinking and writing skills. Class focus is on the minority view in history and literature. Summer Homework will be due at the first class meeting in August. *Student must also be enrolled in Honors English 1. <i>UC/CSU approved.</i>

COURSE **WORLD HISTORY****PREREQUISITE** Required**GRADE LEVEL** 10**LENGTH** 1 year**CREDIT** 5 credits per semester

DESCRIPTION This survey course meets the 10th Grade World History requirement. It will include a selective study of the major political and social developments, and of individuals who played significant roles, in the time period from the mid-1700s up to the present. Units of study include a brief review covering 6th and 7th Grade World History, the Enlightenment, the Age of Revolutions, the Industrial Revolution, Nationalism & Imperialism, the First World War and Russian Revolution, Totalitarianism & World War II, and the Postwar World. Critical thinking, writing, and project organization are stressed. *UC/CSU approved.*

COURSE **A.P. WORLD HISTORY**

PREREQUISITE A or B in 9th grade honors, an A in 9th grade Geography, and/or teacher/counselor recommendation. Passing score on entrance exam will be required for students coming from Geography. See Mr. Grate (0-2) for entry exam information.

GRADE LEVEL 10**LENGTH** 1 year**CREDIT** 5 credits per semester

DESCRIPTION Advanced Placement World History is a college-level course covering the entirety of World History from 10,000 BCE to the present. AP World History is fast-paced and challenging, and requires a high level of reading and writing skill. Students in AP World History should expect heavy reading assignments, and should be prepared to develop and demonstrate in writing analytical skills such as comparison and contrast, change over time, and understanding of primary source documents. Students will prepare for the AP World History examination, administered nationally in May. High scores on this exam may result in college credit, and may allow the student to fulfill the World History requirement at participating institutions. To facilitate the complete coverage of the course content, summer homework will be given. This will be due at the first class meeting in August. **A student must maintain a B- to earn teacher recommendation for moving on to the next Honors/AP course.** *UC/CSU approved.*

COURSE **UNITED STATES HISTORY****PREREQUISITE** Required**GRADE LEVEL** 11**LENGTH** 1 year**CREDIT** 5 credits per semester

DESCRIPTION In this course students examine major turning points in American history in the twentieth century. The year begins with a selective review of United States history, with an emphasis on two major themes – the nation's beginnings, linked to the Enlightenment and the rise of democratic ideas; and the industrial transformation of the new nations, linked to the global spread of industrialism during the nineteenth century. After these review units, we will begin our study of the twentieth century with an analysis of the Progressive Era and World War I. Critical responses to the Jazz Age and the Great Depression will also be emphasized during the first semester. In the second semester we will cover the following: World War II, The Cold War, The Civil Rights Movement in the Postwar Era, Vietnam/Late 1960's and the United States in Recent Times. *UC/CSU approved.*

COURSE A. P. U. S. HISTORY

PREREQUISITE “A” in World History or “A” or “B” in AP World History and/or teacher/counselor recommendation.

GRADE LEVEL 11

LENGTH 1 year

CREDIT 5 credits per semester

DESCRIPTION The Advanced Placement U.S. History course is designed to provide students with the analytical skills and factual knowledge necessary to address critically the themes, issues, events, and materials of American history. Students will learn to evaluate historical materials in order to weigh evidence presented in historical scholarship. Students will be required to analyze and interpret primary sources, including documentary materials, maps, statistical tables, and pictorial and graphic evidence of historical events. The scope of the course is “the age of discovery” to the present. The A.P. U.S. History curriculum is intended to prepare the student for the Advanced Placement Test administered nationally in May. High scores may result in college credit at participating institutions. The course simultaneously satisfies the U.S. History requirement for high school graduation. **Summer Homework will be due at the first class meeting in August. A student must maintain a B- to earn teacher recommendation for moving on to the next Honors/AP course.** *UC/CSU approved.*

COURSE ECONOMICS

PREREQUISITE Required

GRADE LEVEL 12

LENGTH 1 semester

CREDIT 5 credits

DESCRIPTION Economics, a semester-length course, is **required** for graduation. The goal of this course is to increase understanding of the American economic system, including the nature of supply and demand, market structures, fiscal policy, monetary policy, comparative economic systems and world trade. Emphasis is also placed on such personal finance skills as maintaining good credit, checking accounts, budgeting and other adult consumer needs. *UC/CSU approved.*

COURSE AMERICAN GOVERNMENT

PREREQUISITE Required

GRADE LEVEL 12

LENGTH 1 semester

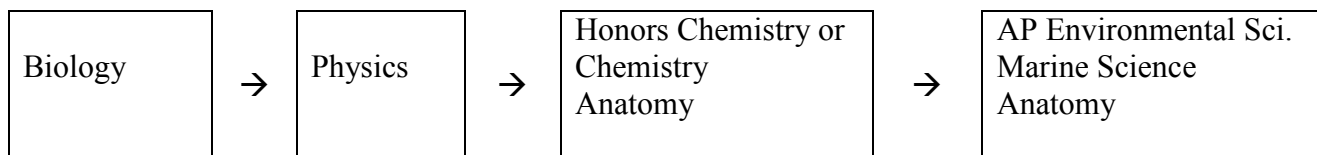
CREDIT 5 credits

DESCRIPTION Government, a semester-length course, is **required** for graduation. This course is about the American system of government, including functions of government, governmental programs, roles of the citizen, civil rights and liberties, public opinion, comparative political systems and current events. A required project **MUST** be completed by due date to pass this course. *UC/CSU approved.*

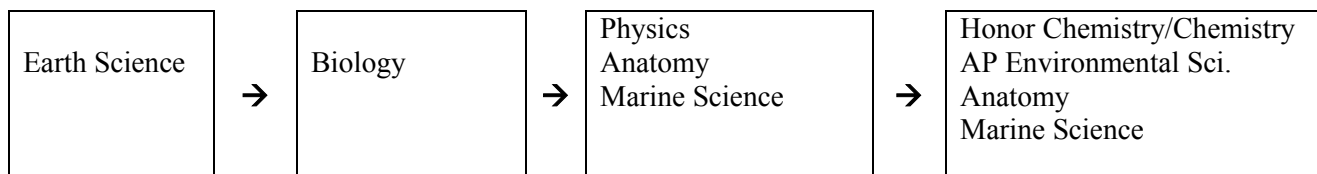
COURSE	<u>A. P. AMERICAN GOVERNMENT AND ECONOMICS</u>
PREREQUISITE	“B” or better in A.P. U.S. History and at least a 3 on U.S. A.P. exam and/or teacher/counselor recommendation
GRADE LEVEL	12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	The goal of this course is to increase understanding of the American political system, its framework, traditions and values, and have each student pass the Advanced Placement American Government exam. This course is concerned with the nature of the American political system, its development over the past two hundred plus years, and how it works today. We will examine in detail the principle processes and institutions through which the political system functions, as well as some of the public policies which these institutions establish and how these policies are implemented. <u>Summer homework is required.</u> The second semester of Economics is <u>not</u> an A.P. program , however the A.P. Government/Economics class is a full year commitment. <i>UC/CSU approved.</i>

SCIENCE

Pathway 1: For incoming freshmen who have completed Math 8 with a “B” or better.



Pathway 2: For incoming freshman with less than a “B” in Math 8 or Integrated Math I concurrent enrollment.



The following science classes are all designed to meet the U.C. and C.S.U. laboratory science entrance requirements, except as noted below.

COURSE **ANATOMY/PHYSIOLOGY**

PREREQUISITE Biology

GRADE LEVEL 10, 11, 12

LENGTH 1 year

CREDIT 5 credits per semester

DESCRIPTION Anatomy and Physiology is the study of the structures and functions of the human body. Labs include dissection of fetal pigs, simple experiments, demonstrations and model building. *UC/CSU approved.*

COURSE **EARTH & SPACE SYSTEMS**

PREREQUISITE None

GRADE LEVEL 9, 10, 11, 12

LENGTH 1 year

CREDIT 5 credits per semester

DESCRIPTION Earth and Space Systems is a laboratory oriented class which is a blend of several different sciences; Geology, Meteorology and Astronomy. We will be looking more closely at topics such as earthquakes, storms and stars. **This course meets the CSU physical science entrance requirement. It does not meet the U.C. physical lab science entrance requirement. The U.C. system recognizes this course as a college prep elective.**

COURSE **BIOLOGY**

PREREQUISITE 9th grade completion of Math 8 with a “B” or better

10th – 12th completion or concurrently enrolled in Alg. 1 or Integrated Math I

GRADE LEVEL 9, 10, 11, 12

LENGTH 1 year

CREDIT 5 credits per semester

DESCRIPTION Biology is the study of living things. The course follows an ecological approach. It is designed to build from concrete to abstract concepts such as cell theory, photosynthesis, genetics, to ecology and environmental issues. *UC/CSU approved.*

COURSE	<u>MARINE SCIENCE</u>
PREREQUISITE	Algebra 1 or Integrated Math I, and completion of 1 year of high school science with a “C” or better.
GRADE LEVEL	10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	This is a science class for those students who have successfully (C or better) completed at least one year of high school science. In this course, biology, physical oceanography, ecology of Monterey Bay and the world oceans are explored. The course is taught utilizing labs, direct instruction and field work. This course meets the <u>C.S.U.</u> life lab science requirement, but not the U.C. The U.C. system recognizes this course as a college prep elective.

COURSE	<u>CHEMISTRY 1</u>
PREREQUISITE	Completion or concurrently enrolled in Geometry or Integrated Math II and completion of Physics
GRADE LEVEL	11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	The first semester of Chemistry 1 develops the general principles involved in describing chemical reactions. The second semester focuses on atomic and molecular theory, solutions, acids, bases and reactions rates. <i>UC/CSU approved.</i>

COURSE	<u>HONORS CHEMISTRY I</u>
PREREQUISITE	Completion of Physics with a “B” or better Completion of Geometry or Integrated Math II and completion/concurrently enrolled in Alg. 2 or Integrated Math III
GRADE LEVEL	11,12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	The honors chemistry course is designed to provide the advanced science student with an opportunity to learn chemistry at a higher level than the regent’s chemistry course. This course is recommended for students wishing to take AP chemistry, and continue their science education into college. The honors chemistry course moves at a faster pace, providing a more in depth coverage of the topics. The course offers opportunity for enrichment through the use of advanced math concepts and laboratory work. Students taking honors chemistry will be prepared to take the SAT II in chemistry. <i>UC/CSU approved.</i>

COURSE	<u>PHYSICS 1</u>
PREREQUISITE	Completion of Algebra I or Integrated Math I with a "C" or better
GRADE LEVEL	10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	The first semester of Physics is a study of motion and its mathematical description, energy and work. The second semester is a study of light, waves, electricity and magnetism. <i>UC/CSU approved.</i>

COURSE	<u>A.P. ENVIRONMENTAL SCIENCE</u>
PREREQUISITE	Completion of (Alg. 1 or Integrated Math I) and (Geometry or Integrated Math II) and concurrently enrolled in (Alg. 2 or Integrated Math III) recommended Completion of Biology with a “B” or better Completion of Physics with a “C” or better Completion of Chemistry. (Honors Chemistry recommended)
GRADE LEVEL	11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	This course is designed to be a rigorous science course that is the equivalent of a one-semester, introductory college course in environmental science. Topics will draw together geology, biology, chemistry, and marine science subject matter. Long-term field study projects will be set up at the beginning of each school year. Students will be expected to take an active role in designing and setting up these projects, as well as maintaining a field laboratory notebook throughout the year. Emphasis is on data collection and analysis of data sets, understanding the inter-relationships in the natural world, identifying and analyzing environmental problems both natural and human-made, evaluating risks associated with these problems and possible solutions. Students taking the course should have solid math skills because of the analytical nature of the work, and a solid background of both physical and life science. Junior or senior class standing mandatory <i>UC/CSU approved</i> .

MATHEMATICS

Math Mapping

8th Graders

2014-2015 (8th Grade)	2015-2016 (9th Grade)	2016-2017 (10th Grade)	2017-2018 (11th Grade)	2018-2019 (12th Grade)
Math 8	The Fundamentals of Mathematics	Integrated Math I	Integrated Math II	Integrated Math III

Math 8	Integrated Math I	Integrated Math II	Integrated Math III	PreCal APStats
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Integrated Math I	Integrated Math II	Integrated Math III	PreCal APStats	APCal APStats
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9th Graders

2014-2015 (9th Grade)	2015-2016 (10th Grade)	2016-2017 (11th Grade)	2017-2018 (12th Grade)
The Fundamentals of Mathematics	Integrated Math I	Integrated Math II	Integrated Math III

Integrated Math I	Integrated Math II	Integrated Math III	PreCal APStats
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10th Graders

2014-2015	2015-2016	2016-2017
Integrated Math I	Integrated Math II	Integrated Math III

Integrated Math II	Integrated Math III	PreCal APStats
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Algebra II	PreCal APStats	APCal APStats
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11th Graders

2014-2015	2015-2016
Integrated Math I	Integrated Math II

Alg2	PreCal APStats
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PreCal	APStats APCal
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APCal	APStats
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- Math courses are yearlong courses and students who are in need of repeating 2nd semester must repeat the entire course.
- The PGHS math courses are integrated, therefore Monterey Peninsula College and online courses of traditional Algebra 1, Geometry, and Algebra 2 courses will not be recognized as equivalent courses of Integrated Math I and Integrated Math II. Students will be allowed to substitute Math 263 (Intermediate Algebra and Coordinate Geometry) at Monterey Peninsula College for the Integrated Math 3 taught at PGHS. Successfully completing MPC or online courses of BOTH Algebra 1 and Geometry will be recognized as meeting the demands for recovery credit only (repeat of courses) for Integrated Math I.
- The only math courses that can have concurrent enrollment are:
 - PreCalculus and APStatistics
 - APCalculus and APStatistics
- 9th grade students can only be enrolled in The Fundamentals of Mathematics, Integrated Math I, or Integrated Math II.

COURSE	<u>FUNDAMENTALS OF MATHEMATICS</u> —pending board approval
PREREQUISITE	Enrollment by Placement only
GRADE LEVEL	9
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION:	This course will address the fundamentals of mathematics which will include: arithmetic, operations with integers and fractions, order of operations, problem solving strategies, reasoning, the language/vocabulary of mathematics, and fundamentals in mathematical modeling.

COURSE	<u>MATH SUPPORT</u>
PREREQUISITE	Students concurrently enrolled in PGHS courses Math Integrated 1 or Math Integrated 2 who would like extra help and/or struggled in their prior math course.
GRADE LEVEL	9-12
LENGTH	1 semester
CREDIT	5 elective credits per semester
DESCRIPTION	This course is designed to assist students in mastering fundamental skills necessary for success in Integrated Math 1 and Integrated Math 2. The course objectives include: <ol style="list-style-type: none"> 1. Skill development 2. Concept remediation (including integer and fraction operations, order of operations, perimeter and area formulas, and word problems) 3. Study habits 4. Test-taking strategies

COURSE	<u>INTEGRATED MATH I</u>
PREREQUISITE	Common Core Math 8
GRADE LEVEL	9
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	Addressing both the Mathematical Practices (http://www.corestandards.org/Math/Practice) and Content Standards associated with the High School Common Core, Integrated Math I focuses on exploring, discussing, and understanding the concepts of: <ol style="list-style-type: none"> 1. Systems of equations and inequalities 2. Arithmetic and Geometric Sequences 3. Linear and Exponential Functions 4. Features of Functions 5. Congruency, Constructions, and Proofs 6. Connecting Algebra and Geometry 7. Modeling Data

COURSE	<u>INTEGRATED MATH II</u>
PREREQUISITE	Passing Integrated Math 1 with a “C” or higher
GRADE LEVEL	10
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	Addressing both the Mathematical Practices (http://www.corestandards.org/Math/Practice) and Content Standards associated with the High School Common Core, Integrated Math II focuses on exploring, discussing, and understanding the concepts of: <ol style="list-style-type: none"> 1. Quadratics Functions 2. Structures of Expressions 3. Quadratic Equations 4. More Functions 5. Geometric Figures 6. Similarity and Right Triangle Trigonometry 7. Circles from a Geometric Perspective 8. Circles and Other Conics 9. Probability

COURSE	<u>INTEGRATED MATH III</u>
PREREQUISITE	Passing Integrated Math II with a “C” or higher
GRADE LEVEL	11, 12
LENGTH	1 year
DESCRIPTION	Addressing both the Mathematical Practices (http://www.corestandards.org/Math/Practice) and Content Standards associated with the High School Common Core, Integrated Math II focuses on exploring, discussing, and understanding the concepts of: <ol style="list-style-type: none"> 1. Functions and their Inverses 2. Logarithmic Functions 3. Polynomial Functions 4. Rational Expressions and Functions 5. Modeling with Geometry 6. Trigonometric Functions 7. Modeling with Functions 8. Statistics

COURSE	<u>ALGEBRA 2</u>
PREREQUISITE	Algebra 1 and Geometry must have been successfully completed with a grade of “C” or better. Scientific calculator required. Graphing calculator recommended.
GRADE LEVEL	11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	Topics include exponents, polynomials, logarithms, complex (imaginary) numbers, graphing and trigonometry. Students should expect about 45 minutes of homework after each class session. Students taking this class should have a graphing calculator in order to explore the concepts, make accurate assessments of information, and enhance learning. <i>UC/CSU approved.</i>

COURSE	<u>PRE-CALCULUS/MATH ANALYSIS</u>
PREREQUISITE	Successful completion of Algebra 2 with a grade of “C” or better. Scientific calculator required. Graphing calculator recommended.
GRADE LEVEL	11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	This course covers advanced topics in functions, trigonometry, vectors, conic sections, sequences and series, polar coordinate system, parametric equations and other advanced topics. The course is rigorously paced. Students should expect about 45 minutes of homework after each class session. A graphing calculator is recommended in order to explore the concepts, facilitate computations, make accurate assessments of information, and enhance learning. <i>UC/CSU approved.</i>

COURSE	<u>A. P. CALCULUS</u>
PREREQUISITE	Completion of Pre-Calculus with a grade of “B” or better. Graphing calculator. An A.P. approved graphing calculator is required for this course (a TI 83 Plus or TI 84 is suggested)
GRADE LEVEL	12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	This course is a college level introductory calculus course designed to enable the student to pass the Advanced Placement exam in mathematics (Calculus AB exam) in order to receive college credit. <u>Students must take the AHSME exam.</u> Students who choose not to take the Calculus A.P. exam will be required to take an alternate three-hour exam. <i>UC/CSU approved.</i>

COURSE	<u>A. P. STATISTICS</u>
PREREQUISITE	Completion of Algebra 2 or Integrated Math III with a grade of “B” or higher. An A.P. approved graphing calculator is required for this course (a TI 83 Plus or TI 84 is suggested)
GRADE LEVEL	11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	The purpose of A.P. Statistics is to introduce students to the major concepts and tools for collecting, analyzing and drawing conclusions from data. Students are exposed to four broad conceptual themes: <ol style="list-style-type: none"> 1. Exploring data: Observing patterns and departures from patterns. 2. Planning a study: Deciding what and how to measure. 3. Anticipating Patterns: Producing models using probability theory and simulation. 4. Statistical Inference: confirming models. This course is a college level introductory statistics course designed to enable the student to pass the Advanced Placement Exam in order to receive college credit. <i>UC/CSU approved.</i>

FINE ARTS DIVISION

MUSIC

COURSE **CHAMBER ORCHESTRA**
PREREQUISITE Participation in MS advanced or HS orchestra during the past 12 months or consent of the instructor
GRADE LEVEL 9, 10, 11, 12
LENGTH 1 year
CREDIT 5 credits per semester
DESCRIPTION Students will explore music and music-making through study, rehearsal and performance of a diverse repertoire of musical styles. Students will be provided access to enrichment activities through several school and community sources. *UC/CSU approved performing art course.*

COURSE **CONCERT BAND/ MARCHING BAND**
PREREQUISITE Participation in MS advanced or HS band during the past 12 months or consent of the instructor
GRADE 9, 10, 11, 12
LENGTH 1 year
CREDIT 5 credits per semester
DESCRIPTION Students will explore music and music-making through study, rehearsal and performance of a diverse repertoire of musical styles. The band will provide entertainment and spirit at concerts, parades, football games, and school rallies. Students will be provided access to enrichment activities through several school and community sources. *UC/CSU approved performing art course.*

COURSE **MUSIC TECHNOLOGY**
PREREQUISITE None
GRADE LEVEL 10, 11, 12
LENGTH 1 year
CREDIT 5 credits per semester
DESCRIPTION This course will explore the role of technology in musical applications. The course will include live sound production, recording techniques, computer-assisted composition, and audio production. A variety of software and hardware will be utilized. Prior experience in music is desirable, but not a prerequisite.

THEATER

COURSE **DRAMA**
PREREQUISITE None
GRADE LEVEL 9, 10, 11, 12
LENGTH 1 year
CREDIT 5 credits per semester
DESCRIPTION Drama is a participation course. Students are required to perform before the class audience in a variety of roles: monologues, skits, improvisations, pantomimes, duets and scenes. The emphasis will be on changing the student from a passive, accepting viewer into an active critical audience and actor. Written work is expected of the student on a regular basis. May be taken twice for credit. *UC/CSU approved performing art course.*

ART

COURSE **ART 1**
PREREQUISITE None
GRADE LEVEL 9, 10, 11, 12
LENGTH 1 year
CREDIT 5 credits per semester
FEE \$40.00 material fee*
DESCRIPTION This course is designed for people who have been afraid of arts and crafts and for those who feel comfortable with making art. Basic skills are taught in addition to more advanced techniques. Emphasis is placed on drawing, color mixing, painting, stenciling, pottery (hand building) and general crafts design concepts. The student will learn that making arts and crafts can and should be fun as well as rewarding. *Financial Assistance is available for students requiring it. *UC/CSU approved visual art course.*

COURSE **ART 2**
PREREQUISITE Grade of “C” or better in Art 1
GRADE LEVEL 10, 11, 12
LENGTH 1 year
CREDIT 5 credits per semester
FEE \$40.00 material fee*
DESCRIPTION Students will have the opportunity to further their skills with drawing, painting and design work. Art 2 students will learn techniques of illustration using pencil, watercolor, tempera and airbrush and pottery (wheel throwing). The prerequisite for Art 2 is Art 1. Students may repeat this course. **Transfer students and students with advanced skills** who wish to “challenge” this prerequisite need to demonstrate their artistic ability by showing 3 or more art pieces of different media (example: pencil, pen, paint). The size is to be 8”x10” or larger. It is your responsibility to schedule a meeting time to share your art, and all challenges must be approved by Mr. Kelly. *Financial Assistance is available for students requiring it. *UC/CSU approved. approved visual*

COURSE **AP STUDIO ART: 2D DESIGN/DRAWING**
PREREQUISITE A grade of “A” in Art 2 and instructor’s approval
GRADE LEVEL 11, 12
LENGTH 1 year
CREDIT 5 credits per semester
FEE \$40.00 material fee*
DESCRIPTION The AP Studio Art course is intended for highly motivated students who have already demonstrated a commitment to creating art. This is an intensive college level course constructed around each student creating a meaningful portfolio of at least 24 pieces which demonstrates mastery, concentration and breadth due for submission to the College Board by the last week of April. Students may repeat this course by creating an additional portfolio. **Summer Projects are required and due the first day of class.** *UC/CSU approved visual arts course.*

PHYSICAL EDUCATION DEPARTMENT

The Physical Education program is designed to meet the social, emotional, and physical needs of the student through a variety of activities. The Physical Education program fosters growth and development in the following areas:

- Movement skills and knowledge as well as skill acquisition through diverse activities
- Self-image, self-esteem, self-realization; character development
- Social interaction and interdependence; collaborative learning
- Skills and understanding to achieve and maintain lifetime fitness and optimal health

Students must earn a minimum of 20 units in Physical Education (State of California requirement). Physical Education is open to all students and is required for all freshman and sophomore students. All freshmen will be placed into a CORE program. In Core 9 P.E. students will take the State Physical Fitness Standards Test and must pass five out of six standards to pass the course. Students are required to pass the State Physical Fitness Standards Test in order to be exempt from junior and senior physical education courses.

Students can earn 5 credits each semester

Freshman Core (required)

Sophomore Elective (required)

Junior Elective (required if have not passed State Physical. Fitness Test)

Senior Elective (required if have not passed State Physical Fitness Test)

Students who have a long-term medical problem (exceeding 4-1/2 weeks) which excuses them from the regular Physical Education program should request a postponement from Physical Education during the current semester by presenting the doctor's statement of disability to the counselor each semester and enroll at a later date.

COURSE	<u>PHYSICAL EDUCATION - CORE 9</u>
PREREQUISITE	None
GRADE LEVEL	9
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	Fitness/Individual Sports

Conditioning/Aquatics	Exercise to Music/Dance	Physical Fitness Testing/Golf
Weight Training/Self Defense/Wrestling	Tennis/Ultimate Frisbee	Track & Field/Badminton

The Fitness gram will be administered to all freshmen students during the spring semester.

COURSE	<u>PHYSICAL EDUCATION - CORE 10-12</u>
PREREQUISITE	Core 9 completed
GRADE LEVEL	10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	Fitness/ Team Sports

Basketball/Football/Soccer	Volleyball/Ultimate Frisbee	Softball/Lacrosse
Fitness/Weights	Wt. Lifting/training	Pickleball
Yoga/Stretching		

COURSE	<u>PHYSICAL EDUCATION – Strength Training I</u>
PREREQUISITE	Core 9 completed
GRADE LEVEL	10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	Resistance training, conditioning, weight lifting, jump rope, agility training

COURSE	<u>PHYSICAL EDUCATION – Advanced Strength Training II</u>
PREREQUISITE	Core 9 completed, Strength Training I completed or instructor approval
GRADE LEVEL	10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	Resistance training, conditioning, weight lifting, jump rope, agility training

COURSE	<u>PHYSICAL EDUCATION - Dance</u>
PREREQUISITE	Core 9 completed
GRADE LEVEL	10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	Exercise to music, aerobics, stretching/yoga, dance technique; ballet, jazz, hip hop, Latin. Participation in performances will be part of the grade.

COURSE	<u>SPORTS SPECIFIC TRAINING (BASKETBALL)</u>
PREREQUISITE	Varsity letter in Sport or Instructors Approval
GRADE LEVEL	10, 11, 12
LENGTH	Fall Semester
CREDIT	5 credits per semester
DESCRIPTION	In depth Basketball on court training, Core, Weight and resistance training. Theory and strategy of the game.

COURSE	<u>SPORTS SPECIFIC TRAINING (FOOTBALL, VOLLEYBALL)</u>
PREREQUISITE	Varsity letter in Sport or Instructors Approval
GRADE LEVEL	10, 11, 12
LENGTH	Spring Semester
CREDIT	5 credits per semester
DESCRIPTION	In depth core, weight and resistance training. Theory and strategy of each sport. Sport specific drills to increase skills needed for the sport.

ADDITIONAL COURSE OFFERINGS

COURSE ENGLISH LANGUAGE DEVELOPMENT

GRADE LEVEL 9, 10, 11, 12

LENGTH 1 Year

CREDIT 10 Credits

DESCRIPTION English Language Development (ELD) is designed for the English language learner who is placed in the course based on the California English Language Development Test (CELDT). This course stresses the development of language comprehension, production, grammar, and mechanical skills necessary to participate in mainstream courses. Students will practice all four domains for acquiring the English language: speaking, listening, reading, and writing with a strong emphasis on academic discourse for oral language development. In addition, this course will be aligned with the appropriate grade level English course based on student CELDT scores. This course will meet one year of the English requirement for PGHS graduation for students scoring a 2 or lower on the CELDT.

COURSE HEALTH

PREREQUISITE Required

GRADE LEVEL 9, 10, 11, 12

LENGTH 1 semester

CREDIT 5 credits

DESCRIPTION This course includes programs on basic body systems, healthcare, drugs, alcohol, tobacco awareness, sex education, nutrition and exercise, suicide prevention, and decision-making skills. This is a state mandated course.

COURSE A.P. PSYCHOLOGY

PREREQUISITE Grades of B or better in previous history/English classes

GRADE LEVEL 10, 11, 12

LENGTH 1 year

CREDIT 5 elective credits per semester

DESCRIPTION The A.P. Psychology course is designed to introduce students to the systematic and scientific study of the behavior and mental processes of human beings and other animals. Students are exposed to the psychological facts, principles, and phenomena associated with of the major subfields within psychology. All students who are willing to accept the challenge of a rigorous academic curriculum should consider signing up for this class. *UC/CSU approved.*

COURSE	<u>LEADERSHIP</u>
PREREQUISITE	GPA of 3.0, no “F’s” or suspensions. (9th graders must have been elected in 8 th grade as officers for their Freshman year.)
GRADE LEVEL	9, 10, 11, 12 (required for class and ASB officers)
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	This course provides students an opportunity to learn, develop and implement leadership skills in communication, conflict resolution and service projects. Class and ASB officers are required to enroll, but the course is open to all students interested in making a difference at PGHS and planning to take a leadership role on campus. Class has many outside requirements including float building, early morning rally readies, shoe hall decorations, dance decorations, and staff breakfast preparations. Leadership is also in charge of the daily bulletin, and students will be taught various video production skills that include filming, editing and producing video packages, commercials and public service announcement. In addition, students are required to participate in fundraising, dress up days, and lunchtime class meetings. All students must sign a behavior contract indicating their desire to remain drug and alcohol free. Read the PGHS Constitution online at www.pghs.org before joining the class, for more information.

COURSE	<u>AVID (Advancement Via Individual Determination)</u>
PREREQUISITE	AVID teacher recommendation
GRADE LEVEL	9, 10
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	AVID is designed to prepare students, in an academic context, for entrance into four year colleges/universities. The emphasis will be on analytical writing, preparation for college entrance and placement exams, college study skills and test taking, note taking and research. Students will receive one hour of instruction per week in college entry level skills, three hours per week in tutor led study groups, and one hour per week in motivational activities and academic survival skills.

COURSE	<u>AVID 2 (Advancement Via Individual Determination)</u>
PREREQUISITE	AVID teacher recommendation
GRADE LEVEL	11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	AVID is designed to prepare students, in an academic context, for entrance into four year colleges/universities. The emphasis will be on analytical writing, preparation for college entrance and placement exams, college study skills and test taking, note taking and research. Students will receive one hour of instruction per week in college entry level skills, three hours per week in tutor led study groups, and one hour per week in motivational activities and academic survival skills. The class will focus on SAT / ACT Prep as well as college visits and information in picking a college that fits a student’s needs.

COURSE	<u>SPECIALIZED ACADEMIC SUPPORT</u>
PREREQUISITE	SPED, 504, and At-Risk seniors
GRADE LEVEL	9, 10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester (This class is Pass/No Pass and does affect eligibility)
DESCRIPTION	Specialized Academic Support is designed to support students in their mainstream classes by providing extra help on homework and teaching skills including organization, time management, note taking and test taking.

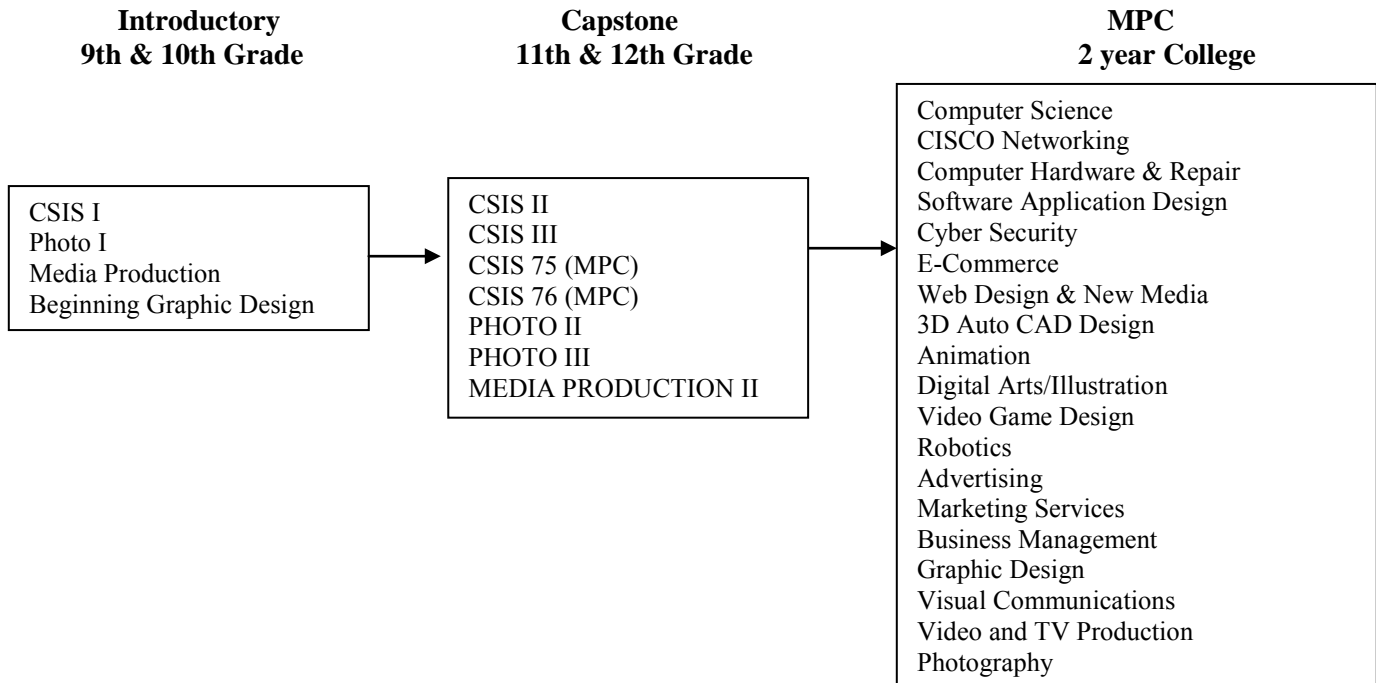
COURSE	<u>STUDY HALL</u>
PREREQUISITE	Approval through Counselor (enrollment is extremely limited)
GRADE LEVEL	9, 10, 11, 12
LENGTH	1 year
CREDIT	No credit (This class is Pass/No Pass and does affect eligibility.)
DESCRIPTION	Study Hall is designed to give students a place to work on homework.

CAREER TECHNICAL EDUCATION

This is a program to increase training opportunities by offering part-time technical/vocational courses. Credits are applicable to high school graduation. Students in C.T.E. classes will receive career counseling. Enrollment is limited to 10th, 11th and 12th grade students. A part of some C.T.E. classes is on-the-job training. How much credit you receive is closely linked to your attendance. If you do get a job, you may continue to receive C.T.E. credits toward graduation.

OFFERED AT PACIFIC GROVE

CTE COURSE SEQUENCES – INFORMATION TECHNOLOGY



COURSE	<u>CSIS I: DIGITAL PORTFOLIO</u>
	(CSIS = COMPUTER SCIENCE & INFORMATION SYSTEMS)
PREREQUISITE	None
GRADE LEVEL	9, 10, 11, 12
LENGTH	Semester
CREDIT	5 (semester course)
LAB FEE:	\$30 per semester
DESCRIPTION	Students will polish their skills in the Microsoft Office Suite programs (Excel, PowerPoint, Word, Access) and the Adobe Creative Suite (Photoshop, Premiere, InDesign, Illustrator, Soundbooth), as they create digital portfolios showcasing their skills, abilities and digital projects, which will give them a competitive edge in their college, scholarship and job applications. Students will create individually-designed projects using software of their choice, to include Maya, 3ds Max, Softimage, MotionBuilder, Mudbox, Blender, Audacity, Soundation, Cakewalk, Anime Studio Pro, Sketchbook, Manga Studio, Sketchup, Unreal Development Kit, Game Maker, etc. Students will learn basic coding in HTML and Python, and the basics of networking, cyber security, computer hardware and software. Students will watch industry-produced tutorials on Lynda.com, Kahn Academy, Code Academy and CS4HS. Students finish the semester by dressing formally and presenting their digital portfolios to professionals at the PGHS Arts Expo.

COURSE	<u>CSIS II: FOUNDATIONS</u> (CSIS = COMPUTER SCIENCE & INFORMATION SYSTEMS)
PREREQUISITES	Grade 'B' or better in CSIS I
GRADE LEVEL	10, 11, 12
LENGTH	1 Year
CREDITS	5 credits per semester
LAB FEE:	\$30 per semester
DESCRIPTION	Students will create individually-designed projects utilizing programs in the Microsoft Office Suite programs (specifically Excel, PowerPoint, Word, Access), the Adobe Creative Suite (specifically Photoshop, Premiere, InDesign, Illustrator, Soundbooth), the AutoDesk Entertainment Suite (specifically Maya, 3ds Max, Softimage, MotionBuilder, Mudbox) and Soundation, Cakewalk, Anime Studio Pro, Sketchbook, Manga Studio, Sketchup, Unreal Development Kit, Game Maker, and many others. Students will watch industry-produced tutorials on Lynda.com, Kahn Academy, Code Academy and CS4HS. Students will learn basic coding in HTML, Visual Basic and Java. Students will learn basic coding in HTML, Visual Basic and Java, learn to setup a basic network, build a computer from scratch, analyze and solve basic hardware and software problems, and learn to protect themselves from hacking through the Cyber Patriots program. CSIS III will be mentored by MPC and Robotics instructors, and other IT professionals. Students finish the semester by dressing formally and presenting their updated digital portfolios (created in CSIS I) to professionals at the PGHS Arts Expo.

COURSE	<u>CSIS III: CAPSTONE</u> (CSIS = COMPUTER SCIENCE & INFORMATION SYSTEMS)
GRADE LEVEL	10, 11, 12
LENGTH	1 Year
CREDITS	5 credits per semester
PREREQUISITES	Grade 'B' or better in 'CSIS II
LAB FEE:	\$30 per semester
DESCRIPTION	This is the Capstone Class for the CSIS Pathway. Students will work directly with local businesses to create IT business solutions, with the goal of placing all qualified students in local internships. CSIS III students will create a Capstone Project, which could be featured in their Senior Project Presentation. Students will create individually-designed projects utilizing programs in the Microsoft Office Suite programs (Excel, PowerPoint, Word, Access), the Adobe Creative Suite (Photoshop, Premiere, InDesign, Illustrator, Soundbooth), the AutoDesk Entertainment Suite (Maya, 3ds Max, Softimage, MotionBuilder, Mudbox) and Soundation, Cakewalk, Anime Studio Pro, Sketchbook, Manga Studio, Sketchup, Unreal Development Kit, Game Maker, etc. Students will watch industry-produced tutorials on Lynda.com, Kahn Academy, Code Academy and CS4HS. Students will learn basic coding in Java, C, C+, PHP, setup networks, build a simple robot and program it, analyze and solve advanced hardware and software problems, and practice hacking through the Cyber Patriots program. Students will train and test for licenses in identified skill areas (CISCO, Adobe, Microsoft, etc.), and enter national computer science and digital design competitions. CSIS III will be mentored by MPC and Robotics instructors, and other IT professionals. Students finish the semester by dressing formally and presenting their digital portfolios (originally created in CSIS I) to professionals at the PGHS Arts Expo.

COURSE	<u>CSIS 75: COMPUTER HARDWARE-A+ CERTIFICATION</u> (CSIS = COMPUTER SCIENCE & INFORMATION SYSTEMS)
	This class is taught by a College Professor from MPC. MPC College Units (4) Transferable to CSU
GRADE LEVEL	11, 12
LENGTH	Semester (Fall Semester Only)
CREDITS	5 Credits Per Semester
PREREQUISITES	Grade 'B' or better in 'CSIS I
LAB FEE	\$30 per semester
DESCRIPTION	This course covers maintenance and installation of computer hardware and basic electronics to understand digital circuits. The class covers most of the A+ certification material. Four hours lecture, one hour lab/week.

COURSE	<u>CSIS 76: COMPUTER HARDWARE-A+ CERTIFICATION</u> (CSIS = COMPUTER SCIENCE & INFORMATION SYSTEMS) This class is taught by a College Professor from MPC. MPC College Units (4) Transferable to CSU
GRADE LEVEL	11, 12
LENGTH	Semester (Spring Semester Only)
CREDITS	5 Credits Per Semester
PREREQUISITES	Grade 'B' or better in <u>both</u> CSIS I and CSIS 75
LAB FEE	\$30 per semester
DESCRIPTION	This course introduces networking concepts and builds basic networking skills. Students learn layered models (TCP/IP and OSI), Ethernet networking, basic routing, IPv4 and IPv6 addressing, and cabling. Students design and configure a basic network. <u>This Cisco Academy course is the first of a four-part sequence at MPC to prepare for CCNA certification.</u>

COURSE	<u>BEGINNING GRAPHIC DESIGN</u>
PREREQUISITE	None
GRADE LEVEL	9, 10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	Using techniques and leadership skills gained during Media Production I, the student will pursue individual video projects that s/he is interested in. Guided by the teacher, the student will take an idea from storyboard to final execution using techniques used in the video industry. Additionally, the student will take on a leadership role in facilitating BTV, our school's television station.

COURSE	<u>MEDIA PRODUCTION I</u>
PREREQUISITE	None
GRADE LEVEL	9, 10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	Media Production is an introductory level, multi-disciplinary class that gives students the opportunity to create amazing video content using digital cameras and editing software. Students will learn to produce fictional stories, music videos and documentaries that will engage an audience. Also, students will learn and practice the art of video journalism by anchoring and creating story packages that will go into our school-wide "Breaker-Broadcast." Topics such as shooting techniques, lighting, creating visual "energy" and editing special effects will also be covered.

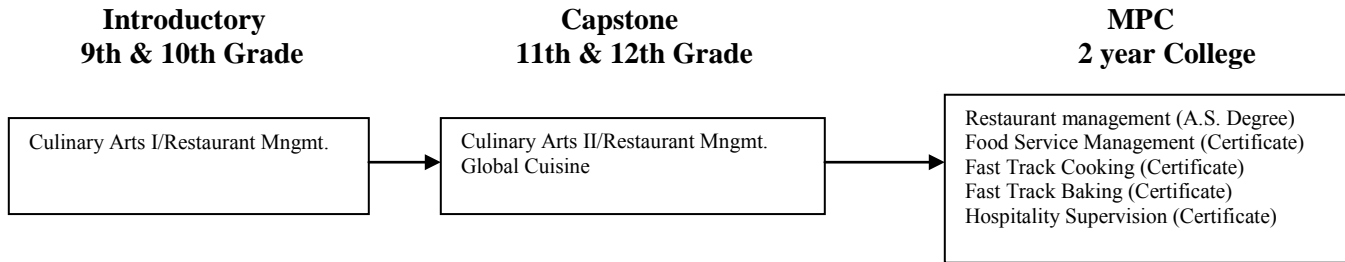
COURSE	<u>MEDIA PRODUCTION II</u>
PREREQUISITE	Grade "C" or better in Media Production I
GRADE LEVEL	10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	Using techniques and leadership skills gained during Media Production I, the student will pursue individual video projects that she/he is interesting in. Guided by the teacher, the student will take an idea from storyboard to final execution using techniques used in the video industry. Additionally, the student will take on a leadership role in facilitating BRV, our school's television station.

COURSE	<u>PHOTOGRAPHY I</u>
PREREQUISITE	None
GRADE LEVEL	9, 10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
FEE	\$45.00 per semester *
DESCRIPTION	This is an introductory level class appropriate any student curious about producing photographic art with applications to both the fine and commercial arts industries. Students will understand and apply concepts regarding image making mechanics and composition techniques in order to produce compelling imagery. Students will also gain an understanding of how photographic imagery has had an influence on society through historical study and practice. This is a hybrid technology class which will include projects using both traditional and digital cameras and printing techniques. Students will learn and practice projects involving digital imaging techniques using Adobe Photoshop. A 35mm film based SLR camera is required. *Financial Assistance is available for students requiring it. See your counselor for more information. <i>UC/CSU approved visual art course.</i>

COURSE	<u>PHOTOGRAPHY II</u>
PREREQUISITE	Photography I
GRADE LEVEL	10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
FEE	\$45.00 per semester *
DESCRIPTION	Building on concepts and skills learned in photography I, students will have the opportunity to deepen their understanding of how photographic imagery has and continues to shape our society through discussions, ideation, and practice. Through involved projects, students will create imagery that convey messages, tell stories, and persuade. Students will practice advanced darkroom and digital techniques, to produce unusual effects using both traditional and alternative processes. Digital imaging skills will be expanded upon in order to produce imagery frequently seen in both web and print media. Students will also gain an understanding of how careers have evolved and are available to them in the visual arts professions. A 35mm film based SLR camera is required. *Financial Assistance is available for students requiring it. See your counselor for more information. <i>UC/CSU approved visual art course.</i>

COURSE	<u>PHOTOGRAPHY III</u>
PREREQUISITE	Grade "B" or better in Photography II
GRADE LEVEL	11, 12
LENGTH	1 year
CREDIT	5 credits per semester
FEE	\$45.00 per semester *
DESCRIPTION	Photography III is a "workshop" oriented class where the primary goal is to give students a chance to hone one's skills in the style or area of their choice. Working with the instructor, the student maps out monthly goals with photo-oriented tasks to be completed on a weekly basis. The end result at the end of the year is a cohesive collection of work that is ready to be shown to prospective employers in the arts field of the student's choosing.

CTE COURSE SEQUENCES – FOOD SERVICE & HOSPITALITY



COURSE CULINARY ARTS I/RESTAURANT MANAGEMENT

PREREQUISITE None

GRADE LEVEL 9, 10, 11, 12

LENGTH 1 year

CREDIT 5 credits per semester

FEE \$50.00 per semester

DESCRIPTION This course is a Career Technical Education program for all students preparing for a job or career in restaurants, catering, food service or hotel banquet catering. Units covered include proper use of equipment, food sanitation, food preparation and presentation, meal planning and budgeting. Units will cover soups, fruits and vegetables, potatoes and grains. Exposure to congruent businesses by way of field trips, job shadowing, and opportunities for internships will be provided.

COURSE CULINARY ARTS II/RESTAURANT MANAGEMENT

PREREQUISITE Culinary Arts I/Restaurant Management with a grade of “C” or better

GRADE LEVEL 10, 11, 12

LENGTH 1 year

CREDIT 5 credits per semester

FEE \$50.00 per semester

DESCRIPTION This course is designed to further develop skills acquired in Culinary Arts 1. Units will cover, breakfast food and sandwiches, nutrition, salads, meats and poultry, baking and desserts, controlling food service costs and the art of service. Students will be provided the opportunity to earn the CA Food Handler’s Certificate. Students may also apply for the National ProStart Certificate.

COURSE GLOBAL CUISINE

PREREQUISITE Culinary Arts II/Restaurant Management with a grade of “C” or better

GRADE LEVEL 10, 11, 12

LENGTH 1 year

CREDIT 5 credits per semester

FEE \$50.00 per semester

DESCRIPTION This course is designed to further develop skills acquired in Culinary Arts I and II. The course will cover Regional American and International Cuisine through the examination of flavor components and cooking techniques. All students will be expected to earn the CA Food Handler’s Card. Students will also be provided the opportunity to earn the National ProStart Certificate.

CTE COURSE SEQUENCES –PUBLIC SAFETY SERVICE
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COURSE	<u>SPORTS MEDICINE 1</u>
PREREQUISITE	None
GRADE LEVEL	10, 11, 12; age 16 or older
LENGTH	1 year
CREDIT	5 credits per semester
CHARGE	\$50.00 per semester*

DESCRIPTION This course provides students with a fun and effective way of learning anatomy and applying that knowledge to the treatment of the most common sports injuries. The first semester covers the lower half of the body. The second semester encompasses the upper extremities and concussion management. This class exposes the students to the possibility of careers in health care through visiting surgeons, physical therapists and other medical professionals. Each year the students will visit a college and or professional facility to observe top level sports medicine and athletic training. In addition, this course provides students with manual taping, bracing and first aid skills, knowledge and familiarity in the areas of physical fitness, physical therapy, physical medicine and athletic training. Second year students are eligible for Sports Med 2 which involves internship and observation at various physical therapy and surgical sites.

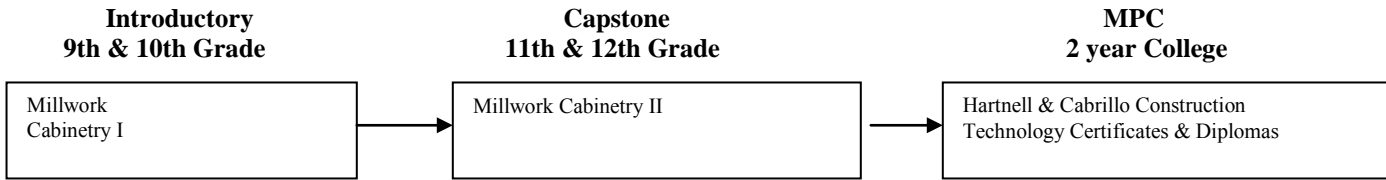
COURSE	<u>SPORTS MEDICINE 2</u>
PREREQUISITE	Sports Medicine 1
GRADE LEVEL	11 or 12; age 16 or older
LENGTH	1 year
CREDIT	5 credits per semester
CHARGE	\$50.00 per semester

DESCRIPTION Utilizing knowledge and skills gained in Sports Med 1, students will obtain practical, hands-on work experience as team assistant trainers and through internships in health related fields such as physical therapy, physical medicine, nursing, radiology, strength and conditioning, nutrition and orthopedic surgery. Students will become CPR certified and engage in a variety of classroom and lab activities to promote job acquisition and leadership skills. The importance of work relationship development, professionalism and service are emphasized throughout the course.

Participating Local Clinics and Institutions:

- Monterey Peninsula College Adaptive PE and Rehabilitation – Mark Clements
- CSUMB Human Performance Lab – Dr. Kent Adams
- CSUMB Training Room – Dr. Kent Adams
- Monterey Joint and Spine – Dr. Chris Meckel
- Monterey Institute of Orthopedics and Sports Medicine – Dr. Michael Klassen
- Monterey Peninsula Surgery Center (surgical observation) – Lisa Catherword RN
- CHOMP Radiology (Job Shadowing) – Eric Lamonico, Dr. Joan Frisoli
- MPC Nursing (educational observation) – Samar Hage RN, Patti Nervino RN
- 360° Wellness & Physical Therapy – Fallon Hookailo, RPT
- Damon Anderson Physical Therapy – Damon Anderson, RPT
- Performance Physical Therapy – Kenny Peyton, DPT
- Balance Physical Therapy – John Faramond, DPT
- Soft Tissue Medical Center – Dr. Richard Tezak
- Pro Sports Performance – Trevor Howell, Paul Cater (Baltimore Orioles Strength Coach)
- In Shape Fitness – Buck Patton
- Bovine Fitness – Matt Lamarque
- MPC Fitness – Coach Daniel Phillips

CTE COURSE SEQUENCES – ARCHITECTURE & CONSTRUCTION



COURSE	<u>MILL CABINET AND FURNITURE DESIGN</u>
PREREQUISITE	None
GRADE LEVEL	9, 10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
FEE	\$40.00 per semester
DESCRIPTION	A class offered at Pacific Grove High School to prepare students to work in furniture and cabinet construction as well as furniture refinishing and repair. Students work independently at their own pace on projects they design. Units include power tool safety, tool maintenance, properties of wood and finishing processes. Students who complete one year may enroll a second year to increase their speed and accuracy and to work in detail in their area of specialization.

CAREER TECHNICAL EDUCATION AT OTHER HIGH SCHOOLS

Pacific Grove High School students are able to take C.T.E. classes at Carmel High School and at the two high schools in the Monterey Peninsula Unified School District (Seaside High School and Monterey High School). Unfortunately, all three of these schools have school calendars and bell schedules that make it difficult for P.G.H.S. students to fit these “off campus” classes into their schedules. Below are listed the C.T.E. classes available off campus. **Please see your counselor for more information about how enrollment in one of these courses would affect your schedule.**

Administration of Justice
 Auto Mechanics
 Auto Technology 1 & 2
 Bio Technology
 Certified Nurse Assistant
 Cinema Arts & Production
 Computer Business Applications I
 Computer Electronics
 Computer Graphics
 Computer Maintenance & Repair
 Computers in Business I
 Construction Technology
 Coop Work Experience
 CSI Forensics
 Culinary Arts
 Dance I, II & III
 Digital Music
 Digital Photo
 Drama I & II
 EMT
 Graphic Design 1
 Green Careers

Health Careers 1
 Hospitality Management/Food Production
 Hospitality/Tourism
 Intro to Industrial Arts
 Introduction to Engineering
 Mill Cab & Furniture
 Multi Media Film & Video
 Photo I & II
 Professional Actor Training
 Retail Merchandise
 Robotics 1
 Robotics Engineering
 Sports Med I & II
 Stage/Studio I
 Stagecraft
 Technical Writing
 Technical Writing-Newspaper
 Technical Writing-Yearbook
 Video Production
 Working With Children
 Yearbook

a-History/Social Science

World Geography
World History
U.S. History
Government
AP World History
AP U.S. History
AP Government

b-English

English 1
English 2
English 3
AP English Language
Honors Eng. 1
Honors Eng. 2
English 4 Senior Seminar
English 4 Sports Literature
English 4 Literature & The Dynamics of
Social Justice
AP English Literature

c-Mathematics

Algebra 1
Integrated Math I
Geometry
Integrated Math II
Integrated Math III (UC a-g pending
approval)
Algebra 2
Pre-Calculus
AP Calculus
AP Statistics

d-Laboratory Science

Anatomy/Physiology
Biology
Chemistry/ Honors Chem.
Physics
Marine Science (CSU only)
Earth & Space (CSU only)

AP Environmental Sci.

e-Language Other than English

Spanish 1
Spanish 2
Spanish 3
Spanish 4
AP Spanish
French 1
French 2
French 3
French 4

f-Visual & Performing Arts

Art 1
Art 2
Art Workshop
AP Studio Art
Photography I
Photography II
Drama I
Marching/Concert Band
String Orchestra

g-Elective

AP Psychology
Economics
Honors Social Studies
Marine Science (UC Elective)
Earth and Space Science (UC Elective)
AVID (UC a-g pending approval)
AVID 2 (UC a-g pending approval)

SUBJECT: Board Calendar/Future Meetings

PERSON(S) RESPONSIBLE: Ralph Gómez Porras, Superintendent

RECOMMENDATION:

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.

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, 2014/15 School Year

Aug. 21	Regular Board Meeting ✓ Student Enrollment Update ✓ Back to School dates ✓ Property tax report ✓ 2014-2015 Consolidated Application	District Office
Sept. 4	Regular Board Meeting ✓ Superintendent's Goals ✓ Board Goals – review/revise	Forest Grove (School Site Visit)
Sept. 18	Regular Board Meeting ✓ Unaudited Actual Report ✓ Budget Revision #1 ✓ District Safety Update	Robert Down (School Site Visit)
Oct. 2	Regular Board Meeting ✓ Strategic Plan/LCAP Review Begins ✓ Bus Ridership	Middle School (School Site Visit)
Oct. 30	Regular Board Meeting ✓	Adult School (School site Visit)
Nov. 13	Regular Board Meeting ✓ Intent form due (to serve as Board President or Vice President) ✓ Set date for Annual Organizational meeting	High School (School Site Visit)
Dec. 11	Organizational Meeting ✓ Election of 2014/15 Board President and Clerk ✓ First Interim Report ✓ Budget Revision #2	District Office

Board Meeting Calendar, 2014/2015 School Year

Jan. 22	Regular Board Meeting ✓ Budget process begins ✓ Report on Governor's Budget Proposal ✓ Preliminary enrollment projection for 2014/16 ✓ Williams/Valenzuela Uniform Complaint Report	Community High School (School Site Visit)
Feb. 5	Regular Board Meeting ✓ Review of Governor's Budget Proposal ✓ Budget requests regarding staffing finalized (TBA) ✓ Budget projections and assumptions ✓ Possible personnel action presented as information ✓ Preliminary Review of Site Master Schedules ✓ District Safety Update	District Office
Mar. 5	Regular Board Meeting ✓ Week of School Administrator ✓ Second Interim Report ✓ Possible personnel action (RIF) ✓ Open House schedules reviewed	District Office
Mar. 19	Regular Board Meeting ✓ Budget projections and assumptions ✓ Class size guidelines ✓ Enrollment	District Office
Apr. 16	Regular Board Meeting ✓ Board Priorities for 2015/16 Instructional Program Design ✓ Budget Study Session scheduled if needed ✓ Review of Strategic plan and LCAP ✓ Williams/Valenzuela Uniform Complaint Report ✓ Review of Facilities Depreciation Schedule and Associated Budget	District Office
May 7	Regular Board Meeting ✓ Begin Superintendent Evaluation ✓ California Day of the Teacher ✓ Final Review of Site Master Schedules ✓ Draft 2015/16 Board meeting calendar, Aug. – Dec. ✓ Review of Strategic plan and LCAP	District Office
May 21	Regular Board Meeting ✓ Week of the CSEA Employee ✓ Retiree Reception ✓ Review Bell Schedule for 2015/16 ✓ Superintendent's evaluation ✓ Identify Board member representatives for graduation ✓ Review Facility Use Fee Schedule ✓ LCAP Public Hearing ✓ Review Governor's revised budget ✓ Present 2015/16 Budget	District Office
June 4	Regular Board Meeting ✓ Adopt budget for 2015/16 ✓ Recommend approval of LCAP ✓ Public hearing on budget ✓ Williams/Valenzuela Uniform Complaint Report ✓ Approve 2015/16 Board meeting calendar, Aug. – Dec. ✓ Complete Superintendent Evaluation	District Office
June 30	Regular Board Meeting ✓	District Office

SUBJECT: Approval of Sale of Measure A Bonds by Direct Placement

PERSON RESPONSIBLE: Rick Miller, Assistant Superintendent for Business Services

RECOMMENDATION:

The District Administration recommends that the Board review and approve the option of Direct Placement for the sale of Measure A Bonds.

BACKGROUND:

There are two options for the sale of the District's first issuance of Measure A bonds. The first option is a Public Competitive Bid, which requires an underwriter, a formal rating review and additional disclosure documentation. The second option is a Direct Placement, which solicits bids from five to ten commercial banks and does not require an underwriter or formal rating and as a result, allows for access to funding sooner, and at a lower cost than the Public Bid process.

INFORMATION:

The District estimates that the Direct Placement option would save approximately \$53,000 in issuance costs, which include the costs of the preparation of disclosure documentation, rating review and underwrite fees. It is possible that the interest rate on the issuance might be higher with the Direct Placement, but the cost savings listed above would result in a net savings 0.80%, making Direct Placement the least expensive option.

Please see the attached memo from Dale Scott & Co, which explains the two options in more detail.

FISCAL IMPACT:

The costs of either of the two options are included in the Measure A bond funding, and do not impact the District's funds.



650 CALIFORNIA ST. 8TH FLOOR
SAN FRANCISCO, CA 94108
WWW.DALESCOTT.COM

November 25, 2014

Ralph Porras, Superintendent
Pacific Grove Unified School District
435 Hillcrest Avenue
Pacific Grove, CA 93950

Re: Ed-Tech Bonds – Next Steps

Dear Mr. Porras,

Congratulations on the success of Measure A. This letter outlines the two options available to the District in the sale of its first series of Ed-Tech Bonds. The assumed size of the first series of bonds is \$2.5 million.

Public Competitive Sale

The public competitive sale is by far the most common financing method and is how the District sold its previously approved bonds. After passage of the financing resolution by the District Board of Trustees, a competitive bid process is held and an underwriter chosen based on the lowest interest rate. Although this method allows the District to lock in the lowest possible interest rate, the fact that it is a public offering requires significant disclosure documentation as well as a formal rating review.

Direct Placement

Often used for smaller-sized financings with shorter maturities, the direct placement method seeks to sell the District's bonds directly to the investor. In doing so, the need for disclosure documentation and a formal rating is eliminated. After passage of the financing resolution by the District Board of Trustees, bids would be solicited from five to ten prospective purchasers (by and large, commercial banks) through a formal bidding process. The winning bidder is selected on the basis of lowest interest rate (similar to the public competitive sale method). While interest rates in a direct placement are typically in line with the public market, we would monitor these bids and advise the District to reject the winning bid if the offered rate was significantly higher than the current market. If this were to occur, a public competitive sale would still be an option to the District, although the disclosure document would need to be prepared and a formal rating review conducted.

Timing

Assuming the Board takes action to approve the financing at its January 22, 2015 meeting, funding would be available through the Public Competitive Sale method by mid-March. Using the Direct Placement method, we believe funds would be available in early to mid-February.

Costs of Issuance

As noted above, the Public Competitive Sale method requires the preparation of disclosure documentation (estimated cost = \$25,000) and a formal rating review (estimated cost = \$8,000). In addition, the Public Competitive Sale would require the hiring of an underwriter of the bonds (estimated cost = \$20,000). While the Direct Placement method would avoid these costs, it would require the hiring of a placement agent (estimated cost = \$7,500). As such, the net savings of the Direct Placement method would be \$45,500.

Recommendation

Given the size and term of the District's financing, the direct placement method of sale would be less expensive and less time-consuming. Although it's narrow range of investors may lead to a slightly high interest rate, we estimate that the savings produced by lower costs of issuance would produce an effective interest savings of nearly 0.80%.

Sincerely,

A handwritten signature in black ink, appearing to be 'DA' or similar, written over a horizontal line.

FINANCIAL ADVISORS TO PUBLIC AGENCIES

SUBJECT: Future Agenda Items

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 December 11, 2014 Regular Board Meeting:

None at this time.