

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

Trustees

John Thibeaup, President

John Paff, Clerk

Debbie Crandell

Bill Phillips

Brian Swanson

Rachel Biggio, Student Rep

DATE: Thursday, January 21, 2016

TIME: 6:30 p.m. Closed Session
7:00 p.m. Open Session

LOCATION: Community High School
1004 David Ave. Bldg. A
Pacific Grove, CA 93950

Site Visit

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

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

AGENDA AND ORDER OF BUSINESS

I. OPENING BUSINESS

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

II. CLOSED SESSION

- A. Identify Closed Session Topics

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

- 1. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for 2015/16 [Government Code § 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 2015/16. [Government Code § 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.

3. Employee Discipline/Dismissal/Release/Complaint (1 case) [Government Code § 54957]

B. Public comment on Closed Session item

C. Adjourn to Closed Session

III. RECONVENE IN OPEN SESSION

A. Report action taken in Closed Session

1. Negotiations - Collective Bargaining Session preparation with the PGTA for 2015/16
2. Negotiations - Collective Bargaining Session preparation with the CSEA for 2015/16
3. Employee Discipline/Dismissal/Release/Complaint (1 case) [Government Code § 54957]

B. Pledge of Allegiance

IV. RECOGNITION

The Board will recognize the Breakers Club for their services to Pacific Grove High School.

V. 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.

Community High School presentation: Believe it or not, it IS Rocket Science!

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 requests specific items be discussed and/or removed from the Consent Agenda.** Each item on the Consent Agenda approved by the Board of Trustees shall be deemed to have been considered in full and adopted as recommended.*

- | | Page |
|--|------|
| A. <u>Minutes of December 10, 2015 Board Meeting</u> | 7 |
| Recommendation: (Ralph Gómez Porras, Superintendent) Approval of minutes as presented. | |
| B. <u>Certificated Assignment Order #8</u> | 15 |
| Recommendation: (Billie Mankey, Director of Human Resources) The administration recommends adoption of Certificated Assignment Order #8. | |
| C. <u>Classified Assignment Order #7</u> | 17 |
| Recommendation: (Billie Mankey, Director of Human Resources) The administration recommends adoption of Classified Assignment Order #7. | |
| D. <u>Acceptance of Donations</u> | 19 |
| Recommendation: (Rick Miller, Assistant Superintendent) The Administration recommends that the Board approve acceptance of the donations referenced below. | |
| E. <u>Out of County or Overnight Activities</u> | 20 |
| Recommendation: (Rick Miller, Assistant Superintendent) The Administration recommends that the Board approve or receive the request as presented. | |
| F. <u>Warrant Schedule No. 567</u> | 27 |
| Recommendation: (Rick Miller, Assistant Superintendent) As Assistant Superintendent for Business Services, I certify that I have reviewed the attached warrants for consistency with the District's budget, and purchasing and accounting practices and therefore, recommend Board approval. | |
| G. <u>Appointment of a PGUSD Parent Representative for the Monterey County Special Education Local Planning Association (SELPA) Community Advisory Committee (CAC)</u> | 29 |
| Recommendation: (Clare Davies, Director of Student Services) The Administration recommends that the Board review and approve the appointment of Carol Silveira as the PGUSD representative on the Community Advisory Committee for Special Education. | |

Move: _____ Second: _____ Vote: _____

IX. PUBLIC HEARING

- A. Educator Effectiveness Funding 30
Public Hearing – Public hearing to discuss the expenditure plan for the Educator Effectiveness Funding.

Open Public Hearing _____ Close Public Hearing _____

- B. Common Core Writing for ELA and Across Content Areas, Grades 6th through 8th 34
Public Hearing – Public hearing to discuss the purchase of the Common Core Writing for ELA and across Content Areas, Grades 6th through 8th for Middle School staff and students.

Open Public Hearing _____ Close Public Hearing _____

X. ACTION/DISCUSSION

- A. Common Core Writing for ELA and Across Content Areas, Grades 6th through 8th 38
Recommendation: (Ani Silva, Director of Curriculum and Special Projects) The Administration recommends that the Board review and approve the purchase of the Common Core Writing for ELA and across Content Areas, Grades 6th through 8th for Middle School staff and students.

Move: _____ Second: _____ Vote: _____

- B. Approval of Measure A Education Technology Expenditures 41
Recommendation: (Rick Miller, Assistant Superintendent; Bruce Cates, Director of Technology) The District Administration recommends that the Board review and approve Measure A Education Technology Bond expenditures.

Move: _____ Second: _____ Vote: _____

- C. First and/or Final Read: Board Policy Fragrance Free Workplace and Learning Environment 45
Recommendation: (Billie Mankey, Director of Human Resources) The Administration recommends the Board review and approve the Board Policy Fragrance Free Workplace and Learning Environment as presented.

Move: _____ Second: _____ Vote: _____

- D. 2014-15 Audit Report 47
Recommendation: (Rick Miller, Assistant Superintendent) The District Administration recommends that the Board review and accept the audit report as presented.

Move: _____ Second: _____ Vote: _____

- E. Review of Bus Ridership 48
Recommendation: (Rick Miller, Assistant Superintendent) The District Administration recommends that the Board review the bus ridership information and provide direction as necessary.

Move: _____ Second: _____ Vote: _____

- F. Board Calendar/Future Meetings 51
Recommendation: (Ralph Gómez Porras, Superintendent) The Administration recommends that the Board review and possibly modify meeting dates on the attached calendar and determine, given information from the Administration, whether additional Board dates or modifications need to be established.

Move: _____ Second: _____ Vote: _____

XI. INFORMATION/DISCUSSION

- A. Review of Extracurricular Activities 53
Recommendation: (Rick Miller, Assistant Superintendent) The District Administration recommends that the Board review and provide feedback on the funding of extracurricular activities.

Board Direction: _____

- B. California Department of Education Incentive Grant 54
Recommendation: (Sean Keller, Pacific Grove High School Assistant Principal; Matt Bell, Pacific Grove High School Principal) The Administration recommends that the Board review and approve the application for the California Department of Education (CDE) Incentive Grant and concurrent directions for Career Technical Education (CTE) throughout Pacific Grove Unified School District (PGUSD).

Board Direction: _____

- C. Review of the Governor's Budget Proposal for 2016-17 55
Recommendation: (Rick Miller, Assistant Superintendent) District Administration recommends that the Board review the information provided regarding the Governor's Budget Proposal for 2016-17.

Board Direction: _____

- D. Review of District Enrollment Projections for 2016-17 58
Recommendation: (Rick Miller, Assistant Superintendent) The Administration recommends that the Board review the attached Enrollment projections.

Board Direction: _____

- E. Review of Property Tax Revenue for 2015-16 61
Recommendation: (Rick Miller, Assistant Superintendent) The Administration recommends that the Board review the year-to-date receipts of Property Tax Revenue.

Board Direction: _____

- F. Pacific Grove Unified School District Suspension Report 64
Recommendation: (Barbara Martinez, District Safety Director) The administration requests that the board review suspension data from district schools for 2014-15 to the present (December 2015). Suspension data has been disaggregated by the following indicators: Ed. Code section 48900, site, gender, grade, and year.

Board Direction: _____

- G. Future Agenda Items 65
Recommendation: (Ralph Gómez Porras, Superintendent) The Administration recommends that the Board review the list of future agenda items and direct Administration to add items to the list and/or schedule items for a particular agenda.

Summer Site Construction Plans- February 4
Landscape Master Plan- February 4
Parent Technology Education Training Options

Board Direction: _____

XII. ADJOURNMENT

Next regular meeting: February 4, 2016 – Pacific Grove Unified School District Office

PACIFIC GROVE UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION
Minutes of Organizational Meeting of December 10, 2015 – District Office

I. OPENED BUSINESS

- A. Called to Order by Supt. Porras 7:00 p.m.
- B. Roll Call Trustees Present: Trustee Thibeau
 Trustee Paff
 Trustee Crandell
 Trustee Phillips
 Trustee Swanson
 Administration Present: Superintendent Porras
 Assistant Superintendent Miller
 Board Recorder: Mandi Freitag
 Student Board Member: Rachel Biggio

C. Adopted Agenda

Revisions to the agenda include a revised agenda noting the closed session time change, a walk-on Out of County/Overnight under Action/Discussion, and additional documents were added to the Extracurricular Activities item.

MOTION Thibeau/Crandell to adopt agenda as amended.

Public comment: none

Motion CARRIED 5 – 0

The Board briefly said goodbye to Tony Sollecito and welcomed Brian Swanson.

Superintendent Porras performed the Oath of Office with Trustee Crandell and Trustee Swanson.

- D. Pledge of Allegiance Led By: Trustee Swanson

II. ANNUAL ORGANIZATIONAL MEETING

As required by Education Code Section 35143

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

Trustee Paff nominated Trustee Thibeau as President.

Public comment: none

Motion CARRIED 5 – 0

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

Trustee Crandell nominated Trustee Paff as Vice President/Clerk.

Public comment: none

Motion CARRIED 5 – 0

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

MOTION Crandell/Swanson to determine the dates, times and location of the Regular Board Meetings.

Public comment: none

Motion CARRIED 5 – 0

D. Approval of Resolution No. 971 Designating Authorized Agents to Sign School Orders

MOTION Crandell/Phillips to approve Resolution No. 971 Designating Authorized Agents to Sign School Orders.

Public comment: none

Motion CARRIED by roll call vote 5 – 0

E. Designation of Committee Representatives

Monterey County School Board Executive Committee Liaison **Trustee Thibeau**

III. **RECOGNITION**

A. Honoring Past Service: Tony Sollecito

Dr. Porras stated that Trustee Sollecito, who had completed two terms for a total of 8 years on the Board, cares deeply about the District and its students. Porras noted he learned a tremendous amount from Sollecito, that Sollecito made great decisions on behalf of the students.

Trustee Sollecito said the award was an honor, that the District and fellow Trustees meant a lot to him, and that he believed that as a Board, they had accomplished so much. Sollecito acknowledged and thanked the staff at PGUSD, fellow Board Members, and Superintendent Porras and Assistant Superintendent Miller.

Trustee Crandell stated that Trustee Sollecito would be missed, that he knew so much and that his background was invaluable to the Board.

Trustee Phillips stated that he enjoyed their time together, that Sollecito's knowledge of the public sector was incredible, and noted that Sollecito read every word of every contract and played by the rules.

Trustee Thibeau stated he would be the one missing Trustee Sollecito the most, that they worked side by side as President and Clerk for two years. Sollecito exemplified public service as he did in the field, in retirement, that Sollecito had a passion for the District and its staff and cared how the students were affected first and foremost.

Student Representative Biggio noted she was able to witness a lot of experience in leadership from Trustee Sollecito.

Trustee Paff appreciated Trustee Sollecito's positive attitude.

Trustee Swanson researched the Trustees and noted that Trustee Sollecito was leaving behind tremendous shoes to fill, and that Sollecito's dedication to the Board, schools, his family, community and county is evident.

Assistant Superintendent Miller stated that Trustee Sollecito was the strong voice of reason, that students were his number one priority, but that finances were second, and thanked Sollecito for his years of service.

B. Recognition for Honored Employees

The following employees were honored:

Silvia Mah, Forest Grove Food Service/Instructional Aide, recognized by Dianne Hobson.

Nancy Bernahl, Fiscal Officer, recognized by Rick Miller.

Denise Engles, Administrative Secretary, recognized by Rick Miller.

Carole Anloff, Payroll Specialist, recognized by Rick Miller.

Elyse Thomas, Accounts Payable, recognized by Rick Miller.

Brice Gamble, PG Middle School Teacher, recognized by Sean Roach.

Jason Cota, PG Middle School Custodian, recognized by Sean Roach.

Matthew Binder, Instructional Technology, Data and Assessment Teacher on Assignment, recognized by Ani Silva.

Lisa Stacks, Transportation Foreman, recognized by Kathy Hunter.

Evelyn Franco, Forest Grove SPED Aide, recognized by Kathy Hunter.

Debbie Pinheiro, Forest Grove Instructional Aide, recognized by Kathy Hunter.

Senen Baguio, Forest Grove Custodian, recognized by Kathy Hunter.

Linda Jones, Robert Down Computer Lab Technician, recognized by Bruce Cates.

Jeff Stutzman, Utility Worker, recognized by Bruce Cates, Barbara Martinez and Matt Kelly.

Krista Tadlock, Robert Down Clerk III, recognized by Deanna Karasek.

Roberto Dixon, Robert Down Instructional Aide, recognized by Linda Williams.

Marge Falknor, Robert Down Instructional Aide, recognized by Linda Williams.

Tony Molinski, Maintenance Worker, recognized by Barbara Martinez.

Stacy Kinney, Maintenance Worker, recognized by Barbara Martinez.

Mark Mahaney, Utility Worker, recognized by Matt Kelly.

Greg Ellis, Grounds Worker, recognized by Matt Kelly.

Efren Torres, Grounds Worker, recognized by Matt Kelly.

Julie Kelly, PG Adult School Pre-School Teacher, recognized by Clare Davies.

Lindsey Reese, Administrative Specialist/SPED, recognized by Clare Davies.

Alex Morrison, PG High School Librarian, recognized by Matt Bell.

Greg Kelley, PG High School Custodian, recognized by Matt Bell.

IV. RECEPTION

Recess for brief reception.

V. CLOSED SESSION

A. Identified Closed Session Topics

1. Negotiations – Collective Bargaining Session planning and preparation with the PGTA for 2015/16 [Government Code § 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 2015/16. [Government Code § 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.
3. Employee Discipline/Dismissal/Release/Complaint (1 case) [Government Code § 54957]
4. Consideration Of Student Discipline (Education Code Section 48915)

B. Public comment on Closed Session Topics

None.

C. Adjourned to Closed Session 8:04 p.m.

VI. RECONVENED IN OPEN SESSION 8:45 p.m.

A. Reported action taken in Closed Session:

1. Negotiations – Collective Bargaining Session preparation with the PGTA for 2015/16
The Board received information and gave direction to Administration.
2. Negotiations - Collective Bargaining Session preparation with the CSEA for 2015/16
The Board received information and gave direction to Administration.
3. Employee Discipline/Dismissal/Release/Complaint (1 case) [Government Code § 54957]
The Board received information.
4. Consideration Of Student Discipline (Education Code Section 48915)
The Board received information.

VII. COMMUNICATIONS

A. Written Communication

Superintendent Porras noted that the Junior League of Monterey County expressed their appreciation at the recognition received at the recent Board meeting.

B. Board Member Comments

Student Representative Biggio updated the Board on the events at PG High School including finals week, dress up days, and Teacher Appreciation Secret Santa.

Trustee Phillips stated that the recent CSBA conference was phenomenal, noting all five Trustees attended, and that he attended some incredible classes at the conference.

Trustee Swanson stated it was great to be a part of the Board, thrilled for what lies ahead, adding he learned so much at CSBA and looked forward to digesting the information. Swanson enjoyed the holiday concert at PG Middle School.

Trustee Crandell acknowledged the PG High School varsity football team, noting their achievement in making it to CCS Division 5 Playoffs and that they should be proud. Crandell also attended the CSBA conference, noting there were so many good things to learn, and was proud to see Superintendent Porras representing ACSA and the District. Finally, Crandell expressed her appreciation in being able to be a part of the Board for another term.

Trustee Paff thanked the District for being able to attend the CSBA conference, noting that it was exciting to learn about other Board members, and it was nice to have an informal setting. Paff also enjoyed the PG Middle School Winter Concert, as well as the football game, which was the most exciting game.

Trustee Thibeau welcomed Trustee Swanson. Thibeau also spoke about the CSBA conference, saying it was nice to spend time together as a Board, enjoyed the themes of classes, such as SPED and finance. Thibeau stated that the District is doing so many things right, and setting the bar high. He also congratulated the PG High School football team, and acknowledged all the volunteers that work at the games.

C. Superintendent Report

On behalf of the District, Superintendent Porras welcomed Trustee Swanson, thanked the Board for attending the CSBA conference, noting how nice it was to get to know each other better, and acknowledged the staff of the District, saying how proud he was of the employees.

D. PGUSD Staff Comments (Non Agenda Items)

PG Adult School and Community High School Principal Barbara Martinez updated the Board on events happening at the Adult School and Community High School, such as the Winterfest. Martinez thanked Director of Student Services Clare Davies and her team for their recent dance at the Adult School. Martinez also acknowledged Active Older Adult School participants LaVerne Baker-Leyva and Joanie Nattress. Finally, Martinez updated the Board on the consortium and recent meeting of Adult Education leaders in Sacramento.

Forest Grove Principal Buck Roggeman noted the retirement of Nancy Laiolo, who is retiring after 17 years, who embodied the spirit of the District, not matter the circumstances got the job done, and thanked her for her years of service.

Director Davies thanked the District for including the new classrooms for Measure A money, noting the difference the ipads have made to the non-verbal students.

PG High School Principal Matt Bell noted that not all finals are paper and pencil, referencing the dance and food classes. Bell also said it was a stressful time at the high school, but is interesting and amazing to see what the students have done.

VIII. INDIVIDUALS DESIRING TO ADDRESS THE BOARD

None.

IX. CONSENT AGENDA

- A. Minutes of November 12, 2015 Board Meeting
- B. Certificated Assignment Order #7

- C. Classified Assignment Order #6
- D. Acceptance of Donations
- E. Out of County or Overnight Activities
- F. Cash Receipts Report No. 4
- G. Revolving Cash Report No. 4
- H. Warrant Schedule No. 566
- I. Approval of the 2015-16 First Interim Report
- J. 2015-16 Budget Revisions #2
- K. Acceptance of Quarterly Treasurer's Report
- L. Quarterly Report on Williams Uniform Complaints
- M. Waterproofing Associates Contract for Service at David Ave. Site
- N. Waterproofing Associates Contract for Service at Pacific Grove High School
- O. Waterproofing Associates Contract for Service at Robert Down Elementary School
- P. Revised Custodian I, Custodian II, and Custodian III Job Descriptions

Trustee Paff pulled items I and J, moved to Action/Discussion.

MOTION Crandell/Phillips to approve consent agenda excluding I and J.

Public comment: none

Motion CARRIED 5 – 0

X. ACTION/DISCUSSION

A. Approval of Measure A Education Technology Expenditures

Assistant Superintendent Miller presented information to the Board. The Board discussed this item.

MOTION Crandell/Paff to approve the Measure A Education Technology Expenditures.

Public comment: none

Motion CARRIED 5 – 0

B. Pacific Grove High School Course Bulletin for the 2016-17 School Year

Principal Bell presented information to the Board. The Board discussed this item. Trustee Thibeau requested acronyms no longer be used in Board items.

MOTION Paff/Swanson to approve the Pacific Grove High School Course Bulletin for the 2016-17 school year.

Public comment: none

Motion CARRIED 5 – 0

C. Revisions to the Monterey and San Benito Counties Property and Liability JPA Bylaws

MOTION Crandell/Phillips to approve the Revisions to the Monterey and San Benito Counties Property and Liability JPA Bylaws.

Public comment: none

Motion CARRIED 5 – 0

D. Walk-On Out of County or Overnight

MOTION Paff/Phillips to approve the Walk-On Out of County or Overnight.

Public comment: none

Motion CARRIED 5 – 0

MOTION Swanson/Crandell to extend the Board meeting by 45 minutes.

Public comment: none

Motion CARRIED 5 – 0

E. Approval of the 2015-16 First Interim Report

Assistant Superintendent Miller presented information to the Board. The Board asked questions and discussed this item.

MOTION Phillips/Paff to approve the 2015-16 First Interim Report.

Public comment: none

Motion CARRIED 5 – 0

F. 2015-16 Budget Revisions #2

MOTION Crandell/Paff to approve the 2015-16 Budget Revisions #2.

Public comment: none

Motion CARRIED 5 – 0

G. Board Calendar/Future Meetings

No Action Taken.

XI. INFORMATION/DISCUSSION

A. Review of Special Education Contracts

Director Davies presented information to the Board. The Board discussed this item, and requested that the expenses include the cost of teachers/staff going forward as a quarterly item.

B. Review of Extracurricular Activities

Assistant Superintendent Miller presented information to the Board. The Board discussed, however due to time, the item will be brought back to the January 21, 2016 meeting.

C. Future Agenda Items

Bus Ridership
Parent Technology Education Training Options
Summer Site Construction Plans- February 2016

Items added by the Board include bringing back the Extracurricular Activities, as well as an update on the suspensions for the school year for the whole District.

XI. ADJOURNED

10:50 p.m.

Approved and submitted:

Dr. Ralph Gómez Porras
Secretary to the Board

SUBJECT: Certificated Assignment Order #8

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

RECOMMENDATION:

The administration recommends adoption of Certificated Assignment Order #8.

BACKGROUND:

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

INFORMATION:

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

FISCAL IMPACT:

Funding has been approved and allocated for these items.

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
CERTIFICATED PERSONNEL ASSIGNMENT ORDER NO. 8
January 21, 2016**

ADDITIONAL TEMPORARY ASSIGNMENT:

Stephanie Perlstein, RDE, Intervention Class Instructor, temporary, 0.20 FTE, effective February 1, 2016 through May 27, 2016 only and dependent upon sufficient enrollment (replaces Stacia Fletcher)

PACIFIC GROVE ADULT SCHOOL, WINTER SESSION, temporary, hourly, according to placement on the Adult School certificated salary schedule, effective January 4, 2016 through March 19, 2016 and dependent upon sufficient enrollment

Last Name	First Name	Funding	Class	Hours per week	Column/Step
Thatcher	Weldon	0000-7200	EL Medical Coding	2	A/3

STIPENDS: 2015-16 Pacific Grove High School:

Employee	Assignment	Stipend %	Funding Source
Katie Selfridge	Drama Fall & Spring	1.0	GF

RESIGNATION:

Stacia Fletcher, RDE, Intervention Teacher, temporary, 0.20 FTE, resigns effective January 4, 2016

Kate Bitter, RDE, Intervention Teacher 0.30 FTE, resigns effective May 27, 2016

SUBSTITUTES:

Andrew Bieman
Kristin Oleksy
Briana Sanford

LONG-TERM SUB:

Kathy Hannas-Hefling, FGE, First Grade, replaces Kristin Sweeney on LOA effective December 8, 2015 through April 18, 2016 only

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

INFORMATION:

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

FISCAL IMPACT:

Funding has been approved and allocated for these items.

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
CLASSIFIED PERSONNEL ORDER NO. 7
January 21, 2016**

NEW HIRE:

Isaac Echavarria, PGHS, Computer Lab Instructional Tech II, 8 hrs./day/10 month calendar, Range 33, Step E, effective January 8, 2016 (replacing Emily Gutierrez)

Ashley Hunter, PGHS, Instructional Assistant (Special Education), 6 hrs./day/180 day calendar, Range 31, Step A, effective December 14, 2015 (replacing Crystal Taguran)

Angela Lippert, District Office, Personnel Technician, 5 hrs./day/180 day calendar, Confidential Salary schedule, Step 3, effective January 19, 2016 (new position)

ADDITIONAL TEMPORARY, SHORT TERM ASSIGNMENT:

Suzanne Ellzey, FGE, EL Tutor, temporary, 45 mins./2 days per week, paid per time sheet, effective January 4, 2016 through May 27, 2016 only

Leslie Horn, RDE, After-school EL Tutor, temporary, 3 hrs. per week, paid per time sheet, effective January 13, 2016 through May 27, 2016 only

INCREASE/DECREASE IN ASSIGNMENT:

Fran Petty, Food Service II, PGMS, increase from 3.25 hrs./day/180 day calendar to 5.25 hrs./day/180 day calendar, effective January 5, 2016 (replacing retiree Nancy Laiolo)

ASE Winter Session

January 11, 2016 – February 29, 2016

Instructor	Course	Hours	Start	End
Kristin Stephens	MoneySense Club	5	Jan 11	Feb 22
Jacob Ellzey	Guitar 2	5	Jan 11	Feb 22
Heleen Zondag-Williams	Yoga Fun	7	Jan 11	Feb 29
Ryan Lee	Make Video Game	9	Jan 11	Feb 29
David Peelo	Chess	6	Jan 12	Feb 23
Kristin Stephens	Junior Scientists	6	Jan 12	Feb 23
Maria Dawson	Theatre Arts	9	Jan 12	Feb 23
Jacob Ellzey	Beginning Guitar	6	Jan 13	Feb 24
Julie Heilman	Art 101	4	Jan 14	Feb 4

SUBSTITUTES:

Jessica DiMarco, Food Service

John Petite, Custodial

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

LifeTouch Photography \$267 (undesignated)

Robert H. Down Elementary School

None

Pacific Grove Middle School

Pacific Grove Basketball Club \$5,000 (science school and MS sports)

Pacific Grove High School

Brandon t. Harris ATEC Casey Pro pitching machine & Cimmaron #42 softball net (undesignated)

Pacific Grove Community High School

None

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

None

Pacific Grove Unified School District

None

Ref: Donations

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>DESTINATION</u>	<u>STUDENTS/CLASS</u> <u>ACTIVITY</u>	<u>TRANSPORTATION</u>	<u>COST</u>	<u>FUNDING SOURCE</u>
Jan 16 Santa Clara COE	HS Mock Trial Club Mock Trial Invitational	Auto	none	none
Jan 28 Santa Crus HS Santa Cruz	PGMS Chorus Class CCS Chorus Festival	provided by Carmel USD	none	none
Jan 29-30 Santa Teresa HS, San Jose, CA	HS Model UN Club Foreign Affairs Conference	Auto	\$250	ASB
Feb 26-27 Gunn HS & San Jose State University	HS Varsity Lacrosse Team Lacrosse Tournament	Rental Van	\$1,500	Student collected fees
Feb 26-28 Six Flags Magic Mountain Valencia, CA (Previously Knotts Berry Farm)	PGMS Cheer Squad Cheer Nationals Competition	Rental Van	\$2,960	Cheer Funds

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

RECEIVED DEC 14 2015

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 January 16, 2016 Day of Activity Saturday **FAXED**
 Place of Activity Santa Clara County Office of Education
 School Pacific Grove High School Grade Level 9-12
 School Departure Time 6:30 AM ☒ PM ☐
 Pickup Time From Place of Activity 3 AM ☐ PM ☒
 Name of Employee Accompanying Students Marc Afifi
 Number of Adults 5 Number of Students 20
 Class or Club Mock Trial
 Description of Activity Santa Clara Mock Trial Invitational
 Education Objective The Students will gain valuable experience competing against top teams in preparation for county competition.
 List All Stops N/A
 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 LA
 (Teachers Initials)
2. If using vans, you MUST list who the drivers are. _____
3. Cost of Activity \$ N/A
4. Cost of Transportation \$ N/A
 Total Cost (Activity + Transportation) \$ N/A
5. Fund to be Charged for all activity expenses: () Acct. Code _____
 () Students _____
 () Other _____
6. Requested By Lawrence J Haggquist LARRY HAGGQUIST Date 12/14/15
 Employee's Signature (Employee accompanying students on activity)
7. Recommend Approval [Signature] Date 12/14/15
 Principal's Signature

Transportation Department/District Office Use Only

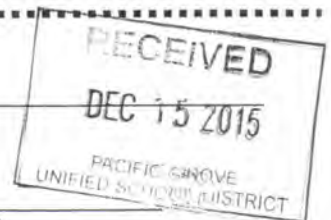
Bus(s) () Available () Not Available Date Received _____

Cost Estimate \$ _____

Approved By _____ Date _____
 Transportation Supervisor

Approved By [Signature] Date 12/16/15
 Assistant Superintendent

Date of Board Approval January 21, 2016



Updated 7/24/14

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

Consent Agenda Item E

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.
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REQUEST MUST BE SUBMITTED AT LEAST TWO (2) WEEKS PRIOR TO BOARD MEETING
PRIOR TO THE EVENT

Date of Activity Jan 28, 2016 Day of Activity Friday
Place of Activity Santa Cruz
School PGMS Grade Level 6-8
School Departure Time 7 AM PM
Pickup Time From Place of Activity 3:00 AM PM ✓
Name of Employee Accompanying Students Desma Johnson
Number of Adults 3 Number of Students 15
Class or Club Chorus
Description of Activity CCS Chorus Festival
Education Objective advanced Musicianship
List All Stops Carmel High School, Santa Cruz High No bus
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
* Riding up to Santa Cruz with Carmel Unified (Teachers Initials)
2. If using vans, you MUST list who the drivers are. _____
3. Cost of Activity \$ _____
4. Cost of Transportation \$ _____
Total Cost (Activity + Transportation) \$ _____
5. Fund to be Charged for all activity expenses: () Acct. Code _____
() Students _____
() Other _____
6. Requested By Desma Johnson Date 1/5/16
Employee's Signature (Employee accompanying students on activity)
7. Recommend Approval [Signature] Date 1-6-16
Principal's Signature

Transportation Department/District Office Use Only

Bus(s) () Available () Not Available

Date Received JAN 08 2016

Cost Estimate \$ _____

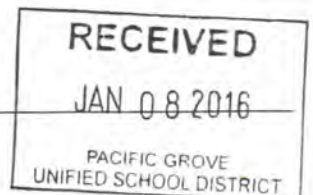
Approved By _____ Date _____

Approved By [Signature] Transportation Supervisor

Approved By [Signature] Assistant Superintendent

Date of Board Approval _____

Updated 7/24/14



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

RECEIVED
DEC 15 2015

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. For in-state or non-overnight activities submit form two weeks in advance of activities.

BOARD APPROVAL IS REQUIRED FOR ALL OUT-OF-COUNTY, OUT-OF-STATE, OR OVERNIGHT ACTIVITIES. THE REQUEST MUST BE APPROVED BY THE BOARD PRIOR TO THE EVENT. THEREFORE THE REQUEST MUST BE SUBMITTED AT LEAST TWO (2) WEEKS PRIOR TO THE BOARD MEETING PRIOR TO THE EVENT

Date of Activity January 24-25 Day of Activity Friday & Saturday
 Place of Activity San Jose HS San Jose
 School PGHS Grade Level _____
 School Departure Time 3:00 AM PM
 Pickup Time From Place of Activity 4:00 AM PM
 Name of Employee Accompanying Students Lauvalta Gaona / LANCE ADVISOR - NP65
 Number of Adults 1-2 Number of Students 2-4
 Class or Club Model UN
 Description of Activity Conference
 Education Objective DISCUSS Foreign Affairs w/ other schools
 List All Stops 4420 Beal Ct. WSD South Ave
 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 LG
 (Teachers Initials)
2. If using vans, you MUST list who the drivers are. _____
3. Cost of Activity \$ 60 registration fee (ASB) + 15⁰⁰ per student for delegate fee
paid at the door
4. Cost of Transportation \$ _____
 Total Cost (Activity + Transportation) \$ 250⁰⁰
5. Fund to be Charged for all activity expenses: (X) Acct. Code WELLS FARGO ASB ACCOUNT
 (X) Students
 () Other _____
6. Requested By Lauvalta Gaona / Lauvalta Gaona Date 12/15/15
 Employee's Signature AND Printed Name (Employee accompanying students on activity)
7. Recommend Approval [Signature] Date 12/15/15
 Principal's Signature

Transportation Department/District Office Use Only

Bus(s) () Available () Not Available

Date Received _____

Cost Estimate \$ _____

Approved By _____ Date _____

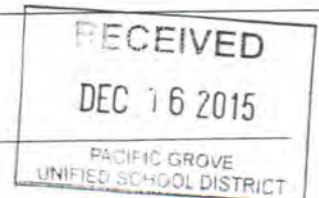
Approved By [Signature] Transportation Supervisor

Date 12/16/15

Approved By _____ Assistant Superintendent

Date of Board Approval _____

Updated 12/15/15



PACIFIC GROVE UNIFIED SCHOOL DISTRICT
REQUEST FOR OFF CAMPUS ACTIVITY

Consent Agenda Item E

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 OUT-OF-STATE OR OVERNIGHT ACTIVITIES.
REQUEST MUST BE SUBMITTED AT LEAST TWO (2) WEEKS PRIOR TO BOARD MEETING.**

Date of Activity 2/26-27/2016 Day of Activity Friday and Saturday
Place of Activity Gunn High School; hotel; San Jose State University
School PGHS Grade Level 9-12
School Departure Time 3:00pm 2/26 AM PM
Pickup Time From Place of Activity PGHS AM PM 8:00pm 2/27
Name of Employee Accompanying Students Fran O'Hagan, Head Lacrosse Coach
Number of Adults 4 Number of Students 24
Class or Club Varsity Lacrosse Team
Description of Activity 2/26 game; hotel; play in tournament; watch college game
Education Objective Lacrosse team - competition and team building
List All Stops Gunn HS; Hotel; San Jose State University

Means of Transportation: (☐ 84 Passenger (☐ 72 Passenger (☐ 48 Passenger (☐ 18 Passenger
(☐ Charter (☐ Auto* (☐ Walk (☒ Other* 1/3 Rented Vans
Enterprise

*#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. Fran O'Hagan, Diane O'Hagan, Matt Shipley
3. Cost of Activity \$ 1,500 hotel
4. Cost of Transportation \$
Total Cost (Activity + Transportation) \$
5. Fund to be Charged for all activity expenses: vans ☒ Acct. Code
hotel(☒ Students will pay for hotel
(☐ Other
6. Requested By [Signature] Date 12/31/2015
Employee's Signature (Employee accompanying students on activity)
7. Recommend Approval [Signature] Date 1/6/16
Principal's Signature

Transportation Department/District Office Use Only

Bus(s) (☒ Available (☐ Not Available

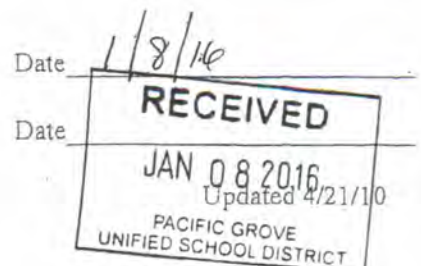
Date Received 1/7/16

Cost Estimate \$ 199.30

Approved By [Signature] Transportation Supervisor

Approved By [Signature] Assistant Superintendent

Date of Board Approval January 21, 2016



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

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REQUEST MUST BE SUBMITTED AT LEAST TWO (2) WEEKS PRIOR TO BOARD MEETING**

Date of Activity 2/26/16 2-28-16 Day of Activity Friday
Saturday & Sunday
Place of Activity Knotts Berry Farm Buena Park Ca.
School PGMS Grade Level 6-8
School Departure Time 2/26/16 AM 2/28 PM TBD
Pickup Time From Place of Activity 2/28 AM TBD PM TBD
Name of Employee Accompanying Students Lisa Hanes / Allison Bautista
Number of Adults 6+ Number of Students 9
Class or Club PGMS Cheerleading
Description of Activity Cheerleading National Competition
Education Objective ✓
List All Stops Dinner
Means of Transportation: () 84 Passenger () 72 Passenger 748 Passenger () 18 Passenger
() Charter () Auto* () Walk ☒ Other** Large Rental Van

*#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 (Teacher's Initials)
2. If using vans, you MUST list who the drivers are. Lisa Hanes
3. Cost of Activity \$ 2480 → (Includes hotel, park tickets, participant fee)
4. Cost of Transportation \$ 240.
Total Cost (Activity + Transportation) \$ 2960.
5. Fund to be Charged for all activity expenses: (X) Acct. Code Cheerleading
() Students
() Other
6. Requested By Lisa Hanes Date 1/6/16
Employee's Signature (Employee accompanying students on activity)
7. Recommend Approval [Signature] Date 1-6-16
Principal's Signature

Transportation Department/District Office Use Only

Bus(s) () Available () Not Available

Date Received

Cost Estimate \$ [Signature]

Approved By [Signature]

Date

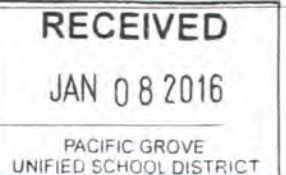
Approved By [Signature]

Transportation Supervisor

Date

Date of Board Approval

Assistant Superintendent



Updated 7/24/14

SUBJECT: Warrant Schedule 567

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 December 1, 2015 through December 30, 2015.

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. 567Warrants- PayrollDECEMBER 15

Certificated-	Regular 12/04/15	\$	0
	Regular 12/10/15	\$	62,534.61
	Regular 12/15/15	\$	0
	Regular 12/30/15	\$	1,377,280.57
Total Certificated		\$	<u>1,439,815.18</u>
Other-	Regular 12/04/15	\$	0
	Regular 12/10/15	\$	0
	Regular 12/15/15	\$	0
	Regular 12/30/15	\$	0
Total Other		\$	<u>0</u>
Classified-	Regular 12/04/15	\$	0
	Regular 12/10/15	\$	6,473.78
	Regular 12/15/15	\$	0
	Regular 12/30/15	\$	484,940.36
Total Classified		\$	<u>491,414.14</u>
<u>TOTAL PAYROLL</u>		\$	<u>1,931,229.32</u>

Warrants- AP

Warrants <u>12198690</u> through <u>12198743</u> (12/01/15)	\$	<u>78,283.62</u>
Warrants <u>12199517</u> through <u>12199530</u> (12/03/15)	\$	<u>42,703.83</u>
Warrants <u>12200267</u> through <u>12200301</u> (12/08/15)	\$	<u>32,467.32</u>
Warrants <u>12201063</u> through <u>12201093</u> (12/10/15)	\$	<u>95,732.60</u>
Warrants <u>12202169</u> through <u>12202192</u> (12/15/15)	\$	<u>27,162.73</u>
Warrants <u>12202961</u> through <u>12202990</u> (12/17/15)	\$	<u>62,973.11</u>
Warrants <u>12204611</u> through <u>12204636</u> (12/29/15)	\$	<u>24,964.86</u>
<u>TOTAL WARRANTS</u>	\$	<u>2,295,517.39</u>

SUBJECT: Appointment of a PGUSD Parent Representative for the Monterey County Special Education Local Planning Association (SELPA) Community Advisory Committee (CAC)

PERSON(S) RESPONSIBLE: Clare Davies, Director of Student Services

RECOMMENDATION:

The Administration recommends that the Board review and approve the appointment of Carol Silveira as the PGUSD representative on the Community Advisory Committee for Special Education.

BACKGROUND:

The CAC reviews and provides input into the development of the local plan, recommends annual priorities to be addressed by the SELPA, and assists in parent education and awareness. The CAC includes parents, students, special education and general education staff members, and community members appointed by Local Education Agency (LEA) governing boards. The majority of CAC members are parents of children with disabilities. The CAC meets four times a year at the Monterey County Office of Education.

INFORMATION:

Carol Silveira is the grandparent of a PGUSD student with special needs, a special education teacher, and a Pacific Grove resident. She has expressed a desire to represent PGUSD on the Community Advisory Board and be an active participant in supporting the needs of all students with special needs.

FISCAL IMPACT: None

SUBJECT: Educator Effectiveness Funding

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

RECOMMENDATION:

Public hearing to discuss the expenditure plan for the Educator Effectiveness Funding.

BACKGROUND:

The Educator Effectiveness funding is available to school districts as one time money to provide professional development, coaching, and support services, as outlined in Section 58 of Assembly Bill (AB) 104, Chapter 13, Statutes of 2015 and amended by Section 8 of Senate Bill (SB) 103, Chapter 324, statutes of 2015. The California Department of Education will apportion funds to eligible Local Education Agencies (LEA) in two installments. The first apportionment reflecting approximately 80 percent of each LEA's entitlement will be released in December 2015. The remaining funds will be released in March 2016. The 2015-2016 calculated funding rate is approximately \$1,466 per full time equivalent (FTE) credentialed teacher and administrator determined by a 2014-2015 count of certificated staff reported through the California Longitudinal Pupil Achievement System (CALPADS). School districts have three years to spend the funds. LEA funding amounts were determined by a 2014-15 count of certificated staff reported through the California Longitudinal Pupil Achievement System (CALPADS).

LEAs are required to do both of the following as a condition of receiving funds:

1. Develop and adopt an expenditure plan, which must be explained during a public meeting of the governing board prior to its adoption at a subsequent meeting; and
2. Provide a detailed expenditure report to the CDE on or before July 1, 2018, that includes an accounting of specific purchases made and the number of teachers, administrators, and/or paraprofessionals who received professional development. The CDE will determine the format of this expenditure report.

LEAs are authorized to spend Educator Effectiveness funds over three fiscal years beginning in 2015-16 through 2017-18. The California Department of Education (CDE) has confirmed that LEAs will be allowed to apply their indirect cost rate to the Education Effectiveness funds. Additionally, LEAs are allowed to expend or encumber the funds prior to board approval of a plan pending two conditions:

1. The expenditures or encumbrances are for goods or services that occurred during the 2015-16 fiscal year
2. The expenditures are included in the final board-approved plan

In addition to the required expenditure report, Educator Effectiveness funds are subject to an LEA's annual independent audit and are restricted to any of the following purposes:

- Beginning teacher and administrator support and mentoring, including programs that support new teacher and administrator ability to teach or lead effectively and to meet induction requirements adopted by the Commission on Teacher Credentialing;
- Professional development, coaching, and support services for teachers who have been identified as needing improvement or additional support;

- Professional development for teachers and administrators that is aligned to state-adopted content standards; and
- To promote educator quality and effectiveness that may include training on mentoring and coaching certificated staff to support effective teaching and learning.

INFORMATION:

Pacific Grove Unified will receive **\$178,036** for professional development in 2015-2016 school years as its entitlement for the Educator Effectiveness Program. With such sweeping changes in education, and supported with prior one time Common Core funding from the State of California, we made progress with on-going professional development as we adjusted curriculum and instruction through Cycles of Professional Learning to meet the new California State Standards for English Language Arts and Mathematics. Although we have made progress in the areas of English Language Arts and Math, our work to enhance professional practice must continue if we are to achieve the goals set forth in the Board approved Local Control Accountability Plan (LCAP) 2015-2018.

The work of the Instructional Leadership Teams is instrumental to current and future successes in ongoing professional learning to ensure all students have access to the high quality learning experiences required of the new standards.

It is our ongoing mission to continue to build teacher leaders that will guide and implement new professional learning based on cycles of action, analysis and reflection related to student learning outcomes. Site Instructional Leadership teams are vital to ongoing professional learning thus impacting student achievement and moving learning to the 21st century.

Additionally, we have new Next Generation Science Standards, adopted in September 2013, along with new English Language Development Standards that must be implemented to ensure our students are ready for the new state assessments in 2019. Furthermore, with the passage of Technology Bond (Measure A) and the technology hardware and software purchased for classrooms, we have a responsibility and duty to ensure the effective use of instructional technology in all classrooms ensuring equity for all students in all grades. Moreover, digital citizenship, which includes the safe, ethical, and responsible use of technology, must become a permanent, positive, and highly visible facet of school culture. Active parent partnership is crucial in order to reinforce and sustain true digital citizenship during and outside of school.

We have allocated the monies into five professional development categories: Instructional Leadership Team (ILT), English Language Arts, Math, Next Generation Science, and Educational Technology. We feel these are the most important categories for professional development and are aligned to the district's current LCAP plan goals 1 and 5. We also developed a professional development survey to capture how our teachers prefer to receive professional development and what areas were most desired.

Expenditure Plan

Professional Development Focus Areas	2015-16 Expenditures	2016-17 Expenditures
<u>Instructional Leadership Teams</u> <ul style="list-style-type: none"> Student Writing Leadership Training Student Data Analysis and Instruction <u>Dr. Bonnie McGrath</u> <ul style="list-style-type: none"> Facilitation 2.5 day ILT training/site 	<ul style="list-style-type: none"> Professional Learning: \$8760 Stipends: \$28,314 Consultant: \$14,100 (writing across all content areas)	<ul style="list-style-type: none"> Professional Learning: \$3,650 Stipends: \$22,377 Consultant: \$10,800 (Data analysis and instruction)
<u>English Language Arts</u> English Language Development <ul style="list-style-type: none"> Student writing calibration ELD Standards alignment 	<ul style="list-style-type: none"> Professional learning: \$4,380 Curriculum planning: \$2,044 	<ul style="list-style-type: none"> Curriculum planning: Paid out of Curriculum Budget/Site allocations
<u>Mathematics</u> <ul style="list-style-type: none"> Curriculum planning 	<ul style="list-style-type: none"> Professional learning: \$3,066 Curriculum planning: \$730. 	<ul style="list-style-type: none"> Curriculum planning: Paid out of Curriculum Budget/Site allocations
<u>Next Generation Science</u> <ul style="list-style-type: none"> Professional learning Curriculum planning 	<ul style="list-style-type: none"> Professional learning: \$8,694 Curriculum planning: \$5,256 	<ul style="list-style-type: none"> Professional Learning: \$3,568 Curriculum planning: \$8,760
<u>Educational Technology</u> <ul style="list-style-type: none"> Ed-tech Staff training Data systems and analysis Digital Citizenship 	<ul style="list-style-type: none"> Professional learning: \$6,413 	<ul style="list-style-type: none"> Professional learning: \$7,776 Add Digital Learning Coaches (Elementary): (\$25,958)
District indirect cost: \$13,388	\$81,757 **	\$82,891 **

***Professional learning: Costs associated include: release time (substitute cost), travel and registration costs for workshops, and District level teacher workshops.**

***Curriculum planning: release time (substitute costs) to plan and develop units of study and align assessments to measure student learning outcomes.**

****These are projected expenditures for each year and are subject to change depending on actual costs.**

FISCAL IMPACT:

\$178,036



www.pgusd.org

Public Hearing A

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

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

Rick Miller
Assistant Superintendent
Business Services
(831) 646-6509
rmiller@pgusd.org

PUBLIC HEARING NOTICE

The Pacific Grove Unified School District Governing Board will hold a public hearing on Thursday, January 21, 2016, pursuant to Education Code Section 60119 and 60422:

PUBLIC DISCLOSURE OF EDUCATOR EFFECTIVENESS FUNDING

&

COMMON CORE WRITING FOR ELA AND ACROSS CONTENT AREAS, GRADES 6TH THROUGH 8TH

The hearing will be held during the regular Board meeting, which begins at 7:00 p.m. at Community High School, located at 1004 David Avenue, Building A, in Pacific Grove.

Copies of the Common Core Writing for ELA and across Content Areas, Grades 6th through 8th for Middle School staff and students will be available for public viewing beginning Friday, January 15, 2016 through January 21, 2016.

For more information, please contact Ani Silva, Director of Curriculum and Special Projects at 831-646-6508.

Posted: January 15, 2016

SUBJECT: Common Core Writing for ELA and Across Content Areas, Grades 6th through 8th

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

RECOMMENDATION:

Public hearing to discuss the purchase of the Common Core Writing for ELA and across Content Areas, Grades 6th through 8th for Middle School staff and students.

BACKGROUND:

As a tradition at Pacific Grove Middle School, ELA teachers have enhanced the writing curriculum with teacher generated writing books in order to follow state standards and present common guidelines for teaching writing to all PGMS students. The English department at PGMS has been successfully piloting sections of *Common Core Writing for ELA and across Content Areas, Grades 6th through 8th* during the fall semester of the 2015-2016 school years as each Common Core writing type is taught.

In order to adhere to the Common Core Standards, maintain the consistent teaching practices of writing at PGMS, and to align with the high school, a review committee was formed. The committee consisted of PGMS ELA and content teachers, the PGMS principal, PGMS parents; two PGMS 8th grade students, PGHS ELA teachers, and administrators. The committee reviewed the book and filled out a form asking for specific feedback regarding the book and its use at the Middle School. Many sections of the book were adjusted and revised after consulting with the committee. The committee met on January 6, 2016 to decide on a recommendation for use of the book at the Middle School, and the committee recommended use of the book at PGMS at this meeting.

This book is meant as a quick guide to access the Common Core writing types of Informative/Explanatory, Argumentative, Narrative, and Short Research. Its purpose is to provide teachers and students with a reference to view the writing type standards across content areas compared to ELA (English Language Arts). An additional purpose of this book is to understand the Common Core features of each writing type and to evaluate student writing using guidelines designed from Smarter Balanced rubrics.

INFORMATION:

Common Core Writing for English Language Arts and across Content Areas Grades 6-8 by Diana Rookstool is a resource book for teachers and students. This guide contains explanations of the four main California Common Core State Standards writing text types: Informative/Explanatory, Argumentative, Narrative, and Short Research. Each section provides a description of the writing type, a comparison of the writing standards throughout 6th, 7th, and 8th grades for ELA and across content areas, a graphic organizer, a student checklist, and a rubric based on the Smarter Balanced Performance Task Scoring Rubrics.

Each writing type section includes:

1. A table showing how the 6th, 7th, and 8th grade Common Core writing standards for content areas compare to the Common Core ELA writing standards
2. An explanation of the writing type
3. A student graphic organizer for each the writing type
4. A student checklist for the success of the writing type
5. A teacher rubric similar to the Smarter Balanced rubric

The ending sections of the book include references for:

1. A shortened MLA (Modern Language Association) format for research
2. How to use quotations to cite evidence
3. A rubric for single paragraph responses
4. A list of transition words and phrases
5. A section of grammar and writing tips to maintain a formal style
6. Formatting an essay
7. Steps to avoid plagiarism
8. Steps to edit and revise an essay
9. A teacher feedback form
10. A student reflection page

FISCAL IMPACT:

\$9,645 for this school year. Annual costs would be approximately \$2000 for incoming 6th grade students.

Common Core Writing for English Language Arts and across Content Areas Grades 6-8

Book Description

Common Core Writing for English Language Arts and across Content Areas Grades 6-8 by Diana Rookstool is a resource book for teachers and students. This guide contains explanations of the four main California Common Core State Standards writing text types: Informative/Explanatory, Argumentative, Narrative, and Short Research. Each section provides a description of the writing type, a comparison of the writing standards throughout 6th, 7th, and 8th grades for ELA and across content areas, a graphic organizer, a student checklist, and a rubric based on the Smarter Balanced Performance Task Scoring Rubrics.

The ending sections of the book include references for:

1. A shortened MLA (Modern Language Association) format for research
2. How to use quotations to cite evidence
3. A rubric for single paragraph responses
4. A list of transition words and phrases
5. A section of grammar and writing tips to maintain a formal style
6. Formatting an essay
7. Steps to avoid plagiarism
8. Steps to edit and revise an essay
9. A teacher feedback form
10. A student reflection page



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Public Hearing B

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

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PUBLIC HEARING NOTICE

The Pacific Grove Unified School District Governing Board will hold a public hearing on Thursday, January 21, 2016, pursuant to Education Code Section 60119 and 60422:

PUBLIC DISCLOSURE OF EDUCATOR EFFECTIVENESS FUNDING

&

COMMON CORE WRITING FOR ELA AND ACROSS CONTENT AREAS, GRADES 6TH THROUGH 8TH

The hearing will be held during the regular Board meeting, which begins at 7:00 p.m. at Community High School, located at 1004 David Avenue, Building A, in Pacific Grove.

Copies of the Common Core Writing for ELA and across Content Areas, Grades 6th through 8th for Middle School staff and students will be available for public viewing beginning Friday, January 15, 2016 through January 21, 2016.

For more information, please contact Ani Silva, Director of Curriculum and Special Projects at 831-646-6508.

Posted: January 15, 2016

SUBJECT: Common Core Writing for ELA and Across Content Areas, Grades 6th through 8th

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

RECOMMENDATION:

The Administration recommends that the Board review and approve the purchase of the Common Core Writing for ELA and across Content Areas, Grades 6th through 8th for Middle School staff and students.

BACKGROUND:

As a tradition at Pacific Grove Middle School, ELA teachers have enhanced the writing curriculum with teacher generated writing books in order to follow state standards and present common guidelines for teaching writing to all PGMS students. The English department at PGMS has been successfully piloting sections of *Common Core Writing for ELA and across Content Areas, Grades 6th through 8th* during the fall semester of the 2015-2016 school years as each Common Core writing type is taught.

In order to adhere to the Common Core Standards, maintain the consistent teaching practices of writing at PGMS, and to align with the high school, a review committee was formed. The committee consisted of PGMS ELA and content teachers, the PGMS principal, PGMS parents; two PGMS 8th grade students, PGHS ELA teachers, and administrators. The committee reviewed the book and filled out a form asking for specific feedback regarding the book and its use at the Middle School. Many sections of the book were adjusted and revised after consulting with the committee. The committee met on January 6, 2016 to decide on a recommendation for use of the book at the Middle School, and the committee recommended use of the book at PGMS at this meeting.

This book is meant as a quick guide to access the Common Core writing types of Informative/Explanatory, Argumentative, Narrative, and Short Research. Its purpose is to provide teachers and students with a reference to view the writing type standards across content areas compared to ELA (English Language Arts). An additional purpose of this book is to understand the Common Core features of each writing type and to evaluate student writing using guidelines designed from Smarter Balanced rubrics.

INFORMATION:

Common Core Writing for English Language Arts and across Content Areas Grades 6-8 by Diana Rookstool is a resource book for teachers and students. This guide contains explanations of the four main California Common Core State Standards writing text types: Informative/Explanatory, Argumentative, Narrative, and Short Research. Each section provides a description of the writing type, a comparison of the writing standards throughout 6th, 7th, and 8th grades for ELA and across content areas, a graphic organizer, a student checklist, and a rubric based on the Smarter Balanced Performance Task Scoring Rubrics.

Each writing type section includes:

1. A table showing how the 6th, 7th, and 8th grade Common Core writing standards for content areas compare to the Common Core ELA writing standards
2. An explanation of the writing type
3. A student graphic organizer for each the writing type
4. A student checklist for the success of the writing type
5. A teacher rubric similar to the Smarter Balanced rubric

The ending sections of the book include references for:

1. A shortened MLA (Modern Language Association) format for research
2. How to use quotations to cite evidence
3. A rubric for single paragraph responses
4. A list of transition words and phrases
5. A section of grammar and writing tips to maintain a formal style
6. Formatting an essay
7. Steps to avoid plagiarism
8. Steps to edit and revise an essay
9. A teacher feedback form
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FISCAL IMPACT:

\$9,645 for this school year. Annual costs would be approximately \$2000 for incoming 6th grade students.

Common Core Writing for English Language Arts and across Content Areas Grades 6-8

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SUBJECT: Approval of Measure A Education Technology Expenditures

PERSON RESPONSIBLE: Rick Miller, Assistant Superintendent for Business Services and Bruce Cates, Director of Technology

RECOMMENDATION:

The District Administration recommends that the Board review and approve Measure A Education Technology Bond expenditures.

BACKGROUND:

On November 4, 2014, the voters with the Pacific Grove Unified School District approved an \$18 million General Obligation Bond to be used for Education Technology. Each property may be charged a maximum of \$17.96 per \$100,000 of assessed valuation over 18 years. Measure A was approved by voters with 59.79% of the vote.

The bond measure will improve technology by:

- Increasing student access to computers.
- Upgrading educational software in every classroom.
- Implementing a multiyear, District-wide educational technology plan.
- Improving classroom and campus security systems.
- Installing student performance assessment software for statewide testing/learning requirements.

The bond funds will be released in six separate series, approximately \$3 million every three years, over a period of 18 years. The first issuance, Series A, was released in the 2014-15 fiscal year for \$2,328,234. As the assessed valuations of the properties within the District increase, the maximum allowable funding for each series will also increase.

INFORMATION:

Please see the attached spreadsheet which is a current list of Measure A expenditures that are awaiting Board approval. These costs are estimated and may vary slightly due to variations in tax and shipping costs. A second spreadsheet is also attached which is a list of items that have already been purchased from Measure A.

FISCAL IMPACT:

\$2,400 of equipment and software to be purchased from Fund 21

	Item	Request	Site(s)	Qty	Est. Cost Incl. Tax; S/H	Item Total
1	Desktop Computer (new reception position)	Added	DO	1	1,000	1,000
2	Laptop Computer replacement of dead CPU	Added	MS	1	1,400	1,400
						0
						0
						0
					TOTAL-->	2,400

Pacific Grove Unified School District

Measure A - Ed Tech Bond

Series A		2014-15	2015-16	2016-17	Total
Beginning Fund Balance		2,328,234	1,424,194	240,403	2,328,234
Measure A Expenditures:					
1	SRI & SMI Curriculum Scholastic	21,887			21,887
2	Projectors Compview	4,038	7,897		11,934
3	Tech supplies Grainger	559			559
4	Headsets for SBAC Insight	19,944	8,636		28,579
5	Microsoft Licenses SHI	41,872	37,786		79,658
6	Network Ports Cxtec	558	2,343		2,901
7	Fingerprint Scanner Biometrics	5,585			5,585
8	Replacement CPU Dell	1,516	4,384		5,901
9	Chromebooks HP-SHI	463,056	199,934		662,990
10	Chromebook Cabinets Datum & MCOE	50,839	31,594		82,434
11	Wifi Transmitters & Antennae Carousel	42,347	7,184		49,530
12	Chromebook security carts Portola	8,752			8,752
13	Computer replacements Dell	34,922	102,702		137,624
14	Student Union Equipment Trinity	5,283			5,283
15	License for Certify Certica	3,055	4,064		7,119
16	School Messenger Reliance	8,770			8,770
17	Ed Tech Survey DS&C	20,000			20,000
18	School Dude Software School Dude	9,424			9,424
19	Ed Tech Financial Advisor DS&C	146,514	356		146,869
20	Security Camera Project Trinity	15,120	248,134		263,254
21	Software YoYo		1,200		1,200
22	Servers Firefly		22,453		22,453
23	Read 180 Scholastic & Houghton Mifflin		33,441		33,441
24	Memory Upgrade Lifetime		610		610
25	Software Pixologic & Teachers Curriculum Associates		33,271		33,271
26	Graphing Calculators Bach		28,481		28,481
27	Robotics Lego		7,401		7,401
28	MS Math Think Through Learning		23,490		23,490
29	Curriculum Licenses & Training Curriculum Associates		30,544		30,544
30	Math 180 Houghton-Mifflin		121,796		121,796
31	Apple iMacs Apple		120,627		120,627
32	EL software Brain Pop & Burlington		8,570		8,570
33	MS Big Ideas Math Houghton-Mifflin		3,500		3,500
34	Apple Apps Apple		2,000		2,000
35	HS Foreign Language Vista		4,201		4,201
36	HS Media Tech Adafruit		660		660
37	Audio Devices Hearing & Communication		2,372		2,372
38	RD Bluetooth Speakers Costco		424		424
39	Read Naturally Read Naturally		3,998		3,998
40	Starfall Software Starfall		810		810
41	Launch Pad Licenses Class Link		13,736		13,736
42	Math site licenses McGraw Hill		900		900
43	Learning A-Z licenses Learning A-Z		4,437		4,437
44	Turnitin licenses Turnitin		6,153		6,153
45	Wireless Boards Trinity		7,360		7,360
46	Equipment Amazon		2,620		2,620
47	Equipment Kano Computing Limited		2,476		2,476

Series A			2014-15	2015-16	2016-17	Total
48	Equipment	Mio Global		9,701		9,701
49	Reading Counts!	Houghton-Mifflin		641		641
50	Equipment for CHS and Adult Ed	B&H Photo Video		2,377		2,377
51	Equipment for CHS	Davis Instruments		1,794		1,794
52	Equipment for Adult Ed	School Outfitters		618		618
53	Equipment for Middle School	Vernier		304		304
54	Printers and Misc Equipment	Office Depot		4,451		4,451
55	Type to Learn	Sunburst Digital		2,200		2,200
56	Software Licenses	Hula Networks		12,597		12,597
57	Biodex machine	Biodex Medical Systems		6,564		6,564
58						-
Total Expended			904,040	1,183,790	-	2,087,831
Ending Fund Balance			1,424,194	240,403	240,403	240,403

On November 4, 2014, the voters within the Pacific Grove Unified School District approved an \$18 million GO Bond, charging \$17.96 per \$100,000 of Assessed Valuation over 18 years. Measure A passed with 59.79% of the vote.

The bond measure will improve technology by:

- Increasing student access to computers, upgrading educational software in every classroom, implementing a multiyear District-wide educational technology plan, improving classroom and campus security systems, and installing student performance assessment software for statewide testing/learning requirements.

SUBJECT: First and/or Final Read: Board Policy Fragrance Free Workplace and Learning Environment

PERSON RESPONSIBLE: Billie Mankey, Director II, Human Resources

RECOMMENDATION:

The Administration recommends the Board review and approve the Board Policy Fragrance Free Workplace and Learning Environment as presented.

BACKGROUND/INFORMATION/DESCRIPTION:

This is a new Board Policy to support healthful air quality in the workplace and learning environment.

FUNDING:

No change.

Business and Noninstructional Operations**BP _____****Fragrance Free Workplace and Learning Environment**

Employees, students, and visitors to our school district may have sensitivity and/or allergic reactions to various fragrant products. Therefore, in-so-much as possible Pacific Grove Unified School District is a fragrance-free workplace. The Governing Board believes that the use of fragrance-free products helps create a safe and healthy workplace and learning environment. Fragrances from perfumes, lotions, air fresheners, candles and other personal care products that are not fragrance-free have been associated with adverse health effects including headaches, asthma, allergies, sinus problems, and skin rashes. The use of scented products has also been associated with difficulty in concentration, which can affect student learning. In order to promote the health and comfort of District students and staff, and to promote a healthy learning environment, the Governing Board establishes the following fragrance free policy to protect indoor air quality.

The use of air fresheners, candles, plug-ins, potpourri, and incense is prohibited in any District facility, including District owned vehicles.

The use of scented cleaning products other than those purchased by the District is prohibited for cleaning classrooms and District offices.

Employees should refrain from using and wearing personal care products that are perceptible and cause health problems to others. Personal care products include, but are not limited to, cologne, perfume, aftershave lotions, scented lotions, fragranced hair products, body sprays, scented deodorants, hand sanitizers and similar products.

SUBJECT: 2014-2015 Audit Report

PERSON RESPONSIBLE: Rick Miller, Assistant Superintendent for Business Services

RECOMMENDATION:

The District Administration recommends that the Board review and accept the audit report as presented.

BACKGROUND:

Under state law, each public school district is required to have an annual audit performed by an independent audit firm. Results of the audit are presented to the Board for acceptance and submittal to the County Office of Education and the California Department of Education for review.

INFORMATION:

The District's audit was performed by Vavrinek, Trine, Day and Company (VTD). Copies are provided to Board members and may be reviewed on the District website. A representative from the audit firm will be available at the Board meeting to respond to Board questions.

While the audit contains an extensive amount of information concerning the District's finances, some of the major points are:

- 1) Auditor's Opinion (page 3) - The most important part of the audit report is the auditor's opinion of the District's financial statements. In the first paragraph of page 3, the Auditor issues an unqualified opinion, where the auditor states, "In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position...of Pacific Grove Unified School District, as of June 30, 2015..."
- 2) Audit Findings (pages 92-94) - The audit report identifies no Financial Statement findings (see page 92), and no Federal Award findings (see page 93) for 2014-15.

There was one State Award finding regarding the Maintenance of Effort required for Adult Education (see page 94). The District was required to spend no less than the prior year. However, due to management staff turnover, expenditures for the Adult Education program in 2014-15 were \$44,387 less than the prior year. This requirement was for one year only and there was no penalty imposed for non-compliance.

- 3) Financial Trends and Analysis (page 77) - This schedule compares the financial information found in the audit report to information from prior years. The fund balance in the General Fund increased by \$298,871 over the past two years. The District will be able to meet the state requirement to have at least 3.0% in reserves. Enrollment has decreased by nine ADA over the past two years.

FISCAL IMPACT:

None.

SUBJECT: Review of Bus Ridership

PERSON RESPONSIBLE: Rick Miller, Assistant Superintendent for Business Services

RECOMMENDATION:

The District Administration recommends that the Board review the bus ridership information and provide direction if necessary.

BACKGROUND:

The District has provided bus transportation to and from school for several years. When ridership began declining in 2006-07 and 2007-08, the District reduced bus fees in order to attract more riders. While most families pay a fee per student, those families that qualify for the Free-and-Reduced-Meal program also qualify for free bus transportation. The District is currently running bus routes that provide transportation for both Regular and Special Education students.

This item was reviewed by the Board at the October 1, 2015 Board meeting. It was requested that bus fees be reviewed again once the First Interim Report was issued.

INFORMATION:

As of September, 2015, the District provides Regular Education transportation for 306 riders. The number of riders has increased since 2007-08 when there were only 144 riders, but has remained flat since 2011-12. Of the 306 riders in the current year, 118 riders (39%) receive free transportation due to qualifying for the Free-and-Reduced-Meals program.

The cost of the Transportation program is budgeted to be \$230,000 in 2015-16. The revenue that pays for the program comes from three sources:

- 1) The state provides Home-to-School Transportation revenue of \$105,000 (46%),
- 2) Transportation Fees collected from riders provides about \$16,000 (6%)
- 3) The General Fund Contribution provides \$110,000 (48%).

For comparison purposes, below are the transportation fees charged at Pacific Grove Unified School District, Carmel Unified School District, and Monterey Peninsula Unified School District.

	1 st Rider	2 nd Rider	3 rd Rider (or more)
1) PGUSD	\$100	\$ 50 (\$150)	Free (\$150)
2) CUSD	\$200	\$200 (\$400)	\$100 (\$500)
3) MPUSD	\$200	\$160 (\$360)	\$120 (\$480)

FISCAL IMPACT:

Options:

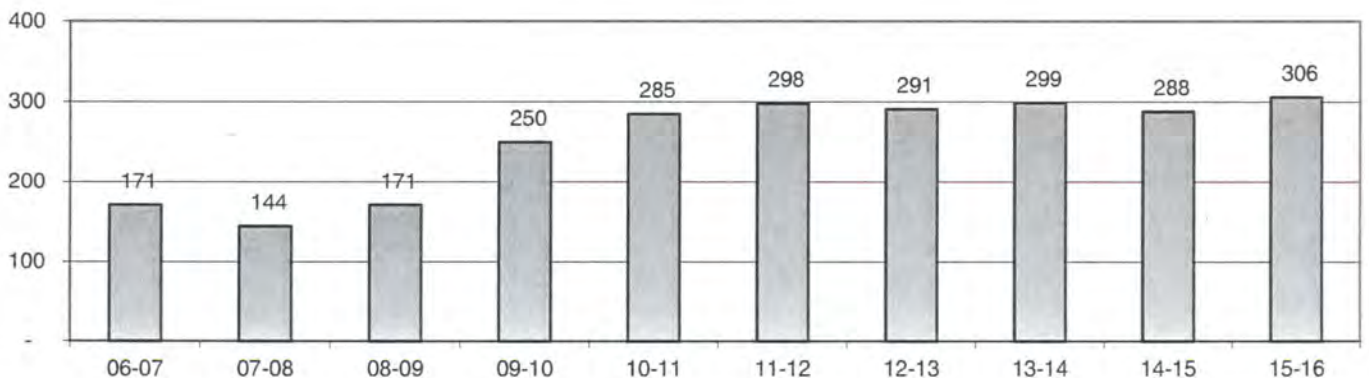
- 1) Maintain bus fees at \$100-\$50-Free – (no financial impact)
- 2) Reduce bus fees to \$75-\$50-Free – (loss of revenue of \$4,000)
- 3) Reduce bus fees to \$50-\$25-Free – (loss of revenue of \$8,000)
- 4) Eliminate bus fees altogether – (loss of revenue of \$16,000)

Pacific Grove Unified School District

Bus Ridership

	06-07 actual	07-08 actual	08-09 actual	09-10 actual	10-11 actual	11-12 actual	12-13 actual	13-14 actual	14-15 actual	15-16 actual
Forest Grove										
Del Monte Park			23	53	72	79	40	37	27	43
Pebble Beach			16	12	13	16	27	67	60	53
Beach Track			6	15	18	19	14	13	20	18
Total Forest Grove			45	80	103	114	81	117	107	114
Robert Down										
Del Monte Park			7	1	8	5	10	4	1	3
Pebble Beach				5	7	5	13	9	9	4
Beach Track			36	62	58	47	58	40	48	50
Total Robert Down			43	68	73	57	81	53	58	57
Middle School										
Del Monte Park			15	16	22	22	16	17	17	22
Pebble Beach			15	19	20	25	21	28	32	34
Beach Track			20	33	29	24	34	35	27	25
Total Middle School			50	68	71	71	71	80	76	81
High School										
Del Monte Park			1	1	5	8	7	2	3	6
Pebble Beach			9	14	7	14	17	12	12	12
Beach Track			23	19	26	34	34	35	32	36
Total High School			33	34	38	56	58	49	47	54
Total Ridership										
Del Monte Park			46	71	107	114	73	60	48	74
Pebble Beach			40	50	47	60	78	116	113	103
Beach Track			85	129	131	124	140	123	127	129
Total District	171	144	171	250	285	298	291	299	288	306
Change		(27)	27	79	35	13	(7)	8	(11)	18
Percent Change		-15.8%	18.8%	46.2%	14.0%	4.6%	-2.3%	2.7%	-3.7%	6.3%
Free Riders			71	105	122	135	105	139	122	118
percent of total			42%	42%	43%	45%	36%	46%	42%	39%

Bus Ridership



Pacific Grove Unified School District

Fund 1 - General Fund

		2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Budget	2016-17 Estimate	2017-18 Estimate
Beginning Fund Balance - Rest		68,054	11,164	9,233	318,582	269,777		
Beginning Fund Balance - Unre		4,789,783	4,418,268	3,377,908	3,220,119	3,416,235	4,569,484	4,784,065
Beginning Fund Balance		4,857,837	4,429,433	3,387,141	3,538,701	3,686,011	4,569,484	4,784,065
Revenues:								
LCFF Sources	8000	18,992,015	19,720,016	20,629,518	23,195,795	24,567,877	25,563,773	26,613,422
Federal Sources	8100	751,278	524,382	542,987	645,550	627,690	633,003	637,161
State Sources	8300	2,824,777	2,490,411	3,056,544	772,054	1,856,963	913,278	813,323
Local Sources	8600	1,473,621	1,520,750	1,584,081	1,406,262	1,075,808	1,025,808	1,025,808
Total Revenues		24,041,691	24,255,560	25,813,130	26,019,661	28,128,338	28,135,862	29,089,714
percent change		-3.0%	0.9%	6.4%	0.8%	8.1%	8.1%	3.4%
Expenditures:								
Certificated Salaries	1000	11,973,558	12,659,739	12,875,372	13,132,603	13,651,875	13,924,382	14,202,503
Classified Salaries	2000	3,960,209	4,216,422	4,586,236	4,674,971	4,672,884	4,757,805	4,844,424
Employee Benefits	3000	3,751,315	3,641,615	3,266,328	3,504,505	3,881,762	4,455,905	4,805,595
Books and Supplies	4000	1,036,377	1,081,470	967,149	901,729	1,668,172	1,420,911	1,428,015
Services and Other	5000	3,279,892	3,234,837	3,293,006	2,566,753	2,420,928	2,433,033	2,445,198
Capital Outlay	6000	4,114	4,113	16,643	42,806	42,529	42,529	42,529
Other Outgo	7000	289,806	288,310	545,782	954,598	829,590	829,590	829,590
Total Expenditures		24,295,271	25,126,506	25,550,516	25,777,964	27,167,739	27,864,155	28,597,854
percent change		4.7%	3.4%	1.7%	0.9%	5.4%	8.1%	2.6%
Surplus (Deficit)		(253,580)	(870,946)	262,613	241,697	960,598	271,707	491,859
Transfers In (Out)								
Fund 11 - Adult Education		(76,892)	(151,919)	(50,000)				
Fund 12 - Child Development				(2,437)		-		
Fund 13 - Cafeteria		(19,937)		(39,191)	(74,960)	(57,700)	(37,700)	(37,700)
Fund 14 - Deferred Maintenance								
Fund 20 - Postemployment B		(19,426)	(19,426)	(19,426)	(19,426)	(19,426)	(19,426)	(19,426)
Other		168						
Net Transfers In (Out)		(116,087)	(171,345)	(111,054)	(94,386)	(77,126)	(57,126)	(57,126)
Ending Fund Balance		4,488,171	3,387,141	3,538,700	3,686,012	4,569,484	4,784,065	5,218,798
Components of Ending Fund Balance								
a Nonspendable - Revolving		5,000	5,000	5,000	5,000	5,000	5,000	5,000
b Restricted (restricted carryov		50,061	9,233	359,587	269,777	444,405	50,000	50,000
c Committed - Prop 39					181,342			
d Assigned								
Prop Tax Reserve (0.50%)		95,474				109,018	113,923	119,050
Basic Aid Reserve (3.00%)						790,018	837,638	859,649
Sick Leave Incentive Reser		60,000	60,000	60,000	60,000	40,000	40,000	40,000
Deferred Maintenance Reserve						2,363,698	2,899,865	3,285,449
STRS Reserve thru 2020-21								
e 3% Resv for Econ Uncertain		750,392	758,936	769,847	776,171	817,346	837,638	859,649
Unassigned/Unappropriated		3,187,244	2,553,971	2,344,266	2,393,723			
subtotal Unrestricted Reserve		4,433,110	3,372,907	3,174,113	3,229,893	4,120,080	4,729,065	5,163,798
Undesignated Resv Percent		18.4%	13.3%	12.4%	12.5%	15.1%	16.9%	18.0%
Ending Fund Balance		4,488,171	3,387,141	3,538,700	3,686,012	4,569,484	4,784,065	5,218,798

SUBJECT: Board Calendar/Future Meetings

PERSON(S) RESPONSIBLE: Ralph Gómez Porras, Superintendent

RECOMMENDATION:

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

BACKGROUND:

The Board has approved Bylaw 9320, which states that regular Board meetings be held on the first and third Thursday of each month, from August through June. At the annual organizational meeting held in December, Trustees approves 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, 2015/16 School Year

Jan. 21	Regular Board Meeting ✓ Report on Governor's Budget Proposal ✓ Preliminary enrollment projection for 2016/17 ✓ Property Tax Update	Community High School (School Site Visit)
Feb. 4	Regular Board Meeting ✓ Budget projections and assumptions ✓ Possible personnel action presented as information ✓ Preliminary Review of Site Master Schedules	District Office
Mar. 3	Regular Board Meeting ✓ Second Interim Report ✓ Budget Revision #3 ✓ Possible personnel action (RIF) ✓ Open House schedules reviewed	District Office
Mar. 17	Regular Board Meeting ✓ Budget projections and assumptions ✓ Approve 2016/17 Board meeting calendar, Aug. – Dec. ✓ TRAN Resolution ✓ Williams/Valenzuela Uniform Complaint Report	District Office
Apr. 14	Regular Board Meeting ✓ Board Priorities for 2016/17 Instructional Program Design ✓ Review of Strategic plan and LCAP ✓ Begin Superintendent Evaluation ✓ California Day of the Teacher ✓ Week of the CSEA Employee	District Office
April 28	Regular Board Meeting ✓ Review of Site Master Schedules ✓ Review of Strategic plan and LCAP (as needed) ✓ Review of Facilities Depreciation Schedule	District Office
May 19	Regular Board Meeting ✓ Retiree Reception ✓ Review Bell Schedule for 2016/17 ✓ Identify Board member representatives for graduation ✓ Review Facility Use Fee Schedule ✓ LCAP Public Hearing ✓ Review Governor's revised budget ✓ Present 2016/17 Budget ✓ Public hearing on budget ✓ Year-end Budget Transfers Resolution ✓ Final Review of Site Master Schedules ✓ Williams/Valenzuela Uniform Complaint Report ✓ Budget Revisions #4 ✓ April Property Tax Review	District Office
June 2	Regular Board Meeting ✓ Adopt budget for 2016/17 ✓ Recommend approval of LCAP ✓ Complete Superintendent Evaluation	District Office
June 30	Regular Board Meeting ✓ Approval of contracts and purchase orders for 2016/17	District Office

SUBJECT: Review of Extracurricular Activities

PERSON RESPONSIBLE: Rick Miller, Assistant Superintendent for Business Services

RECOMMENDATION:

The District Administration recommends that the Board review and provide feedback on the funding of extracurricular activities.

BACKGROUND:

The District continues to provide several types of extracurricular activities for students. Some of these activities are funded through fundraisers and/or donations and are tracked in the Associated Student Body (ASB) accounting system. Other activities, such as the Music program, are funded from the General Fund.

INFORMATION:

A spreadsheet of the various clubs and groups will be distributed at the Board meeting.

FISCAL IMPACT:

This item is for discussion only.

SUBJECT: California Department of Education Incentive Grant

PERSON(S) RESPONSIBLE: Sean Keller, Pacific Grove High School Assistant Principal;
Matt Bell, Pacific Grove High School Principal

RECOMMENDATION:

The Administration recommends that the Board review and approve the application for the California Department of Education (CDE) Incentive Grant and concurrent directions for Career Technical Education (CTE) throughout Pacific Grove Unified School District (PGUSD).

BACKGROUND:

Career education has been a part of high school curriculum for a long time under the name of Regional Occupational Programs (ROP), but at PGHS the program has morphed into Career Technical Education (CTE). The program has always operated under the requirement that schools partner with each other as well as with the business community in order to offer students industry guided curriculum in a format that allowed students from regional schools to attend programs offered at other schools. Because of differing schedules and differing needs within the Monterey Peninsula schools, CTE programs have remained, for the most part, individualized for each district with minimal exchange of students. Additionally, programs were funded by the state through the consortium of local schools and were based on the number of students attending the courses. As this would have resulted in PGUSD funding being diverted to other schools, PGHS pulled out of the Mission Trails CTE consortium and has operated individual courses that were offered based on student interest rather than through partnerships and industry needs. Funding beyond teacher salaries, has been limited to a Perkins Grant of about \$12,000/year and course fees to pay for all materials. Currently CTE offerings at PGHS consist of three levels of computers, foods, digital arts and photography, four levels of art and one level of sports medicine. Under Common Core Curriculum and Every Child Succeeding, schools are now expected to show excellence in several areas, one of which is College and Career Readiness. To facilitate this, California has offered matching grants to districts to encourage not only stronger partnerships with local community colleges, but also to offer pathways in specific fields that lead directly to a career or to further specific study at local community colleges. These pathways are to have links from the feeding elementary and middle schools.

INFORMATION:

PGUSD has received preliminary approval of a matching grant totaling \$126,894 with the possibility of significant additional funding for an additional two years. This grant is conditional upon a satisfactory finalized application and superintendent approval. The submitted plan includes funding to Robert Down and Forest Grove Elementary schools, PGMS and a strengthened partnership with Community High School. The plan includes renaming several CTE classes to match State pathways, as well as some remodeling of curriculum. An additional course (Sports Medicine II) will be needed to create the Health Science and Medical Technology pathway. Additionally, support for two Career Technical Student Organizations (CTSO), SkillsUSA and Future Homemakers of America-Home Economics Related Occupations (FHA-HERO), will be needed to enhance industry partnerships, internships, mentoring and competitions for the high school and middle schools. PGUSD already meets the matching requirement of the grant and will be expected to continue to fund the current CTE staff. However, in order to fulfill the spirit of the application and revamping of the program, additional on-going funding will be needed to support the additional class, a director to oversee the program, and funding to create the Skills USA and FHA HERO programs.

FISCAL IMPACT:

\$40,000 ongoing beginning with the 2016-17 school year to fund an additional section and for a CTE director. An additional ongoing \$10,000 to begin during the 2019-20 school year to continue funding SkillsUSA and FHA-HERO programs previously funded by the grant.

SUBJECT: Review of the Governor's Budget Proposal for 2016-17

PERSON RESPONSIBLE: Rick Miller, Assistant Superintendent for Business Services

RECOMMENDATION:

District Administration recommends that the Board review the information provided regarding the Governor's Budget Proposal for 2016-17.

BACKGROUND:

Each January, the Governor issues his Governor's Budget Proposal which is the first official announcement of the state budget for the coming fiscal year. Then in May, the Governor's May Revision of the January Budget Proposal is issued which provides much more detail. School districts watch closely for the release of both these documents, and use them as the basis for developing their own district budgets, which must be adopted by June 30 each year.

INFORMATION:

Please see the attached summary of the Governor's Budget Proposal.

FISCAL IMPACT:

None.

Governor's January Budget Proposal 2016-17

Governor Jerry Brown has met his legal obligation to present his January Governor's Budget by January 10. In fact, the proposals were actually provided on January 7. In the not so distant past, we came to view the release of the Governor's Budget as a potentially stressful event because, for five consecutive years, this was the forum for the announcement of planned reductions to education funding. However, that all changed in 2013-14 when the state and national economies each staged a major reversal. The Budget for 2016-17 continues to reflect both stability for, and growth in, education funding.

School Services of California

Local Control Funding Formula (LCFF) – The implementation of the LCFF does not affect PGUSD, as we are almost entirely funded from local property taxes, and receive no funding based on the LCFF. School districts with property tax revenues that exceed the new formula's funding levels (Basic Aid districts) will continue to retain their local tax growth, and will receive a minimum state aid allocation of \$120 per student.

This is the fourth year of a seven-year phase in of the LCFF, which will be fully implemented by 2020-21. Because of the better than expected economy in California, the transition to the new funding formula to be 95% complete in 2016-17. The new formula eliminates the old Revenue Limit formula, along with its deficit factor, and instead allocates additional funding to school districts with significant percentages of English Language Learners and families that are included in a low socio-economic category. The Governor's 2016-17 budget proposal provides \$2.8 billion to implement the LCFF, resulting in enrollment-funded school districts receiving an additional 6.0% in funding next year.

Special Education – The Governor's budget offers no significant funding increases for special education programs and provides only a minimal 0.47% COLA (the COLA was 1.02% last year).

Adult Education – Adult Education will continue to be funded using the new funding formula which was implemented mid-year in 2015-16. This new method of funding Adult Education provided the PGUSD Adult Education program with \$1,136,000. In prior years, Adult Education was funded from a transfer in from the District's General Fund each year. This transfer averaged about \$580,000 each year.

Mandated Cost Reimbursement – The state has accrued a debt to PGUSD of \$1.2 million for unreimbursed mandated costs. The state is committed to paying back this debt completely by 2017-18. The good news is that the budget proposal for 2016-17 contains \$1.2 billion to be used for mandated cost reimbursements. This is one-time, discretionary funding that will pay down the debt owed to school districts. This is the second year that districts will receive a significant amount of discretionary debt payment. In 2015-16, PGUSD received \$1,134,000 towards their unpaid mandated costs.

Pupil Transportation – There are no changes proposed to the Pupil Transportation program. The funding continues to be an add-on to the LCFF and no COLA has been applied.

Career Technical Education – For K-12 schools, the Governor's Budget continues the planned \$300 million 2016-17 investment in the CTER Incentive Grant Program, established as part of the 2015-16 State Budget. The Governor's Budget Summary notes that for the initial 2015-16 school year, the California Department of Education has received nearly 400 applications representing more than 660 LEAs and 2.3 million students, with many applications from areas where drop-out and unemployment rates are higher than average. Current-year grants will be awarded this spring.

Prop 39 - The California Clean Energy Jobs Act (Prop 39) was approved by voters in 2012 to support energy efficiency. The Governor's Budget includes Proposition 39 funding that can be used by school districts to undertake energy efficient measures, including the construction of buildings that use less energy, purchasing energy efficient equipment, and undertaking renewable energy projects. PGUSD is expected to receive approximately \$100,000 per year over five years.

CalSTRS – The Governor's budget proposal notes that the California State Teacher's Retirement System (CalSTRS) faces a growing unfunded liability of \$80 billion and may exhaust its assets within 30 years. In 2013, CalSTRS presented a report to the Legislature with options for improving the funded status of retirement plans, which would require increases in the contributions from employees, employers, and the state. Employer costs for retirement benefits for both CalSTRS and CalPERS are projected to nearly double over the next several years. The Budget Proposal does not address these cost increases, so the District will be paying these increased costs from the unrestricted General Fund.

Next Steps - The Governor's budget proposal marks the beginning of the budget cycle. Between now and May, when the Governor's May Revision is issued, the Legislature will have much to say about this budget proposal, and more information will be released. The next report to the PGUSD Board will be made in May once the May Revision has been released. We are looking forward to important pieces of legislation, foremost being the repealing the portions of Senate Bill 858 that restricts local school district reserves.

Note: This information is provided by many sources including: School Services of California, ACSA, CASBO and the Monterey County Office of Education.

SUBJECT: Review of District Enrollment Projections for 2016-17

PERSON RESPONSIBLE: Rick Miller, Assistant Superintendent for Business Services

RECOMMENDATION:

The Administration recommends that the Board review the attached Enrollment projections.

BACKGROUND:

One of the first steps in the budgeting process is to estimate the number of students expected to be enrolled at each grade level. Once the number of students is projected, the District can then identify certificated staffing needs based upon changes in enrollment.

INFORMATION:

Utilizing actual enrollment data, student enrollment for 2016-17 is projected using a five-year weighted average formula. The formula takes the current cohort at each grade level and adjusts it up or down, by using the average historical change over the last five years.

Observations for 2016-17:

- 1) Forest Grove enrollment is expected to be 477 students, which is an increase of 7 students. Forest Grove is expected to have a large 2nd grade class of 84 students. There are no recommendations for staffing changes at Forest Grove.
- 2) Robert Down enrollment is expected to be 477 students, which is an increase of 5 students. Robert Down is expected to have a large 2nd grade class of 85 students and a large 4th grade class of 89 students. There are no recommendations for staffing changes at Robert Down.
- 3) Middle School enrollment is expected to be 517 students, which is an increase of 5 students. This year's large 6th grade class of 188 students will become a large 7th grade class of 198 students in 2016-17.
- 4) High School enrollment is expected to be 616 students, which is an increase of 3 students. High School enrollment is estimated by moving the 8th Graders from the Middle School (160) into 9th Grade, and graduating out the 12th Graders (147).
- 5) Overall, district enrollment is expected to be 2,103 students, which is an increase of 20 students.

Enrollment and Staffing reports will be brought before the Board again in April.

See attached spreadsheets for more detail on class sizes and staffing.

FISCAL IMPACT:

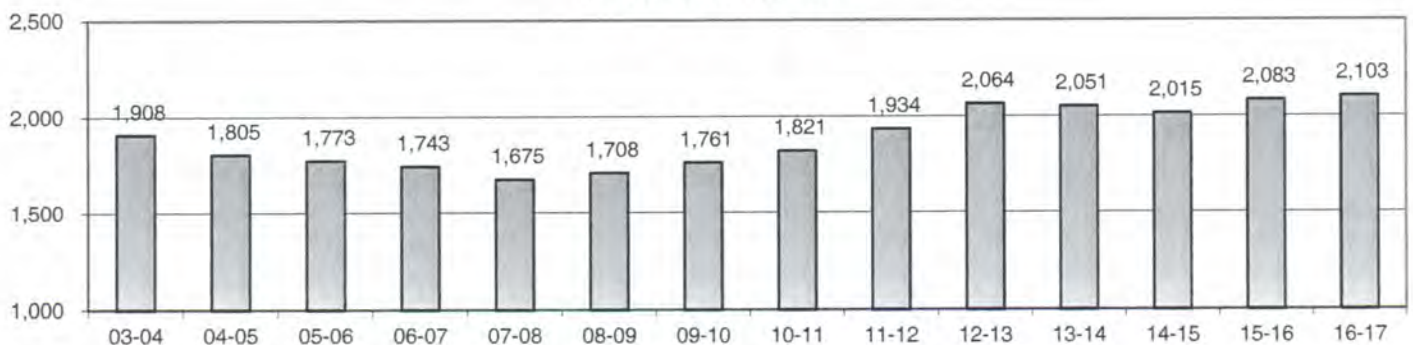
Changes in enrollment have no impact on revenues because the District receives its funding primarily from property taxes. However, changes in enrollment will result in changes to Site Allocations, Certificated staffing, and any other budgets that receive funding based on enrollment.

Pacific Grove Unified School District

Enrollment - CBEDS

5-year weighted average	2009-10 actual		2010-11 actual		2011-12 actual		2012-13 actual		2013-14 actual		2014-15 actual		2015-16 actual		2016-17 estimate	
	CBEDS	%	CBEDS	%	CBEDS	%	CBEDS	%	CBEDS	%	CBEDS	%	CBEDS	%	CBEDS	%
Forest Grove																
TK									22		27		26		26	
K	65		72		78		74		64		78		78		78	
1	60	-9.1%	70	7.7%	72	0.0%	77	-1.3%	68	-8.1%	64	0.0%	82	5.1%	78	-0.3%
2	66	-1.5%	68	13.3%	77	10.0%	78	8.3%	71	-7.8%	69	1.5%	66	3.1%	84	2.0%
3	63	12.5%	71	7.6%	80	17.6%	81	5.2%	67	-14.1%	69	-2.8%	70	1.4%	66	-0.5%
4	66	26.9%	67	6.3%	80	12.7%	86	7.5%	89	9.9%	75	11.9%	71	2.9%	76	8.2%
5	64	1.6%	70	6.1%	75	11.9%	93	16.3%	77	-10.5%	78	-12.4%	77	2.7%	70	-0.8%
Total	384		418		462		489		458		460		470		477	
change	17	4.6%	34	8.9%	44	10.5%	27	5.8%	(31)	-6.3%	2	0.4%	10	2.2%	7	1.5%
Robert Down																
K	55		74		86		88		70		76		68		68	
1	63	1.6%	71	29.1%	80	8.1%	86	0.0%	91	3.4%	72	2.9%	83	9.2%	71	5.0%
2	69	15.0%	66	4.8%	79	11.3%	84	5.0%	90	4.7%	79	-13.2%	79	9.7%	85	2.4%
3	65	8.3%	70	1.4%	76	15.2%	81	2.5%	72	-14.3%	85	-5.6%	87	10.1%	80	0.7%
4	63	10.5%	61	-6.2%	72	2.9%	78	2.6%	87	7.4%	72	0.0%	86	1.2%	89	2.5%
5	58	11.5%	66	4.8%	62	1.6%	71	-1.4%	77	-1.3%	84	-3.4%	69	-4.2%	84	-2.4%
Total	373		408		455		488		487		468		472		477	
change	24	6.9%	35	9.4%	47	11.5%	33	7.3%	(1)	-0.2%	(19)	-3.9%	4	0.9%	5	1.1%
Middle School																
6	131	8.3%	126	3.3%	150	10.3%	150	9.5%	174	6.1%	153	-0.6%	188	16.0%	158	8.3%
7	133	7.3%	144	9.9%	148	17.5%	162	8.0%	162	8.0%	163	-6.3%	164	7.2%	198	5.1%
8	142	1.4%	138	3.8%	152	5.6%	157	6.1%	148	-8.6%	156	-3.7%	160	-1.8%	161	-1.7%
Total	406	4.6%	408	0.5%	450	10.3%	469	4.2%	484	3.2%	472	-2.5%	512	8.5%	517	1.0%
change	18	4.6%	2	0.5%	42	10.3%	19	4.2%	15	3.2%	(12)	-2.5%	40	8.5%	5	1.0%
High School																
9	150	21.0%	150	5.6%	146	5.8%	173	13.8%	153	-2.5%	160	8.1%	164	5.1%	169	5.7%
10	152	4.8%	137	-8.7%	151	0.7%	155	6.2%	167	-3.5%	151	-1.3%	155	-3.1%	162	-1.0%
11	145	-3.3%	132	-13.2%	128	-6.6%	153	1.3%	140	-9.7%	151	-9.6%	147	-2.6%	146	-5.6%
12	131	-8.4%	141	-2.8%	125	-5.3%	116	-9.4%	135	-11.8%	134	-4.3%	147	-2.6%	138	-6.2%
Total	578		560		550		597		595		596		613		616	
change	(7)	-1.2%	(18)	-3.1%	(10)	-1.8%	47	8.5%	(2)	-0.3%	1	0.2%	17	2.9%	3	0.5%
CHS	20		27		17		21		27		19		16		16	
District	1,761		1,821		1,934		2,064		2,051		2,015		2,083		2,103	
change	53	3.1%	60	3.4%	113	6.2%	130	6.7%	(13)	-0.6%	(36)	-1.8%	68	3.4%	20	1.0%

Enrollment - CBEDS



Pacific Grove Unified School District

Enrollment - 2015-16

		Apr	May	Jun	Jul	8/5	Aug	Sep	CBEDS	Nov	Dec	Jan	Feb	Mar	Apr	May
Forest Grove						1st Day										
TK	1.00	14	20	22	24	27	28	26	26	26	26					
10RD 16F		14.0	20.0	22.0	24.0	27.0	28.0	26.0	26.0	26.0	26.0	-	-	-	-	-
K	3.00	41	60	66	76	74	74	78	78	78	78					
sped=0		13.7	20.0	22.0	25.3	24.7	24.7	26.0	26.0	26.0	26.0	-	-	-	-	-
1	4.00	76	74	78	83	82	79	81	81	81	79					
sped=1		19.0	18.5	19.5	20.8	20.5	19.8	20.3	20.3	20.3	19.8	-	-	-	-	-
2	3.00	56	56	58	61	62	63	61	61	61	61					
sped=5		18.7	18.7	19.3	20.3	20.7	21.0	20.3	20.3	20.3	20.3	-	-	-	-	-
3	3.00	65	65	67	69	68	65	67	67	69	69					
sped=3		21.7	21.7	22.3	23.0	22.7	21.7	22.3	22.3	23.0	23.0	-	-	-	-	-
4	3.00	68	69	67	70	67	69	69	69	67	65					
sped=2		22.7	23.0	22.3	23.3	22.3	23.0	23.0	23.0	22.3	21.7	-	-	-	-	-
5	3.00	71	72	73	77	79	74	73	73	75	75					
sped=4		23.7	24.0	24.3	25.7	26.3	24.7	24.3	24.3	25.0	25.0	-	-	-	-	-
Total	20.00	391	416	431	460	459	452	455	455	457	453	-	-	-	-	-
Class Size		19.6	20.8	21.6	23.0	23.0	22.6	22.8	22.8	22.9	22.7	-	-	-	-	-
SE	2.00	12	12	12	14	15	16	15	15	15	15					
Robert Down																
K	3.00	32	44	52	64	71	69	68	68	69	69					
		10.7	14.7	17.3	21.3	23.7	23.0	22.7	22.7	23.0	23.0	-	-	-	-	-
1	4.00	78	78	77	84	84	82	83	83	85	85					
		19.5	19.5	19.3	21.0	21.0	20.5	20.8	20.8	21.3	21.3	-	-	-	-	-
2	3.00	71	72	74	76	77	77	78	79	79	80					
		23.7	24.0	24.7	25.3	25.7	25.7	26.0	26.3	26.3	26.7	-	-	-	-	-
3	3.00	82	80	82	87	87	85	87	87	87	87					
		27.3	26.7	27.3	29.0	29.0	28.3	29.0	29.0	29.0	29.0	-	-	-	-	-
4	4.00	77	80	83	88	90	86	86	86	84	85					
		19.3	20.0	20.8	22.0	22.5	21.5	21.5	21.5	21.0	21.3	-	-	-	-	-
5	3.00	68	69	68	69	70	67	69	69	69	68					
		22.7	23.0	22.7	23.0	23.3	22.3	23.0	23.0	23.0	22.7	-	-	-	-	-
Total	20.00	408	423	436	468	479	466	471	472	473	474	-	-	-	-	-
Class Size		20.4	21.2	21.8	23.4	24.0	23.3	23.6	23.6	23.7	23.7	-	-	-	-	-
Middle School																
6		159	160	160	185	186	187	188	188	186	186					
7		153	153	153	165	161	164	164	164	162	162					
8		157	163	163	165	160	161	160	160	159	159					
Total	25.16	469	476	476	515	507	512	512	512	507	507	-	-	-	-	-
Class Size		18.6	18.9	18.9	20.5	20.2	20.3	20.3	20.3	20.2	20.2	-	-	-	-	-
High School																
9		157	156	156	172	165	163	164	164	162	162					
10		151	151	151	158	157	156	155	155	153	153					
11		149	149	149	149	149	150	147	147	145	144					
12		140	140	140	142	140	145	147	147	146	146					
Total	32.60	597	596	596	621	611	614	613	613	606	605	-	-	-	-	-
Class Size		18.3	18.3	18.3	19.0	18.7	18.8	18.8	18.8	18.6	18.6	-	-	-	-	-
Community High School																
Total CHS		18	18	18	17	17	16	16	16	16	16					
Total District		1,895	1,941	1,969	2,095	2,088	2,076	2,082	2,083	2,074	2,070	-	-	-	-	-
Prior Year		102	153	1,893	2,038	2,041	2,019	2,018	2,015	2,016	2,005	2,015	2,012	2,009	2,004	2,001
Change		1,793	1,788	76	57	47	57	64	68	58	65	(2,015)	(2,012)	(2,009)	(2,004)	(2,001)

SUBJECT: Review of December Property Tax Revenue for 2015-16

PERSON RESPONSIBLE: Rick Miller, Assistant Superintendent for Business Services

RECOMMENDATION:

Administration recommends that the Board review the year-to-date receipts of Property Tax Revenue.

BACKGROUND:

Property Tax revenues are received in various amounts throughout the year, but the majority of receipts occur in the months of December and April as homeowners pay their property tax bills. The budget for property tax revenues should be reviewed following the December and April receipts of property tax revenues from the County Assessor's Office. When the actual amounts are known, they can be compared to budgeted amounts and the District Budget can be revised if necessary.

INFORMATION:

Budgeted:

Last year (2014-15), actual property tax revenue received by the District was \$21,005,314, which was an increase of \$722,293 (3.56%). For the current year, the District is budgeting \$21,803,531, which is an increase of \$798,217 (3.80%) over the prior year's actuals.

Year-to-Date Receipts:

For the current year, actual property tax receipts **through December** are \$12,537,599. When this amount is compared to receipts through December from a year ago of \$12,527,599, we show an increase of \$453,038 (3.75%).

YEAR-TO-DATE	ACTUALS	CHANGE
Dec 2009-10	\$10,574,851	decrease of \$127,058 (-1.19%)
Dec 2010-11	\$10,703,836	increase of \$128,985 (1.22%)
Dec 2011-12	\$10,694,939	decrease of \$ 8,897 (-0.08%)
Dec 2012-13	\$10,959,537	increase of \$264,598 (2.47%)
Dec 2013-14	\$11,385,033	increase of \$425,496 (3.88%)
Dec 2014-15	\$12,074,561	increase of \$689,528 (6.06%)
Dec 2015-16	\$12,527,599	increase of \$453,038 (3.75%)

See attached history of Property Tax Revenue for more detail.

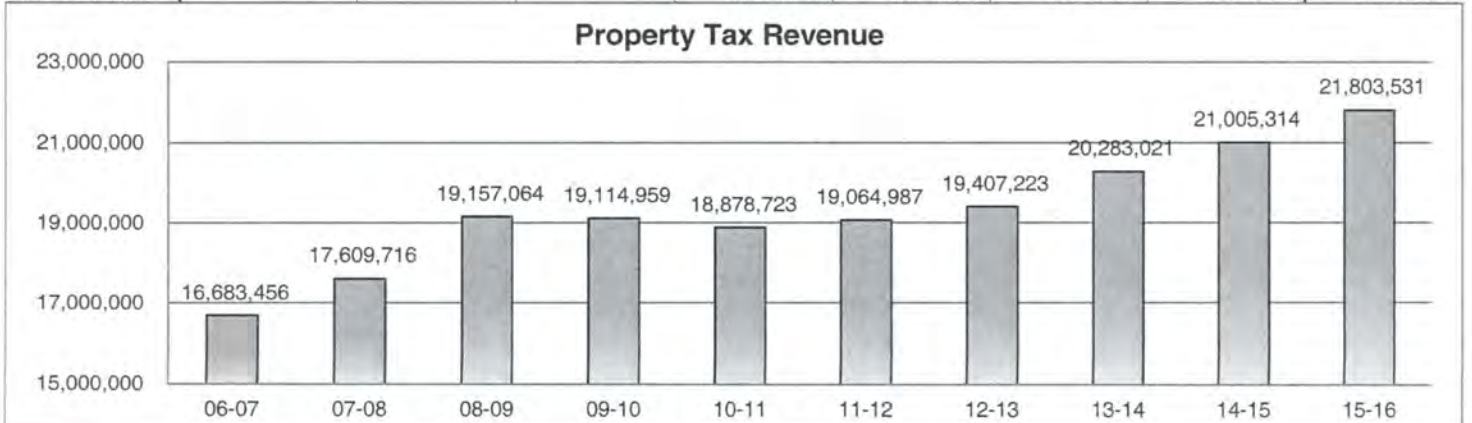
When we start developing the budget for next year, we will have year-to-date receipts through April that will be used as a basis for budget preparation. This usually represents about 98% of all Property Tax receipts, and provides a good basis for making budget estimates.

FISCAL IMPACT:

This agenda item is for review only.

Property Tax Revenue

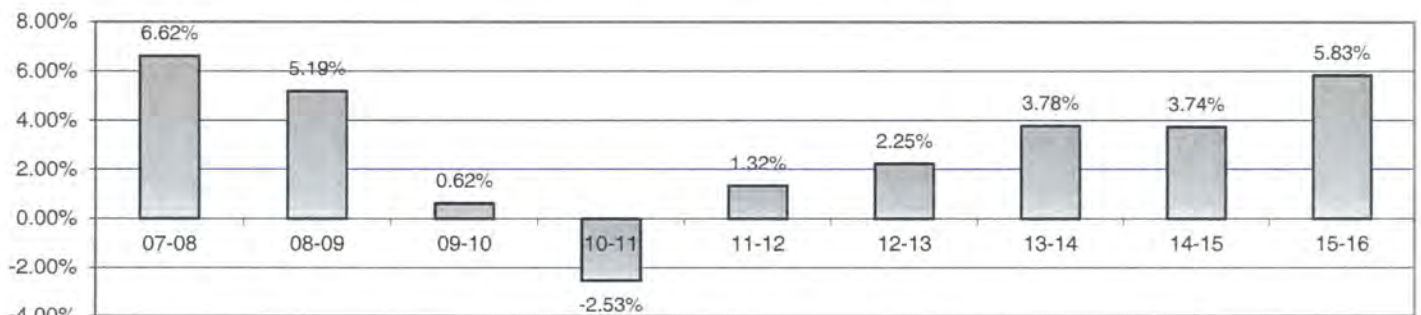
	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16
	actual	actual	actual	actual	actual	actual	actual	act/est
July	180,371			122,225	-	-	-	-
Year-to-Date	180,371	-	-	122,225	-	-	-	-
August		175,899	159,786		-	-	-	-
Year-to-Date	180,371	175,899	159,786	122,225	-	-	-	-
September	262,271	238,782	237,217	186,941	31,323	73,572	68,361	75,436
Year-to-Date	442,642	414,681	397,003	309,167	31,323	73,572	68,361	75,436
October					94,193	-	-	768,510
Year-to-Date	442,642	414,681	397,003	309,167	125,516	73,572	68,361	843,946
November	203,410		144,363	87,757	779,423	759,221	48,234	49,334
Year-to-Date	646,052	414,681	541,366	396,924	904,939	832,793	116,595	893,280
December	10,055,857	10,160,169	10,162,470	10,298,015	10,054,597	10,552,240	11,957,966	11,634,319
Year-to-Date	10,701,909	10,574,851	10,703,836	10,694,939	10,959,537	11,385,033	12,074,561	12,527,599
Inc (Dec)	1,069,734	(127,058)	128,985	(8,897)	264,597	425,496	689,528	453,038
percent change	11.11%	-1.19%	1.22%	-0.08%	2.47%	3.88%	6.06%	3.75%
January	288,065		311,742	235,324	162,549	350,363	209,642	217,745
Year-to-Date	10,989,973	10,574,851	11,015,578	10,930,263	11,122,086	11,735,396	12,284,203	12,745,344
February	394,697	654,685	394,126	445,020	492,852	512,416	532,513	553,095
Year-to-Date	11,384,670	11,229,535	11,409,704	11,375,283	11,614,938	12,247,812	12,816,716	13,298,438
March	312,206	263,506	320,773	404,979	375,214	409,741	414,021	430,023
Year-to-Date	11,696,876	11,493,042	11,730,477	11,780,263	11,990,152	12,657,553	13,230,737	13,728,461
April	7,004,255	7,113,982	6,683,790	6,686,251	6,941,147	7,152,350	7,278,329	7,559,641
Year-to-Date	18,701,131	18,607,024	18,414,267	18,466,514	18,931,299	19,809,903	20,509,066	21,288,103
Inc (Dec)	1,479,812	(94,107)	(192,757)	52,247	464,785	878,604	699,164	779,036
percent change	8.59%	-0.50%	-1.04%	0.28%	2.52%	4.64%	3.53%	3.80%
May	210,166	322,597	255,549	203,386	219,514	253,210	77,114	80,094
Year-to-Date	18,911,297	18,929,621	18,669,816	18,669,900	19,150,812	20,063,112	20,586,180	21,368,197
June	245,767	185,338	208,907	395,087	256,411	219,909	419,134	435,334
Year-to-Date	19,157,064	19,114,959	18,878,723	19,064,987	19,407,223	20,283,021	21,005,314	21,803,531
Total	19,157,064	19,114,959	18,878,723	19,064,987	19,407,223	20,283,021	21,005,314	21,803,531
Inc (Dec)	1,547,348	(42,105)	(236,236)	186,264	342,236	875,798	722,293	798,217
percent change	8.79%	-0.22%	-1.24%	0.99%	1.80%	4.51%	3.56%	3.80%
Assessed Val	4,046,836,757	4,072,592,073	3,969,517,234	4,023,644,675	4,113,459,805	4,269,800,918	4,428,931,578	4,687,490,298
AV Change %	5.19%	0.64%	-2.53%	1.36%	2.23%	3.80%	3.73%	5.84%
LCFF Amount				9,715,037	10,354,893	14,141,215	15,303,368	16,352,868
State Aid						2,449,727	2,452,008	2,452,008
into Basic Aid				9,349,950	9,052,330	8,591,533	8,153,954	7,902,671



Assessed Valuation

Tax District		2009-10 actual	2010-11 actual	2011-12 actual	2012-13 actual	2013-14 actual	2014-15 actual	2015-16 actual
PG 004-000	AV	2,057,901,347	2,117,719,618	2,124,226,230	2,188,146,284	2,263,184,792	2,354,721,699	2,483,755,318
	Rate	0.471707	0.471707	0.471707	0.471707	0.471707	0.471707	0.471707
	Tax	9,707,265	9,989,432	10,020,124	10,321,639	10,675,601	11,107,387	11,716,048
	Change	886	282,167	30,692	301,515	353,962	431,786	608,661
Parcels 7,408								
PG 004-001	AV	-	139,605	140,655	143,465	146,331	146,993	149,929
	Rate	0.475908	0.475908	0.475908	0.475908	0.475908	0.475908	0.475908
	Tax	-	664	669	683	696	700	714
	Change	-	664	5	13	14	3	14
Parcels 2								
PG 004-002	AV	351,247,339	344,648,642	333,672,187	335,488,048	337,539,457	354,478,410	378,060,283
	Rate	0.471707	0.471707	0.471707	0.471707	0.471707	0.471707	0.471707
	Tax	1,656,858	1,625,732	1,573,955	1,582,521	1,592,197	1,672,099	1,783,337
	Change	(28,203)	(31,127)	(51,777)	8,566	9,677	79,902	111,237
Parcels 1,151								
PG 004-004	AV	12,882,767	11,898,223	10,880,006	13,782,291	13,879,673	15,697,243	15,957,006
	Rate	0.471707	0.471707	0.471707	0.471707	0.471707	0.471707	0.471707
	Tax	60,769	56,125	51,322	65,012	65,471	74,045	75,270
	Change	1,102	(4,644)	(4,803)	13,690	459	8,574	1,225
Parcels 31								
PG 004-005	AV	203,290	233,510	223,380	228,730	212,140	210,640	194,910
	Rate	0.569710	0.569710	0.569710	0.569710	0.569710	0.569710	0.569710
	Tax	1,158	1,330	1,273	1,303	1,209	1,200	1,110
	Change	(130)	172	(58)	30	(95)	(9)	(90)
Parcels 10								
PG 004-006	AV	78,262,394	860,528	-	-	-	-	-
	Rate	0.480849	0.480849	0.480849	0.480849	0.480849	0.480849	0.480849
	Tax	-	-	-	-	-	-	-
	Change	-	-	-	-	-	-	-
Parcels -								
PB 102-001	AV	1,569,963,070	1,492,026,100	1,552,607,843	1,573,600,645	1,652,780,310	1,701,639,870	1,807,374,077
	Rate	0.453536	0.453536	0.453536	0.453536	0.453536	0.453536	0.453536
	Tax	7,120,348	6,766,875	7,041,636	7,136,845	7,495,954	7,717,549	8,197,092
	Change	131,356	(353,472)	274,760	95,210	359,108	221,596	479,543
Parcels 1,797								
PB 102-003	AV	2,131,866	1,991,008	1,894,374	2,070,342	2,058,215	2,036,723	1,998,775
	Rate	0.453536	0.453536	0.453536	0.453536	0.453536	0.453536	0.453536
	Tax	9,669	9,030	8,592	9,390	9,335	9,237	9,065
	Change	132	(639)	(438)	798	(55)	(97)	(172)
Parcels 1								
Totals	AV	4,072,592,073	3,969,517,234	4,023,644,675	4,113,459,805	4,269,800,918	4,428,931,578	4,687,490,298
	Tax	18,932,390	18,453,326	18,697,570	19,117,393	19,840,463	20,582,218	21,782,636
	Change	116,413	(479,064)	244,244	419,823	723,070	741,755	1,200,418
	Chg %	0.62%	-2.53%	1.32%	2.25%	3.78%	3.74%	5.83%
Parcels 10,400								

Percent Change in Assessed Valuation



SUBJECT: Pacific Grove Unified School District Suspension Report

PERSON(S) RESPONSIBLE: Barbara Martinez, District Safety Director

RECOMMENDATION:

The administration requests that the board review suspension data from district schools for 2014-15 to the present (December 2015). Suspension data has been disaggregated by the following indicators: Ed. Code section 48900, site, gender, grade, and year.

INFORMATION:

Information only.

FISCAL IMPACT:

None.

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 January 21, 2016 Regular Board Meeting:

Summer Site Construction Plans- February 4
Landscape Master Plan- February 4
Parent Technology Education Training Options