

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

Trustees

John Thibreau, President

John Paff, Clerk

Debbie Crandell

Bill Phillips

Brian Swanson

Rachel Biggio, Student Rep

DATE: Thursday, April 28, 2016

TIME: 5:30 p.m. Closed Session
7:00 p.m. Open Session

LOCATION: District Office - Jessie Bray Conference Room
435 Hillcrest Avenue
Pacific Grove, CA 93950

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

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

AGENDA AND ORDER OF BUSINESS

I. OPENING BUSINESS

- A. Call to Order
- 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]
4. Continue Superintendent Evaluation

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]
4. Continue Superintendent Evaluation

B. Pledge of Allegiance

IV. PRESENTATION

Student ROV Team will present to the Board of Education.

V. PRESENTATION

The Student Oceanography Club will present to the Board of Education.

VI. RECOGNITION

Nancy Meyers with SELPA will present Linda Vrijenhoek with the Educator of the Year (2015) award.

VII. COMMUNICATIONS

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

VIII. 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.

IX. 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 or received as recommended.*

- | | Page |
|--|------|
| A. <u>Minutes of April 14, 2016 Board Meeting</u> | 7 |
| Recommendation: (Ralph Gómez Porras, Superintendent) Approval of minutes as presented. | |
| B. <u>Certificated Assignment Order #13</u> | 12 |
| Recommendation: (Billie Mankey, Director of Human Resources) The administration recommends adoption of Certificated Assignment Order #13. | |
| C. <u>Classified Assignment Order #12</u> | 14 |
| Recommendation: (Billie Mankey, Director of Human Resources) The administration recommends adoption of Classified Assignment Order #12. | |
| D. <u>Acceptance of Donations</u> | 16 |
| 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> | 17 |
| Recommendation: (Rick Miller, Assistant Superintendent) The Administration recommends that the Board approve or receive the request as presented. | |
| F. <u>Special Education Para-Professional Position for the Transition Program</u> | 24 |
| Recommendation: (Clare Davies, Director of Student Services) The Administration recommends that the Board review and approve an additional para-professional position for the Transition Program. | |
| G. <u>Contract for Kate Gallaway, Math Specialist for the Elementary Grades</u> | 25 |
| Recommendation: (Ani Silva, Director of Curriculum and Special Projects) The Administration recommends that the Board review and approve the contract with Kate Gallaway, Math Specialist for the Elementary grades for 2016-2017. | |

- H. Contract for Services with Belli Architectural Group 29
Recommendation: (Barbara Martinez, Pacific Grove Adult School Principal) The Administration recommends that the Board review and approve the contract for services with Belli Architectural Group for the design of a licensed day care facility at Pacific Grove Adult School.

Move: _____ Second: _____ Vote: _____

X. PUBLIC HEARING AND ACTION/DISCUSSION- ITEM A

- A. Public Hearing for Tentative Agreement with Pacific Grove Teacher's Association (PGTA) 32
Recommendation: (Rick Miller, Assistant Superintendent) The Administration recommends that the Board hold a public hearing for the Tentative Agreement between the Pacific Grove Unified School District and the Pacific Grove Teacher's Association (PGTA).

Open Public Hearing: _____ Close Public Hearing: _____

- A. Approval of Tentative Agreement with Pacific Grove Teacher's Association (PGTA) 36
Recommendation: (Rick Miller, Assistant Superintendent) The Administration recommends that the Board review and approve the Tentative Agreement between the Pacific Grove Unified School District and the Pacific Grove Teacher's Association (PGTA).

Move: _____ Second: _____ Vote: _____

XI. PUBLIC HEARING IV AND ACTION/DISCUSSION - ITEM B

- B. Public Hearing for Tentative Agreement with California School Employees Association (CSEA) 38
Recommendation: (Rick Miller, Assistant Superintendent) The Administration recommends that the Board hold a public hearing for the Tentative Agreement between the Pacific Grove Unified School District and the California School Employees Association (CSEA).

Open Public Hearing: _____ Close Public Hearing: _____

- B. Approval of Tentative Agreement with California School Employees Association (CSEA) 42
Recommendation: (Rick Miller, Assistant Superintendent) The Administration recommends that the Board review and approve the Tentative Agreement between the Pacific Grove Unified School District and the California School Employees Association (CSEA).

Move: _____ Second: _____ Vote: _____

XII. ACTION/DISCUSSION

- C. Approval of Tentative Agreement with Confidential Team 44
Recommendation: (Rick Miller, Assistant Superintendent) The Administration recommends that the Board review and approve the agreement between the Pacific Grove Unified School District and the PGUSD Confidential Team.

Move: _____ Second: _____ Vote: _____

- D. Approval of Tentative Agreement with Management Team 46
Recommendation: (Rick Miller, Assistant Superintendent) The Administration recommends that the Board review and approve the Tentative Agreement between the Pacific Grove Unified School District and the PGUSD Management Team.

Move: _____ Second: _____ Vote: _____

- E. “National Teacher Appreciation Week” and “California Day of the Teacher” 48
Resolution No. 975
Recommendation: (Billie Mankey, Director of Human Resources) The Administration recommends that the Board review and adopt Resolution No. 975 proclaiming the week of May 2, 2016 through May 6, 2016 as “National Teacher Appreciation Week” and specifically Wednesday, May 11, 2016 as “California Day of the Teacher” (EC 37222)

Move: _____ Second: _____ Roll Call Vote: _____

Trustees: Thibeau ____ Paff ____ Crandell ____ Phillips ____ Swanson ____

- F. Classified School Employee Week - Resolution No. 976 50
Recommendation: (Billie Mankey, Director of Human Resources) The Administration recommends that the Board review and adopt Resolution No. 976 proclaiming May 15 – 21, 2016 as “Classified School Employee Week.”

Move: _____ Second: _____ Roll Call Vote: _____

Trustees: Thibeau ____ Paff ____ Crandell ____ Phillips ____ Swanson ____

- G. Approval of Measure A Education Technology Expenditures 52
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: _____

- H. Board Calendar/Future Meetings 56
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: _____

XIII. INFORMATION/DISCUSSION

- A. Presentation of the California Healthy Kids Survey 2014-2015 59
Recommendation: (Ani Silva) Janie Lawrence, Middle School Counselor and Kristin Paris, High School Counselor will be presenting results of the California Healthy Kids Survey along with recommendations.

Board Direction: _____

- B. Extended School Year for Students presently in the Robert Down Monterey County Office of Education Class 60

Recommendation: (Clare Davies, Director of Student Services) The Administration recommends that the Board discuss creating a summer class for the students served in the Monterey County Office of Education (MCOE) Robert Down classroom.

Board Direction: _____

- C. Facilities Project Update 61

Recommendation: (Matt Kelly, Director of Facilities and Transportation) The Administration recommends that the Board review and provide feedback on ongoing and upcoming facilities projects.

Board Direction: _____

- D. Future Agenda Items 63

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.

Parent Technology Education Training Options

Board Direction: _____

XIV. ADJOURNMENT

Next regular meeting: May 19, 2016 – District Office

PACIFIC GROVE UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION
Minutes of Regular Meeting of April 14 – District Office

I. OPENED BUSINESS

- A. Called to Order 5:31 p.m.
- B. Roll Call
- | | |
|-------------------------|---------------------------------|
| President: | Trustee Thibeau |
| Clerk: | Trustee Paff |
| Trustees Present: | 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

MOTION Phillips/Crandell to adopt agenda as presented.

Public comment: none

Motion CARRIED 5 – 0

II. CLOSED SESSION

A. Identified Closed Session Topics

1. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for 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. Report to Board Assistant Superintendent Evaluation
5. Begin Superintendent Evaluation

B. Public comment on Closed Session Topics

The Board requested public keep comments to 20 minutes, limiting comments to three minutes per individual comment.

The following people spoke regarding Closed Session Item 3:

Lisa Pietrkowski-Thomas, read a letter on behalf of former student Lexi Lani

Rick Weichert read a letter on behalf of his daughter Lauren

Jane Weichert
Jessica Natale
Vada Courtney read a letter on behalf of her daughter, Vicki
Dianna Vucina
Peter Fernandez
Elliott Booker
Steve Thomas

The Board moved to allow the public to finish their comments, exceeding the 20 minute limitation.

MOTION Paff/Crandell to allow public comment to continue.

Public comment: none

Motion CARRIED 5 – 0

After public comment, the Board noted that many letters had been received regarding the Employee Discipline/Dismissal/Release/Complaint item, that the voices of public comment had been heard, and that the District is following Board policies and that no actions are being taken by Administration that does not follow Board policy.

C. Adjourned to Closed Session 6:04 p.m.

III. RECONVENED IN OPEN SESSION 7:20 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 discussed this item.
2. Negotiations - Collective Bargaining Session preparation with the CSEA for 2015/16
3. Employee Discipline/Dismissal/Release/Complaint (1 case) [Government Code § 54957]
The Board discussed this item. No action taken.
4. Report to Board Assistant Superintendent Evaluation
5. Begin Superintendent Evaluation

Trustee Thibeau read the limitations for public comment to the public, then opened the floor to public comment a second time. No additional public comment.
The Board was unable to complete the items in closed session and would adjourn to closed session at the end of open session.

B. Pledge of Allegiance Led By: Trustee Swanson

IV. RECOGNITION

The Board recognized PG Pride for their services to Pacific Grove Unified School District. Valerie Tingley accepted the award on behalf of PG Pride, speaking about the many fundraisers and events that contribute to the success of PG Pride and its impact on PGUSD.

Trustee Phillips noted PG Pride is a part of the community, thanked all the volunteers for all they do.

Trustee Paff thanked PG Pride and all the fun.

Superintendent Porras echoed sentiments, thanked PG Pride for their support for the classrooms.

V. COMMUNICATIONS

A. Written Communication

Board received letters regarding the closed session Item 3.

B. Board Member Comments

Student Representative Biggio updated the Board on the events and activities at PG High School.

Trustee Crandell noted the amazing VAPA week at PG High School, thanked the students and staff, and also thanked the audience for attending the meeting tonight.

Trustee Paff enjoyed the production of Les Miserables at PG High School.

Trustee Thibeau acknowledged the incredible art programs at PGUSD, noting the impact it made on his children, thanked the staff and students and extended his appreciation to the District for supporting the arts programs.

C. Superintendent Report

Superintendent Porras congratulated the three recent open houses- Robert Down Elementary, PG Middle School and PG High School. Porras thanked all the staff, noting they were amazing open houses and a great service to our parents and students.

Porras also thanked all bargaining units for completing negotiations, saying it was a great year and great conversations.

Porras updated the Board on the Impact of Social Media events, the collaboration between PGUSD, Carmel Unified and Monterey Peninsula Unified, and acknowledged the leadership of District Safety Director Barbara Martinez for her role in keeping our students safe.

D. PGUSD Staff Comments (Non Agenda Items)

PG High School Principal Matt Bell noted VAPA, Student Voices, and all the involvement in VAPA.

Robert Down Elementary Principal Linda Williams acknowledged that Robert Down turned 125 years old, opening on April 13, 1891. Williams also noted the retirements of Gary Williams, Marge Faulkner and Linda Jones, all of whom will be missed. Finally, Williams announced that Robert Down is the recipient of the Golden Ribbon Award for exemplary schools.

Adult School and Community High School Principal Barbara Martinez invited the Board to the Spring Fling on April 30, and provided the Board an update on safety, noting how great it is for districts to come together for social media, digital etiquette, and asked parents to keep a watchful eye on their children.

Forest Grove Elementary Principal Buck Roggeman, as former PG Middle School Principal, acknowledged the retirement on John Casas and recognized his years of service to the District.

VI. INDIVIDUALS DESIRING TO ADDRESS THE BOARD

Steve Thomas congratulated Robert Down on their recent award, the retirees, and then asked the Board for clarification on the closed session Item 3. Trustee Thibeau reiterated that no action was taken.

VII. CONSENT AGENDA

- A. Minutes of March 17, 2016 Board Meeting
- B. Certificated Assignment Order #12
- C. Classified Assignment Order #11
- D. Out of County or Overnight Activities
- E. Warrant Schedule No. 570

MOTION Swanson/Phillips to approve consent agenda as presented.

Public comment: none

Motion CARRIED 5 – 0

IX. ACTION/DISCUSSION

- A. Approval of Measure A Education Technology Expenditures

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

Public comment: none

Motion CARRIED 5 – 0

- B. Board Calendar/Future Meetings

MOTION Phillips/Crandell to approve the Board meeting calendar.

Public comment: none

Motion CARRIED 5 – 0

X. INFORMATION/DISCUSSION

- A. Facilities Project Update

Director of Maintenance and Operations Matt Kelly updated the Board on the major projects happening in PGUSD. The Board discussed these projects. The Board gave direction to Administration ensuring the focus always be student safety first and foremost.

- B. Facilities Depreciation Review

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

C. Future Agenda Items

Special Education Summer Program- April 28
Student Oceanography Club- April 28
Parent Technology Education Training Options

XI. CLOSED SESSION

A. Adjourned to Closed Session 8:45 p.m.

XII. RECONVENED IN OPEN SESSION 10:06 p.m.

A. Reported action taken in Closed Session:

1. Negotiations – Collective Bargaining Session preparation with the PGTA for 2015/16
The Board discussed this item and gave direction to Administration.
2. Negotiations - Collective Bargaining Session preparation with the CSEA for 2015/16
The Board discussed this item and gave direction to Administration.
3. Employee Discipline/Dismissal/Release/Complaint (1 case) [Government Code § 54957]
The Board discussed this item and gave direction to Administration. No action taken.
4. Report to Board Assistant Superintendent Evaluation
The Board heard a report on this item.
5. Begin Superintendent Evaluation
The Board began the Superintendent's evaluation.

XII. ADJOURNED 10:07 p.m.

Approved and submitted:

Dr. Ralph Gómez Porras
Secretary to the Board

SUBJECT: Certificated Assignment Order #13

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

RECOMMENDATION:

The administration recommends adoption of Certificated Assignment Order #13

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. 13
April 28, 2016**

VOLUNTARY REASSIGNMENT/TRANSFER:

Kilene Brosseau, Special Education Teacher, voluntarily transfers from PGHS to RDE, effective 2016-17 school year (new program/previously an MCOE program)

Christina Renteria, RDE, from 1st Grade to Kindergarten, 1.0 FTE, effective August 9, 2016 (replaces retiree Gary Williams)

TEMPORARY CHANGE OF ASSIGNMENT:

Juliana Dacuyan, from RDE 1st Grade Teacher, 1.0 FTE to Elementary Teacher on Special Assignment (TOSA) Educational Technology, 1.0 FTE effective August 9, 2016 (new position)

ADDITIONAL ASSIGNMENT:

Analysis and Presentation of the Healthy Kids Survey, \$400 annual stipend, effective April 20, 2016

Janie Lawrence
Kristen Paris

2016 Summer School, temporary teaching positions, paid per hour, per time sheet at the PGTA hourly instructional rate, dependent upon sufficient enrollment, effective May 31, 2016 through June 24, 2016 and in addition 1 equivalent day of initial prep for all teachers and one additional afternoon session during the summer program for special education.

Instructor	Course Title	Total Hours
Nicki Klevan	Kindergarten	3.75 hrs./day
Kathy Hannas	1 st Grade	3.75hrs./day
Julie Kelly	2 nd Grade	3.75 hrs./day
David Jones	3 rd Grade	3.75 hrs./day
Shannon McCarty	4th Grade	3.75 hrs./day
Lauralea Gaona	5 th Grade	3.75 hrs./day
Brad Woodyard	PGHS/MS Credit Recovery	3.75 hrs./day
Danielle Hartnett	K-5 Special Ed Resource	4.5 hrs./day
Katherine Wheeler	MS/HS Special Ed Resource	4.5 hrs./day
Erin Homani	Preschool Special Ed	4.5 hrs./day
Danielle Hartnett	Primary SDC/RSP	4.5 hrs./day
Nick Lackey/Renate Griffin	Intermediary SDC/RSP	4.5 hrs./day
Lorraine Gonzales	Transitional	4.5 hrs./day

REQUEST FOR LONG TERM PERSONAL LEAVE OF ABSENCE:

Maryn Sanchez, requests a long term personal leave of absence for the 2016-17 school year, returning at the beginning of the 2017-18 school year.

RESIGNATION:

Stacia Fletcher, RDE 2nd Grade Teacher, resigns effective May 27, 2016

SUBJECT: Classified Assignment Order #12

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

RECOMMENDATION:

The administration recommends adoption of Classified Assignment Order #12.

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. 12
April 28, 2016**

SHORT-TERM, TEMPORARY ASSIGNMENT:**SUMMER SCHOOL APPOINTMENT, May 31, 2016-June 24 2016 only:**

Employee	Position	Hours/Days	Range	Step
Sue Ellzey	Instructional Assistant	3.25 hrs./day	30	F
Adrienne Taylor	Instructional Assistant	3.25 hrs./day	30	F
Marisa Tegerdal/Rodriguez	Instructional Assistant	3.25 hrs./day	30	D
Sylvia Mah	Instructional Assistant	3.25 hrs./day	30	F
Ashley Hunter	Instructional Assistant	3.25 hrs./day	30	A
Bonnie Pieper	Instructional Assistant, SPED	4 hrs./day	31	D
Monique Barr	Instructional Assistant, SPED	4 hrs./day	31	F
Laurie Weddington	Instructional Assistant, SPED	4 hrs./day	31	F
Evelyn Franco	Instructional Assistant, SPED	4 hrs./day	31	F
Fernando Hernandez	Instructional Assistant, SPED	4 hrs./day	37	F
Roderick Cabalza	Instructional Assistant, SPED	4 hrs./day	37	E
Maria Bellen Sicaire	Instructional Assistant, SPED	4 hrs./day	37	D
Christine Gruber	Secretary	4.25 hrs./day	35	F

VOLUNTARY TRANSFER:

Genelle Longueira, RDE Food Service I, 1.25 hrs./day/180 day work calendar, voluntarily transfers to PGHS Food Service I, 1.25 hrs./day/180 day work calendar, effective April 7, 2016

RESIGNATION:

Joanne Nolan-Stewart, PGAS Clerk III, resigns effective May 27, 2016

RETIREMENT:

Linda Radley, FGE Noon Duty Supervisor and RDE BASRP Recreation Attendant, retires effective May 27, 2016 after 27 years of successful employment with the Pacific Grove Unified School District

Suzie Garcia, FGE Instructional Assistant (Special Education), retires effective May 27, 2016 after 8.5 years of successful employment with the Pacific Grove Unified School District

SUBSTITUTE:

Janet Bingham, Food Service

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

Wells Fargo	\$ 75 (undesignated)
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Robert H. Down Elementary School

Whole Kids Foundation	\$2,000 (garden)
K. Tadlock	60 (Perkins)
Target	500 (field trips)
Savemart	93.03 (undesignated)
RHD PTA	500 (Laura Rivera Grant)
RHD PTA	241.39 (J. Dacuyan)

Pacific Grove Middle School

None

Pacific Grove High School

National Restaurant Association/Balesteri	\$3,793 (culinary arts)
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Pacific Grove Community High School

Target	\$ 46.11 (undesignated)
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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>
May 3 Ames NASA Naval Air Station, Moffett Field Mountain View, CA	Grade 5 Uppman Classroom Mock Space Shuttle launch	Auto	undesignated	undesignated
May 14 Great America Theme Park Santa Clara, CA	PGMS Chorus Students Music in the Parks Festival	Charter	\$2800	Music Boosters Club
May 20 UC Davis Mondavi Ctr. Davis, CA	PGMS Instrumental Music Students CMEA All State Festival	Charter	\$5,575	Students/District Funds

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

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

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

JSF
Date of Activity 5/3/16 Day of Activity Tuesday
Place of Activity Ames NASA, Naval Air Station, Moffett Field, Mountain View, Ca.
School Quinn Grade Level 5 94525
School Departure Time 12:30 AM ☒ PM ☐
Pickup Time From Place of Activity 1:00 AM ☐ PM ☒
Name of Employee Accompanying Students Kat Upman
Number of Adults 5 Number of Students 22
Class or Club 5th Grade, Room 10
Description of Activity Participate in a mock space shuttle launch, explore physics in space
Education Objective Astronomy science standards - gravity, planetary bodies
List All Stops Ames NASA
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 (12)

(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 _____

(Employee's Signature (Employee accompanying students on activity))

Date 8-19-15 4.11.16

7. Recommend Approval _____

Principal's Signature

Date 8-19-15

Transportation Department/District Office Use Only

Bus(s) () Available () Not Available

Date Received _____

Cost Estimate \$ _____

Approved By _____

Date _____

Approved By _____

Transportation Supervisor

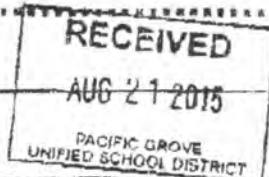
Date 8/21/15

Date of Board Approval _____

Assistant Superintendent

April 28, 2016

Updated 7/24/14



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

FAXED
M 5/4/16

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-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 May 14, 2016 Day of Activity Saturday
Place of Activity Great America, Santa Clara
School PG Middle Grade Level 6-8
School Departure Time 8:00 AM 9 AM 7 PM
Pickup Time From Place of Activity 7 AM 7 PM
Name of Employee Accompanying Students Desma Johnson
Number of Adults 5 Number of Students 50
Class or Club Chorus
Description of Activity Music in the Parks Festival
Education Objective Adjudication, Performance, Observation
List All Stops Milpitas High School and Great America
Means of Transportation: () 84 Passenger (X) 72 Passenger () 48 Passenger () 18 Passenger
() Charter () Auto* () Walk () Other**

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

1. NOTE: Board Regulation 3541.1 Requirements Will Be Complied With When Using Private Autos (Teachers Initials)
2. If using vans, you MUST list who the drivers are. _____
3. Cost of Activity \$ \$2800 → Music Boosters
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 Desma Johnson Date 3/22/16
Employee's Signature AND Printed Name (Employee accompanying students on activity)
7. Recommend Approval [Signature] Date 3/22/16
Principal's Signature

Transportation Department/District Office Use Only

Bus(s) () Available () Not Available Date Received 4/4/16
Cost Estimate \$ 1070.50
Approved By [Signature] Date 4/4/16
Approved By [Signature] Date 4/7/16
Assistant Superintendent
Date of Board Approval April 28, 2016 Updated 12/15/15

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

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

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

Date of Activity 5/20/16 Day of Activity Friday

Place of Activity UC Davis Mondavi Center

School PGMS Symphonic Band Grade Level 6, 7, 8

School Departure Time 7:45 AM ☒ PM ☐

Pickup Time From Place of Activity 3:15 AM ☐ PM ☒

Name of Employee Accompanying Students Barbara Priest

Number of Adults 7 Number of Students 69

Class or Club PGMS Instrumental Music: Symphonic Band

Description of Activity CMEA ALL STATE Festival - Performance

Education Objective Adjudicated Performance; Curriculum Assessment

List All Stops UC Davis Mondavi Theater

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 * BP

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

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

3. Cost of Activity \$ 475

4. Cost of Transportation \$ _____

Total Cost (Activity + Transportation) \$ _____

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

6. Requested By Barbara Priest Date _____
Employee's Signature (Employee accompanying students on activity)

7. Recommend Approval AP Date 2-2-16
Principal's Signature

Transportation Department/District Office Use Only

Bus(s) ☒ Available (☐) Not Available Date Received 2/4/16

Cost Estimate \$ 5100.00

Approved By SM Date 2/4/16 / 4/13/16

Approved By IM Date 4/19/16

Date of Board Approval April 28, 2016

Updated 7/24/14



DISCOVERY
11020 COMMERCIAL PARKWAY
CASTROVILLE, CA 95012
831-633-2877 831-633-7113 FAX

04/12/16 1:40pm

CHARTER ORDER CONFIRMATION

PAGE 1

Charter Number: 082944 IN

Charter Date: 05/20/16 FRI

Confirmation Date: 04/30/16

Customer Number: PACIFICG01
PACIFIC GROVE UNIF SCHL DIST.
TRANSPORTATION DEPT.
435 HILLCREST AVE.
PACIFIC GROVE 93950
Contact: LISA STACKS
Group: PGMS TO UC DAVIS

Home Phone: 831-372-7955
Work Phone: 831-646-6643

P.O. Number:

Remarks:
Drivers Requested:
Bus Type: D 25 PAX MINI BUS

Salesperson: RICH DORR
Number of Passengers: 25
Number of Buses: 1

----- L E A V E -----				*----- A R R I V E -----*			
CITY	ST	DATE	TIME	CITY	ST	DATE	TIME
PACIFIC GROVE	CA	05/20/16	7.45	DAVIS	CA		
DAVIS	CA			PACIFIC GROVE	CA	05/20/16	19.15

----- P I C K U P I N F O R M A T I O N -----

PACIFIC GROVE MIDDLE SCHOOL * 835 FOREST AVE * PACIFIC GROVE

----- D E S T I N A T I O N I N F O R M A T I O N -----

UC DAVIS MONDAVI THEATRE * ONE SHIELDS AVE * DAVIS, CA

----- I T I N E R A R Y -----

CLIENT RESPONSIBLE FOR ANY BRIDGE TOLLS AND/OR PARKING FEES

Charter Grand Total	2200.00
Payments Received	.00
Balance Due	2200.00

ADDITIONAL TERMS & CONDITIONS

CANCELLATION FEE IF NOT CANCELLED 7 DAYS PRIOR TO DEPARTURE-\$100.00
CANCELLATION FEE INCREASES AS DEPARTURE DATE APPROACHES
CANCELLATION AT SPOT LOCATION--FULL AMOUNT OF CHARTER TRIP
CHARTERING PARTY AND/OR CHARTERING AGENT RESPONSIBLE FOR ALL DAMAGES

\$100.00 DEPOSIT PER BUS DUE 10 DAYS AFTER RECEIPT OF CONFIRMATION
REMAINING BALANCE DUE 10 DAYS PRIOR TO DEPARTURE
MAKE CHECKS PAYABLE TO: DISCOVERY
CHARTER GRAND TOTAL SUBJECT TO CHANGE IF ANY TRIP INFORMATION CHANGES
PLEASE VERIFY & SIGN CONFIRMATION AND RETURN TO DISCOVERY

SIGNATURE _____ DATE _____

THANK YOU FOR USING DISCOVERY!

REVISED

DISCOVERY
11020 COMMERCIAL PARKWAY
CASTROVILLE, CA 95012
831-633-2877 831-633-7113 FAX

04/12/16 1:40pm

CHARTER ORDER CONFIRMATION

PAGE 1

Charter Number: 082997 IN

Charter Date: 05/20/16 FRI

Confirmation Date: 04/30/16

Customer Number: PACIFICG01
PACIFIC GROVE UNIF SCHL DIST.
TRANSPORTATION DEPT.
435 HILLCREST AVE.
PACIFIC GROVE 93950
Contact: LISA STACKS
Group: PGMS TO UC DAVIS

Home Phone: 831-372-7955
Work Phone: 831-646-6643

P.O. Number:

Remarks:

Drivers Requested:

Bus Type: R MCI 56 PAX

Salesperson: RICH DORR

Number of Passengers: 56

Number of Buses: 1

----- L E A V E -----				*----- A R R I V E -----*			
CITY	ST	DATE	TIME	CITY	ST	DATE	TIME
PACIFIC GROVE	CA	05/20/16	7.45	DAVIS	CA		
DAVIS	CA			PACIFIC GROVE	CA	05/20/16	19.15

----- P I C K U P I N F O R M A T I O N -----

PACIFIC GROVE MIDDLE SCHOOL * 835 FOREST AVE * PACIFIC GROVE

----- D E S T I N A T I O N I N F O R M A T I O N -----

UC DAVIS MONDAVI THEATRE * ONE SHIELDS AVE * DAVIS, CA

----- I T I N E R A R Y -----

CLIENT RESPONSIBLE FOR ANY BRIDGE TOLLS AND/OR PARKING FEES

Charter Grand Total	2900.00
Payments Received	.00
Balance Due	2900.00

ADDITIONAL TERMS & CONDITIONS

CANCELLATION FEE IF NOT CANCELLED 7 DAYS PRIOR TO DEPARTURE-\$100.00
CANCELLATION FEE INCREASES AS DEPARTURE DATE APPROACHES
CANCELLATION AT SPOT LOCATION--FULL AMOUNT OF CHARTER TRIP
CHARTERING PARTY AND/OR CHARTERING AGENT RESPONSIBLE FOR ALL DAMAGES

\$100.00 DEPOSIT PER BUS DUE 10 DAYS AFTER RECEIPT OF CONFIRMATION
REMAINING BALANCE DUE 10 DAYS PRIOR TO DEPARTURE
MAKE CHECKS PAYABLE TO: DISCOVERY
CHARTER GRAND TOTAL SUBJECT TO CHANGE IF ANY TRIP INFORMATION CHANGES
PLEASE VERIFY & SIGN CONFIRMATION AND RETURN TO DISCOVERY

SIGNATURE _____ DATE _____

THANK YOU FOR USING DISCOVERY!

SUBJECT: Special Education Para-Professional Position for the Transition Program

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

RECOMMENDATION:

The Administration recommends that the Board review and approve an additional para-professional position for the Transition Program.

BACKGROUND:

Students with disabilities enrolled in the PGUSD Transition Program require the support of para-professionals to assist with mobility, navigation, self-help care, personal hygiene, safety, behavioral coaching and limit setting. The Program presently has two PGUSD para-professionals and 4 Central Coast para-professionals (1 funded by Carmel USD). Only the two PGUSD para-professionals are authorized to drive the school district vans.

INFORMATION:

We are requesting to shift the funding from one Central Coast para-professional position to creating another school district para-professional position.

1. The program would benefit from having another district para-professional that is authorized to drive the school district vans.
2. The program has four female students who need assistance with personal care and the program would benefit from hiring a district para-professional to support their needs.
3. The student who is supported by the Central Coast Health Aide is aging out of the program which provides the funds to create an additional district para-professional position.

FISCAL IMPACT:

The cost of the Central Coast para-professional is \$45,722 and the cost of a school district para-professional on average is \$43,441 including benefits and the proposed 15/16 and 16/17 salary increases. The fiscal impact would be relatively cost neutral.

SUBJECT: Contract for Kate Gallaway, Math Specialist for the Elementary Grades

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

RECOMMENDATION:

The Administration recommends that the Board review and approve the contract with Kate Gallaway, Math Specialist, for the Elementary grades for 2016-2017.

BACKGROUND:

The adoption of the new California Math standards in 2010 radically changed how students learn and experience math. The new standards call for a student's conceptual understanding of math concepts in addition to procedural fluency and its application to real world scenarios to demonstrate mastery. The new standards call for a shift in everyday classroom experiences with the integration of the eight mathematical practices:

- Make sense of problems and persevere in solving them
- Reason abstractly and quantitatively
- Construct viable arguments and critique the reasoning of others
- Model with mathematics
- Use appropriate tools strategically
- Attend to precision
- Look for and make use of structure
- Look for and express regularity in repeated reasoning

Since the adoption of the new math standards, we have purchased curriculum in grades TK-5, My Math, aligned to the standards. Although teachers have received professional development in using the new math program, there has been no focus on math instruction. As a matter of fact, in the last three years the district wide focus for professional development has been English Language Arts, due to its impact on students across all content areas.

The time has come, at the elementary level, to shift the focus to math instruction in an effort to support student learning with a targeted, focused approach. Elementary teachers need to be supported as they develop the instructional practices necessary for student learning that is required for common core. Teachers need to have someone who will support and serve as a resource to identify power standards, analyze student areas of growth, assist in the development of formative assessments, model lessons for small group instruction, and support teachers with additional resources to teach math concepts in multiple ways. Last year, our district math coach supported grades 12-6th. We feel the Elementary teacher also needs this support.

INFORMATION:

Kate Gallaway is a highly effective math specialist with 20 years of experience working with teachers, administrators, students and parents ensuring that all students are successful in learning mathematics. In her roles as university professor and district math coach she is an innovator in

providing research based tools to differentiate instruction. Kate was the math coach for Carmel Unified School district for 8 years and has worked with numerous other schools both locally and around the country. In addition she is the published author of four teacher resource books on differentiated instruction and leads teacher professional development around the country. This experience will enable Kate to be highly effective in supporting our district goals and needs in mathematics instruction. Kate will provide a variety of strategies to support teachers and strengthen math instruction. This may include model lessons demonstrating best practices such as small groups. Kate will also work with teachers on analyzing data and student work. In addition, she will provide both curriculum and Common Core support, specifically on the eight mathematical practices. Kate Gallaway will be contracted to work one day a week throughout the school year. She will spend one half day at Robert Down and another half day at Forest Grove each week.

FISCAL IMPACT:

\$15,720.

PACIFIC GROVE UNIFIED SCHOOL DISTRICT

**435 Hillcrest Avenue
Pacific Grove, CA 93950**

CONTRACT FOR SERVICES

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

1. Scope of Service:

To provide: Math Coaching at Forest Grove and Robert Down. This may include model lessons, curriculum support, Common Core support, differentiated math instruction, best practice instructional strategies (i.e. small groups), and supporting teachers in analyzing data.

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

Elementary school teachers will have additional support and guidance in the area of math, improving instruction and student learning.

3. Length of the Contract:

Service is to be provided on the following date(s): The 2016-17 school year.

4. Financial Consideration:

Consultant to be paid at the rate of:

\$60.00 per hour for 262 for a total of \$15,720.00.

School Funding Source: General Fund

Account Code: 01-0000-0-1110-1000-1100-00-1000-0001

Consultant: KATE GALLAWAY

Address: 3382 Lazzaro Drive Carmel, Ca 93923

Signed _____ Date _____

☐ District Employee ☒ Independent Consultant

Signed _____ Date _____

Site/Program Administrator (Check appropriate box below)

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

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

Signed _____ Date _____

Director of Human Resources

Signed _____ Date _____

Assistant Superintendent

ALL SIGNATURES MUST BE OBTAINED BEFORE SERVICES ARE PROVIDED.

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

Contract for Services Criteria

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

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

District/Site Administrator

Date

Ref: Contract for Services Criteria

Revised 02/15

SUBJECT: Contract for Services with Belli Architectural Group

PERSON(S) RESPONSIBLE: Barbara Martinez, Pacific Grove Adult School Principal

RECOMMENDATION:

The Administration recommends that the Board review and approve the contract for services with Belli Architectural Group for the design of a licensed day care facility at Pacific Grove Adult School.

BACKGROUND:

The Adult Education Regional Plan, developed by the Adult Education Regional Consortium of the Monterey Peninsula, has identified childcare as a high priority need in the surrounding community and for students who attend Pacific Grove Adult School.

INFORMATION:

In 2015, the Regional Consortium of the Monterey Peninsula received an Adult Education Grant in the amount of \$720,000 and of that amount; \$292,575 was allocated to fill the gaps identified in the regional plan. Pacific Grove Adult Education has allocated \$100,000 of those funds to design and implement a licensed daycare facility within Parent Education program at Pacific Grove Adult School. Belli Architectural Group has been retained to provide the district with a design for the daycare building, along with a design to expand other parent participation programs at the adult school.

FISCAL IMPACT:

No fiscal impact to the general fund as contract for service will be paid for by Adult Education Regional Consortium of the Monterey Peninsula.

PACIFIC GROVE UNIFIED SCHOOL DISTRICT**AGREEMENT FOR CONTRACTOR SERVICES**

(To be used for provision of services involving potential for liability exposure for District)

THIS AGREEMENT is hereby entered into by the **Pacific Grove Unified School District**, hereinafter referred to as DISTRICT, and:

Belli Architectural Group
 CONTRACTOR SOCIAL SECURITY NUMBER OR BUSINESS ID #
313 SALINAS ST SALINAS CA 93901
 MAILING ADDRESS CITY STATE ZIP

hereinafter referred to as CONTRACTOR.

CONTRACTOR agrees to provide to DISTRICT the services enumerated in Section G of this Agreement under the following terms and conditions:

- A. Services shall begin on TBD _____ and shall be completed on or before _____.
- B. CONTRACTOR understands and agrees that CONTRACTOR and CONTRACTOR'S employees are not employees of the DISTRICT and are not entitled to benefits of any kind or nature normally provided employees of the DISTRICT and/or to which DISTRICT employees are normally entitled, including, but not limited to, State Unemployment Compensation or Workers' Compensation. CONTRACTOR shall assume full responsibility for payment of all Federal, State and local taxes or contribution including Unemployment Insurance, Social Security, and Income Taxes with respect to CONTRACTOR'S employees.
- C. CONTRACTOR shall furnish, at CONTRACTOR'S own expense, all labor, materials equipment and other items necessary to carry out the terms of this Agreement.
- D. In the performance of the work herein contemplated, CONTRACTOR is an independent contractor, with the authority to control and direct the performance of the details of the work, DISTRICT being interested only in the results obtained.
- E. CONTRACTOR agrees to defend, indemnify and hold harmless the DISTRICT, its Board of Trustees, employees and agents from any and all liability or loss arising in any way out of CONTRACTOR'S negligence in the performance of this Agreement, including but not limited to any claim due to injury and/or damage sustained by CONTRACTOR, and/or the CONTRACTOR'S employees or agents.

AGREEMENT FOR CONTRACTOR SERVICES (continued)

This Agreement is entered into this 23 day of March, 20 16.

For the Site/Program:

B. Martinez 3-22-16
 Site/Program Administrator Date

For the District:

Billie Martez 4/19/16
 Director of Human Resources Date

PM 4/21/16
 Assistant Superintendent Date

For the Contractor:

[Signature]
 Name

Vice President
 Title
4/13/16
 Date

NOTE: PARAGRAPH "F" ABOVE IS HEREBY WAIVED IF SIGNED BELOW.

 Assistant Superintendent

 Date

- All signatures must be obtained before services are provided. -

SUBJECT: Pubic Hearing for Tentative Agreement with Pacific Grove Teacher's Association

PERSON RESPONSIBLE: Rick Miller, Assistant Superintendent for Business Services

RECOMMENDATION:

The Administration recommends that the Board hold a Public Hearing for the Tentative Agreement between the Pacific Grove Unified School District and the Pacific Grove Teacher's Association (PGTA).

BACKGROUND:

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

INFORMATION:

The proposed agreement covers both 2015-16 and 2016-17:

- 1) 2015-16 – Retroactive to July 1, 2015, the 21015-16 salary schedule will be increased 3.25%.

In addition, the Master's Degree Stipend will increase \$500 (from \$1,500 to \$2,000), equivalent to 0.20%, and an additional stipend will be provided for the Speech Pathologists of \$1,000, which is equivalent to 0.05%.

The total compensation for the 2015-16 school year is equivalent to 3.50%

- 2) 2016-17 – Beginning July 1, 2016, the 2016-17 salary schedule will be increased 3.50%.

FISCAL IMPACT:

\$501,154 per year, ongoing.



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

In accordance with AB 1200 (Chapter 1213/1991), GC 3547.5 and CCR, Title V, Section 15449, the Pacific Grove Unified School District Governing Board will hold a public hearing on Thursday, April 28, 2016, regarding

**PUBLIC DISCLOSURE OF
COLLECTIVE BARGAINING AGREEMENTS FOR
CALIFORNIA SCHOOL EMPLOYEES
ASSOCIATION (CSEA)
AND FOR
PACIFIC GROVE TEACHER'S
ASSOCIATION (PGTA)**

The hearing will be held during the special Board meeting, which begins at 7:00 p.m. in the Jessie Bray Board Room of the District Office, located at 435 Hillcrest Avenue in Pacific Grove.

Copies of the Collective Bargaining Agreement will be available for public viewing beginning April 25, 2016, through April 28, 2016. For more information, please contact Rick Miller, Assistant Superintendent for Business Services at 646-6509.

Posted: April 22, 2016

Pacific Grove Unified School District**And****Pacific Grove Teachers Association
2015 – 2016 Negotiations****Tentative Agreement**

The Pacific Grove Unified School District ("District") and Pacific Grove Teachers Association ("PGTA") (collectively referred to as "the parties") agree to the following terms ("Agreement") to close negotiations for the 2015-16 year.

1. Compensation: The District shall provide a two-year (2015-16 and 2016-17) total compensation package of 7.00% equivalent to the salary schedule. Specifically,

- a. the salary schedule shall be increased by 3.25% retroactive to July 1, 2015 and increased an additional 3.50% effective July 1, 2016.
- b. the Masters Stipend provided to certificated employees will increase \$500, (from \$1,500 to \$2,000), equivalent to 0.20%.
- c. a \$1,000 stipend will be provided to the Speech Pathologist position, equivalent to 0.05%.

This Agreement settles compensation terms through June 30, 2017.

2. Job Share Language: Existing Job share language will move from "Wages" to "Leaves." The content of the language remains the same.


3. Ratification: This Agreement shall take effect and become binding on the Parties upon ratification by the PGUSD Governing Board and PGTA prior to becoming binding.


DISTRICT

Date

PGTA

Date


 Buck Roggenman 4/7/16
 Billie Mackey 4/7/16
 Billie Mackey 4/7/16
 Billie Mackey 4/7/16
 Billie Mackey 4/7/16


 Elvise Guidara 4/7/16
 Kelly Perry 4/7/16
 Kelly Perry 4/7/16
 Kelly Perry 4/7/16
 Kelly Perry 4/7/16

2015-16 PGUSD/PGTA Tentative Agreement

Action To Approve Tentative Agreement

SUBJECT: Approval of Tentative Agreement with Pacific Grove Teacher's Association

PERSON RESPONSIBLE: Rick Miller, Assistant Superintendent for Business Services

RECOMMENDATION:

The Administration recommends that the Board review and approve the Tentative Agreement between the Pacific Grove Unified School District and the Pacific Grove Teacher's Association (PGTA).

BACKGROUND:

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

INFORMATION:

The proposed agreement covers both 2015-16 and 2016-17:

- 1) 2015-16 – Retroactive to July 1, 2015, the 21015-16 salary schedule will be increased 3.25%.

In addition, the Master's Degree Stipend will increase \$500 (from \$1,500 to \$2,000), equivalent to 0.20%, and an additional stipend will be provided for the Speech Pathologists of \$1,000, which is equivalent to 0.05%.

The total compensation for the 2015-16 school year is equivalent to 3.50%

- 2) 2016-17 – Beginning July 1, 2016, the 2016-17 salary schedule will be increased 3.50%.

FISCAL IMPACT:

\$501,154 per year, ongoing.

Pacific Grove Unified School District**And****Pacific Grove Teachers Association
2015 – 2016 Negotiations****Tentative Agreement**

The Pacific Grove Unified School District ("District") and Pacific Grove Teachers Association ("PGTA") (collectively referred to as "the parties") agree to the following terms ("Agreement") to close negotiations for the 2015-16 year.

1. Compensation: The District shall provide a two-year (2015-16 and 2016-17) total compensation package of 7.00% equivalent to the salary schedule. Specifically,
 - a. the salary schedule shall be increased by 3.25% retroactive to July 1, 2015 and increased an additional 3.50% effective July 1, 2016.
 - b. the Masters Stipend provided to certificated employees will increase \$500, (from \$1,500 to \$2,000), equivalent to 0.20%.
 - c. a \$1,000 stipend will be provided to the Speech Pathologist position, equivalent to 0.05%.

This Agreement settles compensation terms through June 30, 2017.


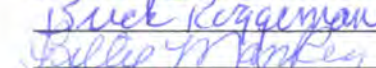


2. Job Share Language: Existing Job share language will move from "Wages" to "Leaves." The content of the language remains the same.
3. Ratification: This Agreement shall take effect and become binding on the Parties upon ratification by the PGUSD Governing Board and PGTA prior to becoming binding.



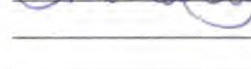
DISTRICT

Date

PGTA

Date


 Buck Roggenman 4/7/16

 Billie Mackey 4/7/16

 Ryan 4/7/16

 [unclear] 4/7/16


 Elvise Guidara 4/7/16

 Kelly Perry 4/7/16

 [unclear] 4/7/16

2015-16 PGUSD/PGTA Tentative Agreement

SUBJECT: Public Hearing for Tentative Agreement with California School Employees Association

PERSON RESPONSIBLE: Rick Miller, Assistant Superintendent for Business Services

RECOMMENDATION:

The Administration recommends that the Board hold a Public Hearing for the Tentative Agreement between the Pacific Grove Unified School District and the California School Employees Association (CSEA).

BACKGROUND:

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

INFORMATION:

This proposed agreement covers both 2015-16 and 2016-17:

- 1) 2015-16 – Retroactive to July 1, 2015, the 2015-16 salary schedule will be increased 3.50%
- 2) 2016-17 – Beginning July 1, 2016, the 2016-17 salary schedule will be increased 3.50%
- 3) It was also agreed that a committee will be formed to discuss contract language regarding Flextime, early release prior to a holiday, and employee work calendars and schedules.

FISCAL IMPACT:

\$175,927 per year, ongoing



www.pgusd.org

Public Hearing B

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

In accordance with AB 1200 (Chapter 1213/1991), GC 3547.5 and CCR, Title V, Section 15449, the Pacific Grove Unified School District Governing Board will hold a public hearing on Thursday, April 28, 2016, regarding

**PUBLIC DISCLOSURE OF
COLLECTIVE BARGAINING AGREEMENTS FOR
CALIFORNIA SCHOOL EMPLOYEES
ASSOCIATION (CSEA)
AND FOR
PACIFIC GROVE TEACHER'S
ASSOCIATION (PGTA)**

The hearing will be held during the special Board meeting, which begins at 7:00 p.m. in the Jessie Bray Board Room of the District Office, located at 435 Hillcrest Avenue in Pacific Grove.

Copies of the Collective Bargaining Agreement will be available for public viewing beginning April 25, 2016, through April 28, 2016. For more information, please contact Rick Miller, Assistant Superintendent for Business Services at 646-6509.

Posted: April 22, 2016

Pacific Grove Unified School District
And
California School Employees Association, Chapter #229
2015-16 and 2016-17

TENTATIVE AGREEMENT

The Pacific Grove Unified School District ("District") and California School Employees Association ("CSEA") (collectively referred to as "the parties") agree to the following terms ("Agreement") to address the item of total compensation for the 2015-2016 negotiations and upon ratification by both parties, complete in entirety negotiations for the 2015-2016 and 2016-2017 school years:

1. Total Compensation

- a. The CSEA salary schedule shall be increased by 3.5% retroactive to July 1, 2015 and increased an additional 3.5% effective July 1, 2016. This results in a total compensation package for two years at 7%. If any other employee group receives more than a 3.5% increase in total compensation for school year 2015-2016 or 2016-2017, CSEA shall receive the same percentage increase.

2. Language items

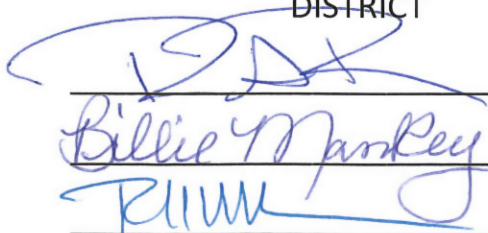
- a. A joint committee consisting of District and CSEA representatives shall convene to commence discussions on Flextime language, Early Release prior to a holiday, and Employee Work Calendars/Schedules in order to provide clarity prior to the beginning of the 2016-2017 school year.

3. Ratification

- a. This Agreement shall take effect upon ratification by the CSEA bargaining unit members and the District's Governing Board.

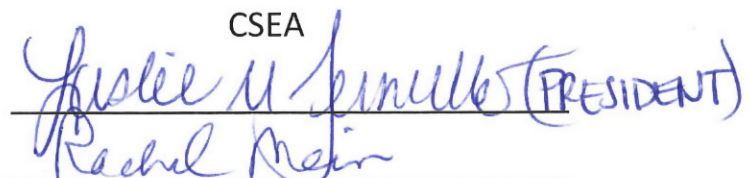
Executed on March 23, 2016:

DISTRICT



Billie M. Mackey

CSEA



Justice M. Smith (PRESIDENT)

Action To Approve Tentative Agreement

SUBJECT: Approval of Tentative Agreement with California School Employees Association

PERSON RESPONSIBLE: Rick Miller, Assistant Superintendent for Business Services

RECOMMENDATION:

The Administration recommends that the Board review and approve the Tentative Agreement between the Pacific Grove Unified School District and the California School Employees Association (CSEA).

BACKGROUND:

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

INFORMATION:

This proposed agreement covers both 2015-16 and 2016-17:

- 1) 2015-16 – Retroactive to July 1, 2015, the 2015-16 salary schedule will be increased 3.50%
- 2) 2016-17 – Beginning July 1, 2016, the 2016-17 salary schedule will be increased 3.50%
- 3) It was also agreed that a committee will be formed to discuss contract language regarding Flextime, early release prior to a holiday, and employee work calendars and schedules.

FISCAL IMPACT:

\$175,927 per year, ongoing

Pacific Grove Unified School District
And
California School Employees Association, Chapter #229
2015-16 and 2016-17

TENTATIVE AGREEMENT

The Pacific Grove Unified School District ("District") and California School Employees Association ("CSEA") (collectively referred to as "the parties") agree to the following terms ("Agreement") to address the item of total compensation for the 2015-2016 negotiations and upon ratification by both parties, complete in entirety negotiations for the 2015-2016 and 2016-2017 school years:

1. Total Compensation

- a. The CSEA salary schedule shall be increased by 3.5% retroactive to July 1, 2015 and increased an additional 3.5% effective July 1, 2016. This results in a total compensation package for two years at 7%. If any other employee group receives more than a 3.5% increase in total compensation for school year 2015-2016 or 2016-2017, CSEA shall receive the same percentage increase.

2. Language items

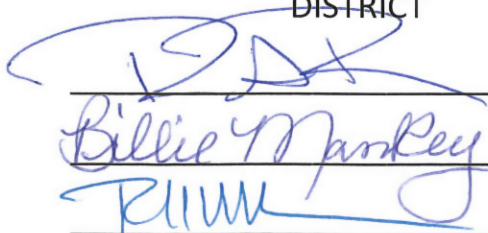
- a. A joint committee consisting of District and CSEA representatives shall convene to commence discussions on Flextime language, Early Release prior to a holiday, and Employee Work Calendars/Schedules in order to provide clarity prior to the beginning of the 2016-2017 school year.

3. Ratification

- a. This Agreement shall take effect upon ratification by the CSEA bargaining unit members and the District's Governing Board.

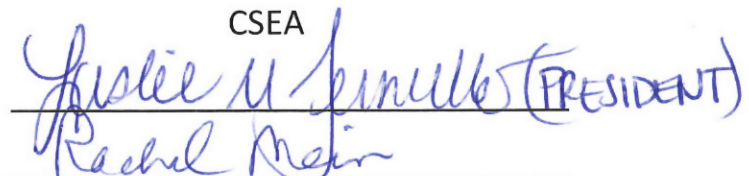
Executed on March 23, 2016:

DISTRICT



Billie M. Mackey

CSEA



Justice M. Smith (PRESIDENT)

SUBJECT: Approval of Tentative Agreement with Confidential Team

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

RECOMMENDATION:

The Administration recommends that the Board review and approve the Tentative Agreement between the Pacific Grove Unified School District and the PGUSD Confidential Team.

BACKGROUND:

All changes to compensation agreements between the District and employee groups require Board approval. The parties met and conferred and established an agreement for the terms listed below.

INFORMATION:

The proposed agreement covers both 2015-16 and 2016-17:

1. 2015-16 - Retroactive to July 1, 2015, the 2015-16 salary schedule will be increased 3.5%.
2. 2016-17 – Beginning July 1, 2016, the 2016-17 salary schedule will be increased 3.5%.

FISCAL IMPACT:

\$19,985 per year, ongoing.

Confidential Employees Group
Compensation Agreement

The Confidential Employees Group met on April 5th to discuss the following terms:


Effective retroactive to July 1, 2015, a salary increase of 3.5% to the Confidential salary schedule for the 2015-2016 year.

Effective July 1, 2016, a salary increase of 3.5% to the Confidential salary schedule for the 2016-2017 year.

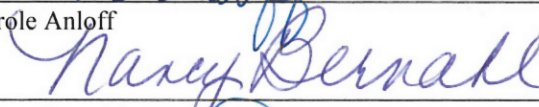
This two-year agreement is made with the understanding that if through negotiations for the 2015-2016 and 2016-2017 years, any other District Bargaining Unit comes in with a higher total compensation adjustment, the Confidential Employees group will be entitled to the same adjustment.

All other provisions of prior compensation adjustments, not in conflict with the above, shall remain in effect.

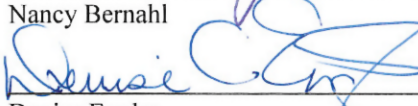
By signing this Proposal, the Confidential Employees Group agrees to all the terms:




Carole Anloff



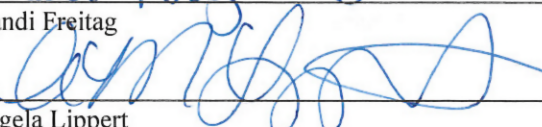
Nancy Bernahl



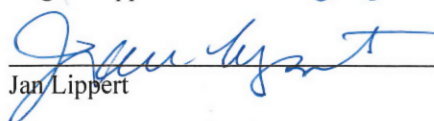
Denise Engles




Mandi Freitag



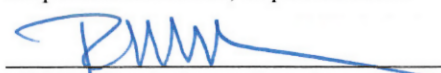
Angela Lippert



Jan Lippert



Ralph Gómez Porras, Superintendent



Rick Miller, Assistant Superintendent

SUBJECT: Approval of Tentative Agreement with Management Team

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

RECOMMENDATION:

The Administration recommends that the Board review and approve the Tentative Agreement between the Pacific Grove Unified School District and the PGUSD Management Team.

BACKGROUND:

All changes to compensation agreements between the District and employee groups require Board approval. The parties met and conferred and established an agreement for the terms listed below.

INFORMATION:

The proposed agreement covers both 2015-16 and 2016-17:

1. 2015-16 - Retroactive to July 1, 2015, the 2015-16 salary schedule will be increased 3.5%.
2. 2016-17 – Beginning July 1, 2016, the 2016-17 salary schedule will be increased 3.5%.

Also, the current Health Care Allowance of \$3,872.21 will be reduced \$3,000, with the balance of \$872.21 being applied to the salary schedule. This change resulted in a net savings to the District.

An additional Longevity Step of 2.5% was added for 20 years of service in a management capacity at PGUSD.

FISCAL IMPACT:

\$76,499 per year, ongoing.

Management Employees Group
Compensation Agreement

Effective retroactive to July 1, 2015, a salary increase of 3.50% to the Management salary schedule for the 2015-2016 year.

The current Health Care Allowance of \$3,872.21 will be reduced to \$3,000, with the balance of \$872.21 being placed on the Management salary schedule.

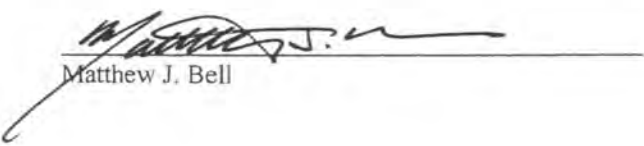
An additional 2.50% longevity step will be received after completion of 20 years of service in a management capacity in PGUSD.

Effective July 1, 2016, a salary increase of 3.50% to the Management salary schedule for the 2016-2017 year.

This two-year agreement is made with the understanding that if through negotiations for the 2015-2016 and 2016-2017 years, any other District Bargaining Unit comes in with a higher total compensation adjustment, the Management Employees group will be entitled to the same adjustment.

All other provisions of prior compensation adjustments, not in conflict with the above, shall remain in effect.

By signing this Proposal, the Management Employees Group agrees to all the terms:


Matthew J. Bell
Ralph Gómez Porras, Superintendent
Rick Miller, Assistant Superintendent

SUBJECT: “National Teacher Appreciation Week” and “California Day of the Teacher”
Resolution No. 975

PERSON RESPONSIBLE: Billie Mankey, Director II, Human Resources

RECOMMENDATION:

The Administration recommends that the Board review and adopt Resolution No. 975 proclaiming the week of May 2, 2016 through May 6, 2016 as “National Teacher Appreciation Week” and specifically Wednesday, May 11, 2016 as “California Day of the Teacher” (EC 37222)

BACKGROUND AND INFORMATION:

Teachers play a tremendous role in our society fulfilling the responsibility to educate all children. During the early 1970’s, The Association of Mexican-American Educators (AMAE) adopted the Mexican tradition of annually recognizing teachers and began organizing related events throughout the state. In 1985, AMAE sponsored legislation (incorporated in Education Code Section 37222) to establish the “California Day of the Teacher” to be observed each year on the second Wednesday in May.

The California Department of Education encourages us to recognize “National Teacher Appreciation Week.”

Therefore, we recognize our teachers with a resolution proclaiming May 2, 2016 through May 6, 2016 as “National Teacher Appreciation Week” and specifically May 11, 2016 as “California Day of the Teacher.”

FISCAL IMPACT:

None

Pacific Grove Unified School District
Board of Education

Resolution Number 975 Proclaiming

***“NATIONAL TEACHER APPRECIATION WEEK”
AND
“CALIFORNIA DAY OF THE TEACHER”***

WHEREAS, teachers personify our society’s belief that universal public education is key to meeting the challenges of a changing world and the influence of a good teacher continues long after school days are only memories; and

WHEREAS, teachers demonstrate and share their love of learning in the classroom every day and fill many roles: as listeners, explorers, role models, motivators, and mentors; and, by doing so, are partners with parents and the community in inspiring students’ dreams and laying the foundation for them to be good citizens; and

WHEREAS, teachers strive to make every classroom an exciting environment where productive and useful learning can take place and each student is encouraged to grow and develop and where teachers reach out to foster the well-being of each student, regardless of ability, social or economic background, race, or ethnic origin or religion; and

WHEREAS, the Board does applaud the unique and highly specialized skills and dedication required to meet the varied needs of the young people served by the District’s instructional programs and recognize that the quality of all student’s educational experiences depends significantly and vitally upon the quality of their teachers who are entrusted with fulfilling the mission of education to prepare our students for the future; and

NOW, THEREFORE, BE IT RESOLVED by the Governing Board of Pacific Grove Unified School District that Resolution 975 be adopted to observe May 2, 2016 through May 6, 2016 as National Teacher Appreciation Week and Wednesday, May 11, 2016 as the “CALIFORNIA DAY OF THE TEACHER” by taking time to remember and salute the teachers who mold and educate our children, impact and enrich our lives, and thereby, are critical to the constant transformation of our society.

Passed and Adopted on the Twenty Eighth Day of April 2016

John Thibeaup, President

John Paff, Clerk

Bill Phillips, Board Member

Debbie Crandell, Board Member

Brian Swanson, Board Member

Ralph Porras, Superintendent



www.pgusd.org

SUBJECT: Classified School Employee Week - Resolution No. 976

PERSON RESPONSIBLE: Billie Mankey, Director II, Human Resources

RECOMMENDATION:

The Administration recommends that the Board review and adopt Resolution No. 976 proclaiming May 15 – 21, 2016 as “Classified School Employee Week.”

INFORMATION AND BACKGROUND:

In 1986, California School Employees Association sponsored state legislation to create Classified School Employee Week. Since then, California public schools has taken one week each May to recognize the outstanding efforts and contributions of its classified school workers.

Our classified school employees play crucial roles in education. From the time students board a school bus to the time that they head home at the end of the day, every aspect of their educational experience is impacted by a classified school employee. Classified staff includes school bus drivers, secretaries, clerical staff, food service, instructional assistants, maintenance personnel, custodians, and others. Classified school employees transport students, feed students, teach them vital skills, and ensure that our schools are operating smoothly and safely. In addition, classified employees are prideful community members often participating outside their work day to volunteer their time with youth sports, building better neighborhoods, and for local charities.

Therefore, we recognize Classified School Employees by Board Resolution, proclaiming “Classified School Employee Week” May 15-21, 2016.

FISCAL IMPACT:

None

Pacific Grove Unified School District
Board of Education

Resolution Number 976 Proclaiming

“CLASSIFIED SCHOOL EMPLOYEE WEEK”

WHEREAS, the Legislature of the State of California has declared that May 15-21, 2016 shall be “**CLASSIFIED SCHOOL EMPLOYEE WEEK**,” a time to recognize the many contributions of classified school employees to public education; and

WHEREAS, the education of our youth is imperative to our society, to California, to our nation, our world; and

WHEREAS, our District’s classified school employees are skilled personnel who serve our students and play important roles in the establishment and promotion of a positive instructional environment; and

WHEREAS, our classified staff are dedicated individuals who perform outstanding work and have continued to offer exceptional support for our students, teachers, and administration;

WHEREAS, our classified employees deserve rightful recognition and public celebration for their caring, their deeds, and the incalculable contributions they have made to California’s public education system;

NOW, THEREFORE, BE IT RESOLVED by the Governing Board of Pacific Grove Unified School District that **Resolution 976** be adopted to observe **CLASSIFIED SCHOOL EMPLOYEE WEEK** during the time of May 15-21, 2016 as an opportunity to acknowledge the achievements and contributions of classified school employees in our system of public education.

Passed and Adopted on the Twenty-eighth Day of April 2016

John Thibeu, President

John Paff, Clerk

Bill Phillips, Board Member

Debbie Crandell, Board Member



Brian Swanson, Board Member

Ralph Porras, Superintendent

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:

\$16,163 of equipment and/or software to be purchased from Fund 21

Measure A - Requests 042816 Board Meeting

	Item	Request	Site(s)	Qty	Est. Cost Incl. Tax; S/H	Item Total
1	CAMSA Licenses for Microsoft Office and Operating Systems; Mid-Term adjustment based on staff count changes. Server License for PowerSchool Server pending upgrade	Current/Adde	ALL	1	560	560
2	WiFi annual licenses (2 yr contract)	Current	ALL	1	12,603	12,603
3	Replacement Computers	Added	MS, CH, F	3	1,000	3,000
4						0
5						0
6						0
7						0
					TOTAL-->	16,163

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	195,125	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	112,335	147,257
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	1,156	147,669
20	Security Camera Project	Trinity	15,120	222,429	237,549
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 Memory Products		610	610
25	Software	Pixologic & Teachers Curriculum		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	Software	Safari Montage		2,770		2,770
59	Software	Learning Ally		4,200		4,200
60	Telephone System Forest Grove	Mavericks/Trinity		24,756		24,756
61	Telephone System District Office	Mavericks		14,750		14,750
62	FG - Renaissance Learning	Renaissance Learning		5,824		5,824
63	ISP Services	School Mint		8,250		8,250
64						-
65						-
Total Expended			904,040	1,229,068	-	2,133,109
Ending Fund Balance			1,424,194	195,125	195,125	195,125

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: 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 ✓ 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 ✓ Approve 2016/17 Board meeting calendar, Aug. – Dec.	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

Board Meeting Calendar, 2016/17 School Year

Aug. 25	Regular Board Meeting ✓ Student Enrollment Update ✓ Back to School dates ✓ Property tax report ✓ 2016-2017 Consolidated Application	District Office
Sept. 8	Regular Board Meeting ✓ Unaudited Actual Report ✓ Budget Revision #1	Forest Grove (School Site Visit)
Sept. 22	Regular Board Meeting ✓ Board Goals – review/revise	Robert Down
Oct. 6	Regular Board Meeting ✓ Superintendent's Goals ✓ Strategic Plan/LCAP Review Begins ✓ Bus Ridership	Middle School (School Site Visit)
Oct. 27	Regular Board Meeting ✓ Review of Special Education Contracts	Adult School (School Site Visit)
Nov. 17	Regular Board Meeting ✓ Intent form due (to serve as Board President or Vice President) ✓ Set date for Annual Organizational meeting	High School (School Site Visit)
Dec. 8	Organizational Meeting ✓ Election of 2016/17 Board President and Clerk ✓ First Interim Report ✓ Budget Revision #2 ✓ Review of Special Education Contracts	District Office

SUBJECT: Presentation of the California Healthy Kids Survey results 2014-2015

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

RECOMMENDATION:

Janie Lawrence, Middle School Counselor and Kristin Paris, High School Counselor will be presenting results of the California Healthy Kids Survey along with recommendations.

BACKGROUND:

The State of California mandates 7th, 9th, and 11th grade students to be given the California Healthy Kids Survey (CHKS) every other year. Our District administers this test every year in order to be informed and to make program decisions to address the needs of our students on a yearly basis. Our district administered the test in December 2014 and in December of 2015. Last year's presentation included results from the 2013 survey results because the results from the December 2014 administration had not been received. This year, results will be compiled to include two years of data.

INFORMATION:

This year administration agreed to continue to have the high school and middle school counselor's work together to analyze the results to identify needs and trends as students transition between middle and high school. As a result of this process, several of the middle and high school programs, currently in place, are established in direct response to the survey results. The analysis of the California Healthy Kids Survey directly impacts and informs the actions and services set forth for each school year in accordance with the District's Local Control Accountability plan goals 3 and 4.

FISCAL IMPACT:

The California Healthy Kids Survey is paid through the TUPE Grant awarded by the State of California.

SUBJECT: Extended School Year for Students presently in the Robert Down Monterey County Office of Education Class

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

RECOMMENDATION:

The Administration recommends that the Board discuss creating a summer class for the students served in the Monterey County Office of Education (MCOE) Robert Down classroom.

BACKGROUND:

Students on Individualized Education Plans may require an extended school year if determined as needed to prevent regression of skills by the student's IEP team. Students who are served in a special day class are frequently identified as requiring an extended school year in order to maintain skills and continue to make reasonable educational progress. The PGUSD students who are served in the MCOE class located at Robert Down elementary have been notified that the MCOE offer of ESY will be located on a campus in North Salinas. The PGUSD parents of the MCOE students have requested that the district provide an ESY class for their children within the district.

INFORMATION:

- A classroom has been located at the middle school to serve the students.
- The Central Coast para-professionals were already budgeted and planned to serve the students this summer and would prefer a PGUSD location. The provision of maintaining the consistency of the para-professionals is very important to the well-being of the students.
- An obstacle is identifying a properly credentialed teacher for the class.
- Parents have been informed that we are considering their requests and we are in the fact gathering stage, most especially, the need to find a qualified teacher.

FISCAL IMPACT:

The cost of the special education teacher 4.5 hours a day for 20 days at \$41.30 an hour for a total cost of \$3,717.00

SUBJECT: Facilities Project Update

PERSON RESPONSIBLE: Matt Kelly, Director Facilities & Transportation

RECOMMENDATION:

The Administration recommends that the Board review and provide feedback on ongoing and upcoming facilities projects.

BACKGROUND:

This report provides the Board of Education an update to Facilities projects that are either ongoing, complete, or in the planning stages. The report will be presented at every Board meeting.

INFORMATION:

1. Robert Down Lunch Area
 - Project is DSA approved and is currently being publicly advertised for perspective bidders. Bid date is May 10 at 2:00pm.
2. Forest Grove Drop-Off Project
 - Project design is in the final stages and will be submitted to DSA for approval. Project is also being publicly advertised for perspective bidders. Bid date is May 10 at 2:00pm
3. Robert Down Hallway
 - Mold abatement under rooms 18 & 17 is complete and the east hallway was rebuilt. East hallway and room 18 flooring will be replaced summer of 2016. VCT tiles in the majority of the hallways are starting to fail by showing signs of peeling and cracking. This is allowing water to penetrate into the subflooring. Flooring will need to be replaced over a period of time. First phase of flooring replacement will be in conjunction with east hallway.
4. Robert Down Room 17 Sub Floor
 - During the mold abatement project it was discovered that Room 17 sub flooring was starting to fail. It was determined that this could be done summer of 2016 to minimize the impact to instruction. Project will be done by maintenance crews.
5. Robert Down Room 19 Improvements
 - Carpeting, painting, plumbing improvements will be done during summer of 2016 in preparation for PGUSD SPED program. Scope is being finalized and improvements will be done with a combination of district staff and contractors.
6. Middle School Elevator Repairs
 - During a recent annual inspection of the main elevator, corrosion damage was discovered. Damage included hydraulic lines, hydraulic cylinder, hydraulic pump, jack, etc. Meeting with engineer to inspect scope was held on April 25. Project will have to be bid because of price point. Elevator has been red tagged for safety.
7. Middle School Flooring Repairs
 - Interior hallway VCT tiles are failing in several locations and need to be replaced. Scope and price are being determined and project will have to be done in phases over several years to spread fiscal impact.

8. David Avenue Heating Replacement
 - The boiler in C-wing failed beyond repair after 30 years of service. Because of the condition of the boiler lines individual heating units will replace the boiler system. The project will also include the installation of individual units in E-wing that have not been replaced from the shutdown of the E-wing boiler a few years ago. Project will be done by a contractor summer 2016.
9. Adult School Gas Line Replacement
 - Project Completed by PGUSD Maintenance on April 14.
10. Adult School Water Project
 - Corrosive water lines will be replaced by District Maintenance crews summer of 2016.
11. Pine Preschool Fire Alarm Installation
 - Discovered the Preschool did not have a fire alarm system. Alarm system was installed over Spring Break and AT&T is installing two new phone lines so system can be monitored.
12. Proposition 39 Project
 - An Energy Expenditure Plan is being developed from a site assessment done over Winter Break. The Expenditure Plan will be brought to the Board for review before it is submitted to California Energy Commission. Meeting with AMBAG on April 20 to review plan and discuss details and schedule.
13. Forest Grove Storm Drain Repair
 - Storm drain in Kindergarten playground needs to be repaired and improved. Currently the system cannot catch all the runoff and is leaking at the joints. Project is scheduled for summer of 2016 by District Maintenance crews.
14. Forest Grove G-Wing Carpet Replacement
 - Existing carpet is ripping and coming apart. Quote is being developed.
15. District Office Telephone System
 - Phone system has been installed. Project includes installing a T1 line which will be installed in 2-3 weeks.
16. Middle School, High School, & Forest Grove Camera Project
 - Installation is currently at Forest Grove. Completion of project is anticipated for May of 2016.
17. Performing Arts Center Improvements
 - Design Service quote is being drafted for lighting, sound, and video improvements.

FISCAL IMPACT:

This item is for discussion only and there is not a fiscal impact.

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 April 28, 2016 Regular Board Meeting:

Parent Technology Education Training Options