

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

Trustees

Debbie Crandell, President

Cristy Dawson, Clerk

John Paff

Brian Swanson

Jon Walton

Adrian Clark, Student Rep

DATE: Thursday, January 16, 2020

TIME: 5:00 p.m. Closed Session
6:30 p.m. Open Session

LOCATION: Adult School Multipurpose Room
1025 Lighthouse 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

Move: _____ Second: _____ Vote: _____

II. CLOSED SESSION

A. Identify Closed Session Topics

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

1. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for 2019-20 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Matt Bell, Song Chin-Bendib and Ralph Gómez Porras, for the purpose of giving direction and updates.

2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2019-20 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Billie Mankey, Song Chin-Bendib and Ralph Gómez Porras for the purpose of giving direction and updates.
3. Interdistrict Transfer Appeal (1 case)
4. Potential Litigation (3 cases) [Government Code § 54956.9]

B. Public comment on Closed Session Topics

C. Adjourn to Closed Session

III. RECONVENE IN OPEN SESSION

A. Report action taken in Closed Session:

1. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for 2019-20 [Government Code § 3549.1 (d)]
2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2019-20 [Government Code § 3549.1 (d)]
3. Interdistrict Transfer Appeal (1 case)
4. Potential Litigation (3 cases) [Government Code § 54956.9]

B. Pledge of Allegiance

IV. SITE PRESENTATIONS

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

Adult School Presentation: Parent Engagement for Student Success

V. RECONGITION

Recognizing immediate past President John Paff and Vice President/Clerk Brian Swanson.

VI. COMMUNICATIONS

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

VII. INDIVIDUALS DESIRING TO ADDRESS THE BOARD

Public comment on any item of interest to the public that is within the Board's jurisdiction will be heard. The Board may limit comments to no more than three (3) minutes for each agenda or non-agenda item; a total time for public input on each item is 20 minutes, pursuant to Board Policy 9323. Public comment will also be allowed on each specific action item prior to Board action thereon. This meeting of the Board of Education is a business meeting of the Board, conducted in public. Please note that the Brown Act limits the Board's ability to respond to public comment. The Board may choose to direct items to the Administration for action or place an item on a future agenda.

VIII. CONSENT AGENDA

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

- | | Page |
|---|------|
| A. <u>Minutes of December 12, 2019 Board Meeting</u> | 6 |
| Recommendation: (Ralph Gómez Porras, Superintendent) Approval of minutes as presented. | |
| B. <u>Certificated Assignment Order #9</u> | 13 |
| Recommendation: (Billie Mankey, Director of Human Resources) The Administration recommends adoption of Certificated Assignment Order #9. | |
| C. <u>Classified Assignment Order #9</u> | 15 |
| Recommendation: (Billie Mankey, Director of Human Resources) The Administration recommends adoption of Classified Assignment Order #9. | |
| D. <u>Acceptance of Donations</u> | 17 |
| Recommendation: (Song Chin-Bendib, Assistant Superintendent) The Administration Recommends that the Board approve acceptance of the donations referenced below. | |
| E. <u>Out of County or Overnight Activities</u> | 18 |
| Recommendation: (Song Chin-Bendib, Assistant Superintendent) The Administration Recommends that the Board approve or receive the request as presented. | |
| F. <u>Warrant Schedules No. 615</u> | 27 |
| Recommendation: (Song Chin-Bendib, Assistant Superintendent) As Assistant Superintendent for Business Services, I certify that I have reviewed the attached warrants for consistency with the District's budget, and purchasing and accounting practices and therefore, recommend Board approval. | |
| G. <u>Contract for Services with Pedro Torres at Pacific Grove Middle School</u> | 29 |
| Recommendation: (Sean Roach, Pacific Grove Middle School Principal) The District Administration recommends the Board review and approve the contract for services with Pedro Torres at Pacific Grove Middle School for officiating basketball games. | |

Move: _____ Second: _____ Vote: _____

IX. ACTION/DISCUSSION

- A. Revisions to Board Policy and Regulation 5123 Promotion/Acceleration/Retention 32
Recommendation: (Ani Silva, Director of Curriculum and Special Projects) The District Administration recommends the Board review and approve the revisions to Board Policy and Regulation 5123 Promotion/ Acceleration/Retention.

Move: _____ Second: _____ Vote: _____

- B. Revisions to Board Policy and Regulation 1325 Advertising and Promotion 53
Recommendation: (Ralph Gómez Porras, Superintendent) The Administration recommends that the Board review and approve the revisions to Board Policy and Regulation 1325 Advertising and Promotion.

Move: _____ Second: _____ Vote: _____

- C. Pacific Grove Unified School District Network Upgrade 62
Recommendation: (Jonathan Mejia, District Technology Systems Coordinator) The District Administration recommends the Board review the upgrade of Pacific Grove Unified School District Network Main Distribution Frame, Intermediate Distribution Frames, including but not limited to, WIFI Network Components/Switching & Routing.

Move: _____ Second: _____ Vote: _____

- D. Approval of Measure A Education Technology Expenditures 64
Recommendation: (Matthew Binder, Director of Educational Technology; Jonathan Mejia, Technology Systems Coordinator) The District Administration recommends that the Board review and approve Measure A - Education Technology Bond expenditures.

Move: _____ Second: _____ Vote: _____

- E. Board Calendar/Future Meetings 71
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: _____

X. INFORMATION/DISCUSSION

- A. Pacific Grove Unified School District Quarterly Safety Update 74
Recommendation: (Barbara Martinez, Director of Student Safety) The District Administration recommends that the Board review and be informed of Pacific Grove Unified School District activities and protocols related to school safety.

Board Direction: _____

- B. Review of District Enrollment Projections for 2020-21 75
Recommendation: (Song Chin-Bendib, Assistant Superintendent) The Administration recommends that the Board review the attached Enrollment projections for 2020-21.

Board Direction: _____

- C. Review of December Property Tax Revenue and Overall Tax Projections for 2019-20 and Preliminary Projections for 2020-21 79
Recommendation: (Song Chin-Bendib, Assistant Superintendent) The District Administration recommends that the Board review the year-to-date receipts of Property Tax Revenue, overall tax projections for 2019-20, and preliminary projections for 2020-21.

Board Direction: _____

- D. 2019-2020 California Schools Dashboard Presentation 84
Recommendation: (Ani Silva, Director of Curriculum and Special Projects) The District Administration recommends the Board review and discuss the California Schools Dashboard for 2019-2020.

Board Direction: _____

- E. Future Agenda Items 86
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.

- Revenue Property Tax (In progress)
- Dual Language Elementary Program
- Student Information System- January 23
- Audio/video recording and streaming of Board meetings- January 23
- Bus Ridership analysis- January 23
- Celebration event for individuals that raised money or donated money for PGUSD
- Resolution No. 1037 on the Levy of Developer Fees after the March 2020 election
- District and school site website updates/redesign
- Utility bills costs (electric and water) by school site

Board Direction: _____

XI. ADJOURNMENT

Next regular Board meeting: January 23, 2020 – Community High School

PACIFIC GROVE UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION
Minutes of Organizational and Regular Meeting of December 12, 2019 – District Office

I. OPENED BUSINESS

- A. Called to Order 6:00 p.m.
- B. Roll Call
- | | |
|-------------------------|----------------------------------|
| Absent: | Trustee Paff |
| Trustees Present: | Trustee Swanson |
| | Trustee Crandell |
| | Trustee Dawson |
| | Trustee Walton |
| Administration Present: | Superintendent Porras |
| | Asst. Superintendent Chin-Bendib |
| Board Recorder: | Mandi Ackerman |
| Student Board Member: | Adrian Clark |

C. Adopted Agenda

The Board moved Action/Discussion Item C Adoption of Resolution No. 1040 Supporting the Be Smart Education Campaign for Responsible Firearm Storage to Action/Discussion Item A.

MOTION Crandell/Dawson to adopt agenda as amended.

Public comment: none

Motion CARRIED 4 – 0

II. CLOSED SESSION

A. Identified Closed Session Topics

1. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for 2019-20 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Matt Bell, Song Chin-Bendib and Ralph Gómez Porras, for the purpose of giving direction and updates.
2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2019-20 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Billie Mankey, Song Chin-Bendib and Ralph Gómez Porras for the purpose of giving direction and updates.
3. Public Employee Evaluation: Certificated Employee

B. Public comment on Closed Session Topics

None.

C. Adjourned to Closed Session 6:02 p.m.

III. RECONVENED IN OPEN SESSION

7:05 p.m.

A. Reported action taken in Closed Session:

1. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for 2019-20 [Government Code § 3549.1 (d)]

The Board discussed this item and gave direction to Administration.

2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2019-20 [Government Code § 3549.1 (d)]

The Board discussed this item.

3. Public Employee Evaluation: Certificated Employee

The Board received information.

B. Pledge of Allegiance

Led By: Trustee Dawson

IV. ANNUAL ORGANIZATIONAL MEETING

As required by Education Code Section 35143

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

Trustee Swanson nominated Trustee Crandell.

Motion CARRIED 3 – 1

Trustee Walton nominated Trustee Dawson.

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

(Note: nominations do not need a “second.”)

Trustee Swanson nominated Trustee Dawson.

Motion CARRIED 4 – 0

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

MOTION Dawson/Swanson to start regular Board meetings at 6:30 p.m. on the first and third Thursdays of each month.

Public comment: none

Motion CARRIED 4 – 0

D. Approval of Resolution No. 1039 Designating Authorized Agents to Sign School Orders

MOTION Crandell/Dawson to approve Resolution No. 1039 Designating Authorized Agents to Sign School Orders.

Public comment: none

Motion CARRIED 4 – 0

E. Designation of Committee Representatives

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

MOTION Dawson/Crandell to approve Trustee Dawson as liaison for Monterey County School Board Executive Committee.

Public comment: none

Motion CARRIED 4 – 0

Community Human Services Board Liaison **Trustee Dawson**

MOTION Dawson/Swanson to approve Trustee Dawson as liaison for Community Human Services.

Public comment: none

Motion CARRIED 4 – 0

V. **COMMUNICATIONS**

A. Written Communication

The Board received several emails regarding the Pacific Grove High School water polo team; communication regarding bullying workshop.

Superintendent Porras received written communication thanking the District for sending families the notice regarding vaping.

B. Board Member Comments

Trustee Crandell thanked the administrators on sending out the communication regarding vaping to families and staff.

Pacific Grove High School Student Advisory Representative Adrian Clark provided an update on the events and activities happening at Pacific Grove High School.

Trustee Walton thanked Director of Facilities and Transportation Matt Kelly.

Trustee Dawson spoke about the California School Board Association conference, said it was incredible, there was a lot of time to talk to other Districts, perspective was so important, and that knowledge makes a stronger, better Board.

Trustee Swanson thanked the community and administration for their support in attending the California School Board Association conference, said the sessions were amazing. Trustee Swanson welcomed the new Board President and Vice President/Clerk. Finally Trustee Swanson thanked Director of Student Services Clare Davies for the caroling with the students, said it was fantastic.

C. Superintendent Report

Superintendent Porras congratulated the Board president and Vice President/Clerk, saying it is a big responsibility and a tremendous service.

D. PGUSD Staff Comments (Non Agenda Items)

Pacific Grove High School Principal Matt Bell said Assistant Principal Shane Steinback did an amazing job in his absence. Principal Bell also thanked Superintendent Porras for the help and support during his absence as well.

Robert Down Elementary School Principal Sean Keller spoke about the recent staff holiday lunch and said it was great. Principal Keller also invited the Board to the upcoming holiday programs, as well as a Dairy Cow assembly in January.

Forest Grove Elementary School Principal Buck Roggeman thanked Director Matt Kelly for taking quick action on several dangerous trees. Principal Roggeman thanked several parents for repainting the sensory path; reminded the Board of the upcoming holiday programs; and thanked the PTA and PG Pride for their donations for a playground structure.

Pacific Grove Middle School Principal Sean Roach spoke about the recent winter concert which was a wonderful event and a packed house and thanked Teacher Barbara Priest for doing a wonderful job.

VI. INDIVIDUALS DESIRING TO ADDRESS THE BOARD

The McGuire family thanked the Board for their support with the water polo team, saying it was a huge success this year, and that students were turned away because there was so much interest. A letter was read on behalf of a student.

Parent Todd Lyons said water polo exceeded expectations, the coaches were amazing, the students seemed to do better in academics, that it was a positive community of learners, and that they created new social networks.

A student thanked the Board for the opportunity to play water polo.

Trustee Dawson asked several questions regarding water polo, saying it was rewarding for the Board to see the program flourish.

Parent Jenna said it was her son's first sport ever, his grades improved, there was so much interest from so many students and they would love to see a JV team next year.

VII. CONSENT AGENDA

- A. Minutes of November 14, 2019 Board Meeting
- B. Minutes of November 21, 2019 Board Meeting
- C. Minutes of December 2, 2019 Special Board Meeting
- D. Certificated Assignment Order #8
- E. Classified Assignment Order #8
- F. Out of County or Overnight Activities
- G. Acceptance of Donations
- H. Warrant Schedule No. 614
- I. Quarterly Report on Williams Uniform Complaints
- J. Pacific Grove Unified School District Board Appointee to Monterey County Monterey County Special Education Local Plan Association Community Advisory Committee
- K. Contract for Services with Josephine Kernes Memorial Pool

- L. Contract for Services to Miracle Play Systems at Forest Grove Elementary School
- M. Contract for Services with Vivit Musical Instrument Repair at Pacific Grove Middle School
- N. Contract for Services with Monterey County Office of Education for Pacific Grove Middle School Transportation
- O. Contract for Service with Save the Whales – Whales on Wheels In-School Programs

MOTION Swanson/Dawson to approve consent agenda as presented.

Public comment: none

Motion CARRIED 4 – 0

VIII. ACTION/DISCUSSION

- A. Adoption of Resolution No. 1040 Supporting the Be Smart Education Campaign For Responsible Firearm Storage

Superintendent Porras thanked parent Carolyn Swanson for bringing this resolution to the Board, said the State Superintendent also asked districts to support secure gun storage and safety.

Public comment:

Susan Meister of Be Smart Moms Demand Action said there is a public crisis in the country of accidental shootings, we all want to protect children. Meister said the law requires a gun lock be purchased when purchasing a gun, but actual use of a gun lock is small; it is vital for preservation of life, confirm to California law and hopes it will never happen in Monterey County.

Director of Student Safety Barbara Martinez said this resolution makes sense, that gun safety is key.

Commander Lakind thanked Ms. Swanson, said this is simple and important reminder to be cautious of weapons, tragedy is felt forever, supports the resolution, and noted that gun locks are available for free at the police station.

Parent Carolyn Swanson thanked Commander Lakind, Be Smart, and Director Martinez.

Parent Corrie of Moms Demand Action thanked Ms. Swanson, said they cannot wait to take this resolution to other Districts in the county.

The Board thanked everyone for bringing this.

MOTION Swanson/Dawson to adopt of Resolution No. 1040 Supporting the Be Smart Education Campaign for Responsible Firearm Storage.

Motion CARRIED by roll call vote 4 – 0

B. Approval of the 2019-20 First Interim Report

Assistant Superintendent Chin-Bendib presented information to the Board. The Board discussed and asked questions.

Public comment:

Coach Todd Buller asked that there be a line item added to the report noting and anticipating raises, said PGTA expects a raise every year.

**MOTION Dawson/Crandell to approve the 2019-20 First Interim Report.
Motion CARRIED 4 – 0**

C. Pacific Grove High School Course Bulletin for the 2020-21 School Year

MOTION Dawson/Swanson to approve the Pacific Grove High School Course Bulletin for the 2020-21 School Year.

Public comment: none

Motion CARRIED 4 – 0

D. Proposed Position Upgrade of School Bus Driver, Trainer, Dispatcher

Director of Human Resources Billie Mankey presented information to the Board.

Trustee Walton discussed the difference between not rehiring/soft freeze and eliminating a position.

MOTION Dawson/Crandell to approve the proposed Position Upgrade of School Bus Driver, Trainer, Dispatcher.

Public comment: none

Motion CARRIED 4 – 0

E. Board Calendar/Future Meetings

No action taken.

IX. INFORMATION/DISCUSSION

A. Solicitation of Funds Report

Assistant Superintendent Chin-Bendib presented information to the Board. The Board discussed this item. The Board looks forward to celebrating how much is given back to schools.

Public comment: none

B. Monterey Educational Risk Management Authority

Assistant Superintendent Chin-Bendib presented information to the Board.

Public comment: none

C. Future Agenda Items

- Revenue Property Tax (In progress)
- Dual Language Elementary Program
- Student Information System
- Audio/video recording and streaming of Board meetings
- Celebration event for individuals that raised money or donated money for PGUSD
- Bus Ridership Analysis
- Policy and Regulation 1325 Advertising and Promotion allowing for banner advertising at the middle and high schools
- Resolution No. 1037 on the Levy of Developer Fees after the March 2020 election

Trustee Walton asked to assign dates to the following items:

- Bus Ridership Analysis and staffing- January 23
- Student Information System Update- January 23
- Audio/video recording and streaming of Board meetings with Tech- January 23

Public comment: none

X. ADJOURNED

9:18 p.m.

Approved and submitted:

Dr. Ralph Gómez Porras
Secretary to the Board

- ☒ Consent
☐ Information/Discussion
☐ Action/Discussion

SUBJECT: Certificated Assignment Order #9

DATE: January 16, 2020

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

Page 1 of 2

RECOMMENDATION:

The administration recommends adoption of Certificated Assignment Order #9.

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. 9
January 16, 2020**

Page 2 of 2

TEMPORARY NEW HIRE:

Angelee Brockmeyer, RDE, 4th Grade Teacher, Temporary Column IV, Step 7, effective January 21, 2020 through May 29, 2020 only (replaces resignee Shauna Cooper)

ADDITIONAL ASSIGNMENT:

Jacob Paoletti, PGMS, Academic Intervention Teacher, Math, 3 hours per week, paid per time sheet at the PGTA hourly instructional rate (site discretionary funding):

Sally Richmond, PGHS, GATE Robotics Instructor, temporary, short term, not to exceed 30 total hours and paid per time sheet at the PGTA hourly instructional rate, effective December 1, 2019 (GATE funding)

Mary Hiserman, RDE EL Tutor Grades 3-5, temporary short term, 1 hour per week, paid per time sheet at the PGTA hourly instructional rate, and not to exceed 20 weeks, effective January 7, 2020

Jenna Hall, PAR Mentor, Stipend \$1,500 per semester for a total of \$3,000 (PAR funded)

Andrew Bradley, RDE, Robotics Coach, Stipend \$625 per semester for a total of \$1,250 (Site Discretionary Fund)

Jenn Erickson, PGHS, Skills USA Advisor, Stipend \$2,552.50 per semester for a total of \$5,105 (CTEIG Fund)

2019-20 PGMS SPORTS paid according to the PGTA Bargaining Agreement Exhibit 17

Employee/Coach	Assignment	% Stipend	Funding	Amount
Ryan Travaille	Cross Country Coach	1.0	General Fund	\$1,156

REQUEST FOR LEAVE:

Kelly Terry, PGMS Science Teacher requests an unpaid long-term personal leave effective the 2020-2021 school year only.

RESIGNATION:

Shauna Cooper, RDE Temporary 4th Grade Teacher, resigns effective January 24, 2020.

SUBSTITUTE:

Molly Goldschmeding
Kirsten Nylen
Spencer Peak

- ☒ Consent
☐ Information/Discussion
☐ Action/Discussion

SUBJECT: Classified Assignment Order #9

DATE: January 16, 2020

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

Page 1 of 2

RECOMMENDATION:

The administration recommends adoption of Classified Assignment Order #9

BACKGROUND:

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

INFORMATION:

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

FISCAL IMPACT:

Funding has been approved and allocated for these items.

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
CLASSIFIED PERSONNEL ASSIGNMENT ORDER NO. 9
January 16, 2020**

Page 2 of 2

NEW HIRE:

Bobette Rood, PGHS (Itinerant as needed), Food Service Assistant I, 1.25 hrs./day/180 day work calendar, Range 28, Step A, effective December 6, 2019 (Replaces retiree Genelle Longueria)

Wendi Hammang-Roland, FGE Instructional Assistant (Special Education), 5 hrs./day, 180 day work calendar, Range 31, Step C, effective January 14, 2020 (Replaces Liz Cambra)

Monica Suprenant, PGAS Instructional Assistant (Child Development Center, 4.5 hrs./day/5 days per week, schedule according to the CDC work calendar, Range 30, Step D, effective January 7, 2020 (new position Consortia Grant Funded)

RESIGNATION:

Monica Valero, District Payroll/Benefits Specialist resigns effective January 10, 2020 after 3 years of successful service with the Pacific Grove Unified School District.

SUBSTITUTES:

Rhonda McGee
Brandon Powell

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

SUBJECT: Acceptance of Donations

DATE: January 16, 2020

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

RECOMMENDATION:

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

INFORMATION:

During the past month the following donations were received:

Forest Grove Elementary School

Edward Bennett/Katy's Place Restaurant

Card table and four chairs

Robert H. Down Elementary School

None

Pacific Grove Middle School

None

Pacific Grove High School

Hodges Family in memory of Howard Hodges, PGHS Class of 1944

2 25' red carpets and 2 50' red carpets

Pacific Grove Community High School

None

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

None

Pacific Grove Unified School District

None

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

SUBJECT: Out of County or Overnight Activities

DATE: January 16, 2020

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

RECOMMENDATION:

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

BACKGROUND:

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

INFORMATION:

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

FISCAL IMPACT:

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

PACIFIC GROVE UNIFIED SCHOOL DISTRICT
OUT-OF-COUNTY OR OVERNIGHT ACTIVITIES

<u>DATE</u> <u>DESTINATION</u>	<u>STUDENTS/CLASS</u> <u>ACTIVITY</u>	<u>TRANSPORTATION</u>	<u>COST</u>	<u>FUNDING SOURCE</u>
January 23-25, 2020 Mission Hill Middle School Santa Cruz, CA	PGMS Choir Honor Choir event	Auto	none	
January 25, 2020 Santa Cruz County Courthouse Santa Cruz, CA	PGHS Mock Trial Club Mock Trial scrimmage, practice	Auto	none	
February 21-22, 2020 Independence High School San Jose, CA	PGHS Wrestling Team Wrestling meet	District van	\$150	Athletics
February 27-29, 2020 Rabo Bank Arena Bakersfield, CA	PGHS Wrestling Team State wrestling tournament	District van	\$150	Athletics
May 8-9, 2020 Disneyland Anaheim, CA	PGHS Senior Class Graduation Celebration	Charter	\$44,700	Senior Class

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

Board Approval is required for all out-of-county, out-of-state, or overnight activities.
The request must be approved by the Board prior to the event, therefore the request must be submitted AT
LEAST TWO (2) WEEKS PRIOR TO THE BOARD MEETING PRIOR TO THE EVENT.
For ALL other activities, submit request two weeks in advance of activity. ¹ understand.

Date of Activity 01/23/2020 Day of Activity Thursday

Location of Activity Mission Hill Middle School City Santa Cruz County Santa Cruz

School PG Middle School Class or Club Choir Grade Level/s 6,7,8

School Departure Time 10:00 AM

Pickup Time from Place of Activity 5:00 PM

Name of Employee Accompanying Students Jared Masar

Number of Adults 6 Number of Students 23

Description of Activity/Educational Objective
Honor Choir with esteemed director

List All Stops None

Means of Transportation: Auto*

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

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

Cost of Activity \$ 00 + Cost of Transportation \$ 0 = Total \$ 0.00

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

Account Code: N/A

Requested by: Jared Masar / Jared Masar Date 12/16/2019
Employee Signature (accompanying student activity) Printed Name

Administration Approval/Principal Sean Roach Date 12/17/2019

Transportation Department/District Office Use

() School Bus () Charter () Available () Not available Date Received _____
Cost Estimate \$ _____

Approved by Transportation Supervisor: _____ Date _____

Approved by Assistant Superintendent: song chinbendib Date 12/17/2019

Date of Board Approval 01/16/2020
PGUSD Regular Meeting of January 16, 2020 20

Does form need board approval Yes

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

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

Date of Activity 01/24/2020 Day of Activity Friday
Location of Activity Mission Hill Middle School City Santa Cruz County Santa Cruz
School PG Middle School Class or Club Choir Grade Level/s 6,7,8
School Departure Time 7:00 AM
Pickup Time from Place of Activity 5:00 PM
Name of Employee Accompanying Students Jared Masar
Number of Adults 6 Number of Students 23
Description of Activity/Educational Objective
Honor Choir event

List All Stops none

Means of Transportation: Auto*

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

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

Cost of Activity \$ _____ + Cost of Transportation \$ _____ = Total \$ _____

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

Account Code: N/A

Requested by: Jared Masar / Jared Masar Date 12/16/2019
Employee Signature (accompanying student activity) Printed Name

Administration Approval/Principal Sean Roach Date 12/17/2019

Transportation Department/District Office Use

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

Cost Estimate \$ _____

Approved by Transportation Supervisor: _____ Date _____

Approved by Assistant Superintendent: song chinbendib Date 12/17/2019

Date of Board Approval 01/16/2020

PGUSD

Regular Meeting of January 16, 2020

21

Does form need board approval Yes

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

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

Date of Activity 01/25/2020 Day of Activity Saturday

Location of Activity Mission Hill Middle School City Santa Cruz County Santa Cruz

School PG Middle School Class or Club Choir Grade Level/s 6,7,8

School Departure Time 7:00 AM

Pickup Time from Place of Activity 2:00 PM

Name of Employee Accompanying Students Jared Masar

Number of Adults 6 Number of Students 23

Description of Activity/Educational Objective
CCS Honor Choir

List All Stops None

Means of Transportation: Auto*

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

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

Cost of Activity \$ _____ + Cost of Transportation \$ _____ = Total \$ _____

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

Account Code: N/A

Requested by: Jared Masar / Jared Masar Date 12/16/2019
Employee Signature (accompanying student activity) Printed Name

Administration Approval/Principal Sean Roach Date 12/17/2019

Transportation Department/District Office Use

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

Cost Estimate \$ _____

Approved by Transportation Supervisor: _____ Date _____

Approved by Assistant Superintendent: song d'Inbendib Date 12/17/2019

Date of Board Approval 01/16/2020

PGUSD

Regular Meeting of January 16, 2020

22

Does form need board approval Yes

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

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

Date of Activity 01/25/2020 Day of Activity Saturday, January 25th, 2020

Location of Activity Santa Cruz County Courthouse City Santa Cruz County Santa Cruz County

School PG High School Class or Club Mock Trial Club Grade Level/s 9-12

School Departure Time 7:00 AM

Pickup Time from Place of Activity 2:00 PM

Name of Employee Accompanying Students Tara Tullius

Number of Adults 6 Number of Students 24

Description of Activity/Educational Objective
Mock Trial Scrimmage- final practice before county competition.

List All Stops Santa Cruz Courthouse

Means of Transportation: Auto*

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

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

Cost of Activity \$ 0 + Cost of Transportation \$ 0 = Total \$ 0.00

Fund/s to be charged for all activity expenses (☒) Students (☐) Club (☐) PG Pride (☐) Other _____

Account Code: N/A no money needed for this event. Private autos are being used, students are responsible for food

Requested by: Tara Tullius / Tara Tullius Date 12/08/2019
Employee Signature (accompanying student activity) Printed Name

Administration Approval/Principal Matthew J. Bell Date 12/11/2019

Transportation Department/District Office Use

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

Cost Estimate \$ _____

Approved by Transportation Supervisor: _____ Date _____

Approved by Assistant Superintendent: song chinbendib Date 12/13/2019

Date of Board Approval 01/16/2020

PGUSD

Regular Meeting of January 16, 2020

23

Does form need board approval Yes

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

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

Date of Activity 02/21/2020 Day of Activity Fri-Sat

Location of Activity Independence HS City San Jose County Santa Clara

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

School Departure Time 3:00 PM

Pickup Time from Place of Activity 10:00 PM

Name of Employee Accompanying Students 2

Number of Adults 3 Number of Students 14

Description of Activity/Educational Objective
Section meet for wrestling

List All Stops Dinner on way home.

Means of Transportation: District Van**

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

**If using District vans, driver names must be listed: Travis Selfridge, Scott Powell

Cost of Activity \$ 0 + Cost of Transportation \$ 150 = Total \$ 150.00

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

Account Code: Wells Fargo Bank Athletics/Wrestling account - #1965169244/409

Requested by: Travis W Selfridge / Travis selfridge Date 11/22/2019
Employee Signature (accompanying student activity) Printed Name

Administration Approval/Principal Matthew J. Bell Date 12/04/2019

Transportation Department/District Office Use

() School Bus () Charter () Available () Not available Date Received 12/05/2019

Cost Estimate \$ _____

Approved by Transportation Supervisor: Istacks Date 12/05/2019

Approved by Assistant Superintendent: song chinbendib Date 12/05/2019

Date of Board Approval 01/16/2020

PGUSD

Regular Meeting of January 16, 2020

24

Does form need board approval Yes

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

Board Approval is required for all out-of-county, out-of-state, or overnight activities.
The request must be approved by the Board prior to the event, therefore the request must be submitted AT
LEAST TWO (2) WEEKS PRIOR TO THE BOARD MEETING PRIOR TO THE EVENT.
For ALL other activities, submit request two weeks in advance of activity. ¹ understand.

Date of Activity 02/27/2020 Day of Activity Thur - Sat

Location of Activity Rabo Bank Arena City Bakersfield County Kern

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

School Departure Time 3:00 PM

Pickup Time from Place of Activity 1:00 PM

Name of Employee Accompanying Students Travis Selfridge

Number of Adults ² 2 Number of Students ² 2

Description of Activity/Educational Objective
State Wrestling tournament

List All Stops Dinner on way back

Means of Transportation: District Van**

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

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

Cost of Activity \$ 0 + Cost of Transportation \$ 150 = Total \$ 150.00

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

Account Code: Wells Fargo Bank Athletics Account - Wrestling - #1965169244/409

Requested by: Travis W Selfridge / Travis Selfridge Date 11/22/2019
Employee Signature (accompanying student activity) Printed Name

Administration Approval/Principal Matthew J. Bell Date 12/04/2019

Transportation Department/District Office Use

() School Bus () Charter () Available () Not available Date Received 12/05/2019

Cost Estimate \$ _____

Approved by Transportation Supervisor: lstacks Date 12/05/2019

Approved by Assistant Superintendent: song chinbendib Date 12/05/2019

Date of Board Approval 01/16/2020

PGUSD

Regular Meeting of January 16, 2020

25

Does form need board approval Yes

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

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

Date of Activity 05/08/2020 Day of Activity Friday-Saturday

Location of Activity Disneyland City Anaheim County Orange County

School PG High School Class or Club Senior Class Grade Level/s 12

School Departure Time 5:00 AM

Pickup Time from Place of Activity 2:30 AM

Name of Employee Accompanying Students Shane Steinback, Joe D'Amico, Isaac Rubin, plus 2 more chaperones

Number of Adults 5 Number of Students 120

Description of Activity/Educational Objective

Senior Class trip to Disneyland. Disneyland/Adventures America books all charter transportation. No need for PGUSD to arrange for charters.

List All Stops Lost Hills, Disneyland.

Means of Transportation: Charter

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

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

Cost of Activity \$ 24000 + Cost of Transportation \$ 20700 = Total \$ 44,700.00

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

Account Code: Wells Fargo Bank ASB Account - #894873977/Disneyland Account

Requested by: Joe D'Amico / Joe D'Amico Date 12/09/2019
Employee Signature (accompanying student activity) Printed Name

Administration Approval/Principal Matthew J. Bell Date 12/11/2019

Transportation Department/District Office Use

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

Cost Estimate \$ _____

Approved by Transportation Supervisor: _____ Date _____

Approved by Assistant Superintendent: song chinbendib Date 12/13/2019

Date of Board Approval 01/16/2020

PGUSD

Regular Meeting of January 16, 2020

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Does form need board approval Yes

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

SUBJECT: Warrant Schedule 615

DATE: January 16, 2020

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

RECOMMENDATION:

As Assistant Superintendent for Business Services, I certify that I have reviewed the attached warrants for consistency with the District's budget, and purchasing and accounting practices and therefore, recommend Board approval.

BACKGROUND:

The attached listing of warrants identifies payments made by the District during the noted time period from December 1, 2019 through December 31, 2019.

INFORMATION:

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

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

PACIFIC GROVE UNIFIED SCHOOL DISTRICT

WARRANT SCHEDULE NO. 615

Warrants- Payroll

DECEMBER 2019

Certificated-	Regular 12/05/19	\$	0
	Regular 12/10/19	\$	44,643.95
	Regular 12/13/19	\$	0
	Regular 12/23/19	\$	1,676,895.72
	<u>Total Certificated</u>	\$	<u>1,717,539.67</u>
Other-	Regular 12/05/19	\$	0
	Regular 12/10/19	\$	22,789.00
	Regular 12/13/19	\$	0
	Regular 12/23/19	\$	2,475.72
	<u>Total Other</u>	\$	<u>25,264.72</u>
Classified-	Regular 12/05/19	\$	0
	Regular 12/10/19	\$	15,565.62
	Regular 12/13/19	\$	0
	Regular 12/23/19	\$	669,855.10
	<u>Total Classified</u>	\$	<u>685,420.72</u>
	<u>TOTAL PAYROLL</u>	\$	<u>2,428,225.11</u>

Warrants- AP

Warrants <u>12526357</u> through <u>12526405</u> (12/10/19)	\$	<u>83,310.68</u>
Warrants <u>12527393</u> through <u>12527417</u> (12/12/19)	\$	<u>40,397.51</u>
Warrants <u>12529051</u> through <u>12529066</u> (12/17/19)	\$	<u>44,221.63</u>
Warrants <u>12529738</u> through <u>12529768</u> (12/19/19)	\$	<u>39,785.15</u>
<u>TOTAL WARRANTS</u>	\$	<u>207,714.97</u>

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

SUBJECT: Contract for Services with Pedro Torres at Pacific Grove Middle School

DATE: January 16, 2020

PERSON(S) RESPONSIBLE: Sean Roach, Pacific Grove Middle School Principal

RECOMMENDATION:

The District Administration recommends the Board review and approve the contract for services with Pedro Torres at Pacific Grove Middle School for officiating basketball games.

BACKGROUND:

This is an annual expense.

INFORMATION:

This arrangement is for Pedro Torres to officiate basketball games at Pacific Grove Middle School beginning on January 18, 2020 and ending on March 7, 2020.

FISCAL IMPACT:

Pacific Grove Middle School ASB will cover the cost of this arrangement beginning on January 18, 2020 and concluding on March 7, 2020. This cost was previously budgeted.

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 **Pedro Torres** for services rendered as specified below.

1. Scope of Service:

To provide: Referees for Pacific Grove Middle School for scheduled 6th, 7th, & 8th grade Basketball games for the 2019-2020 school year.

2. Evaluation and/or expected outcome(s)(continue on attached page if needed): Referees will attend each scheduled game.**3.****3. Length of the Contract:**

Service is to be provided on the following date(s):

January 18, 2020 through March 7, 2020

4. Financial Consideration:

Consultant to be paid at the rate of:

\$80.00 (\$ per hr/day/other) **GAME**

_____(hours/days/other)

School Funding Source: **ASB**

Account Code: ASB

Consultant **Pedro Torres**

Address _____

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) **X** 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

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

SUBJECT: Revisions to Board Policy and Regulation 5123 Promotion/Acceleration/Retention

DATE: January 16, 2020

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

RECOMMENDATION:

The District Administration recommends the Board review and approve the revisions to Board Policy and Regulation 5123 Promotion/ Acceleration/Retention.

BACKGROUND:

After administrative review of Board Policy and Regulation 5123 Promotion/Acceleration/Retention it was determined there needed to be clear guidance and direction for the acceleration of a student from one grade to the next grade level at all grade spans. The recommended revisions by legal counsel include guidelines to accelerate a student and ensure that skipping a grade is in the best academic, social, and emotional interest for the student.

INFORMATION:

In order to consider accelerating a student from one grade level to the next, such as moving a child from first to third grade, the following will be taken into account:

- Teacher may recommend a student for acceleration to a higher grade level
- Student study team (Administrator, Teachers, Parents) gathers evidence to determine if it is in the best interest of the student
- Student study team decision with the evidence to accelerate the student is submitted to the Director of Curriculum and Special Projects
- If a student is to be accelerated to the next grade, parents are notified in writing
- Parents have the right to appeal the decision with a written request to the Superintendent or designee
- The Superintendent or designee's determination may be appealed by submitting a written request to the Board of Education
- The decision of the Board of Education is final

FISCAL IMPACT:

There is no direct fiscal cost to this revision.

Students

Policy #5123

PROMOTION/ACCELERATION/RETENTION

Mandated Policy

PROMOTION

The Governing Board expects students to progress through each grade level within one school year. Toward this end, instruction shall be designed to accommodate the variety of ways that students learn and provide strategies for addressing academic deficiencies as needed.

Students shall progress through the grade levels by demonstrating growth in learning and meeting grade-level standards of expected student achievement.

(cf. [6011](#) - Academic Standards)

(cf. [6146.1](#) - High School Graduation Requirements)

(cf. [6146.5](#) - Elementary/Middle School Graduation Requirements)

(cf. [6162.52](#) - High School Exit Examination)

(cf. [6170.1](#) - Transitional Kindergarten)

ACCELERATION

In grades 1 - 8, when high academic achievement is evident, the teacher may recommend a student for acceleration into a higher grade level. The student's maturity level shall be taken into consideration in making a determination to accelerate a student. **The recommended acceleration process is as follows:**

1. **Submit a written referral for acceleration to the site principal. A referral for acceleration may be initiated by a parent/guardian, teacher, or other certificated staff member.**
2. **The principal, after consulting with the appropriate staff such as prior teacher, current teacher, and members of the Student Study Team (SST) will then gather academic progress data such as work samples, letters of recommendation, standardized test scores, and other assessment data to present a packet of evidence. This packet will be presented to the SST for a recommendation. The SST can adequately determine if the student:**
 - a. **Is ready for the next level of grade work;**
 - b. **Is in the upper 5% of his/her age group in terms of mental ability; and**
 - c. **Has the physical development and social maturity consistent with his/her advanced mental ability.**

Page 1 of

3.

Issued Nov. 6, 1997

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May 3, 2001

Revised: ~~September 18, 2014~~ January 20, 2020

CSBA: 11/00

PGUSD

Regular Meeting of January 16, 2020

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Students

Policy #5123

PROMOTION/ACCELERATION/RETENTION

Mandated Policy

3. The packet will be submitted to the Superintendent or designee for review, including:
 - a. Written referral;
 - b. Initial acceleration meeting form;
 - c. Acceleration testing consent form;
 - d. Acceleration assessment review meeting form.

After review by the Superintendent or designee, the parent(s)/guardians(s) shall be informed of the recommendation by the principal. If the student is to be accelerated, a parent conference shall be held, and written parent consent must be obtained. A record of the conference and parent consent shall be placed in the student's cumulative folder.

Acceleration of students at the high school level shall be dependent upon credits earned and upon the student's achievement, goals, and test scores. A parent conference shall be held, and written parent consent must be obtained if the student is to be accelerated. A record of the conference and parent consent shall be placed in the student's cumulative folder.

RETENTION

Teachers shall identify students who should be retained or who are at risk of being retained at their current grade level as early as possible in the school year and as early in their school careers as practicable. Such students shall be identified at the following grade levels: (EC 48070.5)

1. Between grades K and 5
2. Between the end of the intermediate grades and the beginning of the middle school grades
3. Between grades 6 and 8
4. Between the end of the middle school grades and the beginning of the high school grades
5. Between grades 9-12

Students shall be identified for retention on the basis of failure to meet minimum levels of proficiency, as indicated by grades, and/or by the results of state assessments administered pursuant to Education Code [60640-60649](#). The following additional indicators of academic achievement may be used:

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3.

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Pacific Grove Unified School District

Students

Policy #5123

PROMOTION/ACCELERATION/RETENTION

Mandated Policy

(cf. [5121](#) - Grades/Evaluation of Student Achievement)

(cf. [5149](#) - At-Risk Students)

(cf. [5149](#) - At-Risk Students)

(cf. [6162.5](#) - Student Assessment)

(cf. [6162.51](#) - State Academic Achievement Tests)

[1] Students between grades K – 1 and grades 1 - 2 shall be identified primarily based on teacher assessment **including proficiency in reading and math** and Student Study Team determination. Student between grades 2 and 4 shall be identified primarily on the basis of their level of proficiency in reading **and math**, and then based on teacher assessment and Student Study Team determination. Proficiency in reading, English language arts, and mathematics shall be the primary basis for identifying students between grades 4 and 5, between intermediate and middle school grades, and between middle school grades and high school grades. Additionally, assessment may be based on teacher assessment and Student Study Team determination (Education Code [48070.5](#))

(cf. [6142.91](#) - Reading/Language Arts Instruction)

(cf. [6142.92](#) - Mathematics Instruction)

If a student does not have a single regular classroom teacher, the Superintendent or designee shall specify the teacher(s) responsible for the decision to promote or retain the student **along with the recommendations of the Student Study Team**. (Education Code [48070.5](#))

The teacher's decision to promote or retain a student may be appealed in accordance with AR 5123 - Promotion/Acceleration/Retention.

When a student is recommended for retention or is identified as being at risk for retention, the Superintendent or designee shall offer an appropriate program of remedial instruction to assist the student in meeting grade-level expectations. (Education Code [48070.5](#))

(cf. [6176](#) - Weekend/Saturday Classes)

(cf. [6177](#) - Summer Learning Programs)

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3.

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Revised: ~~September 18, 2014~~ January 20, 2020

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REDLINE
Pacific Grove Unified School District

Action/Discussion Item A

Students

Policy #5123

PROMOTION/ACCELERATION/RETENTION

Mandated Policy

(cf. [6179](#) - Supplemental Instruction)

Legal Reference:

EDUCATION CODE

~~37252-37254.1 Supplemental instruction~~ **These sections were repealed on Jan 1, 2016.**

~~41505-41508 Pupil Retention Block Grant~~ **These sections were repealed on Jan 1, 2015.**

[46300](#) Method of computing average daily attendance

[48010](#) Admittance to first grade

[48011](#) Promotion/retention following one year of kindergarten

[48070-48070.5](#) Promotion and retention

[56345](#) Elements of individualized education plan

[60640-60649](#) California Assessment of Student Performance and Progress

~~60850-60859 Exit examination~~ **These sections were repealed on Jan 1, 2018.**

CODE OF REGULATIONS, TITLE 5

[200-202](#) Admission and exclusion of students

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

FAQs Promotion, Retention, and Grading (students with disabilities)

FAQs Pupil Promotion and Retention

Kindergarten Continuance Form

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3.

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Revised: ~~September 18, 2014~~ January 20, 2020

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REDLINE
Pacific Grove Unified School District

Action/Discussion Item A

Students

Policy #5123

PROMOTION/ACCELERATION/RETENTION

Mandated Policy

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

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3.

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Issued Nov. 6, 1997

May 3, 2001

Revised: ~~September 18, 2014~~ January 20, 2020

CSBA: 11/00

PGUSD

Regular Meeting of January 16, 2020

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Pacific Grove Unified School District

Students

Policy #5123

PROMOTION/ACCELERATION/RETENTION

Mandated Policy

PROMOTION

The Governing Board expects students to progress through each grade level within one school year. Toward this end, instruction shall be designed to accommodate the variety of ways that students learn and provide strategies for addressing academic deficiencies as needed.

Students shall progress through the grade levels by demonstrating growth in learning and meeting grade-level standards of expected student achievement.

(cf. [6011](#) - Academic Standards)

(cf. [6146.1](#) - High School Graduation Requirements)

(cf. [6146.5](#) - Elementary/Middle School Graduation Requirements)

(cf. [6162.52](#) - High School Exit Examination)

(cf. [6170.1](#) - Transitional Kindergarten)

ACCELERATION

In grades 1 - 8, when high academic achievement is evident, the teacher may recommend a student for acceleration into a higher grade level. The student's maturity level shall be taken into consideration in making a determination to accelerate a student. The recommended acceleration process is as follows:

1. Submit a written referral for acceleration to the site principal. A referral for acceleration may be initiated by a parent/guardian, teacher, or other certificated staff member.
2. The principal, after consulting with the appropriate staff such as prior teacher, current teacher, and members of the Student Study Team (SST) will then gather academic progress data such as work samples, letters of recommendation, standardized test scores, and other assessment data to present a packet of evidence. This packet will be presented to the SST for a recommendation. The SST can adequately determine if the student:
 - a. Is ready for the next level of grade work;
 - b. Is in the upper 5% of his/her age group in terms of mental ability; and
 - c. Has the physical development and social maturity consistent with his/her advanced mental ability.
3. The packet will be submitted to the Superintendent or designee for review, including:
 - a. Written referral;
 - b. Initial acceleration meeting form;
 - c. Acceleration testing consent form;
 - d. Acceleration assessment review meeting form.

After review by the Superintendent or designee, the parent(s)/guardians(s) shall be informed of the recommendation by the principal. If the student is to be accelerated, a parent conference shall be held, and written parent consent must be obtained. A record of the conference and parent consent shall be placed in the student's cumulative folder.

Students

Policy #5123

PROMOTION/ACCELERATION/RETENTION

Mandated Policy

Acceleration of students at the high school level shall be dependent upon credits earned and upon the student's achievement, goals, and test scores. A parent conference shall be held, and written parent consent must be obtained if the student is to be accelerated. A record of the conference and parent consent shall be placed in the student's cumulative folder.

RETENTION

Teachers shall identify students who should be retained or who are at risk of being retained at their current grade level as early as possible in the school year and as early in their school careers as practicable. Such students shall be identified at the following grade levels: (EC 48070.5)

1. Between grades K and 5
2. Between the end of the intermediate grades and the beginning of the middle school grades
3. Between grades 6 and 8
4. Between the end of the middle school grades and the beginning of the high school grades
5. Between grades 9-12

Students shall be identified for retention on the basis of failure to meet minimum levels of proficiency, as indicated by grades, and/or by the results of state assessments administered pursuant to Education Code [60640-60649](#). The following additional indicators of academic achievement may be used:

- (cf. [5121](#) - Grades/Evaluation of Student Achievement)
- (cf. [5149](#) - At-Risk Students)
- (cf. [5149](#) - At-Risk Students)
- (cf. [6162.5](#) - Student Assessment)
- (cf. [6162.51](#) - State Academic Achievement Tests)

Students between grades K – 1 and grades 1 - 2 shall be identified primarily based on teacher assessment including proficiency in reading and math and Student Study Team determination. Student between grades 2 and 4 shall be identified primarily on the basis of their level of proficiency in reading and math, and then based on teacher assessment and Student Study Team determination. Proficiency in reading, English language arts, and mathematics shall be the primary basis for identifying students between grades 4 and 5, between intermediate and middle school grades, and between middle school grades and high school grades. Additionally, assessment may be based on teacher assessment and Student Study Team determination (Education Code [48070.5](#))

- (cf. [6142.91](#) - Reading/Language Arts Instruction)

Students

Policy #5123

PROMOTION/ACCELERATION/RETENTION

Mandated Policy

(cf. [6142.92](#) - Mathematics Instruction)

If a student does not have a single regular classroom teacher, the Superintendent or designee shall specify the teacher(s) responsible for the decision to promote or retain the student along with the recommendations of the Student Study Team. (Education Code [48070.5](#))

The teacher's decision to promote or retain a student may be appealed in accordance with AR 5123 - Promotion/Acceleration/Retention.

When a student is recommended for retention or is identified as being at risk for retention, the Superintendent or designee shall offer an appropriate program of remedial instruction to assist the student in meeting grade-level expectations. (Education Code [48070.5](#))

(cf. [6176](#) - Weekend/Saturday Classes)

(cf. [6177](#) - Summer Learning Programs)

(cf. [6179](#) - Supplemental Instruction)

Legal Reference:

EDUCATION CODE

[46300](#) Method of computing average daily attendance

[48010](#) Admittance to first grade

[48011](#) Promotion/retention following one year of kindergarten

[48070-48070.5](#) Promotion and retention

[56345](#) Elements of individualized education plan

[60640-60649](#) California Assessment of Student Performance and Progress

CODE OF REGULATIONS, TITLE 5

[200-202](#) Admission and exclusion of students

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

FAQs Promotion, Retention, and Grading (students with disabilities)

FAQs Pupil Promotion and Retention

Kindergarten Continuance Form

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

Students

Regulation #5123

PROMOTION/ ACCELERATION/ RETENTION

Mandated Regulation

Acceleration from Kindergarten to First Grade

A student enrolled in kindergarten may be admitted to the first grade at the discretion of the Superintendent or designee and with the consent of the parent/ guardian, upon a determination that the child is ready for first-grade work. (Education Code 48011)

Admission shall be subject to the following minimum criteria: (5 CCR 200)

1. The student is at least five years of age.
2. The student has attended a public school kindergarten for a long enough time to enable school personnel to evaluate his/her ability.
3. The student is in the upper five percent of his/her age group in terms of general mental ability.
4. The physical development and social maturity of the student are consistent with his/her advanced mental ability.
5. The parent/guardian of the student has filed a written statement with the school District approving the placement in first grade.

Continuation in Kindergarten

Students who have completed one year of kindergarten shall be admitted to first grade unless the parent/guardian and the Superintendent or designee agree that the student shall continue in kindergarten for not more than one additional school year. (Education Code 48011)

Whenever a student continues in kindergarten for an additional year, the Superintendent or designee shall secure an agreement, signed by the parent/guardian, stating that the student shall continue in kindergarten for not more than one additional school year. (Education Code 46300)

Retention at Other Grade Levels

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January 16, 2020

Students

Regulation #5123

PROMOTION/ ACCELERATION/ RETENTION

Mandated Regulation

The principal and teachers shall identify students who should be retained or who are at risk of being retained at the following grade levels: (EC 48070.5)

1. Between grades 1 and 2
2. Between grades 2 and 3
3. Between grades 3 and 4
4. Between grades 4 and 5
5. Between grades 5 and 6
6. Between grades 6 and 7
7. Between grades 7 and 8
8. Between grades 8 and 9

Additionally, the principal and teachers shall identify students who should be retained or who are at risk of being retained at grades Kindergarten through 1. The following remedies for these grades also apply.

When a student in grades 2 through 9 is retained or recommended for retention, the teacher and Principal shall offer programs of direct, systematic and intensive supplement instruction in accordance with Education Code 37252.5

When a student is recommended for retention or is identified as being at risk for retention in any grade level, the teacher and Principal shall provide opportunities for remedial instruction **early in the school year** to assist the student in overcoming his/her academic deficiencies. Such opportunities may include but are not limited to tutorial programs, after school programs, summer school programs and/or the establishment of a student study team.

Retention or Possible Retention Procedures

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Regulation #5123

PROMOTION/ ACCELERATION/ RETENTION

Mandated Regulation

Students shall be identified on the basis of a multiple measurement process utilizing grades, curriculum assessments and statewide assessments. A Student Study Team will be established to offer intervention strategies provided for the student during the school year. If the student is not able to meet grade level requirements, a recommendation for retention or promotion will be determined by the classroom teacher in conjunction with the Student Study Team and the Principal. Ultimately, the teacher has the primary responsibility for determining if a student should be promoted or retained.

If the student does not have a single regular classroom teacher, the principal or designee shall specify the teacher(s) responsible for the decision to promote or retain the student. (Ed Code 48070.5)

If a student is identified as performing below the minimum standard for promotion, the student shall be retained in his/her current grade level unless the student's regular classroom teacher determines, in writing, that retention is not the appropriate intervention for the student's academic deficiencies. This determination shall specify the reasons that retention is not appropriate for the student and shall include recommendations for interventions other than retention that, in the opinion of the teacher, are necessary to assist the student in attaining acceptable levels of academic achievement. (Ed. Code 48070.5)

If the teacher's recommendation to promote is contingent on the student's successful completion of summer school or interim session or remediation program, the student's academic performance shall be reassessed at the end of the remediation program, and the decision to retain or promote the student shall be reevaluated at that time. The teacher's evaluation shall be provided to and discussed with the student's parents/guardians and the principal before any final determination or retention or promotion. (Ed Coe 48070.5)

When a student is identified as being at risk of retention, the principal shall so notify the student's parent/guardian as early in the school year as practicable. The student's parent/ guardian shall be provided an opportunity to consult with the teacher(s) responsible for the decision to promote or retain the student. (EC 48070.5)

A notification process including
- Parent conference

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Students

Regulation #5123

PROMOTION/ ACCELERATION/ RETENTION

Mandated Regulation

- Student learning plan
- Student Study Team
- Mid year update
- Spring program notice
- Copy of Promotion/Acceleration/Retention Policy and Regulations will be established and implemented

Appeal Procedure

The teacher's decision to promote or retain a student may be appealed consistent with Board policy, administrative regulation and law.

The burden shall be on the appealing party to show why the teacher's decision should be overruled. (Education Code 48070.5)

To appeal a teacher's decision, the appealing party shall submit a written request to the Superintendent or designee specifying the reasons that the teacher's decision should be overruled. The appeal must be initiated within 10 school days of the determination of retention or promotion.

Within 30 school days of receiving the request, the Superintendent or designee shall determine whether or not to overrule the teacher's decision. Prior to making this determination, the Superintendent or designee may meet with the appealing party and the teacher. If the Superintendent or designee determines that the appealing party has overwhelmingly proven that the teacher's decision should be overruled, he/she shall overrule the teacher's decision.

The Superintendent or designee's determination may be appealed by submitting a written appeal to the Board within 15 school days. Within 30 days of receipt of a written appeal, the Board shall meet in closed session to decide the appeal. The Board's decision may be made on the basis of documentation prepared as part of the appeal process or, at the discretion of the Board, the Board may also meet with

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Pacific Grove Unified School District

Students

Regulation #5123

PROMOTION/ ACCELERATION/ RETENTION

Mandated Regulation

the appealing party, the teacher and the Superintendent/designee to decide the appeal. The decision of the Board shall be final.

If the decision of the Board is unfavorable to the appealing party, he/she shall have the right to submit a written statement of objections that shall become part of the student's record.

Kindergarten

Children five years old or older who have completed one year of kindergarten shall be admitted to first grade regardless of age unless the parent/guardian and the district agree that the child shall continue in kindergarten for not more than one additional school year. (EC 480111)

First Grade Acceleration

A child enrolled in kindergarten may be admitted to the first grade at the discretion of the principal and upon a determination that the child is ready for first grade work. Admission shall be subject to the following minimum criteria: (Code of Regulations, Title 5, Section 200)

1. The child is at least five years of age.
2. The child has attended a public school kindergarten for a long enough time to enable school personnel to evaluate his/her ability.
3. The child is in the upper five percent of his/her age group in terms of general mental ability.
4. The physical development and social maturity of the child are consistent with his/her advanced mental ability.
5. The parent/guardian of the child has filed a written statement with the school district approving the placement in first grade.

ACCELERATION

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January 16, 2020

Students

Regulation #5123

PROMOTION/ ACCELERATION/ RETENTION

Mandated Regulation

In grades 1 - 8, when high academic achievement is evident, the teacher may recommend a student for acceleration into a higher grade level. The student's maturity level shall be taken into consideration in making a determination to accelerate a student. The recommended acceleration process is as follows:

1. Submit a written referral for acceleration to the site principal. A referral for acceleration may be initiated by a parent/guardian, teacher, or other certificated staff member.
2. The principal, after consulting with the appropriate staff such as prior teacher, current teacher, and members of the Student Study Team (SST) will then gather academic progress data such as work samples, letters of recommendation, standardized test scores, and other assessment data to present a packet of evidence. This packet will be presented to the SST for a recommendation. The SST can adequately determine if the student:
 - a. Is ready for the next level of grade work;
 - b. Is in the upper 5% of his/her age group in terms of mental ability; and
 - c. Has the physical development and social maturity consistent with his/her advanced mental ability.
3. The packet will be submitted to the Superintendent or designee for review, including:
 - a. Written referral;
 - b. Initial acceleration meeting form;
 - c. Acceleration testing consent form;
 - d. Acceleration assessment review meeting form.

After review by the Superintendent or designee, the parent(s)/guardians(s) shall be informed of the recommendation by the principal. If the student is to be accelerated, a parent conference shall be held, and written parent consent must be obtained. A record of the conference and parent consent shall be placed in the student's cumulative folder.

Acceleration of students at the high school level shall be dependent upon credits earned and upon the student's achievement, goals, and test scores. A parent conference shall be held, and written parent

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REDLINE

Pacific Grove Unified School District

Action/Discussion Item A

Students

Regulation #5123

PROMOTION/ ACCELERATION/ RETENTION

Mandated Regulation

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Pacific Grove Unified School District

Students

Regulation #5123

PROMOTION/ ACCELERATION/ RETENTION

Mandated Regulation

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Pacific Grove Unified School District

Students

Regulation #5123

PROMOTION/ ACCELERATION/ RETENTION

Mandated Regulation

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Pacific Grove Unified School District

Students

Regulation #5123

PROMOTION/ ACCELERATION/ RETENTION

Mandated Regulation

A notification process including

- Parent conference
- Student learning plan
- Student Study Team
- Mid year update
- Spring program notice
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Pacific Grove Unified School District

Students

Regulation #5123

PROMOTION/ ACCELERATION/ RETENTION

Mandated Regulation

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Acceleration

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Pacific Grove Unified School District

Students

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PROMOTION/ ACCELERATION/ RETENTION

Mandated Regulation

After review by the Superintendent or designee, the parent(s)/guardians(s) shall be informed of the recommendation by the principal. If the student is to be accelerated, a parent conference shall be held, and written parent consent must be obtained. A record of the conference and parent consent shall be placed in the student's cumulative folder.

Acceleration of students at the high school level shall be dependent upon credits earned and upon the student's achievement, goals, and test scores. A parent conference shall be held, and written parent consent must be obtained if the student is to be accelerated. A record of the conference and parent consent shall be placed in the student's cumulative folder.

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

SUBJECT: Revisions to Board Policy and Regulation 1325 Advertising and Promotion

DATE: January 16, 2020

PERSON(S) RESPONSIBLE: Ralph Gómez Porras, Superintendent

RECOMMENDATION:

The Administration recommends that the Board review and approve the revisions to Board Policy and Regulation 1325 Advertising and Promotion.

BACKGROUND:

At the November 14, 2019 Board meeting, the Board requested to review the Policy and Regulation regarding advertising banners at Pacific Grove High School. The Board reviewed the Policy and Regulation at the following Board meeting on November 21, 2019 and gave direction to Administration.

INFORMATION:

Based on Board direction to Administration, legal counsel provided revisions to the Board Policy and Regulation. Revisions include:

- Allowing commercial materials and advertising
- The Superintendent or designee may selectively approve or disapprove distribution of materials or publishing of copy based on the criteria

FISCAL IMPACT:

There is no direct fiscal cost to this item.

Pacific Grove Unified School District

Community Relations

Policy #1325

ADVERTISING AND PROMOTION

Distribution, Posting or Circulation of Noncommercial Materials

The Governing Board desires to promote positive relationships between the schools and community organizations. Just as community organizations can build support for the schools, the schools can cooperate with these groups under certain circumstances by publicizing services, special events and public meetings of interest to staff and/or students and parents/guardians.

The Superintendent or designee may approve the distribution, posting or circulation in District schools of materials prepared by organizations that are school sponsored or school related. Materials approved for distribution, posting or circulation shall further the District's intended purpose, directly benefit the students, support the basic educational mission of the District or be of intrinsic value to the students. Materials shall not promote any particular religious or political interest except as specified below.

Distribution, Posting or Circulation of Political Materials

The schools shall not distribute, post or circulate campaign materials pertaining to a candidate, party, or ballot measure. Campaign materials shall not be distributed, posted or circulated on District property at any time other than at a forum in which candidates or advocates from all sides are presenting their views to the staff and/or students during school hours, or during events scheduled pursuant to the Civic Center Act.

Distribution, Posting or Circulation of Commercial Materials/Advertising

~~The Board believes that the students in our schools should focus on educational matters and not be the target of advertising. School sponsored publications, announcements and other school communications shall carry no advertising. In addition, the Superintendent or designee shall not accept promotional materials of a commercial nature for distribution, posting or circulation by or to staff and/or students.~~

~~Advertising of commercial products or services will not be distributed, posted or circulated in District schools unless they relate to appropriate fundraising for student programs and activities such as those sponsored by the Parent Teacher organization and the District Foundation. Prior approval must be granted by the Superintendent or designee.~~

The Governing Board desires to promote positive relationships between the schools and local businesses. The Superintendent or designee may approve the following types of commercial materials/advertising, based upon the criteria set forth in Regulation 1325:

1. Paid advertisements on school property from local businesses, including but not limited to banners or billboards
2. Paid advertisements in school-sponsored publications, yearbooks, announcements and other school communications

Pacific Grove Unified School District

Community Relations

Policy #1325

ADVERTISING AND PROMOTION

3. Products and materials donated by commercial enterprises may be used in the classroom as long as they serve an educational purpose and do not unduly promote any commercial activity or products. Such materials may bear the name or logo of the donor. The use of such materials does not imply District endorsement of any identified commercial products or services.

Students shall not be required to view commercials during instructional time. Advertisements may be studied, however, as part of the consumer education curriculum.

~~Products and materials donated by commercial enterprises may be used in the classroom as long as they serve an educational purpose and do not unduly promote any commercial activity or products. Such materials may bear the name or logo of the donor. The use of such materials does not imply District endorsement of any identified commercial products or services.~~

Legal Reference:

EDUCATION CODE

7050-7058 Political activities of school officers and employees

35160 Authority of governing boards

35160.1 Broad authority of school Districts

35172 Promotional activities

40040-40047 Civic Center Act

48907 Student exercise of free expression

BUSINESS AND PROFESSIONS CODE

25664 Advertisements encouraging minors to drink

Bright v. Los Angeles Unified School District (1976) 134 Cal. Rptr. 639, 556 P.2d 1090, 18 Cal. 3d 450

Lehman v. Shaker Heights (1974) 418 U.S. 298

Pacific Grove Unified School District

Community Relations

Policy #1325

ADVERTISING AND PROMOTION**Distribution, Posting or Circulation of Noncommercial Materials**

The Governing Board desires to promote positive relationships between the schools and community organizations. Just as community organizations can build support for the schools, the schools can cooperate with these groups under certain circumstances by publicizing services, special events and public meetings of interest to staff and/or students and parents/guardians.

The Superintendent or designee may approve the distribution, posting or circulation in District schools of materials prepared by organizations that are school sponsored or school related. Materials approved for distribution, posting or circulation shall further the District's intended purpose, directly benefit the students, support the basic educational mission of the District or be of intrinsic value to the students. Materials shall not promote any particular religious or political interest except as specified below.

Distribution, Posting or Circulation of Political Materials

The schools shall not distribute, post or circulate campaign materials pertaining to a candidate, party, or ballot measure. Campaign materials shall not be distributed, posted or circulated on District property at any time other than at a forum in which candidates or advocates from all sides are presenting their views to the staff and/or students during school hours, or during events scheduled pursuant to the Civic Center Act.

Distribution, Posting or Circulation of Commercial Materials/Advertising

The Governing Board desires to promote positive relationships between the schools and local businesses. The Superintendent or designee may approve the following types of commercial materials/advertising, based upon the criteria set forth in Regulation 1325:

1. Paid advertisements on school property from local businesses, including but not limited to banners or billboards
2. Paid advertisements in school-sponsored publications, yearbooks, announcements and other school communications
3. Products and materials donated by commercial enterprises may be used in the classroom as long as they serve an educational purpose and do not unduly promote any commercial activity or products. Such materials may bear the name or logo of the donor. The use of such materials does not imply District endorsement of any identified commercial products or services.

Students shall not be required to view commercials during instructional time. Advertisements may be studied, however, as part of the consumer education curriculum.

Legal Reference:

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ADVERTISING AND PROMOTION

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Pacific Grove Unified School District

Community Relations

Regulation #1325

ADVERTISING AND PROMOTION

Before publication, posting, circulation or distribution the Superintendent or designee shall review all copy to assure that it complies with the provisions of Board policy and administrative regulations.

Distribution, Posting or Circulation of Noncommercial Materials

Materials generated by non-students may be distributed, posted or circulated in District schools only when prior approval has been granted by the Superintendent or designee.

Surveys or questionnaires requiring staff and/or student or parent/guardian response also must be first approved by the Superintendent or designee. All materials to be distributed shall bear the name and method of contact of the individuals responsible for the activity.

Prohibitions

Materials shall not be distributed to staff and/or students or advertised in school-sponsored publications if they:

1. Are obscene, libelous, or slanderous. (Education Code 48907)
2. Incite students to commit unlawful acts, violate school rules, or disrupt the school's orderly operation. (Education Code 48907)
3. Discriminate against, attack or denigrate any group on account of gender, race, color, religion, ancestry, national origin, disability, or other unlawful consideration; or promote one group over another.
4. Solicit funds or services for an organization, with the exception of solicitations authorized in Governing Board policy.
5. Promote the use or sale of materials or services which are illegal or inconsistent with school objectives. Ads for tobacco, intoxicants, and r-rated and -x-rated movies or products shall not be used.

~~6. Announce the meetings of non-curricular student-initiated groups.~~

~~Before publication, posting, circulation or distribution the Superintendent or designee shall review all copy to assure that it complies with the provisions of Board policy and administrative regulations.~~

At their discretion, teachers may use commercial-free instructional television programs and other instructional materials that do not require advertising to be viewed.

District schools shall not distribute unsolicited merchandise for which an ensuing payment is requested.

Distribution, Posting or Circulation of Commercial Materials

The Superintendent or designee may selectively approve or disapprove distribution of materials or publishing of copy based on the criteria listed below, but may not disapprove materials or copy in an

Pacific Grove Unified School District

Community Relations

Regulation #1325

ADVERTISING AND PROMOTION

arbitrary or capricious manner or in a way that discriminates against a particular viewpoint on a subject that would otherwise be allowed. All materials to be distributed shall bear the name and contact information of the sponsoring entity.

The Superintendent or designee shall not approve commercial materials/advertisements that:

1. Are obscene, libelous, or slanderous.
2. Incite students to commit unlawful acts, violate school rules, or disrupt the school's orderly operation.
3. Discriminate against, attack or denigrate any group on account of gender, race, color, religion, ancestry, national origin, disability, or other unlawful consideration; or promote one group over another.
4. Promote the use or sale of materials or services which are illegal or inconsistent with school objectives. Ads for tobacco, intoxicants, and r-rated and x-rated movies or products shall not be used.
5. Promote during the school day any food or beverage that does not comply with state nutritional standards pursuant to Education Code sections 49430-49434. This prohibition does not include advertising on clothing with brand images worn on school grounds, advertising contained in product packaging, or advertising of infrequent school fundraising events involving food or beverages that do not meet the nutritional standards. (Education Code section 49431.9.)
6. Position the District on any side of a controversial issue

Schools may establish additional criteria pertaining to the content of advertisements in school publications and yearbooks. Such criteria may limit advertisements to those that contain congratulatory or commemorative message, curriculum-related content, advertisements for products or services of interest to students, non-controversial content, and/or other content deemed appropriate by the school publication staff and adviser in accordance with law and Board policy.

Pacific Grove Unified School DistrictCommunity RelationsRegulation #1325**ADVERTISING AND PROMOTION**

Before publication, posting, circulation or distribution the Superintendent or designee shall review all copy to assure that it complies with the provisions of Board policy and administrative regulations.

Distribution, Posting or Circulation of Noncommercial Materials

Materials generated by non-students may be distributed, posted or circulated in District schools only when prior approval has been granted by the Superintendent or designee.

Surveys or questionnaires requiring staff and/or student or parent/guardian response also must be first approved by the Superintendent or designee. All materials to be distributed shall bear the name and method of contact of the individuals responsible for the activity.

Materials shall not be distributed to staff and/or students or advertised in school-sponsored publications if they:

1. Are obscene, libelous, or slanderous. (Education Code 48907)
2. Incite students to commit unlawful acts, violate school rules, or disrupt the school's orderly operation. (Education Code 48907)
3. Discriminate against, attack or denigrate any group on account of gender, race, color, religion, ancestry, national origin, disability, or other unlawful consideration; or promote one group over another.
4. Solicit funds or services for an organization, with the exception of solicitations authorized in Governing Board policy.
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1. Are obscene, libelous, or slanderous.
2. Incite students to commit unlawful acts, violate school rules, or disrupt the school's orderly operation.

Pacific Grove Unified School DistrictCommunity RelationsRegulation #1325**ADVERTISING AND PROMOTION**

3. Discriminate against, attack or denigrate any group on account of gender, race, color, religion, ancestry, national origin, disability, or other unlawful consideration; or promote one group over another.
4. Promote the use or sale of materials or services which are illegal or inconsistent with school objectives. Ads for tobacco, intoxicants, and r-rated and x-rated movies or products shall not be used.
5. Promote during the school day any food or beverage that does not comply with state nutritional standards pursuant to Education Code sections 49430-49434. This prohibition does not include advertising on clothing with brand images worn on school grounds, advertising contained in product packaging, or advertising of infrequent school fundraising events involving food or beverages that do not meet the nutritional standards. (Education Code section 49431.9.)
6. Position the District on any side of a controversial issue

Schools may establish additional criteria pertaining to the content of advertisements in school publications and yearbooks. Such criteria may limit advertisements to those that contain congratulatory or commemorative message, curriculum-related content, advertisements for products or services of interest to students, non-controversial content, and/or other content deemed appropriate by the school publication staff and adviser in accordance with law and Board policy.

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

SUBJECT: Pacific Grove Unified School District Network Upgrade

DATE: January 16, 2020

PERSON(S) RESPONSIBLE: Jonathan Mejia, Technology Systems Coordinator

RECOMMENDATION:

The District Administration recommends the Board review the upgrade of Pacific Grove Unified School District Network Main Distribution Frame, Intermediate Distribution Frames, including but not limited to, WIFI Network Components/Switching & Routing.

BACKGROUND:

The District network has been in place as is since 2011. Consisting of HP Switches, 160 Meru (Now Fortinet) WAPs, 160 Security Cameras throughout the District. Core Switches reached end of manufacturer support in 2008. The District network has been laid out in accordance to what District needs were in 2011. Since 2011 the needs as a District have drastically changed. The issuance of the Technology Bond (Measure A) has allowed for much needed devices and upgrades. Since its first round in 2016 we have used roughly \$1,612,657.61; of this amount an estimated \$5,000 have been dedicated directly to network infrastructure. The number of devices has drastically increased in the last few years, and will continue to grow exponentially for the remainder of the Technology Bond.

The current network infrastructure is starting to show its age and the District is experiencing the results of this. District Administration recommends planning for a total network rip and replace. Cisco Meraki fits the unique needs of the District and its single pane of glass model allow for optimization, customization, monitoring, and supporting from anywhere at any time.

Moving forward the Technology Bond will help increase the number of devices on the existing network. There is a need to also secure the infrastructure to be able to handle the expected growth over the next 7 years and further on into the future. More and more systems are being moved to the network i.e. Security cameras, Intercom Speakers, Phone Systems, Bell Systems, first response alerts and notifications, as well as student, and staff devices. The existing network was not laid out with these things in mind.

INFORMATION:

The Technology Department has been in communication with several consultants gathering information. After many meetings, and discussions, companies such as SHI Technologies, AMS.NET, and DGI have all recommended a switch to Cisco Meraki.

District Administration recommend the first phase of the upgrade take place during the 2020-2021 school year. The District E-rate consultant noted the laws for E-rate have recently changed and 2020-2021 will be treated as a final year, which means funding will reset starting the 2021-2022 school year. The District has used very little of its E-rate allotment and will lose access to an estimated \$157,147.00 in funding that

could be used to off put the Network upgrade expenses. The Technology Department recommends that those funds be used to offset the expenses, and then continue to use the new 2021-2022 E-rate allotment to further provide the District with savings for other technology needs. It is possible to start to lay out a new network parallel to the existing network so as to not interfere with day to day instruction and administrative needs.

Initial estimates put the total cost of a new network at \$400,000 with built-in plan for growth and unforeseen growth. It is recommended that a proactive approach is taken by reserving as much as possible from the Technology Bond and off-setting the cost as much as possible with the use of E-rate dollars to reimburse the district. E-rate is paying about 40% with matching funds of 60% from the District.

The Technology Department will continue to do research and hone on a recommendation of a vendor to be brought back to the Board for approval.

FISCAL IMPACT:

E-rate and Measure A depending on the actual cost of the Network contract cost.

- ☐ Consent
☐ Information/Discussion
☒ Action/Discussion

SUBJECT: Approval of Measure A Education Technology Expenditures

DATE: January 16, 2020

PERSON(S) RESPONSIBLE: Matthew Binder, Director of Educational Technology, Jonathan Mejia, Technology Systems Coordinator

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 was intended to pay technology improvements including:

- Increasing student access to computer technology
- Upgrading instructional hardware educational software/digital curriculum
- Supporting the implementation of a multiyear, District-wide educational technology plan
- Improving classroom and campus security systems
- Implementing student data management systems to facilitate improved student achievement

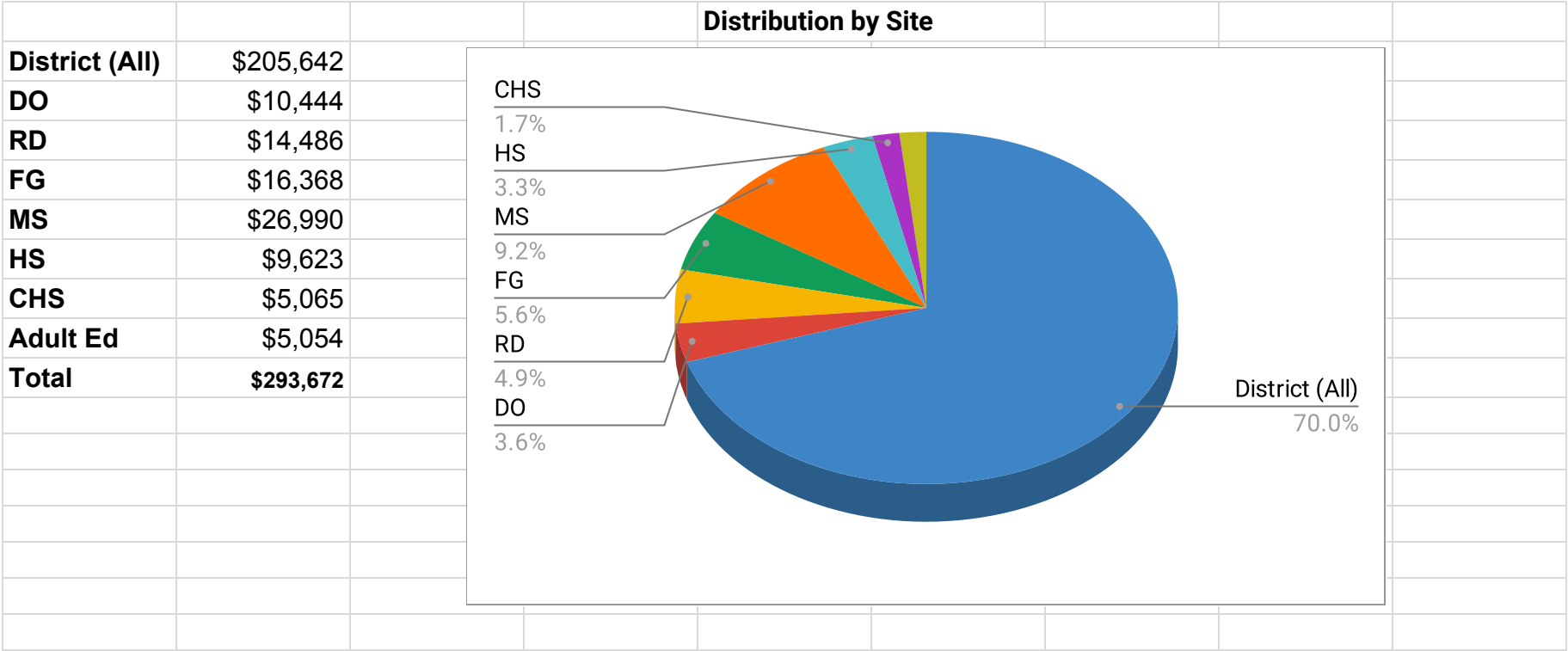
The bond funds are released in six separate series, approximately \$3 million every three years, over a period of 18 years. The first issuance, Series A, was released in the 2014-15 fiscal year. The district is currently working under the remainder of second series of funds - Series B. As the assessed valuations of the properties within the district's attendance boundary increase, the maximum allowable funding for each series will also increase

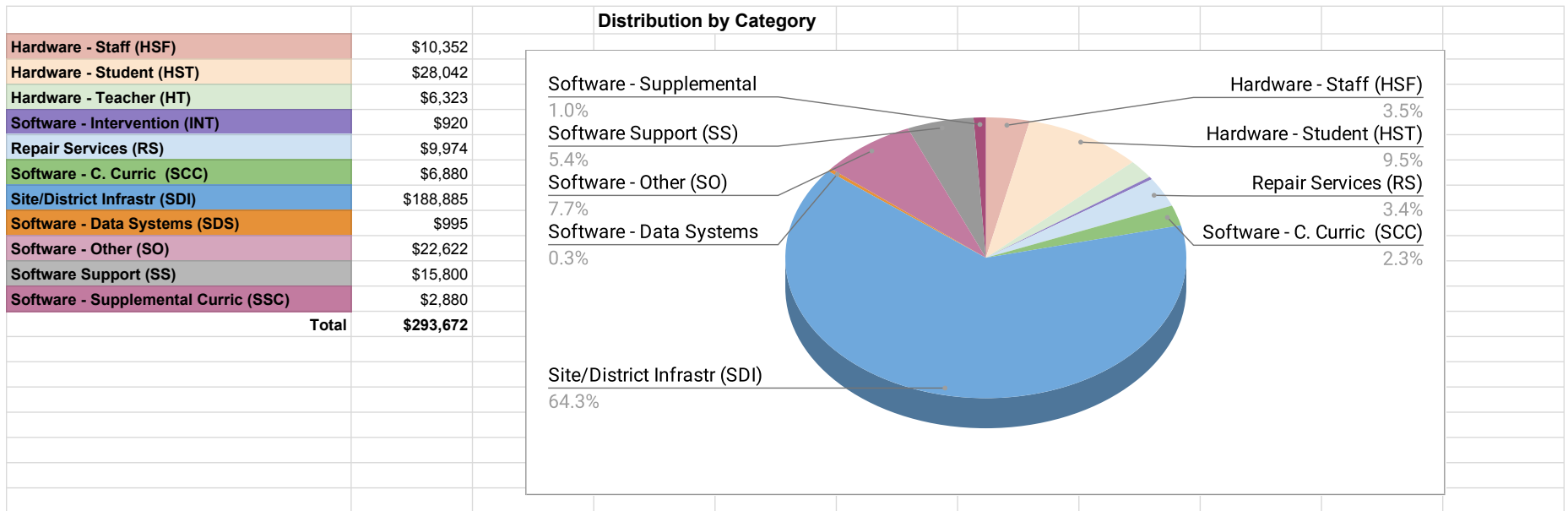
INFORMATION:

Please see the attached spreadsheet – current list of Measure A expenditures and categorical/site distributions. Prices are estimated and may vary slightly due to variations in tax and shipping costs.

FISCAL IMPACT:

\$293,672.34 of technology hardware, software, and/or services to be purchased from Fund 21 for the January/February 2020 Measure A funding cycle.





Measure A List - June/July 2019									
Line #	Category	Item	Tech Type	Request	Site(s)	Tech Plan Connection	Quantity	Cost Per Unit	Est. Cost Incl. Tax; S/H
1	HSF	Laptops, 2nd Gear	Laptop Computers	Jan/Feb 2020	SpEd Ins Aides, DO	4i	13 [1]	\$282	\$3,663.85
2	HSF	Apple MacBook Pro (Superintendent)	Laptop Computers	Jan/Feb 2020	DO	4i	1	\$2,200	\$2,200.00
3	HSF	FUJITSU Image Scanner fi-6130	Printer/Scanners	Jan/Feb 2020	DO	4i	1	\$1,180	\$1,179.90
4	HSF	Dell Chromebooks (Staff)	Chromebooks	Jan/Feb 2020	DO Maintenance	4i	4	\$622	\$2,489.66
5	HSF	Fluke Network Tester Intelli Tone	Accessories	Jan/Feb 2020	DO	4m, 4i	1	\$819	\$818.14
6	HST	Dell Chromebooks 3100 - 3 Class Sets/replacements	Chromebooks	Jan/Feb 2020	RD, FG, MS	4e	90	\$300	\$27,000.00
7	HST	Noot K11 Classroom Headphones	Audio/Visual Hardware	Jan/Feb 2020	RD	4e	32	\$17.00	\$544.00
8	HST	Pearington 16 Device Portable Table Top Chromebooks Storage Cabinet	Accessories	Jan/Feb 2020	MS	4e	2	\$249	\$498.00
9	HT	Laptops, 2nd Gear	Laptop Computers	Jan/Feb 2020	HS, RD, FG	4e	5 [2]	\$266	\$1,327.93
10	HT	AppleTV	Audio/Visual Hardware	Jan/Feb 2020	FG	4e	1	\$200	\$200.00
11	HT	Dell Laptops 2nd Gear	Laptop Computers	Jan/Feb 2020	MS	4e	3	\$600	\$1,800.00
12	HT	Shure PGXD24/SM58-X8 Digital Wireless System with SM58 Microphone	Audio/Visual Hardware	Jan/Feb 2020	MS	1i, 2b, 2c	1	\$379	\$379.00
13	HT	Epson DC-13 Document Camera	Audio/Visual Hardware	Jan/Feb 2020	MS	1i, 2b, 2c	3	\$499.00	\$1,497.00
14	HT	Microsoft Wireless Display Adapter	Accessories	Jan/Feb 2020	MS	4i	22	\$37.99	\$835.78
15	HT	Samsung Galaxy Tab A 8.0" 16GB	Tablets	Jan/Feb 2020	MS	4e	2	\$141.70	\$283.40
16	INT	Read Naturally Subscription	Curriculum Software	Jan/Feb 2020	RD	4f		\$920	\$920.00
17	RS	Tech Defenders Chromebook Repair Services	Tech Infrastructure Services/Maintenance	Jan/Feb 2020	District (all)	4n		>>>>>>>>	\$6,000.00
18	RS	Surveillance Grid - RD - Cameras and Server Repair	Tech Infrastructure Services/Maintenance	Jan/Feb 2020	RD	4m		>>>>>>>>	\$3,974.06
19	SCC	Acellus Renewal	Curriculum Software	Jan/Feb 2020	CHS, Adult Ed, HS	4f		>>>>>>>>	\$5,679.95
20	SCC	Acellus Additional Licenses	Curriculum Software	Jan/Feb 2020	Adult Ed, HS	4f		>>>>>>>>	\$1,200.00
21	SDI	Final Phase of Camera Project Surveillance Grid (hardware and installation)	Network Infrastructure Hardware	Jan/Feb 2020	District (all)	4i, 4m		>>>>>>>>	\$24,707.37
22	SDI	MCOE Fiber - Network Services	Tech Infrastructure Services/Maintenance	Jan/Feb 2020	District (all)	4b		>>>>>>>>	\$1,620.00
23	SDI	Network Upgrade Project - Reserve	Network Infrastructure Hardware	Jan/Feb 2020	District (all)	4a, 4b, 4m		>>>>>>>>	\$100,000.00
24	SDI	Silke Communications - Digital Radio Comm	Tech-Mediated Hardware System	Jan/Feb 2020	District (all)	4i, 4m		>>>>>>>>	\$56,531.07

1/9/2020 PGUSD

Measure A List - June/July 2019									
Line #	Category	Item	Tech Type	Request	Site(s)	Tech Plan Conection	Quantity	Cost Per Unit	Est. Cost Incl. Tax; S/H
		Site/District Infrastructure (SDI)	\$188,885						
		Software - Data Systems (SDS)	\$995						
		Software - Other (SO)	\$22,622						
		Software Support (SS)	\$15,800						
		Software - Supplemental Curric (SSC)	\$2,880						
		Total	\$293,672						

[1] 7 SPED, 6 DO

[2] 2 HS, 2 FG, 1 RD

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

SUBJECT: Board Calendar/Future Meetings

DATE: January 16, 2020

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, 2019-20 School Year

Jan. 16	Regular Board Meeting ✓ Report on Governor's Budget Proposal ✓ Preliminary Enrollment Projection for 2020-21 ✓ Property Tax Update ✓ Quarterly District Safety Update*	Adult School (School Site Visit)
Jan. 23	Regular Board Meeting 	Community High School (School Site Visit)
Feb. 13	Regular Board Meeting ✓ Budget Development Calendar ✓ Possible Personnel Action Presented as Information ✓ Preliminary Review of Site Master Schedules ✓ Board Priorities for 2020-21 Instructional Program Design ✓ Possible Personnel Action (RIF) ✓ Quarterly Facilities Project Updates*	District Office
Mar. 5	Regular Board Meeting ✓ Second Interim Report ✓ Budget Revision #3 ✓ Open House Schedules Reviewed	District Office
Mar. 19	Regular Board Meeting ✓ Budget Projections and Assumptions ✓ TRAN Resolution ✓ Williams/Valenzuela Uniform Complaint Report ✓ Review of Legal Services Costs ✓ Solicitation of Funds Report ✓ Quarterly District Safety Update*	District Office
Apr. 2	Regular Board Meeting ✓ Review of Strategic Plan and LCAP ✓ Approve 2020-21 Aug.- Dec. Board Meeting Calendar	District Office
April 23	Regular Board Meeting ✓ Review of Site Master Schedules ✓ Review of Strategic Plan and LCAP (as needed) ✓ Review of Facilities Depreciation Schedule ✓ California Day of the Teacher ✓ Week of the CSEA Employee ✓ Begin Superintendent Evaluation	District Office
May 7	Regular Board Meeting ✓ Continue Superintendent Evaluation ✓ Final Review of Site Master Schedules ✓ Review of Strategic Plan and LCAP (as needed) ✓ Governance Handbook 2020-21	District Office
May TBD <i>*If Needed</i>	Special Board Meeting ✓ Budget Update	District Office
May 21	Regular Board Meeting ✓ Week of the CSEA Employee ✓ Retiree Reception ✓ Review Bell Schedule for 2020-21 ✓ Complete Superintendent's Evaluation ✓ Identify Board Member Representatives for Graduations ✓ Review Facility Use Fee Schedule ✓ Review Governor's Revised Budget ✓ Suspensions/Expulsions Annual Report ✓ Quarterly Facilities Project Updates* ✓ Quarterly District Safety Update*	District Office
June 4	Regular Board Meeting ✓ LCAP Public Hearing ✓ 2020-21 Budget Public Hearing	District Office

June 18	Regular Board Meeting ✓ Adopt Budget for 2020-21 ✓ Approval of LCAP ✓ Approval of Contracts and Purchase Orders for 2020-21 ✓ Review of Legal Services Costs ✓ Solicitation of Funds Report ✓ Consolidated Application	District Office
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**Quarterly District Safety Update and Quarterly Facilities Projects Update as needed*

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

SUBJECT: Pacific Grove Unified School District Quarterly Safety Update

DATE: January 16, 2020

PERSON(S) RESPONSIBLE: Barbara Martinez, Director of Student Safety

RECOMMENDATION:

The District Administration recommends that the Board review and be informed of Pacific Grove Unified School District activities and protocols related to school safety.

BACKGROUND:

The District Safety Directory provides a safety report to the PGUSD School Board four times per year.

INFORMATION:

- Update on City Council meeting held on 12/18/2019 related to the topic of Tobacco Retail Licensing Ordinance and Local Cannabis Dispensary sales.
- District Dare Program Update
- Traffic and Safety Update
- District/Site Radio Update

FISCAL IMPACT:

The District-wide radio upgrade has been approved by the District Technology committee and funded through Measure A for a total amount \$56,531.00.

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

SUBJECT: Review of District Enrollment Projections for 2020-21

DATE: January 16, 2020

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

RECOMMENDATION:

The Administration recommends that the Board review the attached Enrollment projections for 2020-21.

BACKGROUND:

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

The enrollment projections have incorporated all new students from the affordable housing in Pebble Beach. Overall, the total projected enrollment for 2020-21 remains relatively the same as 2019-20.

Enrollment reports will be brought before the Board again in April when we have better enrollment projections.

INFORMATION:

Preliminary observations for 2020-21:

- 1) Forest Grove enrollment is estimated to be 423 students, almost flat from 2019-20, with an **increase** of 1 student. We do not know the kindergarten numbers at this point but will have a better idea in the spring. There are no recommended staffing changes at Forest Grove at this point.
- 2) Robert Down enrollment is estimated to be 451 students, which is a **decrease** of 19 students. The projected 5th grade class sizes are smaller and the prior year's larger 5th grade class will matriculate to 6th Grade in 2020-21. Staff will continue to monitor any enrollment adjustments.
- 3) Middle School enrollment is expected to be 459, which is an **increase** of 12 students. The increase is the projected higher enrollment for incoming 6th grade class sizes.
- 4) High School enrollment is expected to be 615 students, which is a **decrease** of 3 students from 2019-20. High School enrollment is estimated by moving the 8th Graders from the Middle School (new comers at 138 as compared to the current 9th grade at 169) into 9th Grade, and graduating out the 12th Graders (141).
- 5) Community High School is expected to have enrollment of **20** students.
- 6) Overall, district enrollment is expected to be 1,968 students, which is a decrease of **7** students.

Attached is also the current year's, 2019-20 class sizes and staffing.

FISCAL IMPACT:

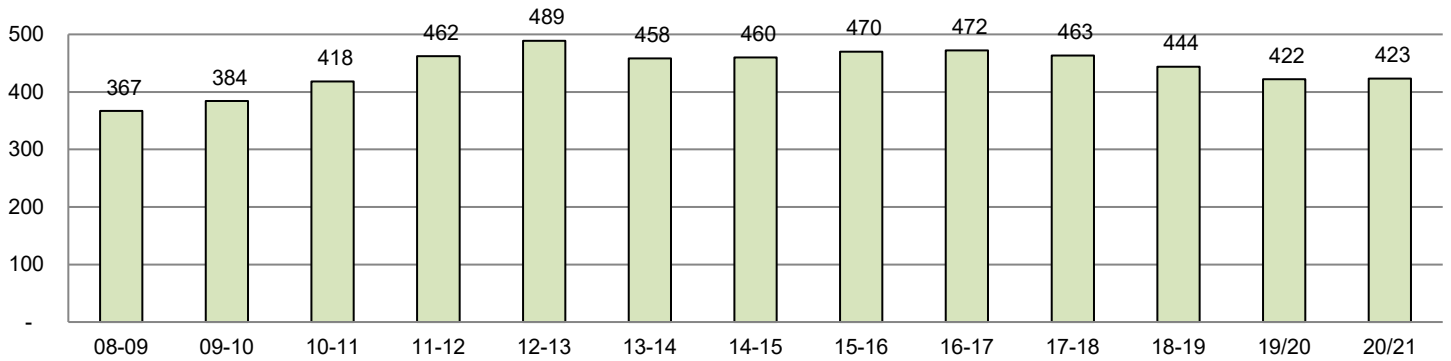
Changes in enrollment have no impact on revenues because the District receives its funding primarily from local property taxes. However, changes in enrollment does result in changes to Site Allocations, Certificated staffing, and any categorical budgets that receive funding based on enrollment.

Pacific Grove Unified School District

Enrollment - CBEDS

	2013-14		2014-15		2015-16		2016-17		2017-18		2018-19		2019-20		2020-21	
	actual		actual		actual		actual		actual		actual		actual		estimate	
	CBEDS	%	CBEDS	%	CBEDS	%	CBEDS	%	CBEDS	%	CBEDS	%	CBEDS	%	CBEDS	%
Forest Grove																
TK	22		27		26		28		27		26		25		26	
K	64		78		78		85		65		65		68		68	
1	68	-8.1%	64	0.0%	82	5.1%	73	-6.4%	86	1.2%	58	-10.8%	62	-4.6%	68	0.0%
2	71	-7.8%	69	1.5%	66	3.1%	80	-2.4%	66	-9.6%	89	3.5%	61	5.2%	62	0.0%
3	67	-14.1%	69	-2.8%	70	1.4%	72	9.1%	77	-3.8%	63	-4.5%	82	-7.9%	61	0.0%
4	89	9.9%	75	11.9%	71	2.9%	68	-2.9%	76	5.6%	73	-5.2%	56	-11.1%	82	0.0%
5	77	-10.5%	78	-12.4%	77	2.7%	66	-7.0%	66	-2.9%	70	-7.9%	68	-6.8%	56	0.0%
Total	458		460		470		472		463		444		422		423	
change	(31)	-6.3%	2	0.4%	10	2.2%	2	0.4%	(9)	-1.9%	(19)	-4.1%	(22)	-5.0%	1	0.2%

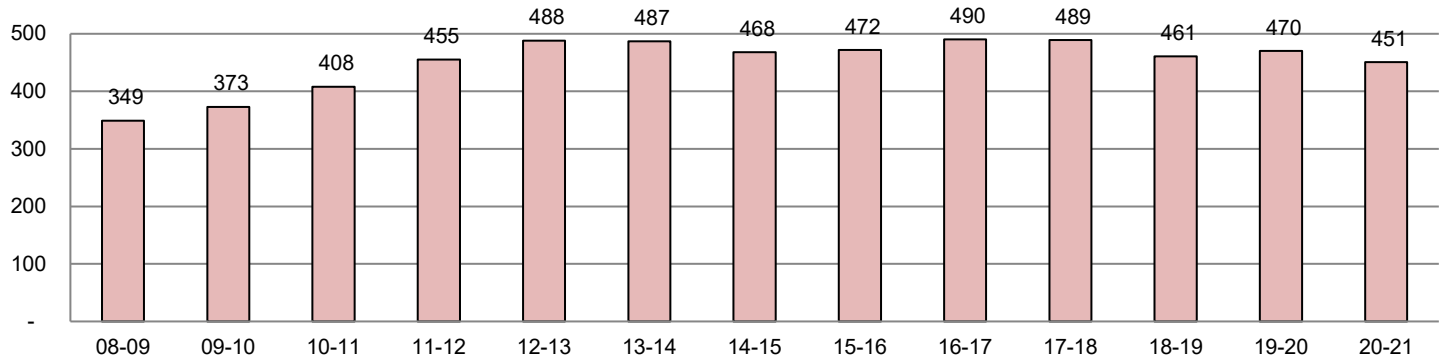
Forest Grove Enrollment



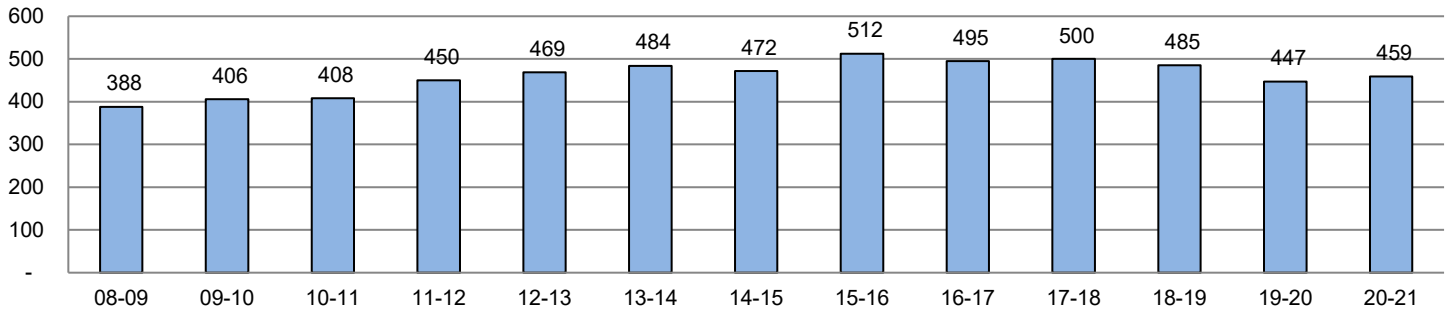
Robert Down

K	70		76		68		87		76		81		63		63	
1	91	3.4%	72	2.9%	83	9.2%	78	14.7%	90	3.4%	73	-3.9%	86	6.2%	63	0.0%
2	90	4.7%	79	-13.2%	79	9.7%	78	-6.0%	81	3.8%	88	-2.2%	74	1.4%	86	0.0%
3	72	-14.3%	85	-5.6%	87	10.1%	73	-7.6%	76	-2.6%	76	-6.2%	92	4.5%	74	0.0%
4	87	7.4%	72	0.0%	86	1.2%	93	6.9%	73	0.0%	79	3.9%	73	-3.9%	92	0.0%
5	77	-1.3%	84	-3.4%	69	-4.2%	81	-5.8%	93	0.0%	64	-12.3%	82	3.8%	73	0.0%
Total	487		468		472		490		489		461		470		451	
change	(1)	-0.2%	(19)	-3.9%	4	0.9%	18	3.8%	(1)	-0.2%	(28)	-5.7%	9	2.0%	(19)	-4.0%

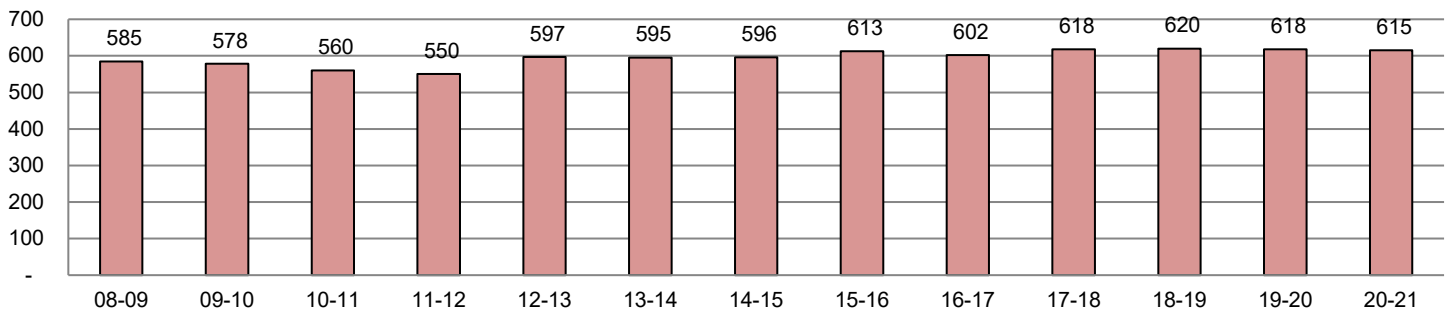
Robert Down Enrollment



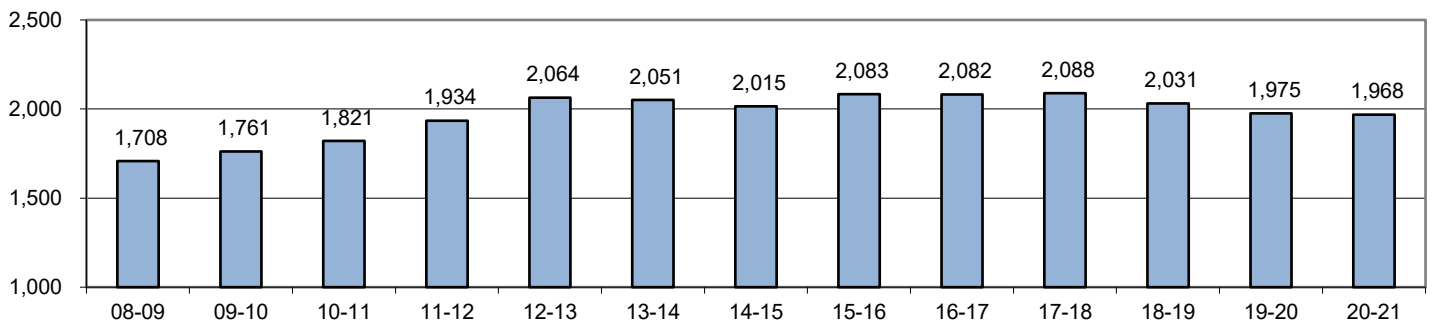
	2013-14 actual		2014-15 actual		2015-16 actual		2016-17 actual		2017-18 actual		2018-19 actual		2019-20 actual		2020-21 estimate	
	CBEDS	%	CBEDS	%	CBEDS	%	CBEDS	%	CBEDS	%	CBEDS	%	CBEDS	%	CBEDS	%
Middle School																
6	174	6.1%	153	-0.6%	188	16.0%	151	3.4%	155	5.4%	174	9.4%	130	-3.0%	150	0.0%
7	162	8.0%	163	-6.3%	164	7.2%	186	-1.1%	161	6.6%	144	-7.1%	179	2.9%	130	0.0%
8	148	-8.6%	156	-3.7%	160	-1.8%	158	-3.7%	184	-1.1%	167	3.7%	138	-4.2%	179	0.0%
Total	484	3.2%	472	-2.5%	512	8.5%	495	-3.3%	500	1.0%	485	-3.0%	447	-7.8%	459	2.7%
change	15	3.2%	(12)	-2.5%	40	8.5%	(17)	-3.3%	5	1.0%	(15)	-3.0%	(38)	-7.8%	12	2.7%

Middle School Enrollment**High School**

9	153	-2.5%	160	8.1%	164	5.1%	170	6.3%	169	7.0%	184	0.0%	169	1.2%	138	0.0%
10	167	-3.5%	151	-1.3%	155	-3.1%	152	-7.3%	170	0.0%	150	-11.2%	170	-7.6%	169	0.0%
11	140	-9.7%	151	-9.6%	147	-2.6%	138	-11.0%	144	-5.3%	148	-12.9%	138	-8.0%	170	0.0%
12	135	-11.8%	134	-4.3%	147	-2.6%	142	-3.4%	135	-2.2%	138	-4.2%	141	-4.7%	138	0.0%
Total	595		596		613		602		618		620		618		615	
change	(2)	-0.3%	1	0.2%	17	2.9%	(11)	-1.8%	16	2.7%	2	0.3%	(2)	-0.3%	(3)	-0.5%

High School Enrollment

CHS	27		19		16		23		18		21		18		20	
District	2,051		2,015		2,083		2,082		2,088		2,031		1,975		1,968	
change	(13)	-0.6%	(36)	-1.8%	68	3.4%	(1)	0.0%	6	0.3%	(57)	-2.7%	(56)	-2.8%	(7)	-0.4%

Total District Enrollment

Pacific Grove Unified School District

Enrollment - 2019-20

Projections

	Apr	May	Jun	Jul	Aug 7	Aug 14	Sep 16	Oct 2	Nov	Dec	Jan	Feb	Mar	Apr	May
Forest Grove					1st Day	6th Day		CBEDs	25th	10th					
TK 1.00	26	26	-	-	21	21	25	26	26	26	Alt 26				
sped=0	26.0	26.0	-	-	21.0	21.0	25.0	26.0	26.0	26.0	#####	-	-	-	-
K 4.00	68	68	-	-	68	67	66	65	67	66	Hunter 19- McDaniel 16 - Sweeny/Fadem 17 -				
McMillan	17.0	17.0	-	-	17.0	16.8	16.5	16.3	16.8	16.5	Wright 14	-	-	-	-
1 3.00	63	63	-	-	59	58	59	61	61	60	Patel 17 - Moore 21 - Welch 22				
McMillan	21.0	21.0	-	-	19.7	19.3	19.7	20.3	20.3	20.0	#####	-	-	-	-
2 3.00	59	59	-	-	60	59	59	60	60	59	DeTomaso 19 - Cina 19 - Hirst 21				
McMillan	19.7	19.7	-	-	20.0	19.7	19.7	20.0	20.0	19.7	#####	-	-	-	-
3 4.00	85	85	-	-	86	78	77	76	75	77	Brousseau 18 - Gordon 19 - Mc Carty 20 -				
K 2 & K 5	21.3	21.3	-	-	21.5	19.5	19.3	19.0	18.8	19.3	Newman 20	-	-	-	-
4 3.00	60	60	-	-	56	53	52	52	52	53	Gordano 18- Serpa 19 - Valdez/Ward 16				
Kreeger	20.0	20.0	-	-	18.7	17.7	17.3	17.3	17.3	17.7	#####	-	-	-	-
5 3.00	72	72	-	-	70	66	65	65	65	65	Sanchez 20 - Condit 22 - Yant 23				
Kreeger	24.0	24.0	-	-	23.3	22.0	21.7	21.7	21.7	21.7	#####	-	-	-	-
Total 21.00	433	433	-	-	420	402	403	405	406	406	#####	-	-	-	-
Avg Class Size	20.6	20.6	-	-	20.0	19.1	19.2	19.3	19.3	19.3	#####	-	-	-	-
SE (SDC) 3.00	18	18	-	-	18	17	17	17	18	18	-	-	-	-	-
Robert Down															
K 3.00	77	77	-	-	60	61	64	63	64	63	Chavez 22 - Kelly 19 - Renteria 22				
Bloomer	25.7	25.7	-	-	20.0	20.3	21.3	21.0	21.3	21.0	#####	-	-	-	-
1 4.00	78	78	-	-	84	86	84	84	85	85	Evans 22 - Luciano 20 - McNickle 21 -				
Bloomer	19.5	19.5	-	-	21.0	21.5	21.0	21.0	21.3	21.3	Perkins 22	-	-	-	-
2 3.00	72	72	-	-	72	70	74	71	71	71	Darnell 23 - Gilmore 24 - Johnson 24				
Bloomer	24.0	24.0	-	-	24.0	23.3	24.7	23.7	23.7	23.7	#####	-	-	-	-
3 4.00	88	88	-	-	90	90	90	91	92	92	Ibrahim 22 - Jones 23 - Perlstein 24 -				
Bloomer	22.0	22.0	-	-	22.5	22.5	22.5	22.8	23.0	23.0	Stejskal 23	-	-	-	-
4 3.00	75	75	-	-	72	72	70	72	70	70	Cooper 22 - Levy 25 - Pechan 23				
sped=0	25.0	25.0	-	-	24.0	24.0	23.3	24.0	23.3	23.3	#####	-	-	-	-
5 3.00	79	79	-	-	81	82	81	79	79	78	Dacuyan 25 - Hiserman 28 - Hober 25				
sped=0	26.3	26.3	-	-	27.0	27.3	27.0	26.3	26.3	26.0	#####	-	-	-	-
Total 20.00	469	469	-	-	459	461	463	460	461	459	#####	-	-	-	-
Avg Class Size	23.5	23.5	-	-	23.0	23.1	23.2	23.0	23.1	23.0	#####	-	-	-	-
SE/Reading 1.00	8	8	-	-	9	9	9	10	10	10	-	-	-	-	-
Middle School															
6	135	135	-	-	132	131	131	130	130	131	-	-	-	-	-
7	174	174	-	-	178	180	179	179	179	178	-	-	-	-	-
8	145	145	-	-	138	139	140	138	138	137	-	-	-	-	-
Total MS 21.32	454	454	-	-	448	450	450	447	447	446	-	-	-	-	-
Avg Class Size	21.3	21.3	-	-	21.0	21.1	21.1	21.0	21.0	20.9	-	-	-	-	-
High School															
9	168	168	-	-	174	172	170	169	169	169	-	-	-	-	-
10	186	186	-	-	169	169	171	170	170	170	-	-	-	-	-
11	151	151	-	-	141	139	138	138	137	137	-	-	-	-	-
12	148	148	-	-	141	142	142	141	140	140	-	-	-	-	-
Total HS 29.20	653	653	-	-	625	622	621	618	616	616	-	-	-	-	-
Avg Class Size	22.4	22.4	-	-	21.4	21.3	21.3	21.2	21.1	21.1	-	-	-	-	-
Community High School															
Total CHS	20	20	-	-	16	15	17	18	18	17	-	-	-	-	-
Total District	2,055	2,055	-	-	1,995	1,976	1,980	1,975	1,976	1,972	#####	-	-	-	-
Change	(43)	(11)	-	-	(49)	(68)	(53)	(56)	(41)	(7)	#####	(2,029)	(2,031)	(2,029)	(2,023)

- ☐ Consent
☒ Information/Discussion
☐ Action/Discussion

SUBJECT: Review of December Property Tax Revenue and Overall Tax Projections for 2019-20 and Preliminary Projections for 2020-21

DATE: January 16, 2020

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

RECOMMENDATION:

Administration recommends that the Board review the year-to-date receipts of Property Tax Revenue, overall tax projections for 2019-20, and preliminary projections for 2020-21.

BACKGROUND:

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

INFORMATION:

In December, the property tax receipts came in higher than projected. The cumulative or year-to-date receipts up to December 31, 2019, were \$15,731,328, \$263,416 or 1.7% above projections.

Below is a comparison of projected property tax receipts for 2019-20:

- | | |
|---|--------------------------|
| • Auditor Controller Office's projection – "Taxes" | \$27,743,357 (Exhibit A) |
| • Based on Tax Rate Areas (TRA's) on Assessed Valuation | |
| - "Assessed Valuation" | \$27,813,468 (Exhibit B) |
| • Based on trend analysis, actuals-to-estimates, and | |
| Other factors - "Property Tax Revenue" | \$28,129,637 (Exhibit C) |

The Auditor Controller (AC) Office does not provide other estimates other than the above (Exhibit A) which was sent to the California Department of Education (CDE). In the past, these projections came in below actual receipts. Thus, the District has done its analyses: trending, actuals-to-estimate ratios, weighted average, and other formulas to come up with a meaningful projection. Last year, the District methodology provided a variance of \$10,328 or 0.04% (Projection of \$26,583,587 vs. actual receipts of \$26,573,259).

The total projection for 2019-20 remains at \$28,129,637 until the April tax receipts showing year-to-date at a different amount.

Year-to-Date Receipts:

For the current year, actual property tax receipts **through December** are \$15,731,328. When this amount is compared to receipts through December from a year ago of \$14,617,191, it is an increase of \$1,114,137 (7.62%).

YEAR-TO-DATE	ACTUALS	CHANGE	
Dec 2010-11	\$10,703,836	increase of \$128,985	1.22%
Dec 2011-12	\$10,694,939	decrease of \$ 8,897	(-0.08%)
Dec 2012-13	\$10,959,537	increase of \$264,598	2.47%
Dec 2013-14	\$11,385,033	increase of \$425,496	3.88%
Dec 2014-15	\$12,074,561	increase of \$689,528	6.06%
Dec 2015-16	\$12,527,599	increase of \$453,038	3.75%
Dec 2016-17	\$13,573,161	increase of \$1,045,562	8.35%
Dec 2017-18	\$14,569,991	increase of \$ 996,830	7.34%
Dec 2018-19	\$14,617,191	increase of \$ 47,200	0.32%
Dec 2019-20	\$15,731,328	increase of \$1,114,137	7.62%

See attached history of Property Tax Revenue (Exhibit C) for more detail.

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

The 2020-21 with a 4% increase over 2019-20 was a preliminary projection by the Assessor's Office and the AO stands by this number at this point.

FISCAL IMPACT:

This agenda item is for review only.

Taxes

County: Monterey	Fiscal Year: 2019-20
District: Monterey Co. Office of Education	P-1
CDS CODE 27 10272	Certificate Number: FE5B22EF

County of Residence 27 Monterey
 District of Residence 66134 Pacific Grove Unified

E.C. 41760.2

Revenue and Taxation Code sections 95 - 100.9 (applicable to county taxes), and 75.70 (applicable to school district taxes)

Tax Type	School District
Secured	A-1 \$ 26,171,089
Unsecured	A-2 \$ 1,320,562
HOX Subventions	A-3 \$ 115,960
Misc. Taxes/Other Appropriate Local Revenues or Subventions	A-4 \$ 0
Distribution of Timber Yield Taxes	A-5 \$ 0
Distribution of Prior Year Taxes	A-6 \$ 135,746
Release of Prior Year Tax Impounds [E.C. 14240]	A-7 \$ 0
Supplemental Taxes from Increased Assessment [Revenue and Taxation Code sections 75.70-75.72]	A-8 \$ 0
Educational Revenue Augmentation Fund	A-9 \$ 0
Prior Year Restricted Monies [E.C. 2575(e)]	A-10 \$ 0
Total (Sum of A-1 through A-10)	A-11 \$ 27,743,357

Education Code Section 2575(c)(3) and (4), applicable to county taxes
 Education Code Section 42238.03 (c)(6) and (7), applicable to school district taxes

Community Redevelopment Funds	A-12 \$ 0
Redevelopment Property Tax Trust Fund Residual Distributions [Health and Safety Code sections 34183(a)(4), 34183.5(b)(2)(A) and 34188]	A-13 \$ 0
Redevelopment Agency Asset Liquidation [Health and Safety Code sections 34177 and 34179.6]	A-14 \$ 0
College Districts ERAF	A-15 \$ 0
Excess ERAF	A-16 \$ 0

If data entered on any line is negative, please provide an explanation for each negative value.

California Department of Education

Tax Software

2019-19.00

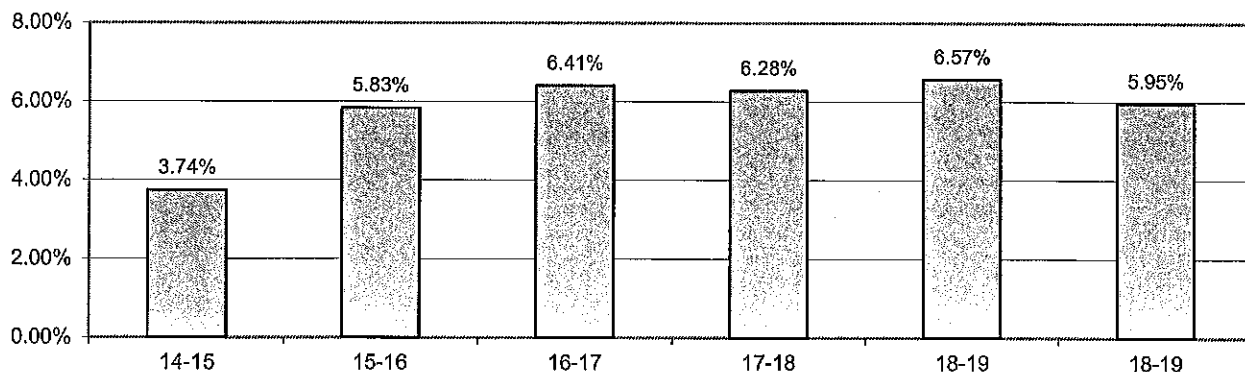
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10/29/2019 1:36:07 PM

Assessed Valuation

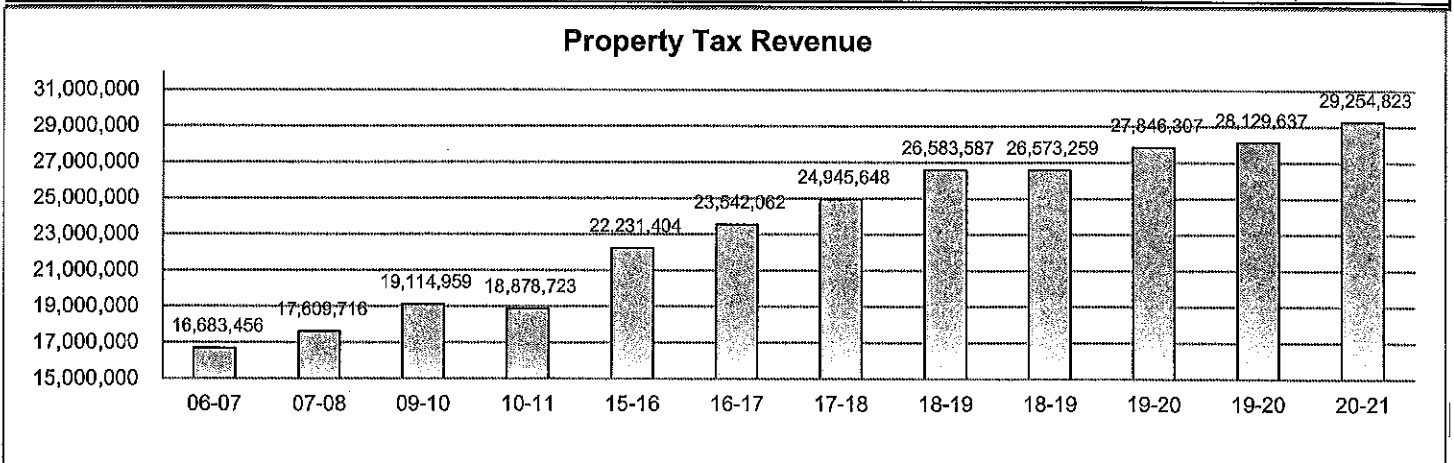
Tax District		2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
		actual	actual	actual	actual	actual	Estimate
PG	AV	2,354,721,699	2,483,755,318	2,639,724,765	2,815,131,775	3,005,933,828	3,192,283,741
	Rate	0.471707	0.471707	0.471707	0.471707	0.471707	0.471707
	004-000						
	Parcels	11,107,387	11,716,048	12,451,766	13,279,174	14,179,200	15,058,226
7,544	Tax						
	Change	431,786	608,661	735,719	827,407	900,027	879,026
PG	AV	146,993	149,929	152,215	155,259	158,361	161,527
	Rate	0.475908	0.475908	0.475908	0.475908	0.475908	0.475908
	004-001						
	Parcels	700	714	724	739	754	769
2	Tax						
	Change	3	14	11	14	15	15
PG	AV	354,478,410	378,060,283	398,489,557	426,135,448	447,447,544	472,203,642
	Rate	0.471707	0.471707	0.471707	0.471707	0.471707	0.471707
	004-002						
	Parcels	1,672,099	1,783,337	1,879,703	2,010,111	2,110,641	2,227,418
1,142	Tax						
	Change	79,902	111,237	96,366	130,408	100,531	116,776
PG	AV	15,697,243	15,957,006	16,162,262	16,488,937	16,849,933	17,101,663
	Rate	0.471707	0.471707	0.471707	0.471707	0.471707	0.471707
	004-004						
	Parcels	74,045	75,270	76,239	77,779	79,482	80,670
30	Tax						
	Change	8,574	1,225	968	1,541	1,703	1,187
PG	AV	210,640	194,910	195,440	172,458	175,690	162,200
	Rate	0.569710	0.569710	0.569710	0.569710	0.569710	0.569710
	004-005						
	Parcels	1,200	1,110	1,113	983	1,001	924
10	Tax						
	Change	(9)	(90)	3	(131)	18	(77)
PB	AV	1,701,639,870	1,807,374,077	1,931,501,204	2,040,803,324	2,176,651,489	2,301,836,960
	Rate	0.453536	0.453536	0.453536	0.453536	0.453536	0.453536
	102-001						
	Parcels	7,717,549	8,197,092	8,760,053	9,255,778	9,871,898	10,439,659
1,797	Tax						
	Change	221,596	479,543	562,961	495,724	616,120	567,761
PB	AV	2,036,723	1,998,775	1,814,471	1,711,053	1,653,888	1,279,480
	Rate	0.453536	0.453536	0.453536	0.453536	0.453536	0.453536
	102-003						
	Parcels	9,237	9,065	8,229	7,760	7,501	5,803
1	Tax						
	Change	(97)	(172)	(836)	(469)	(259)	(1,698)
Totals							
	AV	4,428,931,578	4,687,490,298	4,988,039,914	5,300,598,254	5,648,870,733	5,985,029,213
	Rate						
	Tax	20,582,218	21,782,636	23,177,829	24,632,323	26,250,478	27,813,468
	Parcels						
10,526	Change	741,755	1,200,418	1,395,193	1,454,495	1,618,154	1,562,991
	Chg %	3.74%	5.83%	6.41%	6.28%	6.57%	5.95%
Actual change							
		\$ 21,005,314	\$ 22,231,404	\$ 23,542,062	\$ 24,945,648	\$ 26,573,259	\$ 28,129,637
		5.55%	5.52%	5.57%	5.96%	6.52%	5.86%

Percent Change in Assessed Valuation



Property Tax Revenue

	5.84%	5.90%	5.96%	6.57%	6.52%	4.75%	5.82%	4.00%
	2015-16	2016-17	2017-18	2018-19	2018-19	2019-20	2019-20	2020-21
	actual	actual	actual	2nd Interim	actual	Adopted Bdgt	Revised	Revised
July	-	-	-	-	-	-	-	-
Year-to-Date	-	-	-	-	-	-	-	-
August	-	-	-	-	-	-	-	-
Year-to-Date	-	-	-	-	-	-	-	-
September	75,436	49,319	56,920	81,929	81,929	85,821	91,507	95,167
Year-to-Date	75,436	49,319	56,920	81,929	81,929	85,821	91,507	95,167
October	768,510	792,168	818,005	-	-	-	-	-
Year-to-Date	843,946	841,486	874,925	81,929	81,929	85,821	-	95,167
November	49,334	42,682	46,407	943,522	943,522	988,340	1,012,590	1,053,094
Year-to-Date	893,280	884,168	921,332	1,025,451	1,025,451	1,074,160	1,104,097	1,148,261
December	11,634,319	12,688,993	13,648,659	13,591,740	13,591,740	14,237,347	14,627,231	15,212,320
Year-to-Date	12,527,599	13,573,161	14,569,991	14,617,191	14,617,191	15,311,508	15,731,328	16,360,581
percent change	3.75%	8.35%	7.34%	0.32%	0.32%	4.75%	7.62%	4.00%
January	527,542	307,376	755,156	870,933	880,650	912,302	931,904	969,180
Year-to-Date	13,055,141	13,880,538	15,325,147	15,488,124	15,497,841	16,223,810	16,663,232	17,329,761
percent change	6.28%	6.32%	10.41%	1.06%	1.13%	4.68%	7.52%	4.00%
February	555,779	601,451	1,459,505	1,683,268	719,652	1,763,223	761,535	791,997
Year-to-Date	13,610,920	14,481,989	16,784,652	17,171,392	16,217,492	17,987,033	17,424,767	18,121,757
percent change	6.20%	6.40%	15.90%	2.30%	-3.38%	10.91%	7.44%	4.00%
March	519,125	502,464	5,135	5,923	560,829	6,204	593,469	617,208
Year-to-Date	14,130,045	14,984,452	16,789,787	17,177,315	16,778,321	17,993,237	18,018,236	18,738,965
percent change	6.80%	6.05%	12.05%	2.31%	-0.07%	7.24%	7.39%	4.00%
April	7,632,400	8,041,076	7,665,157	8,840,336	9,268,101	9,260,252	9,553,903	9,936,059
Year-to-Date	21,762,445	23,025,529	24,454,944	26,017,651	26,046,422	27,253,489	27,572,139	28,675,024
percent change	6.11%	5.80%	6.21%	6.39%	6.51%	4.63%	5.86%	4.00%
May	58,025	83,677	72,178	83,244	102,453	87,198	108,416	112,753
Year-to-Date	21,820,470	23,109,205	24,527,122	26,100,895	26,148,876	27,340,688	27,680,555	28,787,777
percent change	6.00%	5.91%	6.14%	6.42%	6.61%	4.56%	5.86%	4.00%
June	410,934	432,856	418,526	482,692	424,383	505,620	449,082	467,045
Year-to-Date	22,231,404	23,542,062	24,945,648	26,583,587	26,573,259	27,846,307	28,129,637	29,254,823
percent change	5.84%	5.90%	5.96%	6.57%	6.52%	4.79%	5.86%	4.00%
Total	22,231,404	23,542,062	24,945,648	26,583,587	26,573,259	27,846,307	28,129,637	29,254,823
Inc (Dec)	1,226,089	1,310,658	1,403,586	1,637,939	1,627,611	1,273,048	1,556,378	1,125,185
percent change	5.84%	5.90%	5.96%	6.57%	6.52%	4.79%	5.86%	4.00%



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

SUBJECT: 2019-2020 California Schools Dashboard Presentation

DATE: January 16, 2020

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

RECOMMENDATION:

The District Administration recommends the Board review and discuss the California Schools Dashboard for 2019-2020.

BACKGROUND:

California Schools Dashboard, California's accountability system, is based on multiple measures that assess how local educational agencies (LEAs) and schools are meeting the needs of their students. The Dashboard is a powerful online tool to help districts and schools identify strengths and weaknesses and pinpoint student groups that may be struggling. It reports performance and progress on both state and local measures. The Dashboard is a comprehensive look at how school districts are progressing on meeting the state's eight priorities.

There are reports that detail measures on how the district is meeting student needs broken down by three categories and specific reports for each for all students and targeted student groups. It is also possible to see how the district compares to the state average for that specific report.

Here is the website: <https://www.caschooldashboard.org/>

Three Dashboard categories are listed below with state and local indicators:

Academic Performance:

- English Language Arts
- Math
- English Learner Progress
- College and Career Readiness
- *Local Indicator:* Implementation of Academic Standards

Academic Engagement:

- Chronic Absenteeism
- Graduation Rate
- *Local Indicator:* Access to Broad Course of Study

Conditions and Climate:

- Suspension Rate
- *Local Indicator:* Basics (Teachers, Instructional Materials, Facilities), Parent and Family Engagement, Local Climate Survey

INFORMATION:

This presentation will highlight the progress the district has made in English Language Arts, Mathematics, Graduation rates, English learner progress, College/Career Readiness, Suspension and Chronic Absenteeism for all students and target student groups. Since last year, the district has made gains and is showing growth overall for target group populations with the exception of English learners declining in both English Language Arts and Mathematics. On a positive note, 71.4% of English learners are making progress towards English Language proficiency placing the district in the very high category for this area. We are continuing to monitor all English learners and provide support in class and through after school tutoring.

Other areas requiring attention are chronic absenteeism, suspensions, and college/career readiness. Based on the actions identified in this year's Local Control Accountability Plan (LCAP), we have continued to implement strategies to decrease suspensions for identified targeted student groups. The suspension rate for the 2017-18 school year district wide was 2.7% and for 2018-2019 is was 1.8%. We are also continuing to align support for increasing the percentage of students who are deemed College or Career ready based on state criteria.

Ongoing collaborative discussions and analysis of formative assessments at grade level and department meetings focus on refining and increasing services to meet the needs of target groups at each site. This information helps to identify specific target groups by school site, content area and identify additional areas of intervention support and determine if intervention efforts are being successful. Furthermore, the work being done at each site to address the social and emotional needs of students is proving to be working in decreasing suspensions and continuing to make school a safe place where all students thrive. The implementation of Toolbox at the elementary schools and Character Strong at the middle school with the additional hours of counseling will continue to address the needs of our struggling students.

FISCAL IMPACT:

None

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

SUBJECT: Future Agenda Items

DATE: January 16, 2020

PERSON(S) RESPONSIBLE: Ralph Gómez Porras, Superintendent

RECOMMENDATION:

The Administration recommends that the Board review the list of future agenda items and direct Administration to add items to the list and/or schedule items for a particular agenda.

BACKGROUND:

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

INFORMATION:

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

The following is a list of future agenda items as of the January 16, 2020 Regular Board Meeting:

- Revenue Property Tax (In progress)
- Dual Language Elementary Program
- Student Information System- January 23
- Audio/video recording and streaming of Board meetings- January 23
- Bus Ridership Analysis- January 23
- Celebration event for individuals that raised money or donated money for PGUSD
- Resolution No. 1037 on the Levy of Developer Fees after the March 2020 election
- District and school site website updates/redesign
- Utility bills costs (electric and water) by school site