

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING: THURSDAY, OCTOBER 20, 2022**

AGENDA AND ORDER OF BUSINESS

I. OPENING BUSINESS

A. Call to Order

B. Roll Call

C. Adoption of Agenda

- Board Questions/Comments:
- Public Comment:
- Move: _____ Second: _____ Roll Call Vote: _____
- Trustees: Dawson ____ Rivera ____ Paff ____ B. Swanson ____ C. Swanson ____

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. Superintendent Goals/Evaluation 2022-23
2. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for 2021-22 and 2022-2023 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Buck Roggeman, Joshua Jorn, and Ralph Gómez Porras, for the purpose of giving direction and updates.
3. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2021-22 and 2022-2023 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Billie Mankey, Joshua Jorn and Ralph Gómez Porras for the purpose of giving direction and updates.
4. Conference with Legal Counsel Regarding Anticipated Litigation.
Significant exposure to litigation pursuant to subdivision (d)(2) and/or (3) of Government Code section 54956.9: There is one potential case based on a letter received by our legal counsel dated August 27, 2022, regarding the status of CTE teachers.
5. Public Employee Discipline/Dismissal/Release/Complaint [Government Code § 54957]

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. Superintendent Goals/Evaluation 2022-23

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2. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for 2021-22 and 2022-2023 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Buck Roggeman, Joshua Jorn, and Ralph Gómez Porras, for the purpose of giving direction and updates.
3. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2021-22 and 2022-2023 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Billie Mankey, Joshua Jorn and Ralph Gómez Porras for the purpose of giving direction and updates.
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5. Public Employee Discipline/Dismissal/Release/Complaint [Government Code § 54957]

B. Pledge of Allegiance

IV. COMMUNICATIONS

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

V. 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 will also take public comment on each specific action item prior to Board action on each item. The Board will allow a reasonable amount of time for public comment on each agenda item not to exceed 3 minutes per speaker and no more than 20 minutes per agenda item, pursuant to Board Policy 9323. Speakers will be called sequentially until there is no speaker coming forward on the agenda item or the amount of time allocated for the agenda item has elapsed, whichever comes first. 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.

VI. 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.*

- A. Minutes of October 6, 2022 Board Meeting 6
Recommendation: (Ralph Gómez Porras, Superintendent) Approval of minutes as presented.
- B. Certificated Assignment Order #5 14
Recommendation: (Billie Mankey, Director II of Human Resources) The District Administration recommends the Board review and approve the Certificated Assignment Order #5.

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- C. Classified Assignment Order #5 16
Recommendation: (Billie Mankey, Director II of Human Resources) The District Administration recommends the Board review and approve the Classified Assignment Order #5.
- D. Acceptance of Donations 18
Recommendation: (Joshua Jorn, Assistant Superintendent for Business Services) The Administration recommends that the Board approve acceptance of donations referenced below.
- E. Cash Receipts No. #5 19
Recommendation: (Joshua Jorn, Assistant Superintendent for Business Services) As Assistant Superintendent for Business Services, I have reviewed the receipt and deposit of the identified Cash Receipts for consistency with District policies and procedures and certify that the actions have been appropriately conducted. I recommend Board approval of the Cash Receipts.
- F. Revolving Cash Report No. #1 21
Recommendation: (Joshua Jorn, Assistant Superintendent) As Assistant Superintendent for Business Services, I have reviewed the Revolving Cash payments for consistency with District budget policy and accounting practices and certify their consistency and recommend approval of the payments by the Board.
- G. Warrant Schedule 648 23
Recommendation: (Joshua Jorn, Assistant Superintendent for Business Services) As Assistant Superintendent for Business Services, I certify that I have received the attached warrants for consistency with the District's budget, and purchasing and accounting practices and therefore, recommend Board approval.
- H. Contract for Services with Language Line 25
Recommendation: (Buck Roggeman, Director of Curriculum and Special Projects) The District Administration recommends the Board review and approve the Contract for Services for Language Line verbal interpretation services via phone and/or virtual meeting for languages other than English.
- I. Independent Consultant Agreement with Nor Cal Bats 31
Recommendation: (Sean Keller, Robert H. Down Elementary Principal) The District Administration recommends the Board review and approve the contract for services with Nor Cal Bats to provide a virtual presentation for Robert H. Down Elementary School (RHD) 2nd graders.
- J. Final Review and Approval of the Revised Pacific Grove Unified School District Board Policies 37
Recommendation: (Ralph Gómez Porras, Superintendent) School District Board Policies. The revised Board Policies are available on the District website: <https://www.pgusd.org/Board/Board-Meetings-Agendas--Packets/Agendas-2022-23/index.html>
- Board Comments/Questions:
 - Public Comment:
 - Move: _____ Second: _____ Roll Call Vote: _____
 - Trustees: Dawson ____ Rivera ____ Paff ____ B. Swanson ____ C. Swanson ____

VII. ACTION/DISCUSSION

- A. District Update on Response to COVID-19 38
Recommendation: (Ralph Gómez Porras, Superintendent) The District Administration will update the Board, staff and community on current District response and protocols to COVID-19.

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BOARD OF EDUCATION
REGULAR MEETING: THURSDAY, OCTOBER 20, 2022**

- Board Comments/Questions:
- Public Comment:
- Move: _____ Second: _____ Roll Call Vote: _____
- Trustees: Dawson ____ Rivera ____ Paff ____ B. Swanson ____ C. Swanson ____

B. 2021-22 Budget Revision #1 39

Recommendation: (Joshua Jorn, Assistant Superintendent) The District Administration recommends that the Board review and approve these proposed budget revisions for 2022-23.

- Board Comments/Questions:
- Public Comment:
- Move: _____ Second: _____ Roll Call Vote: _____
- Trustees: Dawson ____ Rivera ____ Paff ____ B. Swanson ____ C. Swanson ____

C. Board Calendar/Future Meetings 59

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.

- Board Comments/Questions:
- Public Comment:
- Move: _____ Second: _____ Roll Call Vote: _____
- Trustees: Dawson ____ Rivera ____ Paff ____ B. Swanson ____ C. Swanson ____

VIII. INFORMATION/DISCUSSION

A. Future Agenda Items 62

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.

- Added March 17, 2022: Board Self Evaluation (June 16, 2022)
- Added April 21, 2022: Discuss “PG Promise” of funding CTE certification process (Fall 2022)
- Added May 19, 2022: Teacher of the Year Recognition (Fall 2022)
- Added June 2, 2022: Discuss CSBA Sample School Safety Resolution
- Added June 16, 2022: Discuss proposal of skatepark in Pacific Grove
- Added October 6, 2022: Discuss housing on PGUSD property
- Board Questions/Comments:
- Public Comment:
- Direction: _____

IX. ADJOURNMENT

Next regular Board meeting: November 10, 2022

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING: THURSDAY, OCTOBER 6, 2022**

CONSENT A

Mission Statement

Pacific Grove Unified School District, in partnership with the community and with a focus on equity, will challenge every student by providing a quality instructional program in a positive, safe and stimulating environment. The District will meet the diverse needs of all students by ensuring exceptional learning opportunities to acquire and apply the knowledge and skills that develop the insight and character necessary for a productive and rewarding life.

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION
Minutes of Regular Meeting of October 6, 2022 – District Office/Virtual**

I. OPENED BUSINESS

- A. Called to Order 5:02 p.m.
- B. Roll Call
- | | |
|---|--|
| President: | Trustee Cristy Dawson (CD) |
| Clerk: | Trustee Frank Rivera (FR) |
| Trustee(s) Present: | Trustee Brian Swanson (BS)
Trustee Carolyn Swanson (CS)
Trustee John Paff (JP) |
| Trustee(s) Virtual At Alternate Location: | |
| Trustee(s) Absent: | |
| Administration Present: | Superintendent Porras
Asst. Superintendent Jorn |
| Board Recorder: | Alyssa Rodriguez |
| Student Board Member: | Rey Avila |

C. Adopted Agenda

MOTION JP / BS to adopt the agenda as presented.

Public comment: None

Motion CARRIED by roll call vote 4 yes - 1 no (C. Swanson)

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.
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BOARD OF EDUCATION
REGULAR MEETING: THURSDAY, OCTOBER 6, 2022**

CONSENT A

4. Conference with Legal Counsel Regarding Anticipated Litigation.
Significant exposure to litigation pursuant to subdivision (d)(2) and/or (3) of Government Code section 54956.9: There is one potential case based on a letter received by our legal counsel dated August 27, 2022, regarding the status of CTE teachers.

5. Public Employee Discipline/Dismissal/Release/Complaint [Government Code § 54957]

B. Public comment on Closed Session Topics: None

C. Adjourn to Closed Session *Time: 5:18 PM*

III. RECONVENE IN OPEN SESSION *Time: 6:39 PM*

A. Report action taken in Closed Session:

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

1. Superintendent Goals/Evaluation 2022-23
2. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for 2021-22 and 2022-2023 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Buck Roggeman, Joshua Jorn, and Ralph Gómez Porras, for the purpose of giving direction and updates.
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5. Public Employee Discipline/Dismissal/Release/Complaint [Government Code § 54957]

B. Pledge of Allegiance

IV. COMMUNICATIONS

A. Written Communication

- CD: Butterfly parade; Student loan actions; Skate park; Parent drivers; Cafeteria options; Reconfiguration.
- CS: Game night welcome committee; Tracking of reimbursements for sports teams

B. Board Member Comments

- CD: Attended Monterey School Board Association meeting at the Office of Education with Trustee Carolyn.
- FR: Thank you to Jessica Thompson; Enjoyed butterfly parade event and seeing the community come together.

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BOARD OF EDUCATION
REGULAR MEETING: THURSDAY, OCTOBER 6, 2022**

CONSENT A

- JP: Had communication with housing advisory group; Thank you to Jessica Thompson for sharing information on federal relief funds to assist with student debt.
- CS: Watched the movie Angst and found it to be valuable; Link to Angst movie can be provided by Principal Roach; Enjoyed site tours; Shout out to the food service department

C. Superintendent Report

- Thank you to staff and parent volunteers for organizing the Butterfly Parade; Thank you to Pacific Grove Police Department for participation in parade and continued support of our schools.

D. PGUSD Staff Comments (Non-Agenda Items)

- Sean Keller (RHD Principal): Thanks to Trustees C. Swanson and Paff for site visits; Kudos to Steve Rodolf for leading the organizing of the Butterfly parade; Thank you to community, staff, parents, and students

V. INDIVIDUALS DESIRING TO ADDRESS THE BOARD

- Beth Shammass: Glad to see game night welcome committee
- Kelly San Filippo: Thank you to District office, Barbara, Principals, PTA presidents with assistance in coordinating two upcoming Fentanyl town hall meetings. Requested families to fill out survey for the town hall meeting.

VI. CONSENT AGENDA

- A. Minutes of September 15, 2022 Board Meeting
- B. Certificated Assignment Order #4
- C. Classified Assignment Order #4
- D. Acceptance of Donations
- E. Out of County or Overnight Activities
- F. Cash Receipts Report No.#4
- G. Contract for Services with Daniel B. Summerhill
- H. Contract for Services with Monterey DJ
- I. Impactful Quote for Pacific Grove Middle School
- J. Contract for Services with MaryLee Sunseri at Pacific Grove Adult School
- K. Lifeguard Agreement with Tatiana Moreno and Pacific Grove High School

MOTION BS / CS to adopt Consent Agenda as presented

Public comment: *None*

Move: BS Second: CS Roll Call Vote: 5 - 0

VII. PUBLIC HEARING I/ACTION/DISCUSSION ITEM A

Public Hearing of Pacific Grove Teachers Association Sunshine List for 2022-23

Public Hearing – Initial Proposal for Negotiations Submitted by the Pacific Grove Teachers Association with the Pacific Grove Unified School District Board of Education for the 2022-23 School Year

Open Public Hearing: 7:31 PM Close Public Hearing: 7:33 PM

Approval of Pacific Grove Teachers Association Sunshine List for 2022-23

Recommendation: (Ralph Gómez Porras, Superintendent) The District Administration recommends that the Board review and approve the sunshine topics for the 2022-23 Pacific Grove Teachers Association negotiations.

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING: THURSDAY, OCTOBER 6, 2022**

CONSENT A

Board Comments/Questions:

- *BS: Described what the Sunshine List is.*

Public Comment:

- None

Motion to approve as presented.

Move: CD

Second: BS

Roll Call Vote: 5 - 0

VIII. PUBLIC HEARING I/ACTION/DISCUSSION ITEM B

Public Hearing of the Pacific Grove Unified School District/Pacific Grove Teachers Association Negotiations Sunshine Topics for 2022-23

Public Hearing – Initial Proposal for Negotiations Submitted by the Pacific Grove Unified School District Board of Education with the Pacific Grove Teachers Association for the 2022-23 School Year.

Open Public Hearing: 7 : 34 PM

Close Public Hearing: 7: 35 PM

Approval of the Pacific Grove Unified School District/Pacific Grove Teachers Association Negotiations Sunshine Topics for 2022-23

Recommendation: (Buck Roggeman, Lead Negotiator) The District Administration recommends that the Board review and approve the sunshine topics for the 2022-23 Pacific Grove Unified School District/Pacific Grove Teachers Association negotiations.

Board Comments/Questions:

- *None*

Public Comment:

- None

Motion to approve as presented.

Move: BS

Second: FR

Roll Call Vote: 5 - 0

IX. ACTION/DISCUSSION

C. District Update on Response to COVID-19

Board Comments/Questions:

- *CD: Happy to hear numbers are going down; Hopes to see the low positivity trend continue*
- *FR: Expressed appreciation for the update and the work done by Nurse Powley*
- *JP: Thank you for update. Is there a limitation on vaccines for the Oct 19 clinic?*
- *BS: Thank you Nurse Powley for prompt responses to questions and thoroughness of update. Are reservations required for the Oct 19 vaccine clinic?*
- *CS: Echoed and agreed with what the rest of the board expressed.*

Public Comment:

- *Christina Luciano: Requested another message be sent to families regarding availability of test kits.*

No Action Taken.

D. Resolution No. 1096 Proclaiming “Week of the School Administrator”

Board Comments/Questions:

- *CD: Expressed appreciation for Administrators.*

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING: THURSDAY, OCTOBER 6, 2022**

CONSENT A

- *FR: Wonderful leadership in the district. Expressed appreciation for Administrators.*
- *JP: Dedicated team. Expressed appreciation for Administrators.*
- *BS: Great group of Administrators. Thank you to the team.*
- *CS: Expressed appreciation for Administrators.*

Public Comment:

- *Shannon McCarty (teacher): Kudos to all administrators. Outstanding job.*

Motion to approve as presented.

Move: FR Second: CD Roll Call Vote: 5 - 0

E. New Job Description for Administrative Assistant V to support the MOT&G Department

Board Comments/Questions:

- *CS: Question on specific wording used in job description.*

Public Comment:

- *None*

Motion to approve with the update of wording in job description. The sentence "Hear and understand speech at normal levels" to be replaced with "The ability to listen to and understand information and ideas presented through spoken words and sentences." The sentence "Communicate so others will clearly understand normal conversation" to be replaced with "The ability to communicate information and ideas in speaking so others will understand."

Move: CD Second: BS Roll Call Vote: 5 - 0

F. New Job Description of Athletic Director – Pacific Grove Middle School and corresponding salary recommendation

Board Comments/Questions:

- *JP: Do we currently have someone in this position?*

Public Comment:

- *None*

Motion to approve with the update of wording in job description. The sentence "Hear and understand speech at normal levels" to be replaced with "The ability to listen to and understand information and ideas presented through spoken words and sentences." The sentence "Communicate so others will clearly understand normal conversation" to be replaced with "The ability to communicate information and ideas in speaking so others will understand."

Move: CD Second: CS Roll Call Vote: 5 - 0

G. New job description and stipend proposal- Safety Director

Board Comments/Questions:

- *CD: We are in a good position; Moving in the right direction; Thank you to Barbara.*
- *JP: Thank you Barbara; What are the expectations?*
- *BS: Thank you Barbara for building safety position to what it is currently.*
- *CS: Questioned the stipend amount based on the job duties. How will safety goals/plans be determined? Questioned the hiring for the position, including internally, externally, or contracted.*

Public Comment:

- *Beth Shammas: Would like to see the board be more involved with the overview of the expectations for the job position.*

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING: THURSDAY, OCTOBER 6, 2022**

CONSENT A

Motion to approve with the update of wording in job description. The sentence "Hear and understand speech at normal levels" to be replaced with "The ability to listen to and understand information and ideas presented through spoken words and sentences." The sentence "Communicate so others will clearly understand normal conversation" to be replaced with "The ability to communicate information and ideas in speaking so others will understand."

Move: BS Second: JP Roll Call Vote: 5 - 0

H. New job description and salary schedule proposal- Mock Trial Coach

Board Comments/Questions:

- None

Public Comment:

- None

Motion to approve with the update of wording in job description. The sentence "Hear and understand speech at normal levels" to be replaced with "The ability to listen to and understand information and ideas presented through spoken words and sentences." The sentence "Communicate so others will clearly understand normal conversation" to be replaced with "The ability to communicate information and ideas in speaking so others will understand."

Move: CD Second: FR Roll Call Vote: 5 - 0

I. Board Calendar/Future Meetings

Board Comments/Questions:

- None

Public Comment:

- None

No Action Taken.

X. INFORMATION/DISCUSSION

A. First Review of the Revised Pacific Grove Unified School District Board Policies

Board Questions/Comments:

- CD: Policies are a fluid document. Expressed appreciation for CSBA. Would like to move forward in placing item on next agenda for approval.
- FR: Thank you to all involved with the policy review/revision process.
- JP: Would like to move forward in placing item on next agenda for approval. Question on implementation and ensuring consistency.
- BS: Any changes from CSBA would go through Gamut? Acknowledged the time, money, and effort of all put into the drafting process.
- CS: Comfortable accepting the 9000s series. Would like each series to be thoroughly discussed/reviewed by the board in separate meeting(s).

Public Comment:

- None.

Board Direction:

- Based on majority, the board directed to place this item on the next Board Agenda as a consent item.

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING: THURSDAY, OCTOBER 6, 2022**

CONSENT A

B. 2022 State Testing Results

Board Questions/Comments:

- *CD: Appreciative of all information. Very informative. When were these tests taken by students? Hope to see greater growth in the future.*
- *FR: Appreciative of interpretation of data. Thorough presentation.*
- *JP: Interested to see what next years results will be in comparison.*
- *BS: Interested to see future result in comparison. Would like each cohort to be followed for comparison. Informative for future discussions.*
- *CS: What's next?*

Public Comment:

- Beth Shammas: Expressed concern with wording of student labels.

Board Direction:

- None

C. Pacific Grove Unified School District Spanish Program Update

Board Questions/Comments:

- *CD: Happy to hear from teachers and see examples from the classrooms. Thank you to Spanish program staff.*
- *FR: Excited about the program. Thank you for the board requests. Thank you to Spanish program staff.*
- *JP: Impressed with students Spanish speaking abilities in video. Look forward to see the future outcomes of the program.*
- *BS: Amazing to see at every level. Thank you for board requests and would like to see in future agendas.*
- *CS: Expressed support for the program. What data can we use to track success?*

Public Comment:

- Elliott Hazen: Happy to hear from the Spanish program staff and encouraging to see how quickly the program was implemented.
- Larry Haggquist: Expressed appreciation for Jason Bainbridge. Shared recent school events related to the program.

Board Direction:

- None

D. Review of Bus Ridership

Board Questions/Comments:

- *CD: Would like to see an update on this topic. Curious about the comparison of fees.*
- *FR: Thank you for update. Curious about the recovery from the effects covid has had on bus ridership.*
- *JP: How many routes currently? Would like to revisit bus sizing. Interested to see what happens next year.*
- *BS: Question on fiscal impact. Proposed idea to increase bus ridership.*
- *CS: Thank you for information. What's next? Are vans able to be used for bus routes? Look forward to the next update.*

Public Comment:

- None

Board Direction:

- None

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING: THURSDAY, OCTOBER 6, 2022**

CONSENT A

E. Future Agenda Items

- Added March 3, 2022: A Board member requested a special meeting to discuss Cultural Proficiency professional development (Fall 2022)
- Added March 3, 2022: Discuss elementary school reconfiguration as it relates to issues of equity (Early Fall 2022)
- Added March 17, 2022: Board Self Evaluation (June 16, 2022)
- Added April 21, 2022: Discuss “PG Promise” of funding CTE certification process
- Added May 19, 2022: Discuss Teacher of the Year Recognition
- Added June 2, 2022: Discuss CSBA Sample School Safety Resolution
- Added June 16, 2022: Discuss proposal of skatepark in Pacific Grove

- Added October 6, 2022: Discuss housing on PGUSD property

XI. ADJOURNMENT *Time: 9:56 PM*

Next regular Board meeting: October 20, 2022

Approved and submitted:

Dr. Ralph Gómez Porras
Secretary to the Board

****Please Note:** Due to technical difficulties, this meeting recording has audio issues including there being no audio before Closed session (but available upon request)

☒ Student Learning and Achievement
☒ Health and Safety of Students and Schools
☐ Credibility and Communication
☐ Fiscal Solvency, Accountability and Integrity

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

SUBJECT: Certificated Assignment Order #5

DATE: October 20, 2022

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

Page 1 of 2

RECOMMENDATION:

The District Administration recommends the Board review and approve the Certificated Assignment Order #5

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. 5
October 20, 2022**

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2022-23 PGMS ADDITIONAL DUTY STIPENDS

<u>Employee</u>	<u>Assignment</u>	<u>Funding</u>	<u>Amount \$20 per section/\$300 Annual</u>
Mary Ann Fort	Department Chair for English 19 sections	Unrestricted General Fund	\$680
Brice Gamble	Department Chair for History 18 sections	Unrestricted General Fund	\$660
Kyle Mountain	Department Chair for Math 19 sections	Unrestricted General Fund	\$680
Chip Dorey	Department Chair for P.E. (11 sections) and Electives (unpaid)	Unrestricted General Fund	\$520
Lisa McBride	Department Chair for Science 18 sections	Unrestricted General Fund	\$660
Amy Tulley	Department Chair for SPED 18 sections	Restricted - Special Ed	\$660

REQUEST FOR LEAVE:

Nate Welch, FGE Teacher, qualifies for and requests to use Parental Leave per PGTA Bargaining Agreement, Article V, D, Parental Bonding Leave, effective February 6, 2023 through April 28, 2023 only. Upon exhaustion of sick leave, employee will be paid differential sub pay at no less than 50% of normal compensation.

SUBSTITUTE:

Justin Chambers
Marie David
Chelsea Lee

- ☒ Student Learning and Achievement
- ☒ Health and Safety of Students and Schools
- ☐ Credibility and Communication
- ☐ Fiscal Solvency, Accountability and Integrity

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

SUBJECT: Classified Assignment Order #5

DATE: October 20, 2022

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

Page 1 of 2

RECOMMENDATION:

The District Administration recommends the Board review and approve the Classified Assignment Order #5

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. 5
October 20, 2022**

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NEW HIRE:

Jose Ruiz, PGAS, Information Technology Technician, part time, 4 hrs./day/11.5 month work calendar, Range 35, Step A, effective October 17, 2022 (Replaces Trinidad Maturino)

Erica Gonzalez, FGE, Paraprofessional, part-time, 6.5 hrs./day, 180-day work calendar, Range 37, Step C, effective September 19, 2022 (replaces Taylor Copeland)

Jasna Norris, FGE, Instructional Assistant, part time, 5.5 hrs./day, 180 day work calendar, Range 30, Step B, effective October 3, 2022 (New TK IA Position, GF)

- ☒ Student Learning and Achievement
- ☐ Health and Safety of Students and Schools
- ☐ Credibility and Communication
- ☒ Fiscal Solvency, Accountability and Integrity

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

SUBJECT: Acceptance of Donations

DATE: October 20, 2022

PERSON(S) RESPONSIBLE: Joshua Jorn, Assistant Superintendent for Business Services

RECOMMENDATION:

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

INFORMATION:

During the past months the following donations were received:

Forest Grove Elementary School

None

Robert H. Down Elementary School

None

Pacific Grove Middle School

PG Pops Orchestra

Anonymous

Sebastian & Antoinette Crivello

\$300.00 (unspecified)

\$200.00 (Outdoor Science School)

\$50.00 (PGMS Choir)

Pacific Grove High School

Renee Chaney

Linda Chaney

Guy Chaney

Johanna Biondi

Ricardo Roldan

David Conneau

Linda Lieberman

Michele Ostovar

Jeanne Kerney

Siobhan Maguire

\$50.00 (Athletics-Water Polo)

\$100.00 (Athletics-Water Polo)

\$50.00 (Athletics-Water Polo)

\$100.00 (Athletics-Girls Tennis)

\$250.00 (Athletics-Baseball)

\$50.00 (PGHS Band)

\$40.00 (CTE-Art)

\$100.00 (CTE-Culinary)

\$50.00 (CTE-Photography)

\$100.00 (CTE-Photography)

Pacific Grove Community High School

None

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

None

Pacific Grove Unified School District

None

- ☐ Student Learning and Achievement
- ☐ Health and Safety of Students and Schools
- ☐ Credibility and Communication
- ☒ Fiscal Solvency, Accountability and Integrity

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

SUBJECT: Cash Receipts Report No. #5

DATE: October 20, 2022

PERSON(S) RESPONSIBLE: Joshua Jorn, Assistant Superintendent for Business Services

RECOMMENDATION:

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

BACKGROUND:

The attached listing identifies Cash Receipts received by the District during the period of from September 27, 2022 to October 4, 2022.

INFORMATION:

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

PGUSD
2022-23 BOARD REPORT # 5 Cash Receipts

September 27 - October 4, 2022

Date	Num	Name	Account	Amount
Sep 27 - Oct 4, 22				
09/27/2022	21323	RETIREE INSURANCE	RETIREE INSURANCE	1,470.00
09/27/2022	21324	Transportation	BUS PASS	250.00
09/27/2022	21325	Intercare Holding Insurance	WORKERSCOMP	1,914.24
09/28/2022	21326	PGHS	CTE Donations	290.00
09/28/2022	21327	RETIREE INSURANCE	RETIREE INSURANCE	432.00
09/29/2022	21328	RETIREE INSURANCE	RETIREE INSURANCE	1,903.17
09/29/2022	21329	PGHS TEXTBOOKS	TEXTBOOK	41.47
09/29/2022	21330	Maria Rivera	INS PAYMENT	383.23
09/29/2022	21331	RETIREE INSURANCE	RETIREE INSURANCE	262.00
09/30/2022	21332	ADULT EDUCATION	ADULT EDUCATION	375.00
09/30/2022	21333	PGMS	DONATION	300.00
09/30/2022	21334	BASRP-RD	BASRP	270.00
10/03/2022	21335	CAFETERIA	CAFETERIA	271.51
10/03/2022	21336	RETIREE INSURANCE	RETIREE INSURANCE	2,342.92
10/03/2022	21337	Monterey County Fair	TRANSPORTATION	345.00
10/04/2022	21338	PGMS	DONATION	50.00
10/04/2022	21339	PGMS	DONATION	200.00
10/04/2022	21340	RETIREE INSURANCE	RETIREE INSURANCE	100.00
10/04/2022	21343	ADULT EDUCATION	ADULT EDUCATION	33,256.82
10/04/2022	21344	ADULT EDUCATION	ADULT EDUCATION	92.25
10/04/2022	21341	VOID	VOID	
10/04/2022	21342	VOID	VOID	
10/04/2022	21345	ADULT EDUCATION	ADULT EDUCATION	62,148.06
Sep 27 - Oct 4, 22				<u>106,697.67</u>

- ☐ Student Learning and Achievement
- ☐ Health and Safety of Students and Schools
- ☐ Credibility and Communication
- ☒ Fiscal Solvency, Accountability and Integrity

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

SUBJECT: Revolving Cash Report No. #1

DATE: October 20, 2022

PERSON(S) RESPONSIBLE: Joshua Jorn, Assistant Superintendent for Business Services

RECOMMENDATION:

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

BACKGROUND:

The attached listing identifies payments made from the Revolving Cash Fund during the period of July 1, 2022 to October 3, 2022.

INFORMATION:

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

PGUSD
2022-23 BOARD REPORT # 1 REVOLVING CASH

July 1, 2022 - October 3, 2022

Date	Num	Name	Account	Amount
Jul 1 - Oct 3, 22				
07/31/2022		ANALYSIS CHARGE	BANK FEE	-243.48
08/05/2022		DEPOSIT	none	784.16
08/31/2022		ANALYSIS CHARGE	BANK FEE	-382.64
09/09/2022	5498	OBrien, Genevieve	GENERAL FUND	-489.83
09/19/2022		OBrien, Genevieve	DEPOSIT	489.83
09/30/2022		ANALYSIS CHARGE	BANK FEE	-368.10
Jul 1 - Oct 3, 22				<u>-210.06</u>

- ☐ Student Learning and Achievement
- ☐ Health and Safety of Students and Schools
- ☐ Credibility and Communication
- ☒ Fiscal Solvency, Accountability and Integrity

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

SUBJECT: Warrant Schedule 648

DATE: October 20, 2022

PERSON(S) RESPONSIBLE: Joshua Jorn, Assistant Superintendent for Business Services

RECOMMENDATION:

As Assistant Superintendent for Business Services, I certify that I have received 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 September 01, 2022 through September 30, 2022.

INFORMATION:

Prior to the issuance of the warrants, District procedures have been followed to ensure the appropriateness of the item(s) purchased, the correctness of the amount to be paid, and the 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

648

September 2022

WARRANTS - PAYROLL

Certificated	Manual	09/02/22	\$	-
	Supp	09/09/22	\$	900.00
	Manual	09/15/22	\$	-
	Regular	09/30/22	\$	1,901,621.35
<u>Total Certificated</u>			\$	<u>1,902,521.35</u>
Classified	Manual	09/02/22	\$	-
	Supp	09/09/22	\$	-
	Manual	09/15/22	\$	-
	Regular	09/30/22	\$	811,844.50
<u>Total Classified</u>			\$	<u>811,844.50</u>
Other	Manual	09/02/22	\$	-
	Supp	09/09/22	\$	-
	Manual	09/15/22	\$	2,684.00
	Regular	09/30/22		
<u>Total Other</u>			\$	<u>2,684.00</u>
<u>TOTAL PAYROLL</u>			\$	<u>2,717,049.85</u>

WARRANTS - ACCOUNTS PAYABLE

Checks	V-Card Payment			
12714170-12714237	04600000349-04600000355	09/01/22	\$	76,656.81
12715514-12715551	04600000356-04600000361	09/08/22	\$	107,164.93
12716602-12716628	04600000362-04600000363	09/15/22	\$	102,267.74
12717735-12717776	04600000364-04600000368	09/22/22	\$	71,362.31
12719627-12719673	04600000369-04600000371	09/29/22	\$	132,532.04
<u>TOTAL ACCOUNTS PAYABLE</u>			\$	<u>489,983.83</u>

- ☒ Student Learning and Achievement
- ☐ Health and Safety of Students and Schools
- ☒ Credibility and Communication
- ☐ Fiscal Solvency, Accountability and Integrity

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

SUBJECT: Contract for Services with Language Line

DATE: October 20, 2022

PERSON(S) RESPONSIBLE: Buck Roggeman, Director of Curriculum and Special Projects

RECOMMENDATION:

The District Administration recommends the Board review and approve the Contract for Services with Language Line for verbal interpretation services via phone and/or virtual meeting for languages other than English.

BACKGROUND:

The district has written translation services and in-person and virtual verbal interpretation services readily available in Spanish. Other languages that need translation and interpretation are more challenging to arrange. Contracting with Language Line will offer us an additional pathway of communication with families who speak languages other than English. This service allows us to increase the quality of communication with our educational partners.

INFORMATION:

Language Line is an international company that utilizes certified interpreters and has a local field office in Monterey. Their services will not only allow us to plan for parent meetings but also will provide interpreted phone calls to be made on demand as any need arises district wide. This spontaneous availability of translators is a service that will improve our communication immeasurably with our families who speak languages other than English. The charge will be \$5 per call plus \$1 per minute for the duration of each call.

FISCAL IMPACT:

\$1,500.00 to be paid from the Curriculum Consultant budget (01-0000-0-1110-2130-5800-00-009-1560-0730) for the 2022-23 school year. This item was not previously budgeted.

PACIFIC GROVE UNIFIED SCHOOL DISTRICT INDEPENDENT CONSULTANT AGREEMENT

CONSULTANT Language Line

SITE/DEPARTMENT Curriculum

SUBMITTED BY Buck Roggeman

FUNDING SOURCE 01-0000-0-1110-130-5800-00-009-1560-0730 (Curriculum Consultant)

AGREEMENT TOTAL AMOUNT \$1,500.00

The District employee providing the attached Independent Consultant Agreement to the person or entity who will be providing special services to the District should first do the following:

1. Provide only the Pacific Grove Unified School District's approved Independent Consultant Agreement. The Independent Consultant Agreement should be completed in lieu of signing any vendor contract for services.
2. Review the insurance requirements for the person or entity and revise the insurance provisions of the agreement accordingly.
3. Review the forms under Section 20 and determine which of those documents should be attached to the agreement.

This Independent Consultant Agreement for Special Services ("Agreement") is made between the Pacific Grove Unified School District ("District") and Language Line ("Consultant") (together, "Parties").

WHEREAS, the District is authorized by Section 53060 of the California Government Code to contract with and employ any persons for the furnishing of special services and advice in financial, economic, accounting, engineering, legal, transportation, administrative matters or other specialized services, if those persons are specially trained and experienced and competent to perform the special services required; and

WHEREAS, the District is in need of those services and/or advice; and

WHEREAS, the Consultant is specially trained and experienced and competent to perform the services required by the District, and those services are needed on a limited basis;

NOW, THEREFORE, the Parties agree as follows:

1. **Services and/Scope of work.** The Consultant shall furnish to the District the following services herein by this reference ("Services" or "Work"): Consultant shall serve as a verbal interpretation services in languages other than English. Consultant shall use their specialized experience and skills to organize, maintain to serve in this capacity. Services shall include but not be limited to: Language Interpretation.
2. **Term.** Consultant shall commence providing services under this Agreement on 10/20/2022, and will diligently perform as required and complete performance by 6/30/2023.
3. **Compensation.** District agrees to pay \$1,500.00 to Consultant for Services satisfactorily rendered pursuant to this Agreement. This is not to exceed \$1,500.00 during the term of this Agreement. District shall pay Consultant according to the following terms and conditions:

- 3.1. Payment for the Services shall be made for all undisputed amounts in installment payments within thirty (30) days after the Consultant submits an invoice to the District for Services actually completed.
4. **Expenses.** District shall not be liable to Consultant for any costs or expenses paid or incurred by Consultant in performing Services for District.
5. **Independent Consultant.** Consultant, in the performance of this Agreement, shall be and act as an Independent Consultant. Consultant understands and agrees that he/she shall not be considered an officer, employee, agent, partner, or joint venture of the District, and is not entitled to benefits of any kind or nature normally provided employees of the District and/or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. Consultant shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, Social Security and income taxes with respect to Consultant. In the performance of the Services herein contemplated, Consultant is an independent Consultant or business entity, with the sole authority for controlling and directing the performance of the details of the Services, District being interested only in the results obtained.
6. **Performance of Services.**
 - 6.1. **Standard of Care.** Consultant represents that Consultant has the qualifications and ability to perform the Services in a professional manner, without the advice, control or supervision of the District. Consultant's Services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of his/her profession for services to California school districts.
 - 6.2. **District Approval.** The Services completed herein must meet the approval of the District and shall be subject to the District's general right of inspection and supervision to secure the satisfactory completion thereof.
 - 6.3. **Licenses.** Consultant's represents that s/he possesses all required licenses to perform the Services provided in this Agreement.
7. **Termination.**
 - 7.1. **Without Cause by District.** District may, at any time, with or without reason, terminate this Agreement and compensate Consultant only for services satisfactorily rendered to the date of termination. Written notice by District shall be sufficient to stop further performance of services by Consultant. Notice shall be deemed given when received by the Consultant or no later than three days after the day of mailing, whichever is sooner.
 - 7.2. **Without Cause by Consultant.** Consultant may, upon thirty (30) days' notice, with or without reason, terminate this Agreement. Upon this termination, District shall only be obligated to compensate Consultant for services satisfactorily rendered to the date of termination. Written notice by Consultant shall be sufficient to stop further performance of services to District. Consultant acknowledges that this thirty (30) day notice period is acceptable so that the District can attempt to procure the Services from another source.
 - 7.3. **With Cause by District.** District may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include:
 - 7.3.1. Material violation of this Agreement by the Consultant; or
 - 7.3.2. Any act by Consultant exposing the District to liability to others for personal injury or property damage.Written notice by District shall contain the reasons for such intention to terminate and unless within three (3) calendar days after that notice the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, this Agreement shall upon the expiration of the three (3) calendar days cease and terminate. In the event of this termination, the District may secure the required services from another Consultant. If the expense, fees, and/or costs to the District

exceeds the cost of providing the services pursuant to this Agreement, the Consultant shall immediately pay the excess expense, fees, and/or costs to the District upon the receipt of the District's notice of these expense, fees, and/or costs. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to District.

8. **Compliance.** Consultant shall, at all times while providing the Services, comply with all federal, state, local and District laws, statutes, codes, ordinances, rules, regulations, policies, and requirements, as well as all state executive orders and all public health orders regarding student health and safety, including but not limited to, policies and procedures related to social distancing, the use of personal protective equipment ("PPE") such as face coverings and gloves, and the sanitization of facilities to help prevent the spread of COVID-19 and other contagious diseases.
9. **District's Evaluation of Consultant.** The District may evaluate the Consultant's performance. In no event shall an evaluation of Consultant be considered a prerequisite to the District exercising its rights under paragraph 7 above.
10. **Limitation of District Liability.** Other than as provided in this Agreement, District's financial obligations under this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event shall District be liable to Consultant, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of or in connection with this Agreement for the services performed in connection with this Agreement.
11. **Indemnity.** Consultant shall defend, indemnify, and hold harmless District and its agents, representatives, officers, consultants, employees, Board of Trustees, members of the Board of Trustees (collectively, the "District Parties"), from and against any and all claims, demands, liabilities, damages, losses, suits and actions, and expenses (including, but not limited to attorney fees and costs including fees of consultants) of any kind, nature and description (collectively, the "Claims") directly or indirectly arising out of, connected with, or resulting from any act, error, omission, negligence, or willful misconduct of Consultant, its agents, subcontractors, employees, material or equipment suppliers, invitees, or licensees (collectively, the "Consultant Parties") in the performance of or failure to perform Consultant's or Consultant Parties' obligations under this Agreement, including, but not limited to Consultant's or Consultant Parties' use of District sites, performance of the Services, breach of any of the representations or warranties contained in this Agreement, or for injury to or death of persons or damage to property or delay or damage to the District or the District Parties. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity, which would otherwise exist as to a party, person, or entity described in this paragraph. The indemnification provided for in this Section includes, without limitation to the foregoing, claims that may be made against District by any taxing authority asserting that an employer-employee relationship exists by reason of this Agreement, and any claims made against District alleging civil rights violations by Consultant or Consultant Parties under the California Fair Employment and Housing Act ("FEHA").
12. **Confidentiality.** The Consultant and all Consultant's agents, personnel, employee(s), and/or Sub-consultant(s) shall maintain the confidentiality of all information received in the course of performing the Services. This requirement to maintain confidentiality shall extend beyond the termination of this Agreement.
13. **Notice.** Any notice required or permitted to be given under this Agreement shall be deemed to have been given, served, and received if given in writing and either personally delivered or deposited in the United States mail, registered or certified mail, postage prepaid, return receipt required, or sent by overnight delivery service, or facsimile transmission, addressed as follows:

District

Consultant

Pacific Grove Unified School District
435 Hillcrest Avenue
Pacific Grove, CA 93950
ATTENTION: Joshua Jorn,
Assistant Superintendent/CBO

Name: Language Line
Address: 1 Lower Ragsdale Drive, Building 2
City/State/Zip: Monterey, Ca 93940
Business Phone: 800-752-6096
Email (Optional):

Any notice personally given or sent by facsimile transmission shall be effective upon receipt. Any notice sent by overnight delivery service shall be effective the business day next following delivery thereof to the overnight delivery service. Any notice given by mail shall be effective three (3) days after deposit in the United States mail.

14. **Integration/Entire Agreement of Parties.** This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties.
15. **California Law.** This Agreement shall be governed by and the rights, duties and obligations of the Parties shall be determined and enforced in accordance with the laws of the State of California. The Parties further agree that any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in Monterey County, California.
16. **Waiver.** The waiver by either party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.
17. **Severability.** If any term, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.
18. **Attorney Fees/Costs.** Should litigation be necessary to enforce any terms or provisions of this Agreement, then each party shall bear its own litigation and collection expenses, witness fees, court costs and attorney's fees.
19. **Counterparts.** This Agreement and all amendments and supplements to it may be executed in counterparts, and all counterparts together shall be construed as one document.
20. **Incorporation of Recitals and Exhibits.** The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.
21. **Non-Assignability.** Consultant may not, without the written permission of the District, use other consultants within Consultant's own firm, or outside experts to perform the services for the District.
22. **Fingerprinting.** When the Consultant is working directly with students, the Consultant shall not commence Services under this Agreement until the Consultant has submitted and the District has approved the following document:

- ☐ DOJ Clearance Previously Received
- ☐ Fingerprinting/Criminal Background Check-Consultant himself/herself
- ☒ Fingerprinting done by the organization independently (declare under perjury)-
Consultant's Employee(s)

23. **W-9.** Consultant has provided a completed:
☒ W-9 Form

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the date indicated below.

Pacific Grove Unified School District

Site representative or Assistant Superintendent
(Signed AFTER Board approval)

Signature: _____

Name: Buck Roggeman

Title: Director, Curriculum and Special Projects

Date: _____

Consultant

(Can sign BEFORE Board's approval)

Signature: _____

Name: _____

Date: _____

Human Resources

(Signed AFTER Board approval)

☐ Contracted work was not assigned using District's normal employment recruitment process.

Signature _____ Date _____

Director of Human Resources

Type of Business Entity:

☒ Corporation, State

☐ Individual

☐ Partnership

☐ Limited Liability Company

☐ Sole Proprietorship

☐ Limited Partnership

☐ Other: _____

**Federal Code of Regulations sections 6041 and 6209 require non-corporate recipients of \$600.00 or more to furnish their taxpayer identification number to the payer. The regulations also provide that a penalty may be imposed for failure to furnish the taxpayer identification number. In order to comply with these regulations, the District requires your federal tax identification number or Social Security number, whichever is applicable.*

- ☒ Student Learning and Achievement
- ☐ Health and Safety of Students and Schools
- ☐ Credibility and Communication
- ☐ Fiscal Solvency, Accountability and Integrity

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

SUBJECT: Independent Consultant Agreement with Nor Cal Bats

DATE: October 20, 2022

PERSON(S) RESPONSIBLE: Sean Keller, Robert H. Down Elementary Principal

RECOMMENDATION:

The District Administration recommends the Board review and approve the contract for services with Nor Cal Bats to provide a virtual presentation for Robert H. Down Elementary School (RHD) 2nd graders.

BACKGROUND:

This contract is part of the annual virtual field trip organized by RHD's 2nd grade classes.

INFORMATION:

Nor Cal Bats is dedicated to the rescue, rehabilitation, and release of bats throughout Northern California. The organization is committed to public education regarding the environmental benefits of bats, and dispelling fears and myths that lead to the death of roosts and colonies (<https://norcalbats.org/>).

FISCAL IMPACT:

No fiscal impact to PGUSD. The cost will be paid from a RHD PG PRIDE grant.

PACIFIC GROVE UNIFIED SCHOOL DISTRICT INDEPENDENT CONSULTANT AGREEMENT

CONSULTANT NorCal Bats

SITE/DEPARTMENT Robert Down School

SUBMITTED BY Sean Keller

FUNDING SOURCE PG PRIDE Grant

AGREEMENT TOTAL AMOUNT \$400

The District employee providing the attached Independent Consultant Agreement to the person or entity who will be providing special services to the District should first do the following:

1. Provide only the Pacific Grove Unified School District's approved Independent Consultant Agreement. The Independent Consultant Agreement should be completed in lieu of signing any vendor contract for services.
2. Review the insurance requirements for the person or entity and revise the insurance provisions of the agreement accordingly.
3. Review the forms under Section 20 and determine which of those documents should be attached to the agreement.

This Independent Consultant Agreement for Special Services ("Agreement") is made between the Pacific Grove Unified School District ("District") and NorCal Bats ("Consultant") (together, "Parties").

WHEREAS, the District is authorized by Section 53060 of the California Government Code to contract with and employ any persons for the furnishing of special services and advice in financial, economic, accounting, engineering, legal, transportation, administrative matters or other specialized services, if those persons are specially trained and experienced and competent to perform the special services required; and

WHEREAS, the District is in need of those services and/or advice; and

WHEREAS, the Consultant is specially trained and experienced and competent to perform the services required by the District, and those services are needed on a limited basis;

NOW, THEREFORE, the Parties agree as follows:

1. **Services and/Scope of work.** The Consultant shall furnish to the District the following services herein by this reference ("Services" or "Work"): Consultant shall serve as a speaker. Consultant shall use their specialized experience and skills to organize, maintain to serve in this capacity. Services shall include but not be limited to: doing a presentation to all 2nd grade classes.
2. **Term.** Consultant shall commence providing services under this Agreement on 10/24/2022, and will diligently perform as required and complete performance by 10/24/2022.
3. **Compensation.** District agrees to pay \$400 to Consultant for Services satisfactorily rendered pursuant to this Agreement. This is not to exceed \$400 during the term of this Agreement. District shall pay Consultant according to the following terms and conditions:
 - 3.1. Payment for the Services shall be made for all undisputed amounts in installment payments within thirty (30) days after the Consultant submits an invoice to the District for Services actually completed.

4. **Expenses.** District shall not be liable to Consultant for any costs or expenses paid or incurred by Consultant in performing Services for District.
5. **Independent Consultant.** Consultant, in the performance of this Agreement, shall be and act as an Independent Consultant. Consultant understands and agrees that he/she shall not be considered an officer, employee, agent, partner, or joint venture of the District, and is not entitled to benefits of any kind or nature normally provided employees of the District and/or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. Consultant shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, Social Security and income taxes with respect to Consultant. In the performance of the Services herein contemplated, Consultant is an independent Consultant or business entity, with the sole authority for controlling and directing the performance of the details of the Services, District being interested only in the results obtained.
6. **Performance of Services.**
 - 6.1. **Standard of Care.** Consultant represents that Consultant has the qualifications and ability to perform the Services in a professional manner, without the advice, control or supervision of the District. Consultant's Services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of his/her profession for services to California school districts.
 - 6.2. **District Approval.** The Services completed herein must meet the approval of the District and shall be subject to the District's general right of inspection and supervision to secure the satisfactory completion thereof.
 - 6.3. **Licenses.** Consultant's represents that s/he possesses all required licenses to perform the Services provided in this Agreement.
7. **Termination.**
 - 7.1. **Without Cause by District.** District may, at any time, with or without reason, terminate this Agreement and compensate Consultant only for services satisfactorily rendered to the date of termination. Written notice by District shall be sufficient to stop further performance of services by Consultant. Notice shall be deemed given when received by the Consultant or no later than three days after the day of mailing, whichever is sooner.
 - 7.2. **Without Cause by Consultant.** Consultant may, upon thirty (30) days' notice, with or without reason, terminate this Agreement. Upon this termination, District shall only be obligated to compensate Consultant for services satisfactorily rendered to the date of termination. Written notice by Consultant shall be sufficient to stop further performance of services to District. Consultant acknowledges that this thirty (30) day notice period is acceptable so that the District can attempt to procure the Services from another source.
 - 7.3. **With Cause by District.** District may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include:
 - 7.3.1. Material violation of this Agreement by the Consultant; or
 - 7.3.2. Any act by Consultant exposing the District to liability to others for personal injury or property damage.Written notice by District shall contain the reasons for such intention to terminate and unless within three (3) calendar days after that notice the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, this Agreement shall upon the expiration of the three (3) calendar days cease and terminate. In the event of this termination, the District may secure the required services from another Consultant. If the expense, fees, and/or costs to the District exceeds the cost of providing the services pursuant to this Agreement, the Consultant shall immediately pay the excess expense, fees, and/or costs to the District upon the receipt of the

District's notice of these expense, fees, and/or costs. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to District.

8. **Compliance.** Consultant shall, at all times while providing the Services, comply with all federal, state, local and District laws, statutes, codes, ordinances, rules, regulations, policies, and requirements, as well as all state executive orders and all public health orders regarding student health and safety, including but not limited to, policies and procedures related to social distancing, the use of personal protective equipment ("PPE") such as face coverings and gloves, and the sanitization of facilities to help prevent the spread of COVID-19 and other contagious diseases.
9. **District's Evaluation of Consultant.** The District may evaluate the Consultant's performance. In no event shall an evaluation of Consultant be considered a prerequisite to the District exercising its rights under paragraph 7 above.
10. **Limitation of District Liability.** Other than as provided in this Agreement, District's financial obligations under this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event shall District be liable to Consultant, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of or in connection with this Agreement for the services performed in connection with this Agreement.
11. **Indemnity.** Consultant shall defend, indemnify, and hold harmless District and its agents, representatives, officers, consultants, employees, Board of Trustees, members of the Board of Trustees (collectively, the "District Parties"), from and against any and all claims, demands, liabilities, damages, losses, suits and actions, and expenses (including, but not limited to attorney fees and costs including fees of consultants) of any kind, nature and description (collectively, the "Claims") directly or indirectly arising out of, connected with, or resulting from any act, error, omission, negligence, or willful misconduct of Consultant, its agents, subcontractors, employees, material or equipment suppliers, invitees, or licensees (collectively, the "Consultant Parties") in the performance of or failure to perform Consultant's or Consultant Parties' obligations under this Agreement, including, but not limited to Consultant's or Consultant Parties' use of District sites, performance of the Services, breach of any of the representations or warranties contained in this Agreement, or for injury to or death of persons or damage to property or delay or damage to the District or the District Parties. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity, which would otherwise exist as to a party, person, or entity described in this paragraph. The indemnification provided for in this Section includes, without limitation to the foregoing, claims that may be made against District by any taxing authority asserting that an employer-employee relationship exists by reason of this Agreement, and any claims made against District alleging civil rights violations by Consultant or Consultant Parties under the California Fair Employment and Housing Act ("FEHA").
12. **Confidentiality.** The Consultant and all Consultant's agents, personnel, employee(s), and/or Sub-consultant(s) shall maintain the confidentiality of all information received in the course of performing the Services. This requirement to maintain confidentiality shall extend beyond the termination of this Agreement.
13. **Notice.** Any notice required or permitted to be given under this Agreement shall be deemed to have been given, served, and received if given in writing and either personally delivered or deposited in the United States mail, registered or certified mail, postage prepaid, return receipt required, or sent by overnight delivery service, or facsimile transmission, addressed as follows:

District

Consultant

Pacific Grove Unified School District
435 Hillcrest Avenue
Pacific Grove, CA 93950
ATTENTION: Josh Jorn
Assistant Superintendent/CBO

Name: NorCal Bats
Address: PO Box 933
City/State/Zip: Davis, CA 95617
Business Phone: 530-902-1918
Email (Optional): [Company E-mail]

Any notice personally given or sent by facsimile transmission shall be effective upon receipt. Any notice sent by overnight delivery service shall be effective the business day next following delivery thereof to the overnight delivery service. Any notice given by mail shall be effective three (3) days after deposit in the United States mail.

14. **Integration/Entire Agreement of Parties.** This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties.
15. **California Law.** This Agreement shall be governed by and the rights, duties and obligations of the Parties shall be determined and enforced in accordance with the laws of the State of California. The Parties further agree that any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in Monterey County, California.
16. **Waiver.** The waiver by either party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.
17. **Severability.** If any term, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.
18. **Attorney Fees/Costs.** Should litigation be necessary to enforce any terms or provisions of this Agreement, then each party shall bear its own litigation and collection expenses, witness fees, court costs and attorney's fees.
19. **Counterparts.** This Agreement and all amendments and supplements to it may be executed in counterparts, and all counterparts together shall be construed as one document.
20. **Incorporation of Recitals and Exhibits.** The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.
21. **Non-Assignability.** Consultant may not, without the written permission of the District, use other consultants within Consultant's own firm, or outside experts to perform the services for the District.
22. **Fingerprinting.** When the Consultant is working directly with students, the Consultant shall not commence Services under this Agreement until the Consultant has submitted and the District has approved the following document:

- ☐ DOJ Clearance Previously Received
- ☐ Fingerprinting/Criminal Background Check-Consultant himself/herself
- ☒ Fingerprinting done by the organization independently (declare under perjury)-
Consultant's Employee(s)

23. **W-9.** Consultant has provided a completed:
☒ W-9 Form

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the date indicated below.

Pacific Grove Unified School District
 Site representative or Assistant Superintendent
(Signed AFTER Board approval)

Consultant -
(Can sign BEFORE Board's approval)

Signature: _____
 Name: Sean Keller
 Title: Principal
 Date: _____

Signature: _____
 Name: **Mary Jean Quirk**
 Date: _____

Human Resources
(Signed AFTER Board approval)

☐ Contracted work was not assigned using District's normal employment recruitment process.
 Signature _____ Date _____
 Director of Human Resources

Type of Business Entity:

- ☐ Corporation, State
- ☐ Individual
- ☐ Partnership
- ☐ Limited Liability Company
- ☒ Sole Proprietorship
- ☐ Limited Partnership
- ☐ Other: _____

**Federal Code of Regulations sections 6041 and 6209 require non-corporate recipients of \$600.00 or more to furnish their taxpayer identification number to the payer. The regulations also provide that a penalty may be imposed for failure to furnish the taxpayer identification number. In order to comply with these regulations, the District requires your federal tax identification number or Social Security number, whichever is applicable.*

☒ Student Learning and Achievement
☒ Health and Safety of Students and Schools
☒ Credibility and Communication
☒ Fiscal Solvency, Accountability and Integrity

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

SUBJECT: Final Review of the Revised Pacific Grove Unified School District Board Policies

DATE: October 20, 2022

PERSON(S) RESPONSIBLE: Ralph Gómez Porras, Superintendent

RECOMMENDATION:

The District Administration recommends the Board globally adopt the revised Pacific Grove Unified School District Board Policies. The revised Board Policies are available on the District website:
<https://www.pgusd.org/Board/Board-Meetings-Agendas--Packets/Agendas-2022-23/index.html>

INFORMATION:

First review of the revised Pacific Grove Unified School District Board Policies by the Board on October 6, 2022: Index 12-18 Pacific Grove Unified School District- 0000 Series: Philosophy, Goals, Objectives, and Comprehensive Plans 1000 Series: Community Relations 2000 Series: Administration 3000 Series: Business and Noninstructional Operations 4000 Series: Personnel 5000 Series: Students 6000 Series: Instruction 7000 Series: Facilities 9000 Series: Board Bylaws.

BACKGROUND:

One of the major functions of the Board of Education is to determine policies of operation for the Pacific Grove Unified School District (PGUSD). PGUSD has had several outdated policies that needed revision. PGUSD worked in partnership with the California School Boards Association (CSBA) during this past year to develop and propose the attached revised policies which are the most current and compliant according to legal code and best practices in the state of California for public school systems.

In formulating policies, the board, acting through its executive officer, the superintendent of schools, solicits the assistance of staff to develop and revise policies. Proposals or amendments of board policy are adopted only after a thorough review. They are first introduced in writing (called “first reading”) during a school board meeting as being requested during this current meeting, Thursday, 5/23.

The policies represent a cooperative study by the board, administration, and appropriate school personnel. The board assumes sole responsibility and authority for the enclosed policies. These policies stand as written until proposals or amendments are approved by the board.

All of these policies have been developed in terms for the purposes of the Pacific Grove Unified School District. It is the aim in policy development to continue the improvement of the program of instruction and school district performance toward better meeting the educational needs of our students. The goal is that these policies will serve as a guide to all the personnel of the PGUSD schools.

- ☐ Student Learning and Achievement
- ☒ Health and Safety of Students and Schools
- ☐ Credibility and Communication
- ☐ Fiscal Solvency, Accountability and Integrity

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

SUBJECT: District Update on Response to COVID-19

DATE: October 20, 2022

PERSON(S) RESPONSIBLE: Ralph Gómez Porras, Superintendent

RECOMMENDATION:

The District Administration recommends the Board receive information regarding District response to COVID-19, and provide direction to Administration.

INFORMATION:

The District Administration will update the Board, staff and community on current District response and protocols to COVID-19.

- ☐ Student Learning and Achievement
- ☐ Health and Safety of Students and Schools
- ☐ Credibility and Communication
- ☒ Fiscal Solvency, Accountability, and Integrity

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

SUBJECT: 2022-2023 Budget Revisions #1

DATE: October 20, 2022

PERSON RESPONSIBLE: Joshua Jorn, Assistant Superintendent for Business Services

RECOMMENDATION:

The District Administration recommends that the Board review and approve these proposed budget revisions for 2022-2023.

BACKGROUND:

Throughout the year, the budgets of the District's various funds are revised to reflect changing financial conditions, or as the result of Board decisions which have a budgetary impact. Budget revisions are shared early in the fiscal year to update the beginning fund balances following the close of the prior fiscal year (FY).

Budget revisions are also included in the First Interim Report (December) and the Second Interim Report (March). The final Budget revision is usually done towards the end of the fiscal year (May).

This is the first set of budget revisions for FY2022-2023 reflecting the following conditions:

- Property tax actuals have exceeded the projections for FY2021-2022
- Unaudited Actuals Ending Fund Balances have been posted as beginning balances for
- FY2022-2023
- Staffing/position control changes and payroll encumbrances have been recorded and reconciled

The October Budget Revision is a snapshot of revenue and expenditure changes prior to the First Interim report in December.

Attached are the first set of proposed budget revisions as reflected in the column titled "October Budget Revision". The column to the left of these changes is the Board-approved Adopted Budget for FY2022-2023. A detailed list of the purpose of each budget revision is shown at the bottom of each Fund page.

INFORMATION:

The financial condition of the district remains positive with reserves in place and cash flow being met. Historically the major budget revisions to the General Fund at October Budget Revision will include:

GENERAL FUND: Fund Balance

- Beginning Balances are Unaudited Actuals until the auditors have audited the books in December.

REVENUES:**1. LCFF Sources - Property tax revenues**

- The projected percentage for property tax revenue was 5.15% for the FY2021-2022 tax receipts. This percentage reflects the modified assessed valuation provided by the Auditor Controller's Office.
- The actual percentage of **5.15% increased to 8.03%**, a difference of **+2.88%**. This change is reflected in a **\$961,111 increase** in property tax revenues "LCFF Sources" from FY 2021-2022 to support the Board-approved Adopted Budget showing a deficit for FY2022-2023.

2. Federal Sources

- Federal program carryover balances have been updated but are considered unaudited actuals until the auditors have audited the books in December.

3. State Sources

- Career Technical Education Incentive Grant (CTEIG), SPED Dispute Resolution and SPED Learning Recovery, Expanded Learning Opportunity Program (ELOP) and other grant resources have carryover balances from FY2021-2022.
- STRS On-Behalf contribution is a way for the state to give school districts the funds for the state's share of the increased costs of STRS retirement payments. This has no net impact to the District's Fund Balance.

4. State Sources

- Local donations increased over the Adopted Budget, and carryover balances from FY2021-2022 were posted by the Fiscal Officer.

EXPENDITURES:

- Board approved salary increase for all the employees from FY2021-2022 were included in the FY2022-2023 Board Adopted Budget. ***No new changes in the October Budget Revise #1.***
- The Employer STRS contribution rate, went from 16.92% to 19.10%; CalPERS rate went from 22.91% to 25.37%; State Unemployment Insurance (SUI) rate had no change .50%; and workers compensation rate had no change 2.77%. ***No new changes in the October Budget Revise #1.***
- We project additional spending based on Restricted carryover funds, ESSER II, Advancement via Individual Determination (AVID) and CTEIG grant funding. Noted as a carryover in the Restricted Fund Balance of \$2,514,965

The resulting net operating surplus for General Fund Combined in FY2022-2023 is projected at \$200,230

ADULT EDUCATION FUND:

- The Adult Education budget has been adjusted to reflect current operations and Ending Fund Balance carried over from FY2021-2022
- **The projected Beginning Fund Balance for FY2022-2023 is \$2,354,089.** This is an increase of \$570,860 from the FY2022-2023 Adopted Budget

CHILD DEVELOPMENT FUND:

- Due to significant decrease in the Before and After School Recreation Program (BASRP) projected receipts, the Board approved interfund transfer from the General Fund last fiscal year resulting in a positive Ending Fund Balance for the Child Development Fund
- **The projected Beginning Fund Balance for 2022-2023 is \$24,329**

CAFETERIA FUND:

- This fiscal year, the U.S. Department of Agriculture provided [Child Nutrition Response #85](#), a waiver that allows LEAs participating in federal meal programs to provide free meals to children ages 18 and under through the Seamless Summer Feeding Option
- Food Service program projected Federal Revenues is \$968,498
- Food costs will rise correspondingly with a net operating deficit of (\$70,005)
- Due to the high reimbursement claims from the Federal program last fiscal year plus the prior year FY2021-2022 contribution from the General Fund
- **The projected Beginning Fund Balance for FY2022-2023 \$534,681**

DEFERRED MAINTENANCE FUND:

- Deferred Maintenance had higher than budgeted expenditures for FY2021-2022, and therefore reduced the FY2021-2022 Ending Fund Balance to \$173,873
- **The projected Beginning Fund Balance for FY2022-2023 is \$173,873.** This is a reduction of (\$11,276) from the FY2022-2023 Adopted Budget

POST EMPLOYMENT BENEFITS FUND:

- Post-Employment Benefits Fund had reduction in revenue for FY2021-2022, and therefore reduced the FY2021-2022 Ending Fund Balance to \$6,153
- **The projected Beginning Fund Balance for FY2022-2023 is \$6,152.** This is a reduction of (\$213) from the FY2022-2023 Adopted Budget

BUILDING FUND/ EDUCATION TECHNOLOGY:

- Building Fund posted ending fund balance from FY2021-2022 Unaudited Actuals was \$6,511,730 based on a FY2021-2022 surplus of \$2,144,112
- **The projected Beginning Fund Balance for FY2022-2023 is \$6,511,730.** This is an increase of \$5,385,740 from the FY2022-2023 Adopted Budget

CAPITAL PROJECTS FUND:

- Capital Reserve Fund posted ending fund balance from FY2021-2022 Unaudited Actuals was \$785,814 based on a FY2021-2022 surplus of \$137,206
- **The projected Beginning Fund Balance for FY2022-2023 is \$485,814.** This is an increase of \$9,837 from the FY2022-2023 Adopted Budget

FISCAL IMPACT:

The fiscal impact is reflected in the attached report

Fund 1 - General Fund - Combined

4.36%

3.48%

5.15%

5.15%

4.00%

4.00%

		2021-22	2021-22	2022-23	2022-23	2023-24	2024-25
		Second	Unaudited	Adopted	October Budget	Estimate	Estimate
		Interim	Actuals	Budget	Revise		
Beginning Fund Balance - Rest		1,404,399	1,404,399	435,843	2,514,965	-	-
Beginning Fund Balance - Unrest.		5,435,813	5,435,813	5,077,478	5,077,478	7,792,673	8,138,336
Beginning Fund Balance		6,840,212	6,840,212	5,513,321	7,592,443	7,792,673	8,138,336
Revenues:							
LCFF Sources	8000	33,104,444	33,281,975	34,707,130	35,668,241	36,994,721	38,374,259
Federal Sources	8100	2,702,852	1,408,715	1,115,942	1,009,494	1,012,991	1,016,516
State Sources	8300	2,453,976	4,418,218	2,280,637	2,280,637	2,280,784	2,299,969
Local Sources	8600	1,896,238	2,664,499	1,716,254	1,716,254	1,716,254	1,716,254
Total Revenues		40,157,510	41,773,407	39,819,963	40,674,626	42,004,749	43,406,998
percent change		7.0%	7.0%	2.0%	2.1%	3.3%	3.3%
Expenditures:							
Certificated Salaries	1000	18,088,259	18,965,556	18,485,672	18,485,672	19,281,087	19,536,172
Classified Salaries	2000	7,087,956	7,412,730	7,798,713	7,798,713	8,198,204	8,336,318
Employee Benefits	3000	8,660,600	9,121,302	10,316,927	10,316,927	10,201,019	10,210,844
Books and Supplies	4000	2,512,033	1,315,381	995,266	995,266	1,000,242	1,006,744
Services and Other	5000	3,972,791	3,203,199	2,757,118	2,757,242	2,857,958	2,964,521
Capital Outlay	6000	69,620	61,966	-	-	-	-
Other Outgo	7000	46,797	113,645	57,632	120,576	120,576	77,997
Total Expenditures		40,438,056	40,193,780	40,411,328	40,474,396	41,659,086	42,132,596
percent change		7.5%	-0.6%	0.5%	0.2%	2.9%	1.1%
Surplus (Deficit)		(280,546)	1,579,627	(591,365)	200,230	345,663	1,274,402
carryover funds		(1,043,444)	(1,110,567)				
NET			469,061				
Transfers In (Out)							
Fund 11 - Adult Education		41,910		-	-	-	
Fund 12 - Child Development		-	(82,579)	(19,635)	(82,579)	(82,579)	(82,579)
Fund 13 - Cafeteria		-	-	-	-	-	-
Fund 14 - Deferred Maintenance		-	-	-	-	-	-
Other Sources (Uses) Bus/FD 40		-	-	-	-	-	-
Net Transfers In (Out)		41,910	(82,579)	(19,635)	(82,579)	(82,579)	(82,579)
Ending Fund Balance		6,559,666	8,419,839	4,921,956	7,792,673	8,138,336	9,412,738
Components of Ending Fund Balance							
a Nonspendable - Revolving Cash		5,000	5,000	5,000	5,000	5,000	5,000
b Restricted (restricted carryover)		360,964	2,514,965	420,843	2,514,965	315,000	18,000
c Committed / Prepaid Exp.							
d Assigned							
Prop Tax Reserve (0.50%)		161,004	153,486	161,004	165,810	172,442	179,340
Basic Aid Reserve		4,299,148	3,986,607	2,645,873	3,412,451	5,845,391	7,239,156
Sick Leave Incentive Reserve		70,000		70,000	70,000	-	-
Deferred Maint. & RRM Reserve		332,577	422,076	276,901	278,793	414,334	428,539
STRS/PERS Reserve 2021-22		125,881	131,891	131,422	131,422	137,396	278,725
C/o to FD 40; Donations							
e 3% Resv for Econ Uncertainties (3%)		1,213,142	1,205,813	1,212,340	1,214,232	1,249,773	1,263,978
Unassigned/Unappropriated							
subtotal Unrestricted Reserves		6,201,752	5,899,874	4,497,540	5,272,708	7,819,336	9,389,738
Undesignated Resv Percent		15.4%	14.7%	11.1%	13.0%	18.7%	22.2%
Ending Fund Balance		6,567,716	8,419,839	4,923,383	7,792,673	8,139,336	9,412,738

Revenues - 8000

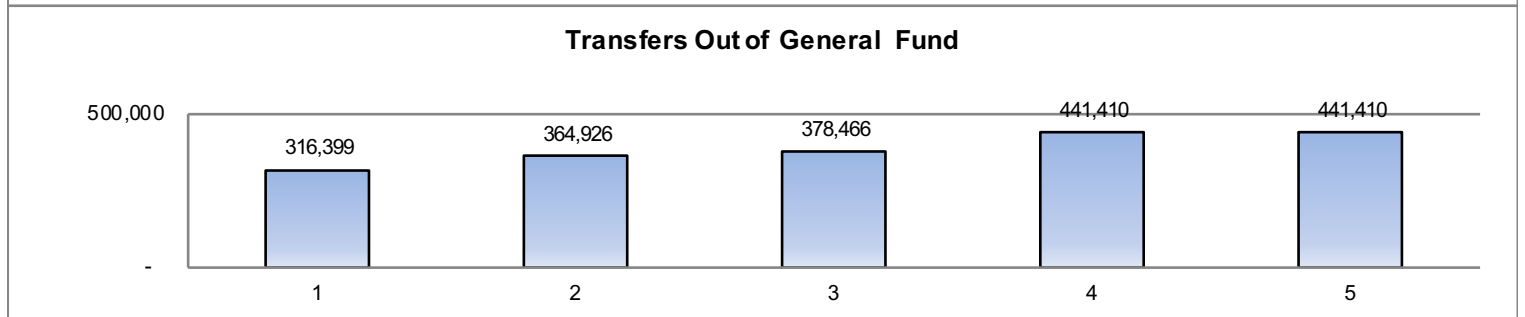
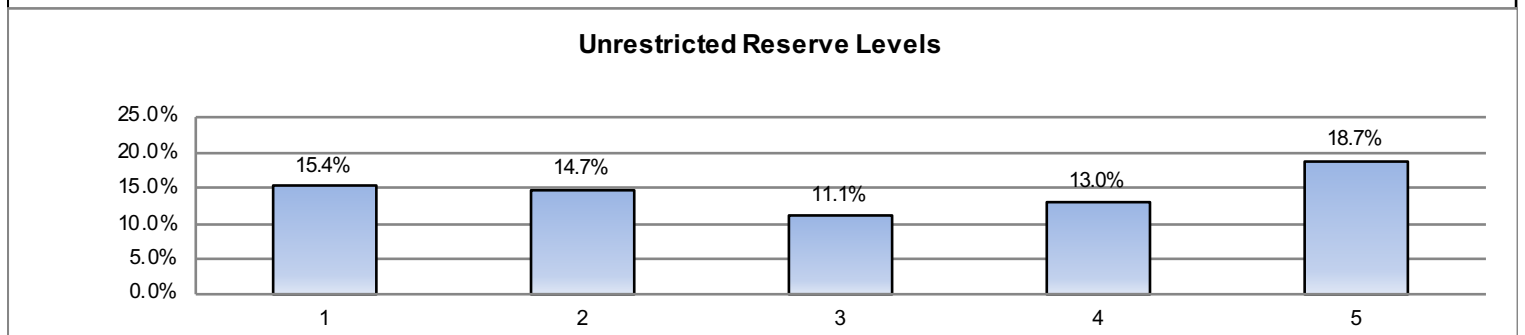
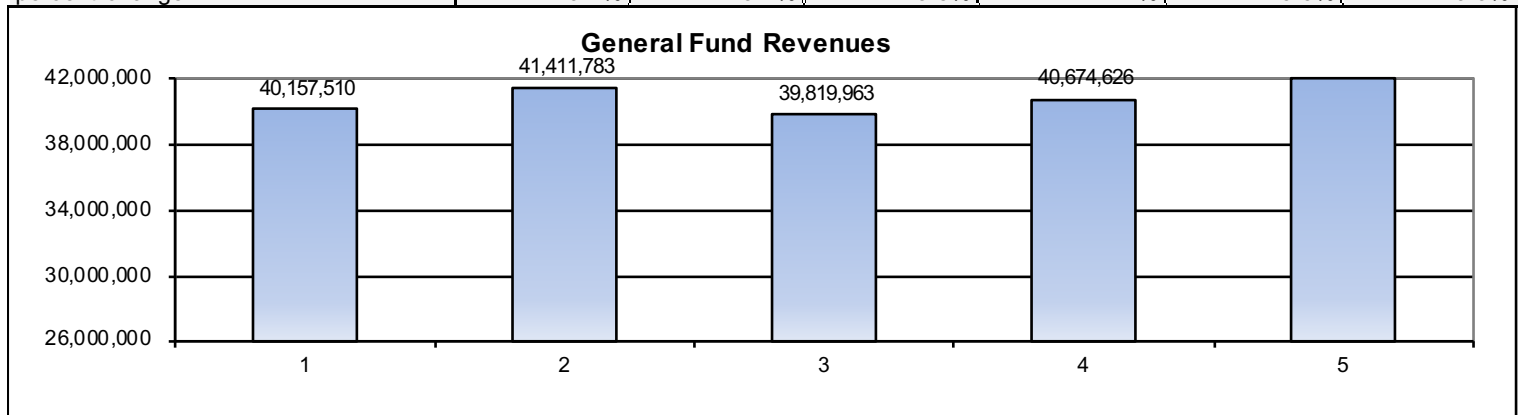
ACTION/DISCUSSION B

		2021-22 Second Interim	2021-22 Unaudited Actuals	2022-23 Adopted Budget	2022-23 October Budget Revise	2023-24 Estimate	2024-25 Estimate
LCFF Sources:	8000						
U LCFF - Current Year	8011	2,505,456	2,505,456	2,505,456	2,505,456	2,505,456	2,505,456
U Prop 30 EPA (thru 18-19)	8012	381,848	381,832	375,073	375,073	375,073	375,073
U Revenue Limit - Prior Year	8019	-	(3,454)	-	-	-	-
Prop 30/Rev Limit subtotal		2,887,304	2,883,834	2,880,529	2,880,529	2,880,529	2,880,529
U Home Owners Exemption	8021	120,749	116,264	126,968	126,968	132,047	137,329
U Secured Tax Roll	8041	29,172,400	28,936,390	30,709,330	31,670,441	32,937,259	34,254,749
U Unsecured Tax Roll	8042	1,094,670	1,280,380	1,151,046	1,151,046	1,197,088	1,244,971
U Prior Years Taxes	8043	203,075	287,193	213,533	213,533	222,074	230,957
U Delinquent Taxes	8048	-	76,934	-	-	-	-
Property Tax subtotal		30,590,894	30,697,161	32,200,877	33,161,988	34,488,468	35,868,006
U Transfer-Funds 11&14	8091	(358,309)	(282,347)	(358,831)	(358,831)	(358,831)	(358,831)
U Transfers to Charter Sch	8096	(15,445)	(16,673)	(15,445)	(15,445)	(15,445)	(15,445)
Total LCFF Sources		33,104,444	33,281,975	34,707,130	35,668,241	36,994,721	38,374,259
percent change		2.7%	0.5%	4.3%	2.8%	3.7%	3.7%
Federal Sources:	8100						
R Special Education-per UI	8181	378,472	382,279	376,592	272,218	273,579	274,947
U Medical Adm Act (MAA)	8290	50,000	48,835	50,000	50,000	50,000	50,000
R Title I	3010	146,675	154,392	147,447	148,639	150,125	151,627
R VEA	3550	27,312	26,758	23,700	23,700	23,937	24,176
R ESSER - covid 19	3210	198,260	175,843	-	-	-	-
R GEER - covid 19	3215	1,832,627	572,461	473,703	473,703	473,703	473,703
R GRF - covid 19	3220	-	-	-	-	-	-
R Title II Teacher Quality	4035	34,506	34,931	34,500	31,234	31,546	31,862
R Title II Principal Training	4036	-	-	-	-	-	-
R Title III Immigrant Educa	4201	-	-	-	-	-	-
R Title III Limited English F	4203	10,000	12,602	10,000	10,000	10,100	10,201
R Medi-Cal Billing	5640	25,000	614	-	-	-	-
Total Federal Sources		2,702,852	1,408,715	1,115,942	1,009,494	1,012,991	1,016,516
percent change		34.3%	67.4%	79.2%	-9.5%	0.3%	0.3%
State Sources:	8300						
U EIA	8311	-	-	-	-	-	-
U Transportation	8311	-	-	-	-	-	-
U All other state	8590	-	-	-	-	-	-
U Mandated Costs/one time	8550	78,833	81,171	79,000	79,000	79,000	79,086
R State Lottery - Restrict	8560	91,580	146,948	101,246	101,246	101,226	120,325
R STRS on Behalf	7690	1,742,080	2,019,146	1,667,160	1,667,160	1,667,160	1,667,160
U State Lottery - Unrestrict	8560	274,740	327,992	288,231	288,231	288,398	288,398
R Covid 19 funds	8590	-	10,787	-	-	-	-
U Arts and Music Block Gr	0760	-	-	-	-	-	-
R Prop 39 Energy Efficiency	6230	-	-	-	-	-	-
R CTE Incentive Grant	6387	161,949	93,316	115,000	115,000	115,000	115,000
R CSE Prof Dev	7311	-	-	-	-	-	-
R Mental Health Sped	6512	30,478	30,478	30,000	30,000	30,000	30,000
R TUPE	6690	-	-	-	-	-	-
R CC/CRBG	7338	74,316	-	-	-	-	-
Total State Sources		2,453,976	4,418,218	2,280,637	2,280,637	2,280,784	2,299,969
percent change		-20.4%	80.0%	-48.4%	0.0%	0.0%	0.8%

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Updated 10-5-2022

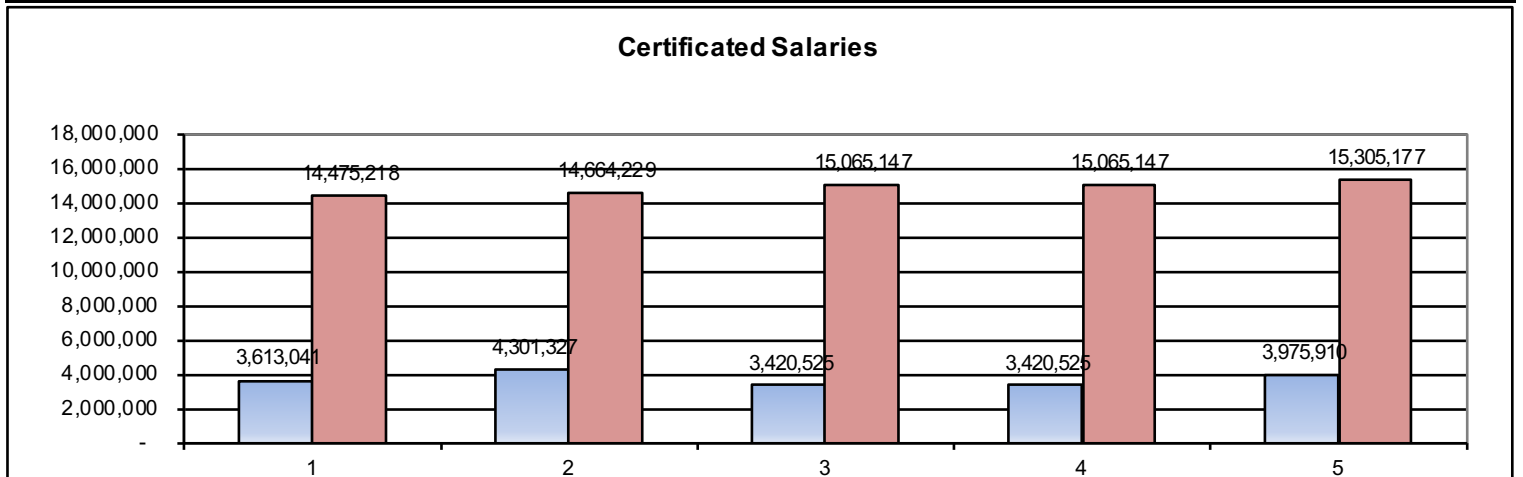
		2021-22	2021-22	2022-23	2022-23	2023-24	2024-25
		Second	Unaudited	Adopted	October Budget	ACTION/DISCUSSION B	
		Interim	Actuals	Budget	Revise	Estimate	Estimate
Revenues (continued)							
Local Sources:	8600						
U Parcel Taxes	8621	-	86	-	-	-	-
U Sale of Equipment	8631	-	-	-	-	-	-
U Leases and Rentals	8650	-	-	-	-	-	-
R Interest - Restricted	8660	-	(296)	-	-	-	-
U Interest - Unrestricted	8660	84,880	140,172	100,020	100,020	100,020	100,020
U Gain or Loss on Investm	8662	-	(228,944)	-	-	-	-
U Transportation Fees	8675	-	7,100	15,000	15,000	15,000	15,000
R Interagency Fees between	8677	-	-	-	-	-	-
U Other Fees and Contract	8689	-	-	-	-	-	-
R Other Local Revenue - R	8699	553,817	704,792	401,098	401,098	401,098	401,098
U Local Rev (grants,donati	8699	47,156	71,244	17,136	17,136	17,136	17,136
U ACSA Stipend	7500	-	361,624	-	-	-	-
R Transfers-COE Sped	8792	1,210,385	1,608,721	1,183,000	1,183,000	1,183,000	1,183,000
U Proceeds from	8972	-	-	-	-	-	-
Total Local Sources		1,896,238	2,664,499	1,716,254	1,716,254	1,716,254	1,716,254
percent change		10.3%	79.5%	15.6%	3.4%	-9.5%	0.0%
Total Revenues - Restricted		6,517,457	5,962,983	4,563,446	4,456,998	4,460,475	4,483,099
Total Revenues - Unrestricted		33,640,053	35,448,800	35,256,517	36,217,628	37,544,274	38,923,899
Total Revenues		40,157,510	41,411,783	39,819,963	40,674,626	42,004,749	43,406,998
percent change		3.4%	3.1%	-3.8%	2.1%	3.3%	3.3%



Certificated Salaries - 1000

ACTION/DISCUSSION B

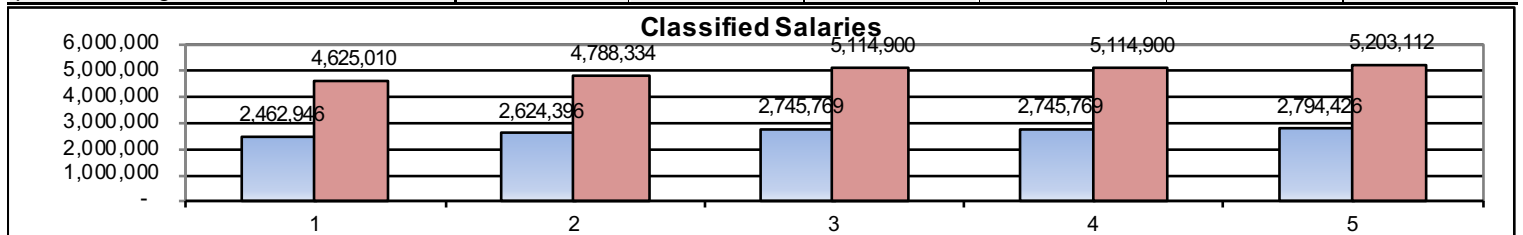
		2021-22 Second Interim	2021-22 Unaudited Actuals	2022-23 Adopted Budget	2022-23 October Budget Revise	2023-24 Estimate	2024-25 Estimate
Teacher Salaries	1100						
Restricted		2,298,460	2,890,107	2,169,871	2,169,871	2,205,023	2,238,319
Unrestricted		11,315,599	11,235,063	11,972,146	11,972,146	12,166,095	12,349,803
Total Teacher Salaries		13,614,059	14,125,170	14,142,017	14,142,017	14,371,118	14,588,122
Substitute Teachers	1110						
Restricted		6,250	8,727	1,500	1,500	1,508	1,515
Unrestricted		333,038	407,104	333,000	333,000	334,665	336,338
Total Substitute Teachers		339,288	415,831	334,500	334,500	336,173	337,853
Teachers Hourly	1130						
Restricted		55,924	110,357	22,800	22,800	23,169	23,519
Unrestricted		69,252	94,714	54,500	54,500	55,383	56,219
Total Teachers Hourly		125,176	205,071	77,300	77,300	78,552	79,738
Teachers Stipends	1160						
Restricted		8,090	6,182	9,940	9,940	10,101	10,254
Unrestricted		60,264	85,264	39,371	39,371	40,009	40,613
Total Teachers Stipends		68,354	91,446	49,311	49,311	50,110	50,866
Pupil Support	1200						
Restricted		838,214	838,183	810,279	810,279	823,406	835,839
Unrestricted		873,538	925,260	882,151	882,151	896,442	909,978
Total Pupil Support		1,711,752	1,763,443	1,692,430	1,692,430	1,719,847	1,745,817
Supervisors and Administration							
Restricted	1300/1360	189,430	216,301	165,706	165,706	168,380	171,096
Unrestricted		1,676,978	1,765,763	1,596,019	1,596,019	1,621,579	1,647,553
Total Supervisors and Administration		1,866,408	1,982,064	1,761,725	1,761,725	1,789,958	1,818,649
Other Certificated							
Restricted	1900	191,201	200,834	240,429	240,429	244,324	244,324
Unrestricted	1960	146,039	147,558	187,960	187,960	191,005	194,099
Total Other Certificated		337,240	348,392	428,389	428,389	435,329	438,423
Total Restricted		3,613,041	4,301,327	3,420,525	3,420,525	3,975,910	4,001,569
Total Unrestricted		14,475,218	14,664,229	15,065,147	15,065,147	15,305,177	15,534,603
Total Certificated Salaries		18,088,259	18,965,556	18,485,672	18,485,672	19,281,087	19,536,172
percent change		0.5%	4.9%	-2.5%	0.0%	4.3%	1.3%



Classified Salaries - 2000

ACTION/DISCUSSION B

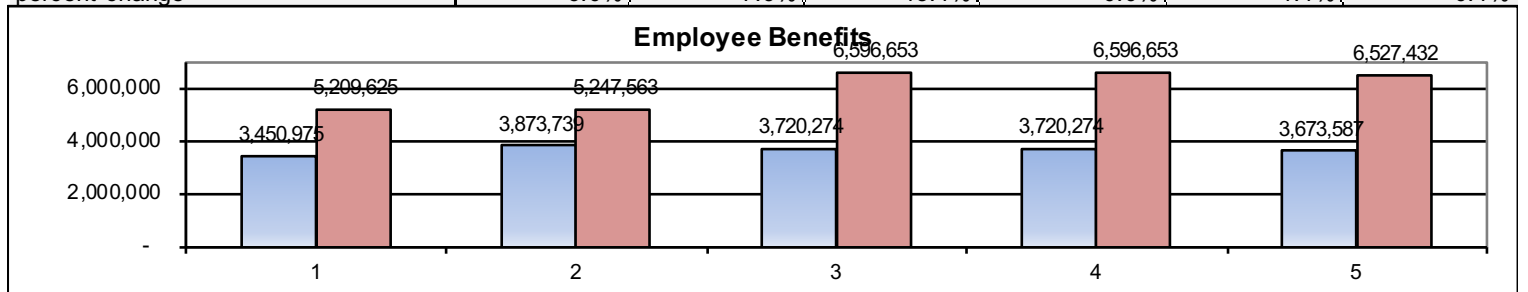
		2021-22 Second Interim	2021-22 Unaudited Actuals	2022-23 Adopted Budget	2022-23 October Budget Revise	2023-24 Estimate	2024-25 Estimate
Instructional Aides	2000						
Restricted	2100	1,431,914	1,468,792	1,627,159	1,627,159	1,657,750	1,688,086
Unrestricted		581,453	617,258	632,765	632,765	644,661	656,458
Total Instructional Aides		2,013,367	2,086,050	2,259,924	2,259,924	2,302,411	2,344,545
Instr. Aides Subs	2000						
Restricted	2130	49,326	96,396	63,465	63,465	64,658	65,841
Unrestricted	2150/60	132,350	36,999	133,498	133,498	135,820	138,306
Total Instructional Aides		181,676	133,396	196,963	196,963	200,478	204,147
Support Salaries							
Restricted	2200	404,868	391,089	403,603	403,603	411,191	418,716
Unrestricted		1,358,335	1,390,655	1,480,399	1,480,399	1,508,231	1,535,831
Total Support Salaries		1,763,203	1,781,744	1,884,002	1,884,002	1,919,421	1,954,547
Support Substitutes							
Restricted	2210/2230	12,300	11,793	2,000	2,000	2,000	2,000
Unrestricted	2230	30,050	57,554	35,500	35,500	36,167	36,829
Total Support Substitutes		42,350	69,346	37,500	37,500	38,167	38,829
Support Overtime							
Restricted	2250	4,680	6,463	875	875	891	907
Unrestricted	2250/60	31,000	46,543	41,214	41,214	41,961	42,689
Total Support Overtime		35,680	53,006	42,089	42,089	42,852	43,596
Supervisors & Administrators							
Restricted	2300	152,799	104,107	149,061	149,061	149,851	150,645
Unrestricted		539,205	576,696	556,774	556,774	559,725	562,691
Total Supervisors & Administrators		692,004	680,804	705,835	705,835	709,576	713,337
Board of Trustees							
Restricted	2360	-	-	-	-	-	-
Unrestricted		5,880	13,560	960	960	960	960
Total Board of Trustees		5,880	13,560	960	960	960	960
Clerical & Office							
Restricted	2400	68,727	73,053	78,584	78,584	80,061	81,527
Unrestricted		1,536,453	1,559,891	1,669,545	1,669,545	1,700,932	1,732,060
Total Clerical & Office		1,605,180	1,632,944	1,748,129	1,748,129	1,780,994	1,813,586
Clerical & Office Hourly/Overtime							
Restricted	2430	2,000	8,124	5,700	5,700	5,700	5,700
Unrestricted		113,947	143,266	84,200	84,200	85,783	85,783
Total Clerical & Office Hourly/OT		115,947	151,390	89,900	89,900	91,483	91,483
Restricted	2900	261,432	307,548	415,322	415,322	422,324	429,268
Unrestricted		269,337	304,659	480,045	480,045	488,871	497,683
Total Other Classified Salaries		530,769	612,207	895,367	895,367	911,195	926,951
Total Restricted		2,462,946	2,624,396	2,745,769	2,745,769	2,794,426	2,842,690
Total Unrestricted		4,625,010	4,788,334	5,114,900	5,114,900	5,203,112	5,289,291
Total Classified Salaries		7,087,956	7,412,730	7,860,669	7,860,669	8,198,204	8,336,318
percent change		1.4%	4.6%	6.0%	0.0%	4.3%	1.7%



Employee Benefits - 3000

ACTION/DISCUSSION B

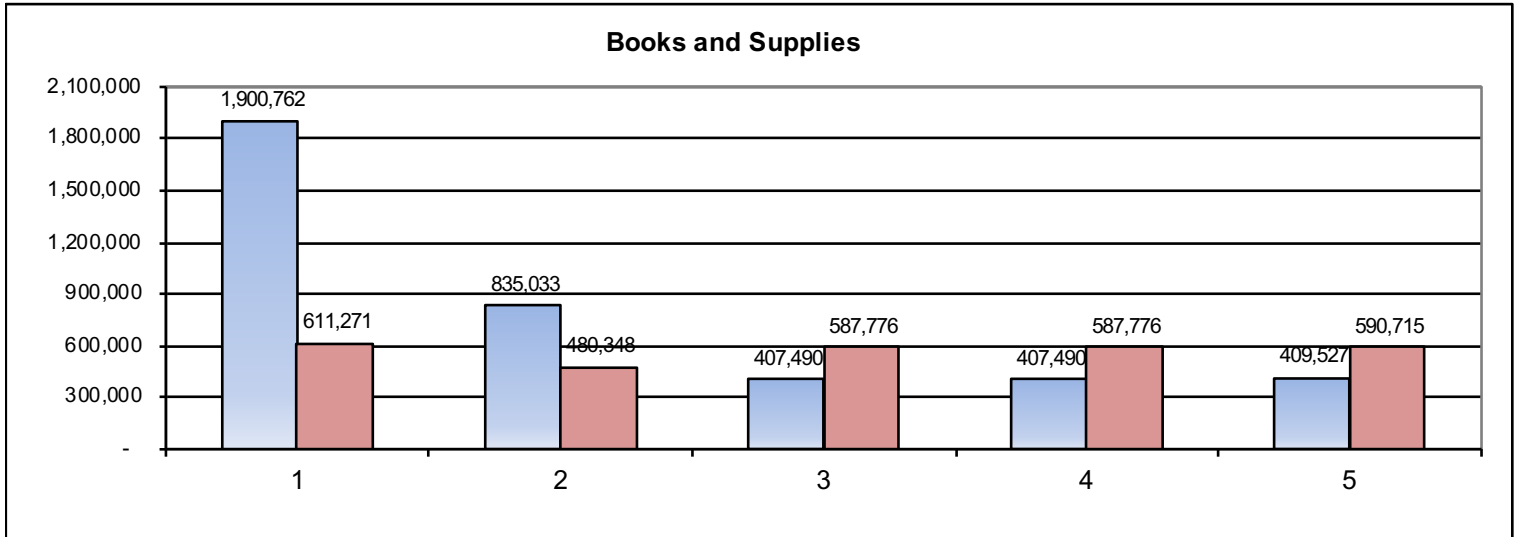
		2021-22 Second Interim	2021-22 Unaudited Actuals	2022-23 Adopted Budget	2022-23 October Budget Revise	2023-24 Estimate	2024-25 Estimate
STRS							
Restricted	3100	2,324,575	2,713,541	2,310,283	2,310,283	2,324,353	2,333,677
Unrestricted		2,301,748	2,303,608	2,823,667	2,823,667	2,893,764	2,937,438
Total STRS		4,626,323	5,017,149	5,133,950	5,133,950	5,218,117	5,271,115
Employee - STRS		10.25%	10.25%	10.25%	10.25%	10.25%	10.25%
Employer - STRS		16.92%	16.92%	19.10%	19.10%	19.10%	19.10%
PERS							
Restricted	3200	548,997	554,054	726,560	726,560	666,308	661,693
Unrestricted		1,033,692	1,038,993	1,386,912	1,386,912	1,244,280	1,234,826
Total PERS		1,582,689	1,593,047	2,113,472	2,113,472	1,910,588	1,896,519
Employee - PERS		7.00%	7.00%	7.00%	7.00%	7.00%	7.00%
Employer - PERS		22.910%	22.910%	25.370%	25.370%	25.200%	24.600%
Social Security - Medicare							
Restricted	3300	231,471	246,785	274,936	274,936	269,121	273,613
Unrestricted		538,004	547,295	658,324	658,324	630,368	640,477
Total Social Security - Medicare		769,475	794,080	933,260	933,260	899,488	914,091
Employee - FICA		6.20%	6.20%	6.20%	6.20%	6.20%	6.20%
Employer - FICA		6.20%	6.20%	6.20%	6.20%	6.20%	6.20%
Employer/Employee - Medicare		1.45%	1.45%	1.45%	1.45%	1.45%	1.45%
Health and Welfare							
Restricted	3400	144,018	134,920	238,682	238,682	242,714	246,484
Unrestricted		380,949	369,686	854,309	854,309	868,219	881,597
Total Health and Welfare		524,967	504,606	1,092,991	1,092,991	1,110,933	1,128,081
SUI							
Restricted	3500	30,379	35,029	31,513	31,513	31,675	12,867
Unrestricted		95,440	84,559	101,687	101,687	103,221	41,925
Total SUI		125,819	119,589	133,200	133,200	134,896	54,792
Employee - SUI		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Employer - SUI		0.50%	0.50%	0.50%	0.50%	0.50%	0.20%
Workers Comp							
Restricted	3600	168,614	186,937	136,927	136,927	138,002	140,145
Unrestricted		529,926	539,539	443,730	443,730	449,715	456,645
Total Workers Comp		698,540	726,476	580,657	580,657	587,717	596,790
Experience Mod Rate		2.770	2.770	2.770	2.770	2.178	2.178
Other Benefits							
Restricted	3900	2,921	2,474	1,373	1,373	1,414	1,457
Unrestricted		329,866	363,882	328,024	328,024	337,865	348,001
Total Workers Comp		332,787	366,357	329,397	329,397	339,279	349,457
Total Restricted		3,450,975	3,873,739	3,720,274	3,720,274	3,673,587	3,669,936
Total Unrestricted		5,209,625	5,247,563	6,596,653	6,596,653	6,527,432	6,540,909
Total Employee Benefits		8,660,600	9,121,302	10,316,927	10,316,927	10,201,019	10,210,844
percent change		6.0%	7.9%	13.1%	0.0%	-1.1%	0.1%



Books and Supplies - 4000

ACTION/DISCUSSION B

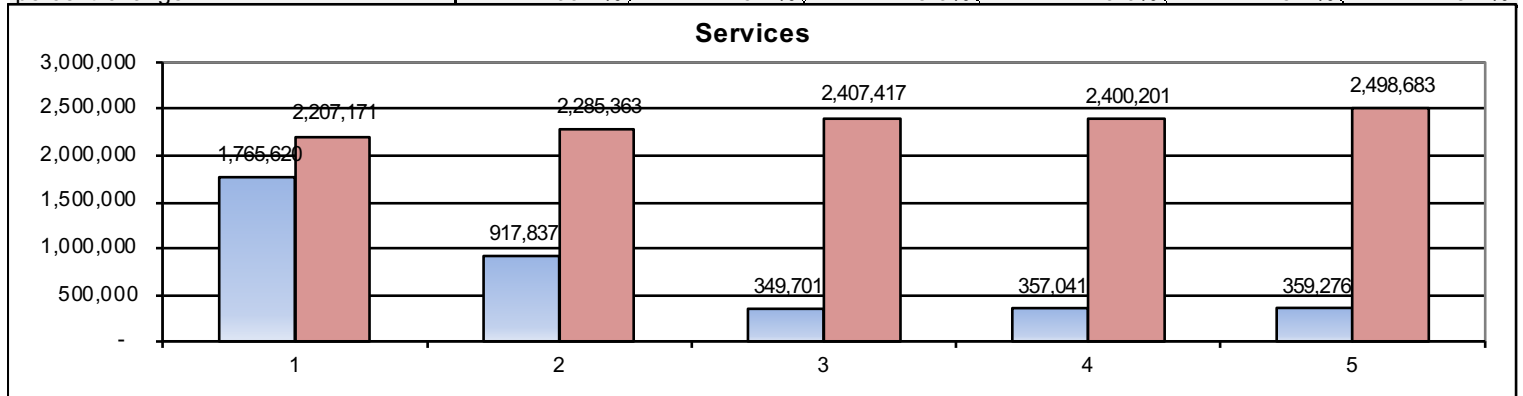
		2021-22 Second Interim	2021-22 Unaudited Actuals	2022-23 Adopted Budget	2022-23 October Budget Revise	2023-24 Estimate	2024-25 Estimate
Books and Supplies							
Restricted	4100	129,657	152,613	101,246	101,246	101,752	102,261
Unrestricted		175,675	112,198	175,000	175,000	175,875	178,254
Total Books and Supplies		305,332	264,811	276,246	276,246	277,627	280,515
Books and Reference Materials							
Restricted	4200	42,115	6,432	-	-	-	-
Unrestricted		17,093	16,946	17,000	17,000	17,085	17,170
Total Books and Reference Materials		59,208	23,378	17,000	17,000	17,085	17,170
Materials and Supplies							
Restricted	4300	1,567,733	541,239	298,057	298,057	299,547	301,045
Unrestricted		414,192	328,146	390,776	390,776	392,730	394,694
Total Materials and Supplies		1,981,925	869,385	688,833	688,833	692,277	695,739
Noncapitalized Equipment							
Restricted	4400	161,257	134,749	8,187	8,187	8,228	8,269
Unrestricted		4,311	23,058	5,000	5,000	5,025	5,050
Total Noncapitalized Equipment		165,568	157,806	13,187	13,187	13,253	13,319
Total Restricted		1,900,762	835,033	407,490	407,490	409,527	411,575
Total Unrestricted		611,271	480,348	587,776	587,776	590,715	595,168
Total Books and Supplies		2,512,033	1,315,381	995,266	995,266	1,000,242	1,006,744
percent change		85.1%	-47.6%	-24.3%	0.0%	0.5%	0.6%



Services and Other - 5000

ACTION/DISCUSSION B

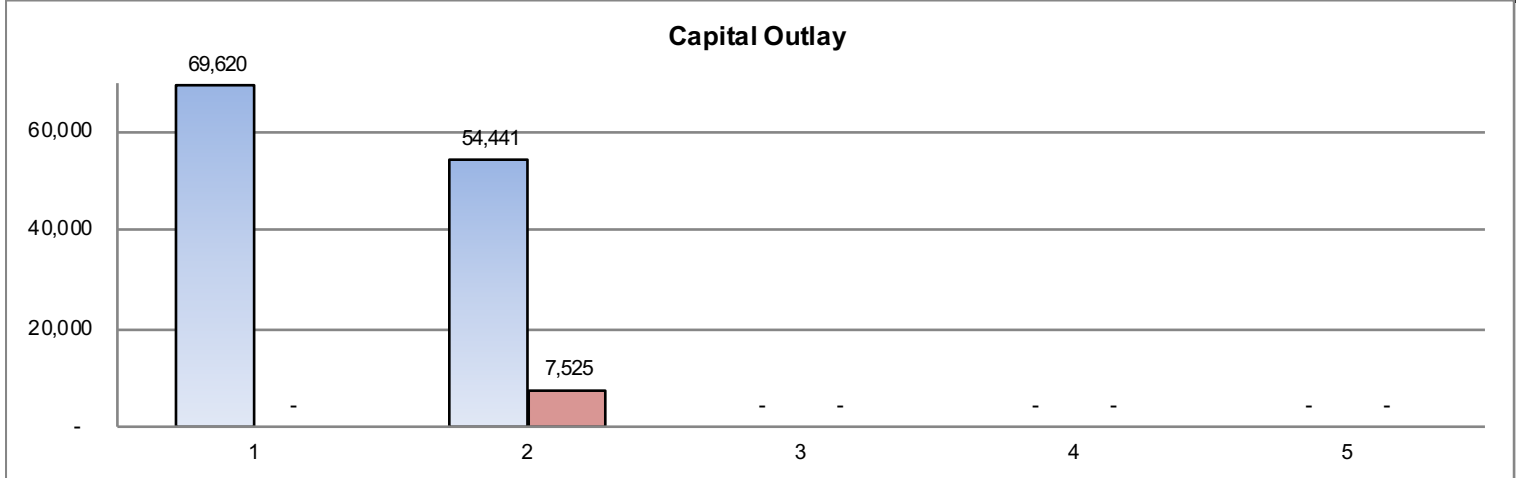
		2021-22 Second Interim	2021-22 Unaudited Actuals	2022-23 Adopted Budget	2022-23 October Budget Revise	2023-24 Estimate	2024-25 Estimate
Travel and Conferences							
Restricted	5200	16,108	28,922	5,850	5,850	5,879	5,909
Unrestricted		64,411	31,154	55,000	49,700	49,949	50,198
Total Travel and Conferences		80,519	60,076	60,850	55,550	55,828	56,107
Dues and Memberships							
Restricted	5300	936	980	450	450	452	455
Unrestricted		34,643	32,685	30,554	28,638	28,781	28,925
Total Dues and Memberships		35,579	33,664	31,004	29,088	29,233	29,380
Insurance							
Restricted	5450	-	-	-	-	-	-
Unrestricted		286,422	239,453	256,215	256,215	274,150	293,341
Total Insurance		286,422	239,453	256,215	256,215	274,150	293,341
Utilities							
Restricted	5500	-	-	-	-	-	-
Unrestricted		938,924	1,037,874	1,056,805	1,056,805	1,130,781	1,209,936
Total Utilities		938,924	1,037,874	1,056,805	1,056,805	1,130,781	1,209,936
Rentals, Leases & Repairs							
Restricted	5600	70,620	69,170	79,900	87,240	88,112	88,994
Unrestricted		110,630	128,300	101,258	101,258	102,271	103,293
Total Rental Leases & Repairs		181,250	197,470	181,158	188,498	190,383	192,287
Professional/Consulting Services							
Restricted	5800	1,659,157	797,340	260,849	260,849	262,153	263,464
Unrestricted		652,373	700,522	781,986	781,986	785,896	789,825
Total Professional/Consulting Services		2,311,530	1,497,862	1,042,835	1,042,835	1,048,049	1,053,289
Communications							
Restricted	5900	17,992	20,605	2,402	2,402	2,426	2,438
Unrestricted		107,400	108,782	114,849	114,849	115,997	116,577
Total Communications		125,392	129,387	117,251	117,251	118,424	119,016
Postage							
Restricted	5930	225	240	250	250	253	254
Unrestricted		12,950	7,173	10,750	10,750	10,858	10,912
Total Postage		13,175	7,413	11,000	11,000	11,110	11,166
Total Restricted		1,765,620	917,837	349,701	357,041	359,276	361,513
Total Unrestricted		2,207,171	2,285,363	2,407,417	2,400,201	2,498,683	2,603,008
Total Services and Other		3,972,791	3,203,199	2,757,118	2,757,242	2,857,958	2,964,521
percent change		66.2%	-19.4%	-13.9%	0.0%	3.7%	3.7%



Capital Outlay - 6000

ACTION/DISCUSSION B

		2021-22 Second Interim	2021-22 Unaudited Actuals	2022-23 Adopted Budget	2022-23 October Budget Revise	2023-24 Estimate	2024-25 Estimate
Capital Outlay	6400						
Restricted		69,620	54,441	-	-	-	-
Unrestricted		-	7,525	-	-	-	-
Total Capital Outlay		69,620	61,966	-	-	-	-
Other Capital	6500						
Restricted		-	-	-	-	-	-
Unrestricted		-	-	-	-	-	-
Total Other Capital		-	-	-	-	-	-
Total Restricted		69,620	54,441	-	-	-	-
Total Unrestricted		-	7,525	-	-	-	-
Total Capital Outlay		69,620	61,966	-	-	-	-
percent change		31.2%	-11.0%	-100.0%	-100.0%	-100.0%	#DIV/0!

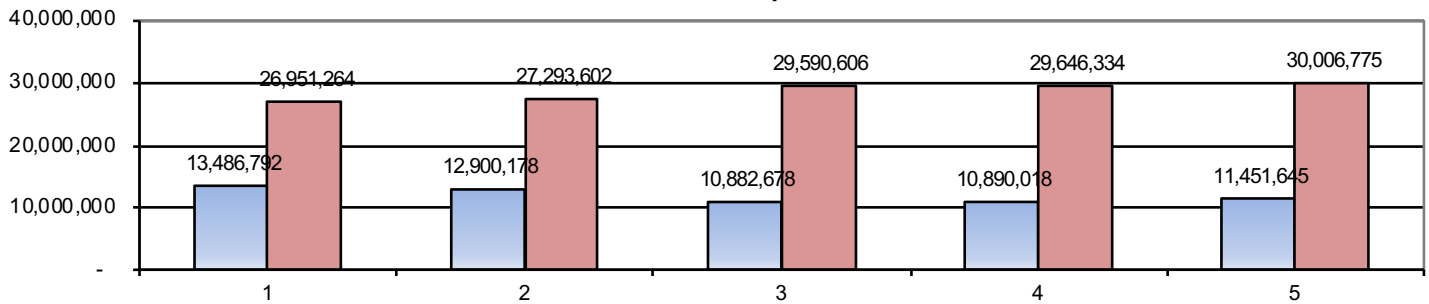


Other Outgo - 7000

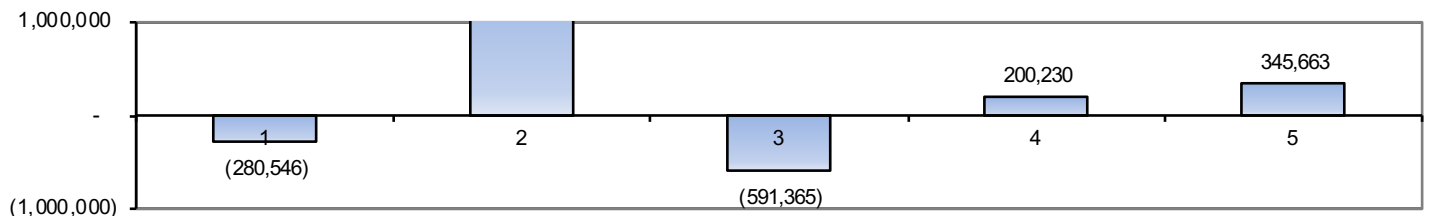
ACTION/DISCUSSION B

		2021-22 Second Interim	2021-22 Unaudited Actuals	2022-23 Adopted Budget	2022-23 October Budget Revise	2023-24 Estimate	2024-25 Estimate
State Special Schools							
Restricted	7130	-	-	-	-	-	-
Unrestricted		-	8,410	-	-	-	-
Total		-	8,410	-	-	-	-
Other Tuition							
Restricted	7142	109,633	140,957	138,119	138,119	138,119	138,119
Unrestricted		1,782	943	-	-	-	-
Total		111,415	141,900	138,119	138,119	138,119	138,119
Indirect Costs							
Restricted	7310	114,195	152,449	100,800	100,800	100,800	100,800
Unrestricted		(114,195)	(152,449)	(100,800)	(100,800)	(100,800)	(100,800)
Total		-	-	-	-	-	-
Indirect Costs							
Restricted	7350	-	-	-	-	-	-
Unrestricted		(106,528)	(119,858)	(100,122)	(100,122)	(100,122)	(100,122)
Total		(106,528)	(119,858)	(100,122)	(100,122)	(100,122)	(100,122)
Debt Service - Interest							
Restricted	7439	-	-	-	-	-	-
Unrestricted		-	-	-	-	-	-
Total		-	-	-	-	-	-
Debt Service - Principal							
Restricted	7600	-	-	-	-	-	-
Unrestricted		41,910	83,193	19,635	82,579	82,579	40,000
Total		41,910	83,193	19,635	82,579	82,579	40,000
Total Restricted		223,828	293,405	238,919	238,919	238,919	238,919
Total Unrestricted		(177,031)	(179,761)	(181,287)	(118,343)	(118,343)	(160,922)
Total Other Outgo		46,797	113,645	57,632	120,576	120,576	77,997
TOTAL EXPENDITURES		40,438,056	40,193,780	40,473,284	40,536,352	41,659,086	42,132,596

Total General Fund Expenditures



Surplus (Deficit) Spending

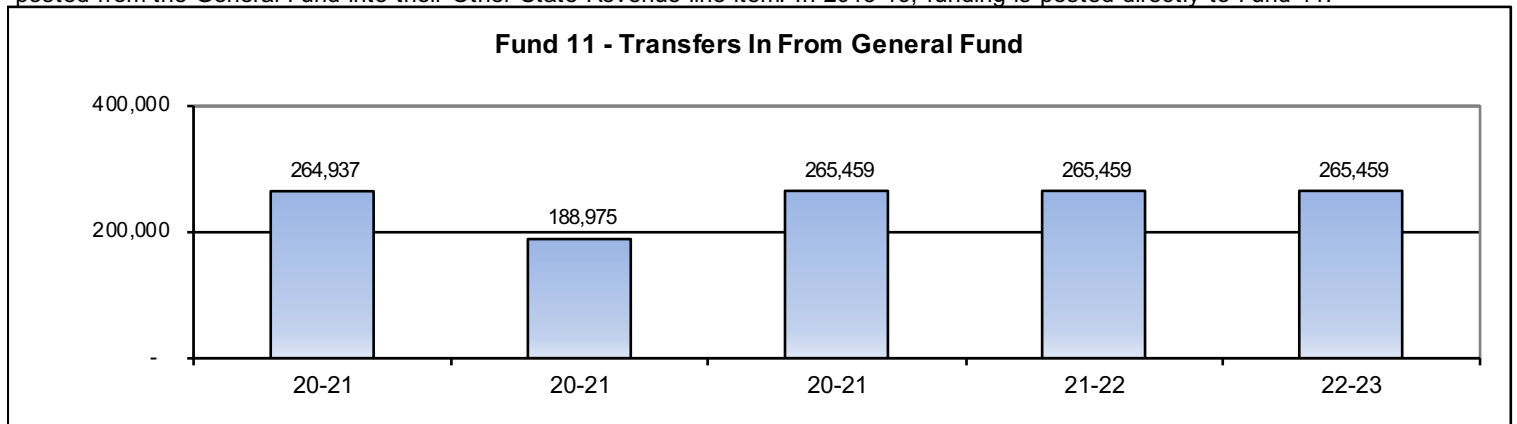


Fund 11 - Adult Education Fund

		2021-22 Second Interim	2021-22 Unaudited Actuals	2022-23 Adopted Budget	2022-23 October Budget Revise	2023-24 Estimate	2024-25 Estimate
Beginning Fund Balance		2,210,660	1,783,232	1,783,229	2,354,089	1,394,790	988,828
Revenues:							
LCFF Sources	8000	264,937	188,975	265,459	265,459	265,459	265,459
Federal Revenue	8200	49,435	49,399	59,915	59,915	60,000	60,000
Other State Revenue	8091/8590	1,592,134	1,606,996	1,669,948	1,669,948	1,669,948	1,669,948
Other Local Revenue	8600	384,506	591,437	441,250	441,250	442,000	442,000
Total Revenues		2,291,012	2,436,807	2,436,572	2,436,572	2,437,407	2,437,407
Expenditures:							
Certificated Salaries	1000	632,714	601,653	666,749	666,749	676,884	687,511
Classified Salaries	2000	912,991	845,640	1,055,592	1,055,592	1,073,854	1,092,431
Employee Benefits	3000	494,328	472,583	596,538	596,538	608,931	619,695
Books and Supplies	4000	342,573	149,773	310,778	310,778	250,700	250,700
Services & Other Operat	5000	219,114	144,125	112,594	112,594	150,000	150,000
Capital Outlay	6000	32,080	17,500	-	-		
Other Outgo	7100						
Indirect Costs	7350	84,640	62,101	82,760	82,760	83,000	83,000
Total Expenditures		2,718,440	2,293,375	2,825,011	2,825,011	2,843,369	2,883,338
Surplus (Deficit)		(427,428)	143,432	(388,439)	(388,439)	(405,962)	(445,931)
Transfers In - Fund 1	8900						
Ending Fund Balance		1,783,232	1,926,664	1,394,790	1,965,650	988,828	542,898

Components of Ending Fund Balance:							
a) Nonspendable - Revolvin	9711						
b) Restricted - grants/donai	9740	97,344	473,331	97,344	473,331		
c) Committed	9750						
d) Assigned	9780	1,685,885	1,880,759	1,365,896	1,365,896	988,828	542,898
e) Unassigned/Unappropriat	9790						
Ending Fund Balance		1,783,229	2,354,090	1,463,240	1,839,227	988,828	542,898

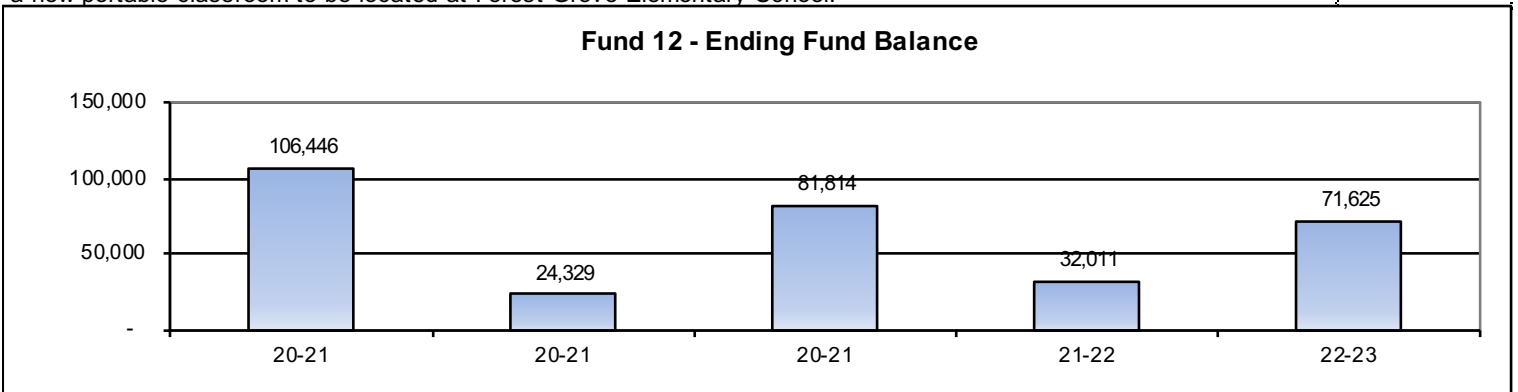
Fund 11 accounts for all the transactions related to the District's Adult Education program. The state has changed the way Adult Ed posts the apportionments, making it difficult to compare across years. Prior to 2008-09, Adult Ed received their apportionment directly from the state. In 2009-10, it became a Transfer-In from the General Fund. Then, in 2011-12, it was not transferred in, but posted from the General Fund into their Other State Revenue line item. In 2015-16, funding is posted directly to Fund 11.



Fund 12 - Child Development Fund

		2021-22 Second Interim	2021-22 Unaudited Actuals	2022-23 Adopted Budget	2022-23 October Budget Revise	2023-24 Estimate	2024-25 Estimate
Beginning Fund Balance		130,483	130,483	97,076	24,329	81,814	71,625
Revenues:							
LCFF Sources	8000						
Federal Revenue	8100		10,800				
State Rev. (Preschool)	8500	129,042	105,809	129,899	129,899	130,000	131,000
Local Rev. (BASRP)	8600	350,000	292,047	360,000	320,000	360,000	360,500
Total Revenues		479,042	408,656	489,899	449,899	490,000	491,500
Expenditures:							
Certificated Salaries	1000	65,948	70,942	64,104	64,104	65,110	66,133
Classified Salaries	2000	299,509	327,961	297,389	297,389	302,534	307,768
Employee Benefits	3000	139,194	147,667	130,575	130,575	134,182	137,853
Books and Supplies	4000	12,908	19,119	10,866	10,866	11,000	12,000
Services & Other Operat	5000	5,542	3,497	4,500	4,500	5,000	5,200
Capital Outlay	6000			-	-	-	-
Other Outgo	7100						
Indirect Costs	7300	21,888	28,203	17,362	17,362	17,362	17,362
Total Expenditures		544,989	597,389	524,796	524,796	535,189	546,315
Surplus (Deficit)		(65,947)	(188,733)	(34,897)	(74,897)	(45,189)	(54,815)
Transfers In from Fund 01	8900	41,910	82,579	19,635	82,579	35,000	40,000
Ending Fund Balance		106,446	24,329	81,814	32,011	71,625	56,810
Components of Ending Fund Balance:							
a) Nonspendable - Revolvin	9711						
b) Restricted	9740	9,372	11,225	-	-		
c) Committed	9750						
d) Assigned	9780	97,074	13,104	81,814	32,011	71,625	56,810
e) Unassigned-Res for Ecoi	9789						
Unassigned/Unappropriat	9790						
Ending Fund Balance		106,446	24,329	81,814	32,011	71,625	56,810

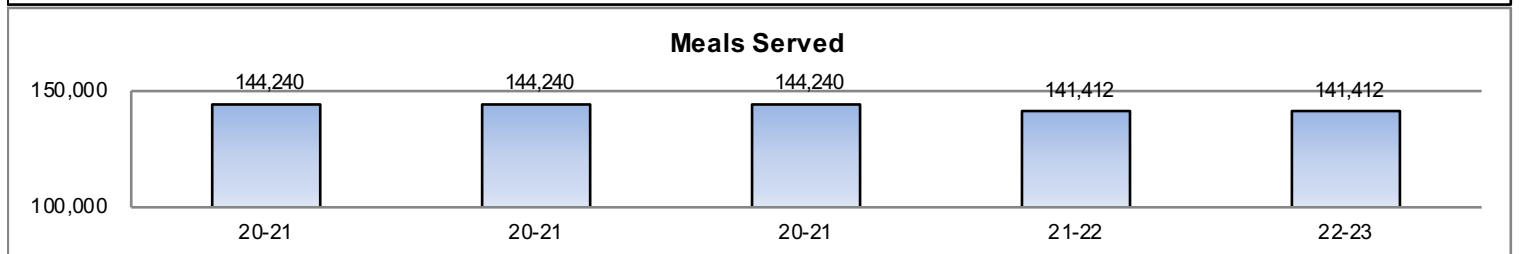
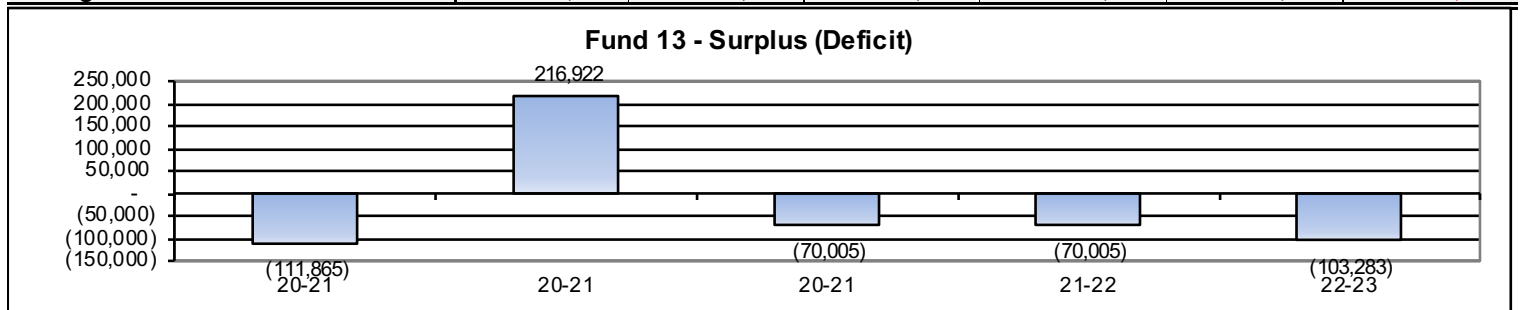
Fund 12 accounts for all the transactions related to the State Preschool program and the Before and After School Recreation Program (BASRP). In 2011-12, fees were raised which allowed the Fund to operate at a surplus. In 2013-14, Fund 12 paid for a new portable classroom to be located at Forest Grove Elementary School.



Fund 13 - Cafeteria Fund

		2021-22 Second Interim	2021-22 Unaudited Actuals	2022-23 Adopted Budget	2022-23 October Budget Revise	2023-24 Estimate	2024-25 Estimate
Beginning Fund Balance		317,148	317,145	205,283	534,681	464,676	361,393
Revenues:							
LCFF Sources	8000						
Federal Revenue	8200	930,000	1,173,088	903,104	903,104	905,000	907,000
Other State Revenue	8500	60,000	80,862	59,894	59,894	60,000	60,000
Other Local Revenue	8600	5,846	(1,760)	5,500	5,500	5,500	6,000
Total Revenues		995,846	1,252,189	968,498	968,498	970,500	973,000
Expenditures:							
Certificated Salaries	1000						
Classified Salaries	2000	323,330	363,140	351,820	351,820	357,906	364,528
Employee Benefits	3000	105,436	106,891	123,988	123,988	133,548	138,287
Supplies	4000	650,000	518,490	536,242	536,242	552,329	552,829
Services	5000	28,945	17,193	26,453	26,453	30,000	30,000
Capital Outlay	6000						
Other Outgo/indirect	7100/7350		29,554				
Total Expenditures		1,107,711	1,035,268	1,038,503	1,038,503	1,073,783	1,085,644
Surplus (Deficit)		(111,865)	216,922	(70,005)	(70,005)	(103,283)	(112,644)
Transfers In - General Fur	8900		614				
Ending Fund Balance		205,283	534,681	135,278	464,676	361,393	248,749

Components of Ending Fund Balance:							
a) Nonspendable - Stores	9711		13,994				
b) Restricted	9740	201,041	516,446	135,278	464,676	361,393	248,749
c) Committed							
d) Assigned - cash in drawer		4,242	4,241	-	-		
e) Unassigned/Unappropriat	9790						
Ending Fund Balance		205,283	534,681	135,278	464,676	361,393	248,749

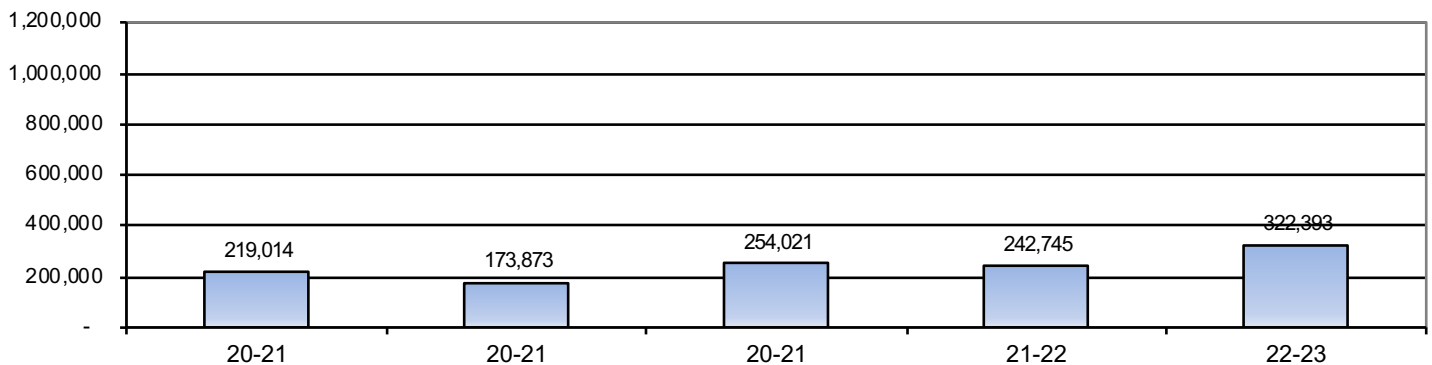


Fund 14 - Deferred Maintenance Fund

		2021-22 Second Interim	2021-22 Unaudited Actuals	2022-23 Adopted Budget	2022-23 October Budget Revise	2023-24 Estimate	2024-25 Estimate
Beginning Fund Balance		150,142	150,141	185,149	173,873	254,021	322,393
Revenues:							
LCFF Sources	8000	93,372	93,372	93,372	93,372	93,372	93,372
Federal Revenue	8100						
Other State Revenue	8590					-	-
Other Local Revenue	8660	500	(2,056)	500	500	500	500
Total Revenues		93,872	91,316	93,872	93,872	93,872	93,872
Expenditures:							
Certificated Salaries	1000						
Classified Salaries	2000						
Employee Benefits	3000						
Supplies	4300					-	-
Repair/rental/Services	5600/5800	25,000	56,509	25,000	25,000	25,500	30,000
Capital Outlay	6000		11,076				
Other Outgo	7100						
Indirect Costs	7300						
Total Expenditures		25,000	67,585	25,000	25,000	25,500	30,000
Surplus (Deficit)		68,872	23,732	68,872	68,872	68,372	63,872
Transfers In (Out) - to Ger	8900						
Ending Fund Balance		219,014	173,873	254,021	242,745	322,393	386,265

Components of Ending Fund Balance:							
a) Nonspendable - Revolving	9711						
b) Restricted	9740						
c) Committed	9750						
d) Assigned	9780	219,014	173,873	254,021	242,745	322,393	386,265
e) Unassigned-Reserve for	9789						
Unassigned/Unappropriated	9790						
Ending Fund Balance		219,014	173,873	254,021	242,745	322,393	386,265

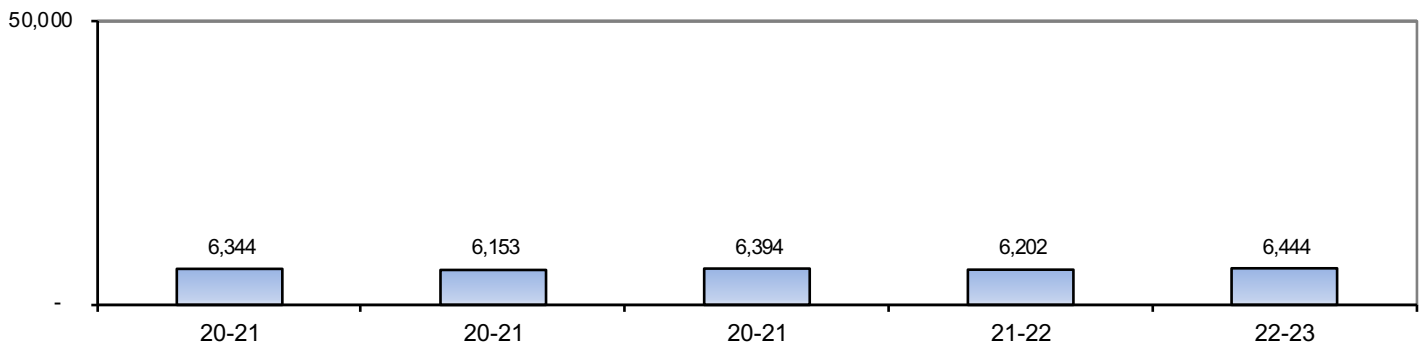
Fund 14 - Ending Fund Balance



Fund 20 - Postemployment Benefits Fund

	2021-22 Second Interim	2021-22 Unaudited Actuals	2022-23 Adopted Budget	2022-23 October Budget Revise	2023-24 Estimate	2024-25 Estimate
Beginning Fund Balance	6,294	6,294	6,344	6,152	6,394	6,444
Revenues:						
LCFF Sources 8000						
Federal Revenue 8100						
Other State Revenue 8300						
Other Local Revenue 8600	50	(141)	50	50	50	50
Total Revenues	50	(141)	50	50	50	50
Expenditures:						
Certificated Salaries 1000						
Classified Salaries 2000						
Employee Benefits 3000						
Supplies 4000						
Services 5000						
Capital Outlay 6000						
Other Outgo 7100						
Indirect Costs 7300						
Total Expenditures	-	-	-	-	-	-
Surplus (Deficit)	50	(141)	50	50	50	50
Transfers In (Out) - from (to) 8900						
Ending Fund Balance	6,344	6,153	6,394	6,202	6,444	6,494
Components of Ending Fund Balance:						
a) Nonspendable - Revolving 9711						
b) Restricted 9740						
c) Committed 9750						
d) Assigned - Medigap 9780	6,344	6,153	6,394	6,202	6,444	6,494
e) Unassigned-Reserve for 9789						
Unassigned/Unappropriated 9790						
Ending Fund Balance	6,344	6,153	6,394	6,202	6,444	6,494

Fund 20 - Ending Fund Balance

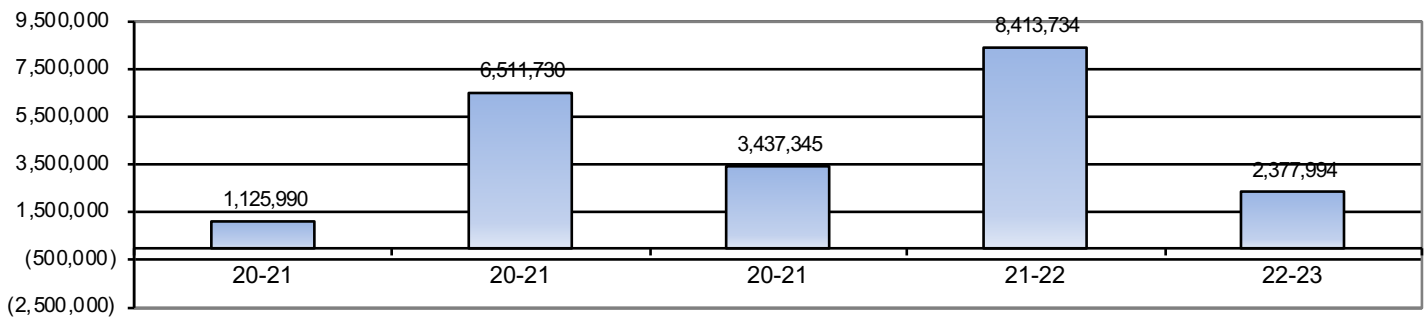


Fund 21 - Building Fund (Education Technology)

		2021-22 Second Interim	2021-22 Unaudited Actuals	2022-23 Adopted Budget	2022-23 October Budget Revise	2023-24 Estimate	2024-25 Estimate
Beginning Fund Balance		6,808,840	6,808,838	1,125,990	6,511,730	3,015,494	2,377,994
Revenues:							
Mea D - Series A	8951						
Mea D - Series B				5,871,750	5,871,750		
Mea A - Series C	8951						
Mea A - Series D	8951	2,000,000	2,000,529				
Other Local Revenue	8600	16,200	(153,526)	2,500	15,000	2,500	2,500
Total Revenues		2,016,200	1,847,003	5,874,250	5,886,750	2,500	2,500
				Gain & loss on investments (\$176,590.32)			
Expenditures:							
Certificated Salaries	1000						
Classified Salaries	2000	38,127	35,336	49,411	49,411		
Employee Benefits	3000	12,903	11,917	18,004	18,004		
Supplies	4000	2,766,617	353,318	1,317,868	1,317,868	100,000	100,000
Services	5000	900,754	379,237	958,157	958,157	440,000	440,000
Capital Outlay	6000	1,980,649	1,364,303	1,641,306	1,641,306	100,000	100,000
Other Outgo	7100						
Indirect Costs	7300						
Total Expenditures		5,699,050	2,144,112	3,984,746	3,984,746	640,000	640,000
Surplus (Deficit)		(3,682,850)	(297,109)	1,889,504	1,902,004	(637,500)	(637,500)
Transfers In (Out)	8900/(7619)						
Ending Fund Balance		1,125,990	6,511,730	3,015,494	8,413,734	2,377,994	1,740,494

Components of Ending Fund Balance:							
a) Nonspendable - Revolving	9711						
b) Restricted	9740	1,060,741	6,464,258	3,372,096	5,385,740	2,377,994	1,740,494
c) Committed	9750						
d) Assigned	9780	65,249	47,472	65,249	3,027,994		
e) Unassigned-Reserve for	9789						
Unassigned/Unappropriated	9790						
Ending Fund Balance		1,125,990	6,511,730	3,437,345	8,413,734	2,377,994	1,740,494

Fund 21 - Ending Fund Balance



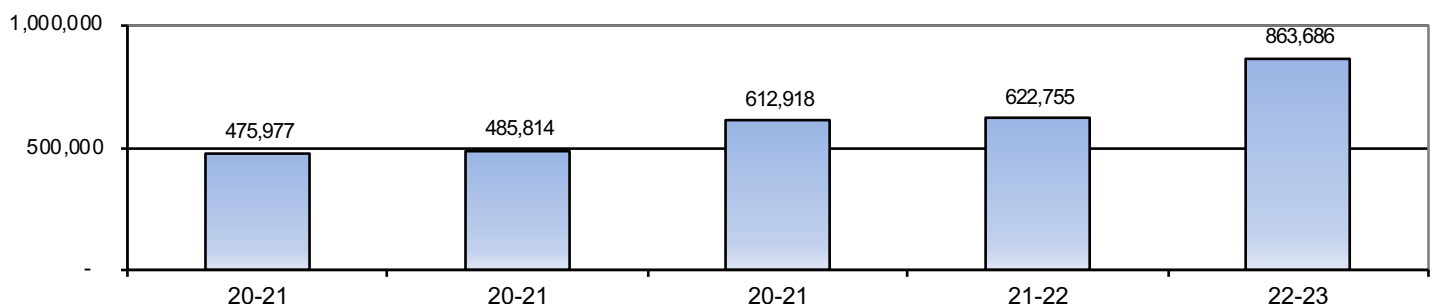
Fund 40 - Capital Outlay Projects Fund

	2021-22 Second Interim	2021-22 Unaudited Actuals	2022-23 Adopted Budget	2022-23 October Budget Revise	2023-24 Estimate	2024-25 Estimate
Beginning Fund Balance	348,609	348,608	475,977	485,814	612,918	863,686
Revenues:						
LCFF Sources 8000						
Other State Revenue 8300						
Leases & Rentals 8600	243,103	267,876	264,047	264,047	271,968	280,127
Interest income 8600	1,300	(11,328)	1,300	1,300	1,300	1,300
Total Revenues	244,403	256,548	265,347	265,347	273,268	281,427
				Gain & loss on investments (\$12,722.47)		
Expenditures:						
Certificated Salaries 1000						
Classified Salaries 2000						
Employee Benefits 3000						
Supplies 4000						
Services 5000		2,307	8,679	8,679	22,500	25,000
Capital Outlay - Equipme 6000						
Other Outgo 7100	117,035	117,035	119,727	119,727		
Indirect Costs 7300					-	-
Total Expenditures	117,035	119,342	128,406	128,406	22,500	25,000
Surplus (Deficit)	127,368	137,206	136,941	136,941	250,768	256,427
Transfers In (Out) 8900						
Ending Fund Balance	475,977	485,814	612,918	622,755	863,686	1,120,114

Components of Ending Fund Balance:						
a) Nonspendable - Revolvin 9711						
b) Restricted 9740						
c) Committed 9750						
d) Assigned 9780	475,977	485,814	612,918	622,755	863,686	1,120,114
e) Unassigned/Unappropriat 9790						
Ending Fund Balance	475,977	485,814	612,918	622,755	863,686	1,120,114

Fund 40 includes revenues collected from David Avenue leases, expenditures authorized by the Board, and prior to 18-19 maintenance department expenses in excess of the program 6220 allocation. The Board approved \$500,000 to help with the cost of construction of the High School swimming pool. In 2017-18, Fund 40 was used to fund the construction of three portable classrooms at Robert Down, and two portable classrooms at Forest Grove.

Fund 40 - Ending Fund Balance



☒ Student Learning and Achievement
☒ Health and Safety of Students and Schools
☒ Credibility and Communication
☒ Fiscal Solvency, Accountability and Integrity

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

SUBJECT: Board Calendar/Future Meetings

DATE: October 20, 2022

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 approve the meeting calendar as presented. The calendar is reviewed at each Board meeting.

INFORMATION:

Changes to the Board meeting dates must be approved by a majority vote of the Trustees.

Board Meeting Calendar August-December 2022

Aug. 18	Regular Board Meeting ✓ Student Enrollment Update ✓ Back to School Night Dates ✓ Property Tax Report ✓ Review of Legal Services Costs ✓ Quarterly Facilities Project Updates*	District Office
Sept. 1	Regular Board Meeting ✓ Quarterly District Safety Update*	District Office
Sept. 15	Regular Board Meeting ✓ Williams Uniform Complaint Report ✓ Unaudited Actual Report	District Office
Oct. 6	Regular Board Meeting ✓ Superintendent Goals ✓ Bus Ridership ✓ Week of the School Administrator ✓ CAASPP/ELPAC Review of Data	District Office
Oct. 20	Regular Board Meeting ✓ Quarterly District Safety Update* ✓ Budget Revision #1 on 2021-22 working budget (preliminary First Interim)	District Office
Nov. 10	Regular Board Meeting ✓ PGHS Course Bulletin Information/Discussion	District Office
Nov. 17	Regular Board Meeting ✓ Intent Form Due (to serve as Board President or Vice President) ✓ Review of Special Education Contracts ✓ Quarterly Facilities Project Updates*	District Office
Dec. 15	Organizational Meeting ✓ Election of 2022-23 Board President and Clerk ✓ Budget Revision #2 ✓ First Interim Report ✓ PGHS Course Bulletin Action/Discussion ✓ Williams Uniform Complaint Report ✓ Employee Recognition ✓ Review of Legal Services Costs ✓ Solicitation of Funds Report	District Office

**Quarterly District Safety Update and Quarterly Facilities Projects Update as needed*

Board Meeting Calendar January-June 2023

Thursday Jan. 5	Regular Board Meeting ✓	District Office/Virtual
Thursday Jan. 19	Regular Board Meeting ✓ Report on Governor's Budget Proposal ✓ Preliminary Enrollment Projection for 2023-24 ✓ Property Tax Update ✓ School Accountability Report Cards	District Office/Virtual
Thursday Feb. 2	Regular Board Meeting ✓ Budget Development Calendar ✓ Possible Personnel Action Presented as Information ✓ Preliminary Review of Site Master Schedules ✓ Possible Personnel Action (RIF) ✓ 2022-23 Audit Report ✓ Quarterly Facilities Project Updates*	District Office/Virtual
Thursday Mar. 2	Regular Board Meeting ✓ Open House Schedules Reviewed ✓ TRAN Resolution ✓ Budget Projections and Assumptions	District Office/Virtual
Thursday Mar. 16	Regular Board Meeting ✓ Second Interim Report ✓ Budget Revision #3 ✓ Williams/Valenzuela Uniform Complaint Report	District Office/Virtual
Thursday Apr. 6	Regular Board Meeting ✓ Review of Strategic Plan and LCAP (as needed) ✓ Approve 2023-24 Aug.- Dec. Board Meeting Calendar ✓ Quarterly District Safety Update	District Office/Virtual
Thursday April 20	Regular Board Meeting ✓ Review of Site Master Schedules ✓ Review of Strategic Plan and LCAP (as needed) ✓ California Day of the Teacher ✓ Week of the CSEA Employee ✓ Begin Superintendent Evaluation	District Office/Virtual
Thursday May 4	Regular Board Meeting ✓ Continue Superintendent Evaluation	District Office/Virtual
Thursday May 18	Regular Board Meeting ✓ Complete Superintendent's Evaluation ✓ Review Governor's Revised Budget ✓ Suspensions/Expulsions Annual Report ✓ Retiree Recognition ✓ 2023-24 Budget Public Hearing ✓ LCAP Public Hearing	District Office/Virtual
Thursday June 1	Regular Board Meeting ✓ Williams/Valenzuela Uniform Complaint Report ✓ 2023-24 Budget Public Adoption ✓ LCAP and Local Indicators Adoption ✓ Approval of Contracts and Purchase Orders for 2023-24	District Office/Virtual

**Quarterly District Safety Update and Quarterly Facilities Projects Update as needed*

☒ Student Learning and Achievement
☒ Health and Safety of Students and Schools
☒ Credibility and Communication
☒ Fiscal Solvency, Accountability and Integrity

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

SUBJECT: Future Agenda Items

DATE: October 20, 2022

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 October 20, 2022 Regular Board Meeting:

- Added March 17, 2022: Board Self Evaluation (June 16, 2022)
- Added April 21, 2022: Discuss “PG Promise” of funding CTE certification process (Fall 2022)
- Added May 19, 2022: Teacher of the Year Recognition (Fall 2022)
- Added June 2, 2022: Discuss CSBA Sample School Safety Resolution
- Added June 2, 2022: A Board member requested bringing in someone to do a presentation regarding low-income housing in Pacific Grove.
- Added June 16, 2022: Discuss proposal of skatepark in Pacific Grove