

PGUSD Safety Advisory Committee Meeting Agenda

Date: January 26, 2026
Time: 5:00 PM - 6:30 PM
Location: Jesse Bray Conference Room, District Office

Agenda:

1. Welcome and Introductions, Barbara and Josh (5 minutes)

- Mission of District Safety Advisory Committee

Start & Welcome by Barbara Martinez – 5:02 PM

Notetaker – Executive Assistant Lucero Villegas

Mission: The mission of the Pacific Grove Unified School District Safety Committee is to foster a safe, secure, and supportive learning environment for all students, staff, and visitors across our campuses.

Our committee is dedicated to:

- **Collaboration:** Bringing together diverse stakeholders, including parents, educators, administrators, community members, and first responders, to work collectively on identifying and addressing safety concerns.
- **Insights:** Utilizing a multi-faceted approach to gather insights and feedback from various perspectives, ensuring a comprehensive understanding of safety needs and challenges within our school district.
- **Strategy Development:** Developing and implementing evidence-based strategies and protocols to enhance safety measures, including emergency preparedness, threat assessment, crisis response, and prevention initiatives.
- **Continuous Improvement:** Regularly reviewing and evaluating safety protocols, procedures, and practices to ensure effectiveness and relevance in addressing evolving safety threats and concerns.
- **Communication:** Facilitating open and transparent communication channels between the school district, stakeholders, and the broader community to promote awareness, understanding, and engagement in safety initiatives

2. PGUSD | Traffic Safety (20 Minutes)

- Overview of Recent Incidents & District Response (Josh/Barb/Linda/Chief)
 - Sunset
 - Pine Ave
 - Sinex
 - St. Angela's Preschool
- Moving Forward
 - Pine Ave Plans (Dan Gho to Review)

- Crossing Guard Position at RHD
 - PGPD Support and Collaboration Collaboration on ongoing events: Coffee with the Chief, Assemblies, Talk About it with the Chief
 - Community Volunteers
- E-Bikes (Chief Day)
- District Communication (Linda)

Safety and Traffic Incident Review

Superintendent Dr. Linda Adamson

- Expressed concern regarding recent student safety incidents that have put interactions in jeopardy.
- Reported a first incident on Sunset outside of Pacific Grove High School, followed by a districtwide communication confirming the student is safe.
- Noted a second incident involving a family and a third on Sinex involving a student who entered the roadway without the right-of-way.

Chief Casey Day

- Provided summaries of recent incidents to ensure transparency within the community.
- Confirmed the investigation into the Sinex incident causation is ongoing.
- Identified recurring issues with students crossing on Pine Avenue based on video evidence.
- Committed to crosswalk duty and utilizing social media to promote community involvement.
- Announced saturation patrols for increased presence and active recruitment efforts.
- Initiated ticket writing and focused on the RHD plan for Pine Avenue.
- Mentioned the current crossing guard status involving Ms. Cici and one vacant position.

Public Works Director Daniel Gho

- Detailed progress on the RHD Plan, including painting green curves and all relevant signage.
- Highlighted infrastructure improvements such as the installation of delineators in the middle of Pine Avenue and rumble strips.
- Discussed ongoing roundabout plans and sought feedback on drop-off suggestions.

Joint Initiatives and E-bike Safety

- The Superintendent and Chief maintain monthly meetings with the Safety Director and Assistant Superintendent to ensure collaborative oversight.
- Community outreach efforts include "Coffee with the Chief" town halls and future "Lunch with the Superintendent & Chief" sessions via Facebook Live.
- Chief Day noted specific concerns regarding e-bike violations of California Vehicle Codes by young drivers and modified equipment.
- Discussion of new California statutes effective January 2026, including potential local prohibitions for riders under 12 years old due to TBI data.
- Safety Director Barbara Martinez suggested gathering data on e-bike citations to inform an upcoming education forum and registration process.
- The first Council Meeting to discuss these matters is scheduled for February 4, 2026.

3. Facility Update (recap Master facility plan) Josh (10-15 Minutes)

Facilities Master Plan (FMP) and Board Review

- The FMP is scheduled to be presented to the Board for formal review and approval on February 5.
- This plan addresses critical infrastructure needs including the removal of barriers and ADA compliance upgrades, funded by Measure B.

Measure D Implementation

- Projects under Measure D are slated for implementation during the Summer of 2026.
- Initial work will focus specifically on the back of the Pacific Grove High School campus.

Measure B and New Projects

- New initiatives under Measure B involve connecting the Pacific Grove High School buildings to improve campus flow and utility.
- At Pacific Grove Middle School, the installation of new fencing and closures was successfully completed last summer, ensuring the campus remains a closed environment.
- Upcoming projects are scheduled to begin while students are in session, with an anticipated completion date approximately one month prior to the end of the school year.

4. Budget (Safety Related Components) Josh (10 Minutes)

Assistant Superintendent Josh Jorn

- The Budget Advisory Committee has recommended a reduction in the costs associated with the School Resource Officer (SRO).
- The Board has provided formal direction to remove \$90,000 from the budget moving forward in relation to these costs.

- Dr. Linda Adamson noted that current safety and security needs are being met through the Pacific Grove Police Department and expressed her appreciation.
- There is a proposal being considered for a hybrid Campus Supervisor position that would serve both Pacific Grove Middle School and Pacific Grove High School.
- A meeting is being scheduled with Principal Roach and Assistant Principal Tovani to discuss this potential staffing arrangement further.

5. Site Safety Plans Barbara and Site Leaders (10 Minutes)

- Principals share the process of vetting and developing plans with staff and stakeholders. Emily, Abbie, Sean, Greg (no more than 2 minutes each)

District-Wide Safety Plan Deadlines

- The vetting process for all site safety plans took place this month to ensure compliance and accuracy.
- Finalized plans will be shared with local law enforcement and the fire department for formal approval.
- All approved plans are scheduled for submission to the Monterey County Office of Education (MCOE) by the March 1st deadline.

Pacific Grove Middle School (Jason Tovani)

- The Safety Committee convenes eight to nine times annually, specifically following each drill to incorporate staff feedback.
- The School Site Council utilizes a collaborative Google Doc for reviews and comments, which directly informs the plan updates.

Forest Grove Elementary (Abbie Arbrun)

- The safety team consists of three members who develop the initial plan before presenting it to the School Site Council.
- Following council review, the document is transitioned to the School Board for final oversight.

Robert H. Down Elementary (Emily Tsai Brownfield)

- The committee is currently refining plan language and exploring the creation of a specialized subcommittee.
- Safety maps are updated at the start of each school year, and a recommendation has been made to include a technology safety component.
- Evacuation maps have been updated alongside monthly drills and regular safety updates provided in parent newsletters.
- Recognition was noted for the City of Pacific Grove and the PGPD for their assistance with traffic safety around the campus.

Pacific Grove High School (Sean Keller)

- The review process begins in August with the Safety Committee and Site Council.
- The plan is presented to the entire staff in November for comprehensive feedback and alignment.

Community High School (Gregory O'Meara)

- Coordination occurs through a monthly Joint Site Council, as the campus is shared with the charter school and preschool.
- Safety drills are conducted in strict alignment with Pacific Grove High School protocols.
- Recent plan evolutions have expanded to include specific support for social-emotional health.

Adult School (Barbara Martinez)

- While the school operates with itinerant staff and does not utilize a Site Council, the Safety Committee maintains the same annual editing cycle as all other district sites.

6. New Safety Laws Barb (5 Minutes)

[New Safety Plan Additions:](#)

[2025-2026 Safety & Policy Updates](#)

Safety Director's Presentation Review

- Ongoing collaboration continues with the Pacific Grove Police Department, specifically regarding immigration enforcement protocols and smartphone policy adjustments.
- Updates were provided on Epinephrine Delivery Systems and compliance with AB 1230.
- The district is expanding data collection efforts in alignment with AB 2887 to reinforce the commitment to safety and support.

Upcoming Events and Announcements

- Principal Emily Tsai Brownfield announced a ScreenSense and technology workshop at Robert H. Down Elementary scheduled for April 30th.

Fire Department and Infrastructure Safety

- The Pacific Grove Fire Department and the Division of the State Architect (DSA) are conducting ongoing fire inspections.

- A specific traffic safety requirement was noted for 13th Street, requiring 20 feet of clear access for emergency vehicles.
- Staff are reminded of the mandatory requirement to report all fire incidents to the department, regardless of the size or perceived insignificance of the event.

7. Ed-Tech Plan AI/Digital Safety/Cybersecurity Matt Binder/Louis Algaze (10 Minutes)

Digital Safety and Data Protection (Director Matthew Binder)

- Updates were provided on Measure A, focusing on the continuous optimization of existing digital safety layers.
- A total block on the internet is currently being maintained and refined as needed to ensure data protection.
- The district is promoting "Smart Social" as a primary resource for parent education regarding digital safety.

Cybersecurity and Infrastructure (Director Louis Algaze)

- The district is implementing the next generation of anti-virus software, noting that the frequency of traditional viruses is decreasing.
- Chromebooks continue to be utilized as a safer hardware option for the district environment.
- Two-factor authentication has been established to further secure district accounts and data.

Artificial Intelligence Protocols and Education

- AI tools are currently accessible to staff and teachers, with a survey distributed to gather feedback on their utility.
- Student access to AI remains blocked to the greatest extent possible under current protocols.
- A formal presentation regarding Artificial Intelligence is scheduled for the Board in May 2026.
- Ongoing digital education continues to be a priority to ensure students are prepared for evolving technological landscapes.

8. Committee Discussion and Input (10-15 Minutes)

Feedback, Questions, and Requests from Sites

- A request was made for sites to maintain their safety committee member information current on their respective websites. **District Response: Since safety committee members are included in each site's safety plan - each site will include a link to their plan and then the name of the administrator responsible for collecting any information to bring to the district safety committee meetings. This is the best approach given we are hesitant to**

place contact information of parents on the website. The appropriate person for family and community members to reach out to is the site administrator.

- An idea was raised as to whether RHD Elementary could utilize student ambassadors for concierge service ensuring students get from the cars into the school safely; these volunteers would remain on the sidewalk for safety purposes and to earn service hours.
- It was clarified that Epi-pens are stored within AED boxes, designated cabinets, or specialized safety boxes across all sites.
- How are cell phone procedures being adapted for students with disabilities or those under 504 plans to ensure the district maintains full accessibility and compliance? The concern is that students with IEPs or 504 plans who need their phones would be noticed by other students because they would not be putting their phone by the front door of each classroom.

9. Future Meetings

- **April 1st**

Summary:

- **Safety and Traffic Incident Review:** Superintendent Dr. Linda Adamson and Chief Casey Day addressed recent student safety incidents near PGHS and Sinex, outlining a collaborative response involving districtwide communication, increased police saturation patrols, and Public Works infrastructure improvements like new delineators and signage on Pine Avenue.
- **Facilities and Bond Measures:** Assistant Superintendent Josh Jorn announced that the Facilities Master Plan will go before the Board on February 5th, while providing updates on Measure B and D projects, including ADA upgrades, new fencing at PGMS, and upcoming construction at PGHS scheduled for completion before the school year concludes.
- **Site Safety Plan Updates:** Safety Director Barbara Martinez confirmed that all site safety plans have been vetted for submission to the MCOE by March 1st, with site administrators highlighting enhancements such as social-emotional health integration at Community High School and new technology safety components at RHD.
- **Regulatory Compliance and Emergency Preparedness:** The district is ensuring compliance with AB 1230 and AB 2887 while prioritizing fire safety through mandatory incident reporting, fire inspections, and a requirement for 20 feet of emergency access on 13th Street.
- **Digital Safety and Technology:** Directors Matthew Binder and Louis Algaze reported on the optimization of internet security layers and anti-virus software under Measure A, noting that while AI tools are accessible to staff, they remain blocked for students pending a formal Board presentation in May 2026.