

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

Trustees

*John Paff, President
Brian Swanson, Clerk
Debbie Crandell
Cristy Dawson
Jon Walton
Parker Llantero, Student Rep*

DATE: Wednesday, February 13, 2019

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

LOCATION: Pacific Grove Unified School District Office
435 Hillcrest Avenue
Pacific Grove, CA 93950

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

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

AGENDA AND ORDER OF BUSINESS

I. OPENING BUSINESS

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

II. CLOSED SESSION

- A. Identify Closed Session Topics

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

- 1. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for 2018-19 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Matt Bell, Song Chin-Bendib and Ralph Gómez Porras, for the purpose of giving direction and updates.

2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2018-19 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives for the purpose of giving direction and updates.
3. Conference with Legal Counsel - Special Education Matter
4. Employee Discipline/Dismissal/Release/Complaint (1 case) [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. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for 2018-19 [Government Code § 3549.1 (d)]
2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2018-19 [Government Code § 3549.1 (d)]
3. Conference with Legal Counsel - Special Education Matter
4. Employee Discipline/Dismissal/Release/Complaint (1 case) [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 may limit comments to no more than three (3) minutes for each agenda or non-agenda item; a total time for public input on each item is 20 minutes, pursuant to Board Policy 9323. Public comment will also be allowed on each specific action item prior to Board action thereon. This meeting of the Board of Education is a business meeting of the Board, conducted in public. Please note that the Brown Act limits the Board's ability to respond to public comment. The Board may choose to direct items to the Administration for action or place an item on a future agenda.

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.

	Page
A. <u>Minutes of January 31, 2019 Board Meeting</u> Recommendation: (Ralph Gómez Porras, Superintendent) Approval of minutes as presented.	7
B. <u>Minutes of January 31, 2019 Special Board Meeting</u> Recommendation: (Ralph Gómez Porras, Superintendent) Approval of minutes as presented.	13
C. <u>Minutes of February 6, 2019 Special Board Meeting</u> Recommendation: (Ralph Gómez Porras, Superintendent) Approval of minutes as presented.	14
D. <u>Certificated Assignment Order #10</u> Recommendation: (Billie Mankey, Director of Human Resources) The Administration recommends adoption of Certificated Assignment Order #10.	15
E. <u>Classified Assignment Order #10</u> Recommendation: (Billie Mankey, Director of Human Resources) The Administration recommends adoption of Classified Assignment Order #10.	18
F. <u>Acceptance of Donations</u> Recommendation: (Song Chin-Bendib, Assistant Superintendent) The Administration Recommends that the Board approve acceptance of the donations referenced below.	21
G. <u>Out of County or Overnight Activities</u> Recommendation: (Song Chin-Bendib, Assistant Superintendent) The Administration Recommends that the Board approve or receive the request as presented.	22
H. <u>Warrant Schedules No. 604</u> Recommendation: (Song Chin-Bendib, Assistant Superintendent) As Assistant Superintendent for Business Services, I certify that I have reviewed the attached warrants for consistency with the District's budget, and purchasing and accounting practices and therefore, recommend Board approval.	34
I. <u>Cash Receipts Report No. 3</u> Recommendation: (Song Chin-Bendib, Assistant Superintendent) 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.	36
J. <u>Revolving Cash Report No. 3</u> Recommendation: (Song Chin-Bendib, 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.	39

- K. Acceptance of Quarterly Treasurer’s Report 41
 Recommendation: (Song Chin-Bendib, Assistant Superintendent) The Administration recommends that the Board accept the Quarterly Treasurer’s Report for the quarter ending December 31, 2018.
- L. Approval of Total Compensation Systems, Inc., Contract 56
 Recommendation: (Song Chin-Bendib, Assistant Superintendent) The Administration recommends that the Board review and approve the contract with Total Compensation Systems, Inc. (TCS) to provide actuarial information to comply with the current Governmental Accounting Standards Board (GASB) accounting standards 74/75 retiree health benefits.
- M. Contract for Services with Youth Art Collective at Community High School 61
 Recommendation: (Matt Bell, Community High School Principal) The District Administration recommends the Board review and approve the contract for services with the Youth Arts Collective for Pacific Grove Community High School student dues for the 2018-2019 school year in the amount of \$450.00.
- N. Community Human Services Joint Powers Authority Allocation 64
 Recommendation: (Clare Davies, Director of Student Services) The District Administration recommends the Board review and approve the Community Human Services Joint Powers Authority expenditure as presented.
- O. Sentry Alarm Fire Alarm Monitoring and Testing 67
 Recommendation: (Matt Kelly, Director of Maintenance and Transportation) The District Administration recommends the Board review and approve the contracts for all fire alarm systems’ monitoring and testing to Sentry Alarm systems.
- P. Sentry Alarm Systems Maintenance Contract 95
 Recommendation: (Matt Kelly, Director of Maintenance and Transportation) The District Administration recommends the Board review and approve the maintenance contract to Sentry Alarm Systems for all District fire alarm systems.
- Move: _____ Second: _____ Vote: _____

VII. ACTION/DISCUSSION

- A. Pacific Grove Unified School District Governance Handbook 99
 Recommendation: (Ralph Gómez Porras, Superintendent) The District Administration recommends that the Board review and approve the Pacific Grove Unified School District Governance Handbook.
- Move: _____ Second: _____ Vote: _____
- B. Job Description – Adult School Program Coordinator 126
 Recommendation: (Billie Mankey, Director of Human Resources) The District Administration recommends the Board review and approve the proposed job description and/or provide recommended feedback and direction.
- Move: _____ Second: _____ Vote: _____

- C. Job Description Update – School Nutrition Director 129
Recommendation: (Billie Mankey, Director of Human Resources) The District Administration recommends the Board review and approve the proposed job description revisions and provide direction or recommendations.

Move: _____ Second: _____ Vote: _____

- D. Pacific Grove High School Academic Intervention and Low Performing Student Block Grant Plan 134
Recommendation: (Ani Silva, Director of Curriculum and Special Projects; Shane Steinback, Pacific Grove High School Assistant Principal) The District Administration recommends the Board review and approve the Pacific Grove High School plan to provide services for Low Performing students with the monies allocated from the Low Performing Block Grant for 2019-2020.

Move: _____ Second: _____ Vote: _____

- E. Board Calendar/Future Meetings 137
Recommendation: (Ralph Gómez Porras, Superintendent) The Administration recommends that the Board review and possibly modify meeting dates on the attached calendar and determine, given information from the Administration, whether additional Board dates or modifications need to be established.

Move: _____ Second: _____ Vote: _____

VIII. INFORMATION/DISCUSSION

- A. Digital Learning Teacher Mid-Year Update 140
Recommendation: (Andrew Bradley, Digital Learning Teacher) The District Administration recommends the Board review the presentation provided by Andrew Bradley.

Board Direction: _____

- B. 2018-2019 California Schools Dashboard Presentation 141
Recommendation: (Ani Silva, Director of Curriculum and Special Projects; Matthew Binder, Director of Education Technology) The District Administration recommends the Board review and discuss the information presented on Pacific Grove Unified School District's progress on the California Schools Dashboard for 2018-2019.

Board Direction: _____

- C. Review of Community High School 143
Recommendation: (Matt Bell, Community High School Principal) The District Administration recommends the Board receive information regarding staffing, enrollment, and expenditures of Community High School and to provide direction based on the information.

Board Direction: _____

- D. Review of Budget Development Calendar for 2019-20 144
Recommendation: (Song Chin-Bendib, Assistant Superintendent) The Administration recommends that the Board review the Budget Development Calendar for fiscal year 2019-20.

Board Direction: _____

- E. Future Agenda Items 146
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.

Affordable Housing Project Impacts to District (In progress)
Review of David Avenue Site Location (March 2019)
Board Self Evaluation Review (March 2019)
Counseling Study as an Action/Discussion Item (March/April 2019)
District Field Trips Review (June 2019)

Board Direction: _____

IX. ADJOURNMENT

Next Regular meeting on Thursday, March 7 – District Office