

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

Trustees

*John Paff, President  
Brian Swanson, Clerk  
Debbie Crandell  
Cristy Dawson  
Jon Walton  
Adrian Clark*

**DATE:** Thursday, August 22, 2019

**TIME:** 6:00 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. Potential Litigation (1 case) [Government Code § 54956.9]
- 2. Public Employee Discipline/Dismissal/Release/Complaint (1 case) [Government Code § 54957]
- 3. Contract Regarding Student Placement

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. Potential Litigation (1 case) [Government Code § 54956.9]
2. Public Employee Discipline/Dismissal/Release/Complaint (1 case) [Government Code § 54957]
3. Contract Regarding Student Placement

B. Pledge of Allegiance

**IV. PRESENTATION**

The Pacific Grove Women’s Golf Club will present two checks to the Pacific Grove Board of Education.

**V. COMMUNICATIONS**

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

**VI. 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.*

**VII. 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.*

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| A. <u>Minutes of June 20, 2019 Board Meeting</u>   | 7    |
| Recommendation: (Ralph Gómez Porras, Superintendent) Approval of minutes as presented.   |      |
| B. <u>Certificated Assignment Order #1</u>   | 18   |
| Recommendation: (Billie Mankey, Director of Human Resources) The Administration recommends adoption of Certificated Assignment Order #1. |      |

C. <u>Classified Assignment Order #1</u>	21
Recommendation: (Billie Mankey, Director of Human Resources) The Administration recommends adoption of Classified Assignment Order #1.	
D. <u>Acceptance of Donations</u>	25
Recommendation: (Song Chin-Bendib, Assistant Superintendent) The Administration Recommends that the Board approve acceptance of the donations referenced below.	
E. <u>Out of County or Overnight Activities</u>	26
Recommendation: (Song Chin-Bendib, Assistant Superintendent) The Administration Recommends that the Board approve or receive the request as presented.	
F. <u>Cash Receipts Report No. 6 and No. 1</u>	29
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.	
G. <u>Revolving Cash Report No. 6</u>	32
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.	
H. <u>Warrant Schedules No. 609 and No. 610</u>	34
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.	
I. <u>Acceptance of Quarterly Treasurer's Report</u>	37
Recommendation: (Song Chin-Bendib, Assistant Superintendent) The Administration recommends that the Board accept the Quarterly Treasurer's Report for the quarter ending June 30, 2019.	
J. <u>Contract for Services with David Sonderegger for E-Rate Filing Services</u>	53
Recommendation: (Song Chin-Bendib, Assistant Superintendent) The District Administration recommends the Board review and approve the contract for services with David Sonderegger to provide E-Rate filing services for the 2019-2020 fiscal year.	
K. <u>Contract for the 2019-20 Audit of the District Financial Statements with Eide Bailly</u>	55
Recommendation: (Song Chin-Bendib, Assistant Superintendent) The District Administration recommends the Board review and approve the contract for the 2019-20 audit of the District financial statements with Eide Bailly.	
L. <u>Agreement for Distribution of P.G. P.R.I.D.E Grant Funds</u>	76
Recommendation: (Song Chin-Bendib, Assistant Superintendent) The Administration recommends that the Board review and approve the Agreement for Distribution of P.G. P.R.I.D.E Grant Funds.	

- M. Contract for Services with Jet Mulch Inc. 80  
 Recommendation: (Matt Kelly, Director of Facilities and Transportation) The District Administration recommends the Board review and approve the contract for services with Jet Mulch Inc. for placement of Engineered Playground Fiber.
- N. Contract for Services with Monterey Bay Pest Control 85  
 Recommendation: (Matt Kelly, Director of Facilities and Transportation) The District Administration recommends the Board review and approve the contract for services with Monterey Bay Pest Control for pest control problems district-wide for the 2019-2020 school year.
- O. Contract for Services with Psyched Services 89  
 Recommendation: (Clare Davies, Director of Student Services) The District Administration recommends the Board review and approve the contract for services with Psyched Services.
- P. Contract for Services with Cinnamon Hills Youth Crisis Center 92  
 Recommendation: (Clare Davies, Director of Student Services) The District Administration recommends the Board review and approve the contract for services with Cinnamon Hills Youth Crisis Center for tuition for non-public school placement.
- Q. Contract for Services with SIRUS Systems 95  
 Recommendation: (Clare Davies, Director of Student Services) The District Administration recommends the Board review and approve the contract for services with SIRAS Systems.
- R. Contract for Services with Dr. Tchicaya Missamou at Pacific Grove High School 98  
 Recommendation: (Matt Bell, Pacific Grove High School Principal) The District Administration recommends the Board review and approve the contract for services with Dr. Tchicaya Missamou at Pacific Grove High School for keynote speaking.
- S. Contract for Services with DJ Dan- Disc Jockey 100  
 Recommendation: (Matt Bell, Pacific Grove High School Principal) The District Administration recommends the Board review and approve the contract for services with DJ Dan as a Disc Jockey at Pacific Grove High School.
- T. Agreement for Services with ArbiterPay 102  
 Recommendation: (Matt Bell, Pacific Grove High School Principal) The District Administration recommends the Board review and approve the agreement with ArbiterPay to allow the middle school and high school to pay for athletics officials for the fiscal year 2019-2020.
- U. Contract for Services with Peninsula Sports, Inc. at Pacific Grove High School 107  
 Recommendation: (Matt Bell, Pacific Grove High School Principal) The District Administration recommends the Board review and approve the contract for services with Peninsula Sports, Inc. at Pacific Grove High School for administration of referee services for the 2019-20 school sports year.
- V. Next Generation Science Standards Toolkit for Instructional Materials Evaluation (TIME) 110  
 Recommendation: (Ani Silva, Director of Curriculum and Special Projects) The District Administration recommends the Board review and approve the Memorandum of Understanding with Monterey County Office of Education for Next Generation Science Standards Toolkit for Instructional Materials Evaluation (TIME) training.

- W. Designation of Community Human Services Representatives 114  
 Recommendation: (Ralph Gómez Porras, Superintendent) The District Administration recommends that the Board approve Cristy Dawson as the Pacific Grove Unified School District Community Human Services Representative.
- X. Updates to Board Policy, Regulation and Exhibit 1312.3 Uniform Complaint Procedures 115  
 Recommendation: (Ralph Gómez Porras, Superintendent) The Administration recommends that the Board review and approve the revisions to Board Policy, Regulation and Exhibit 1312.3 Uniform Complaint Procedures.
- Move: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**VIII. ACTION/DISCUSSION**

- A. Revisions to Board Policy 5111.1 Student Residency 140  
 Recommendation: (Song Chin-Bendib, Assistant Superintendent) The Administration recommends that the Board review and approve the revisions to Board Policy 5111.1 Student Residency.
- Move: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_
- B. First Reading and/or Final Reading to Adopt Regulation 5111.1 Student Residency 153  
 Recommendation: (Song Chin-Bendib, Assistant Superintendent) The Administration recommends that the Board review as First Reading and/or Final Reading to adopt Regulation 5111.1 Student Residency.
- Move: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_
- C. Agreement with American Fidelity for Section 125 Plan Service 159  
 Recommendation: (Song Chin-Bendib, Assistant Superintendent) The District Administration recommends the Board review and approve the agreement with American Fidelity for Section 125 Plan Service.
- Move: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_
- D. Developer Fee Justification Study by SchoolWorks, Inc. 160  
 Recommendation: (Song Chin-Bendib, Assistant Superintendent) The District Administration recommends that the Board review and approve the developer fee justification fee proposal by SchoolWorks, Inc.
- Move: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_
- E. Board Calendar/Future Meetings 179  
 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: \_\_\_\_\_

**IX. INFORMATION/DISCUSSION**

- A. Review of 2018-19 Actual and 2019-20 Estimated Property Tax Revenues 181  
Recommendation: (Song Chin-Bendib, Assistant Superintendent) The District Administration recommends that the Board review the attached information regarding actual receipts of Property Tax Revenue for the 2018-19 fiscal year and projections for 2019-20 based on updated Assessed Valuation.

Board Direction: \_\_\_\_\_

- B. Review of District Enrollment Report for 2019-20 185  
Recommendation: (Song Chin-Bendib, Assistant Superintendent) The District Administration recommends that the Board review the attached information regarding enrollment for the first week of school for 2019-20.

Board Direction: \_\_\_\_\_

- C. Capital Maintenance Projects List 188  
Recommendation: (Matt Kelly, Director of Facilities and Transportation; Song Chin-Bendib, Assistant Superintendent) The District Administration will be providing information for discussion on the current condition of District facilities.

Board Direction: \_\_\_\_\_

- D. Future Agenda Items 189  
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- Property Tax (In progress)
- Board Retreat- The Board will schedule a retreat on a Saturday with a facilitator in order to work towards Board Goals (August 2019)
- District Field Trips Review- Continued discussion regarding the equity of field trips between the two elementary schools (Fall 2019)
- Counseling at District Schools- Continued discussion regarding counseling services and hours offered at the school sites (Fall 2019)
- California School Board Association Self Evaluation Survey- The Board will discuss the California School Board Association Self Evaluation Survey results (Fall 2019)
- DARE Update- School Resource Officer Hankes will present information to the Board regarding the DARE program (September 19)
- AP Results- The Board requested a presentation by Pacific Grove High School Administration on AP Results (Fall 2019)

Board Direction: \_\_\_\_\_

**X. ADJOURNMENT**

The next Regular Board meeting will be on Thursday, September 5, 2019 – Forest Grove Elementary School