

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING: MAY 1, 2025**



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.

DATE: [May 1, 2025](#)

TIME: 5:30 PM Closed Session
6:30 PM Open Session

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

Trustees:
Dr. Elliott Hazen, President
Jennifer McNary, Clerk
Laura Ottmar
Beth Shammass
Mike Wachs

Administration:
Superintendent Dr. Linda Adamson
Assistant Superintendent Joshua Jorn

Student Representative(s):
William Powley

VIRTUAL ZOOM MEETING

<https://pgusd.zoom.us/j/83126141788?pwd=rKqgdXuJBHJOcQ7QqG06oBtW7axcB9.1>

Meeting ID: 831 2614 1788

Passcode: 673587

One tap mobile +16699006833,,81793111121#,,, *717431# US (San Jose)

+16694449171,,81793111121#,,, *717431# US

Find your local number: <https://pgusd.zoom.us/j/83126141788?pwd=rKqgdXuJBHJOcQ7QqG06oBtW7axcB9.1>

ADDITIONAL TELECONFERENCE LOCATION

This meeting is also being conducted by teleconference at the following location:
321 W 10th Street
Houston, TX 77008

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 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

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B. Land Acknowledgement

Good evening; As we begin this meeting, it's important to pay respect to and acknowledge that we are on the traditional land of the **Ohlone, Costanoan & Esselen** people and additionally pay respect to elders both past and present.

C. Roll Call

D. Adoption of Agenda

- Public Comment:
- Board Discussion:
- Move: _____ Second: _____ Vote: _____

II. CLOSED SESSION

A. Identify Closed Session Topics:

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

1. Negotiations – Collective Bargaining Session planning and preparation with the PGTA for 2024-2025 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Buck Roggeman and Dr. Linda Adamson, for the purpose of giving direction and updates.
2. Negotiations – Collective Bargaining Session planning and preparation with the CSEA for 2024-2025 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Buck Roggeman and Dr. Linda Adamson, for the purpose of giving direction and updates.
3. Public Employee Discipline/Dismissal/Release/Leave/Complaint [Government Code § 54957]
4. Superintendent Goals & Evaluation

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 2024-2025 [Government Code § 3549.1 (d)] Executive session between

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the public school employer and its designated representatives, Buck Roggeman and Dr. Linda Adamson, for the purpose of giving direction and updates.

2. Negotiations – Collective Bargaining Session planning and preparation with the CSEA for 2024-2025 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Buck Roggeman and Dr. Linda Adamson, for the purpose of giving direction and updates.
3. Public Employee Discipline/Dismissal/Release/Leave/Complaint [Government Code § 54957 subdivision(b)]
4. Superintendent Goals & Evaluation

B. Pledge of Allegiance

C. Pacific Grove High School – Breaker Bots – Ms. Sally Richmond

D. Association of California School Administrators (ACSA) – “Every Student Succeeding” Award” Region 10 Winner – Anthony Garcia Trinidad

E. Student Board Representative(s) Recognition

IV. COMMUNICATIONS

A. Student Representative Comments

B. Board Member Comments/Written Communications

C. Superintendent Report

D. Safety Report

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. Any individual wishing to comment on a specific item on the current agenda are kindly asked to wait until that item is being discussed. 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.

A. Community Members (Non-Agenda Items)

B. PGUSD Staff Comments (Non-Agenda Items)

VI. CONSENT AGENDA

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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 March 27, 2025 Special Board Meeting **9**
Recommendation: (Dr. Linda Adamson, Superintendent) The District Administration recommends that the Board review and approve the minutes.
- B. Minutes of April 3, 2025 Regular Board Meeting **13**
Recommendation: (Dr. Linda Adamson, Superintendent) The District Administration recommends that the Board review and approve the minutes.
- C. Warrant Schedule #678 **21**
Recommendation: (Joshua Jorn, Assistant Superintendent) The District Administration recommends that the Board review and approve the Warrant Schedule.
- D. Cash Receipts Report #12 **23**
Recommendation: (Joshua Jorn, Assistant Superintendent) The District Administration recommends that the Board review and approve the Cash Receipts Report.
- E. Acceptance of Donations **25**
Recommendation: (Joshua Jorn, Assistant Superintendent) The District Administration recommends that the Board review and accept the donations.
- F. Revolving Cash Report #6 **26**
Recommendation: (Joshua Jorn, Assistant Superintendent) The District Administration recommends that the Board review and approve the Revolving Cash Report.
- G. Out of County/Overnight Activities **28**
Recommendation: (Joshua Jorn, Assistant Superintendent) The District Administration recommends that the Board review and approve the Out of County and/or Overnight Activities.
- H. Personnel Report **31**
Recommendation: (Buck Roggeman, Chief Human Resources Officer) The District Administration recommends that the Board review and approve the Personnel Report.
- I. MOU – Memorandum of Understanding with Monterey Bay Swim Club (MBSC) **34**
Recommendation: (Joshua Jorn, Assistant Superintendent) The District Administration recommends that the Board review and approve the 2025-26 Memorandum of Understanding (MOU) with Monterey Bay Swim Club (MBSC).
- J. Lease Agreement with The WAVE Youth Program of Pacific Grove (TWP) **45**
Recommendation: (Joshua Jorn, Assistant Superintendent) The District Administration recommends that the Board review and approve the 2025-26 Lease Agreement with The WAVE Youth Program of Pacific Grove (TWP).

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- K. Contract for Services – Chris Charfauros Timing – PGMS **49**
Recommendation: (Greg O'Meara, Principal) The District Administration recommends that the Board review and approve the Contract for Services with Chris Charfauros Timing for the Pacific Grove Middle School Athletic Track & Field Team.
- L. Contract for Services – Kona Ice of Monterey & Salinas – FGE **56**
Recommendation: (Abbie Arbrun, Principal) The District Administration recommends that the Board review and approve the Contract for Services with Kona Ice of Monterey and Salinas for the Forest Grove Elementary School.
- M. Contract for Services – Monterey Bay Equestrian Center – FGE **63**
Recommendation: (Abbie Arbrun, Principal) The District Administration recommends that the Board review and approve the Contract for Services with Monterey Bay Equestrian Center for the Forest Grove Elementary School.
- N. Contract for Services – Fiesta Face Paint – FGE **71**
Recommendation: (Abbie Arbrun, Principal) The District Administration recommends that the Board review and approve the Contract for Services with Fiesta Face Paint for the Forest Grove Elementary School.
- O. Contract for Services – MY Museum – FGE **78**
Recommendation: (Abbie Arbrun, Principal) The District Administration recommends that the Board review and approve the Contract for Services with MY Museum for the Forest Grove Elementary School.
- P. Contract for Services – MTH Photo Booth & DJ Services – FGE **85**
Recommendation: (Abbie Arbrun, Principal) The District Administration recommends that the Board review and approve the Contract for Services with MTH Photo Booth & DJ Services for the Forest Grove Elementary School.
- Q. Contract for Services – MY Museum – RHD **92**
Recommendation: (Emily Tsai Brownfield, Principal) The District Administration recommends that the Board review and approve the Contract for Services with MY Museum to have the Wheelie Mobilee on campus at Robert H. Down Elementary School on the last day of school (May 30, 2025) for the TK through 2nd grade students as an end of the year celebration.
- R. Contract for Services – Adventures by the Sea – RHD **99**
Recommendation: (Emily Tsai Brownfield, Principal) The District Administration recommends that the Board review and approve the Contract for Services with Adventures by the Sea for the Robert H. Down Elementary School.
- S. MOU – Memorandum of Understanding with Santa Clara Unified School District (SCUSD) – Designated Subjects Adult Education Teaching Credential Program **106**

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Recommendation: (Barbara Martinez, Principal) The District Administration recommends that the Board review and approve the Memorandum of Understanding (MOU) between Santa Clara Unified School District (SCUSD) and Pacific Grove Unified School District (PGUSD), effective for five (5) years, to establish a partnership that enables current or prospective PGUSD employees to participate in a free Adult Education Credentialing Program through SCUSD.

- Public Comment:
- Board Discussion:
- Move: _____ Second: _____ Vote: _____

VII. PUBLIC HEARING – PROPOSED ADOPTION OF CURRICULUM 113

Public Hearing: Pursuant to Education Code Section 60119 and 60422, the District's Governing Board Will Hold a Public Hearing on the Proposed Adoption of the following three textbooks for the Pacific Grove High School, Forest Grove Elementary School & Robert H. Down Elementary School: *EL Education K-5 Language Arts Curriculum, Open Up Resources, 2025 Edition; Marine Science, Castro Huber, 3rd Edition 2025; Ethnic Studies Model Curriculum, California Board of Education, 2021.*

Open Public Hearing: _____ Close Public Hearing: _____

VIII. ACTION/DISCUSSION

A. Adoption – Resolution No. 1153 – “California Day of the Teacher” & “Teacher Appreciation Week” 115

Recommendation: (Buck Roggeman, Chief Human Resources Officer) The District Administration recommends that the Board adopt Resolution Number 1153 proclaiming May 5-9, 2025, as Teacher Appreciation Week and specifically Wednesday, May 14, 2025, as California Day of the Teacher (EC 37222.10).

- Public Comment:
- Board Discussion:
- Move: _____ Second: _____ Vote: _____

B. Adoption – Resolution No. 1154 – Classified School Employee Week 117

Recommendation: (Buck Roggeman, Chief Human Resources Officer) The District Administration recommends the Board review and adopt Resolution Number 1154, proclaiming Classified School Employee Week, May 18-24, 2025.

- Public Comment:
- Board Discussion:
- Move: _____ Second: _____ Vote: _____

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C. CHS – Lead Teacher Job Description 119

Recommendation: (Buck Roggeman, Chief Human Resources Officer) The District Administration recommends that the Board review and approve the job description for Lead Teacher for the Community High School (CHS).

- Public Comment:
- Board Discussion:
- Move: _____ Second: _____ Vote: _____

D. Final Classified Resolution No. 1155 123

Recommendation: (Buck Roggeman, Chief Human Resources Officer) The District Administration recommends that the Board review and approve Final Classified Layoff Resolution Number 1155.

- Public Comment:
- Board Discussion:
- Move: _____ Second: _____ Vote: _____

E. Final Certificated Resolution No. 1156 127

Recommendation: (Buck Roggeman, Chief Human Resources Officer) The District Administration recommends that the Board review and approve Final Certificated Layoff Resolution Number 1156.

- Public Comment:
- Board Discussion:
- Move: _____ Second: _____ Vote: _____

F. Proposed Board Calendar (January-June 2026) 131

Recommendation: (Dr. Linda Adamson, Superintendent) The District 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.

- Public Comment:
- Board Discussion:
- Move: _____ Second: _____ Vote: _____

IX. INFORMATION/DISCUSSION

A. Nutrition Services Update 139

Recommendation: (Robert Silveira, Director of School Nutrition) The District Administrations recommends that the Board receive the updates to the Nutrition Services Program.

- Public Comment:
- Board Discussion:

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- Direction: _____

- B. City of Pacific Grove – School Resource Officer (SRO) Update **152**
Recommendation: (Dr. Linda Adamson, Superintendent) The District Administration recommends that the Board receive information related to the City of Pacific Grove for a School Resource Officer (SRO).

- Public Comment:
- Board Discussion:
- Direction: _____

- C. Architectural Request for Qualifications (RFQ) Results **163**
Recommendation: (Jon Anderson, Director of M.O.T.) The District Administration recommends that the Board receive information related to the most recent Request for Qualifications (RFQ) for Architectural Services for PGUSD.

- Public Comment:
- Board Discussion:
- Direction: _____

- D. Construction/Program Management Request for Qualifications (RFQ) Results **170**
Recommendation: (Jon Anderson, Director of M.O.T.) The District Administration recommends that the Board receive information related to the most recent Request for Qualifications (RFQ) for Construction/Program Management for PGUSD.

- Public Comment:
- Board Discussion:
- Direction: _____

- E. Future Agenda Items **176**
Recommendation: (Dr. Linda Adamson, Superintendent) The District 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.

- Public Comment:
- Board Discussion:
- Direction: _____

X. ADJOURNMENT

Next regular Board meeting(s): May 15, 2025 & June 5, 2025