



**Governing Board Meeting Minutes (Adopted)
CABRILLO UNIFIED SCHOOL DISTRICT
District Office Board Room
498 Kelly Avenue,
Half Moon Bay, CA 94109
December 14, 2017
7:00 PM (Closed Session 6:00 PM)**

Board Members Present: Ms. Freya McCamant, President
Mr. Rob Pappalardo, Vice President
Ms. Sophia Layne, Clerk to the Governing Board
Ms. Kimberly Hines, Member
Dr. Kirk Riemer, Ph.D., Member

Administrators at the Table: Ms. Jane Yuster, Superintendent
Ms. Joy Dardenelle, Assistant Superintendent
Ms. Crystal Leach, Chief Business Official

Student Representative Present: Mr. Cesar Sarabia, Student Board Representative

1. CALL TO ORDER - 6:00 P.M.

Meeting called to order by President McCamant at 6:05 p.m.

2. ROLL CALL / QUORUM

____ Ms. Freya McCamant, President
____ Mr. Rob Pappalardo, Vice President
____ Ms. Sophia Layne, Clerk to the Governing Board
____ Ms. Kimberly Hines, Member
____ Dr. Kirk Riemer, Ph.D., Member

3. COMMENTS FROM THE PUBLIC RELATED TO ITEMS ON THE CLOSED SESSION AGENDA

None

4. RECESS TO CLOSED SESSION – 6:05 P.M.

5. RECONVENE OPEN SESSION – 7:07 P.M.

The Governing Board met in closed session from 6:05 p.m. to 7:05 p.m. No action taken.

6. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Ms. Martha Ladd, Principal, El Granada Elementary School.

7. ADOPTION OF AGENDA AS PRESENTED / AMENDED

Motion to adopt agenda as presented was made by Member Kimberly Hines and seconded by Member Rob Pappalardo.

(M-33) Passed 5-0 with Student Representative voting aye

8. GOVERNING BOARD REORGANIZATION

- a. Hold Elections to Determine Governing Board Officers and Designate Governing Board Representatives/Appointees for 2017:

1. President-Rob Pappalardo

Motion to nominate Mr. Rob Pappalardo as President to the Governing Board for the 2018 school year was made by Member Kirk Riemer and seconded by Member Kimberly Hines.

(M-34) Passed 5-0 with Student Board Representative voting aye.

Roll Call:

Mr. Rob Pappalardo-aye
Ms. Sophia Layne-aye
Ms. Kimberly Hines-aye
Dr. Kirk Riemer-aye
Ms. Freya McCamant-aye

2. Vice-President-Sophia Layne

Motion to nominate Ms. Sophia Layne as Vice-President to the Governing Board for the 2018 school year was made by Member Kimberly Hines and seconded by Member Kirk Riemer.

(M-35) Passed 5-0 with Student Board Representative voting aye.

Roll Call:

Mr. Rob Pappalardo-aye
Ms. Sophia Layne-aye
Ms. Kimberly Hines-aye
Dr. Kirk Riemer-aye
Ms. Freya McCamant-aye

3. Clerk to the Governing Board-Kimberly Hines

Motion to nominate Ms. Kimberly Hines as Clerk to the Governing Board for the 2018 school year was made by Member Sophia Layne and seconded by Member Freya McCamant.

(M-36) Passed 5-0 with Student Board Representative voting aye.

Roll Call:

Ms. Freya McCamant-aye
Mr. Rob Pappalardo-aye
Ms. Sophia Layne-aye

Ms. Kimberly Hines-aye
Dr. Kirk Riemer-aye

4. Appointed Secretary to the Governing Board-Jane Yuster
President Rob Pappalardo appointed Superintendent, Jane Yuster to act as Secretary of the Governing Board.

Motion to approve appointment of Superintendent, Ms. Jane Yuster as Secretary to the Governing Board was made by Member Sophia Layne and seconded by Kirk Riemer.

(M-37) Passed 5-0 with Student Board Representative voting aye

5. Authorize Signatories for the Governing Board-President, Vice President, Clerk to the Governing Board, and Secretary to the Governing Board, Superintendent

Motion to approve the authorized Signatories for the Governing Board: President Rob Pappalardo, Vice President: Sophia Layne, Clerk to the Governing Board: Kimberly Hines and Secretary to the Governing Board: Superintendent Jane Yuster for the 2018 school year was made by Kirk Riemer and seconded by Member Rob Pappalardo.

(M-38) Passed 5-0 with Student Board Representative voting aye

The following action was taken by the Governing Board for the 2018 reorganization by an en masse vote:

6. Board Spokesperson – Ms. Rob Pappalardo, Governing Board President
7. Representative(s) to the County Board of Education – Ms. Sophia Layne
8. Representative to the San Mateo County Committee on School District Organization – Ms. Freya McCamant
9. Representative to the San Mateo County School Boards Association – Ms. Kimberly Hines
10. Representative(s) to the City Council of Half Moon Bay – Mr. Kirk Riemer
11. Representative(s) to the Mid Coast Council – Ms. Kimberly Hines
12. Representative to the Cabrillo Education Foundation - Mr. Rob Pappalardo
13. Representative to the Chamber of Commerce Education Committee – Ms. Freya McCamant

Representative(s) to School Sites as follows:

- A. Alvin S. Hatch Elementary – Ms. Sophia Layne
- B. El Granada Elementary – Ms. Kimberly Hines
- C. Farallone View Elementary – Ms. Freya McCamant
- D. Kings Mountain Elementary – Mr. Rob Pappalardo
- E. Manuel F. Cunha Intermediate – Ms. Sophia Layne
- F. Half Moon Bay High – Mr. Rob Pappalardo / Ms. Kimberly Hines
- G. Pilarcitos High School – Mr. Kirk Riemer / Ms. Kimberly Hines

Motion to approve the appointed Board Representatives as presented made by Member Kirk Riemer and seconded by Member Kimberly Hines.

(M-39) Passed 5 - 0 with Student Representative voting aye

- b. Approve and Adopt the 2018 Governing Board Meeting Calendar as Required by Board Bylaws 9100

Motion to approve the Governing Board Meeting Calendar for 2018 as presented was made by Member Rob Pappalardo and seconded by Member Sophia Layne.

(M-40) Passed 5 - 0 with Student Representative voting aye

- c. Complete Annual Review of Board Bylaw 9250 as it Pertains to Compensation; Individuals May Elect to Receive for Service as Members to the Governing Board for 2017

By mutual agreement the Governing Board agreed to make no changes in policy and all Members agreed to not accept compensation or health insurance for service, as allowed in Governing Board Bylaw 9250.

Motion to not accept compensation or health insurance for service, as allowed in Governing Board Bylaw 9250 made by Member Kirk Riemer and seconded by Member Kimberly Hines.

(M-41) Passed 5 - 0 with Student Representative voting aye

9. STUDENT / STAFF / COMMUNITY RECOGNITION

None

10. COMMENTS FROM THE PUBLIC RELATED TO ITEMS NOT ON THIS AGENDA

None

11. REPRESENTATIVE REPORTS

CUTA Representative Kathleen Wall wished everyone a Happy Holiday.

12. REPORTS / INFORMATION / PRESENTATIONS

- a. Receive Annual Measure S Bond Program Report

Ms. Crystal Leach, Chief Business Officer presented this report on behalf of Mr. Phil Hophan, Chairperson for the Measure S COC, who was absent.

- b. Receive Report on Local Control Accountability Plan Goal 1 and 2

Ms. Joy Dardenelle, Assistant Superintendent, Curriculum and Instruction, presented Goals 1 and 2 of the Local Control Accountability Plan.

- c. Receive First Interim Budget Report for 2017-2018

Ms. Crystal Leach, Chief Business Officer, presented the first interim budget report for the 2017-2018 school year.

13. DISCUSSION ITEMS

None

14. COMMUNICATIONS

Board Members:

Member Kirk Riemer thanked Past President Freya McCamant for a great year.

Member Sophia Layne said she attended some of the ELAC meetings to get to know everyone involved and how to support those groups. She said she attended the Coalition for Safe Schools and Communities Breakfast at the County office. Ms. Layne said she attended the CEF Donors dinner. Ms. Layne said “Go Cougars” as they head off to the state championship game.

Member Kimberly Hines said she visited El Granada and Half Moon Bay High School. She said she visited a number of classrooms and found it exciting to see students working in their classes.

Member Freya McCamant said she was happy to have been President this past year. She said she enjoyed it. Ms. McCamant thanked the Principals and staff for all the hard work they do, and allowing her to visit the school sites and speak to staff. Ms. McCamant thanked the community for the Measure S Bond. This Bond provides the one to one technology our students need to help with their education. Ms. McCamant said “Go Cougars”, wishing the team luck and they continue to reach for another level in history.

Member Rob Pappalardo said he attended the Health and Wellness Committee Meeting at the High School and commented on a conversation he had with a staff member regarding the new block schedule. The staff member told him there has been an adjustment, although they have seen a tangible difference that benefit students and teachers in the classroom. Mr. Pappalardo said he has enjoyed watching the Cougars play this season, with the games being such a community event.

Student Board Member:

Hatch Elementary School

Hatch has held three parent training technology nights. Right after the parents attend Zumba. The Hatch Jog-a-thon was a huge success. The PTO parents collected \$33,000 for our students. The Coffee with the Principal was very well attended, an event where parents had the opportunity to ask questions, express their concerns, network, and get support from other parents.

El Granada Elementary

The El Granada Elementary PTO has been very active. We had our Fund Run in November and all our students has a great time running laps and raising money for the school. Our book fair is in full swing and on 12/15 we will be having a free Family Movie Night. Also on 12/15 the fifth graders will be presenting a Heritage Fair. All students do presentations about their ancestry as part of the Social Studies program.

Our Special Day classes have been participating in the Special Olympics for Bowling, thanks to their APE teacher Ms. Angelle. And our primary teachers participated in a staff development on literacy from Teachers College of Columbia University.

Farallone View Elementary

Farallone View gladly participated in the Night of Lights parade with a float. We had about 25 children ride it and a number of families walked through the parade handing out candy canes. At about half way down the road, we unfortunately ran out of candy but made sure we wished everyone happy holidays. The next morning, we hosted the Holiday Bazar. We had vendors that offered crafts, artwork, sweets, pozole, and tamales. We thank Ms. Yuster, Ms. McCamant, Ms. Dardenelle, and Ms. Preciado for joining us. Farallone View had a group of folklórico dancers, students wearing long and multicolored dresses who performed two lively dances from Mexico. To add more fun, the Susan Hayward school of dance sent a large group of ballerinas who gracefully danced through classical music pieces.

Cunha Intermediate School

To honor our students that reached the honor roll GPA we took them to the Exploratorium which was a success! The 7th and 8th grade basketball season still continues. The Lip Sync performances are coming up, 6th graders will perform on the 21st, the 7th graders on the 20th, and the 8th graders on the 19th. Cunha also had a fundraiser of candy cane grams. Our school dance happened on December 8th and was well attended. Tomorrow December 15th we are having pajama day for the students to show school spirit. The canned food drive will be ending tomorrow. The next dress up date will be December 22nd, which will be ugly sweater day! Lastly, yearbook sale prices will increase on January 1st.

Half Moon Bay High School

Half Moon Bay High school was able to accomplish a lot in a short period of time. Coming back from our Thanksgiving break seniors had to turn in college application to all CSU and UC Schools. To help students relax we had Pajama Day which was a great success. To add to Pajama Day, we also had our yearly Peninsula Wrestling Tournament which went great. Congrats to the Girls Wrestling team for wining first place! Last week we had our 8th grade shadow day which was our last one of the year. This shadow day was truly fantastic because it was on the same day as our outstanding Cougar luncheon. For 8th graders to be able to visit our high school and experience so much in one day is always amazing. More on sports news, the Half Moon Bay Football team is going to State! They will be traveling to San Diego and will compete against Steele Canyon for the State Championship! Today on this date there was a pep rally to wish them good luck. The pep rally had amazing performances by our Half Moon Bay High School Band and Cheer team. We will end the week with an Ugly sweater day and finals will begin the week before winter break.

The Student Board Representative noted a correction regarding a comment he made in the Dec. 6 HMB Review. He said “I want students to be more focused on finals then afraid.” –Cesar Sarabia.

Superintendent:

Superintendent Jane Yuster said she enjoyed the holiday traditional event at Farallone View. It was fantastic! Ms. Yuster said these events remind her of how involved our community is. There were hundreds of people present at this event, showing how integrated our communities are with their schools. Something that should not be taken for granted.

Superintendent Yuster also congratulated the Cougars Football team, 3 time CCS champions with an undefeated season this year. Ms. Yuster wished all staff and faculty well as everyone heads off for winter break and looks forward to seeing everyone in the new year.

15. CONSENT ITEMS

- a. Approve Annual Field Trip for 8th Grade Social Studies Class to Washington DC, February 18-22, 2018
- b. Approve Field Trip for Half Moon Bay High School Future Farmers of America to Seaside, California, January 21-22, 2018
- c. Approve Submission of Algebra I Waiver for SPED Students at Half Moon Bay High School
- d. Approve Certificated Personnel Report
- e. Approve Classified Personnel Report
- f. Approve Behavior Technician Job Description
- g. Accept Donations to Cabrillo Unified School District
- h. Accept Enrollment Report for the Second Month of the 2017-2018 School Year
- i. Approve and Adopt Minutes of November 9, 2017 Regular Governing Board Meeting

Motion to approve consent agenda items as presented made by Member Kirk Riemer and seconded by Member Kimberly Hines.

(M-42) Passed 5-0 with Student Representative voting aye

16. ACTION ITEMS

- a. Approve New Course Proposal for Half Moon Bay High School for the 2018-2019 School Year

Motion to approve the proposed new course proposal at Half Moon Bay High School for the 2018-2019 school year was made by Member Sophia Layne and seconded by Member Kimberly Hines.

(M-43) Passed 5-0 with Student Representative voting aye

b. Approve Annual Measure S Bond Program Report

Motion to approve the annual Measure S Bond Program Report was made by Member Freya McCamant and Member Kirk Riemer.

(M-44) Passed 5-0 with Student Representative voting aye

c. Approve First Interim Budget for 2017-2018

Motion to approve a positive certification for the First Interim Budget for 2017-2018 was made by Member Kimberly Hines and seconded by Member Sophia Layne.

(M-45) Passed 5-0 with Student Representative voting aye

d. Approve a Contract with CAW Architects, Inc. to Design Phase IV of Hatch Elementary School

Motion to approve a contract with CAW Architects, Inc. to design phase IV of Hatch Elementary School was made by Member Sophia Layne and seconded by Member Freya McCamant.

(M-46) Passed 5-0 with Student Representative voting aye

e. Approve Cabrillo Unified School District Governing Board Policy Updates and Adopt the Proposed Revisions as Recommended by the California School Boards Association

Motion to approve BP 0100, 0400, 1113, 2140, 4112.61, 5116.6, and BB 9121, 9220 was made by Member Kimberly Hines and seconded by Member Kirk Riemer.

(M-47) Passed 5-0 with Student Representative voting aye

17. ADJOURNMENT OF THE MEETING

Motion to adjourn made by Member Kimberly Hines and seconded by Member Sophia Layne.

(M-48) Passed 5-0 with Student Representative voting aye

Meeting was adjourned at 8:46 p.m.

Minutes prepared by Patricia Serrano, Administrative Assistant to the Superintendent

Minutes presented by Jane Yuster, Secretary to the Governing Board

Certified by:

Kimberly Hines
Clerk to the Governing Board

Date