Governing Board Meeting (Adopted) Minutes

CABRILLO UNIFIED SCHOOL DISTRICT
District Office Board Room
498 Kelly Avenue, Half Moon Bay, CA 94109
December 13, 2018 7:00 PM
(Closed Session 6:00 PM)

Board Members Present:	Mr. Rob Pappalardo, President Ms. Sophia Layne, Vice President Ms. Kimberly Hines, Clerk to the Governing Board Dr. Kirk Riemer, Ph.D., Member Ms. Freya McCamant, Member Ms. Mary Beth Alexander, Member Elect
Board Member Absent:	Ms. Lizet Cortes, Member Elect
Administrators at the Table:	Ms. Jane Yuster, Superintendent Ms. Joy Dardenelle, Assistant Superintendent Dr. Holly Wade, Ph.D., Assistant Superintendent Ms. Crystal Leach, Chief Business Official
Student Board Representative:	Miss Lauren DuBose absent
Honored Guest:	Ms. Nancy Magee, County Superintendent of Schools, San Mateo County Office of Education

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

2. **ROLL CALL / QUORUM**

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

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

4. **RECESS TO CLOSED SESSION – 6:03 P.M.**

5. **RECONVENE OPEN SESSION – 7:02 P.M.**

6. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by retiring Board Member Dr. Kirk Riemer.

7. **STUDENT / STAFF / COMMUNITY RECOGNITION**

Representative from Senator Jerry Hill's Office, Joan Dentler, Field Representative, and Representative from Assemblymember Marc Berman's Office, Ellen Kamei, District Director, came to honor outgoing Board Members Dr. Kirk Riemer, Rob Pappalardo, and retiree Ms. Patricia Serrano with a California Legislature Resolution.

8. **OATH OF OFFICE**

San Mateo County Superintendent of Schools, Ms. Nancy Magee, officiated the swearing in ceremony for newly elected Member Ms. Mary Beth Alexander.

President Rob Pappalardo called for a 10 minutes recess at 7:22 P.M.
Vice President Sophia Layne reconvened at 7:32 P.M.

9. **ADOPTION OF AGENDA AS PRESENTED / AMENDED**

Motion to approve the agenda as presented by Member Freya McCamant and seconded by Member Kimberly Hines.

(M-38) Passed 4-0 voting aye
Member Lizet Cortes absent

10. **GOVERNING BOARD REORGANIZATION**

Vice President Sophia Layne requested a motion to defer items #7 through 15 of agenda item 10.a to the January 2019 Board Meeting.

Motion to defer items #7 through 15 of agenda item 10.a to the January 2019 Board Meeting made by member Kimberly Hines and seconded by Member Mary Beth Alexander.

(M-39) Passed 4-0 voting aye
Member Lizet Cortes absent

a. Hold Elections to Determine Governing Board Officers and Designate Governing Board Representatives/Appointees for 2019

1. President – Sophia Layne

Motion to nominate Ms. Sophia Layne as President to the Governing Board for the 2019 school year was made by Member Freya McCamant and seconded by Member Mary Beth Alexander.

(M-40) Passed 4-0 voting aye

Roll Call:
Ms. Sophia Layne-aye
Ms. Kimberly Hines-aye
Member Lizet Cortes-absent
Ms. Mary Beth Alexander-aye
Ms. Freya McCamant-aye

2. Vice-President – Kimberly Hines

Motion to nominate Ms. Kimberly Hines as Vice-President to the Governing Board for the 2019 school year was made by Member Freya McCamant and seconded by Member Mary Beth Alexander.

(M-41) Passed 4-0 voting aye.
Roll Call:
Ms. Sophia Layne-aye
Ms. Kimberly Hines-aye
Member Lizet Cortes-absent
Ms. Mary Beth Alexander-aye
Ms. Freya McCamant-aye

3. Clerk to the Governing Board – Lizet Cortes

Motion to nominate Ms. Lizet Cortes as Clerk to the Governing Board for the 2019 school year was made by Member Freya McCamant and seconded by Member Kimberly Hines.

(M-42) Passed 4-0 voting aye.
Roll Call:
Ms. Sophia Layne-aye
Ms. Kimberly Hines-aye
Member Lizet Cortes-absent
Ms. Mary Beth Alexander-aye
Ms. Freya McCamant-aye

4. Appointed Secretary to the Governing Board – Jane Yuster

President Sophia Layne 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 Kimberly Hines and seconded by Mary Beth Alexander.

(M-43) Passed 4-0 voting aye
Member Lizet Cortes absent

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 Sophia Layne, Vice President: Kimberly Hines, Clerk to the Governing Board: Lizet Cortes and Secretary to the

Governing Board: Superintendent Jane Yuster for the 2019 school year was made by Freya McCamant and seconded by Member Kimberly Hines.

(M-44) Passed 4-0 voting aye
Member Lizet Cortes absent

6. Board Spokesperson – Ms. Sophia Layne, Governing Board President

Motion to nominate Ms. Sophia Layne as Governing Board Spokesperson for the 2019 school year was made by Member Kimberly Hines and seconded by Member Mary Beth Alexander.

(M-45) Passed 4-0 voting aye
Member Lizet Cortes absent

b. Approve and Adopt the 2019 Governing Board Meeting Calendar as Required by Board Bylaws 9100

Motion to approve the Governing Board Meeting Calendar for 2019 as presented was made by Member Freya McCamant and seconded by Member Kimberly Hines.

Member Freya McCamant requested to moved February 14, 2019 meeting to February 13, 2019. Member Kimberly Hines requested to move the May 9, 2019 meeting to May 16, 2019 and the November 14, 2019 meeting to November 7, 2019.

Motion to approve the Governing Board Meeting Calendar for 2019 as amended was made by Member Kimberly Hines and seconded by Member Mary Beth Alexander.

(M-46) Passed 4- 0 voting aye
Member Lizet Cortes absent

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 2019

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 Freya McCamant and seconded by Member Kimberly Hines.

(M-47) Passed 4 - 0 voting aye
Member Lizet Cortes absent

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

None

12. **REPRESENTATIVE REPORTS**

a. CUTA Representative

President Sean Riordan welcomed new Board Member Mary Beth Alexander and congratulated Member Freya McCamant on her reelection. President Riordan thanked Mr. Rob Pappalardo, Dr. Kirk Riemer for their service and recognized Ms. Patricia Serrano in her retirement. President Riordan also said he hoped the Board would approve the CUTA Sunshine letter.

13. **REPORTS / INFORMATION / PRESENTATIONS**

a. Receive Report on Cabrillo Unified School District's Music Program

Ms. Joy Dardenelle, Assistant Superintendent, Curriculum and Instruction, and Mr. Walter Anderson, Music Teacher and Band Director of Half Moon Bay High School, presented a report on the Cabrillo Unified School District's Music Program

b. Receive Report on the Strategic Education Plan Goals 3 and 4 Update

Ms. Joy Dardenelle, Assistant Superintendent, Curriculum and Instruction, presented a report on the Strategic Education Plan Goals 3 and 4 Update

c. Receive Report on School Plan for Student Achievement for Elementary School Sites

Ms. Irene Preciado, Director of Categorical Programs, Mr. David Porcel, Principal of Hatch Elementary School, Ms. Martha Ladd, Principal of El Granada Elementary School, Mr. Cesar Gaytan, Principal of Farallone View Elementary School and Ms. Diane Siegel, Principal of Kings Mountain Elementary School, presented a report on School Plan for Student Achievement for Elementary School Sites

d. Receive First Interim Budget Report

Ms. Crystal Leach, Chief Business Official, presented to the Governing Board the First Interim Budget report.

14. **DISCUSSION ITEMS**

a. None

15. **COMMUNICATIONS**

a. Board Members

Member Freya McCamant thanked Dr. Kirk Riemer for his 12 years of mentoring and wonderful insight and also thanked Mr. Rob Pappalardo for his dedication to the Parcel Tax and Bond Measure campaigns. Ms. Freya McCamant thanked Ms. Patricia Serrano for her years of service to the District and wished for her to enjoy her retirement. Ms. Freya McCamant also thanked all those who voted for her and congratulated Ms. Mary Beth Alexander and Ms. Lizet Cortes.

Vice President Kimberly Hines thanked Ms. Joy Dardenelle and Mr. Walter Anderson for their presentation on the District Music Program and said she admires the teachers for all the efforts done supporting music. She also thanked Mr. Sean Riordan and Mr. Walter Anderson for the invitation to the Half Moon Bay High School Open Studio Night. Ms. Kimber Hines congratulated Ms. Mary Beth Alexander and welcomed her to the Board.

Member Mary Beth Alexander thanked everyone for the warm welcome.

President Sophia Layne thanked Mr. Rob Pappalardo and Dr. Kirk Riemer for their years of passion and commitment to serve our students and school community in their voluntary roles. Ms. Sophia Layne welcomed Ms. Mary Beth Alexander and Ms. Lizet Cortes to the Board. Ms. Sophia Layne thanked Ms. Patricia Serrano for her service and welcomed Ms. Rosibel Acosta. President Layne reported that she attended the Presidents' Day CSBA Conference in November.

b. Student Board Member

Student Board Representative absent. The following report was submitted:

Half Moon Bay High School
As always, there is plenty of exciting event happening at Half Moon Bay High School. The spring musical, Mamma Mia, has been cast and rehearsals will start in January. We hosted the annual Peninsula wrestling tournament at our school, and our wrestlers did phenomenally. Our last eighth grade shadow day was this previous Monday. Our music department presented their talent in the winter music concert on Wednesday. Students are preparing to take final exams next week. Half Moon Bay High School wishes everyone the happiest of holidays and a wonderful new year!

Hatch Elementary School
Jog-a-Thon was a huge success. Students, parents, teachers, and community members were able to participate in one of the biggest fundraisers for our school. Firefighters attended both rounds for lower and upper grades. They dedicated the first lap to the victims and families affected by the devastating fires the happened the last month in California. A huge thank you to our PTO, SIPA, and ELAC parents for their support, effort, and the countless hours dedicated to putting this event together.

Coffee with the Principal was held last Thursday. It was very well attended. Parents received updates about school curriculum and online reading programs. Also, Hatch administration shared with parents valuable information about how to prevent Cyber-bullying. The attendees received pamphlets and a magnet with information about the prevention of this type of bullying. Hatch Opera took place last week at the MPR. Students had the opportunity to perform twice: one for upper grades and one for lower grades. It was a great success. We would like to thank Ms. Steward, Ms. Meyer, and Ms. Wallace for getting the students ready and their time at the rehearsals.

We wish everybody Happy Holidays and Happy New Year 2019!

El Granada Elementary School
El Granada 5th graders raised over $800 for the victims of the Campfire. Funds are being donated to the Salvation Army of Butte County. Yesterday we held our second literacy event this year. This time our parent engagement team presented engaging tools to families so they can help their children with reading at home. Our PTO book fair has been a great success. Our parents always go the extra mile for our school. Tomorrow our 5th graders are putting on a heritage fair. Each student has prepared a history of their family, culture, and traditions. You are all welcome to come and learn about our families and their history. The fair begins at 8:30 in the multi-purpose room.

Kings Mountain Elementary School
Another busy month has flown by at Kings Mountain School! This week, Half Moon Bay History Association brought their engaging interactive historical program to our 2/3 class with a blend of history talks and related activities. Students made corn husk dolls and cattle brands amongst many

educational and engaging activities. Kings Mountain School families celebrated Half Moon Bay's annual Night of Lights! Families participated in the parade with a float built and created by parent Nate Stariha. Students decorated the float with handprint snowflakes and New Year wishes. Our two nominees for Prince and Princess, outstanding KMES citizens, Travis and Eleanor, were crowned as part of the royal court and rode in the parade as well. Clean air and a break in the rainy weather, KM was finally able to gather together to celebrate Stone Soup after Thanksgiving Break. In the morning, students chopped and prepared vegetables working with Chef Shaun Fung to make our soup. A magical stone found in the neighboring forest was the first ingredient. Students created table settings, decorated tables, and each class interpreted the story of Stone Soup in performances. Students, staff and their families then feasted on soup along with Assistant Superintendent Holly Wade and Mike Cary Personnel Technician. By working together, with everyone contributing what they can, a greater good is achieved as well as a great time.

Farallone View Elementary School

The Holiday Bazaar at Farallone View is a tradition that goes back almost four decades. We held the most recent one on December 1st. This is a time to bring together local artists, bakers, Coastside vendors, student dancers, kid friendly activities, and hundreds of families, while we fundraise for our school. This year, we proudly featured a cookie baking contest in which Superintendent Yuster was one of the judges. If you have any questions about her culinary tasting experience, please talk to her. As an addition to our artistic experience, Ms. Scarpaci happily prepared and offered an opera assembly on Dec. 4, where our students had the opportunity to sing side by side with SF professionals. This Sunday, we will have a ribbon cutting ceremony at 10 am to celebrate the naming of our Raye Furst Garden. Raye was a longtime teacher at FV who after many years of service passed after a long battle against cancer. Her immediate family and extended FV family will be there to honor her. You are welcome to join us.

c. Superintendent

Superintendent Jane Yuster attended the Half Moon Bay High School Winter Concert clearly observing how Mr. Walter Anderson is admired by students and school community. Ms. Jane Yuster also attended the Literacy Night at the school sites and visited the Scholastic Book Sale at El Granada Elementary School. Ms. Jane Yuster thanked Rob Pappalardo and Dr. Kirk Reimer for their contribution to the District. She also congratulated Ms. Freya McCamant, Ms. Mary Beth Alexander and Ms. Lizet Cortes for their elections to the Board. Ms. Jane Yuster thanked Ms. Patricia Serrano for her service and wished her well in her retirement.

16. **CONSENT ITEMS**

a. Ratify Field Trip Approval for Cunha Boys Basketball Team to San Andreas, California, December 8 - 9, 2018

b. Approve Field Trip for Cunha Boys Basketball Team to South Lake Tahoe, California, January 15 - 18, 2019

c. Approve Certificated Personnel Report

d. Approve Classified Personnel Report

e. Accept Donations to Cabrillo Unified School District

f. Accept Enrollment Report for the Third Month of the 2018-2019 School Year

g. Approve the Renewal of the Term of the Superintendent's Contract
h. Approve and Adopt Minutes of November 8, 2018, Regular Governing Board Meeting

Motion to approve consent agenda items as presented made by Member Kimberly Hines and seconded by Member Mary Beth Alexander.

(M-48) Passed 4 - 0 voting aye
Member Lizet Cortes absent

17. **ACTION ITEMS**

a. Approve School Plan for Student Achievement for Elementary School Sites

Motion to approved School Plan for Student Achievement for Elementary School Sites was made by Freya McCamant and seconded by Mary Beth Alexander.

(M-49) Passed 4 - 0 voting aye
Member Lizet Cortes absent

b. Approve 2019-20 and 2020-21 Student/Teacher Calendars

Motion to approved the 2019-20 and 2020-21 Student/Teacher Calendars was made by Kimberly Hines and seconded by Freya McCamant.

(M-50) Passed 4 - 0 voting aye
Member Lizet Cortes absent

At 9:43 P.M. President Sophia Layne requested motion to continue pass the 10:00 PM curfew. Motion made by Freya McCamant and seconded by Kimberly Hines

(M-51) Passed 4 - 0 voting aye
Member Lizet Cortes absent

c. Hold Public Hearing for Contract Initial Proposals as Submitted by Cabrillo Unified School District and the Cabrillo Unified Teachers' Association

President Sophia Layne opened Public Hearing at 9:45 P.M.

Hearing no comments from the public.

Hearing was closed at 9:46 PM.

d. Appoint New Members to the Bond Citizens' Oversight Committee

Motion to approve appointment new members as follow; Lisa Zanette, James Marsh, Leni Liakos, Abe Jimenez and Zachary Bennington. Current Citizens' Oversight Committee members are; Mike Alifano, Diane Brosin, Naomi Patridge and Charmion Donegan was made by Member Kimberly Hines and seconded by Mary Beth Alexander.

(M-52) Passed 4 - 0 voting aye

Member Lizet Cortes absent

e. Receive the Measure B Parcel Tax Annual Report

Motion to accept the Measure B Parcel Tax Annual report was made by Mary Beth Alexander and seconded by Kimberly Hines.

(M-53) Passed 4 - 0 voting aye
Member Lizet Cortes absent

f. Approve First Interim Budget Report

Motion to approve the First Interim report was made by Freya McCamant and seconded by Kimberly Hines

(M-54) Passed 4 - 0 voting aye
Member Lizet Cortes absent

g. 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 the Cabrillo Unified School District Governing Board Policy 6174 and Bylaw 9110 updates and adopt the proposed revisions as recommended by the California School Boards Association was made by Mary Beth Alexander and seconded by Freya McCamant.

(M-55) Passed 4 - 0 voting aye
Member Lizet Cortes absent

President Sophia Layne adjourned open session at 10:02 PM stating that they will return to closed session.

18. **RETURN TO CLOSED SESSION (IF NECESSARY)**

The Governing Board met in closed session from 10:02 PM to 10:11 PM.

No action was taken.

19. ADJOURNMENT OF THE MEETING

Motion to adjourn made by Member Kimber Hines and seconded by Member Freya McCamant.

(M-56) Passed 4 - 0 voting aye
Member Lizet Cortes absent

Meeting was adjourned at 10:11 PM.

Minutes prepared by Rosibel Acosta, Administrative Assistant to the Superintendent

Minutes presented by Jane Yuster, Secretary to the Governing Board

Certified by:

_____ _____

Lizet Cortes Date
Clerk to the Governing Board