Governing Board Meeting Agenda

(Adopted) Meeting Minutes

CABRILLO UNIFIED SCHOOL DISTRICT

Public Session: Thursday, April 8, 2021 • 6:00 PM • Via Zoom: https://cabrillok12.zoom.us/j/99135905009

Board Members Present:	Ms. Lizet Cortes, President Ms. Mary Beth Alexander, Vice President Ms. Freya McCamant, Clerk to the Governing Board Ms. Sophia Layne, Member Ms. Kimberly Hines, Member
Administrators Present:	Dr. Sean McPhetridge, Ed.D., Superintendent Dr. Leticia Bhatia, Ed.D., Assistant Superintendent Mr. J Jesús Contreras, Chief Business Officer
Student Board Representative Present:	Miss Caroline Dodge, Student Board Representative (joined the meeting at 6:55 PM)

1. CALL TO ORDER

a. Public Session – 6:04 PM – Welcome

1. Roll Call / Quorum

Ms. Lizet Cortes, President
Ms. Mary Beth Alexander, Vice President
Ms. Freya McCamant, Clerk to the Governing Board
Ms. Sophia Layne, Member
Ms. Kimberly Hines, Member

2. Pledge of Allegiance

President Lizet Cortes led the Pledge of Allegiance.

2. APPROVAL OF AGENDA

Motion to approve the agenda, as presented, was made by Member Sophia Layne and seconded by Member Kimberly Hines.

ROLLCALL
Ms. Lizet Cortes, President – aye
Ms. Mary Beth Alexander, Vice President – aye
Ms. Freya McCamant, Clerk to the Governing Board – aye
Ms. Sophia Layne, Member – aye
Ms. Kimberly Hines, Member – aye

(M-41) Passed 5-0

3. COMMUNICATIONS

a. Public Comments

None.

b. Employee Organizations Report

1. CUTA Representatives

CUTA Co-President Sean Riordan said that now that students and teachers are back in the classrooms, teachers reported that students are enthusiastic and eager. Mr. Riordan also said that it is important to acknowledge teachers, administrators, and classified staff for their hard work on this return to schools. Mr. Riordan said that unrepresented hourly staff needs to be compensated at the Half Moon Bay rate. Lastly, Mr. Riordan asked the Board to be on the lookout for the CUTA communication regarding the cancelation of arbitration.

2. CSEA Representatives

CSEA President Stig Lynne shared that CSEA members have worked hard to get everything ready for students to return to school. Mr. Lynne also shared that the unrepresented hourly yard duty supervisors will be able to join CSEA and receive the benefits of the membership, including being represented by CSEA. Lastly, Mr. Lynne thanked the leadership administrators for their job and open communication with CSEA.

c. Board Members Report

Member Sophia Layne said the return to schools is a big step for the district and thanked everybody involved in the planning and the implementation. Member Layne also said she is thankful for the proclamation that would be presented tonight because this represents the steps the district is taking regarding equity. To conclude, Member Layne shared that she was appointed to the Delegate Assembly for the California Schools Board Association as a representative of District 5, San Mateo and San Francisco Counties.

Member Kimberly Hines expressed that it was nice to know that students went back to school this week and that although this might be perfect, the district is moving in the right direction. Member Hines said that the Board has a wonderful agenda that includes an item about unrepresented hourly employees' compensation, followed by the item related to the Half Moon Bay High School and El Granada Elementary school improvements.

Member Freya McCamant said she would like to echo the appreciation for staff, teachers, and administrators who made it possible to return to schools. Member McCamant also shared that she attended the CSBA Legislative Action Day via Zoom. To end, Member McCamant said she feels very proud of the Half Moon Bay High School students that collaborated with the Environmental Committee and would be presenting the Earth Day Proclamation tonight.

Member Mary Beth Alexander thanked staff how they worked very hard to bring students back to the classrooms. Member Alexander also talked about the proposal being put together about unused properties and hopes the district can hire someone to help with it.

President Lizet Cortes also said she echoes the gratitude to the staff behind the scenes and in the front line that made possible a safe return to school. President Cortes stressed the importance of tonight's agenda because it includes a recognition to staff and a students' presentation. President Cortes said that it is very important to recognize all the great people who contribute to this district. To end, President Cortes shared that she attended a Main Street Apartments food drive and that it was a significant step to start a good relationship with the community and communication with the families.

d. Student Board Representative Report

Student Board Representative Caroline Dodge presented the schools' report at 7:39 PM (after item 5.g.)

e. Superintendent Report

Superintendent Dr. Sean McPhetridge said it was great to see Transitional Kindergarten, Kindergarten, 1st, and 6th grades back. Superintendent McPhetridge thanked the staff, administrators, parents, students, PTO leaders, and district partners who stepped up to make it possible.

Superintendent McPhetridge acknowledged Mr. Riordan's comment related to unrepresented hourly compensation and noted that the administration is presenting a recommendation to the Board later in the meeting that addressed this concern. Superintendent McPhetridge clarified that school districts are not required to follow local ordinances, but the district agreed that an increase needed to happen to show parity for all employee groups receiving raises.

4. CONSENT AGENDA

a. Approval of the Certificated Personnel Report
b. Approval of the Classified Personnel Report
c. Approval of Donations to Cabrillo Unified School District
d. Approval to Hire Architectural Services
e. Approval of Quarterly Report on Williams Uniform Complaints (Education Code §35186)

Motion to approve consent items as amended was made by Member Freya McCamant and seconded by Member Mary Beth Alexander.

ROLLCALL
Ms. Lizet Cortes, President – aye
Ms. Mary Beth Alexander, Vice President – aye
Ms. Freya McCamant, Clerk to the Governing Board – aye
Ms. Sophia Layne, Member – aye
Ms. Kimberly Hines, Member – aye

(M-42) Passed 5-0

5. GENERAL BUSINESS

a. Staff Recognition - District Reading Intervention Program: Rachael Sage, Nicole Robinson, Shannon Murray, Ana Leyva, Kathleen Roper, and Laura Butterfoss – Revised

Leticia Bhatia, Ed.D., Assistant Superintendent, Curriculum and Instruction, and Martha Ladd, Director of Education Support Services, recognized Rachael Sage, Nicole Robinson, Shannon Murray, Ana Leyva, Kathleen Roper, and Laura Butterfoss for their creativity and support in the reading intervention for TK-8 students and teachers.

b. Staff Recognition - Pilarcitos High School Teaching Staff Lizeth Bendaña, Dudley Hughes, and Courtney Parreira

Superintendent Dr. Sean McPhetridge, on behalf of Jason Owens, Director of Personnel and Pupil Services, recognized Lizeth Bendaña, Dudley Hughes, and Courtney Parreira for their adaptability, determination, and compassion in implementing the independent and home study programs during the COVID-19 pandemic.

c. Adoption of Proclamation Recognizing April as National Autism Acceptance and Inclusion Month

Motion to adopt Proclamation Recognizing April as National Autism Acceptance and Inclusion Month was made by Member Kimberly Hines and seconded by Member Freya McCamant.

ROLLCALL
Ms. Lizet Cortes, President – aye
Ms. Mary Beth Alexander, Vice President – aye
Ms. Freya McCamant, Clerk to the Governing Board – aye
Ms. Sophia Layne, Member – aye
Ms. Kimberly Hines, Member – aye

(M-43) Passed 5-0

d. Adoption of Proclamation Recognizing May as Jewish American Heritage Month

Motion to adopt Proclamation Recognizing May as Jewish American Heritage Month was made by Member Kimberly Hines and seconded by Member Mary Beth Alexander.

ROLLCALL
Ms. Lizet Cortes, President – aye
Ms. Mary Beth Alexander, Vice President – aye
Ms. Freya McCamant, Clerk to the Governing Board – aye
Ms. Sophia Layne, Member – aye
Ms. Kimberly Hines, Member – aye

(M-44) Passed 5-0

e. Adoption of Proclamation Recognizing May as Asian American and Pacific Islander Heritage Month

Motion to adopt Proclamation Recognizing May as Asian American and Pacific Islander Heritage Month was made by Member Sophia Layne and seconded by Member Freya McCamant.

ROLLCALL
Ms. Lizet Cortes, President – aye
Ms. Mary Beth Alexander, Vice President – aye
Ms. Freya McCamant, Clerk to the Governing Board – aye
Ms. Sophia Layne, Member – aye
Ms. Kimberly Hines, Member – aye

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

f. Adoption of Resolution No. 05-21, Supporting People of Asian Ancestry and Condemning Harassment, Violence, and Hatred Toward People of Asian Descent

Motion to adopt Resolution No. 05-21, Supporting People of Asian Ancestry and Condemning Harassment, Violence, and Hatred Toward People of Asian Descent was made by Member Kimberly Hines and seconded by Member Mary Beth Alexander.

ROLLCALL
Ms. Lizet Cortes, President – aye
Ms. Mary Beth Alexander, Vice President – aye
Ms. Freya McCamant, Clerk to the Governing Board – aye
Ms. Sophia Layne, Member – aye
Ms. Kimberly Hines, Member – aye

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

g. Adoption of Proclamation Designating April 22 as Earth Day

Motion to adopt Proclamation Designating April 22 as Earth Day was made by Member Freya McCamant and seconded by Member Kimberly Hines.

ROLLCALL
Ms. Lizet Cortes, President – aye
Ms. Mary Beth Alexander, Vice President – aye
Ms. Freya McCamant, Clerk to the Governing Board – aye
Ms. Sophia Layne, Member – aye
Ms. Kimberly Hines, Member – aye

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

At 7:39, President Cortes raised a Point of Privilege to allow Student Board Member Caroline Dodge to provide this month's schools report. Student Board Representative Caroline Dodge provided the Board and public an update on Half Moon Bay High School, Farallone View Elementary, El Granada Elementary, and Cunha Intermediate School events and activities.

h. Approve Proclamation Endorsing May as Employee Appreciation Month

Motion to adopt Proclamation Endorsing May as Employee Appreciation Month was made by Member Freya McCamant and seconded by Member Kimberly Hines.

ROLLCALL
Ms. Lizet Cortes, President – aye
Ms. Mary Beth Alexander, Vice President – aye
Ms. Freya McCamant, Clerk to the Governing Board – aye
Ms. Sophia Layne, Member – aye
Ms. Kimberly Hines, Member – aye

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

i. Update on CUSD's Opening of Schools Plan

Leticia Bhatia, Ed.D., Assistant Superintendent, and J Jesús Contreras, Chief Business Officer, provided an update on the Opening of Schools Phase II for TK-12 grades.

j. Overview of Summer School 2021

Leticia Bhatia, Ed.D., Assistant Superintendent, J Jesús Contreras, Chief Business Officer, and Debbie Silveria, Kings Mountain Site Coordinator and Summer School District Leader, provided an overview of the goals for summer school programs for the 2020-2021 school year.

k. Approval of Job Descriptions for New Student Data Systems Coordinator, System Administrator, and Systems Support Specialist

Motion to approve the Job Descriptions for New Student Data Systems Coordinator, System Administrator, and Systems Support Specialist was made by Member Kimberly Hines and seconded by Member Sophia Layne.

ROLLCALL
Ms. Lizet Cortes, President – aye
Ms. Mary Beth Alexander, Vice President – aye
Ms. Freya McCamant, Clerk to the Governing Board – aye
Ms. Sophia Layne, Member – aye
Ms. Kimberly Hines, Member – aye

(M-49) Passed 5-0 with Student Representative voting aye

l. Approval of Increase to Non-Bargaining Unit Hourly Salary Schedule

Motion to approve Increase to Non-Bargaining Unit Hourly Salary Schedule was made by Member Freya McCamant and seconded by Member Kimberly Hines.

Paul Harrison, Hatch Noon Duty Supervisor, thanked the Board, Kate Livingstone for reaching out to the Board, and Superintendent McPhetridge for getting this item to the Board. Mr. Harrison shared that being a yard duty is a gratifying job. Mr. Harrison also said that while they have this item on the agenda that would bring their rate slightly above Half Moon Bay's minimum wage, their objective since August has been to have competitive starting pay, a proper pay structure, and an accurate job description.

ROLLCALL
Ms. Lizet Cortes, President – aye
Ms. Mary Beth Alexander, Vice President – aye
Ms. Freya McCamant, Clerk to the Governing Board – aye
Ms. Sophia Layne, Member – aye
Ms. Kimberly Hines, Member – aye

(M-50) Passed 5-0 with Student Representative voting aye

m. Approval of Construction Projects at El Granada Elementary School and Half Moon Bay High School

Motion to approve the Construction Projects at El Granada Elementary School and Half Moon Bay High School was made by Member Kimberly Hines and seconded by Member Sophia Layne.

ROLLCALL
Ms. Lizet Cortes, President – aye
Ms. Mary Beth Alexander, Vice President – aye
Ms. Freya McCamant, Clerk to the Governing Board – aye
Ms. Sophia Layne, Member – aye
Ms. Kimberly Hines, Member – aye

(M-51) Passed 5-0 with Student Representative voting aye

At 9:53 PM, Member Kimberly Hines requested a motion to continue past the 10:00 PM curfew. Member Sophia Layne seconded the motion.

ROLLCALL
Ms. Lizet Cortes, President – aye
Ms. Mary Beth Alexander, Vice President – aye
Ms. Freya McCamant, Clerk to the Governing Board – aye
Ms. Sophia Layne, Member – aye
Ms. Kimberly Hines, Member – aye

(M-52) Passed 5-0 with Student Representative voting aye

n. Public Hearing and Adoption of Resolution Approving the Statement for the Public Textbook and Instructional Incentive Program for the 2020-21 School Year

At 10:12 PM, President Cortes opened the Public Hearing on Adoption of the adoption of Resolution Approving the Statement for the Public Textbook and Instructional Incentive Program for the 2020-21 School Year. Having no comments, the public hearing was closed at 10:13 PM.

Motion to adopt Resolution 06-21 Approving the Statement for the Public Textbook and Instructional Incentive Program for the 2020-21 School Year was made by Member Freya McCamant and seconded by Member Kimberly Hines.

ROLLCALL
Ms. Lizet Cortes, President – aye
Ms. Mary Beth Alexander, Vice President – aye
Ms. Freya McCamant, Clerk to the Governing Board – aye
Ms. Sophia Layne, Member – aye
Ms. Kimberly Hines, Member – aye

(M-53) Passed 5-0 with Student Representative voting aye

o. Approval of Amendments to CUSD-CUTA MOU on Return to School

Motion to approve the amendments to CUSD-CUTA MOU on Return to School was made by Member Freya McCamant and seconded by Member Sophia Layne.

ROLLCALL
Ms. Lizet Cortes, President – aye
Ms. Mary Beth Alexander, Vice President – aye
Ms. Freya McCamant, Clerk to the Governing Board – aye
Ms. Sophia Layne, Member – aye
Ms. Kimberly Hines, Member – aye

(M-54) Passed 5-0 with Student Representative voting aye

8. ADJOURNMENT OF THE MEETING

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

ROLLCALL
Ms. Lizet Cortes, President – aye
Ms. Mary Beth Alexander, Vice President – aye
Ms. Freya McCamant, Clerk to the Governing Board – aye
Ms. Sophia Layne, Member – aye
Ms. Kimberly Hines, Member – aye

(M-55) Passed 5-0 with Student Representative voting aye

The meeting was adjourned at 10:26 PM

Minutes prepared by Rosibel Acosta, Administrative Assistant to the Superintendent

Minutes presented by Sean McPhetridge, Ed.D., Secretary to the Governing Board

Certified by:

_____ _____
Freya McCamant Date
Clerk to the Governing Board
Cabrillo Unified School District