



Annual Organizational and Regular Governing Board Meeting

(Adopted) Meeting Minutes

CABRILLO UNIFIED SCHOOL DISTRICT

Tuesday, December 13, 2022 • 6:00 PM

Cunha Intermediate School • 600 Church Street, Half Moon Bay, California 94019

1. CALL TO ORDER

d. Public Session - 6:00 PM

1. Roll Call / Quorum

Board Members Present:	Mary Beth Alexander, President Sophia Layne, Clerk to the Governing Board Kimberly Hines, Member Lizet Cortes, Member (Arrived at 6:07 PM) Carmen Daniel, Newly Elected Member
Board Members Absent:	Freya McCamant, Outgoing Vice President
Student Board Member Present:	Catalina Gonzalez Johnston
Administrators Present:	Sean McPhetridge, Ed.D., Superintendent J Jesús Contreras, Chief Business Officer Leticia Bhatia, Ed.D., Assistant Superintendent

2. Pledge of Allegiance

Student Board Member Catalina Gonzalez Johnston led the Pledge of Allegiance.

2. APPROVAL OF AGENDA

Member Sophia Layne made a motion to approve the agenda as presented. Motion seconded by Member Kimberly Hines.

(M-108) Passed 3-0 with Student Board Member voting aye

3. ADMINISTRATION OF OATH OF OFFICE BY THE SUPERINTENDENT

Superintendent Dr. Sean McPhetridge officiated the swearing-in ceremony for re-elected Members Mary Beth Alexander and Lizet Cortes and newly elected Member Carmen Daniel.

4. ANNUAL GOVERNING BOARD ORGANIZATION

a. Election of Governing Board Officers to Serve from December 2022 through December 2023

1. President

The motion to elect Member Sophia Layne as President was made by Member Mary Beth Alexander and seconded by Member Kimberly Hines.

(M-109) Passed 5-0 with Student Board Member voting aye

2. Vice President

The motion to elect Member Kimberly Hines as Vice President was made by President Sophia Layne and seconded by Member Mary Beth Alexander.

(M-110) Passed 5-0 with Student Board Member voting aye

3. Clerk to the Governing Board

The motion to elect Member Carmen Daniel as Clerk to the Governing Board was made by Member Kimberly Hines and seconded by President Sophia Layne.

(M-111) Passed 5-0 with Student Board Member voting aye

4. Secretary to the Board

The motion to elect Superintendent Dr. Sean McPhetridge as Secretary to the Governing Board was made by President Sophia Layne and seconded by Member Kimberly Hines.

(M-112) Passed 5-0 with Student Board Member voting aye

5. Authorization of President, Vice President, Clerk to the Governing Board, and/or Secretary as signatories for the Governing Board

The motion to authorize the President, Vice President, Clerk to the Governing Board, and/or Secretary as signatories for the Governing Board was made by Member Kimberly Hines and seconded by President Sophia Layne.

(M-113) Passed 5-0 with Student Board Member voting aye

b. Approval of the Schedule of Regular Governing Board Meetings for the Year 2023

The motion to approve the Schedule of Regular Governing Board Meetings was made by Member Kimberly Hines and seconded by Member Mary Beth Alexander.

(M-114) Passed 5-0 with Student Board Member voting aye

c. Designation of Governing Board Representatives to District-Created Committees and Other Committees/Commissions for the Year 2023

The motion to approve the Governing Board Representatives for the Year 2023 was made by Member Mary Beth Alexander and seconded by Member Lizet Cortes.

(M-115) Passed 5-0 with Student Board Member voting aye

d. Review of Annual Remuneration, Reimbursement, and Other Benefits of Board Members

The motion to approve a five percent (5%) increase to Board Member remuneration was made by Kimberly Hines and seconded by Lizet Cortes.

(M-116) Passed 5-0 with Student Board Member voting aye

4. COMMUNICATIONS

a. Public Comments

Breanna Lafontaine, El Granada School parent, asked the Board as they approved dollars against the bond to inquire about how much uncommitted Bond dollars are left. Breanna Lafontaine said that phase two of El Granada modernization has not yet been approved or budgeted.

The Board received one (1) comment via the Google Public Comment Request form related to this agenda item. To read the full public comment submitted via the Google Public Comment Request form, please follow the link provided below:

https://docs.google.com/spreadsheets/d/1QdwUUBuE7Fg7p8VvKlnTgFvbGdPWt_obn9tJDTY1p14/edit?usp=share_link

b. Employee Organizations Report

CUTA Representatives

Co-President Claudia Lunstroth started by saying CUTA is looking forward to a new year working together toward their common goals. Co-President Lunstroth noted that one of the common goals between CUSD and CUTA is equity and that teachers and counselors are essential to achieving equity in our schools. Co-President Lunstroth spoke about the district reserve and said that the district needs to do right by the students now. Co-President Lunstroth lastly commented on the budget presentation and said that salary increases are still disproportional compared to other districts in the county.

CSEA Representatives

None.

c. Board Members Report

Member Mary Beth Alexander thanked everybody working in education and supporting students. Member Alexander shared that she has been pondering on how to help students before it gets to the point of a problem and that Board Members, teachers, and anyone working with students share this responsibility of helping students succeed and have a good start in life.

Member Kimberly Hines said she concurs with Member Alexander and everything the Board does in service of the students. Member Hines referred to the Budget presentation, provided an overview of LCFF and school funding across the county and state, and said that the comparison is inequitable. Member Hines said they would continue the conversation with Senator Becker's Office and other stakeholders and advocate for more funding for better salaries to make a difference in students' lives.

Member Carmen Daniel thanked the Board and attendees for the warm welcome and said she is looking forward to getting to know everybody: staff, stakeholders, and especially students. Member Daniel shared that she has lots of experience in education, but this is her first time as a Board Member.

Member Lizet Cortes started her report by welcoming new Board Member Daniel and encouraging the Latino community to be present and more involved. Member Cortes thanked the community for the support she receives and said she is blessed and proud to serve as Board Member along amazing people in the district. Member Cortes ended by wishing everybody to continue to have faith and positivity, to take any opportunity to learn and grow, and to support our youth and each other.

President Sophia Layne also welcomed new Board Member Daniel and thanked her for her passion for our students and community. President Layne also thanked Member Alexander and Member Cortes for continuing to serve as Board Members. President Layne said that it is often easy to focus on what is missing and that, as the holidays approach, it is good to remember and have gratitude for how much we have on the Coastside, the beautiful nature, the people, and the culture. President Layne continued sharing that she was part of the unveiling of the ALAS equity bus designed to bring health care and social services to farm workers. Lastly, President Layne said it is important to have an aligned vision of what equity means and quoted the CUSD Equity Statement's imperative of "providing the most useful support for the most critical needs when they are needed." She stated that with the ongoing equity process and strategic planning, she is confident the district will identify improvement opportunities for urgent needs as well as excellence for everybody.

d. Student Board Member Report

Student Board Member Catalina Gonzalez Johnston provided the Board and the public with an update on El Granada Elementary, Farallone View Elementary, Hatch Elementary, Kings Mountain Elementary, Cunha Intermediate, Half Moon Bay High, Pilarcitos High, La Costa Adult School, and Los Listos Preschool's latest events and activities.

e. Superintendent Report

Superintendent Dr. Sean McPhetridge began reporting that he met with ACCEL Consortium leaders (adult school) leaders at La Costa Adult School and thanked Director Drew Gamet for the invitation. Dr. McPhetridge said also that he met with Pilarcitos Principal James Barnes and Lead Teacher Lizeth Bendaña last week. Dr. McPhetridge continued acknowledging Half Moon Bay High School staff in the room and thanked Mr. Olson for leading the ethnic studies adoption. Dr. McPhetridge thanked Doug Machado and Breanna Lafontaine for meeting with him regarding El Granada's modernization, and he noted staff would bring a proposal and estimates for phase two as soon as they receive recommendations from architects. Dr. McPhetridge also acknowledged and thanked all other attendees in the room.

Dr. McPhetridge provided an overview of the items on the consent agenda, including the Future Farmers of America Field Trips, the Half Moon Bay High School text adoptions, the campus security assistants reclassification and salary increase, the approval of the temporary food transportation duty to transport meals to King Mountain School as part of the California Universal Meals program, an increase to the adult education teacher hourly rate, and the approval of the AT&T tower at Half Moon Bay High School.

Dr. McPhetridge ended his comments by expressing his gratitude to CUSD partners and community members and wished everyone happy holidays.

5. CONSENT AGENDA

- a. Approval of Half Moon Bay High Future Farmers of America Field Trip to Red Bluff and Chico, California – January 14-15, 2023
- b. Approval of Half Moon Bay High Future Farmers of America Field Trip to Monterey, California – January 20-21, 2023
- c. Approval of Digital Art & Design II and Text Adoption for 2023-24
- d. Approval of Agricultural Communications and Leadership Course and Text Adoption for 2023-24
- e. Approval of Certificated Personnel Report
- f. Approval of Classified Personnel Report
- g. Approval of Campus Security Assistant Reclassification
- h. Approval of Temporary Food Transportation Duties
- i. Approval of Increase to Adult Education Teacher Hourly Rate
- j. Approval of Warrant Register Report
- k. Approval of AT&T Communication Tower at HMBHS Update
- l. Approval of Best Roofing Change Order Requests Above 10% of the Original Contract Amount
- m. Approval of Developer Fees Report for the Fiscal Year 2021-2022
- n. Approval of Regular Governing Board Meetings Minutes

Member Kimberly Hines made a motion to approve the Consent Agenda. Motion seconded by Member Mary Beth Alexander.

ROLLCALL

Sophia Layne, President – aye
Kimberly Hines, Vice President – aye
Carmen Daniel, Clerk to the Governing Board – aye
Lizet Cortes, Member – aye
Mary Beth Alexander, Member – aye

(M-117) Passed 5-0 with Student Board Member voting aye

6. GENERAL BUSINESS

a. Pilarcitos High School Presentation and WASC Accreditation Update

Coordinator of Student Services and Pilarcitos High School principal James Barnes and Pilarcitos High School Lead Teacher Lizeth Bendaña provided an overview of site-based programs and services and an update on the WASC Accreditation process.

b. Public Hearing and Presentation of Ethnic Studies Course and Text Adoption for 2023-24

Half Moon Bay High School History Social Science Department Lead Patrick Olson presented to the Board an overview of the Ethnic Studies Course and Text Adoption for 2023-24 for Half Moon Bay High School.

At 8:12 PM, President Layne opened the Public Hearing on the Ethnic Studies Course and Text Adoption.

The Board received two (2) comments via the Google Public Comment Request form related to this agenda item. To read the full public comment submitted via the Google Public Comment Request form, please follow the link provided below:

https://docs.google.com/spreadsheets/d/1QdwUUBuE7Fg7p8VvKlnTgFvbGdPWt_obn9tJDTY1p14/edit?usp=share_link

The hearing was closed at 8:16 PM.

c. Approval of the Measure M Facility Bond and Parcel Tax Citizens' Oversight Committee 2021-22 Annual Report

Measure M Bond & Parcel Tax Citizen's Oversight Committee Chair Mike Alifano provided an overview of the Annual Report of Measure M Facility Bond and Parcel Tax Citizens' Oversight Committee.

Member Lizet Cortes motioned to approve the 2021-22 Measure M Facility Bond and Parcel Tax Citizens' Oversight Committee Annual Report. Motion seconded by President Sophia Layne.

(M-118) Passed 5-0

d. Approval of First Interim Financial Report: Fiscal Year 2022-23

Member Lizet Cortes motioned to approve the First Interim Financial Report for Fiscal Year 2022-23. Motion seconded by Member Kimberly Hines.

(M-119) Passed 5-0

8. ADJOURNMENT OF THE MEETING

The motion to adjourn the meeting was made by Member Mary Beth Alexander and seconded by Member Kimberly Hines.

(M-120) Passed 5-0 with Student Board Member voting aye

The meeting was adjourned at 9:42 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:

Carmen Daniel
Clerk to the Governing Board

Date