Regular Governing Board Meeting

(Adopted) Meeting Minutes

CABRILLO UNIFIED SCHOOL DISTRICT

Thursday, June 22, 2023 • Public Session: 6:00 PM
Cunha Intermediate School • 600 Church Street, Half Moon Bay, California 94019

1. OPENING BUSINESS

a. Call Public Session to Order – 6:02 PM

b. Roll Call / Quorum

Board Members Present:	Sophia Layne, President Kimberly Hines, Vice President Carmen Daniel, Clerk Lizet Cortes, Member (Arrived at 6:04 PM) Mary Beth Alexander, Member
Administrators Present:	Sean McPhetridge, Ed.D., Superintendent Leticia Bhatia, Ed.D., Assistant Superintendent J Jesús Contreras, Chief Business Officer

c. Pledge of Allegiance

Board President Sophia Layne led the Pledge of Allegiance.

2. APPROVAL OF AGENDA

President Layne motioned to amend the agenda as follows: Move item 4.f to the end of the General Business section and 4.k to the beginning of the General Business section for a separate discussion. Motion seconded by Member Kimberly Hines.

(M-61) Passed 5-0

3. COMMUNICATIONS

a. Public Comments

None.

b. Employee Organizations Report

CUTA Representatives

The Board received the CUTA Employee Organizations Report via the Google Public Comment Request form. To read the report, please follow the link provided below:

https://docs.google.com/spreadsheets/d/1nUs22cDynIH5lvcHkys9-m5GXX6n55Vf43YczWOBt1s/edit?usp=sharing

CSEA Representatives

None.

c. Board Members Report

Member Mary Beth Alexander referred to tonight's agenda and talked about the Equity Audit and said this information is important to have going forward. Member Alexander said there is much more work to do for struggling students not being served. Member Alexander thanked the staff for their hard work.

Member Lizet Cortes encouraged the families to attend the Board meetings and reminded them that there is always staff available to help with interpretation or provide any help with translation. Member Cortes thanked attendees for participating in the meeting and wished them a nice summer.

Member Kimberly Hines thanked participants in the room and those watching online. Member Hines reminded attendees that the Board cannot engage in conversations with speakers and encouraged them to reach out to Board members with any questions.

Member Carmen Daniel thanked everybody for attending the meeting and thanked staff for their hard work in the summer school. Member Daniel wished all a happy June solstice.

President Sophia Layne shared an excerpt from a book she is reading on high conflict. President Layne said that as a community this size, people have the power, with all their differences, to be mindful and cautious but also to harness the power in our differences, diversity, and rich perspectives.

d. Superintendent Report

Superintendent Dr. Sean McPhetridge reminded people that the Board will hold a special meeting on Friday, June 23, 2023, to review the Strategic Plan Focus Group recommendations. McPhetridge provided an overview of all Items in the Consent Agenda and General Business section. Dr. McPhetridge wished everybody a pleasant July and said that coming back in August there will be a lot of issues that the district needs to address as a community and as a district.

4. CONSENT AGENDA

a. Approval of Half Moon Bay High Future Farmers of America Field Trip to the California Youth Ag Expo, Tulare, California, August 4-6, 2023
b. Approval of Half Moon Bay High Future Farmers of America Officer Retreat to Citrus Heights, California, August 7-9, 2023
c. Approval of the 2023-2024 Consolidated Application
d. Adoption of Earth and Space Sciences Consumable Text for Half Moon Bay High School
e. Approval of Distribution/Disposal of Obsolete Textbooks at Various Schools
g. Approval of the Certificated Personnel Report
h. Approval of the Classified Personnel Report
i. Approval of Summer Custodial Cleaning Services Proposal
j. Approval of 2023-24 Chromebooks - Instructional Materials
l. Approval of Proposal for Construction Program Consulting – CUSD Bond Program
m. Approval of Quarterly Report on Williams Uniform Complaints
n. Approval of Regular and Special Governing Board Meetings Minutes

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

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

(M-62) Passed 5-0

5. GENERAL BUSINESS

4.k Approval of Guaranteed Maximum Price 1 (GMP1) for the Farallone View Modernization

Member Kimberly Hines Approval of Guaranteed Maximum Price 1 (GMP1) for the Farallone View Modernization. Motion seconded by Member Carmen Daniel.

(M-62) Passed 5-0

a. Recommendations for Elementary School Boundary Changes to Balance District Enrollment

The Board received seven (7) 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/1tIURQAxzotcCj_2QrXrxc4ucwOCGqeTLGyCYtKKf0HQ/edit?usp=sharing

Member Kimberly Hines motioned to approve the recommendations for Elementary School Boundary Changes to Balance District Enrollment. Motion seconded by Member Lizet Cortes.

(M-63) Passed 5-0

At 7:33 PM, President Sophia Layne motioned to take a 7 minute recess. Motion Seconded by Member Carmen Daniel.

(M-64) Passed 5-0
President Layne reconvened at 7:41 PM

b. Update on Equity Audit and Strategic Plan

Assistant Superintendent Dr. Leticia Bhatia and Insight Education Group Senior Associate Aurora Lora presented to the Board an update on equity audit findings and CUSD steering committee Strategic Plan recommendations.

Peter Tokofsky, CUSD parent, shared his concern about the methodology of the surveys and made an observation on some data provided.

c. 2023-2024 Local Control Accountability Plan and Local Control Accountability Plan Local Indicator Report Approval - Revised

Member Kimberly Hines motioned to approve the revised 2023-2024 Local Control Accountability Plan and Local Control Accountability Plan Local Indicator Report Approval. Motion seconded by Member Mary Beth Alexander.

(M-65) Passed 5-0

d. Adoption of CUSD Budget for the Fiscal Year 2023-2024

Member Lizet Cortes motioned to approve the Adoption of CUSD Budget for the Fiscal Year 2023-2024. Motion seconded by Member Kimberly Hines.

(M-66) Passed 5-0

e. Adoption of Fiscal Year-End Resolution No. 13-2023 Approving Budgetary Increases and Transfers at Year-End

Member Kimberly Hines made a motion to approve the Adoption of Fiscal Year-End Resolution No. 13-2023 Approving Budgetary Increases and Transfers at Year-End. Motion seconded by Member Lizet Cortes.

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

(M-67) Passed 5-0

f. Adoption of Fiscal Year-End Resolution No. 14-2023 Appropriating Ending Balance to a Reserve

Member Carmen Daniel made a motion to approve the Adoption of Fiscal Year-End Resolution No. 14-2023 Appropriating Ending Balance to a Reserve. Motion seconded by Member Mary Beth Alexander.

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

(M-68) Passed 5-0

g. Approval of Chief Business Officer Contract for the 2023-24 and 2024-25 School Years

Member Kimberly Hines made a motion to approve the Chief Business Officer Contract for the 2023-24 and 2024-25 School Years. Motion seconded by Member Carmen Daniel.

(M-69) Passed 5-0

h. Approval of Deputy Superintendent of Educational Services for the 2023- 24 and 2024-25 School Years

Member Lizet Cortes made a motion to approve the Deputy Superintendent of Educational Services for the 2023-24 and 2024-25 School Years. Motion seconded by Member Kimberly Hines.

(M-70) Passed 5-0

4.f Approval of the 2023-24 Site and District Professional Development Plan

Member Mary Beth Alexander made a motion to approve the 2023-24 Site and District Professional Development Plan. Motion seconded by Member Lizet Cortes.

(M-70) Passed 5-0

8. ADJOURNMENT OF THE MEETING

The motion to adjourn the meeting was made by Member Lizet Cortes and seconded by Member Carmen Daniel.

(M-71) Passed 4-0
Vice President Hines left the meeting at 10:34 PM

The meeting was adjourned at 10:44 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