Regular Governing Board Meeting

Adopted Meeting Minutes (Comment Link Updated)

CABRILLO UNIFIED SCHOOL DISTRICT

Thursday, November 9, 2023 • Public Session: 6:00 p.m. • Closed Session: After Public Session
Cunha Intermediate School • 600 Church Street, Half Moon Bay, California 94019

1. OPENING BUSINESS

a. Call Public Session to Order

President Layne called the meeting to order at 6:00 p.m.

b. Roll Call / Quorum

Board Members Present:	Sophia Layne, President Kimberly Hines, Vice President Carmen Daniel, Clerk – Arrived at 6:03 p.m. Mary Beth Alexander, Member
Board Members Absent:	Lizet Cortes, Member
Student Board Member Present:	Catalina Gonzalez-Johnston – Left the meeting at 9:15 p.m.
Administrators Present:	Sean McPhetridge, Ed.D., Superintendent Leticia Bhatia, Ed.D., Assistant Superintendent J Jesús Contreras, Chief Business Officer

c. Pledge of Allegiance

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

2. APPROVAL OF AGENDA

Motion made by Member Hines that the agenda be approved as presented. Motion seconded by Member Alexander.

Motion (106) passed by a 3-0 vote, with Student Board Member voting aye.
Member Carmen Daniel, absent.
Member Lizet Cortes, absent.

3. COMMUNICATIONS

a. Public Comments

Adam Eisen, former Half Moon Bay Mayor and Parks and Rec Commission Chair, provided a comment on the importance of continuing with City-District (2+2) Committee meetings and establishing an MOU for public access to school facilities.

Lisa Shick, CUSD parent and employee, provided comments on district and Board transparency in communications and interactions. Additionally, concerns were raised regarding curriculum changes,

priorities related to the Hatch parking lot and workforce housing, and the allocation of funds received from the Cunha settlement.

Chelsea Mickelsen, Hatch parent, presented a letter signed by 264 community members addressing teacher pay, the prioritization of students through teachers, and concerns about teacher attrition and retention. The letter emphasizes the importance of keeping students' academic futures as the primary focus and advocates for an increase in teacher pay.

Breanna Lafontaine, El Granada PTO member and parent, expressed concerns about the Board's trust and responsiveness to constituent opinions, emphasizing the need for significant change if community input is overlooked. Lafontaine highlighted that despite the progress in recent years, negative perceptions outweigh those achievements and requested that district leadership redirect their focus for greater community support and actively listen to the community's concerns.

b. Employee Organizations Report

CUTA Representatives

Co-President Tom Cox began the report by acknowledging the support received from parents via emails, expressing their focus on budget and teacher salaries. Cox extended gratitude to teachers for their efforts on PowerSchool and their dedication to students. Site administrators were also appreciated for their collaborative efforts. Cox provided historical context, recalling the 2008-2009 recession when teachers faced healthcare cuts and agreed to non-paid days. Cox further noted that there was an agreement at that time that new district hires would receive single coverage moving forward as part of the agreement. Concluding the report, Cox clarified an error in information presented during negotiations. Contrary to initial indications, Tier 2 employees would be charged $8 monthly, not the previously mentioned $124.

CSEA Representatives

CSEA Member Josefina Infanzon read the CSEA report on behalf of CSEA president-elected Holly Layne. To read the report, please follow the link provided below:

https://drive.google.com/file/d/1GORmJXZouWcYa2gmZcDSgB1Ok2sk5jQf/view?usp=sharing - Revised

c. Board Members Report

Member Mary Beth Alexander provided an overview of the district budget, addressing COLA, Step-and-Column, and salary increases since 2019. She highlighted factors impacting the district's finances, including lower-than-projected revenues, the shift from Basic Aid to the Local Control Funding Formula, declining enrollment, and the end of COVID funding. Member Alexander emphasized the need for efficiency improvements and encouraged public input for solutions. She referenced the Organization Chart presentation and associated funding sources presented later in the meeting and discussed FCMAT report findings on consultants and position control. To conclude, Member Alexander outlined the Board's exploration of workforce housing to support fair housing for lower-paid employees and new staff, and she highlighted positive developments in the district such as expanding the preschool program, providing concurrent and dual enrollment for college credit classes at CUSD schools, and adopting new curricula.

Member Carmen Daniel expressed gratitude to Member Alexander for providing background information and extended thanks to the public for attending meetings and demonstrating belief in the system for a positive change.

Member Kimberly Hines began her report by stressing the importance of adhering to FCMAT recommendations, disseminating information, and fostering communication while avoiding name-calling or vilifying. Member Hines expressed gratitude and acknowledged teachers and parents for engaging in conversations with her throughout the month. Sharing her sentiments about receiving emails from the public that accused the Board of deceit or theft, Member Hines encouraged those who had sent emails with her to close the loop with her. Member Hines continued affirming that every teacher deserves a raise and pledged to advocate for future generations. To conclude, Member Hines acknowledged the diverse opinions, reinforced the importance of civil discussions, and proposed a "yes/and" approach, emphasizing that the Board is not pitting one idea against another.

President Sophia Layne referred to Member Alexander's comments and shared that this is also on her mind, among other aspects the Board is responsible for. She is also contemplating how to work together as a community and strengthen their unity. President Layne quoted a section from David Brooks' book, "How to Know a Person: The Art of Seeing Others Deeply and Being Deeply Seen," which discusses having meaningful conversations. She pointed out that a Board meeting, with its rigid rules, is the opposite of a good conversation, making it the least effective way to interact with the community. Consequently, she prefers small groups or a one-on-one format for more interactive and productive communication. President Layne went on to report her attendance at various events, including the Hatch Fiesta, Farallone View Continent Day, HMBHS Shakespeare Play, and the Marine Biology field trip to Santa Cruz. To end, she encouraged people with questions, comments, or thoughts to reach out, emphasizing that Board members always make time to meet.

d. Student Board Member Report

Student Board Member Catalina Gonzalez-Johnston updated the Board and the public on the latest events and activities at El Granada Elementary, Farallone View Elementary, Hatch Elementary, Kings Mountain Elementary, Cunha Intermediate, Half Moon Bay High, Pilarcitos Continuation High, La Costa Adult School, and Los Listos Preschool.

e. Superintendent Report 7:04 – 7:19

Superintendent Dr. Sean McPhetridge began by reminding the public about the upcoming Ruby Bridges Walk to School next week, highlighting the importance of commemorating the contributions and history of Ruby Bridges. He also acknowledged November as Native American History Month, expressing gratitude to teachers, counselors, and administrators for honoring the contributions of indigenous people and Native Americans. Dr. McPhetridge shared insights from indigenous beliefs, emphasizing the idea that humanity belongs to Mother Earth, not the other way around. He reflected on the importance of honoring and respecting relationships, whether with the Earth's flora and fauna or with different communities coexisting.

Addressing budget concerns, Dr. McPhetridge stated that while the Board may be unable to immediately resolve budgetary issues, they are actively listening to community and that district staff is presenting information to the Board and the public. He discussed the FCMAT report attributing financial challenges to expenses exceeding revenue because of increased compensations for staff, expressing gratitude to those who follow Board presentations and acknowledging the need for even more support for employees.

To conclude, Dr. McPhetridge reported his participation in the Sustainability Forum at the San Mateo County Office of Education, attendance at the Hatch PTO meeting to hear from families and staff, engagement in a restorative practice circle with Pilarcitos staff, and attendance at Farallone View Continent Day. Regarding the Farallone View water shut-off, he mentioned his collaborative conversations with Montara Water District General Manager Clement Heldmaier, expressing commitment to collaborating and addressing issues to ensure the mutual goal of safety for the school and community.

4. CONSENT AGENDA

a. Proclamation Adoption of Resolution No. 19-2023 Endorsing November 14, 2023 as Ruby Bridges Walk to School Day
b. Approval of Half Moon Bay High Future Farmers of America Field Trip to Northern Exposure Jackpot in Corning, California, December 1-2, 2023
c. Adoption of Building Construction Trades Supplemental Textbook for the CTE Pathway Program for the 2023-24 School Year
d. Approval of 2023-24 California Career Technical Education Incentive Grant (CTEIG) Application
e. Approval of Classified Personnel Report
f. Approval of Tentative Agreements between Cabrillo Unified School District and California School Employees Association
g. Approval of Warrant Register Report Processed
h. Approval of Governing Board Policy Updates as Recommended by the California School Boards Association
i. Approval of Regular Governing Board Meetings Minutes

Motion made by Member Hines that the Consent Agenda be approved as presented. Motion seconded by Member Daniel.

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

PREFERENTIAL VOTE
Catalina Gonzalez-Johnston, Student Board Member – Aye

Motion (107) passed by a 4-0 vote.

5. GENERAL BUSINESS

a. Manuel F. Cunha Intermediate School Presentation

Cunha Intermediate School Principal Jeff Clinton provided an overview of site-based programs and services at Cunha Intermediate School.

b. Update on the California Assessment of Student Performance and Progress (CAASPP) 2022-23 Data Results

Deputy Superintendent of Educational Services Leticia Bhatia presented an overview of the Spring 2023 Student Results on the English Language Proficiency Assessment of California (ELPAC) Summative, Smarter Balanced Summative Assessments in ELA and Math (CAASPP ELA & Math) and California Science Assessment (CAST.)

Peter Tokofsky expressed his enthusiasm for celebrating every student who has performed better. Tokofsky emphasized the importance of taking a closer look at the numbers to understand what being on target means. He specifically referred to slide 10's data on third-grade English Language Arts.

At 8:35 p.m., President Layne motioned for a 10:00-minute recess. Motion seconded by Member Alexander.

Motion (108) passed by a 4-0 vote, with Student Board Member voting aye.
Lizet Cortes, Member – Absent
President Layne reconvened the meeting at 8:45 p.m.

c. 2023-24 Organization Charts and Funding Source Presentation

Director of Personnel and Pupil Services Bianca Forrester presented the district's updated organizational chart and funding sources.

d. Cabrillo Unified School District Fiscal Update and San Mateo County Office of Education Fiscal Oversight

Deputy Superintendent of Business Services J Jesús Contreras presented the process for developing and implementing districtwide expenditure reductions for the 2023-24 year and two out-years 2024-25 and 2025-26.

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

https://drive.google.com/file/d/1GORmJXZouWcYa2gmZcDSgB1Ok2sk5jQf/view?usp=sharing - Revised

Member Hines motioned to extend the 10:00 p.m. curfew to no later than 10:20 p.m. Member Hines's motion was not seconded.

Motion (109) lost.

Member Alexander made a motion to extend the 10:00 p.m. curfew to no later than 12:00 a.m. Motion seconded by President Layne.

Motion (110) passed by a 4-0 vote.
Lizet Cortes, Member – Absent
Catalina Gonzalez-Johnston, Student Board Member – Absent

e. Cabrillo Unified School District Fiscal Stabilization Plan

Deputy Superintendent of Business Services J Jesús Contreras presented for approval a dynamic/live Fiscal Stabilization Plan to address the district's deficit spending and help CUSD ensure solvency in the current year 2023-24 and two years out 2024-25 and 2025-26.

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

https://drive.google.com/file/d/1GORmJXZouWcYa2gmZcDSgB1Ok2sk5jQf/view?usp=sharing - Revised

Motion made by Member Hines that the Cabrillo Unified School District Fiscal Stabilization Plan be approved as presented. Motion seconded by Member Alexander.

Motion (111) passed by a 4-0 vote.
Lizet Cortes, Member – Absent
Catalina Gonzalez-Johnston, Student Board Member – Absent

f. Approval of the Integrated El Granada Bond Modernization Project

Deputy Superintendent of Business Services J Jesús Contreras presented the integrated Phase I and II components of the El Granada Elementary modernization project for approval.

Motion made by Member Alexander that the Integrated El Granada Bond Modernization Project be approved as presented. Motion seconded by Member Hines.

Motion (112) passed by a 4-0 vote.
Lizet Cortes, Member – Absent
Catalina Gonzalez-Johnston, Student Board Member – Absent

7. CLOSED SESSION

a. Identification of Closed Session Topics of Discussion

Superintendent Dr. McPhetridge identified the Closed Session Topics listed in Agenda Section 7c.

b. Public Comments on Closed Session Topics

None.

c. Adjourn to Closed Session – 11:09 p.m.

1. **Conference with Legal Counsel - Pending Litigation (Government Code § 54956.9(d)(2)**

   One case - Student / Cabrillo Unified School District (student name withheld to protect confidentiality)

2. **Conference with Legal Counsel - Confidential General Release and Settlement Agreement, Motion to Withdraw from Due Process**

One case - Student / Cabrillo Unified School District (student name withheld to protect confidentiality)

d. Adjourn Closed Session and Reconvene Open Session

Superintendent Dr. McPhetridge reported the following action taken in Closed Session:

1. **Item number 7.c.1** [on the closed session agenda]:

   A majority of the board voted 4 to 0 to approve a compromise agreement with the parents of a student to resolve potential and threatened claims against the district in exchange for specified reimbursement for a student's private placement and funding for related services for the 2022-23 and 2023-24 school years.

2. **Item number 7.c.2** [on the closed session agenda]:

   A majority of the board voted 4 to 0 to approve a compromise agreement with the parents of a student to resolve potential and threatened claims against the district in exchange for a specified compensatory services plan to provide tutoring services for the remainder of the 2023-24 school year or until student graduates or through June 2024.

8. ADJOURNMENT OF THE MEETING

Member Alexander made a motion to adjourn the November 9, 2023, Board Meeting at 11:33 p.m. Motion seconded by Member Hines.

Motion (113) passed by a 4-0 vote.
Lizet Cortes, Member – Absent
Catalina Gonzalez-Johnston, Student Board Member – Absent

Minutes prepared by Rosibel Acosta, Administrative Assistant to the Superintendent

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

Certified by:

_____ _____

Lizet Cortes
Clerk to the Governing Board

Date