



Regular Governing Board Meeting

(Adopted) Meeting Minutes

CABRILLO UNIFIED SCHOOL DISTRICT

Thursday, October 10, 2024 • Public Session: 6:30 p.m.

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

Video Recording on Pacific Coast TV YouTube Channel:

<https://www.youtube.com/playlist?list=PLFUunuheJ0ZVRgCNQQy7IC-5fv3KEKIPr>

1. OPENING ITEMS

- a. Call Public Session to Order

President Hines called the meeting to order at 6:35 p.m.

- b. Roll Call / Quorum

Board Members Present:

Kimberly Hines, President
Carmen Daniel, Vice President
Lizet Cortes, Clerk
Mary Beth Alexander, Member
Sophia Layne, Member

Jamie Bikle, Student Board Member
Martin Juarez, Student Board Member

Administrators Present:

Jennifer Marsh, Chief Business Officer
Leticia Bhatia, Deputy Superintendent of Educational Services
Bianca Forrester, Associate Superintendent of Human Resources and Student Services

- c. Pledge of Allegiance

Student Board Member Martin Juarez led the Pledge of Allegiance.

- d. Approval of the Agenda

Staff requested an amendment of the agenda, revising the title of agenda Item 4.d from "*Public Disclosure of Collective Bargaining FY 24-25*" to "*Cabrillo USD Fiscal Year 2024-2025 Disclosure Collective Bargaining.*"

Member Layne motioned to approve the agenda as amended. Member Cortes seconded the motion.

Motion (116): Passed by a 5-0 vote with Student Board Members Bikle and Juarez voting aye.

2. COMMUNICATIONS

- a. Public Comments

The Board received one (1) comment on non-agenda topics or Consent Items during the in-person public comment session:

Ann Mori: Addressed concerns on swim program cancellation, requesting improved district communication and support for future programs

b. Employee Organizations Report

CUTA Representatives

CUTA President John Carey: Addressed the Board on teacher achievements, district goals, and the importance of Board support for healthcare and cost-of-living adjustment agenda items. He shared ideas on teacher retention, emphasized collaboration between the Board and teachers, and encouraged classroom visits to better understand teaching challenges and successes.

CSEA Representatives

CSEA President Holly Lynne: Announced an upcoming CSEA-hosted School Board candidate forum on October 23 to inform members about candidates' positions. She also provided updates on the executive board election process and acknowledged payroll technician Andrea Bower for her dedicated efforts in processing recent raises.

c. Board Members Report

Member Mary Beth Alexander: Highlighted ed100.org as a resource for understanding California school funding. She reminded attendees that monthly Board packets include a warrant report detailing non-payroll spending, offering transparency on expenditures for those interested in district financials.

Member Carmen Daniel: Passed on her report.

President Kimberly Hines: Shared details about an upcoming meeting on October 15th with superintendents and Board members to discuss forming an alliance among underfunded districts in the county. She thanked commenters for their input, invited collaboration with teachers, and recommended the League of Women Voters as a resource for election information.

Member Lizet Cortes: Commended Deputy Superintendent Leticia Bhatia for informative sessions on graduation pathways and encouraged parent involvement in district meetings. She thanked Half Moon Bay High School Principal Boysen for his support during the DELAC meeting, highlighted the value of swim programs, and advocated for greater use of local resources for student learning experiences.

Member Sophia Layne: Discussed recent state test score trends, highlighting other districts' successful strategies for academic improvement, and emphasized teacher and staff retention. She encouraged learning from innovative practices, acknowledged ongoing budget considerations, and shared her advocacy efforts. Layne also announced her weekly community office hours, inviting open discussions on educational topics with district members.

d. Student Board Member Report

Student Board Member Martin Juarez: Shared Pilarcitos High School updates and reported on events and activities at Hatch Elementary, Cunha Intermediate, and La Costa Adult School.

Student Board Member Jamie Bikle: Shared Half Moon Bay High School updates and reported on events and activities at El Granada Elementary, Farallone View Elementary, and Kings Mountain Elementary.

e. Superintendent Report

Associate Superintendent Bianca Forrester (on behalf of Superintendent Amber Lee-Alva): Expressed gratitude for reaching an agreement with certificated staff, allowing a focus on student learning and staff retention. She emphasized the importance of rebuilding trust and collaborative problem-solving, thanked the Board for its supportive role, and recognized efforts to create positive, welcoming learning environments in the district.

3. CONSENT AGENDA

- a. Proclamation Endorsing November 2024 as National Native American Heritage Month
- b. Ratification of the Approval of Half Moon Bay High Forestry Challenge Team to Santa Cruz Forestry Challenge, Loma Mar, California, October 9-12, 2024
- c. Adoption of the Novel "The Hate U Give," by Angie Thomas, for English I at Half Moon Bay High School and Pilarcitos High School
- d. Ratification of Expanded Learning Services Fee-Based Pilot Program for the 2024-25
- e. Approval of Certificated Personnel Report
- f. Approval of Classified Personnel Report
- g. Approval of the Tentative Agreement between the Cabrillo Unified School District and the Cabrillo Unified Teachers Association
- h. Approval of the Cabrillo Unified School District Updated Certificated Employee Salary Schedule
- i. Approval of the Cabrillo Unified School District Updated Classified Employee Salary Schedule
- j. Approval of the Cabrillo Unified School District Updated Certificated Employee Co-Curricular Salary Schedule
- k. Approval of the Cabrillo Unified School District Updated Non-Bargaining Unit Employee Salary Schedule
- l. Approval of the Cabrillo Unified School District Updated Management/Unrepresented Employee Salary Schedule
- m. Approval of Donations to Cabrillo Unified School District
- n. Approval of Warrant Register Report Processed
- o. Approval of Quarterly Report on Williams Uniform Complaints
- p. Approval of Superintendent Moving Expenses Reimbursement
- q. Approval of Regular and Special Governing Board Meetings Minutes

Member Alexander motioned that the Consent Agenda be approved as presented. Motion seconded by Member Cortes.

ROLLCALL VOTE

Kimberly Hines, President—aye
Carmen Daniel, Vice President—aye
Lizet Cortes, Clerk—aye
Mary Beth Alexander, Member—aye
Sophia Layne, Member—aye

PREFERENTIAL VOTE

Jamie Bikle, Student Board Member—aye
Martin Juarez, Student Board Member—aye

Motion (117): Passed by a 5-0 vote.

At 7:14 p.m., President Hines called for a 10-minute recess. President Hines reconvened the meeting at 7:25 p.m.

Note: Student Board Member Juarez left the meeting at 7:24 p.m.

4. GENERAL BUSINESS

President Hines motioned to amend the agenda by postponing Item 4.a., *Update on CUSD's Visual Arts and Performing Arts Programs*. The motion also allowed Bianca Forrester, Associate Superintendent of Human

Resources and Student Services, to comment on Superintendent Lee-Alva's behalf. Motion seconded by Member Daniel.

Motion (118): Passed by a 5-0 vote with Student Board Member Bikle voting aye.
Martin Juarez, Student Board Member—absent

~~a. Update on CUSD's Visual Arts and Performing Arts Programs - Postponed~~

b. Lessons Learned Regarding Music Programming

Walter Anderson, Half Moon Bay High School Music Teacher, presented on the status of Music programming.

Member Layne motioned to amend the agenda by adding *Item 4.a., Update on CUSD's Visual Arts and Performing Arts Programs*, as the next item on the agenda. Motion seconded by President Hines.

Motion (118): Passed by a 5-0 vote with Student Board Member Bikle voting aye.
Martin Juarez, Student Board Member—absent

At 8:00 p.m., President Hines called for a 5-minute recess. President Hines reconvened the meeting at 8:05 p.m.

a. Update on CUSD's Visual Arts and Performing Arts Programs

Leticia Bhatia, Deputy Superintendent of Educational Services, provided an overview of Visual Arts and Performing Arts Programs (VAPA), the VAPA Master Plan, and the integration of Prop 28 and site plans.

c. Approval of Resolution 26-2024 Dual Enrollment and MOU Between Feather River College and Half Moon Bay High School (Non-CCAP Partnership for Animal Science Course)

Member Cortes motioned to approve Resolution 26-2024 Dual Enrollment and MOU Between Feather River College and Half Moon Bay High School (Non-CCAP Partnership for Animal Science Course). Motion seconded by Member Layne.

ROLLCALL VOTE

Kimberly Hines, President—aye
Carmen Daniel, Vice President—aye
Lizet Cortes, Clerk—aye
Mary Beth Alexander, Member—aye
Sophia Layne, Member—aye

PREFERENTIAL VOTE

Jamie Bikle, Student Board Member—aye

Motion (119): Passed by a 5-0 vote.
Martin Juarez, Student Board Member—absent

d. Cabrillo USD Fiscal Year 2024-2025 Disclosure Collective Bargaining

President Hines motioned to approve the Cabrillo USD Fiscal Year 2024-2025 Disclosure Collective Bargaining. Motion seconded by Member Cortes.

Motion (120): Lost, not voted.

Member Layne requested an amendment to the AB1200 form to include the stipends increase, health benefit costs, and to complete items 12.C and 12.E.

Member Layne motioned to approve the AB1200 form as amended. The motion was seconded by Member Alexander.

Motion (121): Passed by a 5-0 vote with Student Board Member Bikle voting aye.
Martin Juarez, Student Board Members—absent

e. Process and Development of the 2024-25 Fiscal Stabilization Plan

Jennifer Marsh, Chief Business Officer, and Jeff McFadden, CUSD Budget and Fiscal Services Consultant, provided an update on the district's fiscal outlook. They discussed the current financial status and outlined the next steps for developing a fiscal stabilization plan.

At 9:35 p.m., President Hines called for a 10-minute recess. President Hines reconvened the meeting at 9:45 p.m.

Note: Student Board Member Bikle left the meeting at 9:37 p.m.

At 9:36 p.m., President Hines motioned to extend the 10:00 p.m. curfew to 10:45 p.m. Motion not seconded.

Motion (122): Lost

Member Layne motioned to extend the 10:00 p.m. curfew to 11:00 p.m. Motion seconded by President Hines.

Motion (123): passed by a 5-0.
Jamie Bikle, Student Board Member—absent
Martin Juarez, Student Board Member—absent

f. Revision of Resolution 23-2024 Approving the GANN Limit Increase for the 2024-25 Fiscal Year

Member Daniel motioned to approve the revision of Resolution 23-2024 Approving the GANN Limit Increase for the 2024-25 Fiscal Year as presented. Motion seconded by Member Cortes.

ROLLCALL VOTE

Kimberly Hines, President—aye
Carmen Daniel, Vice President—aye
Lizet Cortes, Clerk—aye
Mary Beth Alexander, Member—aye
Sophia Layne, Member—aye

Motion (124): Passed by a 5-0 vote.
Jamie Bikle, Student Board Member—absent
Martin Juarez, Student Board Members—absent

g. Adoption of Resolutions 27-2024 Redefining the Uses of Fund 40

Member Layne proposed amendments to Resolution 27-2024 Redefining the Uses of Fund 40, which included authorizing a repayment plan once fiscal certification is “positive,” removing certain phrases in Section 2, and specifying transfer authorization for the 2024-25 Fiscal Year with reporting requirements.

Member Layne motion to approve Resolutions 27-2024 Redefining the Uses of Fund 40 as amended. Motion Seconded by President Hines.

ROLLCALL VOTE

Kimberly Hines, President—aye
Carmen Daniel, Vice President—aye

Lizet Cortes, Clerk—aye
Mary Beth Alexander, Member—aye
Sophia Layne, Member—aye

Motion (125): Passed by a 5-0 vote.
Jamie Bikle, Student Board Member—absent
Martin Juarez, Student Board Members—absent

h. Cabrillo Unified School District Bond Program Update

Roger Anchartechahar, Senior Project Manager of Vanir Construction Management, provided an overview of bond-funded projects across the district, including the repair of a sinkhole at Half Moon Bay High School and the modernization projects at El Granada and Farallone View.

Note: Member Layne left the meeting at 10:13 p.m. due to a personal matter.

i. El Granada School Parking Lot Review and Recommendation

Member Cortes motioned to approve the removal of five 25-foot poles from the El Granada submitted design. Motion seconded by Member Daniel.

The Board received nine (9) comments on nonagenda topics or Consent Items via the Google Public Comment Request form. For access, please refer to the link provided below:

https://drive.google.com/file/d/1Cbr7TGXMnYsF2ljRzpmo2Se6BcAHW88H/view?usp=drive_link

Motion (126): Passed by a 4-0 vote.
Sophia Layne, Board Member—absent
Jamie Bikle, Student Board Member—absent
Martin Juarez, Student Board Members—absent

j. Approval of Resolution 28-2024 to Repeal the Adoption of Emergency Resolution 25-2024

President Hines motioned to approve Resolution 28-2024 to Repeal the Adoption of Emergency Resolution 25-2024 as presented. Motioned seconded by Cortes.

ROLLCALL VOTE

Kimberly Hines, President—aye
Carmen Daniel, Vice President—aye
Lizet Cortes, Clerk—aye
Mary Beth Alexander, Member—aye
Sophia Layne, Member—absent

Motion (127): Passed by a 4-0 vote.
Jamie Bikle, Student Board Member—absent
Martin Juarez, Student Board Members—absent

5. GOVERNANCE MATTERS

A. Board Discussion on Governing Board Operations

No discussion.

B. Board Discussion on Governing Board New Business

No discussion.

6. FUTURE EVENTS

President Hines provided a report on CUSD's future events.

7. CLOSED SESSION

President Hines motion to remove Closed Session Item 7.c.3 *Public Employee Performance Evaluation (Government Code §54957)*. Motion seconded by Member Daniel.

Motion (127): Passed by a 4-0 vote.

Sophia Layne, Member—absent

Jamie Bikle, Student Board Member—absent

Martin Juarez, Student Board Members—absent

a. Identification of Closed Session Topics of Discussion

b. Public Comments on Closed Session Topics

None.

c. Adjournment to Closed Session

Board Members met privately for a Closed Session. Actions taken during the Closed Session are reported under the "Closed Session Action Report."

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

- **Case 1:** Student 92624A / Cabrillo Unified School District (student name withheld to protect confidentiality)
- **Case 2:** Student 92624B / Cabrillo Unified School District (student name withheld to protect confidentiality)

2. Public Employee Discipline/Dismissal/Release (Government Code §54957)

~~3. Public Employee Performance Evaluation (Government Code §54957) - REMOVED~~

~~Title: Superintendent~~

d. Adjourn Closed Session and Reconvene Open Session

8. OPEN SESSION RECONVENING

a. Closed Session Action Report

The Governing Board met in Closed Session and took the following action:

Student 92624A / Cabrillo Unified School District (student name withheld to protect confidentiality)

Member Cortes motioned to approve the Settlement Agreement for Student 92624A. Motioned seconded by President Hines.

Motion (128): Passed by a 4-0 vote.

Sophia Layne, Member—absent

Student 92624B / Cabrillo Unified School District (student name withheld to protect confidentiality)

Member Cortes motioned to approve the Settlement Agreement for Student 92624B. Motioned seconded by President Hines.

Motion (129): Passed by a 4-0 vote.
Sophia Layne, Member—absent

9. CLOSING ITEMS

a. Adjourn Meeting

Member Cortes moved to adjourn the October 14, 2024, Board Meeting at 11:00 p.m. Motion seconded by President Hines.

Motion (130): Passed by a 4-0 vote.
Sophia Layne, Member—absent
Jamie Bikle, Student Board Member—absent
Martin Juarez, Student Board Members—absent

Minutes prepared by Rosibel Acosta, Administrative Assistant to the Superintendent.

Minutes presented by Dr. Jeff Harding, Interim Superintendent.

Certified by:

Lizet Cortes
Clerk to the Governing Board

Date