



Regular Governing Board Meeting

(Adopted) Meeting Minutes

CABRILLO UNIFIED SCHOOL DISTRICT

Thursday, November 14, 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=PLFUunuheJ0ZVRqCNQQy7IC-5fv3KEKIPr>

1. OPENING ITEMS

a. Call Public Session to Order

President Hines called the meeting to order at 6:31 p.m.

b. Roll Call / Quorum

Board Members Present:

Kimberly Hines, President
Carmen Daniel, Vice President—arrive at 6:37 p.m.
Lizet Cortes, Clerk—arrive at 6:32 p.m.
Mary Beth Alexander, Member
Sophia Layne, Member

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

Administrators Present:

Jeff Harding, Ed.D., Interim Superintendent
Jennifer Marsh, Chief Business Officer
Leticia Bhatia, Ed.D., Deputy Superintendent of Educational Services
Bianca Forrester, M.A.Ed., Associate Superintendent of Human
Recourses and Student Services

c. Pledge of Allegiance

Student Board Member Jamie Bikle led the Pledge of Allegiance.

d. Approval of the Agenda

Member Alexander motioned to approve the agenda as presented. Member Layne seconded the motion.

Motion (137): Passed by a 3-0 vote with Student Board Members Bikle and Juarez voting aye.

2. COMMUNICATIONS

a. Public Comments

The Board received five (5) comments on non-agenda topics or Consent Items during the in-person public comment session:

David Ron: Representing the El Granada Elementary School Site Council, requested the Governing Board revisit the proposed parking lot lighting plan, emphasizing safety, minimizing light pollution, and ensuring community input in the design.

Laurel Bigelow: Choose to forgo additional remarks.

The Board received two (2) 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/drive/folders/1F6riizlhZgH9wWSSAmPUWJMTf58fyyx>

b. Employee Organizations Report

CUTA Representatives

CUTA President John Carey: Highlighted recent positive outcomes, including the passage of the parcel tax and bond measure. He shared feedback from eighth graders visiting Half Moon Bay High, emphasizing the need to improve outdated facilities while preserving strong classroom experiences.

CSEA Representatives

CSEA President Holly Lynne: Expressed gratitude for the community's support in passing the parcel tax and bond initiatives, emphasizing their positive impact on staff, the district's budget, and student services. She also announced her decision not to seek re-election as CSEA President.

c. Board Members Report

President Kimberly Hines: Thanked the public for supporting the bond measure and parcel tax, welcomed Interim Superintendent Dr. Jeff Harding, and clarified the intent behind the lighting plan at El Granada Elementary School. She also emphasized ongoing efforts to address underfunding and strengthen alliances with other districts and unions for greater impact.

Member Sophia Layne: Welcomed Interim Superintendent Dr. Harding, expressing appreciation for his leadership during a challenging time. She also wished Superintendent Amber Lee-Alva a speedy recovery, thanked voters for passing the bond and parcel tax, and discussed a meeting with Senator Cortese regarding state and federal funding challenges.

Member Mary Beth Alexander: Shared a heartfelt reflection on the Hatch reclassification ceremony, highlighting the achievement of Spanish-speaking students and their parents, including adult education participants. She emphasized the district's unique ability to connect students across all grade spans, from preschool to adult school.

Member Carmen Daniel: Echoed gratitude for the community's support in passing the bond and parcel tax.

Member Lizet Cortes: Expressed appreciation for everyone's attendance and thanked voters for passing the parcel tax and bond. She emphasized the importance of family involvement, staying informed, and offering support for language barriers. She also wished the community safety and health during the colder season.

d. Student Board Member Report

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

Student Board Member Martin Juarez: Shared updates from Pilarcitos High School and reported on events and activities at Half Moon Bay High School, Pilarcitos High School, and Los Listos Preschool.

e. Superintendent Report

Interim Superintendent Dr. Jeff Harding: Shared positive experiences visiting all campuses and meeting with staff. He expressed gratitude for the community's support in passing the parcel tax and bond measure and announced plans to revisit the parking lot situation starting next week.

3. CONSENT AGENDA

- a. Adoption of Resolution No. 29-2024 Endorsing November 14, 2024, as Ruby Bridges Walk to School Day
- b. Approval of Comprehensive School Safety Plans
- c. Ratification of Coastside Land Trust 2024-25 MOU
- d. Approval of Strong Workforce Program Grant Agreement
- e. Approval of Second MOU Between Feather River College and Half Moon Bay High School
- f. Approval of Certificated Personnel Report
- g. Approval of Classified Personnel Report
- h. Approval of Revised 2024-25 Salary Schedules
- i. Approval of Proposition 28: The Arts & Music in Schools Funding Annual Report 2023-24
- j. Approval of MOU with Cabrillo Unified School District, City of Half Moon Bay, and Boys and Girls Club of the Coastside
- k. Enrollment Report
- l. Approval of Donations to Cabrillo Unified School District
- m. Approval of Warrant Register Report Processed
- n. Approval of Developer Fees Report for Fiscal Year 2023-24
- o. Approval of Measure I Parcel Tax Annual Report 2023-24
- p. Approval of Regular and Special Governing Board Meetings Minutes

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

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 (138): Passed by a 5-0 vote.

4. GENERAL BUSINESS

a. El Granada Elementary School Presentation

Erin O'Connor-Brown, El Granada Elementary School Principal, presented an overview of enrollment data, CAASPP results, SEL initiatives, STEAM enrichment opportunities, and SPSA successes and areas for growth.

b. Update on the California Assessment of Student Performance and Progress (CAASPP) 2023-24 Data Results

Leticia Bhatia, Deputy Superintendent of Educational Services, presented an update on the 2023-24 CAASPP results, highlighting subgroup performance, differentiated assistance eligibility, and strategies for improving student achievement.

c. Fiscal Stabilization Plan Update

Dr. Jeff Harding, Interim Superintendent, provided an update on the Fiscal Stabilization Plan, noting that it will be a regular agenda item until completion. The plan focuses on student enrollment predictions, position control in HR, and budget development.

d. MOU with Friends of HMB Parks and Recreation for a Feasibility Study for Two-Pool Complex

Liesl Taner: Representing Friends of Half Moon Bay Parks and Recreation, requested the district's support for an MOU to conduct a feasibility study for building two new pools at the high school. The study did not impact district finances.

Marcia Yeates: Expressed enthusiasm for improving the Aquatic Center, advocated for an outdoor 12-lane pool, and emphasized the importance of community involvement while cautioning against overbuilding due to maintenance costs.

Peter Cerneka: Expressed support for the feasibility study, noting that the community was focused on providing pool access for children and encouraged the district to support this initiative.

The Board received twenty-six (26) comments on this Agenda Item via the Google Public Comment Request form. For access, please refer to the link provided below:

<https://drive.google.com/drive/folders/1F6riizlhZgLv9wWSSAmPUWJMTf58fyx>

At 7:46 p.m., Member Layne made a motion for a 10-minute recess. Motion seconded by Member Daniel. Motion (139): Passed by a 5-0 vote with Student Board Members Bikle and Juarez voting aye.

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

President Hines reconvened the meeting at 7:57 p.m.

e. Approval of the Interim Superintendent Contract

Member Layne made a motion to approve the Interim Superintendent Contract as presented. Motion seconded by Member Alexander.

Motion (140): Passed by a 5-0 vote with Student Board Member Bikle voting aye.
Martin Juarez, Student Board Member—absent

f. Approval of Resolution 30-2024 Designating Authorized Representatives of Cabrillo Unified School District as Signatories Effective November 14, 2024

Member Alexander motioned to approve Resolution 30-2024 Designating Authorized Representatives of Cabrillo Unified School District as Signatories, Effective November 14, 2024. 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

PREFERENTIAL VOTE

Jamie Bikle, Student Board Member—aye

Martin Juarez, Student Board Member—absent

Motion (141): Passed by a 5-0 vote.

g. Cabrillo Unified School District Bond Program Update

Roger Anchartechahar, Senior Project Manager, provided an update on the Bond Program, highlighting ongoing construction projects at Half Moon Bay High School, Farallone View Elementary, and El Granada Elementary.

5. GOVERNANCE MATTERS

a. Proposal to Set Annual Organizational Meeting on Monday, December 16, or Tuesday, December 17, 2024

President Hines motioned to set the Annual Organizational Meeting on Tuesday, December 17, 2024. Motion seconded by Member Layne.

Motion (142): Passed by a 5-0 vote with Student Board Member Bikle voting aye.

Martin Juarez, Student Board Member—absent

b. Creation of Board Policy Review Subcommittee

Member Layne motioned to appoint Member Alexander and Member Cortes to be part of the Board Policy Review Subcommittee. Motion seconded by Member Daniel.

Motion (143): Passed by a 5-0 vote with Student Board Member Bikle voting aye.

Martin Juarez, Student Board Member—absent

c. Board Discussion on Governing Board Operations

The board discussed scheduling a facility study session to review the new bond measure and update the facilities master plan. A high-level plan with phased improvements was proposed, with further discussions and documents to follow.

d. Board Discussion on Governing Board New Business

The board discussed the upcoming turnover in December and the need for a retreat to onboard new members and discuss general board operations. There was also mention of potentially adjusting the meeting day, which will be discussed further on the 17th.

6. FUTURE EVENTS

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

7. CLOSING ITEMS

a. Adjourn Meeting

Member Cortes moved to adjourn the November 14, 2024, Board Meeting at 8:32 p.m. Motion seconded by Member Daniel.

Motion (144): Passed by a 5-0 vote with Student Board Member Bikle voting aye.

Martin Juarez, Student Board Member—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