Regular Governing Board Meeting

(Adopted) Meeting Minutes

CABRILLO UNIFIED SCHOOL DISTRICT

Thursday, December 12, 2024
Public Session: 6:30 p.m. • Closed Session: Immediately following the Public Session
Cunha Intermediate School Multi-Purpose Room
600 Church Street, Half Moon Bay, California 94019
Video Recording Available on Pacific Coast TV YouTube Channel:
https://www.youtube.com/playlist?list=PLFUunuheJ0ZVRqCNQQy7IC-5fv3KEKlPr

1. OPENING ITEMS

a. Call Public Session to Order

President Hines called the meeting to order at 6:34 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:	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 Resources and Student Services

c. Pledge of Allegiance

Student Board Member Jamie Bikle led the Pledge of Allegiance.

d. Approval of the Agenda

Member Alexander moved to approve the agenda as presented. Member Cortes seconded the motion.

Motion (147): Passed by a 5-0 vote with Student Board Members Bikle and Juarez voting aye.

2. RECOGNITIONS AND RECEPTION

a. Recognition of outgoing Board Member Kimberly Hines

b. Recognition of outgoing Board Member Sophia Layne

Elise Lester: on behalf of Assemblymember Mark Berman and State Senator Josh Becker, recognized Board President Kimberly Hines and Board Member Sophia Layne for their service, presenting joint resolutions in appreciation of their leadership.

Michael O'Neal: representing Supervisor Ray Mueller, recognized Board President Kimberly Hines and Board Member Sophia Layne for their service. He acknowledged their dedication, challenges faced, and contributions, presenting a certificate in appreciation of their leadership.

At 6:45 p.m., President Hines requested a 10-minute break for refreshments.
President Hines reconvened the meeting at 6:55 p.m.

3. COMMUNICATIONS

a. Public Comments

The Board received two (3) comments on non-agenda topics or Consent Items during the in-person public comment session:

Catrina Brown: voiced concerns about frequent principal turnover and its impact on students and teachers. She urged the district to prioritize stability in leadership and ensure adequate support and training for Hatch's staff.

Kendra Holland: raised concerns about administrative turnover and support at Hatch. She urged the district to prioritize stable leadership and implement effective interventions to support students, staff, and the community.

The Board received one (1) comment 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/1mIISDqS3ZReGYe4uWyt82YLAeyonom15/view?usp=drive_link

b. Employee Organizations Report

CUTA Representatives

CUTA President John Carey: expressed gratitude for collaboration with the district, teacher autonomy, and community support. He highlighted upcoming school activities, including finals, and looked forward to addressing teacher retention, safety, and facility improvements in the new year.

CSEA Representatives

None.

c. Board Members Report

Member Sophia Layne: expressed gratitude for the privilege of serving the district over the past eight years, highlighting achievements in early childhood education, curriculum development, college dual enrollment, sustainability, and facility improvements. She emphasized the need for continued progress in academic foundations, staff retention, collaboration, and sustainable budgeting. She encouraged the community to reflect and work together for student success in the coming years.

Member Mary Beth Alexander: shared insights from the California School Boards Association conference, reflecting on systemic challenges in education. She highlighted efforts to strengthen relationships through the Learning Management Institute and expressed gratitude to colleagues, especially President Hines and Member Layne, for their dedication and leadership during their years of service.

Member Carmen Daniel: expressed gratitude to President Hines and Member Layne for their guidance during her first two years on the board. She appreciated their support, workshops, and mentorship, and reflected on her experience at the California School Boards Association conference.

Member Lizet Cortes: thanked Member Layne for her efforts to engage with the community, particularly Spanish-speaking families, and for her encouragement. She also expressed appreciation for President Hines' open-mindedness and leadership, acknowledging their dedication to advocacy and ongoing support for the community.

President Kimberly Hines: expressed gratitude for the opportunity to serve the district and highlighted the importance of open dialogue. She emphasized concerns about funding disparities in San Mateo County and the need for advocacy and collaboration to support underfunded districts. She acknowledged community frustrations and reaffirmed the board's commitment to finding solutions.

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, Hatch Elementary, and Kings Mountain Elementary.

Student Board Member Martin Juarez: Shared updates from Pilarcitos High School.

e. Superintendent Report

*Interim Superintendent Dr. Jeff Harding: e*xpressed gratitude for the opportunity to serve as Interim Superintendent, highlighting the district's support, collaboration, and positive atmosphere. He shared his enjoyment of visiting schools and engaging with the community, noting his appreciation for the experience.

4. CONSENT AGENDA

a. Ratification of Approval of Half Moon Bay High School Cross Country to CIF Cross Country State Championship, Fresno, California, November 29 - 30, 2024
b. Approval of Half Moon Bay High Future Farmers of America to Made for Excellence & Advanced Leadership Academy Conference, Rohnert Park, California, January 19-20, 2025
c. Approval of Cunha Intermediate School to Outdoor Education at YMCA Camp- Jones Gulch, La Honda, California, May 12-15, 2025
d. Update on VAPA Courses for Half Moon Bay High School
e. Approval of Certificated Personnel Report
f. Approval of Classified Personnel Report
g. Approval of the Updated 2024-25 Salary Schedules for Certificated Employees, Co-Curricular and Special Assignment, Classified Employees, and Management/Unrepresented Staff
h. Approval of the CUSD Sunshine Reopener
i. Enrollment Report
j. Approval of Donations to Cabrillo Unified School District
k. Approval of Warrant Register Report Processed
l. Approval of the MOU with Friends of HMB Parks and Recreation for a Feasibility Study for Two-Pool Complex
m. Approval of Interim Superintendent Contract
n. Approval of Regular Governing Board Meetings Minutes

Member Cortes moved that the Consent Agenda be approved as presented. Member Layne seconded the motion.

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

5. GENERAL BUSINESS

a. Pilarcitos High School Presentation

James Barnes, Director of Student Support Services and Pilarcitos High School Principal, presented an overview of enrollment data, academic performance, SEL initiatives, alternative education programs, and SPSA progress, highlighting student support efforts and areas for growth.

b. Educational Support Services Updates

Israel Castillo, Director of Educational Support Services; Caroline Morton, Mental Health Specialized Programs Coordinator; Elizabeth Veach, Behavior Intervention Coordinator; and Susan Vana, Medical Health Specialized Programs Coordinator, presented an overview of educational support initiatives, including intervention programs, professional development, and strategies to enhance student outcomes, highlighting achievements and future focus areas.

c. Certification and Approval of CUSD First Interim Financial Report: Fiscal Year 2024-25

Member Layne moved to approve the CUSD First Interim Financial Report: Fiscal Year 2024-25 as presented. Member Cortes seconded the motion.

Motion (149): Passed by a 5-0 vote with Student Board Members Bikle and Juarez voting aye.

d. Approval of Measure M and Measure S Bond and Parcel Tax Citizens' Oversight Committee 2023-24 Annual Report

Note: Student Board Members Bikle and Juarez left the meeting at 8:42 p.m.

Member Layne moved to approve the Measure M and Measure S Bond and Parcel Tax Citizens' Oversight Committee 2023-24 Annual Report as presented. Member Alexander seconded the motion.

Motion (150): Passed by a 5-0 vote.
Jamie Bikle, Student Board Member—absent
Martin Juarez, Student Board Member—absent

e. Courses for the Adult Education High School Diploma Program

Drew Gamet, Director of Alternative Programs, provided an overview of the Adult Education High School Diploma Program, outlining course offerings and credit requirements. The item was presented for discussion and will be brought back for approval in January.

f. Cabrillo Unified School District Bond Program Update

Roger Anchartechahar, Senior Project Manager, provided an update on ongoing facility projects, discussing progress, timelines, and key developments.

6. FUTURE EVENTS

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

7. CLOSED SESSION

a. Identification of Closed Session Topics of Discussion

b. Public Comments on Closed Session Topics

None.

c. Adjourn to Closed Session

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

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

2. Public Employment (Government Code §54957)

d. Adjourn Closed Session and Reconvene Open Session

President Hines reported the following:

During its recently concluded closed session, the Board approved a resignation agreement resolving the employment of a certificated employee number 3857. The vote was unanimous.

Under the terms of the agreement, the employee agrees to submit their irrevocable resignation from the District. The District agrees to render payment for an agreed-upon amount to the employee and, in exchange, both the employee and the District waive and release each other from any and all claims relating to or arising out of the employee's employment with the district.

a. Adjourn Meeting

Member Cortes moved to adjourn the December 12, 2024, Board Meeting at 10:27 p.m. Member Daniel seconded the motion.

Motion (151): Passed by a 5-0 vote with Student Board Member Bikle voting aye.
Jamie Bikle, Student Board Member—absent
Martin Juarez, Student Board Member—absent

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

Minutes presented by Dr. Ramon Miramontes, Interim Superintendent.

Certified by:

_____ _____

Peter Cerneka
Clerk to the Governing Board

Date