Governing Board Annual Organizational Meeting & Closed Session

(Adopted) Meeting Minutes

CABRILLO UNIFIED SCHOOL DISTRICT

Tuesday, December 17, 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-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—arrived at 6:38 p.m. Mary Beth Alexander, Member
Administrators Present:	Jeff Harding, Ed.D., Interim Superintendent Jennifer Marsh, Chief Business Officer Leticia Bhatia, Ed.D., Deputy Superintendent of Educational Services

c. Pledge of Allegiance

President Hines led the Pledge of Allegiance.

d. Approval of the Agenda

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

Motion (152): Passed by a 3-0 vote.
Lizet Cortes, Member—absent
Sophia Layne, Member—absent

2. ADMINISTRATION OF OATH OF OFFICE BY THE SUPERINTENDENT

a. Loyalty Oath: Peter Cerneka

Superintendent Dr. Jeff Harding officiated the swearing-in ceremony for newly elected Member Peter Cerneka.

b. Loyalty Oath: Breanna Lafontaine

Superintendent Dr. Jeff Harding officiated the swearing-in ceremony for newly elected Member Breanna Lafontaine.

3. ANNUAL GOVERNING BOARD ORGANIZATION

a. Election of Governing Board Officers to Serve from December 2024 through December 2025

1. President

Member Alexander moved to nominate Member Carmen Daniel as President. Member Lafontaine seconded the motion.

Motion (153): Passed by a 4-0 vote.
Lizet Cortes, Member—absent

2. Vice President

Member Alexander moved to nominate Member Lizet Cortes as Vice President. President Daniel seconded the motion.

Motion (154): Passed by a 5-0 vote.

3. Clerk to the Governing Board

Member Alexander moved to nominate Member Peter Cerneka as Clerk. Member Cortes seconded the motion.

Motion (155): Passed by a 5-0 vote.

4. Secretary to the Board

President Cortes moved to nominate the Superintendent as Secretary to the Board, and Member Lafontaine seconded the motion.

Motion (156): Passed by a 5-0 vote.

5. Authorization of President, Vice President, Clerk to the Governing Board, and/or Secretary as signatories for the Governing Board

President Daniel moved to approve the authorization of the President, Vice President, Clerk to the Governing Board, and/or Secretary as signatories for the Governing Board. Member Cortes made by seconded the motion**.**

Motion (157): Passed by a 5-0 vote.

b. Approval of the Schedule of Regular Governing Board Meetings for the Year 2025 and Revision of Board Bylaw 9320: Meetings and Notices

Member Cerneka moved to approve the Schedule of Regular Governing Board Meetings for the Year 2025 as presented. Member Alexander seconded the motion.

Motion (158): Lost. No vote taken.

President Daniel amended the motion to change the meeting start time to 6:00 p.m. and to approve the Schedule of Regular Governing Board Meetings for the Year 2025 as amended. Member Lafontaine seconded the motion.

Motion (159): Passed 5-0.

Member Alexander moved to approve the revision of Board Bylaw 9320: Meetings and Notices, as proposed, with the exception of the meeting start time, which was adjusted to 6:00 p.m. Member Cerneka seconded the motion.

Motion (160): Passed by a 5-0 vote.

c. Designation of Governing Board Representatives to District-Created Committees and Other Committees/Commissions for the Year 2025

Member Lafontaine moved to approve the Governing Board Representatives to District-Created Committees and Other Committees/Commissions for the Year 2025, as discussed. President Daniel seconded the motion.

Motion (161): Passed by a 5-0 vote.

d. Review of Annual Remuneration, Reimbursement, and Other Benefits of Board Members

Member Alexander moved to approve a five percent (5%) increase to Board Member remuneration. Member Cortes seconded the motion.

Motion (162): Passed by a 5-0 vote.

4. GOVERNANCE MATTERS

a. Board Discussion on Governing Board New Business

The Board discussed the process for introducing new business items. It was suggested that Board members submit requests via email to the Superintendent and Board President for agenda consideration, ensuring a more efficient and structured approach to agenda planning.

b. Board Discussion on Governing Board Operations

The Board discussed governing board operations, including meeting management, training opportunities, study sessions, and special meetings. They explored options for interactive community engagement and the flexibility in scheduling study sessions and governance discussions while ensuring compliance with the Brown Act.

5. 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 Appointment (Government Code §54957)

Title: Superintendent

d. Adjourn Closed Session and Reconvene Open Session

6. OPEN SESSION

a. Closed Session Action Report

President Daniel reported that no action was taken in Closed Session.

7. CLOSING ITEMS

a. Adjourn Meeting

Member Alexander moved to adjourn the December 17, 2024, Board Meeting at 9:40 p.m. Member Cortes seconded the motion.

Motion (163): Passed by a 5-0 vote.

Minutes prepared by Rosibel Acosta, Administrative Assistant to the Superintendent

Minutes presented by Dr. Ramon Miramontes, Secretary to the Governing Board

Certified by:

_____ _____

Peter Cerneka Date
Clerk to the Governing Board