Regular Governing Board Meeting

CABRILLO UNIFIED SCHOOL DISTRICT

Published on Friday, August 15, 2025

Date and Time
Thursday, August 21, 2025 at 6:00 PM

Location
Cunha Intermediate School Library Room, 600 Church Street, Half Moon Bay, California 94019

Broadcast Live on PacificCoast.TV

Recordings will be made accessible to the public on the days following the meeting on YouTube at: https://www.youtube.com/playlist?list=PLFUunuheJ0ZVRqCNQQy7IC-5fv3KEKlPr.

Spanish Translation https://drive.google.com/file/d/1Ytm4lumXgjdG5yEoO478wpzsD-MJ-YG1/view?usp=sharing

In compliance with the Americans with Disabilities Act, individuals requiring special accommodations, such as accessible seating or documentation in an accessible format, should contact the Administrative Assistant to the Superintendent at acostar@cabrillo.k12.ca.us or (650) 240-3146. Please notify the District at least 48 hours before the meeting to arrange reasonable accommodations, auxiliary aids, or services.

The District provides Spanish interpretation upon request. To request this service, please contact the Administrative Assistant to the Superintendent at acostar@cabrillo.k12.ca.us or (650) 240-3146.

Documents provided to a majority of the Governing Board regarding any open session item on the agenda will be available for public inspection at the District Office, located at 498 Kelly Avenue, Half Moon Bay, California, during regular business hours. These documents are also accessible on the District's website at cabrillo.k12.ca.us.

PUBLIC COMMENTS GUIDELINES

Members of the public are encouraged to participate in Board meetings and share their views on agenda items or matters within the Board's jurisdiction. Public comments can be provided in two ways:

Submission of Written Comments in Advance: Written comments can be submitted using the Google Public Comments form at cusd.info/comments. Comments are accepted from the posting of the agenda

until **3:00 p.m. on the day of the meeting**. Comments should not exceed 300 words. While longer comments may not be shared publicly during the meeting, all comments received by the deadline will be made available to Board members and included in the meeting minutes.

Provision of In-Person Comments During the Meeting: To address the Board during the meeting, members of the public must submit a “Request to Address the Board” slip to the Administrative Assistant to the Superintendent **before the agenda item is introduced**. Slips are available on the handout table. When recognized by the Board President, speakers should proceed to the podium and keep their comments brief.

The Board limits total public input to **20 minutes per item**. The Board President may adjust time limits as necessary to accommodate diverse viewpoints. In exceptional cases requiring extended public input, the Board President, with Board consent, may adjust the time allotted per speaker or for overall public input. Members of the public with similar viewpoints may be asked to designate representatives to speak on their behalf. The Administrative Assistant will monitor time and notify speakers when 30 seconds remain and when time is up.

- **Nonagenda and Consent Items** may be addressed under "Public Comments on Nonagenda or Consent Items."
- **Agenda Items** may be addressed after the staff presentation.
- **Closed Session Items** may be addressed under "Public Comments on Closed Session Topics."

IMPORTANT BOARD PROTOCOLS REGARDING PUBLIC COMMENTS

The CUSD Governing Board does not act upon nonagendized matters except under limited circumstances as permitted by law. Matters raised during public comments will be referred to staff for further examination and action where appropriate.

Page

1. OPENING ITEMS

a. Call Public Session to Order

b. Roll Call / Quorum

c. Pledge of Allegiance

d. Approval of the Agenda

2. SPOTLIGHT THE COASTSIDE WAY!

a. Celebrating Our Success

1. Honoring and recognizing our partners, Friends of Half Moon Bay Parks and Recreation, for their Advocacy and Support of the New Aquatic Center Feasibility Study

b. Feasibility Study Proposal for a New Aquatic Center at Half Moon Bay High School by Friends of Half Moon Bay Parks & Recreation (Information) 9 - 16

Supporting Documents/Attachments:

1. Half Moon Bay Aquatic Center Feasibility Study 081125_Revised.pdf

c. Student Board Members Report

1. Half Moon Bay High School Student Board Member
2. Pilarcitos High School Student Board Member

3. GENERAL BUSINESS

a. Cabrillo Unified School District Literacy Initiative Presentation (Presentation) 17 - 40

Supporting Documents/Attachments:

1. Cabrillo Literacy Initiative Presentation 08.21.2025.pdf

b. Approval of the Declaration of Need for Fully Qualified Educators for the 2025-26 School Year. (Action) 41 - 45

Supporting Documents/Attachments:

1. Declaration of Need for Fully Qualified Educators.pdf

c. Adoption of Resolution 24-2025 Authorizing Standards for Local Certification of Transitional Kindergarten Teachers (Action) 46 - 49

Supporting Documents/Attachments:

1. Resolution 24-2025 Local Certification Standards of TK Teachers.pdf

d. Adoption of Resolution 22-2025 Designating Authorized Representatives of Cabrillo Unified School District as Signatories Effective August 21, 2025 (Action) 50 - 51

Supporting Documents/Attachments:

1. Resolution 22-2025 Designating Authorized Representatives of CUSD as Signatories Revised.pdf

e. Adoption of Resolution 23-2025, Approving the Participation in Bids/Contracts of Other Public Corporations and Agencies (Piggyback Contracts) for the 2025–2026 Fiscal Year (Action) 52 - 54

Supporting Documents/Attachments:

1. Resolution 23-2025 Participating in Bids/Contracts of Other Public Corporations and Agencies (Piggyback Contracts) for the 2025-2026 Fiscal Year

f. Authorization of Shade Structure Construction at Hatch Elementary School (Action) 55 - 67

Supporting Documents/Attachments:

1. Hatch Shade Structure Scope & Fee Letter
2. USA Shade Hatch Elementary Quote

g. Approval of the Facilities Master Plan for Half Moon Bay High School (Action) 68 - 112

Supporting Documents/Attachments:

1. HMBHS Facilities Master Plan Draft 08.14.25.pdf

4. COMMUNICATIONS

a. Public Comments on Nonagenda or Consent Items

b. Employee Organizations Report

1. Cabrillo Unified Teachers Association (CUTA) Representatives

2. California School Employee Association (CSEA) Representatives

5. CONSENT AGENDA

Items listed under the Consent Agenda are of a routine nature and are not anticipated for Board discussion. The Superintendent recommends their approval. If any Board member requests the removal of an item from the consent agenda, it shall be taken off and individually considered as a regular agenda item. The Consent Agenda requires a motion, a second, and approval by a roll call vote. Each item approved by the Governing Board on the Consent Agenda is considered in full and adopted as recommended.

a. Adoption of District Proclamations for the 2025–26 School Year 113 - 131

Supporting Documents/Attachments:

1. Hispanic Heritage Month Proclamation - September 15 to October 15, 2025.pdf
2. Native American Heritage Month Proclamation - November 2025.pdf
3. LGBTQ Month Proclamation - October 2025.pdf
4. African American History Month - February 2026.pdf
5. Women's History Month Proclamation - March 2026.pdf
6. Autism Acceptance and Inclusion Month Proclamation - April 2026.pdf
7. Asian and Pacific Islander History Month Proclamation - May 2026.pdf
8. Jewish American History Month Proclamation - May 2026.pdf
9. LGBTQ+ Pride Month Proclamation - June 2026.pdf

b. Approval of Half Moon Bay High School Future Farmers of America Field Trip to Aptos, California, August 30 to September 1, 2025, to Participate in the Officers' Retreat 132

c. Approval of Half Moon Bay High School Future Farmers of America Field Trip to Forestville, California, September 19–20, 2025, to Participate in the Chapter Leadership Conference 133

d. Approval of 2025-26 Strengthening Career and Technical Education for the 21st Century Act (Perkins V), 131- Secondary Education, Grant Application Waiver 134 - 135

e. Approval of CABE Professional Learning Services Proposal for Consulting to Enhance the Spanish Dual Immersion Program at Cabrillo Unified 136

Supporting Documents/Attachments:

CABE PLS to CUSD for Support of the Dual Language Program

f. Approval of Agreement with SPG Therapy & Education for the 2025–26 School Year — 137 - 164

Supporting Documents/Attachments:

1. SPG Therapy & Education Contract 2025-26.pdf

g. Approval of Agreement with Soliant Health LLC for Speech and Language Services for the 2025–26 School Year. — 165 - 170

Supporting Documents/Attachments:

1. Soliant Health LLC Contract for SLP 2025-26.pdf

h. Approval of Agreement with Aya Healthcare Inc for Education Specialist Services for the 2025–26 School Year — 171 - 181

Supporting Documents/Attachments:

1. Aya Healthcare Inc Contract for Education Specialist 2025-26.pdf

i. Approval of Independent Contractor Agreement, Speech and Language Pathologist Services with Half Moon Bay Inc. for the 2025–26 School Year — 182 - 188

Supporting Documents/Attachments:

1. Half Moon Bay Speech Inc Contract 2025-26.pdf

j. Approval of Certificated Personnel Report — 189 - 190

k. Approval of Classified Personnel Report — 191 - 192

l. Approval of Kindergarten Enrichment Program Memorandum of Understanding with CUTA — 193 - 195

Supporting Documents/Attachments:

1. Memorandum of Understanding with CUTA for Kindergarten.pdf

m. Approval of Titles Change for 2025-26 Management/Unrepresented Salary Schedules Table and Job Descriptions — 196 - 215

Supporting Documents/Attachments:

1. 2025-26 Management-Unrepresented Salary Scheduled.pdf
2. Fiscal Supervisor Job Description.pdf

3. Food Services Job Description.pdf
4. Maintenance, Operations and Transportation Manager Job Description.pdf
5. School and Community Services Administrator Job Description.pdf
6. Personnel and Credential Services Analyst Job Description.pdf
7. Executive Assistant to the Superintendent Job Description.pdf

n. Information on Warrant Register Report Processed 216 - 252

Supporting Documents/Attachments:

1. 060125-063025 Warrant Register
2. 070125-073125 Warrant Register

o. Approval to Declare District Vehicles and Technology Equipment as Surplus Property 253

p. Approval of Williams Uniform Complaints Reports for Fourth Quarter of the 2024-25 School Year (Education Code §35186) 254 - 255

Supporting Documents/Attachments:

1. Williams UCP Report Q4 2024-25.pdf

q. Approval of Governing Board Meeting Minutes 256 - 277

Supporting Documents/Attachments:

1. Regular Meeting - Jun 12 2025 - Minutes - Html
2. Regular Meeting - Jun 26 2025 - Minutes - Html

6. GOVERNING BOARD REPORTS

a. Board Members

b. Superintendent Report

7. CLOSED SESSION

a. Identification of Closed Session Topics of Discussion (Please refer to the list of items identified in Agenda Section 7c, below.)

b. Public Comments on Closed Session Items

c. Adjournment to Closed Session

1. **CONFIDENTIAL STUDENT MATTER:** Approval of Individual Service Agreements
    a. **Tracking Number:** 080125
    b. **Tracking Number:** 080225
    c. **Tracking Number:** 080325
    d. **Tracking Number:** 080425
2. **CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION** (Government Code 54956.9(d)(1))
    a. **Case Number:** 082125

d. Adjournment of Closed Session and Reconvening of Open Session

e. Report of Action Taken in Closed Session

8. CLOSING ITEMS

a. Adjournment of the Meeting

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Dr. Ramon Miramontes

GOVERNING BOARD
Mary Beth Alexander
Peter Cerneka
Lizet Cortes
Carmen Daniel
Breanna Lafontaine

MEMORANDUM

MEETING DATE: August 21, 2025
TO: Members of the Governing Board
FROM: Jennifer Marsh, Chief Business Officer
CATEGORY: Information/Presentation
ITEM TITLE: Feasibility Study Proposal for a New Aquatic Center at Half Moon Bay High School by Friends of Half Moon Bay Parks and Recreation

BACKGROUND INFORMATION

The Friends of Half Moon Bay Parks and Recreation, a local nonprofit, is partnering with Cabrillo Unified School District to improve aquatics facilities at Half Moon Bay High School and expand community access to aquatics. The existing pool, which has served both the school and the community for several decades, no longer meets standards for high school competition, community use, or current code requirements.

On December 12, 2024, the Board approved a Feasibility Study to evaluate potential options for a new aquatic center.

REPORT/PROPOSAL

The proposed aquatic center would include a 25-yard by 40-meter, 16-lane competition pool, along with a separate 2,500-square-foot warm water teaching pool designed for water fitness, safety instruction, and recreation. Support facilities would be incorporated to meet the needs of both school programs and community activities. The Feasibility Study examined two possible sites on the Half Moon Bay High School campus: the location of the existing pool and the lower student parking lot. RS+M Design/Engineering will present the proposal to the Governing Board.

FISCAL ANALYSIS

There is no fiscal impact on the General or Bond funds. This is funded by Friends of Half Moon Bay Parks and Recreation.

RECOMMENDATION

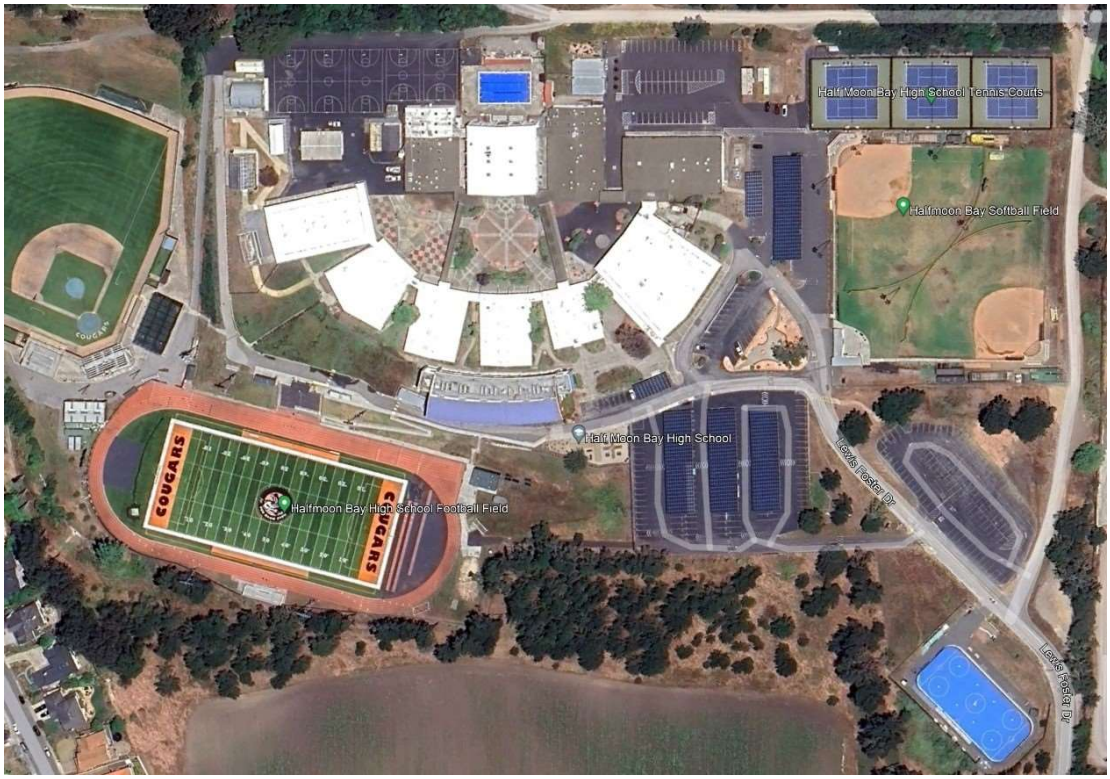
It is recommended that the Board receive the report from RS+M Design/Engineering for the proposed new aquatics center at Half Moon Bay High School.

Prepared by: *Holly Lynne*

FEASIBILITY STUDY

Proposed New Aquatic Center
Half Moon Bay High School
1 Lewis Foster Drive
Half Moon Bay, California 94019

UPDATED August 11, 2025



Prepared for
Friends of Half Moon Bay Parks & Recreation
P.O. Box 151
Half Moon Bay, California 94019

Prepared by

RS+M
Design | Engineering
1981 N. Broadway
Suite 202
Walnut Creek, California 94596
(925) 217-6620

Executive Summary

The Friends of Half Moon Bay Parks and Recreation (Client) seeks to improve the aquatics facilities for Half Moon Bay High School and the Half Moon Bay community. The existing Half Moon Bay High School pool has served the high school and community for the past several decades, but the pool is now considered substandard with respect to high school aquatics competition, event functionality, community needs, and various aspects of competition rules and code compliance.

Meetings with the Client and Cabrillo Unified School District have produced a stated objective for the new aquatic center to consist of a 25 yard x 40 meter (16 lanes) competition swimming pool, a separate 2,500 sf warm water teaching pool, and appropriate support facilities for high school and community aquatic programs.

This Feasibility Study compares two sites on the Half Moon Bay High School campus:

Option 1: the existing pool location.

Option 2: the lower student parking lot.

General Design Considerations

A. Aquatic Programming: The new aquatic center is intended to host:

- CIF/NFHS high school water polo and swimming training and competitive events, including multi-team tournaments and meets.
- High school physical education curriculum (swimming).
- Community water safety instruction (swimming lessons and lifeguard training).
- Community recreational swim team training and events (e.g., HMB Mavericks).

B. Support Facilities:

- Pool circulation, sanitation, and heating equipment.
- Pool office, classroom, and general aquatic equipment storage.
- Locker rooms (toilet/shower facilities).
- Water, electric, gas, and sanitary sewer utilities.
- Pedestrian access and egress.
- Vehicular access, parking, and circulation.

C. Code Compliance. The design of the new aquatic facility will be in compliance with:

- 2025 California Building, Fire, Electrical, Mechanical, Green, and Energy Efficiency codes.
- Review and approval of the California Department of State Architect (DSA).
- San Mateo County Environmental Health Department.
- San Mateo County Department of Public Works.
- NFHS rules, as applicable and feasible.
- USA Swimming rules and regulations, as applicable and feasible.
- other municipal codes, as applicable.

D. School Campus Considerations. The location of the proposed aquatic center can consider the following campus conditions:

- Mitigated public access to the interior of the campus during school hours.
- Student loitering at the lower student parking lot during school hours.

Aquatic Center Business Plan

To be co-developed by Half Moon Bay Parks & Recreation District and Cabrillo Unified School District.

Pool Sites Considered

Option 1 – Existing Swimming Pool Location:

1. Option 1 utilizes the existing swimming pool location for the proposed pools and support building. This location utilizes existing support infrastructure:
   - Adjacent locker room facilities.
   - Water service.
   - Gas service.
   - Sanitary sewer service.
2. Support Building: The support building, given its proximity to the existing locker rooms will house the following functions:
   - Entry control point.
   - Pool equipment room.
   - Chemical storage.
   - Aquatics office.
   - Aquatic equipment (electronic scoring/timing) indoor storage.
   - Deck access single occupant toilet rooms.
   - Deck access showers.
3. Topography: The existing topography at this location requires a minimum of alterations to achieve code compliance with accessibility and egress code requirements.
4. Associated Site Alterations:
   - Removal of two portable classroom buildings P1 and P2.
   - Relocation of existing gas meter.
   - Extension of east side access road for facilitation of chemical delivery.
5. Opinion of Probable Construction Cost:

Site Improvements	$ 938,000
Pools and Equipment	6,060,200
Support Building	2,100,000
Existing Pool Site Remediation	0
Contractor OH&P	2,183,600
Soft Costs	4,161,400
Total	$ 15,517,700

Option 2 – Lower Student Parking Lot:

1. Option 2 utilizes the lower student parking lot. Option 2 requires additional site improvements costs vs. Option 1:
   - Grading and retaining walls adjacent to the existing softball field.
   - Extension of water service to this location.
   - Extension of gas service to this location.
   - Extension of sanitary sewer service to this location
2. Support Building: The support building, given the pools' distance from the existing locker rooms, would include all functions of a support building in Option 1, plus:
   - Additional toilet and shower facilities.
3. Topography: The existing topography holds an approximate 15 foot elevation change from east (softball field) to west (Lewis Foster Drive). Retaining walls at the east side of this location will be required to provide the required level pool area. More substantial site alterations to achieve code compliance with accessibility and egress requirements will also be required.

4. Associated Site Alterations:
   - Removal of several trees.

5. Replacement of Lost Parking: Development of the new Aquatic Center at this location will eliminate approximately 70 (net) parking stalls. It is proposed to offset this loss by providing additional parking by enlarging the existing east parking area to include the existing unimproved area adjacent to the north side of the tennis courts.

6. Opinion of Probable Construction Cost:

Site Improvements	$ 3,979,500
Pools and Equipment	5,647,200
Support Building	5,600,000
Existing Pool Site Remediation / Parking	1,745,800
Additional Parking Adjacent to Tennis Court	500,000
Contractor OH&P	4,193,400
Soft Costs	7,610,900
Total	$ 29,276,800

Comparative Advantages / Disadvantages of Options 1 through 4

Option 1 – Existing Pool Location:

Advantages:
1. Utilizes existing locker room facilities.
2. Utilizes existing water, power, gas, and sewer utilities.
3. Lowest estimated cost of presented options.

Disadvantages:
1. Does not mitigate the concern of general public access to the interior of campus during school hours without further evaluation.
2. Does not mitigate the student loitering concern at the lower student parking lot.

Option 2 – Lower Student Parking Lot:

Advantages:
1. Mitigates the concern of general public access to the interior of campus during school hours.
2. Mitigates the student loitering concern at the lower student parking lot.

Disadvantages:
1. Substantial earthwork/grade modification required to accommodate desired facility.
2. Requires new locker room dedicated to the facility.
3. Second highest estimated cost of presented options.

Utilities Disclaimer

The scope of utilities extensions and associated estimated costs for each of the Options above is provided without information about the locations or capacities of the existing utilities. RSM reserves the right to revise the scope descriptions and associated cost estimates once such information is provided.

continued

Locker Room Facility Requirements

For Option 1 above, it is assumed that the existing locker rooms provide the required quantity of toilet/shower facilities to accommodate the proposed pools.

For Options 2, given the pools' distance from the existing locker rooms, additional toilet/shower facilities will be required, generally as follows:

Chapter 31B of the California Building Code (for public pools) requires a specified quantity of toilets, urinals, sinks and showers based on the pool occupant load, which is based on the pools combined water surface area. The number of bathers is calculated at 15 sq. ft. per bather. For the purpose of this feasibility study, the approximate bather count is estimated as follows:

Pools: 12,400 sq. ft. / 15 = 826 occ. (413 male, 413 female)

For the calculated bather count, the required quantity of plumbing fixtures would be:

Fixture	Men	Women
Toilets	6	7
Urinals	6	--
Sinks	4	4
Showers	8	8

Egress Requirements

Chapter 10 of the California Building Code establishes the facility egress requirements, based on a calculated occupant load of the pool and the pool deck. For the purposes of this feasibility study, the estimated areas of the new pool and pool deck are as follows:

Pools: 12,400 sq. ft.

Pool Deck: 20,000 sq. ft.

The occupant loads are calculated at 50 sq. ft. per person for the pools and 15 sq. ft. per person for the pool deck. Thus, the occupant loads for the existing facility are approximately as follows:

Pool: 248 occ.

Pool Deck: 1,333 occ.

Total 1,581 occ.

For an occupant load over 1,000, there shall be a minimum of four points of egress. This requirement can be readily met at either of the proposed locations.

Storm Water Treatment

It is assumed that the proposed project, regardless of location selected, will be required to incorporate a storm water management element. As of this writing, storm water management requirements have yet to be reviewed with San Mateo County Department of Public Works.

Opinion of Probable Construction Cost Disclaimer

Rogers Stringer & McClelland Inc. has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions. Opinions of probable construction costs are representative only of RSM's judgment as a design professional familiar with the aquatics construction industry. RSM cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable construction costs.

END OF FEASIBILITY STUDY NARRATIVE



Advantages / Disadvantages

Advantages:
1. Utilizes existing locker room facilities.
2. Utilizes existing water, power, gas, and sewer utilities.
3. Lower estimated cost vs. Option 2.

Disadvantages:
1. Does not mitigate the concern of general public access to the interior of campus during school hours without further evaluation.
2. Does not mitigate the student loitering concern at the lower student parking lot.

Opinion of Probable Construction Cost

Site Improvements	$ 938,000
Pools and Equipment	6,060,200
Support Building	2,100,000
Existing Pool Site Remediation	0
Additional Parking Adjacent to Tennis Court	0
Contractor OH&P	2,183,600
Soft Costs	4,161,400
Total	$ 15,517,700

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Advantages / Disadvantages

Advantages:
1. Mitigates the concern of general public access to the interior of campus during school hours.
2. Mitigates the student loitering concern at the lower student parking lot.

Disadvantages:
1. Substantial earthwork/grade modification required to accommodate desired facility.
2. Requires new locker room dedicated to the facility.
3. Higher estimated cost vs. Option 1.

Opinion of Probable Construction Cost

Site Improvements	$ 3,979,500
Pools and Equipment	5,647,200
Support Building	5,600,000
Existing Pool Site Remediation / Parking	1,745,800
Additional Parking Adjacent to Tennis Court	500,000
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Total	$ 29,276,800

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CABRILLO UNIFIED SCHOOL DISTRICT

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SUPERINTENDENT
Dr. Ramon Miramontes

GOVERNING BOARD
Mary Beth Alexander
Peter Cerneka
Lizet Cortes
Carmen Daniel
Breanna Lafontaine

MEMORANDUM

MEETING DATE: August 21, 2025
TO: Members of the Governing Board
FROM: Israel Castillo, M. Ed., Interim Assistant Superintendent of Educational Services
Rachael Sage, District Teacher on Special Assignment
CATEGORY: Presentation
ITEM TITLE: Cabrillo Unified School District Literacy Initiative Presentation

BACKGROUND INFORMATION

During the 2023-24 school year, all K-3 students' foundational literacy skills were assessed in their instructional languages using the DIBELS 8th Edition universal screener. This tool helps identify reading difficulties and provides teachers with valuable information to offer effective Tier 1 instruction and individualized strategies based on student need. The Cabrillo Literacy Initiative, a group of site administrators, teachers, and instructional leaders was also launched, with the goal of using a data-driven approach to improving CUSD's literacy proficiency rates.

The DIBELS 8th screener is administered three times per year, results are reviewed by literacy specialists, site leaders, and teachers. "Data Chats" are held with each teacher in the Fall and Spring semesters during which individual student results are analyzed. Teachers and literacy specialists discuss specific strategies and instructional moves to better support both individual and whole class instruction. During the next screening period, student progress is reviewed, and instructional strategies are re-evaluated.

All curricular and instructional decisions are based on the latest research on effective teaching techniques using a Structured Literacy Approach. This approach ensures direct, systematic, and structured instruction of all the skills that are critical to developing independent readers.

California adopted SB114 which requires all elementary schools to administer an approved "screener" to all K-2 students during the 2025-26 school year. CUSD is ahead of the curve as the DIBELS 8th Edition is an approved screener and CUSD has already been screening students for two years and using the results to drive improvements to literacy instruction.

In partnership with San Mateo County's The Big Lift Initiative, CUSD's Literacy Specialist, has been leading this initiative and will share results from the past DIBELS 8th assessments, as well as details on the work the Cabrillo Literacy Initiative is doing to develop strong Tier I Literacy Instruction and to support students with greater needs with individualized and effective Tier II and Tier III supports.

It is important to note that this data shared tonight only represents one aspect of student performance measurement. Qualitative data and observational data are equally important, though they are not presented tonight. CUSD administrators and teachers consistently use qualitative data, observations, and daily/weekly local assessments to measure student performance. These various forms of data help pinpoint specific areas for improvement and inform adjustments to our goals within the LCAP, site plans, and professional learning plans, supporting the implementation of effective practices for all students

FISCAL ANALYSIS

The CUSD Literacy Plan is being funded by the Big Lift Grant requirements on literacy and the 2024-27 Local Control Accountability Plan (LCAP) Goal 2 Student Achievement, Action 1.E to develop early intervention plans based on early learning screeners in core PK-3rd grade content areas and in alignment with Big Lift literacy efforts.

RECOMMENDATION

This item is presented for information only.

Prepared by: *Josefina Infanzon*

CABRILLO UNIFIED SCHOOL DISTRICT

A place where all children dream and achieve!

Cabrillo Literacy Initiative

24/25 SY Results & 25/26 SY Plan

Data-informed. Responsive. Results-driven.

Rachael Sage, M.Ed

The Big Lift ToSA / Literacy Specialist

Literacy Instruction at CUSD

HOW are we assessing Literacy Proficiency?

WHAT is the data telling us?

HOW are we going to make improvements?

Introducing the **Cabrillo Literacy Initiative**

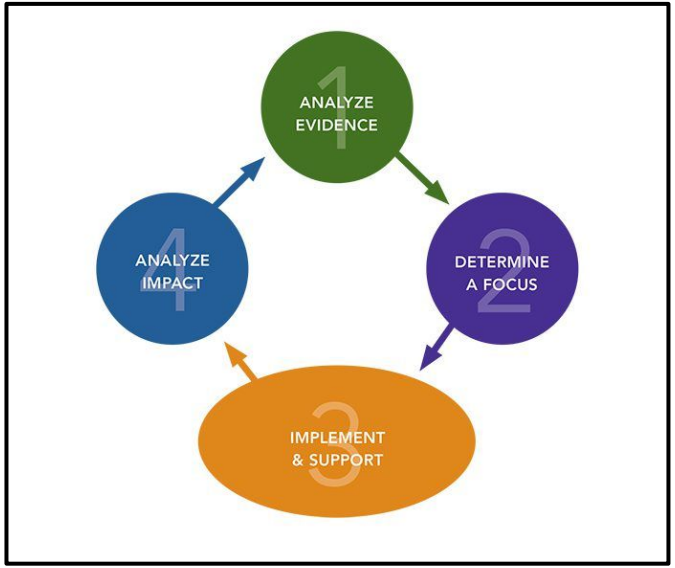
An initiative comprising of General Education teachers, ToSAs, Reading Intervention teachers, Early Learning teachers, ELD teachers, and Site Administration from all elementary school sites and grade levels.

OUR PURPOSE

To create a sustainable instructional model that improves the literacy proficiency rates for all CUSD elementary students which relies on teacher feedback, implements research-based teaching practices, and maintains a continuous cycle of inquiry.

Our Cycle of Inquiry

1. Analyze DIBELS 8th results.
2. Identity areas of need / growth.
3. Create goals and an action plan.
4. Re-assess and re-evaluate.



Universal Literacy Screener - DIBELS 8th

"DIBELS ® (Dynamic Indicators of Basic Early Literacy Skills) is a set of procedures and measures for **assessing the acquisition of literacy skills**. They are designed to be short **(one minute)** fluency measures that can be used to regularly **detect risk and monitor the development of early literacy and early reading skills** in kindergarten through eighth grade."

"DIBELS 8th has three principal uses:

- to identify students who may be a risk of reading difficulties - **screening three times per year**
- to **document students' progress** of reading skills
- to **provide minimum levels of performance** for all students to reach to be considered on track for becoming a reader through benchmark goals and timelines."

DIBELS® 8TH EDITION
UNIVERSITY OF OREGON | College of Education

DIBELS 8th Results

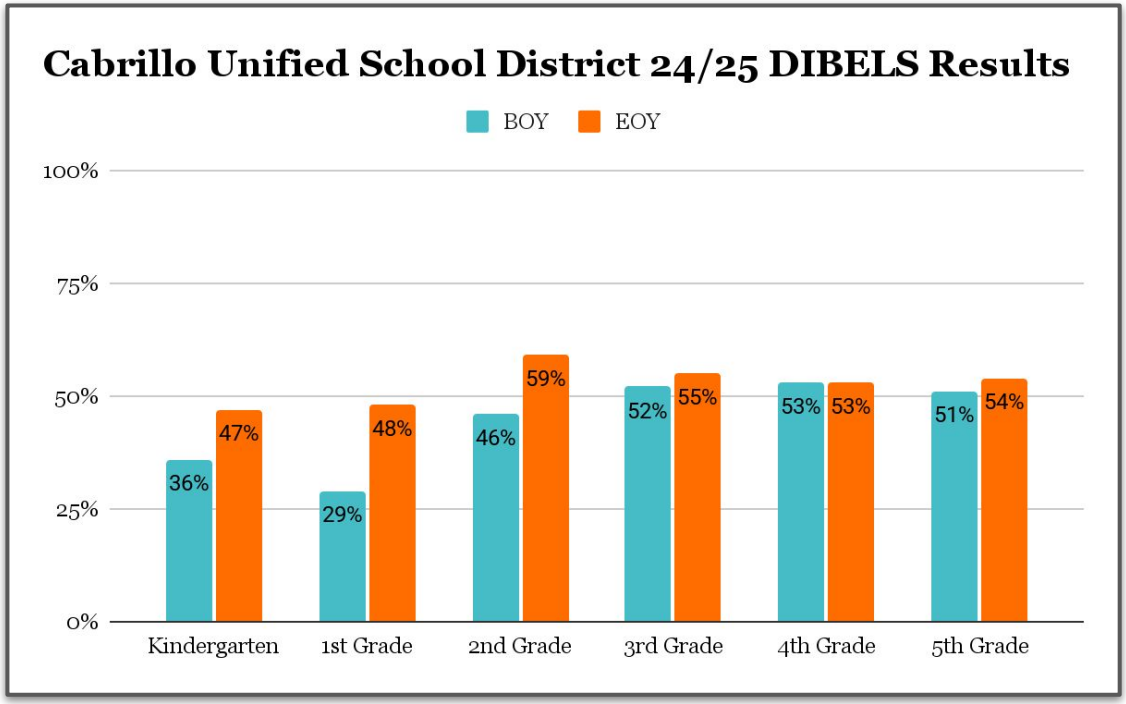
% of Proficient Students

24/25 SY - Beginning to End of Year (BOY to EOY)

2024 - 2025 School Year					
Grade	**# of Students**	**BOY** *(Beginning of Year)*	**MOY** *(Middle of Year)*	**EOY** *(End of Year)*	**Change**
Kindergarten	141	36%	35%	47%	+11%
1st Grade	181	29%	31%	48%	+19%
2nd Grade	176	46%	47%	59%	+13%
3rd Grade	158	52%	48%	55%	+3%
4th Grade	172	53%	53%	53%	+0%
5th Grade	149	51%	46%	54%	+3%

% of Proficient Students

24/25 SY - Beginning to End of Year (BOY to EOY)



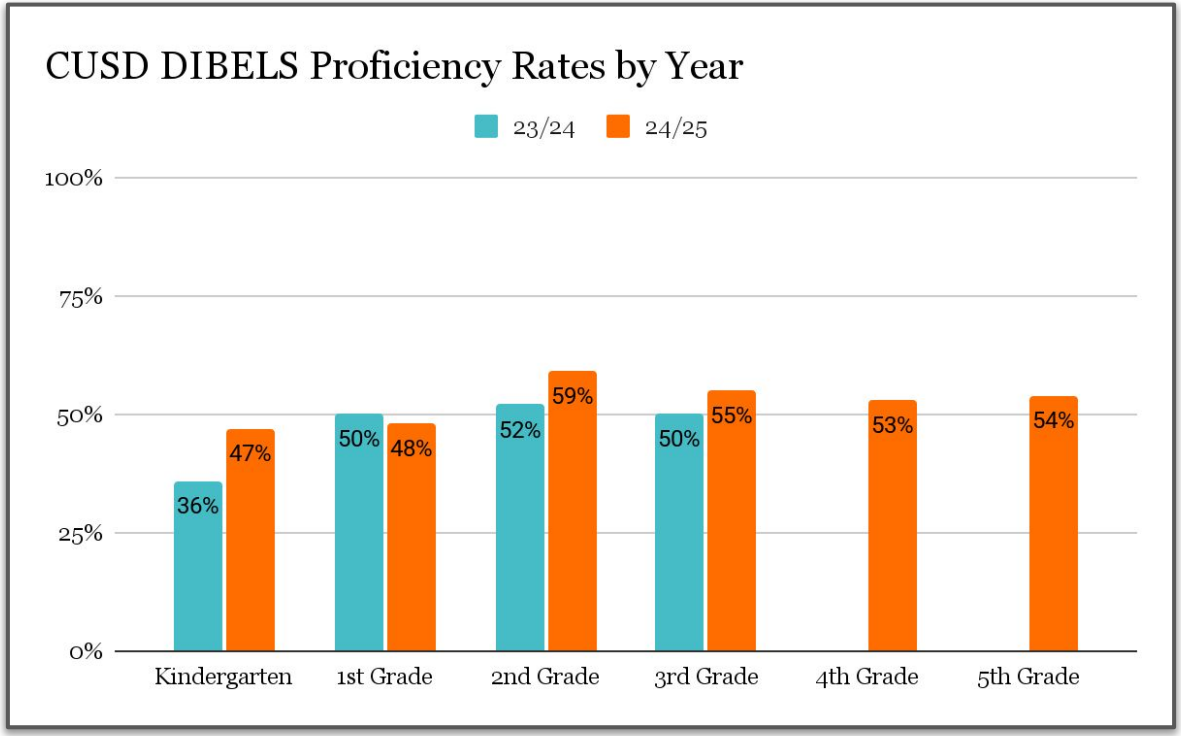
% of Proficient Students

23/24 SY to 24/25 SY - Beginning to End of Year (BOY to EOY)

Grade	2023 / 2024 School Year				2024 / 2025 School Year			
	BOY (Beginning of Year)	MOY (Middle of Year)	EOY (End of Year)	+/- %	BOY (Beginning of Year)	MOY (Middle of Year)	EOY (End of Year)	+/- %
Kindergarten	16%	25%	36%	+20%	36%	35%	47%	+11%
1st Grade	34%	36%	50%	+16%	29%	31%	48%	+19%
2nd Grade	42%	46%	52%	+10%	46%	47%	59%	+13%
3rd Grade	50%	52%	50%	+0%	52%	48%	55%	+3%
4th Grade	Not tested				53%	53%	53%	+0%
5th Grade	Not tested				51%	46%	54%	+3%

% of Proficient Students

23/24 SY to 24/25 SY - Beginning to End of Year (BOY to EOY)



The good news…

Literacy proficiency rates by cohort are increasing year over year.

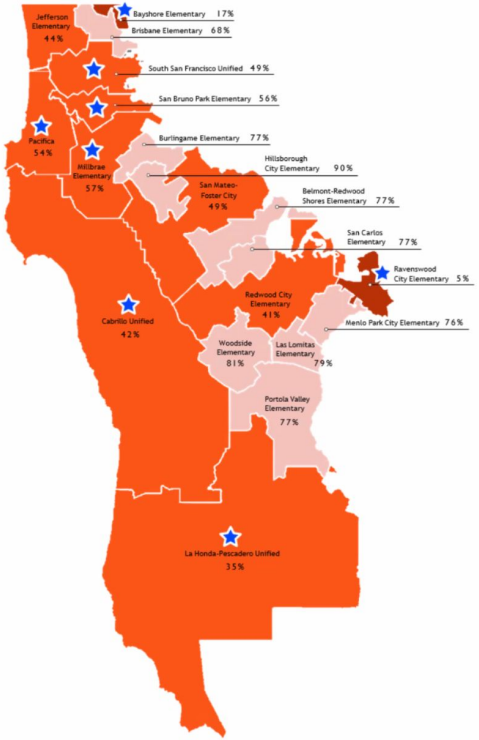
GRADE	GROWTH RATE
Kindergarten to 1st Grade	+38%
1st Grade to 2nd Grade	+25%
2nd Grade to 3rd Grade	+13%
3rd Grade to 4th Grade	+3%

Our challenge…

Many of our students are NOT reading proficiently.

GRADE	% OF STUDENTS BELOW PROFICIENCY
Kindergarten	53%
1st Grade	52%
2nd Grade	41%
3rd Grade	45%
4th Grade	47%
5th Grade	46%

Literacy Rates in San Mateo County



The Big Lift currently serves 8,243 preschool through third grade students and their families across San Mateo County.

MAP LEGEND

- More than 66% of students meet 3rd grade reading proficiency standards
- 33%-66% of students meet 3rd grade reading proficiency standards
- Less than 33% of students meet 3rd grade reading proficiency standards
- TBL Districts

THE BIG LIFT

CUSD CABRILLO UNIFIED SCHOOL DISTRICT
A place where all children dream and achieve!

What are we doing about it?

Focusing on effective Literacy Instruction

Tier 1 instruction with fidelity to designated curriculum:

- Structured & systematic literacy instruction
- Phonemic awareness
- Direct phonics instruction
- Computer-adaptive practice

Tier 2 and Tier 3 Interventions:

- Collaboration and data reviews
- Push-in and pull-out intervention and support
- Progress monitoring
- Modeling and assessing instructional practices
- Peer support

How?

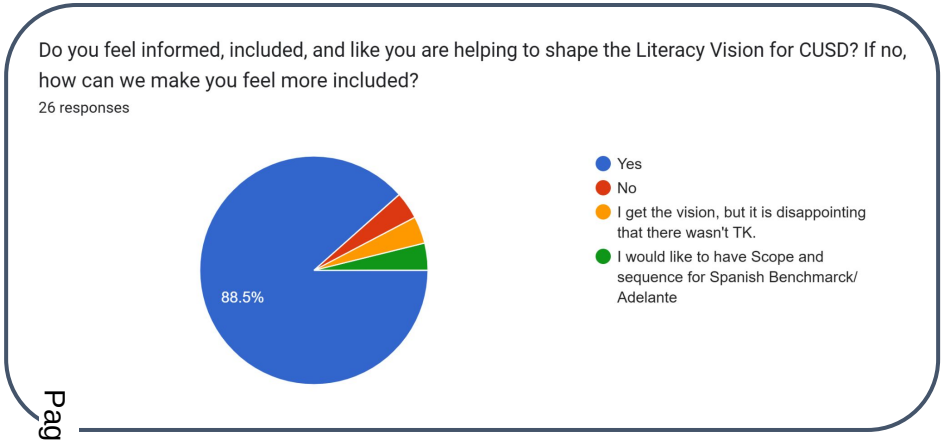
Year 1	2023 - 2024
Assessment	K - 3 DIBELS 8th at all sites and in all languages
Collaboration	Data Chats with teachers and administration
Teacher input	Sharing results, surveying teachers, collaboration
Partnerships	Collaboration with Big Lift, PAUSD, LHPSD, SSFUSD, CORE Learning
Planning	• Inception of the Cabrillo Literacy Initiative • Development of the Literacy Action Plan
Communication	Consistent participation in PTO, SSC, school site, Big Lift, and community meetings

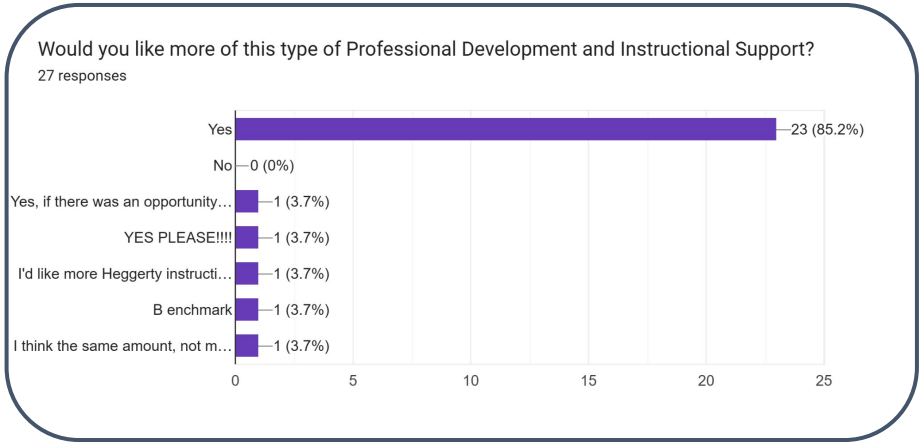
How?

Year 2 ***(in addition to Year 1 actions)***	**2024 - 2025**
Assessment	• Expand DIBELS 8th to 4th / 5th / 6th Grade
Professional Development	• Literacy-focused Super Fridays • Lab Sites / Peer Coaching • Individual PD offerings
Instructional Supports	• Defined Literacy Blocks with Scopes & Sequences • Twice yearly Data Chats • Decodable Books in all K - 5th Grade classrooms • Grade-level coaching
Family Engagement	Family Learning Nights held at all Elementary schools

Shaping our Year 3 Vision…

Our Year 3 Vision is informed by successful past practices, teacher feedback, and collaboration with site leadership and educational partners.





How?

Year 3 *(in addition to Year 1 & 2 actions)*	**2025 - 2026**
Assessment	• Shift DIBELS assessment to teachers (MOY & EOY) • Streamline & align literacy assessments & calendars • Redesign the Elementary School Report Card
Professional Development	• Fundations training for all teachers • Fundations Coaching at El Granada • Site Leader Capacity Building through Literacy PD • Mystery Writing (2nd - 5th)
Schedules	Master schedule and calendars that prioritize instructional time
Family Engagement	Streamline and broaden Family Engagement activities

Goals

1. **BIG PICTURE** CUSD will improve elementary literacy proficiency rates by **15% from 51% to 66%** by the end of the 25/26 school year as measured on the DIBELS 8th EOY screener.

2. **EQUITY** CUSD will improve English Language Learner literacy proficiency rates **by 15% from 27% to 42%** as measured on the DIBELS 8th EOY screener by the end of the 25/26 school year.

3. **SUSTAINABILITY** CUSD will create formal systems to ensure consistent literacy proficiency gains are achieved through high quality Tier I instruction, responsive Tier II and Tier III instruction, family engagement, and community enrichment.

Thank you for your support.

Rachael Sage

.6 Big Lift Literacy Specialist

sager@cabrillo.k12.ca.us

(650) 303-2224

And the entire Cabrillo Literacy Initiative:

Amy McVicker, Brooke O'Brien, Nicole Robinson, Yajaira Dehnad, Misty Veloso, Brenda DeJesus, Laurel Bigelow, Marianne Benson, Rebecca Jeffs, Yulanda Au and Carrie Swenson-Cox.

Questions?

Thank you!

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Dr. Ramon Miramontes

GOVERNING BOARD
Mary Beth Alexander
Peter Cerneka
Lizet Cortes
Carmen Daniel
Breanna Lafontaine

MEMORANDUM

MEETING DATE: August 21, 2025
TO: Members of the Governing Board
FROM: Bianca Forrester, M.A.Ed., Senior Human Resources Administrator
CATEGORY: Action
ITEM TITLE: Approval of the Declaration of Need for Fully Qualified Educators for the 2025-26 School Year

BACKGROUND INFORMATION

With the approval of Title 5 Regulations, starting July 1, 1994, the ability to employ or assign persons who are not appropriately credentialed for their assignment will be under the legal authority of the Commission on Techer Credentialing.

A Declaration of Need for Fully Qualified Educators must be submitted annually to the Commission on Teacher Credentialing. This declaration is valid for no more than twelve months and expires on June 30, 2026.

REPORT/PROPOSAL

The declaration must include the following:

- Titles of Limited Assignment Permits the employing agency anticipates will be requested
- Effort the employing agency made to recruit certificated individuals and to certify, assign, and develop fully-qualified individuals
- Verification that the declaration was adopted by a school district, county superintendent, or state school administrator

The 2025-26 Declaration of Need for Fully-Qualified Educators anticipates emergency permits for the following areas: CLAD Credential, BCLAD Credential, Resource Specialist, and Emergency Transitional Kindergarten.

FISCAL ANALYSIS

There is no impact on the budget.

RECOMMENDATION

Staff recommends approval of the Declaration of Need for Fully Qualified Educators for the 2025-26 School Year.

Prepared by: *Erick Perez and Bianca Forrester*

State of California
Commission on Teacher Credentialing
Certification Division
651 Bannon Street, Suite 601
Sacramento, CA 95811

Email: DON@ctc.ca.gov
Website: www.ctc.ca.gov

DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: 2026

Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT OR DISTRICT/COUNTY AUTHORIZED CHARTER SCHOOL

Name of District or Charter: Cabrillo Unified School District District CDS Code: 41

Name of County: San Mateo County CDS Code: 68890

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board/body of the school district or charter school specified above adopted a declaration at a regularly scheduled public meeting held on 6/12/2025 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

▶ ***Enclose a copy of the board agenda item***

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2026.

Submitted by (Superintendent, Board Secretary, or Designee)

Bianca Forrester	[redacted]	Associate Superintendent of Human Resources
Name	*Signature*	*Title*
650-638-8447	650-638-8447	06/03/2025
Fax Number	*Telephone Number*	*Date*

498 Kelly Ave. Half Moon Bay, CA 94019
Mailing Address

forresterb@cabrillo.k12.ca.us
EMail Address

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL AGENCY

Name of County _____ County CDS Code _____

Name of State Agency _____

Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ____/____/____, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

▶ ***Enclose a copy of the public announcement***

Submitted by Superintendent, Director, or Designee:

Name	*Signature*	*Title*
Fax Number	*Telephone Number*	*Date*

Mailing Address

EMail Address

▶ *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	**Estimated Number Needed**
CLAD/English Learner Authorization (applicant already holds teaching credential)	5
Bilingual Authorization (applicant already holds teaching credential)	5
List target language(s) for bilingual authorization: _____	
Resource Specialist	2
Teacher Librarian Services	
Emergency Transitional Kindergarten (ETK)	2

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas. Additionally, for the Single Subject Limited Assignment Permits estimated, please include the authorization(s) which will be requested:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	4
Single Subject	2
Special Education	2
TOTAL	8

Authorizations for Single Subject Limited Assignment Permits

SUBJECT	ESTIMATED NUMBER NEEDED	SUBJECT	ESTIMATED NUMBER NEEDED
Agriculture		Mathematics	1
Art		Music	
Business		Physical Education	
Dance		Science: Biological Sciences	
English		Science: Chemistry	
Foundational-Level Math		Science: Geoscience	
Foundational-Level Science		Science: Physics	
Health		Social Science	1
Home Economics		Theater	
Industrial & Technology Education		World Languages (specify)	

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program? (●) Yes ( ) No

If no, explain. _____

Does your agency participate in a Commission-approved college or university internship program? (●) Yes ( ) No

If yes, how many interns do you expect to have this year? 2

If yes, list each college or university with which you participate in an internship program.

SF State, SJ State, Cal State East Bay, Stanford University, CalTEACH, National University

If no, explain why you do not participate in an internship program.

CABRILLO UNIFIED SCHOOL DISTRICT

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SUPERINTENDENT
Dr. Ramon Miramontes

GOVERNING BOARD
Mary Beth Alexander
Peter Cerneka
Lizet Cortes
Carmen Daniel
Breanna Lafontaine

MEMORANDUM

MEETING DATE: August 21, 2025
TO: Members of the Governing Board
FROM: Bianca Forrester, M.A.Ed., Senior Human Resources Administrator
CATEGORY: Consent/Action
ITEM TITLE: Adoption of Resolution 24-2025 Authorizing Standards for Local Certification of Transitional Kindergarten Teachers

BACKGROUND INFORMATION

The Senior Human Resources Administrator and the Assistant Superintendent of Education Services request Board of Education approval of the Standards for Local Certification of Transitional Kindergarten Teachers. Effective August 1, 2023, the California Department of Education requires additional qualifications beyond the traditionally required Multiple Subject Teaching Credential for teachers assigned to Transitional Kindergarten classrooms if they began teaching TK after July 1, 2015. The criteria from the California Department of Education (CDE), requires credentialed teachers who are first assigned to a TK classroom after July 1, 2015 to have one of the following by August 1, 2025:

- At least 24 units in early childhood education, or childhood development, or both as determined and documented by the local educational agency employing the teacher.
- Professional experience in a classroom setting with preschool age children meeting the criteria established by the governing board or body of the local educational agency that is comparable to the 24 units of education described above.
- Child Development Teacher Permit issued by the Commission on Teacher Credentialing

Education Code (EC) 8235 defines age eligibility for children for state preschool as three- and four-year-olds.
In accordance with the California Department of Education requirements described above and EC 8235, Cabrillo Unified School District will provide a local authorization for otherwise qualified teachers to teach Transitional Kindergarten using the following criteria:

1. Up to one year of service teaching, teaching 3-4 year old students
2. Service may be any combination of experience in preschool programs, Transitional Kindergarten, Substitute Teachers, Student Teachers and Teacher Residents in preschool aged classrooms, or Kindergarten classrooms serving preschool aged students with preschool aged students enrolled.
3. Teachers may be qualified by a combination of classroom experience as described above and Early Childhood Education Units as determined by the LEA and approved by the Senior Human Resources Administrator.

Teachers locally qualified using this criteria will be required to complete professional development activities and have two years in which to earn their full 24 units in Early Childhood Education.

FISCAL ANALYSIS

There is no impact on the budget at this time.

RECOMMENDATION

Staff recommends Adoption of Resolution 24-2025 as submitted.

Prepared by: *Bianca Forrester and Erick Perez*

RESOLUTION NO. 24-2025
BEFORE THE GOVERNING BOARD
OF THE CABRILLO UNIFIED SCHOOL DISTRICT
SAN MATEO COUNTY, CALIFORNIA

AUTHORIZING STANDARDS FOR LOCAL CERTIFICATION OF TRANSITIONAL KINDERGARTEN TEACHERS

WHEREAS, The Senior Human Resources Administrator and the Assistant Superintendent of Education Services request Board of Education approval of the Standards for Local Certification of Transitional Kindergarten Teachers; and

WHEREAS, Effective August 1, 2023, the California Department of Education requires additional qualifications beyond traditionally required Multiple Subject Teaching Credential for teachers assigned to Transitional Kindergarten classrooms if they began teaching TK after July 1, 2015; and

WHEREAS, The criteria from the California Department of Education (CDE), requires credentialed teachers who are first assigned to a TK classroom after July 1, 2015 to have one of the following by August 1, 2025:

- At least 24 units in early childhood education, or childhood development, or both as determined and documented by the local educational agency employing the teacher.
- Professional experience in a classroom setting with preschool age children meeting the criteria established by the governing board or body of the local educational agency that is comparable to the 24 units of education described above.
- Child Development Teacher Permit issued by the Commission on Teacher Credentialing; and

WHEREAS, Education Code (EC) 8235 defines age eligibility for children for state preschool as three- and four-year-old. In accordance with the California Department of Education requirements described above and EC 8235, Cabrillo Unified School District will provide a local authorization for otherwise qualified teachers to teach Transitional Kindergarten using the following criteria:

1. Up to one year of service teaching, teaching 3-4 year old students
2. Service may be any combination of experience in preschool programs, Transitional Kindergarten, Substitute Teachers, Student Teachers and Teacher Residents in preschool aged classrooms, or Kindergarten classrooms serving preschool aged students with preschool aged students enrolled.
3. Teachers may be qualified by a combination of classroom experience as described above and Early Childhood Education Units as determined by the LEA and approved by the Senior Human Resources Administrator; and

WHEREAS; Teachers locally qualified using this criteria will be required to complete professional development activities and have two years in which to earn their full 24 units in Early Childhood Education.

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of Cabrillo Unified School District hereby approves the Standards for Local Certification of Transitional Kindergarten Teachers.

PASSED AND ADOPTED by the Governing Board of the Cabrillo Unified School District on the 21st day of August, 2025, by the following vote:

Mary Beth Alexander:	_____	Aye	_____	No	_____	Abstain	_____ Absent
Peter Cerneka	_____	Aye	_____	No	_____	Abstain	_____ Absent
Lizet Cortes:	_____	Aye	_____	No	_____	Abstain	_____ Absent
Carmen Daniel:	_____	Aye	_____	No	_____	Abstain	_____ Absent
Breanna Lafontaine	_____	Aye	_____	No	_____	Abstain	_____ Absent

Certified by:

_____
Carmen Daniel
President of the Governing Board
Cabrillo Unified School District

Attest by:

_____
Peter Cerneka
Clerk to the Governing Board
Cabrillo Unified School District

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Dr. Ramon Miramontes

GOVERNING BOARD
Mary Beth Alexander
Peter Cerneka
Lizet Cortes
Carmen Daniel
Breanna Lafontaine

MEMORANDUM

MEETING DATE: August 21, 2025
TO: Members of the Governing Board
FROM: Jennifer Marsh, Chief Business Officer
CATEGORY: Action
ITEM TITLE: Approval of Resolution 22-2025 Designating Authorized Representatives of Cabrillo Unified School District as Signatories Effective August 21, 2025

BACKGROUND INFORMATION

The Governing Board of the Cabrillo Unified School District, under the authority of the Education Code 42632, shall designate authorized representatives as signatories as specified in the attached Resolution.

REPORT/PROPOSAL

Resolution 22-2025 Designating Authorized Representatives of Cabrillo Unified School District as Signatories Effective August 21, 2025.

FISCAL ANALYSIS

There is no financial impact on the General Fund.

RECOMMENDATION

Approve the updated list of authorized signatories.

Prepared by: *Holly Lynne*

RESOLUTION NO. 22-2025 REVISED
BEFORE THE GOVERNING BOARD
OF THE CABRILLO UNIFIED SCHOOL DISTRICT
SAN MATEO COUNTY, CALIFORNIA

DESIGNATING AUTHORIZED REPRESENTATIVES OF
CABRILLO UNIFIED SCHOOL DISTRICT AS SIGNATORIES

WHEREAS, Education Section 42632 states, "each order drawn on the funds of a school district shall be signed by at least a majority of the members of the Governing Board of the district, or by a person or persons authorized by the Governing Board to sign orders in its name. No person other than an officer or employee of the district shall be authorized to sign orders"; and

WHEREAS, Education Section 42632 requires that the signatures authorized under Education Code Section 42632 shall be filed with the County Superintendent of Schools; and

WHEREAS, the Governing Board of the Cabrillo Unified School District has authorized any two of the following Three officers' or employees' signatures on district orders:

Name	Title
Ramon Miramontes	Superintendent
Jennifer Marsh	Chief Business Officer
Israel Castillo	Interim Assistant Superintendent

IT IS HEREBY RESOLVED that the County Superintendent be notified of this action on the Authorized Signature Form issued by said County Superintendent.

PASSED AND ADOPTED by the Governing Board of the Cabrillo Unified School District on the 21st day of August 2025 by the following vote:

Mary Beth Alexander:	_____	Aye	_____	No	_____	Abstain	_____	Absent
Peter Cerneka:	_____	Aye	_____	No	_____	Abstain	_____	Absent
Lizet Cortes:	_____	Aye	_____	No	_____	Abstain	_____	Absent
Carmen Daniel:	_____	Aye	_____	No	_____	Abstain	_____	Absent
Breanna Lafontaine:	_____	Aye	_____	No	_____	Abstain	_____	Absent

Certified by:

_____
Carmen Daniel
President to the Governing Board
Cabrillo Unified School District

Attest by:

_____
Peter Cerneka
Clerk to the Governing Board
Cabrillo Unified School District

_____
Nancy Magee
County Superintendent
San Mateo County Office of Education

CABRILLO UNIFIED SCHOOL DISTRICT

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SUPERINTENDENT
Dr. Ramon Miramontes

GOVERNING BOARD
Mary Beth Alexander
Peter Cerneka
Lizet Cortes
Carmen Daniel
Breanna Lafontaine

MEMORANDUM

MEETING DATE: August 21, 2025
TO: Members of the Governing Board
FROM: Jennifer Marsh, Chief Business Officer
CATEGORY: Action
ITEM TITLE: Adoption of Resolution 23-2025 Approving the Participation in Bids/Contracts of Other Public Corporations and Agencies (Piggyback Contracts) for the 2025-26 Fiscal Year

BACKGROUND INFORMATION

State law allows school districts to procure equipment, materials, and supplies without using the traditional self-performed "low bid" procurement process by utilizing contracts bid and awarded by other public agencies. When such a contract exists, Public Contract Code §20118 states that if the governing board of a school district has determined it to be in the best interest of the district, a school district may authorize the lease or purchase of personal property directly from the vendor and make payment to the vendor under the same terms of the contract awarded by the public agency, without advertising for bids. This is referred to as "Piggybacking". Section 20118 permits the District to purchase materials, supplies, equipment, school buses, service vehicles, and other equipment-related materials via the piggyback process, as described in the existing statute.

REPORT/PROPOSAL

The piggyback purchases authorized under Public Contract Code §20118, Public Contract Code §10298, and §10299 allow school districts to contract with vendors awarded contracts, and made available to school districts, by the California Department of General Services, without further competitive bidding. The scope of purchases authorized by Section 10299 includes "information technology, goods, and services."

By authorizing District staff procurement by the piggyback process, the District's right to bid and procure on its own is not preempted but provides an alternate procurement method when deemed cost-effective or in the best interest of the District.

FISCAL ANALYSIS

The piggyback process can reduce costs by utilizing the competitive pricing and purchasing power of other public agencies, while also lowering administrative expenses. Purchases made through this process are expected to be at equal or lower prices than those obtained through an independent bid.

RECOMMENDATION

Staff recommends the adoption of Resolution 23-2025 Approving the Participation in Bids/Contracts of Other Public Corporations and Agencies (Piggyback Contracts) for the 2025-26 Fiscal Year.

Prepared by: *Holly Lynne*

RESOLUTION NO. 23-2025
BEFORE THE GOVERNING BOARD
OF THE CABRILLO UNIFIED SCHOOL DISTRICT
SAN MATEO COUNTY, CALIFORNIA

APPROVING THE PARTICIPATION IN BIDS/CONTRACTS OF OTHER PUBLIC AGENCIES (PIGGYBACK CONTRACTS); AUTHORITY TO AWARD PIGGYBACK CONTRACT

WHEREAS, applicable law generally requires the District to engage in a competitive process to procure goods, materials, supplies, services, equipment, and other property.

WHEREAS, notwithstanding such requirements, applicable law also authorizes the District to procure goods, materials, supplies, services, equipment, and other property without a competitive process upon terms and conditions of contracts bid and awarded by other public agencies; these alternative procurement procedures are typically referred to as "piggyback" contracting.

WHEREAS, the District is authorized to engage in piggyback contracting under Public Contract Code §20118 for the lease of "data processing equipment" and the purchase of "materials, supplies, equipment, automotive vehicles, tractors, buses, and other personal property."

WHEREAS, the District is authorized to engage in piggyback contracting under Public Contract Code §10298 and §10299 for "information technology, goods and services" from "contracts, master agreements, multiple award schedules, cooperative agreements" procured by the California State Department of General Services ("DGS").

WHEREAS, DGS authorized piggyback contracts may include contracts "with entities outside the state" and cooperative buying organizations such as the National Association of State Procurement Officials (NASPO), and Omnia Partners.

WHEREAS, procurement of goods, materials, supplies, services, equipment, and other property by the piggyback process provides the District with an alternative to procurement by a competitive process with resulting cost and time savings.

WHEREAS, although applicable law generally requires Board of Education action to award contracts, authority to contract may be delegated to the Superintendent pursuant to Education Code§17604; with such authorization subject to limitations of "time, money, or subject matter."

WHEREAS, contracts awarded by authority conferred by the Board of Education under Education Code §17604 are not valid or enforceable against the District until ratified by the Board of Education.

THEREFORE, BE IT RESOLVED that the Board of Education determines that the piggyback procurement process is in the best interests of the District.

FURTHER RESOLVED, that the District participate for the 2025-26 school year in piggyback bids and contracts issued by other public agencies to the fullest extent permitted by applicable law.

FURTHER RESOLVED, that pursuant to Ed Code 17604, the Superintendent, or such District employee the Superintendent may designate, is authorized to award piggyback contracts procured pursuant to these Resolutions, provided that (i) any such piggyback contract is not valid or enforceable against the District until ratified by subsequent action of the Governing Board; and (ii) the authority conferred hereunder is effective upon Board action adopting these Resolutions.

PASSED AND ADOPTED by the Governing Board of the Cabrillo Unified School District on the 21st day of August, 2025, by the following vote:

Mary Beth Alexander:	_____	Aye	_____	No	_____	Abstain	_____	Absent
Peter Cerneka	_____	Aye	_____	No	_____	Abstain	_____	Absent
Lizet Cortes:	_____	Aye	_____	No	_____	Abstain	_____	Absent
Carmen Daniel:	_____	Aye	_____	No	_____	Abstain	_____	Absent
Breanna Lafontaine	_____	Aye	_____	No	_____	Abstain	_____	Absent

Certified by:

_____
Carmen Daniel
President of the Governing Board
Cabrillo Unified School District

Attest by:

_____
Peter Cerneka
Clerk to the Governing Board
Cabrillo Unified School District

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Dr. Ramon Miramontes

GOVERNING BOARD
Mary Beth Alexander
Peter Cerneka
Lizet Cortes
Carmen Daniel
Breanna Lafontaine

MEMORANDUM

MEETING DATE: August 21, 2025
TO: Members of the Governing Board
FROM: Jennifer Marsh, Chief Business Official
Drew Gamet, Bond Program Fiscal Project Director
CATEGORY: Action
ITEM TITLE: Authorization of Shade Structure Construction at Hatch Elementary School

BACKGROUND INFORMATION

Hatch Elementary School has an identified need for a shaded outdoor space to support student activities and provide protection from sun exposure during lunch. To address this, staff has worked with design professionals and vendors to develop a plan for constructing a permanent shade structure on the school's campus.

REPORT/PROPOSAL

The District has engaged with Quattrocchi Kwok Architects to provide design services for this project. Their scope of work includes site design, ensuring compliance with building codes, and securing approval from the Division of the State Architect (DSA).

FISCAL ANALYSIS

The total estimated cost for the project is $102,323.11. This includes $17,900 for design services with Quattrocchi Kwok Architects and $84,423.11 for the purchase and installation of the shade structure through USA Shade. The project will be funded through Bond Funds.

RECOMMENDATION

Staff recommends the approval as presented.

Prepared by: *Holly Lynne*

QUATTROCCHI KWOK
ARCHITECTS

June 25, 2025

Dr. Ramon Miramontes, Superintendent
Cabrillo Unified School District
498 Kelly Avenue
Half Moon Bay, CA 94019

RE: Hatch Elementary School Shade Structure
QKA Project 2494.00

Dr. Miramontes:

We are pleased to provide this proposal for Architectural Services related to the installation of a shade structure at the Hatch Elementary School site, with associated sitework. We will provide the services required for the successful DSA approval of the shade structure. The proposed shade structure is a DSA Pre-Checked (PC) shade structure, provided by USA Shade and will be installed by USA Shade.

Scope of Work:

The following items will be included in our scope of work:

- Site design for building layout and path of travel considerations, including verification of existing path of travel elements for code compliance.
- DSA approval at an over-the-counter appointment.

Excluded: These items can be provided as additional services, but are not included in this proposal:

- Civil engineering
- GeoTechnical engineering
- Bidding and Construction Administration

Proposed Schedule: We propose the following schedule be finalized with the District:

- Construction Documents: July – August 2025
- DSA Review and Approval: September 2025
- Bidding and Construction: can start as early as October 2025

MAIN:
636 Fifth Street, Santa Rosa, CA 95404
EAST BAY:
55 Harrison Street, Suite 525, Oakland, CA 94607
707.576.0829
A California Corporation
www.qka.com

Compensation: QKA will provide the services described above on a fixed fee basis of $17,900. Reimbursable Expenses are described in the Agreement and will be billed at direct cost plus 5%. For purposes of an initial budget, we propose an initial Reimbursable allowance of $3,000

If you agree to the scope and fees, please return a signed copy attention to our Contracts Manager, Carol Tonelli. Thank you again for this opportunity. We look forward to commencing this work for Hatch Elementary School at your earliest convenience.

Sincerely,

Lyanne Schuster

Agree to scope and fees for the Cabrillo Unified School District:

Date: _____

Signature: _____

Name: _____

Hatch Elementary 40’x40’x10’ 4 Column Hip Shade

06/10/2025

Pricing Valid for 30 Days

Project Information				Sales Information	
Purchaser:	Cabrillo Unified School District	**Contact:**	Drew Gammet	**Sales Rep:**	Rob Leuer
Project Name:	Hatch Elementary	**Phone:**	310-872-6254	**Phone:**	559-474-0003
Quote No:	CA0525RL22707	**Email:**	gametd@cabrillo.k12.ca.us	**Email:**	rob.leuer@usa-shade.com
Billing Information		**Shipping Information**		**Jobsite Information**	
Name:	Cabrillo Unified School District	**Name:**	USA Shade	**Name:**	Hatch Elementary
Address:	498 Kelly Ave	**Address:**	1085 N. Main St.	**Address:**	490 Miramontes Ave
City:	Half Moon Bay	**City:**	Orange	**City:**	Half Moon Bay
State:	CA	**State:**	CA	**State:**	CA
Zip Code:	94019	**Zip Code:**	92867	**Zip Code:**	94019
Contact:	Drew Gammet	**Contact:**	Luis Araujo	**Contact:**	Drew Gammet
Email:	gametd@cabrillo.k12.ca.us	**Email:**	luis.araujo@usa-shade.com	**Email:**	gametd@cabrillo.k12.ca.us
Phone:	310-872-6254	**Phone:**	714-920-5309	**Phone:**	310-872-6254

CORPORATE ADDRESS:

2580 Esters Blvd., Suite 100 DFW Airport, TX 75261

MAILING ADDRESS:

P.O. Box 3467 Coppel, TX 75019

REMITTANCE ADDRESS:

P.O. Box 734158 Dallas, TX 75373-4158

SOUTHERN CALIFORNIA:

1085 N. Main Street, Suite C Orange, CA 92867

NORTHERN CALIFORNIA:

927 Enterprise Way, Suite A Napa, CA 94558

ARIZONA:

2415 S. 18th Place Phoenix, AZ 85024

LAS VEGAS:

3111 So. Valley View Blvd. Suite B-117 Las Vegas, NV 89102

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PRODUCTS						
DESCRIPTION		DETAILS			UNIT PRICE	TOTAL
4 Post Hip		Model Number	Dimensions	Entry Height	See Below	See Below
QTY	IMAGE	DSA4014040-22	40'x40'	10'		
1		Fabric Type	Fabric Color	Electrical Provisions		
		Colourshade FR	TBD	N/A		
		Steel Finish	Steel Color	Cable/HDW Finish		
		Powder Coat w/CP	TBD	Galvanized		
		Footing Type	Mounting Type	Anchor Bolts		
		Drilled Pier	Recessed Base Plate	Included		
					UNIT TOTAL	**See Below**

PRICING TOTALS	
Unit Total	Included
Shipping/Handling* *Subject to market fluctuation	$3,758.27
SUBTOTAL	----------
Sales Tax 9.875%	Included
Engineering	Included
Installation	Included
TOTAL PRICE	**$84,423.11**

PAYMENT TERMS		
Payment terms subject to credit evaluation and approval		
ENGINEERING REQUIREMENTS		
Building Code	Wind Loads	Snow Loads
DSA	115	5
ENGINEERING NOTES		

SCOPE OF WORK/NOTES

Please see Construction Assumptions (Next Page)

INCLUSIONS / EXCLUSIONS

INCLUDED / EXCLUDED	ENGINEERING REQUIREMENTS	INCLUDED / EXCLUDED	INSTALLATION - MISCELLANEOUS
Included	Sealed Drawings	**Included**	Prevailing Wage / Certified Payroll
Included	Sealed Calculations	Excluded	Union Wages
Excluded	Permit Submittal	Excluded	Fencing
Excluded	Permit Fee	**Included**	Dirt Removal
Excluded	DSA Submittal & Fees	Excluded	Water and Electrical
Included	Design and Engineering of Structure	Excluded	Landscape Repair
Included	Design and Engineering of Foundation	Excluded	Demolition (Existing Structures)
Excluded	Reactions/Loads for Attachment to Walls, Rooftops, etc.	Excluded	Payment and Performance Bonds
Excluded	Foundation Location and Elevation Survey	Excluded	Special Inspection Fees

Construction Assumptions

1) The designated area for our structures will be accessible by drive-up for unloading of our trucks and equipment, including personnel man-lifts, forklifts, etc. Should a crane be required and direct access not available, additional costs for such will be submitted by a Change Order.

2) Our pricing is based on the ability to perform all of our work with clear, sequential, and continuous access without interruption during normal daytime working hours. We have assumed one mobilization for the installation of foundations, steel and fabric; if additional mobilizations are required, there will be an additional charge. We will require exclusive access to the area for our work during the construction process.

3) Our pricing does not include daily site delays accessing the work areas. USA SHADE will submit a Change Order for any delays caused by other trades which interfere or cause us to stop working.

4) We will require site sanitary facilities and refuse containers by others within 200 feet of our work.

5) USA SHADE will leave its work and materials in a clean condition at the conclusion of our work.

6) Barricades and public security requirements are not included.

7) Unless specifically included in this proposal, this agreement does not include, and Company will not provide, services, labor, or materials for any of the following work: (a) removal and disposal of any materials containing asbestos or any hazardous materials as defined by the EPA; (b) moving Owner's property around the installation site; (c) repair or replacement of any Purchaser or Owner-supplied materials; or (d) repair of damage to existing surfaces that may occur when construction equipment and vehicles are being used in the normal course of construction.

8) Pricing for foundation design is based on drilled pier footings. In the event the geotechnical report requires an alternate configuration, any additional costs incurred will be submitted to the client by a Change Order.

9) Digging of our foundations will not be constrained by any existing concrete or utilities. USA SHADE will not be responsible for moving or repairing any underground utility lines such as electrical, telephone, gas, water, or sprinkler lines that may be encountered during installation.

10) Any additional costs incurred as a result of hard rock conditions requiring extra equipment, utility removal or repair, resulting in delay, will result in additional charges unless they are detailed on as-built site drawings provided to USA SHADE or marked on the ground and communicated to USA SHADE in writing prior to installation.

GENERAL TERMS & CONDITIONS AND WARRANTY

1) **Proposal:** The above proposal is valid for **30 days** from the date first set forth above. After 30 days, we reserve the right to increase prices due to the rise in cost of raw materials, fuel, or other cost increases. When applicable, USA SHADE & Fabric Structures reserves the right to implement a surcharge for significant increases in raw materials, including, but not limited to; fuel, steel, and concrete. Due to the duration of time between proposals, contracts, and final installation, USA SHADE & Fabric Structures reserves the right to implement this surcharge, when applicable.

2) **Purchase:** By executing this proposal, or submitting a purchase order pursuant to this proposal (which shall incorporate the terms of this agreement specifically by reference) which is accepted by USA SHADE & Fabric Structures (the "Company"), the purchaser identified above ("you" or the "Purchaser") agrees to purchase Shade Structures brand shade structures ("Structures") and the services to be provided by the Company, as detailed in the "Structure Pricing" and "General Scope of Work" sections of this agreement, above, or in the relevant purchase order accepted by the Company, for use by Purchaser or for installation by Company or Purchaser on behalf of a third-party who will be the ultimate owner of the Structures (the ultimate owner of a Structure, whether Purchaser or a third-party, being the "Owner").

3) **Short Ship Claims:** Purchaser has 15 days from receipt of the structures to file a short ship report in writing to its sales representative. Company will not honor claims made after this time.

4) **Short Ship Claims:** Purchaser has 15 days from receipt of the structures to file a short ship report in writing to its sales representative. Company will not honor claims made after this time.

5) **Bonding Guidelines:** If Purchaser will use or provide the Structures and Services for an Owner other than Purchaser (including, without limitation, as a subcontractor of Purchaser), Purchaser will include the following statement in Purchaser's contract with Owner:

> "The manufacturer's warranty for the Shade Structures brand shade structures is a separate document between USA SHADE & Fabric Structures and the ultimate owner of the Shade Structures brand shade structures, which will be provided to the ultimate owner at the time of completion of the installation and other services to be provided by USA SHADE & Fabric Structures. Due to surety requirements, any performance and/or payment bond will cover only the first year of the USA SHADE & Fabric Structures warranty."

6) **Insurance Requirements**: Company is not required to provide any insurance coverage in excess of Company's standard insurance. A copy of the Company's standard insurance is available for your review prior to acceptance of the Company's proposal.

7) **Payment**: Terms of payment are defined in the "Pricing Details" section and are specific to this contract. For purposes of this agreement, "Completion" is defined as being the point at which the Structure is suitable for its intended use, the issue of occupancy consent, or a final building department approval is issued, whichever occurs first. Progress billing and payment will be required. All payments must be made to Shade Structures, Inc., P.O. Box 734158, Dallas, TX 75373-4158. Company may use all remedies available to it under current laws including, but not limited

to, filing of liens against the property and using a collection agency or the courts to secure the collection of the outstanding debt.

8) Lien Releases: Upon request by Owner, Company will issue appropriate partial lien releases as corresponding payments are received from Purchaser, but prior to receiving final payment from Purchaser or Owner. Company will provide a full release of liens upon receipt of final payment. In accordance with state laws, Company reserves the right to place a lien on the property if final payment has not been received 10 days prior to the filing deadline for liens.

9) **Site Plan Approval, Permit/s, Permit Fees, Plans, Engineering Drawings, and Surveying:** Site plan approval, permits, permit fees, plans, engineering drawings, and surveying are specifically excluded from this agreement and the Services unless specified under the "General Scope of Work". The Company does not in any way warrant or represent that a permit or site plan approval for construction will be obtained. Sealed engineered drawings that are required but not included in the "General Scope of Work" will result in an additional cost to Purchaser.

10) **Manufacturing & Delivery:** Manufacturing lead-time from Company's receipt of the "Notice To Proceed" is approximately 6 to 8 weeks for standard structures, and 8 to 12 weeks for custom structures. Delivery is approximately 1 week thereafter. Delivery of structures may be prior to or at start of assembly. Please note that these timelines do not include approval or permitting timeframes.

11) **Returned Product, Deposits, and/or Cancelled Order:** Within the first 45 days after shipment from our facility, all returned product(s) and cancelled orders are subject to a 50% restocking fee. No returns are available following this 45 day period. All deposits are non-refundable. All expenses incurred (engineering, site surveys, shipping, handling, etc.) are the responsibility of the Purchaser, up to notice of cancellation.

12) **Concealed Conditions:** "Concealed conditions" include, without limitation, water, gas, sprinkler, electrical and sewage lines, post tension cables, and steel rebar. This agreement is based solely on observations the Company was able to make either by visual inspection or by drawings and/or plans submitted by Owner at the time this agreement was bid. If additional Concealed Conditions are discovered once work has commenced, which were not visible at the time this proposal was bid, Company will stop work and indicate these unforeseen Concealed Conditions to Purchaser or Owner so that Purchaser and Company can execute a Change Order for any additional work. In any event, any damage caused by or to unforeseen Concealed Conditions is the sole responsibility of the Purchaser and Company shall not be held liable for any such damage. Soil conditions are assumed to be soil that does not contain any water, hard rock (such as limestone, caliche, etc.), rocks larger than 4 inches in diameter, or any other condition that will require additional labor, equipment and/or materials not specified by the Purchaser or Owner in the bidding process. Any condition requiring additional labor, equipment, and/or materials to complete the drilling or concrete operations will require a Change Order before Company will complete the process. Price quotes are based on a drilled pier footing. Any variation will incur additional charges (i.e. spread footings, concrete mat, sand, water, landfill, etc.). Costs for footing and installation do not include any allowance for extending below frost lines (the additional costs for which vary by geographical region)

13) **Changes in the Work:** During the course of this project, Purchaser may order changes in the work (both additions and deletions). Additionally, an approving agency may require changes in the work

from the original design or engineering quoted and provided by the Company (both additions and deletions.) The cost of these changes will be determined by the Company, and a Change Order form must be completed and signed by both the Purchaser and the Company, which will detail the "General Scope of the Change Order". Should any Change Order be essential to the completion of the project, and the Purchaser refuses to authorize such Change Order, then Company will be deemed to have performed its part of the project, and the project and services will be terminated. Upon such termination, Company will submit a final billing to Purchaser for payment, less a labor allowance for work not performed but including additional charges incurred due to the stoppage. No credit will be allowed for materials sold and supplied, which will remain the property of the Purchaser.

14) **Indemnification:** To the fullest extent permitted by law, Purchaser shall indemnify, defend, and hold harmless the Company and its consultants, agents, and employees or any of them from and against claims, damages, losses and expenses, including, but not limited to, attorneys' fees related to the installation of the Structure or performance of the services, provided that such claim, damage, loss, or expense is attributable to bodily injury to, sickness, disease, or death of a person, or to injury to or destruction of tangible property, but only to the extent caused by the negligent acts or omissions of the Purchaser or its agents, employees, or subcontractors, or anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss, or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity that would otherwise exist as to a party or person described in Section 15.

15) **Statement of Limited Warranty:**

- The structural integrity of all supplied steel is warranted for ten years.
- If assembly is provided by the Company, workmanship of the structure is covered for one year, including labor for the removal of any failed part, disassembly (if necessary), cost of shipping, and reassembly.
- All steel surface finishes are warranted for one year.
- Shadesure™, Colourshade® FR, eXtreme 32™, Commercial 95™, SaFRshade™, and Monotec 370™ fabrics all carry a ten year limited manufacturer's warranty against failure from significant fading, deterioration, breakdown, outdoor heat, cold, or discoloration. Should the fabric need to be replaced under the warranty, the Company will manufacture and ship a new replacement fabric at no charge for the first six years, thereafter pro-rated at 20% per year over the remaining four years. The following are exceptions to the preceding warranty terms:
    - Shadesure™ fabrics in Red, Yellow, Atomic Orange, Electric Purple, Zesty Lime, Cinnamon, Olive, and Mulberry carry a five year pro-rated.
    - Fabric tops attached to Coolbrella™ structures carry a three-year warranty;
    - Individual fabric tops measuring greater than 40' in length are covered by a non-prorated five-year warranty;
    - Precontraint 502™ waterproof membrane is subject to an eight-year pro-rated warranty.

- Sewing thread is warranted for ten years.

- These limited warranties are effective from the date of sale, or, if assembly is provided by the Company, upon receipt by Company from Purchaser of a completed and signed "Customer Checklist and Sign-off" form.

- In its sole discretion, the Company will repair and or/replace defective structures, products or workmanship, or refund that portion of the price related to the defective product, labor, or service rendered.

- The Company reserves the right, in cases where certain fabric colors have been discontinued, to offer the Purchaser or Owner a choice of available alternative colors to replace the warranted fabric. The Company does not guarantee that any particular color will be available for any period of time, and reserves the right to discontinue any color for any reason, without recourse by the Purchaser or Owner of the discontinued fabric color.

- Should the Purchaser or Owner sell the structures to another party, the warranty cannot be transferred to the new owner without a complete and thorough on-site inspection performed by a Company representative. Please contact the Company at warranty@usa-shade.com for more details.

- All warranty claims covering Company supplied structures, products, and services must be submitted by Purchaser or Owner in writing to the Company within thirty days from the date of discovery of the alleged defect and must include a detailed description and applicable photographs of the alleged defect or problem. Warranty claims should be submitted by email to warranty@usa-shade.com.

- Purchaser or Owner agrees that venue for any court action to enforce these limited warranties shall be in the City or County of Dallas in the State of Texas, USA.

- These limited warranties are void if:

    - the supplied structures, products, services and/or labor are not paid for in full;
    - the structures are not assembled in strict compliance with USA SHADE specifications;
    - any changes, modifications, additions, or attachments are made to the structures in any way, without prior written approval from the Company. Specifically, no signs, objects, fans, light fixtures, etc. may be hung from the structures, unless specifically engineered by the Company.

- These limited warranties do not cover defects and/or damages caused by:
    - normal wear and tear;
    - misuse, willful or intentional damage, vandalism, contact with chemicals, cuts and Acts of God (i.e. tornado, hurricane, micro/macros burst, earthquake, wildfires, etc.);
    - ice, snow or wind loads in excess of the designed load parameters engineered for the supplied structures;
    - use, maintenance, neglect, repair, and/or service inconsistent with the Company's written care and maintenance instructions, provided with the order.

- The limited warranties explicitly exclude:
    - workmanship related to assembly not provided by the Company or its agents;
    - fabric curtains, valances, and flat vertical panels;
    - fabric tops installed on structures that were not engineered and originally supplied by the Company.

- THE COMPANY SHALL NOT BE LIABLE FOR ANY INCIDENTAL, CONSEQUENTIAL, SPECIAL, LIQUIDATED, EXEMPLARY, OR PUNITIVE DAMAGES, OR ANY LOSS OF REVENUE, PROFIT, USE OR GOODWILL, WHETHER BASED UPON CONTRACT, TORT (INCLUDING NEGLIGENCE), OR ANY OTHER LEGAL THEORY, ARISING OUT OF A BREACH OF THIS WARRANTY OR IN CONNECTION WITH THE SALE, INSTALLATION, MAINTENANCE, USE, OPERATION OR REPAIR OF ANY PRODUCT OR SERVICE. IN NO EVENT WILL THE COMPANY BE LIABLE FOR ANY AMOUNT GREATER THAN THE PURCHASE PRICE FOR ANY PRODUCT OR SERVICE PROVIDED BY THE COMPANY.

- THE FOREGOING LIMITED WARRANTY IS THE SOLE AND EXCLUSIVE WARRANTY FOR THE COMPANY'S PRODUCTS AND SERVICES, AND IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, IN LAW OR IN FACT. SELLER SPECIFICALLY DISCLAIMS ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ALL IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR USE OR PURPOSE, AND ANY IMPLIED WARRANTIES ARISING OUT OF COURSE OF DEALING OR PERFORMANCE OR TRADE USAGE. PURCHASER, BY ACCEPTANCE AND USE OF THIS LIMITED WARRANTY, WAIVES ANY RIGHTS IT WOULD OTHERWISE HAVE TO CLAIM OR ASSERT THAT THIS LIMITED WARRANTY FAILS OF ITS ESSENTIAL PURPOSE.

Colourshade ® and eXtreme 32™ are registered trademarks of Multiknit Pty. Ltd.
Commercial 95™ and SaFRshade™ are registered trademarks of Gale Pacific USA Inc
Monotec 370™ is a registered trademark of PRO-KNIT Industries Pty. Ltd.
Precontraint 502™ is a registered trademark of Serge Ferrari North America, Inc.

16) **Assembly/Installation:**

- Company will notify Purchaser of the scheduled assembly date. Owner agrees to have an owner representative meet the assembly crew at the job site on the scheduled assembly date to verify the exact location where the structure(s) is to be placed.
- Labor for the removal, assembly, and/or freight charges will only be covered by Company in instances where the structures supplied and installed by Company are determined by the Company to be defective. In all cases where structures are not installed by Company, all labor for the removal, assembly, and/or freight of the structures will be the Purchaser's responsibility.
- Installation prices are based on a single mobilization charge. If additional mobilizations are required, there will be additional charges.
- If the requested services require Company access to Owner's premises, Company will be provided access to the Owner's premises free and clear of debris, automobiles, or other interference Monday ~ Friday during the hours of 8:00am to 6:00pm, and Company will have access to water and electrical facilities during installation. Additional charges will apply if

utilities are not easily accessible. Where applicable, all vehicles will be moved prior to Company's crew beginning any installation.

- Company will not be responsible for moving or repairing any underground utility lines such as electrical, telephone, gas, water, or sprinkler lines that may be encountered during installation.
- Any additional costs incurred as a result of hard rock conditions requiring extra equipment, utility removal or repair resulting in delay will result in additional charges unless they are detailed on as-built site drawings provided to Company or marked on the ground and communicated to Company in writing prior to fabrication and installation.

17) **Installation/Assembly on-site:** Where installation/assembly is part of the services, Purchaser must provide the Company with a detailed drawing prepared by or for the Owner showing exactly where the structures are to be assembled as well as detailing any obstacles or other impediments that may cause the assembly process to be more difficult. Any fixture(s), e.g., playground, pools, etc., that the structures are to be assembled over must also be detailed, along with their peak heights (if applicable).

18) **Site/Use Review by Purchaser:** Company relies on the Purchaser to determine that the structures ordered are appropriate and safe for the Owner's installation site and/or intended use. Company is not responsible for damages or injuries resulting from collisions by moving objects or persons with the structure post(s). Company can recommend, or supply at additional cost, padding for posts from a third party manufacturer.

19) **Preparatory Work:** Where installation/assembly is part of the services and in the event that the foundation or job site is not suitable or ready for assembly to begin on the scheduled day, a Delay of Order notification must be sent to Company at least 4 working days prior, in order to allow Company to reschedule the project. In the event that Company is not notified and incurs an expense in attempting to execute the assembly, a re-mobilization charge may be charged to Purchaser before Company will reschedule the assembly.

20) **Delegation: Subcontractors:** The services and the manufacturing and assembly of the structures may be performed by subcontractors under appropriate agreements with the Company.

21) **Force Majeure: Impracticability:** The Company shall not be charged with any loss or damage for failure or delay in delivering or assembling of the structures when such failure or delay is due to any cause beyond the control of the Company, due to compliance with governmental regulations or orders, or due to any Acts of God, strikes, lockouts, slowdowns, wars, or shortages in transportation, materials or labor.

22) **Dispute Resolution**: Any controversy or claim arising out of or related to this agreement must be settled by binding arbitration administered in Dallas, TX by a single arbitrator selected by the parties or by the American Arbitration Association, and conducted in accordance with the construction industry arbitration rules. Judgment upon the award may be entered in any court having jurisdiction thereof.

23) **Entire Agreement; No Reliance:** This agreement represents and contains the entire agreement between the parties. Prior discussion or verbal representations by the parties that are not contained in this agreement are not part of this agreement. Purchaser hereby acknowledges that it has not received or relied upon any statements or representations by Company or its agents which

are not expressly stipulated herein, including without limitation any statements as to the structures, warranties, or services provided hereunder.

24) **No Third-Party Beneficiaries:** This agreement creates no third-party rights or obligations between Company and any other person, including any Owner who is not also a Purchaser. It is understood and agreed that the parties do not intend that any third party should be a beneficiary of this agreement.

25) **Governing Law:** The agreement will be construed and enforced in accordance with the laws of the State of Texas.

26) Assignment: Purchaser may not assign this agreement, by operation of law or otherwise, without the prior written consent of Company. The agreement shall be binding upon and insure to the benefit of the Company and the Purchaser, and their successors and permitted assigns.

27) Electronic Signatures. Each party agrees that the electronic signatures of the parties to this Agreement, whether digital or encrypted, including but not limited to the use of a typed name, are intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic signature means any electronic sound, symbol, or process attached to or logically associated with a record and executed and adopted by a party with the intent to sign such record, including but not limited to typed or email electronic signatures.

PURCHASER:	**SELLER:**
Cabrillo Unified School District	**Shade Structures, Inc. DBA USA Shade**
Signature:	Signature:
By:	By:
Title:	Title:
Date:	Date:

NOTE: All purchase orders and contracts should be drafted in the name of

Shade Structures, Inc.

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Dr. Ramon Miramontes

GOVERNING BOARD
Mary Beth Alexander
Peter Cerneka
Lizet Cortes
Carmen Daniel
Breanna Lafontaine

MEMORANDUM

MEETING DATE: August 21, 2025
TO: Members of the Governing Board
FROM: Jennifer Marsh, Chief Business Official
Drew Gamet, Bond Program Fiscal Project Director
CATEGORY: Action
ITEM TITLE: Approval of the Facilities Master Plan for Half Moon Bay High School

BACKGROUND INFORMATION

The Cabrillo Unified School District has been working with Quattrocchi Kwok Architects to develop a comprehensive Facilities Master Plan for Half Moon Bay High School. Stakeholder discussions began in May 2025, involving school administration, staff, and community members to identify facility needs and priorities. The attached proposal represents the latest version of the plan, incorporating feedback from the stakeholder engagement process.

REPORT/PROPOSAL

The Facilities Master Plan provides a comprehensive assessment of current facility conditions at Half Moon Bay High School and identifies priority areas for improvement and modernization. The plan will serve as a roadmap for future capital projects and guide decision-making regarding facility investments.

Adoption of the Facilities Master Plan will enable staff to begin developing prioritized project recommendations and cost estimates for Board consideration, ensuring that facility improvements align with educational goals and available funding resources.

FISCAL ANALYSIS

There is no additional fiscal impact associated with adopting the Facilities Master Plan. The plan development costs were previously authorized and completed within the existing contract with Quattrocchi Kwok Architects.

RECOMMENDATION

It is recommended that the Board approve the Facilities Master Plan for Half Moon Bay High School to enable staff to begin the process of providing the Board with options for prioritizing facility improvement projects.

Prepared by: *Drew Gamet, Bond Program Fiscal Project Director*



AUGUST 2025

HALF MOON BAY HIGH SCHOOL

School Data

ADDRESS

1 Lewis Foster Drive
Half Moon Bay, CA 9419

Year Built.....1909

CURRENT CONDITIONS

Students in 2024-25 School Year.....920
Building Area.....112,476 sq. ft.
Permanent Classrooms.....45
Portable Classrooms.....4
Student Capacity.....1052

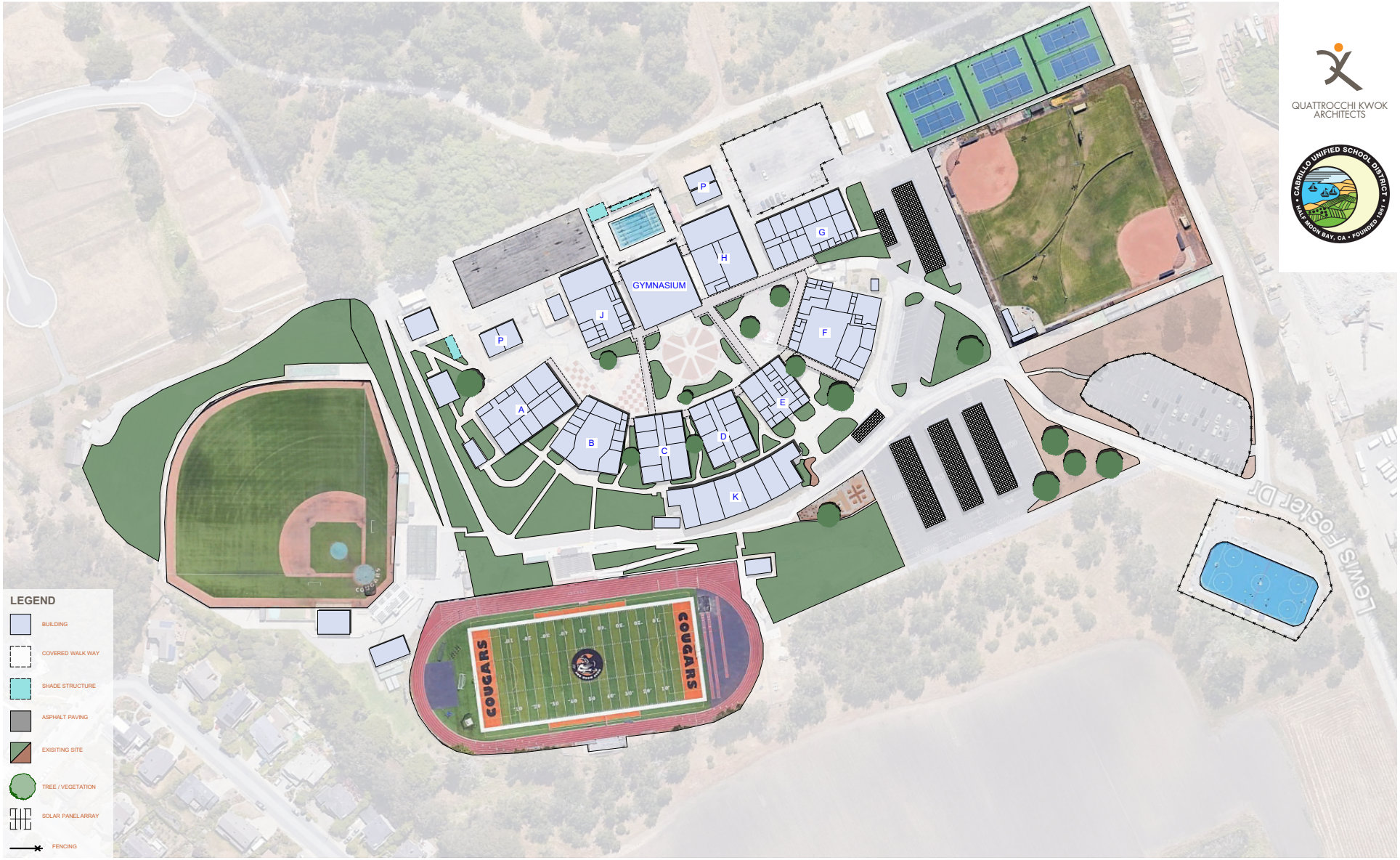
MASTER PLAN

Planned Classrooms.....46
Planned Student Capacity.....1052
with growth to 1200

Aerial View



Existing Site Conditions



QUATTROCCHI KWOK ARCHITECTS

CABRILLO UNIFIED SCHOOL DISTRICT • HALF MOON BAY, CA • FOUNDED 1861 •

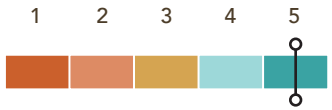
> HALF MOON BAY HIGH SCHOOL

0 100 200 400 NORTH

Building Condition Rating Metrics

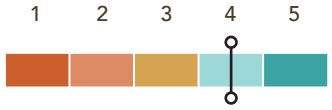
SCORE 5: VERY GOOD

Building or site element goes beyond minimum standards. **Opportunities for improvements** at District's discretion.



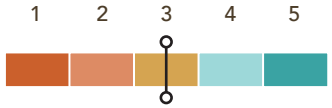
SCORE 4: GOOD

Building or site element meets minimum standards. **Light modernization** is recommended. This may include minor renovation/reconfiguration of spaces and selective upgrades of systems or building components.



SCORE 3: FAIR

Some improvements are required to meet minimum standards. **Moderate modernization** is required. Work required should not be extensive and will primarily include addressing code requirements.



SCORE 2: POOR

Building or site element does not meet minimum standards. **Heavy modernization** is required. Several major building systems require major renovation, replacement and reconfiguration to meet code requirements.



SCORE 1: VERY POOR

Building or site element is in very poor and unsafe conditions. Remediation costs may be high: **Replacement** is recommended.



Existing Conditions Summary: BLDG A CLASSROOMS

Conditions Ratings

Code Compliance (Accessibility, Life Safety)

Structural Integrity

Educational Appropriateness

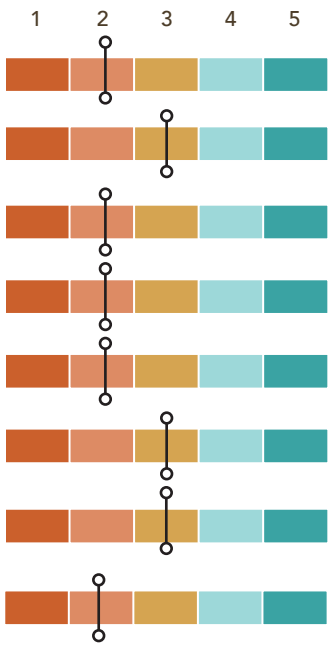
Technology Infrastructure

Finish Materials

Building Systems (Mechanical & Plumbing, Utilities)

Lighting and Electrical Systems

Environmental Quality (Indoor & Outdoor)





Classroom A8



Classroom A8

Challenges

- Inadequate storage space for current needs
- Aged classroom finishes
- Outdated technology (e.g. CRT TV)
- Cabinets in poor condition
- Sinks and windows are not code compliant
- Many classrooms are undersized

Opportunities

- Reconfigure BLDG A classrooms
- Replace finishes
- Replace casework, include accessibile sinks
- Upgrade technology infrastructure

Existing Conditions Summary: BLDG B LIBRARY MAIN SPACE

Conditions Ratings

Code Compliance (Accessibility, Life Safety)

Structural Integrity

Educational Appropriateness

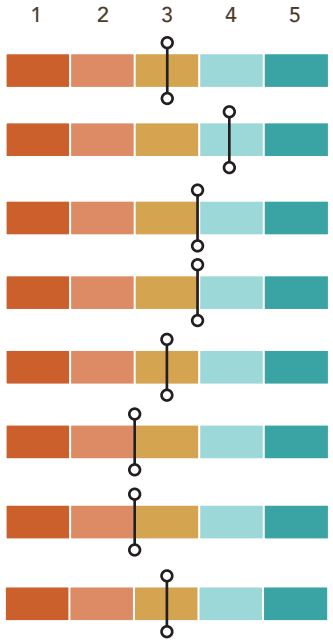
Technology Infrastructure

Finish Materials

Building Systems (Mechanical & Plumbing, Utilities)

Lighting and Electrical Systems

Environmental Quality (Indoor & Outdoor)





Library Entrance



Library Interior

Challenges

- Front entrance double door is worn out and rusting
- Space does not support current needs
- Building gets late afternoon glare and heat

Opportunities

- Replace entrance door
- Building is in decent physical condition
- Large space offers opportunity to reconfigure without structural upgrades
- Views to exterior and ample windows

Existing Conditions Summary: BLDG B LIBRARY ACCESSORY SPACES

Conditions Ratings

Code Compliance (Accessibility, Life Safety)

Structural Integrity

Educational Appropriateness

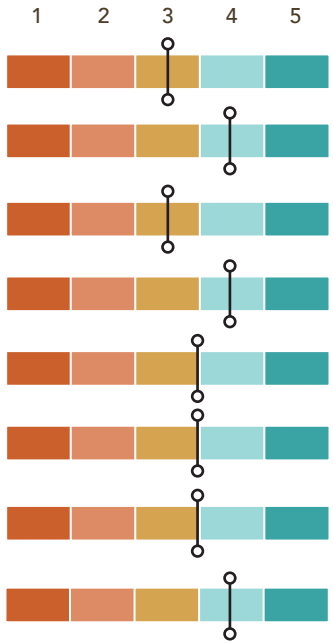
Technology Infrastructure

Finish Materials

Building Systems (Mechanical & Plumbing, Utilities)

Lighting and Electrical Systems

Environmental Quality (Indoor & Outdoor)





Office inside Library



Office inside Library

Challenges

- Spaces have been adapted to new uses based on need

Opportunities

- Spaces can be reconfigured to meet current and proposed new needs

Existing Conditions Summary: BLDG C CLASSROOMS

Conditions Ratings

Code Compliance (Accessibility, Life Safety)

Structural Integrity

Educational Appropriateness

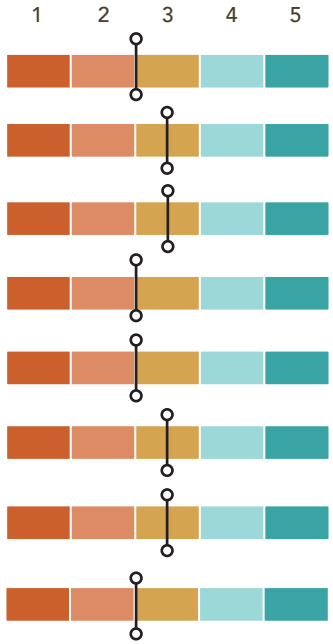
Technology Infrastructure

Finish Materials

Building Systems (Mechanical & Plumbing, Utilities)

Lighting and Electrical Systems

Environmental Quality (Indoor & Outdoor)





Double Classroom



Double Classroom

Challenges

- Aged classroom finishes
- Outdated technology
- Cabinets in poor condition
- Some classrooms are undersized

Opportunities

- Reconfigure classrooms
- Replace finishes
- Replace casework
- Upgrade technology infrastructure

Existing Conditions Summary: BLDG D CLASSROOMS

Conditions Ratings

Code Compliance (Accessibility, Life Safety)

Structural Integrity

Educational Appropriateness

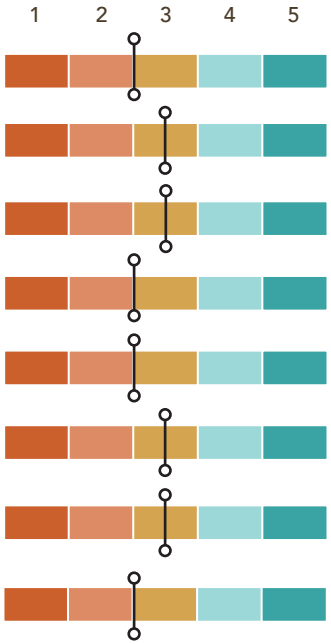
Technology Infrastructure

Finish Materials

Building Systems (Mechanical & Plumbing, Utilities)

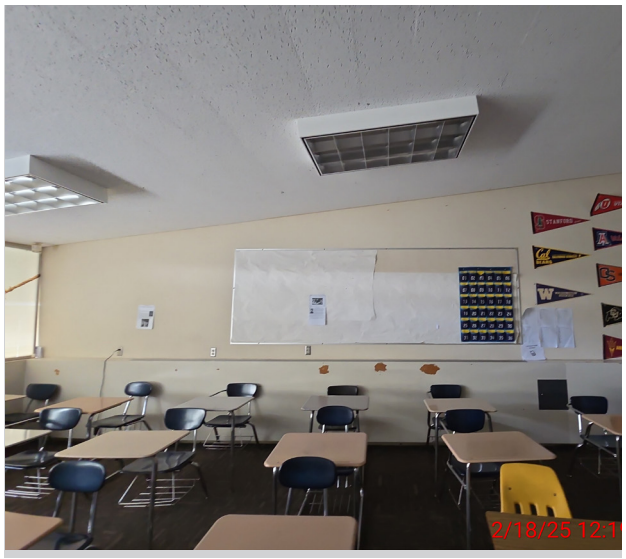
Lighting and Electrical Systems

Environmental Quality (Indoor & Outdoor)





Classroom Interior



Classroom Interior

Challenges

- Aged classroom finishes
- Outdated technology
- Cabinets in poor condition

Opportunities

- Reconfigure classrooms
- Replace finishes
- Replace casework
- Upgrade technology infrastructure

Existing Conditions Summary: BLDG D CORRIDOR (BUILDING C CORRIDOR SIMILAR)

Conditions Ratings

Code Compliance (Accessibility, Life Safety)

Structural Integrity

Educational Appropriateness

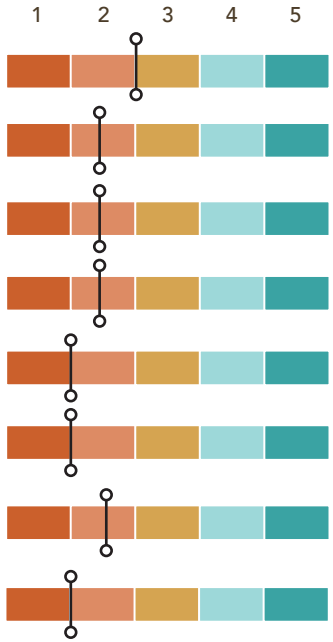
Technology Infrastructure

Finish Materials

Building Systems (Mechanical & Plumbing, Utilities)

Lighting and Electrical Systems

Environmental Quality (Indoor & Outdoor)





Corridor

Challenges

- Interior finishes are worn out
- The space is dim during daytime, inadequate natural and artificial light.
- The space is poorly ventilated
- Entrance doors are rusting



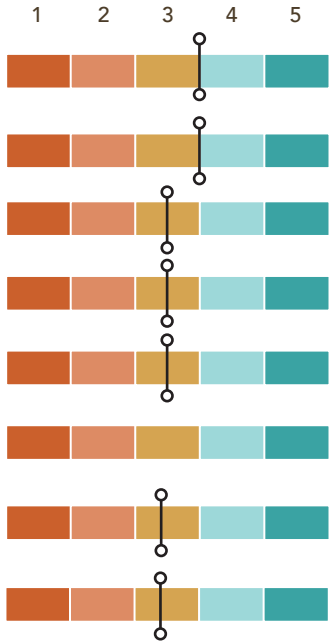
Double door

Opportunities

- Renew finishes
- Install new ventilation systems
- Install solar tubes or skylights
- Replace entrance door

Existing Conditions Summary: BLDG E EXTERIOR

Conditions Ratings



Code Compliance (Accessibility, Life Safety)

Structural Integrity

Educational Appropriateness

Technology Infrastructure

Finish Materials

Building Systems (Mechanical & Plumbing, Utilities)

Lighting and Electrical Systems

Environmental Quality (Indoor & Outdoor)



Bldg E

Challenges

- Weathered exterior finishes
- Damaged and worn out lockers



Bldg E

Opportunities

- Replace finishes
- Replace lockers or remove and provide new wall finishes

Existing Conditions Summary: BLDG E ADMIN

Conditions Ratings

Code Compliance (Accessibility, Life Safety)

Structural Integrity

Educational Appropriateness

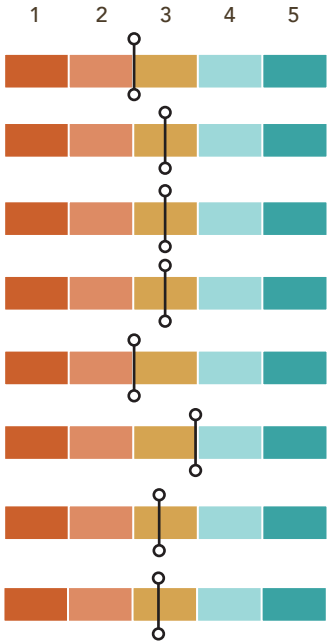
Technology Infrastructure

Finish Materials

Building Systems (Mechanical & Plumbing, Utilities)

Lighting and Electrical Systems

Environmental Quality (Indoor & Outdoor)





Reception Area



Reception Area

Challenges

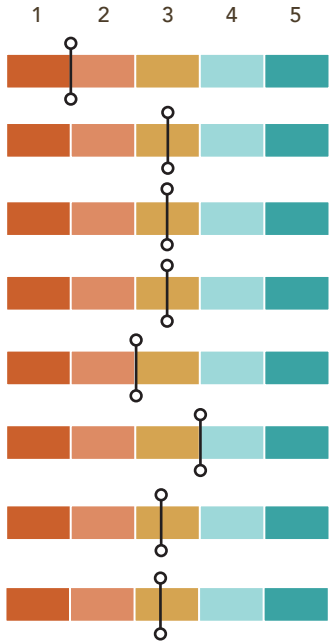
- Aged Finishes
- Some space are cramped

Opportunities

- Replace finishes
- Reconfigure or re-purpose spaces to fit intended uses

Existing Conditions Summary: BLDG E OFFICES AND ACCESORY SPACES

Conditions Ratings





Office



Office

Challenges

- Aged Finishes
- Space are cluttered

Opportunities

- Replace finishes
- Provide storage solutions

Existing Conditions Summary: BLDG E STAFF LOUNGE AND WORKROOM

Conditions Ratings

Code Compliance (Accessibility, Life Safety)

Structural Integrity

Educational Appropriateness

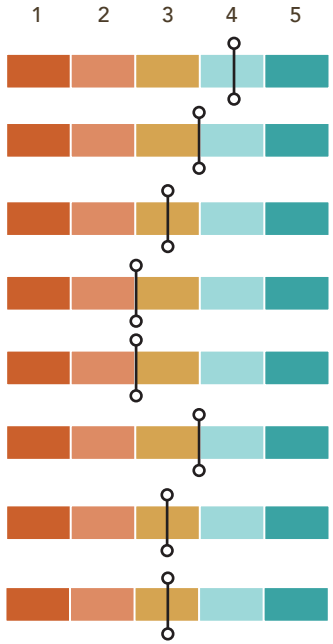
Technology Infrastructure

Finish Materials

Building Systems (Mechanical & Plumbing, Utilities)

Lighting and Electrical Systems

Environmental Quality (Indoor & Outdoor)





Staff Lounge



Workroom

Challenges

- Aged Finishes
- Sink is not accessible

Opportunities

- Replace finishes
- Install accessible sink
- Install operable window
- Upgrade ventilation system

Existing Conditions Summary: BLDG F (Multi-Use) EXTERIOR

Conditions Ratings

Code Compliance (Accessibility, Life Safety)

Structural Integrity

Educational Appropriateness

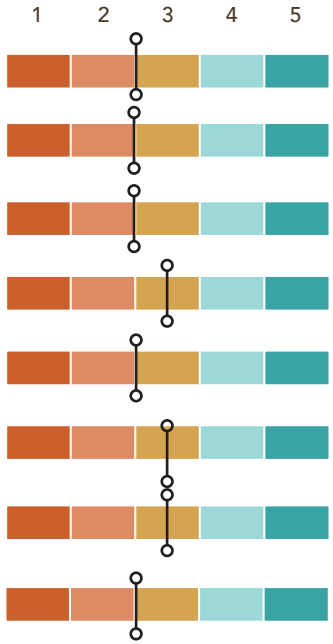
Technology Infrastructure

Finish Materials

Building Systems (Mechanical & Plumbing, Utilities)

Lighting and Electrical Systems

Environmental Quality (Indoor & Outdoor)





Bldg F



Bldg F

Challenges

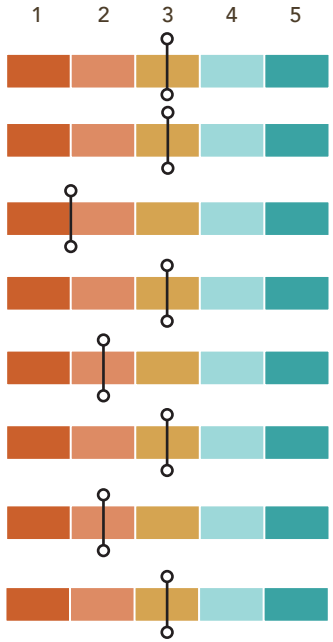
- Aged exterior finishes
- worn out lockers
- Structur (e.g. Beams are rusting)

Opportunities

- Replace finishes
- Replace lockers or remove and provide new wall finishes

Existing Conditions Summary: BLDG F (Multi-Use) INTERIOR

Conditions Ratings





Bldg F Interior



Bldg F Interior

Challenges

- Aged finishes
- Aged cabinets and stage
- Inadequate spaces for the number and types of functions it serves

Opportunities

- Renew finishes
- Relocate some functions and modernize the remainder of the space to fit fewer functions

Existing Conditions Summary: BLDG F (MUSIC RM)

Conditions Ratings

Code Compliance (Accessibility, Life Safety)

Structural Integrity

Educational Appropriateness

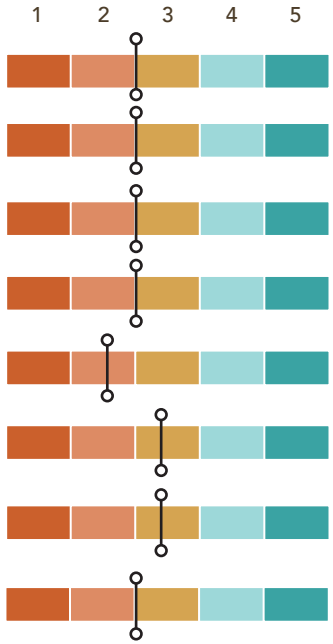
Technology Infrastructure

Finish Materials

Building Systems (Mechanical & Plumbing, Utilities)

Lighting and Electrical Systems

Environmental Quality (Indoor & Outdoor)





Bldg F Music Room



Bldg F Music Room fixtures

Challenges

- Aged finishes
- Acoustic ceiling tiles peeling off
- Worn out Cabinets
- Sink is not code compliant

Opportunities

- Replace finishes
- Space reconfiguration
- Provide new cabinets and accessible sink

Existing Conditions Summary: BLDG F (KITCHEN)

Conditions Ratings

Code Compliance (Accessibility, Life Safety)

Structural Integrity

Educational Appropriateness

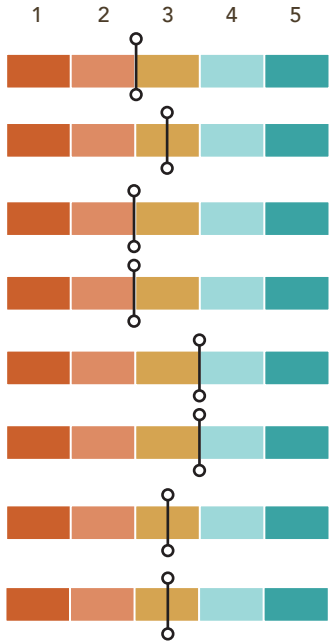
Technology Infrastructure

Finish Materials

Building Systems (Mechanical & Plumbing, Utilities)

Lighting and Electrical Systems

Environmental Quality (Indoor & Outdoor)





Bldg F Kitchen



Bldg F Kitchen

Challenges

- Kitchen and accessory spaces are not adequate for Central kitchen use and do not meet current health department codes
- Accessory spaces do not meet accessibility code requirement

Opportunities

- Comprehensive modernization of spaces is needed

Existing Conditions Summary: BLDG G (EXTERIOR)

Conditions Ratings

Code Compliance (Accessibility, Life Safety)

Structural Integrity

Educational Appropriateness

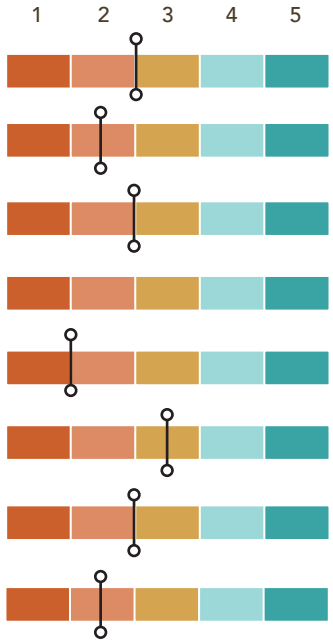
Technology Infrastructure

Finish Materials

Building Systems (Mechanical & Plumbing, Utilities)

Lighting and Electrical Systems

Environmental Quality (Indoor & Outdoor)





Bldg G Exterior



Bldg G Exterior

Challenges

- Aged Exterior finishes
- Lockers are worn out and broken

Opportunities

- Refresh Exterior finishes
- Replace lockers if indicated in Master Plan

Existing Conditions Summary: BLDG G (ART CR)

Conditions Ratings

Code Compliance (Accessibility, Life Safety)

Structural Integrity

Educational Appropriateness

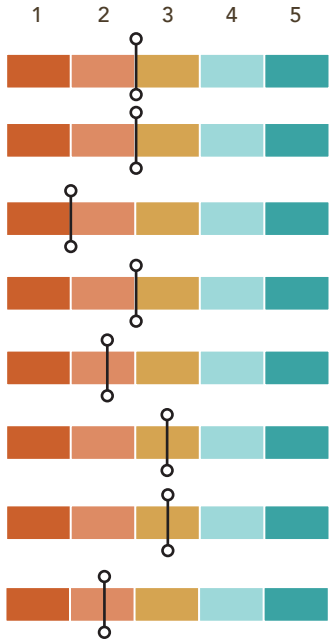
Technology Infrastructure

Finish Materials

Building Systems (Mechanical & Plumbing, Utilities)

Lighting and Electrical Systems

Environmental Quality (Indoor & Outdoor)





Bldg G2 ART CR



Bldg G2 ART CR

Challenges

- Aged finishes
- Outdated technology/equipment
- Classrooms are undersized

Opportunities

- Comprehensive reconfiguration of spaces is needed
- Replace finishes

Existing Conditions Summary: BLDG G CLASSROOMS

Conditions Ratings

Code Compliance (Accessibility, Life Safety)

Structural Integrity

Educational Appropriateness

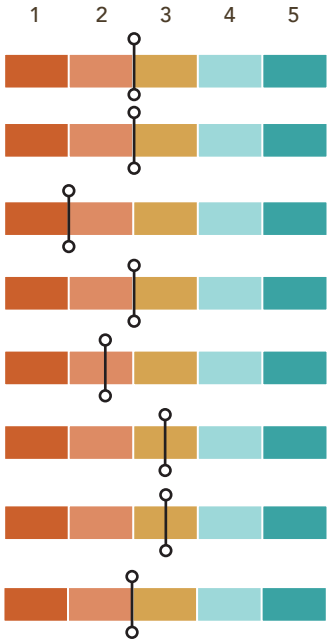
Technology Infrastructure

Finish Materials

Building Systems (Mechanical & Plumbing, Utilities)

Lighting and Electrical Systems

Environmental Quality (Indoor & Outdoor)





Bldg G7 CR



Bldg G7 CR

Challenges

- Aged finishes
- Ceiling tiles worn out
- Outdated technology/equipment

Opportunities

- Replace finishes
- Upgrade equipment

Existing Conditions Summary: BLDG H PHYS. ED. CLASSROOMS AND GIRL'S LOCKER RM
(BUILDING J BOY'S LOCKER RM SIMILAR)

Conditions Ratings

Code Compliance (Accessibility, Life Safety)

Structural Integrity

Educational Appropriateness

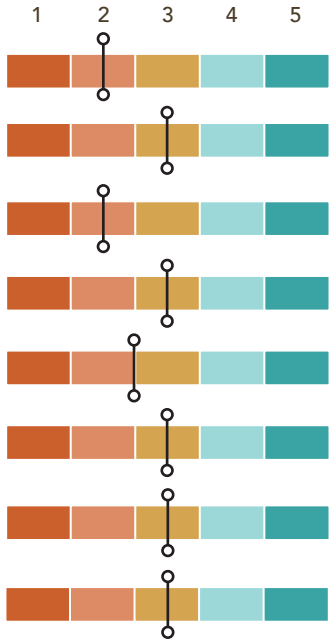
Technology Infrastructure

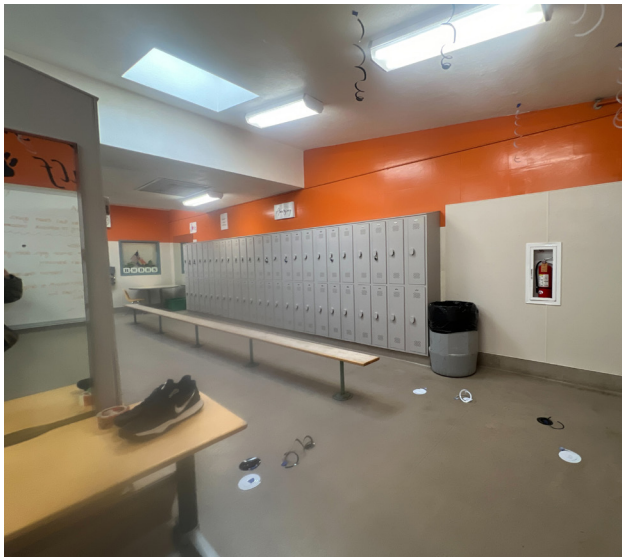
Finish Materials

Building Systems (Mechanical & Plumbing, Utilities)

Lighting and Electrical Systems

Environmental Quality (Indoor & Outdoor)





Bldg H Girls Locker Rm



Bldg H Girls Locker Rm

Challenges

- Restroom access does not meet current accessibility code

Opportunities

- Replace finishes and fixtures
- Reconfigure Locker room and accessory spaces to meet code requirements and support PE program needs
- Reconfigure Classroom spaces to meet program needs

Existing Conditions Summary: BLDG I (GYMNASIUM EXTERIOR)

Conditions Ratings

Code Compliance (Accessibility, Life Safety)

Structural Integrity

Educational Appropriateness

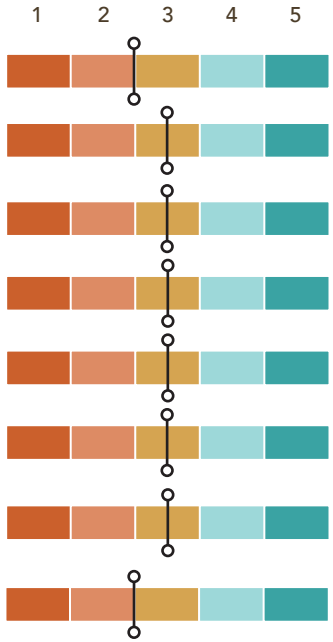
Technology Infrastructure

Finish Materials

Building Systems (Mechanical & Plumbing, Utilities)

Lighting and Electrical Systems

Environmental Quality (Indoor & Outdoor)





Bldg I Gymnasium Exterior

Challenges

- Worn and dated exterior finishes
- Breezeways between Gym and adjacent buildings are in very poor condition



Bldg I Gymnasium Exterior

Opportunities

- Update exterior finishes: repair and paint
- Replace Breezeways between Gym and adjacent buildings

Existing Conditions Summary: BLDG I (GYMNASIUM INTERIOR)

Conditions Ratings

Code Compliance (Accessibility, Life Safety)

Structural Integrity

Educational Appropriateness

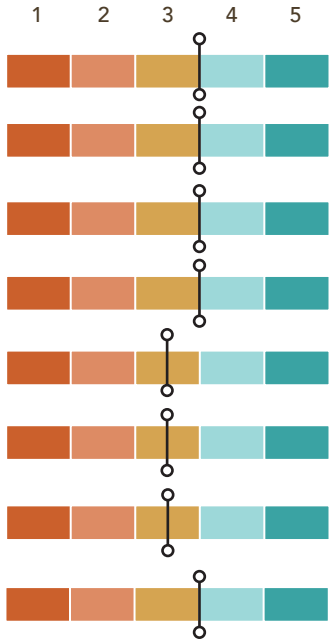
Technology Infrastructure

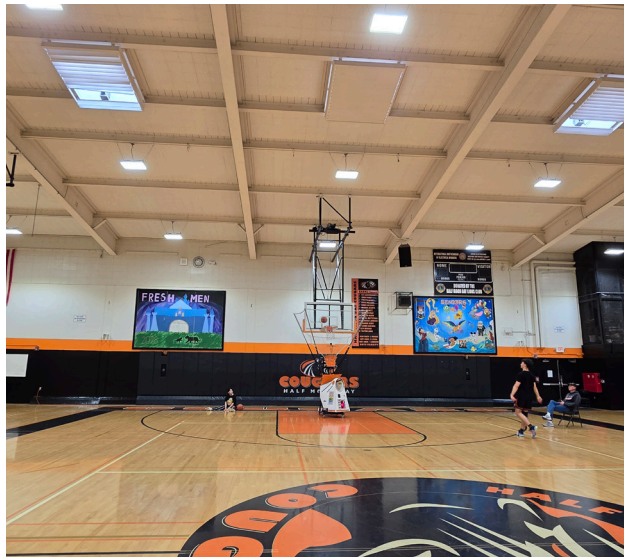
Finish Materials

Building Systems (Mechanical & Plumbing, Utilities)

Lighting and Electrical Systems

Environmental Quality (Indoor & Outdoor)





Bldg I Gymnasium Ball Court



Bldg I Gymnasium Ball Court

Challenges

- Mostly in good shape

Opportunities

- Mostly in good shape: update paint finishes

Existing Conditions Summary: BLDG J EXTERIOR

Conditions Ratings

Code Compliance (Accessibility, Life Safety)

Structural Integrity

Educational Appropriateness

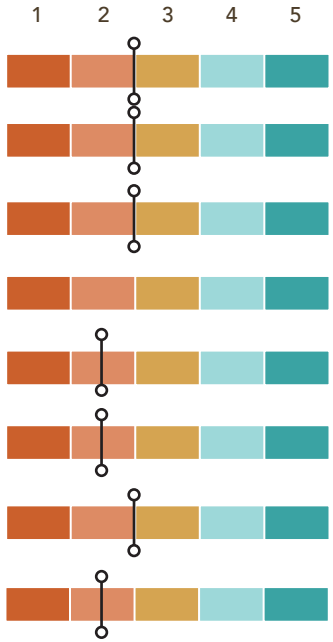
Technology Infrastructure

Finish Materials

Building Systems (Mechanical & Plumbing, Utilities)

Lighting and Electrical Systems

Environmental Quality (Indoor & Outdoor)





Bldg J Exterior



Bldg J Covered Walkway

Challenges

- Aged Exterior finishes
- Lockers worn out

Opportunities

- Repair and repaint exterior finishes
- Replace lockers

Existing Conditions Summary: BLDG J WOOD SHOP

Conditions Ratings

Code Compliance (Accessibility, Life Safety)

Structural Integrity

Educational Appropriateness

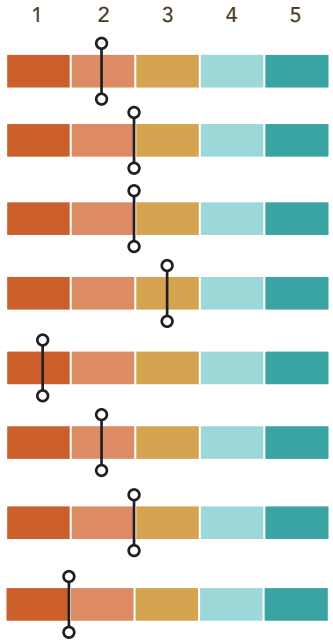
Technology Infrastructure

Finish Materials

Building Systems (Mechanical & Plumbing, Utilities)

Lighting and Electrical Systems

Environmental Quality (Indoor & Outdoor)





Bldg J Wood Shop

Challenges

- Worn out finishes, ceiling tiles peeling off
- Not enough storage for tools and equipment
- Accessory spaces are not accessible and are in generally poor conditions



Bldg J Wood Shop Ceiling

Opportunities

- Replace wall and ceiling finishes
- Refinish concrete floor or install new flooring over it
- Remove mezzanine spaces, Reconfigure spaces to support current program

Existing Conditions Summary: BLDG K EXTERIOR

Conditions Ratings

Code Compliance (Accessibility, Life Safety)

Structural Integrity

Educational Appropriateness

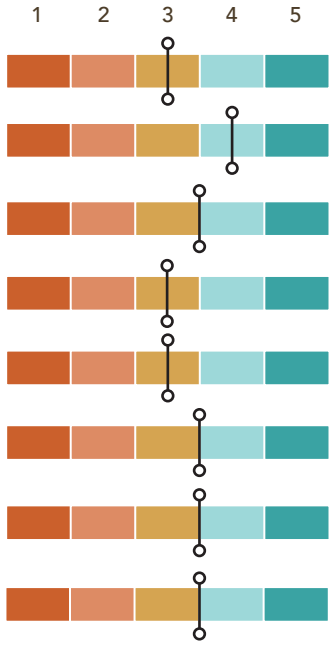
Technology Infrastructure

Finish Materials

Building Systems (Mechanical & Plumbing, Utilities)

Lighting and Electrical Systems

Environmental Quality (Indoor & Outdoor)





Bldg K Exterior



Bldg K Exterior

Challenges

- Minor worn out on exterior finishes
- Lockers are rusting
- Door louvers are rusting and caulking is peeling off

Opportunities

- Refresh exterior finishes
- Replace new lockers
- Repair/renew doors and attachment

Existing Conditions Summary: BLDG K UPSTAIRS CORRIDOR

Conditions Ratings

Code Compliance (Accessibility, Life Safety)

Structural Integrity

Educational Appropriateness

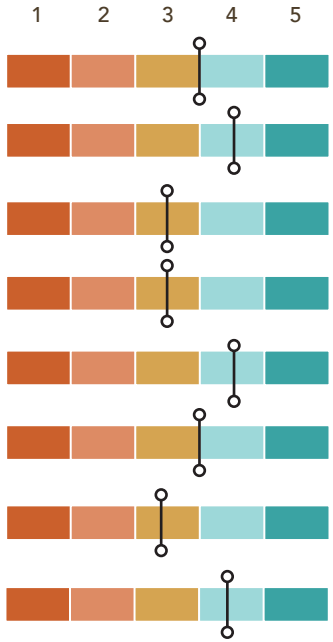
Technology Infrastructure

Finish Materials

Building Systems (Mechanical & Plumbing, Utilities)

Lighting and Electrical Systems

Environmental Quality (Indoor & Outdoor)





Bldg K Corridor



Bldg K door sidelight

Challenges

- Minor finishes worn out
- Not enough space to display art work

Opportunities

- Refresh finishes as needed
- Reconfiguration/add space for artwork display

Existing Conditions Summary: BLDG K CLASSROOMS

Conditions Ratings

Code Compliance (Accessibility, Life Safety)

Structural Integrity

Educational Appropriateness

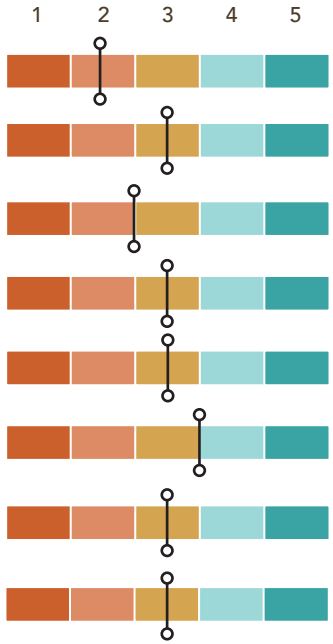
Technology Infrastructure

Finish Materials

Building Systems (Mechanical & Plumbing, Utilities)

Lighting and Electrical Systems

Environmental Quality (Indoor & Outdoor)





Bldg K8 Art CR



Bldg K8 Art CR

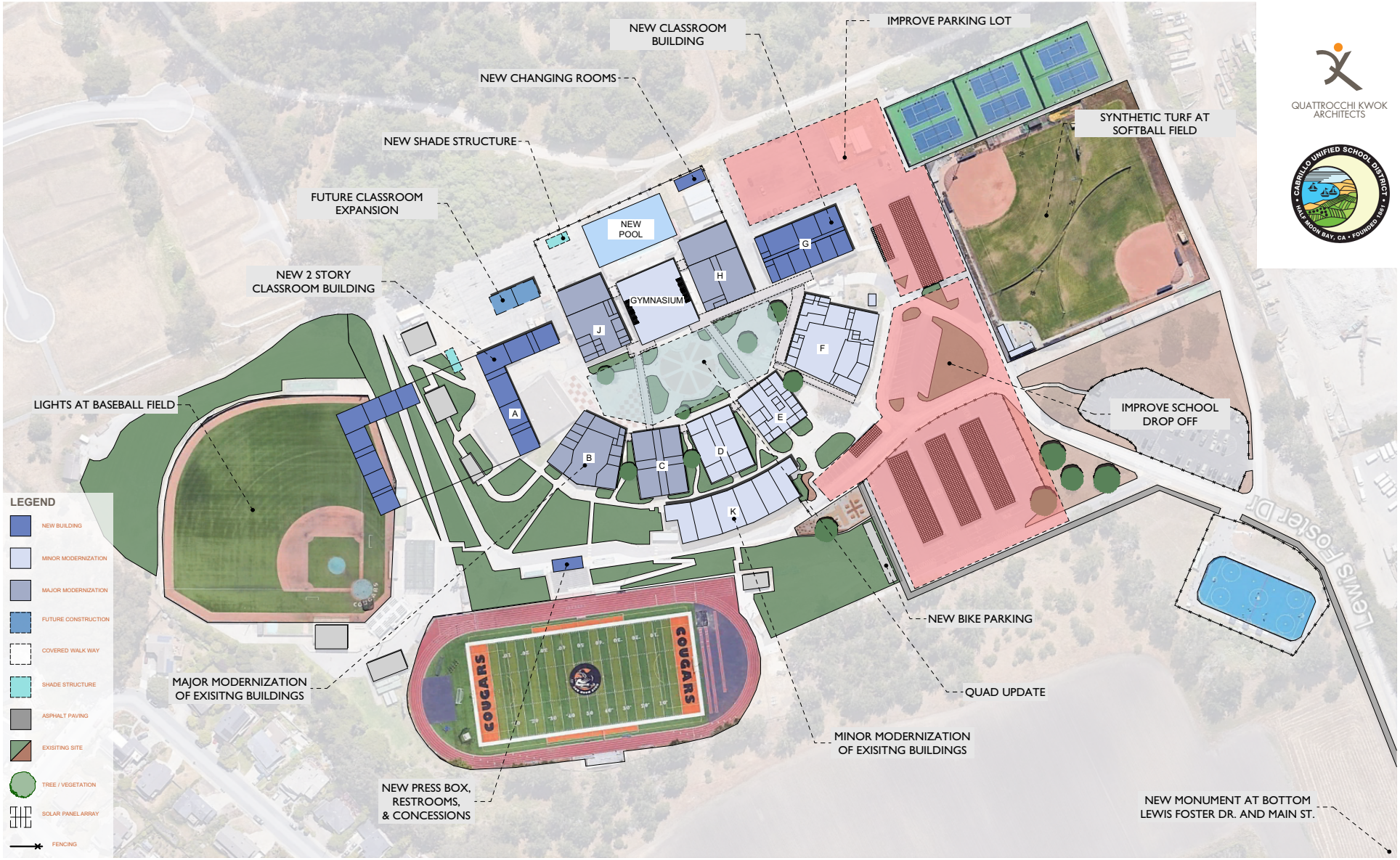
Challenges

- No Accessible sink
- Casework is worn and does not support current educational program

Opportunities

- Provide new casework, equipment and finishes

OVERALL MASTER PLAN



QUATTROCCHI KWOK ARCHITECTS

> HALF MOON BAY HIGH SCHOOL

CAMPUS WIDE UTILITY UPGRADES

$2,293,200

- Provide new electrical service upgrade to support conversion of HVAC systems to electric heat pumps to provide cooling and lower carbon emissions.
- Allow for water and sewer utility upgrades for the new buildings including fire water

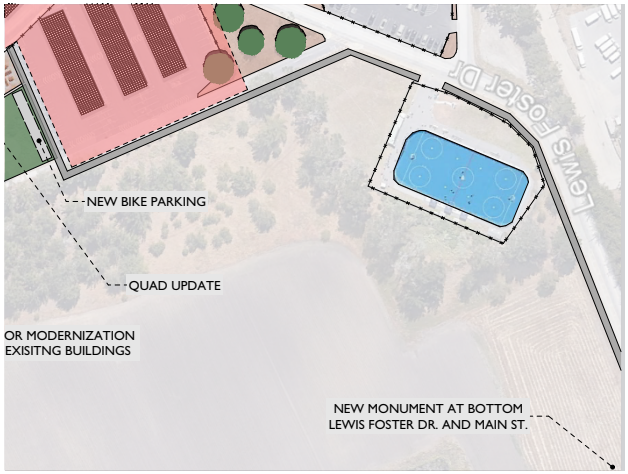


Campus Wide Utility Upgrades

BIKE AND FOOT PATH

$ 650,000

- New bike and foot path connecting the school to main street
- New bike parking lot and racks

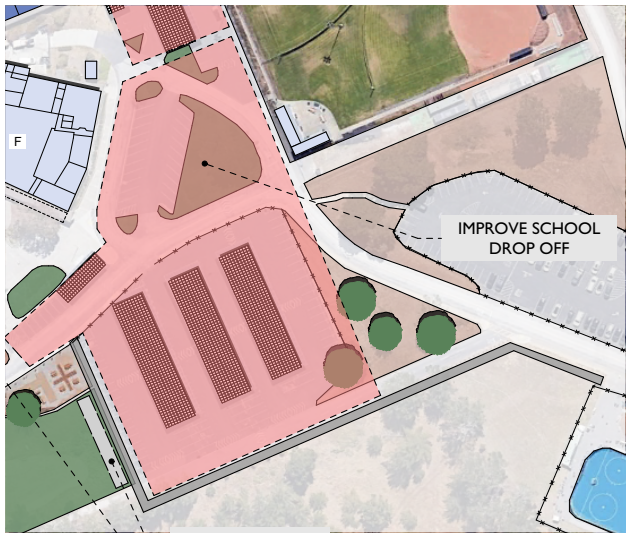


New Bike and Foot Path

IMPROVE PICKUP/DROPOFF AND STUDENT PARKING

$ 4,500,000

- Re-surface and re-stripe parking lots to improve circulation and safety
- Re-configure access to parking lots to separate parking and drop-off traffic
- Provide easier access for deliveries and trash pick-up
- Design to be completed with Civil and Traffic engineers to address congestion and safety issues

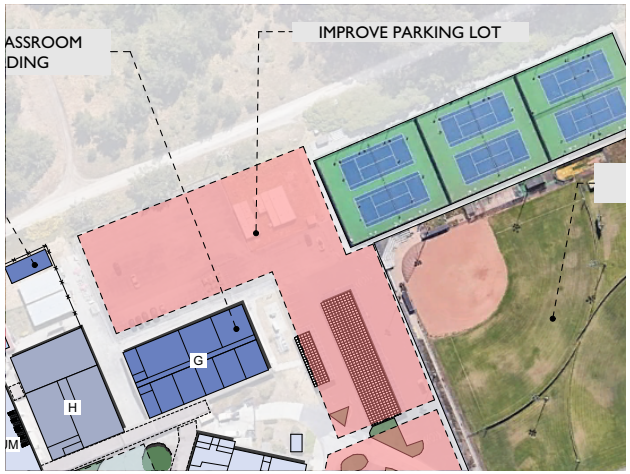


Improve Pickup/Dropoff and Student Parking

IMPROVE STAFF AND VISITOR PARKING

$ 1,950,000

- Re-surface and re-stripe parking lots to improve circulation and safety
- Re-configure access to parking lots to separate parking and drop-off traffic



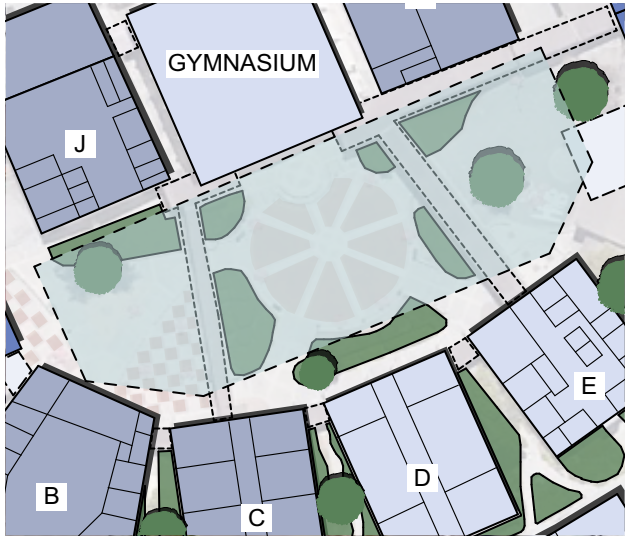
Improve Staff and Visitor Parking

IMPROVE QUAD

$ 3,457,277

Improvements of the Quad may include:

- Replace landscaping
- Provide new site furniture
- Provide for minor accessibility improvements
- Repair exposed structure at covered walkways and paint

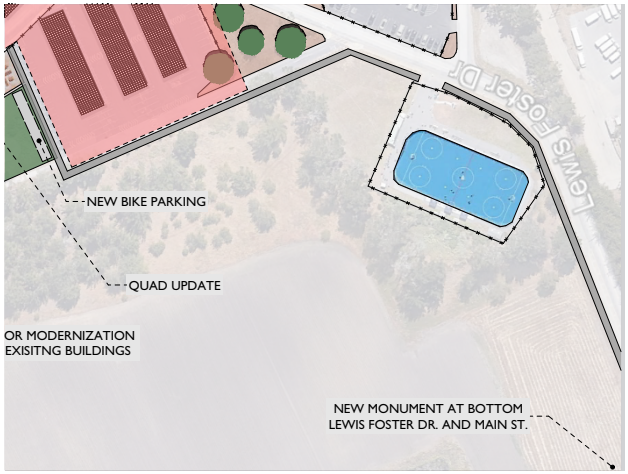


Improve Quad

NEW MONUMENT

$ 80,000

- New monument at Lewis Foster Dr and Main St



New Monument

ORNAMENTAL FENCING AND GATES

$ 950,000

- Provide new ornamental fencing and gates to limit public access during school hours while maintaining the flexibility of an open campus during designated times



Ornamental Fencing and Gates

LIGHTS AT EXISTING BASEBALL FIELD

$ 799,500



Lights at Existing Baseball Field

SYNTHETIC TURF AT EXISTING SOFTBALL FIELD

$ 5,491,566



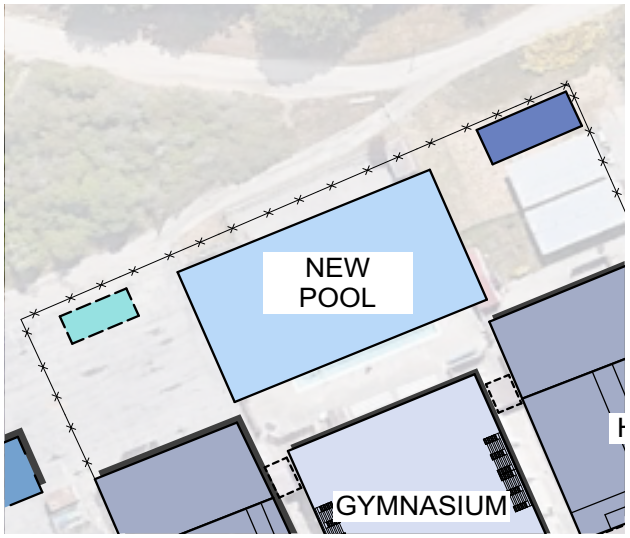
Synthetic Turf at Existing Softball Field

NEW POOL AREA

$ 13,640,120

Demolish existing pool and adjacent structure. Proposed new construction includes:

- New competition sized pool with instruction area
- New 500 SqFt shade structure
- New 1,000 SqFt Public changing rooms & storage building
- Scoreboard
- Bleachers: 3-4 rows
- Perimeter fencing and gates



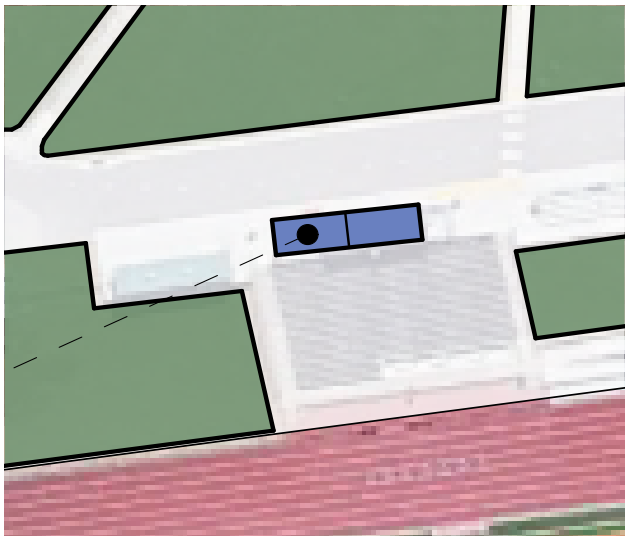
New Pool Area

NEW PRESSBOX, CONCESSIONS AND RESTROOMS

$ 1,291,193

Demolish exisiting building and portable restroom building. Construct new 1,000 SqFt building. Proposed new construction includes:

- Pressbox
- Concessions
- Restrooms



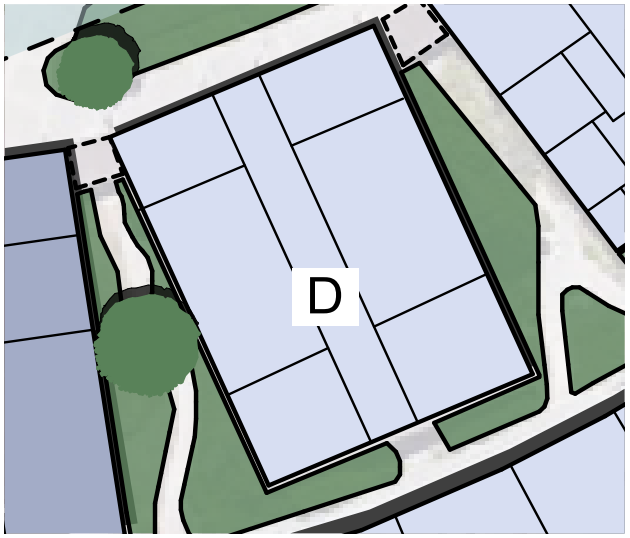
New Sports Box

BUILDING D MINOR MODERNIZATION

$ 3,431,282

Modernization of BLDG D may include:

- New floor coverings, new paint and tackable coverings at walls. Provide new markerboards
- New casework
- Restrooms: provide new finishes, plumbing fixtures, accessories and partitions
- HVAC: replace exisiting system with electric heat pump equipment that provide both heating and cooling
- Electrical: provide additional power outlets in classrooms. Replace distribution and branch panels as needed
- Repairs to exposed structure at exterior overhangs and remove existing lockers and repair finishes



Building D Minor Modernization

BUILDING E MINOR MODERNIZATION

$ 2,424,240

Modernization of BLDG E may include:

- New floor coverings, new paint and tackable coverings at walls
- Reconfiguring support spaces to better serve current administrative needs
- Restrooms: repair exisiting finishes and fixtures as needed
- HVAC: replace exisiting system with electric heat pump equipment that provide both heating and cooling
- Electrical: provide additional power outlets and replace distribution and branch panels as needed
- Repairs to exposed structure at exterior overhangs and remove existing lockers and repair finishes



Building E Minor Modernization

BUILDING K MINOR MODERNIZATION

$ 11,833,424

Modernization of BLDG K may include:

- New floor coverings, new paint and tackable coverings at walls. Provide new markerboards
- Replace casework at Science classrooms on the first floor to improve layout
- Restrooms: minor repairs to finishes and fixtures as needed
- HVAC: replace existing system with electric heat pump equipment that provide both heating and cooling
- Electrical: provide additional power outlets in classrooms. Replace distribution and branch panels as needed
- Repairs to exposed structure at exterior overhangs and remove existing lockers and repair finishes



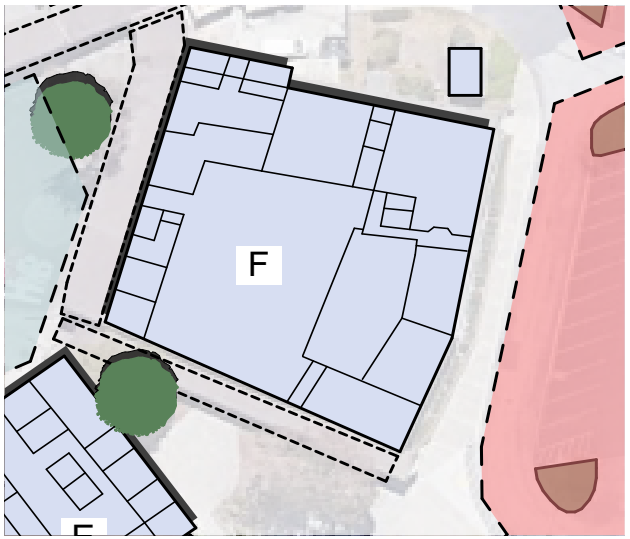
Building K Minor Modernization

BUILDING F MINOR MODERNIZATION

$ 7,867,007

Modernization of BLDG F may include:

- New finishes at kitchen and servery
- New main entry doors in existing openings
- New finishes at existing classrooms
- Upgrade restrooms
- New finishes, curtains, theater rigging and lighting at stage
- Update lighting and ceiling finishes at main assembly room, provide acoustical panels at walls
- Provide furniture for performance seating and cafeteria seating/tables



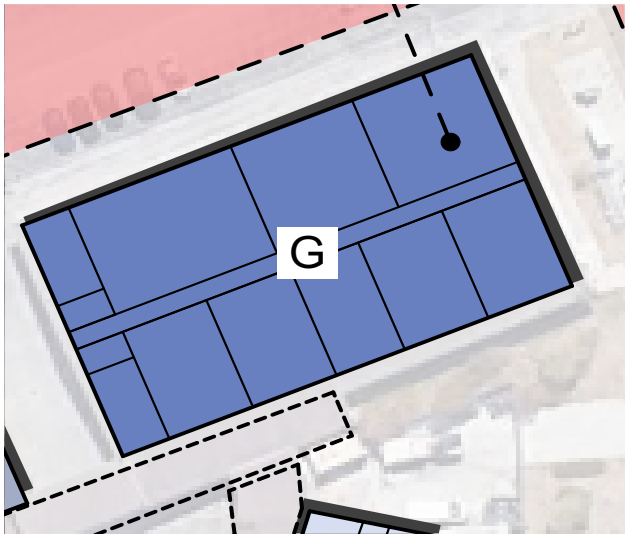
Building F Minor Modernization

NEW BUILDING G

$ 15,115,695

Demolish exisiting building G. Construct new single story 11,600 SqFt Classroom building. Proposed new construction includes:

- 4 Classrooms
- Sports Medicine/Training Room
- 2 Rooms for SDC Special Ed program with restrooms and support space including; offices, laundry and storage
- Break-out and Teacher work room
- Staff restrooms
- Student restrooms



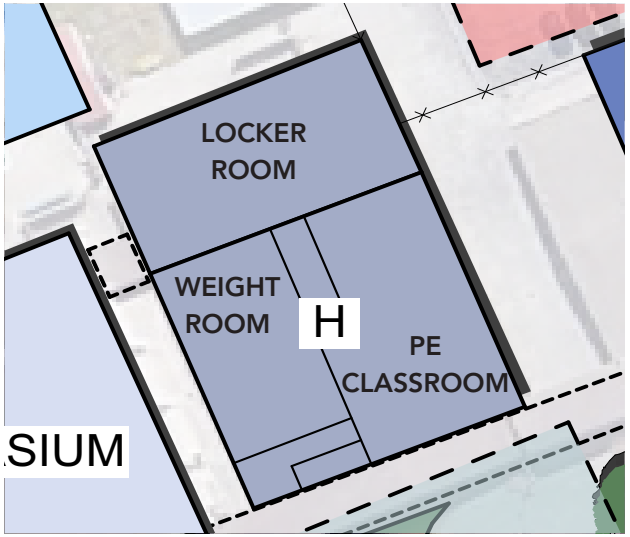
New Building G

BUILDING H MAJOR MODERNIZATION

$ 6,534,842

Major Modernization of BLDG H may include:

- Reconfiguring interior walls at Weight room and PE classroom to remove small rooms. At locker room reconfigure walls, restrooms and showers
- Finishes: at Locker room provide new flooring, wall finishes and ceiling
- Fixtures: provide new lockers, plumbing fixtures, restroom partitions and accessories
- HVAC: replace exisiting system with electric heat pump equipment that provide both heating and cooling
- Electrical: new lighting and controls. Replace distribution and branch panels as needed
- Replace breezeway connecting Locker room and Gym with a new covered walkway



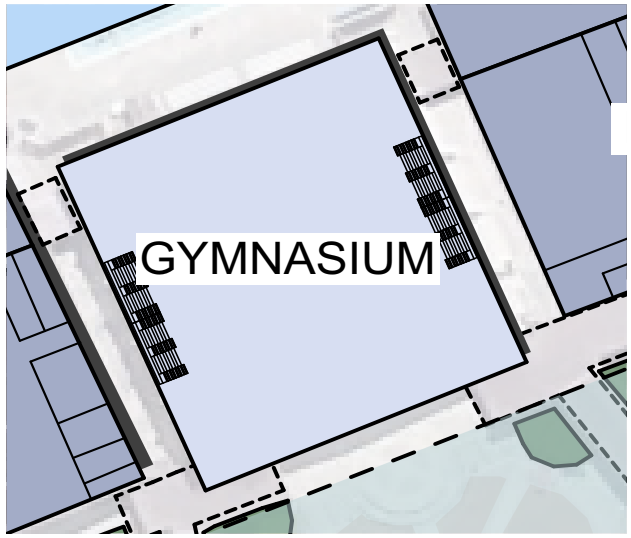
Building H Major Modernization

GYMNASIUM MINOR MODERNIZATION

$ 4,939,235

Minor Modernization may include:

- Finishes: New paint at walls and ceilings. Re-finish Gym floor
- New bleachers
- HVAC: replace existing equipment. Existing ductwork to remain



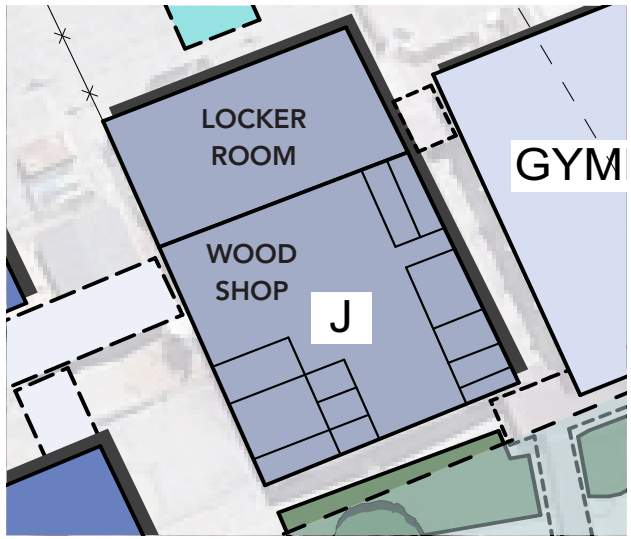
Gymnasium Minor Modernization

BUILDING J MAJOR MODERNIZATION

$ 6,490,293

Major Modernization of BLDG J may include:

- Reconfiguring interior partitions at Wood Shop to create more efficient layout and remove existing non-compliat mezzanines. At locker room reconfigure walls, restrooms and showers
- Finishes: at Locker room provide new flooring, wall finishes and ceiling
- Fixtures: provide new lockers, plumbing fixtures, restroom partitions and accessories
- HVAC: replace exisiting system with electric heat pump equipment that provide both heating and cooling
- Electrical: new lighting and controls. Replace distribution and branch panels as needed
- Replace breezeway connecting Locker room and Gym with a new covered walkway



Building J Major Modernization

NEW BUILDING A

$ 24,681,614

Demolish exisiting building. Construct new two story 19,000 SqFt Classroom building. Proposed new construction includes:

- 12 classrooms
- 2 CTE lab classrooms
- Break out and teacher work room spaces
- Student restrooms
- Staff restrooms



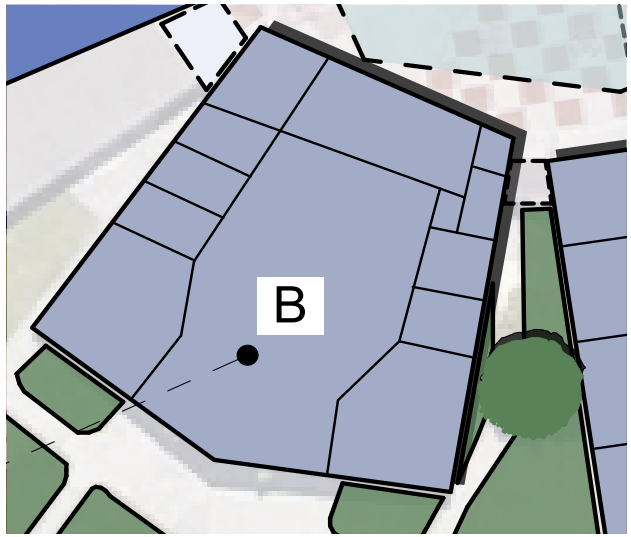
New Building A

BUILDING B MAJOR MODERNIZATION

$ 4,837,065

Major Modernization of BLDG B may include:

- Minor reconfiguration of accessory spaces to better support programs
- New wall, floor and ceiling finishes
- Replace or repair casework
- HVAC: replace existing system with electric heat pump equipment that provide both heating and cooling
- Electrical: provide additional power outlets. Replace distribution and branch panels as needed
- Repairs to exposed structure at exterior overhangs and remove existing lockers and repair finishes



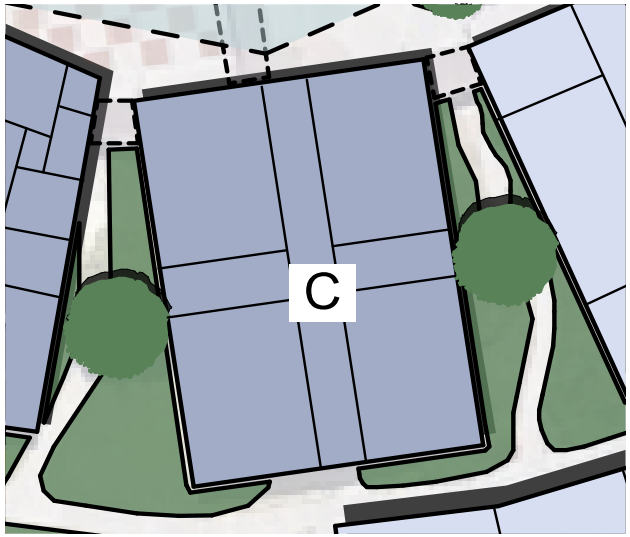
Building B Major Modernization

BUILDING C MAJOR MODERNIZATION

$ 4,722,569

Major Modernization of BLDG C may include:

- Reconfiguring interior walls to create full size classrooms and support spaces
- New floor coverings, new paint and tackable coverings at walls. Provide new markerboards
- HVAC: replace existing system with electric heat pump equipment that provide both heating and cooling
- Electrical: provide additional power outlets in classrooms. Replace distribution and branch panels as needed
- Repairs to exposed structure at exterior overhangs and remove existing lockers and repair finishes



Building C Major Modernization

Capacity Analysis - Enrollment

Project: Half Moon Bay High School
Number: 2438.00
Planned Enrollment Target: 1,000
Grade Levels: High School

Capacity Analysis by Enrollment									
EXISTING					***QKA Proposed***				
Room	**Teaching Stations**	**Loading**	**Capacity**	**Notes**	**Room**	**Teaching Stations**	**Loading**	**Capacity**	**Notes**
BUILDING A					**NEW BUILDING A**				
appropriately sized	3	23	69		appropriately sized	14	23	322	2 CTE classrooms with Science capabilities
undersized	5	23	115		BUILDING B	0	23	0	library
BUILDING B	0	23	0	Library	BUILDING C				
BUILDING C					appropriately sized	4	23	92	
appropriately sized	2	23	46		BUILDING D				
undersized	2	23	46		appropriately sized	4	23	92	
undersized	2	15	30	Special Education	BUILDING E				administration
BUILDING D					BUILDING F				student union
appropriately sized	4	23	92		appropriately sized	1	23	23	Combined music room with storage and practice rooms
BUILDING E				administration	**NEW BUILDING G**				
BUILDING F				MPR	appropriately sized	5	23	115	
undersized	2	23	46	music/choir	SDC Special Ed	2	13	26	Sepcial Ed plus support spaces and restrooms
BUILDING G					BUILDING H				girls locker rooms, weight room, and mat room
appropriately sized	1	23	23		appropriately sized	0	23	0	weight & mat room
undersized	5	23	115		BUILDING J				boys locker rooms and industrial arts
undersized	4	13	52	Special Education	appropriately sized	1	23	23	industrial arts
BUILDING H				girls locker rooms, weight room, and mat room	BUILDING K				
appropriately sized	0	23	0	weight & mat room	appropriately sized	12	23	276	5 science labs, 3 art studios, 4 classrooms
BUILDING J				boys locker rooms and Industrial arts	GYMNASIUM	1	69	69	
appropiately sized	1	23	23	industrial arts					
BUILDING K					**Total 9-12**	**44**		**1038**	
appropriately sized	12	23	276	5 science labs, 3 art studios, 4 classrooms					
GYMNASIUM	1	69	69						
PORTABLES	2	15	30	Special Ed Support					
	2	13	26	SDC Special Ed					
Total 9-12	**48**		**1058**						
Total # of appropriately sized	26								

Half Moon Bay High School

Date: June 5, 2025
Estimator: TDV/AS/KR

GRAND SUMMARY

DESCRIPTION	CONSTRUCTION TOTAL	SOFT COSTS TOTAL	PROJECT TOTAL	ESCALTION TO MID-POINT (4.0% per Annum (Simple Rate)) YEAR 1 (2026)	YEAR 2 (2027)	YEAR 3 (2028)	YEAR 4 (2029)	YEAR 5 (2030)
				ESCALATION				
NEW CONSTRUCTION								
- Building A - Classroom Building	$18,985,857	$5,695,757	$24,681,614	$987,265	$1,974,529	$2,961,794	$3,949,058	$4,936,323
- Building G - Classroom Building	$11,627,458	$3,488,237	$15,115,695	$604,628	$1,209,256	$1,813,883	$2,418,511	$3,023,139
- Future Classroom Expansion (MODULAR)	$2,265,410	$679,623	$2,945,033	$117,801	$235,603	$353,404	$471,205	$589,007
MODERNIZATION/ RECONFIGURATION								
- Building B - Library	$3,720,819	$1,116,246	$4,837,065	$193,483	$386,965	$580,448	$773,930	$967,413
- Building C - Classroom Building	$3,632,745	$1,089,824	$4,722,569	$188,903	$377,806	$566,708	$755,611	$944,514
- Building D - Classroom Building	$2,639,448	$791,834	$3,431,282	$137,251	$274,503	$411,754	$549,005	$686,256
- Building E - Administration Building	$1,864,800	$559,440	$2,424,240	$96,970	$193,939	$290,909	$387,878	$484,848
- Building F - Multi-Use Building	$6,051,544	$1,815,463	$7,867,007	$314,680	$629,361	$944,041	$1,258,721	$1,573,401
- Building H - Classroom & Locker Room	$5,026,802	$1,508,040	$6,534,842	$261,394	$522,787	$784,181	$1,045,575	$1,306,968
- Building I - Gymnasium	$3,799,412	$1,139,824	$4,939,235	$197,569	$395,139	$592,708	$790,278	$987,847
- Building J - Shop & Locker Room	$4,992,533	$1,497,760	$6,490,293	$259,612	$519,223	$778,835	$1,038,447	$1,298,059
- Building K - Science & Art Classroom	$9,102,634	$2,730,790	$11,833,424	$473,337	$946,674	$1,420,011	$1,893,348	$2,366,685
SITE DEVELOPMENT								
- New Site Improvements	$1,722,000	$516,600	$2,238,600	$89,544	$179,088	$268,632	$358,176	$447,720
- New Pool Area inc. Changing Rooms & Canopy	$10,492,400	$3,147,720	$13,640,120	$545,605	$1,091,210	$1,636,814	$2,182,419	$2,728,024
- Campus Wide Safety and Security	$6,238,483	$1,871,545	$8,110,028	$324,401	$648,802	$973,203	$1,297,604	$1,622,006
- Synthetic Turf at Existing Softball Field	$4,224,281	$1,267,284	$5,491,566	$219,663	$439,325	$658,988	$878,651	$1,098,313
- Lights at Existing Baseball Field	$615,000	$184,500	$799,500	$31,980	$63,960	$95,940	$127,920	$159,900
- Update Existing Quad	$4,033,631	$1,210,089	$5,243,721	$209,749	$419,498	$629,246	$838,995	$1,048,744
- New Press/Media Box	$993,225	$297,968	$1,291,193	$51,648	$103,295	$154,943	$206,591	$258,239
TOTAL	**$102,028,482**		**$132,637,027**	**$5,305,481**	**$10,610,962**	**$15,916,443**	**$21,221,924**	**$26,527,405**

TOTAL BOND MEASURE K= $153.4 MILLION

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Dr. Ramon Miramontes

GOVERNING BOARD
Mary Beth Alexander
Peter Cerneka
Lizet Cortes
Carmen Daniel
Breanna Lafontaine

MEMORANDUM

MEETING DATE: August 21, 2025
TO: Members of the Governing Board
FROM: Dr. Ramon Miramontes, Superintendent
CATEGORY: Consent/Action
ITEM TITLE: Adoption of District Proclamations for the 2025-26 School Year

BACKGROUND INFORMATION

In previous years, individual proclamations were presented to the Governing Board for approval shortly before the month or period being recognized. Beginning in the 2025-26 school year, the district will present all proclamations for Board approval at the start of the school year in a single item. This approach ensures advanced planning, provides staff with the ability to coordinate events and educational activities, and promotes awareness of the year's commemorations across all school sites.

The proclamations reflect the district's commitment to recognizing and honoring the history, heritage, and contributions of diverse communities, as well as promoting inclusion, equity, and understanding among students, staff, and the community.

REPORT/PROPOSAL

Staff recommends the adoption of the following proclamations for the 2025-2026 school year:

1. Hispanic Heritage Month – September 15 to October 15, 2025
2. LGBTQ History Month – October 2025
3. National Native American Heritage Month – November 2025
4. African American History Month – February 2026
5. Women's History Month – March 2026
6. National Autism Acceptance and Inclusion Month – April 2026
7. Asian American and Pacific Islander Heritage Month – May 2026
8. Jewish American Heritage Month – May 2026
9. LGBTQ+ Pride Month – June 2026

FISCAL ANALYSIS

There is no fiscal impact associated with the adoption of these proclamations beyond minor costs for related banner replacement, which will be covered by the General Fund.

RECOMMENDATION

It is recommended that the Governing Board approve the attached proclamations for the 2025-26 school year as presented.

Prepared by: *Rosibel Acosta, Administrative Assistant to the Superintendent*

CABRILLO UNIFIED SCHOOL DISTRICT
HALF MOON BAY, CALIFORNIA

PROCLAMATION

Hispanic Heritage Month
September 15th – October 15th, 2025

WHEREAS, from the early settlers of the New World to those still reaching for the American dream today, Hispanics and Latinos have shaped and strengthened our country; and

WHEREAS, the month of September 15 to October 15 was designated as Hispanic Heritage Month by the United States Congress in 1988; and

WHEREAS, Hispanic, Latino, Latina, and Latinx individuals represent a wide range of nationalities and backgrounds, including Mexican, Puerto Rican, South American, Central American, or other cultures or origins, regardless of race; and

WHEREAS, September 15 was chosen as a date to commemorate the anniversary of the independence of five Latin American countries (Costa Rica, El Salvador, Guatemala, Honduras, and Nicaragua) while September 16 commemorates Mexico's anniversary of independence; and

WHEREAS, the huge and significant impact of Hispanic and Latino cultures and their centuries-old traditions are manifested in the achievements, customs, and laws of this state and nation; and

WHEREAS, like so many other Americans, Hispanics and Latinos have overcome great obstacles to persevere and flourish in every sector of our society; and

WHEREAS, Hispanic Americans make important contributions to our society in American government, law, public service, business, agriculture, the Armed Forces, commerce, education, the arts, science, and sports; and

WHEREAS, right here on the Coastside in 2020, we saw historic achievements, with Lizet Cortés becoming the first Mexican-born President of the Cabrillo Unified School District Governing Board and Joaquín Jiménez being elected as the first Mexican-born member of the Half Moon Bay City Council; and

WHEREAS, continuing this legacy of leadership and representation, in 2025, the Cabrillo Unified School District Governing Board appointed its first Mexican-American Superintendent, Dr. Ramon Miramontes; and

WHEREAS, California Education Code Section 51204.5 calls for instruction in the social sciences to include the study of contributions of Mexican Americans to the economic, political, and social development of California and the nation, with particular emphasis on portraying the role of this group in contemporary society; and

WHEREAS, Hispanic Americans are one of the fastest-growing communities in this country and represent 58.9 million or 18% of U.S. residents, 39.3% of California's population (which signifies the nation's largest Hispanic population), and the majority of Cabrillo Unified School District's students;

NOW, THEREFORE, BE IT RESOLVED that the Cabrillo Unified School District Governing Board hereby recognizes, honors, and celebrates the many contributions, heritage, and history of Hispanics, Latinos, Latinas, and Latinx people during our annual commemoration and proclamation of Hispanic Heritage Month; and

FURTHERMORE, BE IT RESOLVED that the Cabrillo Unified School District Governing Board hereby supports the display of banners at every school site to help students understand the importance of Hispanic Heritage Month.

PASSED AND ADOPTED by the Governing Board of the Cabrillo Unified School District on the 21st day of August, 2025, by the following vote:

Mary Beth Alexander:	_____ Aye	_____ No	_____ Abstain	_____ Absent
Lizet Cortes:	_____ Aye	_____ No	_____ Abstain	_____ Absent
Peter Cerneka:	_____ Aye	_____ No	_____ Abstain	_____ Absent
Carmen Daniel:	_____ Aye	_____ No	_____ Abstain	_____ Absent
Breanna Lafontaine:	_____ Aye	_____ No	_____ Abstain	_____ Absent

Certified by:

_____
Carmen Daniel
President of the Governing Board
Cabrillo Unified School District

Attest by:

_____
Peter Cerneka
Clerk to the Governing Board
Cabrillo Unified School District

CABRILLO UNIFIED SCHOOL DISTRICT
HALF MOON BAY, CALIFORNIA

PROCLAMATION

National Native American Heritage Month
November 2025

WHEREAS, National Native American Heritage Month recognizes the lives and accomplishments of the original inhabitants of what is now known as the United States; and

WHEREAS, Native Americans have made distinct and important contributions to California, the United States, and the rest of the world in many different ways; and

WHEREAS, today there are more than 100 federally recognized tribes in California, more than any other state in the nation; and

WHEREAS, the United States Bureau of the Census determined in 2010 that there were over 720,000 individuals in the State of California of Native American descent, making it the largest Native American population in the 50 states; and

WHEREAS, Americans of all ages recognize the outstanding achievements and contributions of this nation's original inhabitants and their descendants; and

WHEREAS, at the time of first European contact, the San Francisco and Monterey Bay areas were the home to over fifty Native tribes, each with its own territories; and

WHEREAS, today the independent tribes of the San Francisco Peninsula are known collectively as the Ramaytush Ohlone people; and

WHEREAS, the ancestral past of the Ramaytush Ohlone people spans ten thousand years, reaching back to the Ice Age and predating European contact that happened just a few hundred years ago; and

WHEREAS, Cabrillo Unified School District and the Coastside community recognize the importance of understanding the history of this area, particularly with regard to the Ramaytush Ohlone people who lived here first;

NOW, THEREFORE, BE IT PROCLAIMED that the Cabrillo Unified School District Governing Board recognizes November as National Native American Heritage Month; and

FURTHERMORE, BE IT PROCLAIMED that the Cabrillo Unified School District Governing Board acknowledges that Cabrillo Unified School District schools and properties are located on the unceded ancestral homeland of the Ramaytush Ohlone peoples, who are the original inhabitants of the San Francisco Peninsula; and

FURTHERMORE, BE IT PROCLAIMED that the Cabrillo Unified School District Governing Board hereby authorizes and encourages staff to build upon our relationship with the Ramaytush Ohlone to plan and develop ways that we can teach our children and our community about the lives and accomplishments of local Indigenous people; and

FURTHERMORE, BE IT PROCLAIMED that the Cabrillo Unified School District Governing Board hereby supports the use of curricula and display of banners at Cabrillo Unified School District school sites in November every year to help students understand the importance of Native American Heritage Month.

PASSED AND ADOPTED by the Governing Board of the Cabrillo Unified School District on the 21st day of August, 2025, by the following vote:

Mary Beth Alexander:	_____ Aye	_____ No	_____ Abstain	_____ Absent
Lizet Cortes:	_____ Aye	_____ No	_____ Abstain	_____ Absent
Peter Cerneka:	_____ Aye	_____ No	_____ Abstain	_____ Absent
Carmen Daniel:	_____ Aye	_____ No	_____ Abstain	_____ Absent
Breanna Lafontaine:	_____ Aye	_____ No	_____ Abstain	_____ Absent

Certified by:

_____
Carmen Daniel
President of the Governing Board
Cabrillo Unified School District

Attest by:

_____
Peter Cerneka
Clerk to the Governing Board
Cabrillo Unified School District

CABRILLO UNIFIED SCHOOL DISTRICT
HALF MOON BAY, CALIFORNIA

PROCLAMATION

Lesbian, Gay, Bisexual, Transgender, Queer, and Questioning (LGBTQ) History Month
October 2025

WHEREAS, the Cabrillo Unified School District Governing Board supports the rights, freedoms, and equality of all those who are lesbian, gay, bisexual, transgender, queer, and questioning (LGBTQ); and

WHEREAS, Cabrillo Unified School District recognizes that years of struggle for freedom and civil rights by LGBTQ people and also by people of all races have contributed to the rich history of collective action championing equality for all people; and

WHEREAS, Cabrillo Unified School District celebrates this rich history, acknowledging the contributions LGBTQ individuals have made and continue to make to strengthen the fabric of American society and its promise of equal rights for all; and

WHEREAS, October holds historical significance because the first LGBT National March on Washington occurred in October 1979 (marking the 10th anniversary of the Stonewall Riots), the first National Coming Out Day was celebrated on October 11, 1988, and National Coming Out Day and annual LGBTQ awareness day continue to be observed now every year on October 11th; and

WHEREAS, the month of October has now been established as LGBTQ History Month to remind all cultures within our wider community of the important role LGBTQ people have taken in shaping the social, historical, legal, and political worlds we live in today; and

WHEREAS, the Cabrillo Unified School District Governing Board appreciates and recognizes the importance of LGBTQ History Month as an effective means of educating and calling to action the citizens of the City of Half Moon Bay and the Coastside to work together by fighting prejudice and discrimination in their own lives; and

WHEREAS, Cabrillo Unified School District believes all students deserve to feel safe and welcome in their schools, to be known by their preferred name, gender identity, and story, and to see themselves represented in the curricula; and

WHEREAS, the California Legislature adopted AB 677 (Chapter 744) (2017), encouraging schools to collect voluntary self-identification information on sexual orientation and gender identity and expression (SOGIE); and

WHEREAS, on April 8, 2003, the federal Ninth Circuit Court of Appeals ruled, in a case brought by local Santa Clara County students (Flores v. Morgan Hill Unified School District, 324 F.3d 1130 [9th Cir. 2003]), that school district staff were responsible for maintaining safe school environments and for equitable enforcement of nondiscrimination statutes and policies; and

WHEREAS, SOGIE data and training promote welcoming schools, improve understanding of LGBTQ students, and support educators to provide services in a nondiscriminatory and respectful manner; and

WHEREAS, increasing visibility, raising awareness, and teaching LGBTQ history fosters a welcoming school climate where LGBTQ students, families, and educators can live their authentic lives and be treated with dignity and respect; and

WHEREAS, in 2019, Cabrillo Unified School District convened district staff, community members, Coast Pride leaders, civic leaders, and others to join together in a concerted effort to enact policies and practices that honor LGBTQ rights, uniting us all in a social justice platform to uphold the rights of all people; and

WHEREAS, on May 27, 2020, the Cabrillo Unified School District Governing Board approved Board Policy 5157 (Gender Identity and Access) that codified and formalized Cabrillo Unified School District's commitment to safe,

supportive, and inclusive learning environments for students of all sexual orientations, gender identities, and gender expressions;

THEREFORE, NOW BE IT RESOLVED that:

1. The Cabrillo Unified School District Governing Board hereby celebrates and honors its annual celebration of October as Lesbian, Gay, Bisexual, Transgender, Queer, and Questioning (LGBTQ) History Month.
2. Cabrillo Unified School District recognizes the ongoing need to acknowledge the history and achievements of LGBTQ people, and we support the implementation of programs and curricula that reflect the diversity of LGBTQ people.
3. Cabrillo Unified School District recognizes the importance of upholding the legal rights of LGBTQ people, and Cabrillo Unified School District shall work toward voluntary self-identification efforts for sexual orientation and gender identity and expression (SOGIE) data collection in our schools while promoting policies and practices protecting LGBTQ people.
4. The Cabrillo Unified School District Governing Board authorizes display of banners on Cabrillo Unified School District campuses to encourage discussion and promote understanding of the importance of LGBTQ History Month.

PASSED AND ADOPTED by the Governing Board of the Cabrillo Unified School District on the 21st day of August, 2025, by the following vote:

Mary Beth Alexander:	_____	Aye	_____	No	_____	Abstain	_____ Absent
Lizet Cortes:	_____	Aye	_____	No	_____	Abstain	_____ Absent
Peter Cerneka:	_____	Aye	_____	No	_____	Abstain	_____ Absent
Carmen Daniel:	_____	Aye	_____	No	_____	Abstain	_____ Absent
Breanna Lafontaine:	_____	Aye	_____	No	_____	Abstain	_____ Absent

Certified by:

_____
Carmen Daniel
President of the Governing Board
Cabrillo Unified School District

Attest by:

_____
Peter Cerneka
Clerk to the Governing Board
Cabrillo Unified School District

CABRILLO UNIFIED SCHOOL DISTRICT
HALF MOON BAY, CALIFORNIA

PROCLAMATION

African American History Month
February 2026

WHEREAS, each year during the month of February, the citizens of the United States celebrate African American History Month and the actions, words, and achievements of so many African Americans who have contributed to the success and prosperity of the United States; and

WHEREAS, African Americans have enriched our society through their commitment to promoting fairness, equality, and justice for all; and

WHEREAS, August 2019 marked 400 years since the first arrival of Africans to present-day America, and the United States Congress established the 400 Years of African American History Commission to commemorate the historical heritage and active contributions that Americans of African descent have made to help shape the cultural, academic, social, economic, and moral attributes of this nation; and

WHEREAS, in spite of the African slave trade that created an institution of white supremacy in this nation, Africans and African Americans have nonetheless continued to persevere and move forward in society, fighting for their freedom and also for the freedom of all Americans over time; and

WHEREAS, in 2008, the first African American President of the United States was elected; and

WHEREAS, in 2012, President Barack H. Obama was elected to serve a second term; and

WHEREAS, in 2012, California historically elected the most African Americans to serve in the Legislature, totaling 12 members; and

WHEREAS, 2018 marked the highest number of African American members serving in the United States Congress, totaling 55 members; and

WHEREAS, Africans and African Americans have been great inventors, inventing and improving on innovations such as the air-conditioning unit, almanac, automatic gearshift, blood plasma bag, clothes dryer, doorknob, doorstop, electric lamp bulb, elevator, fire escape ladder, fountain pen, gas mask, golf tee, horseshoe, lantern, lawnmower, lawn sprinkler, lock, lubricating cup, refrigerating apparatus, spark plug, stethoscope, telephone transmitter, thermostat control, traffic signal, and typewriter; and

WHEREAS, African American History Month commemorates and celebrates the many different achievements of African Americans, whether that be in academic pursuits, business, fine arts, political action, and science;

NOW, THEREFORE, BE IT RESOLVED by the Governing Board of the Cabrillo Unified School District that the District takes great pleasure in recognizing February 2026 as African American History Month, urges all Coastside citizens to join in celebrating the accomplishments of African Americans during African American History Month, and encourages the staff and students of Cabrillo Unified School District to recognize not only the many different talents of African Americans but also the great achievements, contributions, and sacrifices they have made to help create equity and equality for all.

PASSED AND ADOPTED this 21st day of August, 2025, at a regular meeting of the Governing Board of Cabrillo Unified School District by the following vote.

Mary Beth Alexander:	_____ Aye	_____ No	_____ Abstain	_____ Absent
Lizet Cortes:	_____ Aye	_____ No	_____ Abstain	_____ Absent
Peter Cerneka:	_____ Aye	_____ No	_____ Abstain	_____ Absent
Carmen Daniel:	_____ Aye	_____ No	_____ Abstain	_____ Absent
Breanna Lafontaine:	_____ Aye	_____ No	_____ Abstain	_____ Absent

Certified by:

_____
Carmen Daniel
President of the Governing Board
Cabrillo Unified School District

Attest by:

_____
Peter Cerneka
Clerk to the Governing Board
Cabrillo Unified School District

CABRILLO UNIFIED SCHOOL DISTRICT
HALF MOON BAY, CALIFORNIA

PROCLAMATION

Women's History Month
March 2026

WHEREAS, American women of every race, class, and ethnic background have made historic and significant contributions to the growth and strength of our nation and state in countless recorded and unrecorded ways; and

WHEREAS, American women have played and continue to play critical economic, cultural, and social roles in every sphere of the life of the nation and our state by constituting a significant portion of the labor force working inside and outside of the home; and

WHEREAS, American women have played a unique role throughout our history by providing the majority of the volunteer labor force of the nation and state; and

WHEREAS, American women were particularly important in the establishment of early charitable, philanthropic, and cultural institutions in our nation and state; and

WHEREAS, American women of every race, class, and ethnic background served as early leaders in the forefront of every major progressive social change movement; and

WHEREAS, American women have served our country courageously in the military; and

WHEREAS, American women have been leaders, not only in securing their own rights of suffrage and equal opportunity, but also in the abolitionist movement, the emancipation movement, the industrial labor movement, the civil rights movement, and other movements, especially the peace movement, which creates a fairer and just society for all; and

WHEREAS, despite these contributions, the role of American women has been consistently overlooked and undervalued in the literature, teaching, and study of American history; and

WHEREAS, since 1987, the United States Congress has passed a resolution annually to proclaim March as Women's History Month in order to recognize these many crucial contributions; and

WHEREAS, Cabrillo Unified School District and the Coastside community also recognize the importance of understanding the history of this area, particularly with regard to honoring the significant and longstanding contributions women have made in this Nation and in California;

NOW, THEREFORE, BE IT PROCLAIMED by the Governing Board of Cabrillo Unified School District that March is designated as Women's History Month and that CUSD calls upon the schools, staff, students, and families of the Coastside to observe March as Women's History Month by celebrating and recognizing the countless contributions made by women throughout history.

PASSED AND ADOPTED this 21st day of August, 2025, at a regular meeting of the Governing Board of Cabrillo Unified School District by the following vote.

Mary Beth Alexander:	_____	Aye	_____	No	_____	Abstain	_____ Absent
Peter Cerneka	_____	Aye	_____	No	_____	Abstain	_____ Absent
Lizet Cortes:	_____	Aye	_____	No	_____	Abstain	_____ Absent
Carmen Daniel:	_____	Aye	_____	No	_____	Abstain	_____ Absent
Breanna Lafontaine:	_____	Aye	_____	No	_____	Abstain	_____ Absent

Certified by:

_____
Carmen Daniel
President of the Governing
Cabrillo Unified School District

Attest by:

_____
Peter Cerneka
Clerk to the Governing Board
Cabrillo Unified School District

CABRILLO UNIFIED SCHOOL DISTRICT
HALF MOON BAY, CALIFORNIA

PROCLAMATION

National Autism Acceptance and Inclusion Month
April 2026

WHEREAS, April has historically been designated National Autism Awareness Month; and

WHEREAS, many people now understand we need to move past simple awareness and advocate instead for acceptance and inclusion of individuals on the autism spectrum; and

WHEREAS, it is estimated that 1 in every 54 Americans has autism; and

WHEREAS, autism is a lifelong neurological difference, and the national autism prevalence rate now places it as the third most common developmental difference in the country today; and

WHEREAS, autism can result in differences in communication, socialization, sensory perception, and behavioral characteristics, with resulting difficulties ranging from mild to severe; and

WHEREAS, autism knows no racial, ethnic, class, gender, or social boundaries; and

WHEREAS, our understanding of autism has grown tremendously since it was first diagnosed in 1943, but there is still much to learn, as evidenced by our desire now to increase our acceptance of autism; and

WHEREAS, every year, people around the world join together to support National Autism Awareness Month, and yet we recognize we are intentionally aiming to move from mere awareness to acceptance and inclusion; and

WHEREAS, the Cabrillo Unified School District Governing Board and Coastside community celebrate the countless ways individuals on the autism spectrum contribute to and strengthen our communities; and

WHEREAS, it is absolutely vital that children and adults living with autism feel included and accepted in our classrooms, businesses, and communities;

NOW, THEREFORE, BE IT RESOLVED that the Cabrillo Unified School District hereby observes April as Autism Acceptance and Inclusion Month;

PASSED AND ADOPTED this 21st day of August, 2025, at a regular meeting of the Governing Board of Cabrillo Unified School District by the following vote.

Mary Beth Alexander:	_____	Aye	_____	No	_____	Abstain	_____ Absent
Peter Cerneka:	_____	Aye	_____	No	_____	Abstain	_____ Absent
Lizet Cortes:	_____	Aye	_____	No	_____	Abstain	_____ Absent
Carmen Daniel:	_____	Aye	_____	No	_____	Abstain	_____ Absent
Breanna Lafontaine:	_____	Aye	_____	No	_____	Abstain	_____ Absent

Certified by:

_____
Carmen Daniel
President of the Governing Board
Cabrillo Unified School District

Attest by:

_____
Peter Cerneka
Clerk to the Governing Board
Cabrillo Unified School District

CABRILLO UNIFIED SCHOOL DISTRICT
HALF MOON BAY, CALIFORNIA

PROCLAMATION

Asian American and Pacific Islander Heritage Month
May 2026

WHEREAS, according to the US Census Bureau, Asians and Pacific Islanders make up the fastest growing racial group in the United States, numbering more than 10 million people, or nearly 4 percent of the total population; and

WHEREAS, California is itself home to over 6,000,000 students of Asian and Pacific Islander descent, kindergarten through grade twelve; and

WHEREAS, these students and their families reflect the rich diversity of cultures and heritages of the many different countries of Asia and the Pacific Islands, and Californians have benefited greatly from their inclusion in our society; and

WHEREAS, despite hardships and barriers, the people of Asia and the Pacific Islands who came to this country and their descendants have made substantial contributions to California's economic growth and development, weaving clear and distinct threads into the state's social fabric; and

WHEREAS, the History-Social Science Framework for California Public Schools, Kindergarten through Grade Twelve, states that the history curriculum of the community, state, region, nation, and the world must reflect the experiences of men and women of different racial, religious, and ethnic groups and must be integrated at every level; and

WHEREAS, Asian-Pacific Islander Heritage Month is celebrated annually at the state and national levels; and

WHEREAS, now more than ever, Californians and Coastsiders should remember our heritage and history and recognize that we must continue to celebrate the contributions of Asians and Pacific Islanders as we also defend their rights for equal and fair treatment as Americans during a time when discrimination against people of Asian and Pacific Islander heritage continues and has indeed increased recently;

NOW, THEREFORE, BE IT PROCLAIMED by the Cabrillo Unified School District Governing Board that May is designated as Asian-Pacific Islander Month and that Cabrillo Unified School District calls upon schools, staff, students, and families of the Coastside to observe May as Asian-Pacific Islander History Month by celebrating and recognizing the countless contributions made by Asians and Pacific Islanders throughout our history.

PASSED AND ADOPTED this 21st day of August, 2025, at a regular meeting of the Governing Board of Cabrillo Unified School District by the following vote.

Mary Beth Alexander:	_____	Aye	_____	No	_____	Abstain	_____ Absent
Peter Cerneka:	_____	Aye	_____	No	_____	Abstain	_____ Absent
Lizet Cortes:	_____	Aye	_____	No	_____	Abstain	_____ Absent
Carmen Daniel:	_____	Aye	_____	No	_____	Abstain	_____ Absent
Breanna Lafontaine:	_____	Aye	_____	No	_____	Abstain	_____ Absent

Certified by:

_____
Carmen Daniel
President of the Governing Board
Cabrillo Unified School District

Attest by:

_____
Peter Cerneka
Clerk to the Governing Board
Cabrillo Unified School District

CABRILLO UNIFIED SCHOOL DISTRICT
HALF MOON BAY, CALIFORNIA

PROCLAMATION

Jewish American Heritage Month
May 2026

WHEREAS, for thousands of years, members of Jewish communities have sustained strong cultural identities and traditions despite persecution, enslavement, forced segregation, and the horrors of the Holocaust; and

WHEREAS, since the first Dutch Jew set foot in New Amsterdam (now known as New York City) back in 1654, Jews have contributed to the culture of the United States of America while achieving success, strengthening the country, and helping shape America through a deep commitment to faith, family, and community; and

WHEREAS, in his second year in office, President George Washington wrote a letter to the Touro Synagogue in Newport, Rhode Island, one of the first Jewish houses of worship in the United States of America, reaffirming the nation's commitment to religious freedom and noting that the government of the United States would give "to bigotry no sanction [and] to persecution no assistance" as he also emphasized that all Americans are entitled to "liberty of conscience and immunities of citizenship"; and

WHEREAS, it was such a belief system that drew generations of Jewish immigrants to the United States of America to rebuild their lives, whether that included Jewish families fleeing pogroms or persecution; and

WHEREAS, this history has led many Jewish Americans to find common cause with the Civil Rights Movement, and Jewish Americans have continued their strong support for liberty and human dignity, thus uniting to end discrimination in voting, employment, and public accommodation while also supporting equity for women, farmworkers, disabled, and LGBTQ Americans; and

WHEREAS, Jewish Americans, including those on the Coastside, continue to contribute to the nation's progress as scientists, teachers, entrepreneurs, members of the Armed Forces, public servants, private citizens, leaders, parents, and citizens in all walks of life; and

WHEREAS, we recognize we all must remember that anti-Semitism continues to be a concern in this nation and across the globe, and we recognize we all need to continue in our efforts at understanding and inclusion; and

WHEREAS, anyone interested in learning more about the heritage and contributions of Jewish Americans is encouraged to visit www.JewishHeritageMonth.gov for more information about this rich history;

NOW, THEREFORE, BE IT PROCLAIMED that Jewish American Heritage Month in May is the time when the culture and history of Jewish Americans are celebrated and their contributions to this nation are honored, and thus the Cabrillo Unified School District Governing Board recognizes May as Jewish American Heritage Month and encourages all Coastside families, students, and staff to acknowledge and honor Jewish Americans for their notable accomplishments and outstanding service to the Coastside, California, and the nation writ large.

PASSED AND ADOPTED by the Governing Board of the Cabrillo Unified School District on the 21st day of August, 2025, by the following vote:

Mary Beth Alexander:	_____	Aye	_____	No	_____	Abstain	_____ Absent
Peter Cerneka:	_____	Aye	_____	No	_____	Abstain	_____ Absent
Lizet Cortes:	_____	Aye	_____	No	_____	Abstain	_____ Absent
Carmen Daniel:	_____	Aye	_____	No	_____	Abstain	_____ Absent
Breanna Lafontaine:	_____	Aye	_____	No	_____	Abstain	_____ Absent

Certified by:

_____
Carmen Daniel
President of the Governing Board
Cabrillo Unified School District

Attest by:

_____
Peter Cerneka
Clerk to the Governing Board
Cabrillo Unified School District

CABRILLO UNIFIED SCHOOL DISTRICT
HALF MOON BAY, CALIFORNIA

PROCLAMATION

LGBTQ+ Pride Month
June 2026

WHEREAS, Cabrillo Unified School District is committed to supporting dignity, equity, and visibility for all people in the community; and

WHEREAS, the Cabrillo Unified School District and Coastside region have a diverse Lesbian, Gay, Bisexual, Transgender, Queer, and/or Questioning (LGBTQ+) community; and

WHEREAS, many residents, students, family members, and school personnel are part of the lesbian, gay, bisexual, transgender, queer, and/or questioning community, and we acknowledge that they contribute greatly to the enrichment of our Cabrillo Unified School District schools and Coastside community; and

WHEREAS, although advancements have been made with respect to equitable treatment of LGBTQ+ persons, LGBTQ+ persons still face discrimination simply for being who they are, thus making it important for all districts and all communities to stand up and show support for all our students, staff, and families who are affected; and

WHEREAS, many cities across the United States recognize and celebrate June as LGBTQ+ Pride Month; and

WHEREAS, June has historically become a symbolic month in America in which LGBTQ+ persons and allies come together in various celebrations of pride to support the community's right to live their lives out loud; and

WHEREAS, we have worked closely over recent years with our partner CoastPride on our shared goals of developing and implementing ongoing educational, equity, and visibility projects for our LGBTQ+ students; and

WHEREAS, in June of 2021, we celebrated CoastPride's second birthday at the opening of the CoastPride Center and strongly endorsed such a community center for all LGBTQ+ persons and allies; and

WHEREAS, this June, we will again be raising the LGBTQ+ flag at our school campuses and district office because we proudly stand in solidarity with CoastPride to signal to all who are fortunate to live or visit the Coastside that people of all sexual orientations, gender identities, and gender expressions are welcome; and

WHEREAS, the Rainbow Flag, created in 1978, is a flag with six distinct colors (red, orange, yellow, green, blue, and violet) that has come to be known as the internationally recognized symbol of the LGBT community; and

WHEREAS, the Progress Flag, created in 2018, has added five arrow-shaped lines to the Rainbow Flag (including black and brown stripes to represent LGBTQ+ communities of color along with the colors pink, light blue, and white, which are used on the Transgender Pride Flag), and the Progress Flag is now recognized as underscoring the intersections within the LGBTQ+ community and honoring LGBTQ+ people of color (whose activism inspired the very first Pride Month) as well as people of different gender identities; and

WHEREAS, flying the Progress Flag at the District Office throughout the month of June further symbolizes the District's celebration of diversity and support for all the LGBTQ+ students, families, and staff in our community;

NOW, THEREFORE, BE IT RESOLVED that the Cabrillo Unified School District hereby declares the month of June as LGBTQ+ Pride Month in our schools and invites everyone to reflect on ways we all can live and work together with a commitment to mutual respect and understanding; and

PASSED AND ADOPTED this 21st day of August, 2025, at a regular meeting of the Governing Board of Cabrillo Unified School District by the following vote.

Mary Beth Alexander:	_____ Aye	_____ No	_____ Abstain	_____ Absent
Peter Cerneka:	_____ Aye	_____ No	_____ Abstain	_____ Absent
Lizet Cortes:	_____ Aye	_____ No	_____ Abstain	_____ Absent
Carmen Daniel:	_____ Aye	_____ No	_____ Abstain	_____ Absent
Breanna Lafontaine:	_____ Aye	_____ No	_____ Abstain	_____ Absent

Certified by:

_____
Carmen Daniel
President of the Governing Board
Cabrillo Unified School District

Attest by:

_____
Peter Cerneka
Clerk to the Governing Board
Cabrillo Unified School District

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Dr. Ramon Miramontes

GOVERNING BOARD
Mary Beth Alexander
Peter Cerneka
Lizet Cortes
Carmen Daniel
Breanna Lafontaine

MEMORANDUM

MEETING DATE: August 21, 2025
TO: Members of the Governing Board
FROM: Bianca Forrester, Associate Superintendent, Human Resources & Student Services
James Barnes, M.Ed., Interim Director of Educational Support Services
CATEGORY: Consent/Action
ITEM TITLE: Approval of Half Moon Bay High Future Farmers of America to Aptos, California, August 30 to September 1, 2025, to Participate in the Officers Retreat

BACKGROUND INFORMATION

Board Policy 6153 allows the Governing Board to permit students to participate in field trips.

REPORT/PROPOSAL

Hana Lani Hanson and Sonia Myers, teachers and advisors of the Half Moon Bay High School Future Farmers of America (FFA), request approval for a field trip to Aptos, California, on August 30 – September 1, 2025 to attend the officers retreat.

Approximately six students will attend the conference, chaperoned by at least two certificated staff members. Transportation will be provided using Agricultural Department vehicles. The group will stay at a rented house, located at 498 Quail Run Rd., Aptos, California 95003.

FISCAL ANALYSIS

The field trip is funded by an agricultural grant.

RECOMMENDATION

Approve as submitted.

Prepared by: *Suzanne Pendergast*

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Dr. Ramon Miramontes

GOVERNING BOARD
Mary Beth Alexander
Peter Cerneka
Lizet Cortes
Carmen Daniel
Breanna Lafontaine

MEMORANDUM

MEETING DATE: August 21, 2025
TO: Members of the Governing Board
FROM: Bianca Forrester, Associate Superintendent, Human Resources & Student Services
James Barnes, M.Ed., Interim Director of Educational Support Services
CATEGORY: Consent/Action
ITEM TITLE: Approval of Half Moon Bay High Future Farmers of America Field Trip to Forestville, California, September 19–20, 2025, to Participate in the Chapter Office Leadership Conference

BACKGROUND INFORMATION

Board Policy 6153 allows the Governing Board to permit students to participate in field trips.

REPORT/PROPOSAL

Hana Lani Hanson and Sonia Myers, teachers and advisors of the Half Moon Bay High School Future Farmers of America (FFA), request approval for a field trip to Forestville, California, on September 19-20, 2025, to attend the Chapter Officer Leadership Conference at SRJC Shone Farm

Approximately six students will attend the conference, chaperoned by at least two certificated staff members. Transportation will be provided using Agricultural Department vehicles. The group will stay at Holiday Inn Windsor, located at 8755 Old Redwood Hwy., Windsor, California 95492.

FISCAL ANALYSIS

The field trip is funded by an agricultural grant.

RECOMMENDATION

Approve as submitted.

Prepared by: *Suzanne Pendergast*

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Dr. Ramon Miramontes

GOVERNING BOARD
Mary Beth Alexander
Peter Cerneka
Lizet Cortes
Carmen Daniel
Breanna Lafontaine

MEMORANDUM

MEETING DATE: August 21, 2025
TO: Members of the Governing Board
FROM: Israel Castillo, M. Ed., Interim Assistant Superintendent of Educational Services
CATEGORY: Consent/Action
ITEM TITLE: Approval of 2024-25 Strengthening Career and Technical Education for the 21st Century Act (Perkins V), 131- Secondary Education, Grant Application Waiver

BACKGROUND INFORMATION

Cabrillo Unified School District (CUSD) applies for and receives the Carl D. Perkins Career and Technical Education (CTE) Grant annually. This grant provides supplemental funding for secondary CTE programs that offer fully sequenced CTE pathways taught by credentialed CTE teachers. The amount of funding does not increase with the addition of new pathways or growth in student participation. Perkins funding allocations are determined by the federal government, based primarily on two factors: the total student enrollment in the district and the number of socioeconomically disadvantaged students. At Half Moon Bay High School, this grant supports several CTE pathways, including Agricultural science, Residential and Commercial Construction, Digital Art & Design, Metal Sculpture, and Broadcasting.

The Perkins V grant is the only federally funded CTE grant received by CUSD. It has a minimum allocation requirement of $15,000. Local education agencies (LEAs) that fall below this threshold may either join a consortium with other LEAs to meet the requirement or apply for a waiver. In San Mateo County, most other Perkins V recipients are significantly larger high school districts in different geographic areas and receive substantially more funding. This makes forming a consortium challenging for CUSD.

In remote or sparsely populated regions, such as ours, joining a consortium is often impractical or unreasonable. This is the case for CUSD. Therefore, we are requesting board approval to apply for a four-year waiver for the Perkins V grant. This waiver would cover the period from July 1, 2025 (or the date of local board approval) through June 30, 2029.

Given the current uncertainty in federal funding and CUSD's ongoing enrollment decline—consistent with trends across California—it is highly likely that the district will continue to fall below the minimum funding threshold during this time. As such, it is strongly recommended that CUSD apply for the maximum waiver term of four years.

According to the Perkins V Program Management System (PGMS), CUSD has dipped below the minimum funding threshold in several previous years and is expected to do so again. As a district classified as "41 – Town Fringe," CUSD should qualify for an exception to the consortium requirement in order to continue receiving Perkins funding.

Below is CUSD's Perkins V funding allocation history, including the years in which funding fell below the minimum threshold.

25-26: $14,882 (pending waiver)
24-25: $15,945
23-24: $20,430
22-23: $16,311
21-22: $15,797
20-21: $14,917

19-20: $15,544
18-19: $14,902
17-18: $15,620
16-17: $17,190
15-16: $17,924
14-15: $19,134
13-14: $15,075
12-13: $13,948
11-12: $13,924

With the filing of this request, CUSD would be asking for a waiver of the following Ed Code sections:

Ed Code Title: Strengthening Career and Technical Education for the 21st Century (Perkins V)
Ed Code Section: PL 109-270 Section 131(c)(1)
Ed Code Authority: PL 109-270 Section 131(c)(2)

Ed Code or *CCR* to Waive: **Strengthening Career and Technical Education for the 21st Century (Perkins V), Public law 109-270 Section 131(c)(1), that requires local agencies whose allocations are less than $15,000 to enter into to a consortium with other agencies**

FISCAL ANALYSIS

If CUSD does not apply for this waiver, we will no longer be able to receive the annual Perkins grant allocation to support CTE pathways.

RECOMMENDATION

Consent for CUSD to apply for a waiver for the Ed Code sections cited above.

Prepared by: *Josefina Infanzon*

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Dr. Ramon Miramontes

GOVERNING BOARD
Mary Beth Alexander
Peter Cerneka
Lizet Cortes
Carmen Daniel
Breanna Lafontaine

MEMORANDUM

MEETING DATE: August 21, 2025.
TO: Members of the Governing Board
FROM: Israel Castillo, M. Ed., Interim Assistant Superintendent of Educational Services
CATEGORY: Consent/Action,
ITEM TITLE: Approval of CABE Professional Learning Services (PLS) Proposal for Consulting to Enhance the Spanish Dual Immersion Program at Cabrillo Unified

BACKGROUND INFORMATION

California Bilingual Education (CABE) is the pioneering professional association with over 40 years of experience with educational programs for language learners and has developed tools and techniques for planning, implementing, and enhancing language programs, including Dual Language (DL) programs. They bring this deep knowledge and expertise with DL to collaborate with the Cabrillo Unified School District (CUSD) in support of the enhancement of the Dual Immersion program at Hatch Elementary School.

This proposal spans the 2025-26 academic year and provides consulting and professional learning support for enhancing the Dual Language program. CABE PLS will work with district representatives to identify and cluster the critical topics to explore, conversations that will need to be conducted, and decisions that need to be made in analyzing and planning for and the implementation of the enhanced DL program. The recommended consulting and professional learning is listed in the attached proposal from CABE.

FISCAL ANALYSIS

The CABE consulting services will be paid with the funds allocated to the Local Control Accountability Plan (LCAP) Goal 2 for Student Achievement, Action 1 to Increase English Language Development Supports. The total proposed cost for the 2025-26 academic school year will be $40,000.

RECOMMENDATION

Approve as submitted.

Prepared by: *Josefina Infanzon*

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Dr. Ramon Miramontes

GOVERNING BOARD
Mary Beth Alexander
Peter Cerneka
Lizet Cortes
Carmen Daniel
Breanna Lafontaine

MEMORANDUM

MEETING DATE: August 21, 2025
TO: Members of the Governing Board
FROM: James Barnes, M.Ed., Interim Director of Educational Support Services
CATEGORY: Consent/Action
ITEM TITLE: Approval of SPG Therapy & Education Agreement for the 2025–26 School Year

BACKGROUND INFORMATION

Cabrillo Unified School District (CUSD) is currently experiencing significant challenges in recruiting and retaining qualified Education Specialist (Ed. Specialist) and Speech and Language Pathologists (SLPs). Despite extensive recruitment efforts, including advertising through professional organizations and outreach to local universities, CUSD has been unable to fill vacant Ed. Specialist and SLP positions with permanent employees.

Ed. Specialists and SLPs provide critical services required under students' Individualized Education Programs (IEPs) in compliance with the Individuals with Disabilities Education Act (IDEA). To ensure that these services are delivered without interruption, the District must contract with external agencies to temporarily fill these positions. SPG Therapy & Education will provide a qualified Ed. Specialist and three Speech and Language Pathologists to serve students across the district. This contract ensures that students receive legally compliant services as outlined in their IEPs and that the district remains in compliance with federal and state special education mandates.

REPORT/PROPOSAL

The District seeks Board approval to enter into an agreement with SPG Therapy & Education to provide Ed. Specialist and Speech and Language Pathology services for students requiring specialized support. Key details are as follows:

- **Contractor:** SPG Therapy & Education
- **Services Provided:** Education Specialist services including teaching students with high needs, evaluating, goal writing, consultation with staff and participating in IEP meetings. Speech and Language Pathology services including evaluation, report and goal writing, direct therapy, consultation with staff, and participation in IEP meetings.
- **Term of Agreement:** July 1, 2025 through June 30, 2026
- **Rate:** Per the terms of the agreement
- **Maximum Payment:** In no event shall total payment for services under this agreement exceed **$555,098.70**
- **Funding Source:** Special Education funds

The agreement includes the standard CUSD terms for independent contractors, requiring the contractor to maintain appropriate liability and workers' compensation insurance and indemnify the District against claims arising from services provided.

FISCAL ANALYSIS

The total cost of this agreement is **not to exceed $555,098.70**, funded through Special Education funds. Contracting for these services is necessary to fulfill legal obligations and ensure uninterrupted specialized academic instruction as well as speech and language services for students.

RECOMMENDATION

It is recommended that the Governing Board approve the agreement with **SPG Therapy & Education** for one Education Specialist and three Speech and Language Pathologists for the 2025–26 academic school year.

Prepared by: *Vanessa Jeronimo*

SPG Therapy & Education, PC dba SPG Therapy & Education

2021 Ygnacio Valley Rd, C-103
Walnut Creek, CA 94598
Phone (925) 945-1474 Fax (925) 945-1768

AGREEMENT BETWEEN
Cabrillo Unified School District
AND
SPG Therapy & Education

THIS AGREEMENT is effective July 1, 2025, by and between the Cabrillo Unified School District (hereinafter "District") and **SPG Therapy & Education,** (hereinafter "Contractor").

District hereby engages Contractor to render described services under the terms and conditions of this Agreement.

1. **Performance of Services:**
   a. Contractor agrees to perform the services described on "Addendums A, B, C, D, E, F and/or G" (hereinafter "Services") of this Agreement as an independent contractor. Contractor will determine the means, manner, method, and details of performing the Services. Contractor shall be responsible for providing the materials and tools, necessary for the performance of the Services.

   b. Contractor represents that Contractor has the qualifications and ability to perform the Services in a professional manner, without the advice, control, or supervision of the District. Contractor shall be solely responsible for the professional performance of the Services, and shall receive no assistance, direction, or control from District. Contractor shall have sole discretion and control of Contractor's services and the manner in which they are performed.

2. **Compensation & Terms for Payment**: Contractor shall submit written demand monthly for payment, said demand shall be made on a form and in the manner prescribed by the Contractor detailing dates/hours of services provided. Contractor shall submit said demands for payment for services rendered no later than thirty (30) days from the end of the month in which said Services were actually rendered. District shall make payment in an amount equal to the number hours of service provided multiplied by the agreed upon hourly rate within thirty (30) days of receipt of invoice. Any amounts past due shall accrue interest from the due date until paid at the rate of 18% per annum.

3. **Contract Term and Termination:** This Agreement will become effective on July 1, 2025. This Agreement will terminate upon the completion of the Services (as stated in addendums A (Speech) and/or B (Behavior) and/or C (Psychological Services) and/or D (Occupational Therapy Services) and/or E (Physical Therapy Services) and/or F (Mental Health) and/or G (Education) or when terminated as set forth below.

   a. Either party may terminate this Agreement at any time by giving twenty (20) days written notice (as referenced in number 4 of this contract) to the other party. Contract changes, amendments or cancellations must be communicated directly with Contractor's President. *As a professional courtesy, please do not discuss contract changes, costs, or pending employment changes with contractor's employees.* The Contractor will inform its' employees of changes or cancellations to the contract.

4. **Notice:** Any notice required or permitted to be given under this Agreement shall be deemed to have been given, served and received if given in writing and either personally delivered or deposited in the United States mail, registered or certified mail, postage prepaid, return receipt required, or fax transmission with verbal confirmation of receipt, addressed as follows:

DISTRICT	**CONTRACTOR**
Cabrillo Unified School District 498 Kelly Ave Half Moon Bay, CA 94019 Phone: (650) 712-7100 Fax: (650) 638-8447	SPG Therapy & Education 2021 Ygnacio Valley Rd, C-103 Walnut Creek, CA 94598 Phone: (925) 945-1474 Fax: (925) 945-1768 **Tax ID# 94-3290122**

Any notice personally given or sent by certified mail or fax transmission shall be effective upon receipt. Any notice sent by overnight delivery service shall be effective the business day next following delivery thereof to the overnight delivery service.

5. **Relationship of the Parties:** Please note that all Contractors' employees are employed on an "At Will" basis and therefore cannot be required to provide a 20-day notice of termination. Contractor does request that employees provide a minimum of 20-day notice of termination. Contractor shall not be responsible for any loss or claim of damage whatsoever incurred by District/Facility in the event Contractor cannot provide a Speech-Language Pathologist (SLP), Speech-Language Pathology Assistant (SLPA), Board Certified Behavior Analyst (BCBA), Board Certified Assistant Behavior Analyst (BCaBA), Registered Behavior Technician (RBT), Behavior Technician (BT), School Psychologist (SP), Occupational Therapist (OT), Certified Occupational Therapy Assistant (COTA), Physical Therapist (PT), Physical Therapy Assistant (PTA), Mental Health Therapist or Education Specialist due to resignation of Contracted SLP/SLPA/BCBA/BCaBA/RBT/BT/SP/OT/COTA/PT/PTA/Mental Health Therapist or or Education Technician or Contracted SLP/SLPA/BCBA/BCaBA/RBT/BT/SP/OT/COTA/PT/PTA/Mental Health Therapist or Education Specialist is not able to provide services for any reason. However, Contractor will use all efforts to replace the SLP/SLPA/BCBA/BCaBA/RBT/BT/SP/OT/COTA/PT/PTA/Mental Health Therapist or Education Specialist, if one is available in the area.
    a. Contractor enters into this Agreement as, and shall continue to be, an independent contractor. Under no circumstances shall Contractor be considered an employee of District within the meaning of any federal, state, or local law or regulation including, but not limited to, laws or regulations governing unemployment insurance, old age benefits, workers' compensation, industrial illness or accident coverage, taxes, or labor and employment in general.
    b. Under no circumstances shall Contractor look to District as his/her employer, or as a partner, agent, or principal. Contractor shall not be entitled to any benefits accorded to District's employees, including, without limitation, workers' compensation, disability insurance, vacation, or sick pay.
    c. Contractor shall be responsible for providing, at Contractor's expense, and in the Contractor's name, disability, workers' compensation or other insurance, as well as licenses and permits usual or necessary for conducting the Services hereunder.

6. **Management of SPG Therapy & Education Staff:**

    a. Each SLP/SLPA/SP/OT/COTA/PT/PTA/Mental Health Therapist or Education Specialist employee of Contractor is assigned a Clinical Supervisor. The Clinical Supervisor is available to provide assistance and support by helping contractor's employees access requested materials/assessments, explaining District/Facility procedures and forms, answering questions related to federal/state regulations and eligibility criteria, providing intervention suggestions and helping to resolve site related issues. The Clinical Supervisor may make site visits and/or provide Service Coverage for a contracted SLP/SLPA/SP/OT/COTA/PT/PTA/Mental Health Therapist or Education Specialist that is ill or may have excessive absences. Clinical Supervision services to be provided within contracted hours for assigned SLP/SLPA as designated in Addendum A, for assigned SP in Addendum C, for assigned OT/COTA in Addendum D, for assigned PT/PTA in Addendum E, for assigned Mental Health Therapist in Addendum F and/or for assigned Education Specialist in Addendum G.

    b. Each BT/RBT/BCaBA employee of Contractor is assigned a BCBA. The BCBA is available to provide assistance and support by helping contractor's employees access requested materials, explaining District/Facility procedures and forms, answering questions related to federal/state regulations, providing intervention suggestions and helping to resolve case related issues. The BCBA will make site visits and/or provide Service Coverage for a contracted BT/RBT/BCaBA that is ill or may have excessive absences. BCBA services to be provided within contracted hours as outlined in Addendum B.

7. **Federal & State Taxes:** Contractor shall pay, when and as due, any and all local, state and federal income or other taxes incurred as a result of Contractor's compensation hereunder, including estimated taxes, and shall provide District with proof of said payment upon demand. Contractor hereby indemnifies District for any claims, losses, costs, fees, liabilities, damages, or injuries suffered by District arising out of Contractor's breach of this Section.

8. **Fingerprinting and Criminal Records Check of Contractor's Employees:** CONTRACTOR shall comply with the requirements of California Education Code section 44237, 3501.1 and 35021.2 including, but not limited to: obtaining clearance from both the California Department of Justice (hereinafter referred to as "CDOJ") and clearance from the Federal Bureau of Investigation (hereinafter referred to as "FBI") for CONTRACTOR'S employees and volunteers, unless CONTRACTOR determines that the volunteers will have no direct contact with

LEA pupils, prior to service with any LEA pupil. CONTRACTOR hereby agrees that CONTRACTOR'S employees and volunteers, unless CONTRACTOR determines that the volunteers will have no direct contact with LEA pupils, shall not come in contact with LEA pupils until CDOJ and FBI clearance are ascertained. CONTRACTOR shall certify in writing to LEA that none of its employees, and volunteers, unless CONTRACTOR determines that the volunteers will have no direct contact with LEA pupils, or contractors, who may come into contact with LEA pupils have been convicted of a violent or serious felony as those terms are defined in California Education Code section 44237(h), unless despite the employee's conviction of a violent or serious felony, he or she has met the criteria to be eligible for employment pursuant to California Education Code section 44237 (i) or (j). In addition, CONTRACTOR shall make a request for subsequent arrest service from the CDOJ as required by California Penal Code section 11105.2.

If District/Facility policy requires contractor's employee to obtain separate and additional live scan prior to placement at facility site, they may do so at District's/Facility's expense.

9. **Caseload Maximum:**

a. Speech-Language Services: Contractor agrees to a maximum caseload of 55 students for each full time SLP/SLPA and a maximum caseload of 40 students for any caseload that solely consists of students classified as SH, AAC, and/or preschool. Combination caseloads will be prorated based on caseload roster provided by district. *It should be noted that both ASHA and CTA recommend a caseload limit of 40 students for K through 12 public schools.

b. Behavior Intervention Services: BTs/RBTs are highly trained 1:1 aides. BCaBAs and BCBAs must supervise RBTs in accordance with the Behavior Analyst Certification Board (BACB) requirements.

c. Occupational and/or Physical Therapy Services: Workload management is an ongoing process and therapist's caseloads will be set and managed based on workload rather than number of students. Weekly hours can increase or decrease based on changes in workload.

10. **Rules and Regulations:** All results and regulations of the Board of Education and all federal, state, and local laws, ordinances and regulations are to be observed strictly by Contractor pursuant to this Agreement.

11. **Indemnification:**

a. Contractor shall and does hereby indemnify, defend, and hold harmless District, and District's officers, employees, agents and representatives from and against any and all claims, demands, losses, costs, expenses, obligations, liabilities and damages, including, without limitation, interest, penalties, and reasonable attorneys fees and costs, that District may incur or suffer and that arise, result from, or are related to any breach or failure of Contractor to perform any of the representations, warranties, and agreements contained in this Agreement.

b. District shall and does hereby indemnify, defend, and hold harmless Contractor, and Contractor's officers, employees, agents and representatives from and against any and all claims, demands, losses, costs, expenses, obligations, liabilities and damages, including, without limitation, interest, penalties, and reasonable attorneys fees and costs, that Contractor may incur or suffer and that arise, result from, or are related to any breach or failure of District to perform any of the representations, warranties, and agreements contained in this Agreement.

12. **Non-Solicitation:** District/Facility understands and acknowledges that Contractor expends extensive amounts of time, resources and money educating, training and mentoring its employees. The purpose of these company investments by Contractor is to enhance employee retention and maintain an experienced and well-trained supply of employees capable of providing the Contractor's various services at multiple Districts/Facilities. Contractor is not in the business of training or recruiting individuals to be hired as employees of District/Facility. Accordingly, District/Facility agrees that during the term of this Agreement and for the immediate twelve calendar months following the termination of this Agreement (the "Period"), District/Facility shall not directly solicit for employment, offer employment to, or hire any employee of Contractor working at a District/Facility, without the prior written consent of Contractor. In the event that District/Facility breaches or violates this Paragraph 12, then District/Facility agrees to and shall pay to Contractor as damages the amount of $50,000 (fifty thousand dollars) per Contractor employee within 21 calendar days. District/Facility agrees that it would be impracticable and extremely difficult to determine the amount of actual damages caused to Contractor by a violation of this Paragraph 12, including but not limited to the loss of the return on Contractor's investment in its employee and losing key employees. The parties agree that this stated amount is a reasonable approximation of the probable damages owed

to Contractor. District/Facility, therefore, agrees that this amount of damages is fair and reasonable under the circumstances existing at the time this Agreement is executed.

13. **Supplies & Equipment:** Contractor will provide therapy and diagnostic materials as needed, if they are not available at school district/site. Should the contracting District require computer generated reports and IEPs, then it is the District's responsibility to either provide a computer to the contracted employee or provide access to a computer at the contractor employee's assigned site(s). If a computer is not available, then it is understood that all documentation will be handwritten.

14. **California Law:** This Agreement shall be governed by and the rights, duties and obligations of the parties shall be determined and enforced in accordance with the laws of the State of California. The parties further agree that any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in Contra Costa County, California.

15. **Attorneys' Fees:** If either party files any action or brings any proceedings against the other arising out of the Agreement, the prevailing party shall be entitled to recover, in addition to its costs of suit and damages, reasonable attorneys' fees to be fixed by the court. The "prevailing party" shall be the party who is entitled to recover its costs of suit, whether or not suit proceeds to final judgment. No sum for attorneys' fees shall be counted in calculating the amount of a judgment for purposes of determining whether a party is entitled to its costs or attorneys' fees.

16. **Waiver:** The waiver by either party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.

17. **Time for Site Specific Trainings/Requirements:**

a. Speech Services, School Psychology and Mental Health Services: District agrees to compensate Contractor for time spent by Contractor's employee for orientation/trainings, teacher workdays, non-student days when teachers are required to report to work, speech or Psych meetings, staff development days, and the like. Attendance for these services will be provided in accordance with the weekly contracted hours set forth in Addendum A and/or Addendum C.

b. Behavior Intervention Services, Occupational Therapy Services, Physical Therapy Services and Education Services: District agrees to compensate Contractor for time spent by Contractor's employee for orientation/trainings, teacher workdays, non-student days when teachers are required to report to work, staff meetings, staff development days, and the like, when District has requested Contractor's employee(s) to attend. Attendance for these services will be in addition to the weekly contracted hours set forth in Addendums B for Behavior Intervention Services, Addendum D of Occupational Therapy Services, and Addendum E for Physical Therapy Services.

c. District also agrees to pay Contractor for any additional time required by Contractor's employee to become proficient with any District/Facility required procedure (i.e.: computerized IEPs, Medi-Cal reports, positive behavior intervention, etc). Any hours in excess of contracted hours set forth in Addendums A, B, C, D, E, F and/or G and will require prior approval from District/Facility designee.

18. **List of Services to be Performed by Contractor:**

a. Speech-Language Services: Contractor will provide Services that align with the scope and practice for Speech and Language Pathology, as defined by the California Speech-Language Pathology and Audiology Board, for provision of speech/language therapy services in the public-school setting. Services to include direct and indirect activities as they pertain to eligible students on caseload and in accordance with the Individual Education Plan (IEP) which will define the type and frequency of service that each student is to receive.

District will provide contracted SLP/SLPA with site's most current caseload list, to be updated on a monthly basis, via district generated roster lists.

b. Behavior Intervention Services: Contractor will provide Services that align with the scope and practice for Behavior Analysts, as defined by the Behavior Analyst Certification Board, for provision of behavior intervention services in the public-school setting. Services to include direct services as they pertain to eligible students and in accordance with the Individual Education Plan (IEP) which will define the type and frequency of service that each student is to receive.

c. School Psychology Services: Contractor will provide Services that align with the scope and practice for School Psychologists, as outlined in the California Education Code, for provision of School Psychology services in the public-school setting. Services to include direct services as they pertain to eligible students and in accordance with the Individual Education Plan (IEP) which will define the type and frequency of service that each student is to receive.

d. Professional Occupational and/or Physical Therapy services: Contractor will deliver Services in a school-based instructional model. The services include direct services to students, consultation, coordination, and collaboration with special and general education teams, appropriate documentation, and oversight of Occupational Therapy ("OT") and/or Physical Therapy ("PT") service delivery. The Services provided will follow state and federal education codes, best practices, and ethical standards as well as comply with program guidelines as set forth by District. Inclusive Services are comprised of direct contact with students to include direct treatment (individual and group), evaluations, Annual and Triennial assessments and meetings as well as consult time, preparation, documentation, travel between schools, mandatory meetings and administrative tasks.

19. Entire Agreement of Parties: This Agreement constitutes the entire agreement between the parties and supersedes all prior discussions, negotiations and agreement, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both parties.

It is understood that contracted Speech Services will be provided and caseload demands will be met by a certified, licensed, and/or credentialed Speech-Language Pathologist (SLP), and/or a licensed Speech-Language Pathology Assistant (SLPA), when under the supervision of a certified and licensed SLP.

It is further understood that contracted Behavior Services will be provided by a certified, licensed, and/or credentialed Board Certified Behavior Analyst (BCBA), certified, licensed and/or Board Certified Assistant Behavior Analyst (BCaBA) under the supervision of a BCBA, and/or a certified, licensed, and/or credentialed Registered Behavior Technician (RBT) and/or Behavior Technician (BT) under the supervision of a certified and licensed BCaBA or BCBA.

It is further understood that contracted School Psychology Services will be provided by a certified, licensed, and/or credentialed School Psychologist.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date first above written. This contract is effective on July 1, 2025, and terminates on June 30, 2026, unless sooner terminated as provided herein.

DISTRICT

ISRAEL CASTILLO
Name and Title of Authorized Representative
Cabrillo Unified School District

Signature

7/29/2025
Date

CONTRACTOR

Susan Stark
Susan Stark, M.S., CCC-SLP

4/30/25
Date

California Department of Education
Nonpublic Agency (NPA) Certification
Date: December 26, 2024

NPA The Speech Pathology Group, Inc. dba SPG Therapy & Education -Walnut Creek
NPA Identification Code 9900164
Site Administrator: Susan Stark
Mailing Address: 2021 Ygnacio Valley Road, C102, C103 & C202
City: Walnut Creek State: California Zip Code: 94598

NPA Authorized to Provide Services at NPA Site: ☑ Yes
Site Address:2021 Ygnacio Valley Road, C102, C103 & C202
City: Walnut Creek State: California Zip Code: 94598

Grades Prekindergarten to 12
Ages Infant to >22 Student Gender: All

2025 Certification Status: Approved
Maximum Student Capacity: 76+
Effective Dates: January 01, 2025 through December 31, 2025

☐ Amended

Certification is not an endorsement of the services offered by the nonpublic agency (NPA), but states only that the NPA meets minimum legal standards. "Approved" or "Conditional" certifications authorize the NPA to accept students placed by local educational agencies (LEAs) under California Education Code, Section 56366.

Authorized to Provide the Following Related Services

☐ APE	☑ BII	☑ LSDR	☑ PCT	☐ SDTI	☐ VECD
☐ AS	☑ CG	☐ MT	☑ PS*	☐ SW	☐ LI:
☑ ATS	☐ EE	☐ OM	☑ PT	☐ TS	☐ Other:
☑ BID	☐ HNS	☑ OT	☐ RS	☐ VS	*Other than Assessment and IEP Developmen

Per California Education Code 56366.4(a)(5)(A), the superintendent may revoke or suspend the certification of a nonpublic, nonsectarian school or agency for any of the following reasons: Failure to notify the department in writing of any of the following within 45 days of the occurence: changes in credentialed, licensed, or registered staff who render special education and related services; ownership; management; or control of the nonpublic, nonsectarian school or agency.

Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See *Specific Instructions* on page 3.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

SPG Therapy & Education, PC

2 Business name/disregarded entity name, if different from above.

SPG Therapy & Education

3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor ☑ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate

☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . . .

Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

☐ Other (see instructions)

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any)

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any)

(Applies to accounts maintained outside the United States.)

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . ☐

5 Address (number, street, and apt. or suite no.). See instructions.

2021 Ygnacio Valley Rd., C-103

Requester's name and address (optional)

6 City, state, and ZIP code

Walnut Creek, CA 94598

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			–			–				

or

Employer identification number

9	4	–	3	2	9	0	1	2	2

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here | **Signature of U.S. person** Susan Stark | **Date** 12/31/2024

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

SPG | THERAPY & EDUCATION

Staff Clearances and Annual Required Notices

SPG Therapy & Education certifies that pursuant to California Education Code sections 44237, 56366.1, 30521.1, and 35021.2 all employees of SPG Therapy & Education have obtained clearance from the California Department of Justice and the Federal Bureau of Investigation and none of its employees have been convicted of a violent or serious felony as defined in the California Education Code section 44237(h), unless despite the employee's conviction of a violent or serious felony, he or she has met the criteria to be eligible for employment pursuant to California Education Code section 44237(i) or
(j). Records of these clearances are kept on file in SPG Therapy & Education's Human Resources Department and SPG Therapy & Education has enrolled in subsequent arrest notification service as specified for each owner, operator, and employee of SPG Therapy & Education, per the requirements of Assembly Bill 389 and California Penal Code section 11105.2.

Tuberculosis clearance has also been obtained for all SPG Therapy & Education employees per the requirements of California Education Code sections 35021 et. seq. SPG Therapy & Education complies with the OSHA Blood Borne Pathogens Standards, per Title 29 Code of Federal Regulations section 1910.1030 and provides annual trainings regarding blood borne pathogens health care precautions. Annual notices and procedures are distributed to all SPG Therapy & Education employees including but not limited to: Anti-Bullying and Harassment, also cited as the Safe Place to Learn Act (as defined by the California Education Code sections 48900 and 234-234.5), Child Abuse and Neglect Mandated Reporting, Positive Behavior Intervention (California Code of Regulations, Title 5, Section 3052(i)), Reporting of Missing Children (California Education Code 49370), and Sexual Harassment/Non- Discrimination.
Records of state license/credential, tuberculosis clearances, and confirmation of receipt of all required annual notices are kept on file in SPG Therapy & Education's Human Resources Department

Thank you,

Susan Stark, M.S., CCC-SLP
President
SPG Therapy & Education

THESPEE-C1 GLACAYO

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 9/24/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
IMA, Inc. - Pasadena 3475 E. Foothill Boulevard Suite 100 Pasadena, CA 91107	PHONE (A/C, No, Ext): (626) 799-7000	FAX (A/C, No): (626) 441-3233
	E-MAIL ADDRESS:	

INSURED	INSURER(S) AFFORDING COVERAGE	NAIC #
The Speech Pathology Group, Inc. dba SPG Therapy and Education 2021 Ygnacio Valley Road, #C-102-203 Walnut Creek, CA 94598	INSURER A : Berkley National Insurance Company	38911
	INSURER B : QBE Insurance Corporation	39217
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY			HHN859304013	10/1/2024	10/1/2025	EACH OCCURRENCE	$ 1,000,000
	[ ] CLAIMS-MADE [X] OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 1,000,000
							MED EXP (Any one person)	$ 5,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY	$ 1,000,000
	[X] POLICY [ ] PRO-JECT [ ] LOC						GENERAL AGGREGATE	$ 3,000,000
	OTHER:						PRODUCTS - COMP/OP AGG	$ 3,000,000
								$
A	AUTOMOBILE LIABILITY			HHN859304013	10/1/2024	10/1/2025	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	[ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
A	[ ] UMBRELLA LIAB X OCCUR			HHN859304013	10/1/2024	10/1/2025	EACH OCCURRENCE	$ 10,000,000
	X EXCESS LIAB [ ] CLAIMS-MADE						AGGREGATE	$
	[ ] DED [ ] RETENTION $ 0						Aggregate	$ 10,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			202000942	10/1/2024	10/1/2025	X PER STATUTE [ ] OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: Y	N/A					E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
A	Professional liab EO			HHN859304013	10/1/2024	10/1/2025	Aggregate	3,000,000
A	Abuse & Molestation			HHN859304013	10/1/2024	10/1/2025	Aggregate	3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Sexual Abuse per Occurance $1,000,000
Sexual Abuse aggregate $3,000,000

Named Insureds:
The Speech Pathology Group, Inc
Comprehensive Autism Center
Child Counseling & Behavior Therapy Clinic (CCBTC)
SEE ATTACHED ACORD 101

CERTIFICATE HOLDER

Cabrillo Unified School District
498 Kelly Avenue
Half Moon Bay, CA 94019

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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AGENCY CUSTOMER ID: THESPEE-C1 GLACAYO

LOC #: 1

ADDITIONAL REMARKS SCHEDULE

AGENCY	NAMED INSURED
IMA, Inc. - Pasadena	The Speech Pathology Group, Inc. dba SPG Therapy and Education 2021 Ygnacio Valley Road, #C-102-203 Walnut Creek, CA 94598
POLICY NUMBER SEE PAGE 1	
CARRIER: SEE PAGE 1 / NAIC CODE: SEE P 1	EFFECTIVE DATE: SEE PAGE 1

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

Description of Operations/Locations/Vehicles:
Family Support Center of Colorado, LLC
Abrite, LLC
Autism Intervention Services, LLC
REP Behavioral Health, LLC
ABRITE, A Speech Pathology Corp.

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By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),

2. Certify that you are not subject to backup withholding, or

3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and

4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting,* later, for further information.

Note: If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.

2. The treaty article addressing the income.

3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.

4. The type and amount of income that qualifies for the exemption from tax.

5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 24% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,

2. You do not certify your TIN when required (see the instructions for Part II for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code,* later, and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships,* earlier.

What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code,* later, and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of $50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a $500 penalty.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ CAREFULLY.

GENERAL LIABILITY BROADENING ENDORSEMENT

This endorsement modifies the insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

Throughout this endorsement, the words "you" and "your" refer to the Named Insured shown in the Declarations. The word "we," "us," and "our" refer to the company providing this insurance.

The following is only a summary of the additional coverages provided by this endorsement and is provided only for your reference and convenience. For the Limits of Insurance and the additional coverages provided by this endorsement, read the provisions on the following pages and the Coverage Form, which this endorsement modifies.

SUBJECTS OF INSURANCE
Broadened Bodily Injury
Broadened Personal and Advertising Injury
Broadened Property Damage
Broadened Fire, Lightning, Explosion, and Sprinkler Leakage - $500,000
Broadened Medical Payments - $10,000
Broadened Supplementary Benefits
a. Bail Bonds - $1,000
b. Expenses Incurred to Assist in Defense - $500 per Day
Broadened Newly Acquired or Formed Organization
Broadened Non-Owned or Chartered Watercraft or Aircraft
Broadened Commercial General Liability Conditions
a. Duties in the Event of Occurrence, Offense, Claim, or Suit
b. Liberalization – Automatic Coverage If We Adopt Broader Coverages
c. Notice to Company
Automatic Coverage for "Special Events"
Automatic Additional Insureds
a. Athletic Activity Participants
b. Contractual Obligations
c. Funding Sources
d. Manager or Lessor of Premises
e. Owner, Manager, Operator, or Lessor of "Special Event" Premises
f. Supervisors or Higher in Rank – Co-Employee Exclusion Removed
g. Limitations
Blanket Waiver of Subrogation
Priority of Application for Multiple Insureds

The coverages listed in this endorsement are provided as extensions or additions to your insurance program.

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A. BROADENED BODILY INJURY

Paragraph **3.** of **Section V – Definitions** is deleted and replaced with the following:

3. "Bodily injury" means physical injury, sickness, or disease sustained by a person, including death resulting from any of these. "Bodily injury" also means mental injury, mental anguish, humiliation, or shock sustained by a person, if directly resulting from physical injury, sickness, or disease sustained by that person.

B. BROADENED PERSONAL AND ADVERTISING INJURY

1. Paragraph **14.** of **Section V – Definitions** is deleted and replaced with the following:

14. "Personal and Advertising Injury" means injury, including consequential "bodily injury" arising out of one or more of the following offenses during the policy period.

a. False arrest, detention, or imprisonment;

b. Malicious prosecution or abuse of process;

c. The wrongful eviction from, wrongful entry into, or invasion of the right of private occupancy of a room, dwelling, or premises that a person occupies by or on behalf of its owner, landlord, or lessor;

d. Oral, written, televised, videotaped, or electronic publication of material that slanders or libels a person or organization or disparages a person's or organization's goods, products, or services;

e. Oral, written, televised, videotaped or electronic publication of material that violates a person's right of privacy; or

f. Misappropriation of advertising ideas or style of doing business; or

g. Infringement of copyright, title, or slogan.

h. Mental injury, mental anguish, humiliation, or shock, if directly resulting from Items **14.a.** through **14.g.** above.

2. Exclusions **2.b.** and **2.c.** under **Coverage B Personal and Advertising Injury Liability** are deleted and replaced with the following:

b. Material Published with Knowledge of Falsity

"Personal and advertising injury" arising out of oral, written, televised, videotaped, or electronic publication of material, if done by or at the direction of the insured with knowledge of its falsity;

c. Material Published Prior to Policy Period

"Personal and advertising injury" arising out of oral, written, televised, videotaped, or electronic publication of material whose first publication took place before the beginning of the policy period;

C. BROADENED PROPERTY DAMAGE

Exclusion **2.a.** under **Coverage A Bodily Injury and Property Damage Liability** is deleted and replaced with the following:

a. Expected Or Intended Injury

"Bodily injury" or "property damage" expected or intended from the standpoint of the insured. This exclusion does not apply to "bodily injury" or "property damage" resulting from the use of reasonable force to protect persons or property.

D. BROADENED FIRE, LIGHTNING, EXPLOSION AND SPRINKLER LEAKAGE

1. Paragraph **6.** under **Section III – Limits Of Insurance** is deleted and replaced with the following:

6. Subject to **5.** above, the Damage to Premises Rented to You Limit is the most we will pay under Coverage A for damages because of "property damage" to:

a. Any one premises while rented to you, or in the case of damage by fire, while rented to you or temporarily occupied by you with permission of the owner; and

b. Personal property of others in your care, custody, or control, while at premises rented to you or in the case of damage by fire, while rented to you or temporarily occupied by you with permission of the owner, arising out of any one fire, lightning, explosion or sprinkler leakage occurrence.

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The Damage to Premises Rented to You Limit is the greater of:

c. $500,000; or

d. The amount shown in the Declarations for Damage to Premises Rented to You Limit.

2. Paragraph **2. Exclusions** of **Coverage A Bodily Injury and Property Damage Liability** is amended as follows:

   Paragraphs **c.** through **n.**, do not apply to damage by fire, lightning, explosion, or sprinkler leakage to premises while rented to you or temporarily occupied by you with permission of the owner. A separate limit of insurance applies to this coverage as described in **Section III – Limits Of Insurance**.

3. Paragraph **4. Other Insurance** of **Section IV – Commercial General Liability Conditions** is amended as follows:

   Paragraph **b. (1) (a) (ii)** is deleted and replaced with the following:

   (ii) That is Fire, Lightning, Explosion, or Sprinkler Leakage insurance for premises rented to you or temporarily occupied by you with permission of the owner; or

4. Paragraph **9.a.** under **Section V – Definitions** is deleted and replaced with the following:

   a. A contract for a lease of premises. However, that portion of the contract for a lease of premises that indemnifies any person or organization for damage by fire, lightning, explosion or sprinkler leakage to premises while rented to you or temporarily occupied by you with permission of the owner is not an "insured contract";

5. This Broadened Coverage is subject to all the terms of **Section III – Limits Of Insurance**.

6. This Broadened Coverage does not apply if Fire Damage Liability of COVERAGE **A** (SECTION I) is excluded either by the Declaration to this Coverage Part or by an endorsement to this Coverage Part.

E. BROADENED MEDICAL PAYMENTS

1. The following provision is added to Paragraph **7.** of **Section III – Limits Of Insurance**:

   The Medical Expense Limit shall be the greater of:

   a. $10,000; or

   b. The amount shown in the Declarations for Medical Expense Limit.

2. This Medical Expense Limit is subject to all the terms of **Section III – Limits Of Insurance**.

3. This above Medical Expense Limit does not apply if **Coverage C Medical Payments** is excluded either by the Declaration to this Coverage Part or by an endorsement to this Coverage Part.

F. BROADENED SUPPLEMENTARY PAYMENTS

Paragraphs **1.b.** and **1.d.** under **Supplementary Payments – Coverages A and B** are deleted and replaced with the following:

b. Up to $1,000 for cost of bail bonds required because of accidents or traffic law violations arising out of the use of any vehicle to which the Bodily Injury Liability Coverage applies. We do not have to furnish these bonds.

d. All reasonable expenses incurred by the insured at our request to assist us in the investigation or defense of the claim or "suit," including actual loss of earnings up to $500 a day because of time off from work.

G. BROADENED NEWLY ACQUIRED OR FORMED ORGANIZATION

Paragraph **3.a** under **Section II – Who Is An Insured** is deleted and replaced by the following:

a. Coverage under this provision is afforded only until the 120th day after you acquire or form the organization or the end of the policy period, whichever is earlier.

H. BROADENED NON-OWNED OR CHARTERED WATERCRAFT OR AIRCRAFT

Exclusion **2.g.** under **Coverage A Bodily Injury and Property Damage Liability** is deleted and replaced by the following:

g. "Bodily injury" or "property damage" arising out of the ownership, maintenance, use, or entrustment to others of any aircraft," auto," or watercraft owned by or operated by, or rented or loaned to, any insured. Use includes operation and "loading or unloading".

This exclusion does not apply to:

(1) A watercraft while ashore on premises you own or rent;

(2) A watercraft you do not own that is:

(a) Less than 51 feet long; and

(b) Not being used to carry persons or property for a charge;

(3) Parking an "auto" on, or on the ways next to premises you own or rent, provided the "auto" is not owned by or rented, or loaned to you or the insured;

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(4) Liability assumed under any "insured contract" for the ownership, maintenance, or use of aircraft, watercraft, or "autos"; or

(5) "Bodily injury" or "property damage" arising out of the operation of any of the equipment listed in Paragraph **f. (2)** or **f. (3)** of **Section V – Definitions**, Paragraph **12.**, "Mobile Equipment"; or

(6) An aircraft you do not own that is:

(a) Hired, chartered, or loaned with a crew; and

(b) Not owned in whole or in part by any insured.

(7) This insurance does not apply, under Paragraph **g.(1)** and **g.(2)** above, if the insured has any other insurance for "bodily injury" or "property damage" which would also apply to loss covered under this provision, whether the other insurance is primary, excess, contingent, or on any other basis.

(8) This insurance is excess, under Paragraph **g. (6)** above, over any other insurance, whether the other insurance is primary, excess, contingent or on any other basis.

I. BROADENED COMMERCIAL GENERAL LIABILITY CONDITIONS

1. Paragraph **2. Duties in The Event Of Occurrence, Offense, Claims Or Suit** under **Section IV – Commercial General Liability Conditions** is amended to add the following provision:

e. Your obligation to notify us as soon as practicable of an "occurrence," or offense under Paragraph **2.a.** above, or a claim or "suit" or offense under Paragraphs **2.a., 2.b.,** and **2.c** above, is satisfied if you send us written notice as soon as practicable after any of your "executive officers," directors, partners, insurance managers, or legal representatives becomes aware of, or should have become aware of, such "occurrence," offense, claim or "suit."

2. The following provisions are added to **Section IV – Commercial General Liability Conditions**:

10. Liberalization

If we adopt any revision that would broaden the coverage under this coverage part without additional premium within 30 days prior to or during the policy period, the broadened coverage will immediately apply to this coverage part.

11. Notice To Company

If you report an "occurrence" or offense to your Workers' Compensation insurer which later becomes a claim under this Coverage Part, failure to report such "occurrence" or offense to us at the time of the "occurrence" or offense will not be considered a violation of the **Duties In The Event Of Occurrence, Offense, Claim Or Suit Condition**, if you notify us as soon as practicable when you become aware that the "occurrence" or offense has become a liability claim.

J. AUTOMATIC COVERAGE FOR SPECIAL EVENTS

1. You are automatically covered for all "special events" which you organize, promote, administer, sponsor, or conduct during the term of this policy.

2. **Section V – Definitions** is amended to add the following paragraph:

23. "Special Event" means any event:

a. The purpose of which is to raise funds for you; or

b. To recognize the accomplishments of your organization, your "employees," or your volunteer workers; or

c. Which you, or an individual or organization with whom you have entered into a contract or agreement, organize, promote, administer, sponsor, or conduct for the purposes described in Paragraphs **a.** or **b.** above; and

d. Which takes place on premises owned by you, or on premises while rented or leased to you or to that organization described in Paragraph **c.** above.

K. AUTOMATIC ADDITIONAL INSURED(S)

The following provisions are added to **Section II – Who Is An Insured**:

4. Automatic Additional Insured(s)

a. Additional Insureds – Athletic Activity Participants

(1) This policy is amended to include as an insured any person(s) [hereinafter called Additional Insured(s)] representing you while participating in amateur athletic activities that you sponsor. However, no such person is an insured for:

(a) "Medical expenses" under **Coverage C Medical Payments.**

(b) "Bodily Injury" to:

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(i) A co-participant, your volunteer worker or your "employee" while participating in amateur athletic activities that you sponsor; or

(ii) You, or any partner or member, (if you are a partnership or joint venture), or any member (if you are a limited liability company); or

(c) "Property damage" to property owned by, occupied or used by, rented to , in the care, custody, or control of, or over which physical control is being exercised for any purpose by:

(i) A co-participant, your volunteer worker, or your "employee"; or

(ii) You, or any partner or member, (if you are a partnership or joint venture), or any member (if you are a limited liability company).

b. Additional Insured – Contractual Obligations

(1) This policy is amended to include as an insured any person or organization (hereinafter called Additional Insured) that you are required by a written "insured contract"; to include as an insured, subject to all of the following provisions:

(a) Coverage is limited to liability arising out of:

(i) Your ongoing operations performed for such Additional Insured; or

(ii) Such Additional Insured's financial control of you; or

(iii) The maintenance, operation or use by you of equipment leased to you by such Additional Insured; or

(iv) A permit issued to you by a state or political subdivision.

(b) Coverage does not apply to any "occurrence" or offense:

(i) Which took place before the execution of, or subsequent to the completion or expiration of, the written "insured contract"; or

(ii) Which takes place after you cease to be a tenant in that premises.

(c) With respect to architects, engineers, or surveyors, coverage does not apply to "Bodily Injury," "Property Damage," "Personal Injury," or "Advertising Injury" arising out of the rendering or the failure to render any professional services by or for you including:

(i) The preparing, approving, or failing to approve or prepare maps, drawings, opinions, reports, surveys, change orders, designs or specifications; and

(ii) Supervisory, inspection, or engineering services.

(d) Coverage provided herein shall be considered excess over any other valid and collectible insurance available to the Additional Insured whether that other insurance is primary, excess, contingent, or on any other basis unless a written contractual arrangement specifically requires this insurance to be primary.

(e) In the event that you are engaged in the manufacture or assembly of any goods or products for the benefit or at the direction of another party, pursuant to a contract or agreement with that party, this paragraph **(e).** does not extend coverage to that party as an Additional Insured. Coverage for such a party will be extended only by a specific endorsement issued by us and naming such party.

c. Additional Insured – Funding Sources

(1) This policy is amended to include as an insured any Funding Source (hereinafter called Additional Insured) which requires you in a written contract to name such Additional Insured but only with respect to liability arising out of your premises or "your work" for such Additional Insured, and only to the extent set forth as follows:

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(a) The Limits of Insurance applicable to the Additional Insured are the lesser of those specified in the written contract or agreement or in the Declarations for this policy and subject to all the terms, conditions and exclusions for this policy. The Limits of Insurance applicable to the Additional Insured are inclusive of, and not in addition to, the Limits of Insurance shown in the Declarations.

(b) The coverage provided to the Additional Insured is not greater than that customarily provided by the policy forms specified in and required by the contract.

(c) In no event shall the coverages or Limits of Insurance in this Coverage Form be increased by such contract.

(d) Coverage provided herein shall be considered excess over any other valid and collectible insurance available to the Additional Insured whether that other insurance is primary, excess, contingent, or on any other basis unless a written contractual arrangement specifically requires this insurance to be primary.

d. Additional Insured – Manager or Lessor of Premises

(1) This policy is amended to include as an insured any person or organization (hereinafter called Additional Insured) from whom you lease or rent your premises and which requires you to add such person or organization as an Additional Insured in this policy under:

(a) A written contract; or

(b) An oral agreement or contract where a Certificate of Insurance has been issued showing that person or organization as an Additional Insured;

but only if the written or oral agreement is an "insured contract";

(i) Currently in effect or to become effective during the term of this policy; and

(ii) Executed prior to the "bodily injury," "property damage," "personal injury", or "advertising injury."

(2) With respect to the insurance afforded the Additional Insured identified in Paragraph **d. (1)** immediately above, the following additional provisions apply:

(a) This insurance applies only to liability arising out of the ownership, maintenance, or use of that portion of the premises leased to you;

(b) The Limits of Insurance applicable to the Additional Insured are the lesser of those specified in the written contract or agreement or in the Declarations for this policy and subject to all this policy's terms, conditions, and exclusions. The Limits of Insurance applicable to the Additional Insured are inclusive of, not in addition to, the Limits of Insurance shown in the Declarations.

(c) In no event shall the coverages or Limits of Insurance in this Coverage Part be increased by such contract or agreement.

(d) Coverage provided herein shall be considered excess over any other valid and collectible insurance available to the Additional Insured whether that other insurance is primary, excess, contingent, or on any other basis unless a written contractual arrangement specifically requires this insurance to be primary.

(3) This insurance does not apply to:

(a) Any "occurrence" or offense which takes place after you cease to be a tenant in the premises covered by this endorsement; or

(b) Structural alterations, new construction, or demolition operations performed by or on behalf of the Additional Insured.

e. Additional Insured – Owner, Manager, Operator or Lessor of "Special Events" Premises

(1) This policy is amended to include as an insured any person or organization (hereinafter called Additional Insured) from whom you lease, rent or occupy the premises upon which a "special event" is held, sponsored or conducted by you, or on your behalf, under:

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(a) A written contract; or

(b) An oral agreement or contract where a Certificate of Insurance has been issued showing that person or organization as an Additional Insured; but only if the written or oral agreement is an "insured contract,"

(i) Currently in effect or to become effective during the term of this policy; and

(ii) Executed prior to the "bodily injury," "property damage," "personal injury," or "advertising injury."

(2) With respect to the insurance afforded the Additional Insured identified in Paragraph **e. (1)** of this endorsement, the following additional provisions apply:

(a) This insurance applies only to liability arising out of the use of that portion of the premises while leased or rented to you for the specific "special event";

(b) The Limits of Insurance applicable to the Additional Insured are the lesser of those specified in the contract or agreement pertaining to the use of the premises or in the Declarations for this policy and subject to all of this policy's terms, conditions, and exclusions. The Limits of Insurance applicable to the Additional Insured are inclusive of, not in addition to, the Limits of Insurance shown in the Declarations.

(c) In no event shall the coverage or Limits of Insurance in this Coverage Form be increased by such contract or agreement.

(d) Coverage provided herein shall be considered excess over any other valid and collectible insurance available to the Additional Insured whether that other insurance is primary, excess, contingent, or on any other basis unless a written contractual arrangement specifically requires this insurance to be primary.

(3) This insurance does not apply to:

(a) Any "occurrence" or offense which takes place after you cease to be a tenant, licensee or occupant in the premises covered by this endorsement; or

(b) Any acts or "occurrences" caused by or attributable to the owner, manager, operator, or lessor of the premises upon which the "special event" is held.

f. Additional Insured – Supervisors or Higher in Rank

(1) This policy is amended to include as insured any "employees" (hereinafter called Additional Insured), designated as supervisor or higher in rank, who are authorized by you to exercise direct or indirect supervision and control over "employees" and the manner in which work is performed, but only for acts within the scope of their employment by you or while performing duties related to the conduct of your business. However, none of these "employees" designated as supervisor or higher in rank, is an insured for:

(a) "Bodily injury" or "personal injury":

(i) To you, to your partners or members (if you are a partnership or joint venture), or to your members (if you are a limited liability company);

(ii) For which there is any obligation to share damages with or repay someone else who must pay damages because of the injury described in paragraph **(a)(i)** above; or

(iii) Arising out of his or her providing or failing to provide professional health care services.

(b) "Personal Injury":

(i) To a co-"employee" while in the course of his or her employment, or

(ii) To the spouse, child, parent, brother or sister of that co-"employee" as a consequence of Paragraph **(b)(i)** above;

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(iii) For which there is any obligation to share damages with or repay someone else who must pay damages because of the injury described in Paragraph **(b) (i)** or **(b) (ii)** above.

(c) "Property damage" to property:

(i) Owned, occupied or used by; or

(ii) Rented to, in the care, custody, or control of, or over which physical control is being exercised for any purpose by you, any of your "employees," any partner, or member (if you are a partnership or joint venture), or any member (if you are a limited liability company).

g. Additional Insured – LIMITATIONS

(1) The persons, entities, or organizations to which coverage is extended under Paragraphs **a.** (Athletic Activity Participants), **b.** (Contractual Obligations), **c.** (Funding Sources), **d.** (Managers or Lessors of Premises), and **e.** (Owner, Manager, Operator, or Lessor of "Special Events" Premises) are Additional Insureds, but only:

(a) With respect to each Additional Insured's vicarious liability for "actual damages" solely caused by you or by "your work" that is ongoing for such Additional Insured's supervision of "your work"; and

(b) If the Additional Insured did not cause or contribute to the "occurrence" or act resulting in liability.

(2) If an endorsement is attached to this policy and specifically names a person or organization as an Additional Insured, then the coverage extended under this paragraph **4. AUTOMATIC ADDITIONAL INSURED(S)** does not apply to that person, entity, or organization.

(3) The following is added to **Section V – Definitions:**

24. "Actual Damages" is to have its usual and customary legal meaning and excludes without limitation, punitive damages, restitution, penalties, and formula damages added to "actual damages" and any other enhanced damages.

(4) All other terms and conditions of this Coverage Part which are not inconsistent with this Paragraph **h.** apply to coverage extended to the above referenced Additional Insureds REGARDLESS OF WHETHER OR NOT A COPY OF THIS COVERAGE PART AND/OR ITS ENDORSEMENTS ARE DELIVERED TO AN ADDITIONAL INSURED.

L. BLANKET WAIVER OF SUBROGATION

Paragraph **8.** under **Section IV – Commercial General Liability Conditions** is deleted and replaced with the following:

8. Transfer of Rights Of Recovery Against Others To Us And Blanket Waiver Of Subrogation

a. If an insured has rights to recover all or part of any payment we have made under this Coverage Part, those rights are transferred to us. The insured must do nothing after loss to impair them. At our request, the insured will bring "suit" or transfer those rights to us and help us enforce them.

b. If required by written "insured contract," we waive any right of recovery we may have against any person or organization because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract for that person or organization and included in the "products-completed operations hazard."

M. PRIORITY OF APPLICATION FOR MULTIPLE INSUREDS

Section III – Limits Of Insurance is amended to add the following paragraph:

8. In the event a claim or "suit" is brought against more than one insured, due to "bodily injury" or "property damage" from the same "occurrence," or "personal injury," or "advertising injury," from the same offense, we will apply the Limits of Insurance in the following order:

a. You;

b. Your "executive officers," directors, "employees," and

c. Any other insureds in any order that we choose.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.

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District:										
Company:	Speech Pathology Group Inc (Speechpath)									
Last, First Name	Credential Type Of	Credential Document #	Credential Expires	TB Clearance Date	TB Exp Date	DOJ Clearance Date	Mandated Reporter Training*	AB 1172 Behavior Training	CALSTRS/CALPERS #	COVID-19 Vaccination
Vazquez, Shelby	Education Specialist Instruction Credential	220234503	9/1/2027	10/5/2023	10/5/2027	10/4/2023	12/20/2024	9/19/2024		
Tassaro, Jennifer	SLP License	33426	5/31/2026	7/5/2022	7/5/2026	7/8/2022	9/11/2024	9/4/2024		
Rippel, Mary	SLP License	19806	8/31/2025	9/15/2021	9/15/2025	3/17/2011	8/21/2024	9/13/2024		
*Please note: The Speech Pathology Group requires all employees to complete the Mandated Reporter Training (and all additional required trainings) upon hire and/or annually, as outlined in AB-1432. The Speech Pathology Group will include updated Staff Clearance List information with monthly invoices.										

Note: If you have any questions, please view the CTC Online – Written Instructions for Application and Payment page.

Last Name: VAZQUEZ
First Name: SHELBY
Middle Name: ANNE

Last Known County of Employment: SAN MATEO COUNTY OFI
Note: Please verify County of Employment is current
Adverse and Commission Actions Indicator:
Deceased Flag:
Note: Information on Adverse and Commission Actions is available for this educator if the Deceased flag is displayed, the licensee is deceased.

Document Title	Document Number	Term	Status	Original Issue Dat	Issue Date	Expiration Dat	Special Grade	Grade
> Education Specialist Instruction Credential	220234503	Preliminary	Valid	8/1/2022	8/1/2022	9/1/2027		
Certificate of Clearance	210173187		Valid	7/21/2021	7/21/2021	8/1/2026		
District Intern Credential	210220901		Valid	8/1/2021	8/1/2021	9/1/2024		

Authorization/Subjects

Authorization Code	Subject Code	Subject Description	Authorization Description	Major/ Minor	Added
> ELAE	NONE		The following instructional services may be provided to English learners within the specialty area(s) and grade/age level authorization of this document: (1) English language development defined as instruction designed specifically for limited-English-proficient students to develop their listening, speaking, reading, and writing skills in English; and (2) specially designed content instruction delivered in English defined as instruction in a subject area, delivered in English, that is specially designed to meet the needs of limited-English-proficient students. This English learner authorization also covers classes taught on the basis of other valid, non-emergency credentials or permits held within the settings or content/specialty area(s) listed at the grade or age levels authorized.	MAJ	
R3MM	MM	Mild/Moderate Disabilities	This authorizes the holder to conduct Educational Assessments related to student's access to the academic core curriculum and progress towards meeting instructional academic goals, provide instruction, and Special Education Support to individuals with a primary disability of specific learning disabilities, mild/moderate intellectual disabilities, other health impairment, and emotional disturbance, in kindergarten, grades 1 - 12 through age 22, and classes organized primarily for adults in services across the continuum of program options available. The autism spectrum disorders added authorization authorizes the holder to conduct assessments, provide instruction, and special education related services to	MAJ	

Renewal Requirements

Please disregard any # signs you may see below and refer to the "Additional Description" column to the right for specific renewal requirements.

Renewal Description	Renewal Code	Additional Description
> This preliminary credential may not be renewed. To continue to serve in a position authorized by this credential, the holder must obtain the recommendation from a Commission-approved Clear Education Specialist Credential Induction program sponsor.	R19N	TC Code Not Required
Per Executive Order, the credential holder must complete the Reading Instruction Competence Assessment (RICA) prior to issuance of the clear credential.	RICA	

Employment Restrictions

Organization Type	Organization	County

California Commission on Teacher Credentialing

By virtue of the authority vested in the Commission on Teacher Credentialing and in recognition of preparation for service in California Public schools

SHELBY VAZQUEZ

is hereby awarded the

Education Specialist Instruction Credential

together with all the rights, privileges, and responsibilities appertaining thereto

valid: 08/01/2022 **to** 09/01/2027

Marquita Grenot-Scheyer
Chair, Commission on Teacher Credentialing

Mary Vixie Sandy
Executive Director, Commission on Teacher Credentialing

This is not an official document. The official record of credentials, permits, and certificates is the Commission's website at www.ctc.ca.gov

SPEECH-LANGUAGE PATHOLOGY AND AUDIOLOGY AND HEARING AID DISPENSERS BOARD

LICENSING DETAILS FOR: 19806

NAME: RIPPEL, MARY S

LICENSE TYPE: SPEECH PATHOLOGIST

LICENSE STATUS: VALID

ADDRESS

BURLINGAME CA 94010
SAN MATEO COUNTY

ISSUANCE DATE

MAY 10, 2012

EXPIRATION DATE

AUGUST 31, 2025

CURRENT DATE / TIME

JULY 24, 2023
11:11:21 AM

SPEECH-LANGUAGE PATHOLOGY AND AUDIOLOGY AND HEARING AID DISPENSERS BOARD

LICENSING DETAILS FOR: 33426

NAME: TASSARO, JENNIFER LEIGH

LICENSE TYPE: SPEECH PATHOLOGIST

LICENSE STATUS: VALID

ADDRESS

SAN FRANCISCO CA 94123
SAN FRANCISCO COUNTY

ISSUANCE DATE

MAY 3, 2022

EXPIRATION DATE

MAY 31, 2026

CURRENT DATE / TIME

MARCH 18, 2024
11:34:57 AM

Cabrillo Unified School District 2025-2026	SPG Therapy & Education Addendum G Education Specialist Services	As of:	7/17/2025

School Based Education Specialist

SPG Therapist	Service	Dates of Service	Days per Week	Hours per Day	Hours per Week	25-26 Hourly Rate	Amount	Discounted Hourly Rate	Amount
ESY Services July 2025:									
TBD	Education Specialist								
	*2025-2026 Rates Subject to COLA effective 7/1/2025								
								Discounted ESY Services July 2025:	$0.00
Fall/Spring School Based Services*									
SPG Education Specialist	Site/Service	Dates of Service	Days per Week	Hours per Day	Days	25-26 Daily Rate	Amount	Discounted Daily Rate	Amount
Shelby Vazquez	Education Specialist	8/11/25-6/5/26	5	8	185	$962.79	$178,116	$905.02	$167,429
			FTEs	1.00		Fall/Spring Projection:	$178,116.15		
							Discount	$10,687	6%
								Total Discounted 2025-2026 Services:	$167,428.70

ESY Services June 2026:									
SPG Education Specialist	Service	Dates of Service	Days per Week	Hours per Day	Hours per Week	25-26 Hourly Rate	Amount	Discounted Hourly Rate	Amount
TBD	Education Specialist								-
								Discounted ESY Services June 2026:	$0.00

*SPG Therapy & Education utilizes a Professional Work Week.

Total 2025-2026 Speech Services: $167,428.70

Contractor agrees to provide services within the contracted hours per week, as set forth above.
Daily hours may flex pending caseload requirements (i.e. IEP meetings, parent conferences, SST meetings, etc.).
SPG Therapy & Education (NPA) and the LEA (District) understand that it is the District's responsibility to provide training for contracted staff pertaining to the District's policies and procedures, including but not limited to: SEIS, Progress Reporting, Attendance Registers**, Medical/MAA Billing.
**The District understands that collection and retention of all attendance registers submitted by contracted staff is the responsibility of the District.
It is further understood that the district will inform SPG Therapy & Education of contracted staff who are out of compliance with the District's policies and procedures.
The contracting NPA understands that the District will provide computer access to contracted staff for SEIS access and input and for other required documentation.

The NPA will provide all diagnostic and therapy materials to contracted service providers with the understanding that District agrees to provide appropriate and necessary test protocols, as test protocols are part of the student's record and are retained in student's file.

Bilingual therapists are contracted to provide mental health services and will not be utilized as interpreters during IEP meetings as this is outside their scope of professional practice.

Susan Stark — 7/17/2025
Susan Stark — Date
MS, CCC-SLP

Name and Title — 7/29/2025
Date
Cabrillo Unified School District

Cabrillo Unified School District 2025-2026	SPG Therapy & Education Addendum A Speech Services							As of:	7/30/2025
School Based Speech-Language Pathologists									
SPG Therapist	Service	Dates of Service	Days per Week	Hours per Day	Total Days			25-26 Hourly Rate	Amount
ESY Services July 2025:									
Linzy Knaster	Speech Services	7/1/25-7/11/25	5	4	8			$113.13	$3,620.16
	*2025-2026 Rates Subject to COLA effective 7/1/2025								
								Discounted ESY Services July 2025:	$3,620.16
Fall/Spring School Based Services*									
SPG Therapist	Site/Service	Dates of Service	Days per Week	Hours per Day	Days	25-26 Daily Rate	Amount	Discounted Daily Rate	Amount
Jennifer Tassaro	Speech Services/Bilingual	8/11/25-6/5/26	5	8	185	$1,076	$199,060	$1,011	$187,035
Linzy Knaster/Teletherapy	Speech Services/AAC	8/11/25-6/5/26	Up to 20 hrs/month					$1,076	$29,590
Mary Rippel	Speech Services	8/11/25-6/5/26	5	8	185	$963	$178,155	$905	$167,425
			FTEs	2.00		Fall/Spring Projection:	$377,215		$384,050
							Discount	-$6,835	6%
								Total Discounted 2025-2026 Services:	$387,670

ESY Services June 2026:									
SPG Therapist	Service	Dates of Service	Days per Week	Hours per Day	Hours per Week	25-26 Hourly Rate	Amount	Discounted Hourly Rate	Amount
TBD	Speech Services								-
							Discounted ESY Services June 2026:		$0.00
								Total 2025-2026 Services:	$0.00

*SPG Therapy & Education utilizes a Professional Work Week.

Contractor agrees to provide services within the contracted hours per week, as set forth above.
Daily hours may flex pending caseload requirements (i.e. IEP meetings, parent conferences, SST meetings, etc.).
SPG Therapy & Education (NPA) and the LEA (District) understand that it is the District's responsibility to provide training for contracted staff pertaining to the District's policies and procedures, including but not limited to: SEIS, Progress Reporting, Attendance Registers**, Medical/MAA Billing.
**The District understands that collection and retention of all attendance registers submitted by contracted staff is the responsibility of the District.
It is further understood that the district will inform SPG Therapy & Education of contracted staff who are out of compliance with the District's policies and procedures.
The contracting NPA understands that the District will provide computer access to contracted staff for SEIS access and input and for other required documentation.

The NPA will provide all diagnostic and therapy materials to contracted service providers with the understanding that District agrees to provide appropriate and necessary test protocols, as test protocols are part of the student's record and are retained in student's file.

Bilingual therapists are contracted to provide mental health services and will not be utilized as interpreters during IEP meetings as this is outside their scope of professional practice.

Susan Stark — 7/30/2025
Susan Stark, MS, CCC-SLP — Date

Name and Title — 7/31/2025 — Date
Cabrillo Unified School District

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Dr. Ramon Miramontes

GOVERNING BOARD
Mary Beth Alexander
Peter Cerneka
Lizet Cortes
Carmen Daniel
Breanna Lafontaine

MEMORANDUM

MEETING DATE: August 21, 2025
TO: Members of the Governing Board
FROM: James Barnes, M.Ed., Interim Director of Educational Support Services
CATEGORY: Consent/Action
ITEM TITLE: Approval of Agreement to Contract with Soliant Healt LLC for Speech and Language Services for the 2025–26 School Year

BACKGROUND INFORMATION

Cabrillo Unified School District (CUSD) is currently experiencing significant challenges in recruiting and retaining qualified Speech and Language Pathologists (SLPs). Despite extensive recruitment efforts, including advertising through professional organizations and outreach to local universities, CUSD has been unable to fill vacant SLP positions with permanent employees.

SLPs provide critical services required under students' Individualized Education Programs (IEPs) in compliance with the Individuals with Disabilities Education Act (IDEA). To ensure that these services are delivered without interruption, the District must contract with external agencies to temporarily fill these positions. Soliant Health LCC will provide a qualified SLP to serve students across the district. This contract ensures that students receive legally compliant services as outlined in their IEPs and that the district remains in compliance with federal and state special education mandates.

REPORT/PROPOSAL

The District seeks Board approval to enter into an agreement with **Soliant Health LLC** to provide Speech-Language Pathology services for students requiring specialized support. Key details are as follows:

- **Contractor:** Soliant Health LLC
- **Services Provided:** Speech and Language Pathology services including evaluation, report and goal writing, direct therapy, consultation with staff, and participation in IEP meetings.
- **Term of Agreement:** June 16, 2025 (Extended School Year) through June 5, 2026
- **Rate:** Per the terms of the agreement, $125 per hour
- **Maximum Payment:** In no event shall total payment for services under this agreement exceed **$182,437.50**
- **Funding Source:** Special Education funds

The agreement includes the standard CUSD terms for independent contractors, requiring the contractor to maintain appropriate liability and workers' compensation insurance and indemnify the District against claims arising from services provided.

FISCAL ANALYSIS

The total cost of this agreement is **not to exceed $182,437.50**, funded through Special Education funds. Contracting for these services is necessary to fulfill legal obligations and ensure uninterrupted speech-language services for students.

RECOMMENDATION

It is recommended that the Governing Board approve the agreement with **Soliant Health LLC** for one Speech and Language Pathologist for the 2025–26 academic school year.

Prepared by: *Vanessa Jeronimo*

Cabrillo Unified School District
Agreement with Independent Contractor

Contractor Name and Contact Information ("Contractor"):

Name of Company: Soliant Health LLC
Name of Primary Contact Person: Jerod Cooper
Address: 5550 Peachtree Parkway, Ste 500
Peachtree Corners GA 30092
Telephone Number: 800-849-5502
Email address: jerod.cooper@soliant.com

Upon completion of work or agreed-upon work periods, mail invoice with above Agreement Number to:

Cabrillo Unified School District
498 Kelly Avenue
Half Moon Bay, CA 94019

It is agreed between Cabrillo Unified School District ("CUSD"), and Contractor as follows:

1. **Services to be Performed by Contractor.** In consideration of the payments hereinafter set forth, Contractor shall perform services for CUSD in accordance with the terms, conditions, and specifications set forth herein and in Exhibit A, attached hereto.

2. **Contract Term.** The term of this Agreement shall be from June 16, 2025, to June 5, 2026, unless terminated earlier pursuant to Section 10.

3. **Payments.** In consideration of the services rendered in accordance with all terms, conditions, and specifications set forth herein and any Exhibit(s) or attachment(s) attached hereto, CUSD shall make payment to Contractor in the manner specified herein and in Exhibit A. In the event that CUSD makes any advance payments, Contractor agrees to refund any amounts in excess of the amount owed by CUSD at the time of contract termination. CUSD reserves the right to withhold payment if CUSD determines that the quantity or quality of the work performed is unacceptable. In no event shall total payment for services under this Agreement exceed One hundred eighty two thousand, four hundred thirty seven dollars and 50 cent dollars $ 182,437.50.

4. **Relationship of the Parties.** Contractor agrees and understands that the work/services performed under this Agreement are performed as an Independent Contractor and not as an employee of CUSD and that neither Contractor nor its employees/agents acquires any of the rights, privileges, powers, or advantages of CUSD employees.

5. **Insurance Requirements.** Contractor shall procure and maintain for the duration of this contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the Contractor, its agents, representatives, employees or subcontractors.

   A. **Minimum Scope and Limit of Insurance.** Coverage shall be at least as broad as:

      i. **Commercial General Liability (CGL):** Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than **$5,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.

      ii. **Automobile Liability:** ISO Form Number CA 00 01 covering any auto (Code 1), or if Contractor has no owned autos, hired, (Code 8) and non-owned autos (Code 9), with a limit no less than **$3,000,000** per accident for bodily injury and property damage.

      iii. **Workers' Compensation:** as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **$3,000,000** per accident for bodily injury or disease.

      iv. **Professional Liability (Errors and Omissions):** Insurance appropriate to the Contractor's profession, with limit no less than **$2,000,000** per occurrence or claim, **$5,000,000** aggregate.

B. Other Insurance Provisions

i. **Additional Insured Status** - CUSD, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance (at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 if a later edition is used).

ii. **Primary Coverage** - For any claims related to this contract, the Contractor's insurance coverage shall be primary coverage at least as broad as ISO CG 20 01 04 13 as respects CUSD, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by CUSD, its officers, officials, employees, or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.

iii. **Sexual Abuse and Molestation Insurance -** In any Scope of Work where direct or incidental contact with students in or out of the classroom setting is likely to take place, Contractor must provide coverage for sexual abuse and molestation which covers bodily injury, emotional distress or mental anguish related to any claim, cause of action or liability associated with child molestation or sexual abuse, with limits no less than $3,000,000 per wrongful act and $6,000,000 aggregate. This coverage may be provided as an endorsement to the Commercial General Liability policy or under a separate policy and must be written on an "occurrence" and not on a claims made or claims made and reported basis. Coverage for such claims must not be subject to any exclusion, restriction, or sub-limit. CUSD, its board of trustees, employees, agents, and volunteers must be named as additional insureds with respect to sexual abuse and molestation claims. The coverage must contain a severability of interests/cross liability clause or language stating that Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

iv. **Notice of Cancellation** - Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to CUSD.

v. **Waiver of Subrogation** - Contractor hereby grants to CUSD a waiver of any right to subrogation which any insurer of said Contractor may acquire against CUSD by virtue of the payment of any loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not CUSD has received a waiver of subrogation endorsement from the insurer. This waiver shall not apply to workplace injuries caused by CUSD or its officers, officials, employees, volunteers or students.

vi. **Self-Insured Retentions** - Self-insured retentions must be declared to and approved by CUSD. CUSD may require the Contractor to purchase coverage with a lower retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or CUSD.

vii. **Acceptability of Insurers** - Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to CUSD.

viii. **Claims Made Policies** - If any of the required policies provide claims-made coverage:

a. The Retroactive Date must be shown, and must be before the date of the contract or the beginning of contract work.
b. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work.
c. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Contractor must purchase "extended reporting" coverage for a minimum of five (5) years after completion of work.

ix. **Verification of Coverage** - Contractor shall furnish CUSD with original Certificates of Insurance including all required amendatory endorsements (or copies of the applicable policy language effecting coverage required by this clause) and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to CUSD

before work begins. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. CUSD reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

x. **Special Risks or Circumstances** - CUSD reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

6. **Indemnification.** Contractor shall indemnify and hold harmless CUSD, its officers, agents, and employees from all claims, suits or negligent actions of every name, kind, or description brought for or on account of injuries to or death of any person or damage to property resulting from performance of any work required under this Agreement by Contractor, its officers, agents, employees and/or servants. The duty of Contractor to indemnify and hold harmless, as set forth herein, shall include the duty to defend as set forth in Section 2778 of the California Civil Code; provided, however, that nothing herein shall be construed to require Contractor to indemnify CUSD, its officers, agents, and employees against any responsibility or liability in contravention of Section 2782 of the Civil Code.

   The indemnification and hold harmless set forth above includes, but is not limited to, Contractor's agreement at its sole expense to indemnify CUSD, its officers, agents and employees from and defend or settle any claim or action brought against CUSD to the extent that it is based on a claim that any services furnished hereunder infringed a patent, copyright, trademark, service mark, trade secret, or other legally protected intellectual property rights. Contractor shall pay all costs, fees (including attorneys' fees) and other damages which may be incurred by CUSD, its officers, agents and employees for any such claim or action or settlement thereof.

7. **Confidentiality.** All data produced or compiled by Contractor shall be considered confidential unless it can be obtained as public record and shall not be shared with a third party without the prior written consent of CUSD. All financial, statistical, personal, technical, and other data and information relating to CUSD's operations which is made available to Contractor in order to carry out this Agreement shall be presumed to be confidential. Contractor shall protect said data and information from unauthorized use and disclosure by the observance of the same or more effective procedures as CUSD requires of its own personnel. Contractor shall not, however, be required by this Section to keep confidential any data or information which is or becomes publicly available, is already rightfully in Contractor's possession, is independently developed by Contractor outside the scope of the Agreement, or is rightfully obtained from third parties. The requirements of this Section shall survive termination of this Agreement.

8. **Live Screen Criminal Background Check Requirements:** Contractor, at its sole cost and expense, and as necessary to satisfy the requirements of Education Code section 45125.1 and 45125.2 or CUSD policy, will ensure that all required criminal background checks are timely conducted. If required by Education Code section 45125.1, Contractor must provide for the completion of a Fingerprint Certification form, in CUSD's required format, prior to any of the Contractor's employees, or those of any other subcontractors, who are anticipated to come into contact with CUSD's students. Contractor further acknowledges that other fingerprinting requirements may apply, as set forth in Education Code section 45125 et seq., and that Contractor will comply with any such requirements. Contractor further acknowledges and agrees that no Contractor or subcontractor employees, agents or representatives shall come into contact with students if they have been convicted of a violent felony listed in Penal Code section 667.5(c) or a serious felony listed in Penal Code section 1192.7(c). Notwithstanding anything to the contrary herein, if Contractor is an individual operating as a sole proprietor, if required by Education Code section 45125.1(k), it shall be the responsibility of CUSD to prepare and submit that individual's fingerprints to the Department of Justice.

9. **Non-Assignability.** Neither party shall not assign this Agreement or any portion thereof to a third party without the prior written consent of the other party, and any attempted assignment without such prior written consent in violation of this Section shall automatically give the other party the option to terminate this Agreement without notice.

10. **Termination of Agreement.** Either party may, at any time after execution of this Agreement, terminate this Agreement by giving written notice specifying the effective date and scope of such termination. Termination shall be effective on a date not less than thirty (30) days from said notice. In the event of termination, all finished or unfinished documents, data, studies, maps, photographs, reports, and materials prepared by Contractor under this Agreement shall become the property of CUSD and shall be promptly delivered to CUSD. In the event of termination, Contractor shall be paid for all work satisfactorily performed through the date of termination except where the contracting department determines the quality or quantity of the work performed is unacceptable. Such payment shall be that portion of the full payment which is determined by comparing the work/services completed to the work/services required by the Agreement. CUSD may immediately terminate this Agreement based upon unavailability of Federal, State, or local funds by providing written notice to Contractor as soon as is reasonably possible after CUSD learns of said unavailability of funding.

11. **Payment of Permits/Licenses.** Contractor bears responsibility to obtain any license, permit, or approval required from any agency for work/services to be performed under this Agreement at Contractor's own expense prior to commencement of said work/services. Failure to do so will result in forfeit of any right to compensation under this Agreement.

12. **Retention of Records.** Contractor shall maintain all records related to this Agreement for no fewer than three years after CUSD makes final payment or after termination of this Agreement and all other pending matters are closed. All records shall be subject to the examination and/or audit by agents of CUSD, the State of California, other regulatory agencies, and/or Federal grantor agencies.

13. **Compliance with State, Federal, and Local Laws, Regulations, and Ordinances.** Contractor and all subcontractors shall ensure compliance with all state, federal, and local laws, regulations, or rules applicable to performance of the work required under this Agreement and shall execute all necessary certifications of compliance therewith.

14. **Merger Clause.** This Agreement, including all exhibits/attachments attached hereto, which are incorporated herein by this reference, constitutes the sole agreement of the parties hereto and correctly states the rights, duties, and obligations of each party as of this document's date. Any prior agreement, promises, negotiations, or representations between the parties not expressly stated in this document are not binding. All subsequent modifications shall be in writing and signed by the Superintendent or his/her designee. In the event that any term, condition, provision, requirement or specification set forth in the body of this Agreement conflicts with or is inconsistent with any term, condition, provision, requirement or specification in any exhibit and/or attachment to this Agreement, the provisions of the body of this Agreement shall prevail.

15. **Governing Law.** This Agreement, including any exhibits, and any disputes arising out of this Agreement shall for all purposes be deemed subject to the laws of the State of California without regard to its choice of law rules, and any lawsuit concerning or arising out of this Agreement shall be venued in the County of San Mateo or in the United States District Court for the Northern District of California.

16. **Cal/OSHA Workplace Violence Prevention Plan.** Contractor shall have in effect during the entire term of this Agreement a Workplace Violence Prevention Plan (WVPP) as part of its Injury and Illness Prevention Plan (IIPP), as required by Section 6401.9 of the California Labor Code. In signing this Agreement, Contractor certifies (a) that it is aware of the provisions of Section 6401.9 of the California Labor Code, which require every employer to adopt, maintain and train all employees on the WVPP in accordance with the provisions of the Labor Code, and (b) that it will comply with such provisions before commencing the performance of work under this Agreement.

17. **LIMITATION OF LIABILITY.** NEITHER PARTY SHALL BE LIABLE TO THE OTHER WHATSOEVER FOR ANY SPECIAL, CONSEQUENTIAL, INDIRECT, EXEMPLARY OR PUNITIVE DAMAGES, INCLUDING ANY DAMAGES ON ACCOUNT OF LOST PROFITS, LOST DATA, LOSS OF USE OF DATA, OR LOST OPPORTUNITY, WHETHER OR NOT PLACED ON NOTICE OF ANY SUCH ALLEGED DAMAGES AND REGARDLESS OF THE FORM OF ACTION IN WHICH SUCH DAMAGES MAY BE SOUGHT. THE FEES AND BILLINGS DUE UNDER THIS AGREEMENT ARE NOT CONSIDERED SPECIAL DAMAGES OR LOST PROFITS AND SHALL NOT BE LIMITED BY THESE PROVISIONS.

THIS CONTRACT IS NOT VALID UNTIL SIGNED BY ALL PARTIES.

Soliant Health, LLC

Victoria Wood

Victoria Wood
Division Director
June 13, 2025 17:59 UTC
IP: 38.104.182.226

For CUSD:

~~Dr. Miramontes~~ Jennifer Marsh, CBO

6/23/25
Date

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Dr. Ramon Miramontes

GOVERNING BOARD
Mary Beth Alexander
Peter Cerneka
Lizet Cortes
Carmen Daniel
Breanna Lafontaine

MEMORANDUM

MEETING DATE: August 21, 2025
TO: Members of the Governing Board
FROM: James Barnes, M.Ed., Interim Director of Educational Support Services
CATEGORY: Consent/Action
ITEM TITLE: Approval of Agreement to Contract for Education Specialist Services with Aya Healthcare Inc. for the 2025-26 School Year

BACKGROUND INFORMATION

Cabrillo Unified School District (CUSD) is currently experiencing significant challenges in recruiting and retaining qualified Education Specialist (Ed. Specialist). Despite extensive recruitment efforts, including advertising through professional organizations and outreach to local universities, CUSD has been unable to fill vacant Ed. Specialist position with permanent employees.

Ed. Specialists provide critical services required under students' Individualized Education Programs (IEPs) in compliance with the Individuals with Disabilities Education Act (IDEA). To ensure that these services are delivered without interruption, the District must contract with external agencies to temporarily fill these positions. Aya Healthcare Inc. will provide a qualified Ed. Specialist to serve students across the district. This contract ensures that students receive legally compliant services as outlined in their IEPs and that the district remains in compliance with federal and state special education mandates.

REPORT/PROPOSAL

The District seeks Board approval to enter into an agreement with Aya Heathcare Inc. to provide a Moderate to Severe Preschool Education Specialist services for students requiring specialized support. Key details are as follows:

- **Contractor:** Aya Healthcare Inc.
- **Services Provided:** Moderate to Severe Preschool Education Specialist services including teaching Preschool aged students with high needs, evaluating, goal writing, consultation with staff and participating in IEP meetings.
- **Term of Agreement:** August 11, 2025 through June 5, 2026
- **Rate:** Per the terms of the agreement
- **Maximum Payment:** In no event shall total payment for services under this agreement exceed **$162,800.00**
- **Funding Source:** Special Education funds

The agreement includes the standard CUSD terms for independent contractors, requiring the contractor to maintain appropriate liability and workers' compensation insurance and indemnify the District against claims arising from services provided.

FISCAL ANALYSIS

The total cost of this agreement is **not to exceed $162,800.00**, funded through Special Education funds. Contracting for these services is necessary to fulfill legal obligations and ensure uninterrupted specialized academic instruction as well as speech and language services for students.

RECOMMENDATION

It is recommended that the Governing Board approve the agreement with Aya Healthcare Inc. for one Moderate to Severe Preschool Education Specialist for the 2025–26 academic school year.

Prepared by: *Vanessa Jeronimo*

Cabrillo Unified School District
Agreement with Independent Contractor

Contractor Name and Contact Information ("Contractor"):

Name of Company: Aya Healthcare, Inc.
Name of Primary Contact Person: Attn: Facility Contracts, CC: Attn: Legal
Address: 5930 Cornerstone Ct. W., Ste. 300, San Diego, CA 92121
Telephone Number: (866) 687-7390
Email address: facilitycontracts@ayahealthcare.com

Upon completion of work or agreed-upon work periods, mail invoice with above Agreement Number to:

Cabrillo Unified School District
498 Kelly Avenue
Half Moon Bay, CA 94019

It is agreed between Cabrillo Unified School District ("CUSD"), and Contractor as follows:

1. **Services to be Performed by Contractor.** In consideration of the payments hereinafter set forth, Contractor shall perform services for CUSD in accordance with the terms, conditions, and specifications set forth herein and in Exhibit A, attached hereto.

2. **Contract Term.** The term of this Agreement shall be from August 11th 2025, to June 5th 2026, unless terminated earlier pursuant to Section 10.

3. **Payments.** In consideration of the services rendered in accordance with all terms, conditions, and specifications set forth herein and any Exhibit(s) or attachment(s) attached hereto, CUSD shall make payment to Contractor in the manner specified herein and in Exhibit A. In the event that CUSD makes any advance payments, Contractor agrees to refund any amounts in excess of the amount owed by CUSD at the time of contract termination. CUSD reserves the right to withhold payment if CUSD determines that the quantity or quality of the work performed is unacceptable. In no event shall total payment for services under this Agreement exceed one hundred sixty-two thousand, eight hundred dollars ($162,800.00).

4. **Relationship of the Parties.** Contractor agrees and understands that the work/services performed under this Agreement are performed as an Independent Contractor and not as an employee of CUSD and that neither Contractor nor its employees/agents acquires any of the rights, privileges, powers, or advantages of CUSD employees.

5. **Insurance Requirements.** Contractor shall procure and maintain for the duration of this contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the Contractor, its agents, representatives, employees or subcontractors.

   A. **Minimum Scope and Limit of Insurance**. Coverage shall be at least as broad as:

      i. **Commercial General Liability (CGL):** Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than **$5,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.

      ii. **Automobile Liability**: ISO Form Number CA 00 01 covering any auto (Code 1), or if Contractor has no owned autos, hired, (Code 8) and non-owned autos (Code 9), with a limit no less than **$3,000,000** per accident for bodily injury and property damage.

      iii. **Workers' Compensation**: as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **$3,000,000** per accident for bodily injury or disease.

      iv. **Professional Liability (Errors and Omissions):** Insurance appropriate to the Contractor's profession, with limit no less than **$2,000,000** per occurrence or claim, **$5,000,000** aggregate.

B. Other Insurance Provisions

i. **Additional Insured Status** - CUSD, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance (at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 if a later edition is used).

ii. **Primary Coverage** - For any claims related to this contract, the Contractor's insurance coverage shall be primary coverage at least as broad as ISO CG 20 01 04 13 as respects CUSD, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by CUSD, its officers, officials, employees, or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.

iii. **Sexual Abuse and Molestation Insurance** - In any Scope of Work where direct or incidental contact with students in or out of the classroom setting is likely to take place, Contractor must provide coverage for sexual abuse and molestation which covers bodily injury, emotional distress or mental anguish related to any claim, cause of action or liability associated with child molestation or sexual abuse, with limits no less than $3,000,000 per wrongful act and $6,000,000 aggregate. This coverage may be provided as an endorsement to the Commercial General Liability policy or under a separate policy and must be written on an "occurrence" and not on a claims made or claims made and reported basis. Coverage for such claims must not be subject to any exclusion, restriction, or sub-limit. CUSD, its board of trustees, employees, agents, and volunteers must be named as additional insureds with respect to sexual abuse and molestation claims. The coverage must contain a severability of interests/cross liability clause or language stating that Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

iv. **Notice of Cancellation** - Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to CUSD.

v. **Waiver of Subrogation** - Contractor hereby grants to CUSD a waiver of any right to subrogation which any insurer of said Contractor may acquire against CUSD by virtue of the payment of any loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not CUSD has received a waiver of subrogation endorsement from the insurer.

vi. **Self-Insured Retentions** - Self-insured retentions must be declared to and approved by CUSD. CUSD may require the Contractor to purchase coverage with a lower retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or CUSD.

vii. **Acceptability of Insurers** - Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to CUSD.

viii. **Claims Made Policies** - If any of the required policies provide claims-made coverage:

a. The Retroactive Date must be shown, and must be before the date of the contract or the beginning of contract work.
b. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work.
c. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Contractor must purchase "extended reporting" coverage for a minimum of five (5) years after completion of work.

ix. **Verification of Coverage** - Contractor shall furnish CUSD with original Certificates of Insurance including all required amendatory endorsements (or copies of the applicable policy language effecting coverage required by this clause) and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to CUSD before work begins. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. CUSD reserves the right to require complete, certified copies of all

required insurance policies, including endorsements required by these specifications, at any time.

x. **Special Risks or Circumstances** - CUSD reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

6. **Indemnification.** Contractor shall indemnify and hold harmless CUSD, its officers, agents, and employees from all claims, suits or actions of every name, kind, or description brought for or on account of injuries to or death of any person or damage to property resulting from performance of any work required under this Agreement by Contractor, its officers, agents, employees and/or servants. The duty of Contractor to indemnify and hold harmless, as set forth herein, shall include the duty to defend as set forth in Section 2778 of the California Civil Code; provided, however, that nothing herein shall be construed to require Contractor to indemnify CUSD, its officers, agents, and employees against any responsibility or liability in contravention of Section 2782 of the Civil Code.

   The indemnification and hold harmless set forth above includes, but is not limited to, Contractor's agreement at its sole expense to indemnify CUSD, its officers, agents and employees from and defend or settle any claim or action brought against CUSD to the extent that it is based on a claim that any services furnished hereunder infringed a patent, copyright, trademark, service mark, trade secret, or other legally protected intellectual property rights. Contractor shall pay all costs, fees (including attorneys' fees) and other damages which may be incurred by CUSD, its officers, agents and employees for any such claim or action or settlement thereof.

7. **Confidentiality.** All data produced or compiled by Contractor shall be considered confidential unless it can be obtained as public record and shall not be shared with a third party without the prior written consent of CUSD. All financial, statistical, personal, technical, and other data and information relating to CUSD's operations which is made available to Contractor in order to carry out this Agreement shall be presumed to be confidential. Contractor shall protect said data and information from unauthorized use and disclosure by the observance of the same or more effective procedures as CUSD requires of its own personnel. Contractor shall not, however, be required by this Section to keep confidential any data or information which is or becomes publicly available, is already rightfully in Contractor's possession, is independently developed by Contractor outside the scope of the Agreement, or is rightfully obtained from third parties. The requirements of this Section shall survive termination of this Agreement.

8. **Live Screen Criminal Background Check Requirements:** Contractor, at its sole cost and expense, and as necessary to satisfy the requirements of Education Code section 45125.1 and 45125.2 or CUSD policy, will ensure that all required criminal background checks are timely conducted. If required by Education Code section 45125.1, Contractor must provide for the completion of a Fingerprint Certification form, in CUSD's required format, prior to any of the Contractor's employees, or those of any other subcontractors, who are anticipated to come into contact with CUSD's students. Contractor further acknowledges that other fingerprinting requirements may apply, as set forth in Education Code section 45125 et seq., and that Contractor will comply with any such requirements. Contractor further acknowledges and agrees that no Contractor or subcontractor employees, agents or representatives shall come into contact with students if they have been convicted of a violent felony listed in Penal Code section 667.5(c) or a serious felony listed in Penal Code section 1192.7(c). Notwithstanding anything to the contrary herein, if Contractor is an individual operating as a sole proprietor, if required by Education Code section 45125.1(k), it shall be the responsibility of CUSD to prepare and submit that individual's fingerprints to the Department of Justice.

9. **Non-Assignability.** Contractor shall not assign this Agreement or any portion thereof to a third party without the prior written consent of CUSD, and any attempted assignment without such prior written consent in violation of this Section shall automatically give CUSD the option to terminate this Agreement without notice.

10. **Termination of Agreement.** CUSD may, at any time after execution of this Agreement, terminate this Agreement, in whole or in part, for the convenience of CUSD by giving written notice specifying the effective date and scope of such termination. Termination shall be effective on a date not less than thirty (30) days from said notice. In the event of termination, all finished or unfinished documents, data, studies, maps, photographs, reports, and materials prepared by Contractor under this Agreement shall become the property of CUSD and shall be promptly delivered to CUSD. In the event of termination, Contractor shall be paid for all work satisfactorily performed through the date of termination except where the contracting department determines the quality or quantity of the work performed is unacceptable. Such payment shall be that portion of the full payment which is determined by comparing the work/services completed to the work/services required by the Agreement. CUSD may immediately terminate this Agreement based upon unavailability of Federal, State, or local funds by providing written notice to Contractor as soon as is reasonably possible after CUSD learns of said unavailability of funding.

11. **Payment of Permits/Licenses.** Contractor bears responsibility to obtain any license, permit, or approval required from any agency for work/services to be performed under this Agreement at Contractor's own expense prior to commencement of said work/services. Failure to do so will result in forfeit of any right to compensation under this Agreement.

12. **Retention of Records.** Contractor shall maintain all records related to this Agreement for no fewer than three years after CUSD makes final payment or after termination of this Agreement and all other pending matters are closed. All records shall be subject to the examination and/or audit by agents of CUSD, the State of California, other regulatory agencies, and/or Federal grantor agencies.

13. **Compliance with State, Federal, and Local Laws, Regulations, and Ordinances.** Contractor and all subcontractors shall ensure compliance with all state, federal, and local laws, regulations, or rules applicable to performance of the work required under this Agreement and shall execute all necessary certifications of compliance therewith.

14. **Merger Clause.** This Agreement, including all exhibits/attachments attached hereto, which are incorporated herein by this reference, constitutes the sole agreement of the parties hereto and correctly states the rights, duties, and obligations of each party as of this document's date. Any prior agreement, promises, negotiations, or representations between the parties not expressly stated in this document are not binding. All subsequent modifications shall be in writing and signed by the Superintendent or his/her designee. In the event that any term, condition, provision, requirement or specification set forth in the body of this Agreement conflicts with or is inconsistent with any term, condition, provision, requirement or specification in any exhibit and/or attachment to this Agreement, the provisions of the body of this Agreement shall prevail.

15. **Governing Law.** This Agreement, including any exhibits, and any disputes arising out of this Agreement shall for all purposes be deemed subject to the laws of the State of California without regard to its choice of law rules, and any lawsuit concerning or arising out of this Agreement shall be venued in the County of San Mateo or in the United States District Court for the Northern District of California.

16. **Cal/OSHA Workplace Violence Prevention Plan.** Contractor shall have in effect during the entire term of this Agreement a Workplace Violence Prevention Plan (WVPP) as part of its Injury and Illness Prevention Plan (IIPP), as required by Section 6401.9 of the California Labor Code. In signing this Agreement, Contractor certifies (a) that it is aware of the provisions of Section 6401.9 of the California Labor Code, which require every employer to adopt, maintain and train all employees on the WVPP in accordance with the provisions of the Labor Code, and (b) that it will comply with such provisions before commencing the performance of work under this Agreement.

THIS CONTRACT IS NOT VALID UNTIL SIGNED BY ALL PARTIES.

For Contractor:

Peter Kaufman - EVP, Enterprise Services — 8/8/2025 Date

For CUSD:

Jennifer Marsh, CBO — 8/8/25 **Date**

Exhibit A

Agreement between Cabrillo Unified School District and AYA HEALTHCARE, INC.

1. Description of Services to be Performed by Contractor

In consideration of the payments set forth in Section 2, **Amount and Method of Payment**, Contractor shall provide the following:

•

2. Amount and Method of Payment

In consideration of the services provided by Contractor pursuant to Section 1, **Description of Services to be Performed by Contractor**, and subject to the terms of the Agreement, CUSD shall pay Contractor based on the following schedule and terms:

1. **Term and frequency of payment.**

   a. *Contractor shall invoice CUSD weekly.*

2. **Invoice due dates.**

   CUSD shall pay the invoices within net thirty (30) days of invoice date.

3. **Backup documentation.**

   Upon requested, *Contractor will submit performance reports with the invoice. Payment is dependent on submission of supporting documentation. Payment may be delayed if supporting documentation is not received.*

4. **Submission of invoices.**

   Contractor will submit invoices electronically to jeronimov@cabrillo.k12.ca.us

ADDENDUM A – ADDITIONAL TERMS

As used herein, the term "**Candidates**" refers to the personnel provided by Contractor to perform work on site for the District.

A. INSURANCE REQUIREMENTS. The Parties agree that Section 5 is hereby deleted and replaced with the following:

Insurance Requirements. Contractor shall procure and maintain for the duration of this contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the Contractor, its agents, representatives, employees or subcontractors.

I. Minimum Scope and Limit of Insurance. Coverage shall be at least as broad as:

i. Commercial General Liability (CGL): Contractor will provide general liability insurance with a limit of one million dollars ($1,000,000) per occurrence and three million dollars ($3,000,000) aggregate per year.

ii. Automobile Liability: ISO Form Number CA 00 01 covering any auto (Code 1), or if Contractor has no owned autos, hired, (Code 8) and non-owned autos (Code 9), with a limit no less than $1,000,000 per accident for bodily injury and property damage.

iii. Workers' Compensation: as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than $1,000,000 per accident for bodily injury or disease

iv. Professional Liability (Errors and Omissions): Contractor will provide professional liability insurance with a limit of one million dollars ($1,000,000) per occurrence and three million dollars ($3,000,000) aggregate per year for Candidates employed by Contractor or its affiliates.

II. Other Insurance Provisions

i. Additional Insured Status - CUSD, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance (at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 if a later edition is used).

ii. Primary Coverage - For any claims related to this contract, the Contractor's insurance coverage shall be primary coverage at least as broad as ISO CG 20 01 04 13 as respects CUSD, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by CUSD, its officers, officials, employees, or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.

iii. Sexual Abuse and Molestation Insurance - In any Scope of Work where direct or incidental contact with students in or out of the classroom setting is likely to take place, Contractor must provide coverage for sexual abuse and molestation which covers bodily injury, emotional distress or mental anguish related to any claim, cause of action or liability associated with child molestation or sexual abuse, with limits no less than $1,000,000 per wrongful act and $3,000,000 aggregate. This coverage may be provided as an endorsement to the Commercial General Liability policy. CUSD, its board of trustees, employees, agents, and volunteers must be named as additional insureds with respect to sexual abuse and molestation claims. The coverage must contain a severability of interests/cross liability clause or language stating that Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

iv. Notice of Cancellation – Contractor shall use commercially reasonable efforts to provide CUSD with notice upon any policy changes.

v. Waiver of Subrogation - Contractor hereby grants to CUSD a waiver of any right to subrogation which any insurer of said Contractor may acquire against CUSD by virtue of the payment of any loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not CUSD has received a waiver of subrogation endorsement from the insurer.

vii. Acceptability of Insurers - Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to CUSD.

viii. Claims Made Policies - If any of the required policies provide claims-made coverage:

a. The Retroactive Date must be shown, and must be before the date of the contract or the beginning of contract work.

b. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work.

c. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Contractor must purchase "extended reporting" coverage for a minimum of five (5) years after completion of work.

ix. Verification of Coverage - Contractor shall furnish CUSD with original Certificates of Insurance including all required amendatory endorsements (or copies of the applicable policy language effecting coverage required by this clause) . However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. CUSD reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

B. **INDEMNIFICATION**. Notwithstanding anything to the contrary in the Agreement, Contractor shall only be required to indemnify and hold harmless CUSD to the extent the liability is caused by the Contractor's or it's agent's breach of this Agreement, violation of applicable law in connection with the performance of this Agreement, or negligent or willful acts or omissions in connection with the performance of this Agreement; except that the indemnity obligations in this section shall not apply to the extent the liability arises out of or results from the negligent act or omission, willful misconduct, breach of this Contract, or unlawful act of CUSD or any of its officers, directors, agents, or employees.

C. **CAL/OSHA WORKPLACE VIOLENCE PREVENTION PLAN.** Notwithstanding anything to the contrary in the Agreement, including Section 16, CUSD agrees to coordinate with Contractor on the implementation of WVPP by providing WVPP for all Candidates who work on site with CUSD and relevant training during the orientation.

D. **TERMINATION**. Notwithstanding anything to the contrary in the Agreement, either party can terminate the Agreement for convenience by providing prior written notice of 30 days to the other party.

E. **CONFIDENTIALITY**: The Parties acknowledge that they may receive from each other from time to time, information and/or material which is confidential in nature, including, but not limited to, marketing, or other confidential business information relating to Contractor, CUSD, or each of their clients, customers, patients, subcontractors or employees, or personnel, compliance documentation or competency documentation of Candidates, or applicants (collectively **"Confidential Information"**). The Parties agree to treat as confidential and not to divulge to any third-parties any Confidential Information of the other Party (and with respect to CUSD of subcontractors), except to their own employees, agents, attorneys, accountants, or representatives (collectively, **"Representatives"**), and to use such Confidential Information only for legitimate business needs relating to the performance, administration or enforcement of this Agreement. In the event a Party provides Confidential Information to such Party's Representatives, the Party shall be liable for such Representatives' compliance with the terms of this paragraph and shall require the Representatives to treat such information and/or material as confidential. The Parties agree to the issuance of an injunction to prevent violations of this paragraph. Nothing herein, shall prohibit either Party from responding to lawful inquiries from government agencies or other lawful process, such as subpoenas, nor shall it prevent CUSD from complying with obligations under any applicable public records or open access laws.

F. **CANDIDATE COMPETENCY DOCUMENTATION AND COMPLIANCE DOCUMENTATION**.

1. **Competency and Compliance Documentation.** Except where prohibited by law, Contractor will maintain on file or contractually require the applicable employer to maintain on file Competency Documentation and Compliance Documentation for each Candidate. **"Competency Documentation"** will generally include documentation of the qualifications of each Candidate as reasonably necessary to establish competency, which may depend on the position and type of Candidate at issue but may include a resumé. For Candidates, Competency Documentation generally includes (as applicable for the position at issue) primary source verification of State Licensure (as applicable for professional). **"Compliance Documentation"** will generally include a criminal background check.

2. **Provision of Documentation**. Unless prohibited by law, Contractor shall use commercially reasonable efforts to provide to or make available for inspection by CUSD, the Competency Documentation and Compliance Documentation one (1) week prior to the Candidate's start date, but Contractor's failure to provide such documentation one (1) week prior shall not affect the Candidate's ability to start an assignment, provided the required documentation is provided by the time of start. Contractor may provide attestations that Competency Documentation and Compliance Documentation is maintained in Contractor's files in lieu of copies of such documents, including, but not limited to background check documentation, to the extent consistent with standards of applicable laws. All CUSD requests for additional documentation must be made in writing, but

Contractor shall not be obligated to provide such additional documentation. CUSD also agrees that for some positions including crisis or rapid response positions, the Parties may mutually agree to waive certain compliance documentation requirements and such waivers may be made orally or in writing, including through electronic mail.

3. **District Compliance with Laws.** CUSD agrees to treat all Competency Documentation, Compliance Documentation, and other personnel information relating to Candidates as Confidential Information within the meaning of this Agreement, including as required by applicable state and federal law, such as the Americans with Disabilities Act, and to not disclose such documentation unless authorized by law, Contractor, or the Candidate. CUSD also agrees to comply with all applicable laws governing the use and handling of personnel files and backgrounds checks, including, but not limited to, the federal Fair Credit Reporting Act, as well as any other applicable federal, state, or local laws.

G. **CANDIDATE COMPENSATION**. Contractor or an affiliate will (i) employ and compensate the Candidates for hours worked for CUSD; (ii) deduct all applicable payroll taxes such as FICA, Federal and State from the compensation of Candidates in compliance with state and federal law; and (iii) maintain relevant employment documentation such as an I-9 form, W-4 form, and photo identification for Candidates.

H. **CANDIDATE TIMEKEEPING & APPROVAL**: CUSD shall ensure Candidates accurately record and approve the time worked by Candidates and shall not permit Candidates to perform work "off-the-clock." Each week, CUSD will provide Contractor with approved weekly time records for all Candidates in an electronic or other format acceptable to Contractor by noon on the Tuesday following the end of the workweek. The time records shall reflect all time worked by each Candidate (including the start and stop times of each work period and start and stop times of each meal period where required by law) as well as any other billable hours.

I. **RATES INCLUSIVE**: All rates are all-inclusive and include recruitment fees, travel reimbursement, lodging per diem reimbursement, meal & incidental expense per diem reimbursement and compensation for Candidates unless otherwise specified. CUSD acknowledges that it will be subject to the 50% deduction limitation under Internal Revenue Code ("**IRC**") § 274(n) to the extent such limitation applies to any reimbursement for which it is responsible. Contractor or the applicable employer will provide CUSD with sufficient substantiation of any such reimbursement in accordance with IRC § 274(d).

J. **PERFORMANCE OUTCOMES**: CUSD shall notify the designated Contractor representative immediately and provide written documentation (incident report) of any unsatisfactory performance or conduct of any Candidates. CUSD will provide performance evaluations from its director of nursing or equivalent personnel to Contractor in the event of any unsatisfactory performance or conduct and at the end of each assignment.

K. **SENTINEL EVENT REPORTING**: In the event of any unexpected incidents, including errors, unanticipated deaths, injuries, safety hazards or other events or claims ("**Sentinel Events**") involving or relating to any Candidate, CUSD must report the Sentinel Event to Contractor within twenty-four hours. Reports should include the name of Candidate and any other persons involved, as well as the date, time, location, and description of facts and circumstances surrounding the Sentinel Event. The Parties agree to use reasonable efforts to timely assist each other in conducting investigations of such Sentinel Events. In the event any Candidate makes a claim against CUSD alleging any wrongdoing, CUSD shall immediately notify Contractor.

L. **CANDIDATE INJURY PROCEDURES**: In the event of an unexpected injury to any Candidate at CUSD's job site, CUSD will instruct the Candidate to notify its employer and to seek treatment at a third-party healthcare provider designated by its applicable employer unless the injury is an emergency. In the event of an emergency, CUSD will immediately send the injured Candidate to the closest emergency room and provide transportation if necessary or appropriate. CUSD must notify Contractor of injuries to Candidates within eight (8) hours of learning of the injury and promptly complete and submit to Contractor a written incident report in a format acceptable to Contractor that includes the name of Candidate involved, as well as the date, time, location, and brief description of events and other persons involved in the incident.

M. **MANNER OF WORK**: Candidates are not supervised by Contractor; they are subject at all times to CUSD's direct and indirect supervision. CUSD shall retain professional and administrative responsibility for the work performed by Candidates and be responsible for determining the clinical and any other competencies required of Candidates. Notwithstanding the foregoing, CUSD shall not, without the prior written consent of Contractor, permit or request any Candidate to perform any work or task or render any service that does not fall within the scope of the duties and responsibilities for such Candidate's confirmed assignment or at any work location other than the confirmed location. CUSD shall not float Candidates except upon written authorization from Contractor and any floating of Clinical Candidates must be done in accordance with CUSD's policies and clinical experiences of the Candidate being asked to float. CUSD confirms that CUSD's policies on floating comply with current standards of The Joint Commission or CUSD's accrediting body and include the provision of an appropriate orientation to the new unit.

N. **SAFETY**: CUSD agrees to provide Candidates with a safe and healthy work environment and to provide safety training, equipment, clothing, or devices necessary or required by all applicable laws for any work to be performed, or which is used by CUSD's own employees or other subcontractors in the performance of similar work. CUSD shall also designate a member of its staff who shall act as a coordinator to train and orient the Candidates to all applicable operational and safety procedures. CUSD agrees that it shall have in place at all times policies and protocols in compliance with all laws related to employee health, safety and well-being and make such policies available to Candidates as if they were a member of CUSD's regular workforce.

O. **SUBCONTRACTORS**. Contractor may use affiliates and subcontractors to perform its duties and obligations under this Agreement, including to provide Candidates.

P. **CANDIDATE RATES & RATE RULES**

1. **Overtime.** Overtime will be billed at a premium overtime rate of one and one-half times (1.5x) the regular rate. For work performed in California, overtime is defined as hours worked in excess of eight (8) hours in a workday, or in excess of forty (40) hours in one (1) workweek. Double-time is defined as work in excess of twelve (12) hours in a workday and all hours worked in excess of eight (8) on the seventh consecutive day of work in a workweek. Double-time will be billed at two (2) times the regular rate.
2. **Orientation.** CUSD will provide Candidates with orientation in accordance with all applicable standards and laws, and CUSD's policies. All time spent by Candidates in CUSD-provided or required orientation is billable.
3. **Mileage.** For Candidates where driving is required to perform their job, CUSD will reimburse Contractor for mileage incurred for the driving between the schools, excluding the mileage to the Candidate's first visit in a day and from the Candidate's final visit in a day. All mileage shall be reimbursed at the IRS Standard Mileage Rate in effect at the time of travel.
4. **Scheduling & Guaranteed Workdays.** Candidates will be confirmed for assignments for lengths set forth in a Statement of Work. CUSD will guarantee the minimum number of workdays over the course of assignment. CUSD is financially responsible for all scheduled workdays in the event of schedule modifications or cancellations; provided, however, that CUSD shall not be billed for hours not worked during any regularly scheduled school closures.
5. **Pre-Start Cancellations.** After acceptance of Candidate for assignment by CUSD, CUSD may not cancel that assignment within two (2) weeks prior to the assignment start date. If deemed necessary and should CUSD be unable to provide such two weeks' notice, Contractor reserves the right to bill CUSD for two (2) weeks of service at the regular hourly billing rate. CUSD shall be responsible for any residual costs or other expenses incurred by Contractor, such as housing, travel, disbursements, compliance, screening or other onboarding related costs, and other costs or expenses incurred by Contractor as a result of such cancellation.
6. **Post-Start Cancellations.** CUSD shall provide sixty (60) days written notice of any cancellation of an assignment for reasons other than Candidate's inability to perform essential functions of the job unless otherwise agreed upon by the Parties. Should CUSD be unable to provide such sixty (60) days cancellation notice, Contractor reserves the right to bill CUSD for sixty (60) days of service at the regular hourly billing rate. In the event of a cancellation, including, without limitation, cancellations with proper notice, CUSD shall be responsible for any housing, travel, and other costs or expenses incurred by Contractor as a result of such cancellation, and any other fixed costs, expenses and disbursements (e.g., licensure, exam application, visa, etc.) incurred by Contractor with respect to placing such Candidate with CUSD.
7. **Conversion/Placement Fee Stipulation**. If CUSD hires a Candidate for permanent or temporary services within the twelve (12) month period following the later of: (i) the date the Candidate is introduced to CUSD by Contractor; or (ii) the conclusion of the Candidate's assignment with CUSD, then CUSD agrees to pay Contractor a placement fee equal to the greater of: (i) thirty-five percent (35%) of the Candidate's anticipated annual salary, or (ii) $20,000. If the Candidate hired by CUSD has worked for at least 180 workdays with CUSD, then the placement fee will be reduced to $5,000 for each paraprofessional or assistant, and $10,000 for all other positions. Notwithstanding the foregoing, this section shall not apply, and no fee shall be owed, where and to the extent such conversion or placement fees are prohibited by applicable law. Notwithstanding anything to the contrary in this Agreement, this Section shall survive any termination or expiration of this Agreement.

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Dr. Ramon Miramontes

GOVERNING BOARD
Mary Beth Alexander
Peter Cerneka
Lizet Cortes
Carmen Daniel
Breanna Lafontaine

MEMORANDUM

MEETING DATE: August 21, 2025
TO: Members of the Governing Board
FROM: James Barnes, M.Ed., Interim Director of Educational Support Services
CATEGORY: Consent/Action
ITEM TITLE: Approval of Independent Contractor Agreement, Speech and Language Pathologist Services with Half Moon Bay Inc. for the 2025–26 School Year

BACKGROUND INFORMATION

Cabrillo Unified School District (CUSD) has identified the need for additional speech and language support that cannot be met through current district staffing alone. It is incredibly hard for CUSD to hire Speech-Language Pathologists (SLP) on our own through our EdJoin system. Half Moon Bay Speech Inc. will provide a qualified SLP to serve students across the district. This contract ensures that students receive legally compliant services as outlined in their Individualized Education Programs (IEP) and that the district remains in compliance with federal and state special education mandates.

Scope of Services:

The contractor will provide up to 40 hours per week of direct and indirect speech and language services. These include:

- Development and implementation of IEP goals/ Direct therapy and consultation
- Participation in IEP and team meetings
- Case management / Documentation and progress monitoring
- Collaboration with staff / Caseload management of up to 40 students

Services will be provided on-site for the duration of the regular school year (August 11, 2025 – June 5, 2026).

REPORT/PROPOSAL

The Cabrillo Unified School District seeks approval to enter into an agreement with Half Moon Bay Speech Inc. to provide in-person Speech and Language services during the 2025–2026 school year. This agreement will ensure continuity and quality of services for students whose IEPs require speech and language therapy.

FISCAL ANALYSIS

The total cost of the agreement shall not exceed $144,300.00 with an hourly rate of $104 per hour. Funding will come from the Special Education Department budget.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Independent Contractor Agreement with Half Moon Bay Speech Inc. to provide Speech and Language services for the 2025–26 school year.

Prepared by: *Vanessa Jeronimo*

Cabrillo Unified School District
Agreement with Independent Contractor

Contractor Name and Contact Information ("Contractor"):

Name of Company: Half Moon Bay Speech Inc
Name of Primary Contact Person: Rebecca Kovacik
Address: 918 Columbus St. Box 301 El Granada, CA 94018
Telephone Number: 719-246-6584
Email address: rebecca.kovacik.slp@gmail.com

Upon completion of work or agreed-upon work periods, mail invoice with above Agreement Number to:

Cabrillo Unified School District
498 Kelly Avenue
Half Moon Bay, CA 94019

It is agreed between Cabrillo Unified School District ("CUSD"), and Contractor as follows:

1. **Services to be Performed by Contractor.** In consideration of the payments hereinafter set forth, Contractor shall perform services for CUSD in accordance with the terms, conditions, and specifications set forth herein and in Exhibit A, attached hereto.

2. **Contract Term.** The term of this Agreement shall be from 08/11/2025, to 06/05/2026, unless terminated earlier pursuant to Section 10.

3. **Payments.** In consideration of the services rendered in accordance with all terms, conditions, and specifications set forth herein and any Exhibit(s) or attachment(s) attached hereto, CUSD shall make payment to Contractor in the manner specified herein and in Exhibit A. In the event that CUSD makes any advance payments, Contractor agrees to refund any amounts in excess of the amount owed by CUSD at the time of contract termination. CUSD reserves the right to withhold payment if CUSD determines that the quantity or quality of the work performed is unacceptable. In no event shall total payment for services under this Agreement exceed [one hundred forty-two thousand nine hundred and thirteen] dollars ($144,300)

4. **Relationship of the Parties.** Contractor agrees and understands that the work/services performed under this Agreement are performed as an Independent Contractor and not as an employee of CUSD and that neither Contractor nor its employees/agents acquires any of the rights, privileges, powers, or advantages of CUSD employees.

5. **Insurance Requirements.** Contractor shall procure and maintain for the duration of this contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the Contractor, its agents, representatives, employees or subcontractors.

   A. **Minimum Scope and Limit of Insurance**. Coverage shall be at least as broad as:

      i. Contractor shall maintain Commercial General Liability (CGL) insurance, written on Insurance Services Office Form CG 00 01 or equivalent, on an "occurrence" basis. Coverage shall include bodily injury, property damage, personal and advertising injury, and products and completed operations, with limits of not less than **$1,000,000 per occurrence and $2,000,000 aggregate**. If a general aggregate limit applies, it shall either apply separately to this project/location (per ISO CG 25 03 or 25 04), or be twice the required occurrence limit.

      The CGL policy shall also include coverage for **Sexual Abuse and Molestation**, either through a separate endorsement or as part of the base policy, and must cover claims for bodily injury, emotional distress, or mental anguish arising out of actual, threatened, or alleged sexual abuse or molestation. This coverage must be written on

an "occurrence" basis and may not be subject to any exclusion, sub-limit, or restriction related to sexual misconduct.

i. **Automobile Liability**: ISO Form Number CA 00 01 covering any auto (Code 1), or if Contractor has no owned autos, hired, (Code 8) and non-owned autos (Code 9), with a limit no less than **$100,000** per accident for bodily injury and property damage.

ii. **Professional Liability (Errors and Omissions)**: Insurance appropriate to the Contractor's profession, with limit no less than **$1,000,000** per occurrence or claim, **$1,000,000** aggregate.

B. Other Insurance Provisions

i. **Additional Insured Status** - CUSD, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance (at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 if a later edition is used).

ii. **Primary Coverage** - For any claims related to this contract, the Contractor's insurance coverage shall be primary coverage at least as broad as ISO CG 20 01 04 13 as respects CUSD, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by CUSD, its officers, officials, employees, or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.

iii. **Notice of Cancellation** - Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to CUSD.

iv. **Waiver of Subrogation** - Contractor hereby grants to CUSD a waiver of any right to subrogation which any insurer of said Contractor may acquire against CUSD by virtue of the payment of any loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not CUSD has received a waiver of subrogation endorsement from the insurer.

v. **Self-Insured Retentions** - Self-insured retentions must be declared to and approved by CUSD. CUSD may require the Contractor to purchase coverage with a lower retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or CUSD.

vi. **Acceptability of Insurers** - Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to CUSD.

vii. **Claims Made Policies** - If any of the required policies provide claims-made coverage:

a. The Retroactive Date must be shown, and must be before the date of the contract or the beginning of contract work.
b. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work.
c. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Contractor must purchase "extended reporting" coverage for a minimum of five (5) years after completion of work.

viii. **Verification of Coverage** - Contractor shall furnish CUSD with original Certificates of Insurance including all required amendatory endorsements (or copies of the applicable policy language effecting coverage required by this clause) and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to CUSD before work begins. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. CUSD reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

ix. **Special Risks or Circumstances** - CUSD reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

6. **Indemnification.** Contractor shall indemnify and hold harmless CUSD, its officers, agents, and employees from all claims, suits or actions of every name, kind, or description brought for or on account of injuries to or death of any person or damage to property resulting from performance of any work required under this Agreement by Contractor, its officers, agents, employees and/or servants. The duty of Contractor to indemnify and hold harmless, as set forth herein, shall include the duty to defend as set forth in Section 2778 of the California Civil Code; provided, however, that nothing herein shall be construed to require Contractor to indemnify CUSD, its officers, agents, and employees against any responsibility or liability in contravention of Section 2782 of the Civil Code.

   The indemnification and hold harmless set forth above includes, but is not limited to, Contractor's agreement at its sole expense to indemnify CUSD, its officers, agents and employees from and defend or settle any claim or action brought against CUSD to the extent that it is based on a claim that any services furnished hereunder infringed a patent, copyright, trademark, service mark, trade secret, or other legally protected intellectual property rights. Contractor shall pay all costs, fees (including attorneys' fees) and other damages which may be incurred by CUSD, its officers, agents and employees for any such claim or action or settlement thereof.

7. **Confidentiality.** All data produced or compiled by Contractor shall be considered confidential unless it can be obtained as public record and shall not be shared with a third party without the prior written consent of CUSD. All financial, statistical, personal, technical, and other data and information relating to CUSD's operations which is made available to Contractor in order to carry out this Agreement shall be presumed to be confidential. Contractor shall protect said data and information from unauthorized use and disclosure by the observance of the same or more effective procedures as CUSD requires of its own personnel. Contractor shall not, however, be required by this Section to keep confidential any data or information which is or becomes publicly available, is already rightfully in Contractor's possession, is independently developed by Contractor outside the scope of the Agreement, or is rightfully obtained from third parties. The requirements of this Section shall survive termination of this Agreement.

8. **Live Screen Criminal Background Check Requirements:** Contractor, at its sole cost and expense, and as necessary to satisfy the requirements of Education Code section 45125.1 and 45125.2 or CUSD policy, will ensure that all required criminal background checks are timely conducted. If required by Education Code section 45125.1, Contractor must provide for the completion of a Fingerprint Certification form, in CUSD's required format, prior to any of the Contractor's employees, or those of any other subcontractors, who are anticipated to come into contact with CUSD's students. Contractor further acknowledges that other fingerprinting requirements may apply, as set forth in Education Code section 45125 et seq., and that Contractor will comply with any such requirements. Contractor further acknowledges and agrees that no Contractor or subcontractor employees, agents or representatives shall come into contact with students if they have been convicted of a violent felony listed in Penal Code section 667.5(c) or a serious felony listed in Penal Code section 1192.7(c). Notwithstanding anything to the contrary herein, if Contractor is an individual operating as a sole proprietor, if required by Education Code section 45125.1(k), it shall be the responsibility of CUSD to prepare and submit that individual's fingerprints to the Department of Justice.

9. **Non-Assignability.** Contractor shall not assign this Agreement or any portion thereof to a third party without the prior written consent of CUSD, and any attempted assignment without such prior written consent in violation of this Section shall automatically give CUSD the option to terminate this Agreement without notice.

10. **Termination of Agreement.** Either party may terminate this Agreement early by providing 30 days written notice of termination if the other party fails to remedy a material breach or misrepresentation associated with this Agreement. In cases of severe misconduct by either party, the Agreement may be terminated without notice. In the event of termination, the District shall compensate the

Business at least 30 days after contract termination dates for all services provided up to the effective termination date. If the District terminates this Agreement prior to established service end date an early termination fee of $7,000 shall be paid to account for damages unless termination is initiated by the Business or is because of severe misconduct. Severe misconduct includes, but is not limited to: (1) criminal activity such as fraud, theft, or embezzlement; (2) any form of abuse, neglect, harassment, or conduct that endangers the safety or well-being of students; (3) unauthorized disclosure of confidential or protected student information in violation of FERPA or other applicable laws; (4) falsification of records, misrepresentation of credentials, or other unethical professional conduct; (5) gross negligence or willful disregard of contractual obligations that results in harm or disruption of services; and (6) failure to comply with federal, state, or local laws, regulations, or professional licensing requirements. In the event of termination for severe misconduct, the terminating party shall have no further financial or contractual obligations beyond payment for services lawfully rendered prior to the termination date. Upon termination, the Business shall take reasonable steps to facilitate a smooth transition of services, including providing necessary documentation or guidance to a successor provider, if applicable. Any outstanding reports, evaluations, or required service documentation will be submitted by termination date. Additionally, the Business shall return all District-owned materials, equipment, and records within 3 days of termination and ensure that any confidential student records are securely destroyed or returned in compliance with FERPA and other applicable privacy laws.

11. **Payment of Permits/Licenses.** Contractor bears responsibility to obtain any license, permit, or approval required from any agency for work/services to be performed under this Agreement at Contractor's own expense prior to commencement of said work/services. Failure to do so will result in forfeit of any right to compensation under this Agreement.

12. **Retention of Records.** Contractor shall maintain all records related to this Agreement for no fewer than three years after CUSD makes final payment or after termination of this Agreement and all other pending matters are closed. All records shall be subject to the examination and/or audit by agents of CUSD, the State of California, other regulatory agencies, and/or Federal grantor agencies.

13. **Compliance with State, Federal, and Local Laws, Regulations, and Ordinances.** Contractor and all subcontractors shall ensure compliance with all state, federal, and local laws, regulations, or rules applicable to performance of the work required under this Agreement and shall execute all necessary certifications of compliance therewith.

14. **Merger Clause.** This Agreement, including all exhibits/attachments attached hereto, which are incorporated herein by this reference, constitutes the sole agreement of the parties hereto and correctly states the rights, duties, and obligations of each party as of this document's date. Any prior agreement, promises, negotiations, or representations between the parties not expressly stated in this document are not binding. All subsequent modifications shall be in writing and signed by the Superintendent or his/her designee. In the event that any term, condition, provision, requirement or specification set forth in the body of this Agreement conflicts with or is inconsistent with any term, condition, provision, requirement or specification in any exhibit and/or attachment to this Agreement, the provisions of the body of this Agreement shall prevail.

15. **Governing Law.** This Agreement, including any exhibits, and any disputes arising out of this Agreement shall for all purposes be deemed subject to the laws of the State of California without regard to its choice of law rules, and any lawsuit concerning or arising out of this Agreement shall be venued in the County of San Mateo or in the United States District Court for the Northern District of California.

16. **Cal/OSHA Workplace Violence Prevention Plan.** Contractor shall have in effect during the entire term of this Agreement a Workplace Violence Prevention Plan (WVPP) as part of its Injury and Illness Prevention Plan (IIPP), as required by Section 6401.9 of the California Labor Code. In signing this Agreement, Contractor certifies (a) that it is aware of the provisions of Section 6401.9 of the California Labor Code, which require every employer to adopt, maintain and train all employees on the WVPP in accordance with the provisions of the Labor Code, and (b) that it will comply with such provisions before commencing the performance of work under this Agreement.

THIS CONTRACT IS NOT VALID UNTIL SIGNED BY ALL PARTIES.

For Contractor:

R. Kovacik — 7/13/25

Rebecca Kovacik, MA CCC-SLP — Date

For CUSD:

P. R Mj — 7/13/25

Dr. Miramontes — **Date**

Exhibit A

Agreement between Cabrillo Unified School District and [Half Moon Bay Speech Inc]

1. Description of Services to be Performed by Contractor

In consideration of the payments set forth in Section 2, **Amount and Method of Payment**, Contractor shall provide the following:

- **Speech/Language Pathology staffing services**
  - 37.5 hours/weekly

1.1 Caseload Cap

The Contractor agrees to provide services to no more than 40 students without prior written approval from the District. Should the District require the Contractor to exceed this caseload cap, the parties agree to negotiate in good faith any necessary adjustments to compensation or schedule.

2. Amount and Method of Payment

In consideration of the services provided by Contractor pursuant to Section 1, **Description of Services to be Performed by Contractor**, and subject to the terms of the Agreement, CUSD shall pay Contractor based on the following schedule and terms:

1. **Term and frequency of payment.**

   a. If based on budget: *Contractor shall invoice CUSD for actual costs incurred based on the following budget: _____.*

   b. If monthly/quarterly, etc.: *Contractor shall invoice CUSD monthly based on the following rate:* ***$104/hour.***

   c. If lump sum: *Contractor shall invoice CUSD for one lump sum in the amount of $_____ upon execution of agreement / completion of services described in Section 1.*

   d. If deliverable based: *Contractor shall invoice CUSD upon completion of each deliverable(s) shown in Section 1.*

2. **Invoice due dates.**

   Invoices are due to CUSD by the 1st of the month for the previous month's service. Due to CUSD's year-end process, invoices for June services are due by July 7; or Invoice is due no later than 10 days after completion of deliverable as shown in Section 1.

3. **Backup documentation.**

   Payment is dependent on submission of supporting documentation. Payment may be delayed if supporting documentation is not received.

4. **Submission of invoices.**

   Contractor will submit invoices electronically to JeronimoV@cabrillo.k12.ca.us

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Dr. Ramon Miramontes

GOVERNING BOARD
Mary Beth Alexander
Peter Cerneka
Lizet Cortes
Carmen Daniel
Breanna Lafontaine

MEMORANDUM

MEETING DATE: August 21, 2025
TO: Members of the Governing Board
FROM: Bianca Forrester, MA Ed., Senior Human Resources Administrator
CATEGORY: Consent/Action
ITEM TITLE: Approval of Certificated Personnel Report

BACKGROUND INFORMATION

1. OFFER OF PROBATIONARY EMPLOYMENT FOR 2025-26

Cristian Aguilar, Assistant Principal, Half Moon Bay High School, effective August 1, 2025

Frank Vella, Build and Construction Trade Teacher, Half Moon Bay High School, effective August 11, 2025

2. PROMOTION

Brittany Hooker, formerly Teacher on Special Assignment at El Granada Elementary, promoted to Assistant Principal at Cunha Intermediate School, effective July 1, 2025

Brooke O'Brien, formerly Interim Assistant Principal at Hatch Elementary, promoted to Assistant Principal at Hatch Elementary, effective July 1, 2025

3. REASSIGNMENT

James Barnes, formerly Principal or Kings Mountain Elementary, Pilarcitos and La Costa, voluntarily reassigned to Interim Director of Education Support Services, effective August 1, 2025

Israel Castillo, formerly Director of Education Support Services, voluntarily reassigned to Interim Associate Superintendent of Educational Services, effective August 1, 2025

David Jones, formerly Assistant Principal at Half Moon Bay High School, voluntarily reassigned to Interim Principal of Kings Mountain Elementary, Pilarcitos and La Costa, effective August 1, 2025

Lisa Longaker, formerly CTE Coordinator at Half Moon Bay High School, voluntarily reassigned to Interim Assistant Principal at Half Moon Bay High School, effective August 1, 2025

Deanna Tower, formerly Assistant Principal at Half Moon Bay High School, voluntarily reassigned to Assistant Principal on Special Assignment, effective August 1, 2025

4. RESIGNATIONS

Paige Richards, formerly Assistant Principal on Special Assignment, effective June 30, 2025

FISCAL ANALYSIS

The fiscal impact of the above referenced personnel changes was included in the Chief Business Officer's budget presentation to the Governing Board on June 26, 2025. There remains a net positive to the District's budget.

RECOMMENDATION

Staff recommends approval of the August 21, 2025 Certificated Personnel Report as submitted.

Prepared by: *Erick Perez and Bianca Forrester*

CABRILLO UNIFIED SCHOOL DISTRICT

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SUPERINTENDENT
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MEMORANDUM

MEETING DATE: August 21, 2025
TO: Members of the Governing Board
FROM: Bianca Forrester, MA Ed., Senior Human Resources Administrator
CATEGORY: Consent/Action
ITEM TITLE: Approval of Classified Personnel Report

BACKGROUND INFORMATION

1. OFFER OF PROBATIONARY EMPLOYMENT FOR 2025-26:

Joceline Andrade, School/ Community Relations Assistant, District Office, effective August 1, 2025

Sofia Arcadia-Luna, Paraprofessional SPED II, Cunha Intermediate, effective August 14, 2025

Maimoona Block, Paraprofessional, El Granada Elementary, effective August 14, 2025

Sayra Gutierrez, Expanded Learning Professional, Hatch Elementary, effective August 14, 2025

Jessica Kachian, Paraprofessional SPED II, Half Moon Bay High School, effective August 14, 2025

Robin Murphy, Paraprofessional, El Granada Elementary, effective August 14, 2025

Gemma Olivares, Food Service Assistant II, Hatch Elementary, effective August 14, 2025

Jovy Trejo, Student Data Systems Coordinator, District Office, effective July 14, 2025

2. PROMOTION

Yadira Haro, formerly Paraprofessional SPED II at El Granada Elementary, promoted to Health Technician at District Office, effective August 11, 2025

Julie Pedersen, formerly Paraprofessional SPED II at Kings Mountain Elementary, promoted to Health Technician at District Office, effective August 11, 2025

Fabiola Valencia-Beserra, formerly Clerical Assistant II at District Office, promoted to Account Technician II, effective July 1, 2025

3. REASSIGNMENT

Rosalva Segura, formerly Community Engagement, Early Childhood, and Special Programs Coordinator, reassigned to School and Community Services Administrator, effective July 1, 2025

4. RESIGNATIONS

Nancy Arevalos, Administrative Assistant I, El Granada Elementary, effective August 15, 2025

Azin Robati, Student Data Systems Coordinator, District Office, effective July 4, 2025

FISCAL ANALYSIS

The fiscal impact of the above referenced personnel changes was included in the Chief Business Officer's budget presentation to the Governing Board on June 26, 2025. There remains a net positive to the District's budget.

RECOMMENDATION

Staff recommends approval of the August 21, 2025, Classified Personnel Report as submitted.

Prepared by: *Erick Perez and Bianca Forrester*

CABRILLO UNIFIED SCHOOL DISTRICT

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SUPERINTENDENT
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MEMORANDUM

MEETING DATE: August 21, 2025
TO: Members of the Governing Board
FROM: Bianca Forrester, M.A.Ed., Senior Human Resources Administrator
CATEGORY: Consent/Action
ITEM TITLE: Approval of Kindergarten Enrichment Program Memorandum of Understanding with CUTA

BACKGROUND INFORMATION

Currently, kindergarten students are released from school on a minimum day schedule from the first day of school through the end of parent-teacher conference week in October. Beginning August 18, 2025, through October 3, 2025, families now have the option to keep their child at school for the District's new afterschool kindergarten enrichment program, helping to minimize learning loss during this transition period. This program allows kindergarteners to remain on campus with supportive programming during the initial weeks when they have a reduced instructional day. Following the parent-teacher conference week through the remainder of the school year, kindergarten students will participate in a full day instructional program, matching grades 1-3 schedules.

An agreement in the form of a Memorandum of Understanding was reached with the District's Cabrillo Unified Teachers Association on August 12, 2025

Working collaboratively with our Association partners, a joint communication between the District and the Cabrillo Unified Teachers Association was sent to all District staff.

FISCAL ANALYSIS

There is no fiscal impact to the budget.

RECOMMENDATION

Staff recommend approval of the Agreement as negotiated and presented.

Prepared by: *Bianca Forrester*

MEMORANDUM OF UNDERSTANDING This Memorandum of Understanding ("MOU") is entered into by and between the Cabrillo Unified School District ("District") and Cabrillo Unified Teachers' Association ("CUTA") (collectively, "Parties").

Currently, the District provides a reduced instructional day for Kindergarten, compared to that provided to Grades 1-3, from the first student day through the completion of the parent/teacher goal-setting conferences in October 2025. After the parent/teacher conferences have concluded, Kindergarten students receive a full instructional day (i.e., the same instructional time as Grades 1-3) through the remainder of the regular school year. For the 2025-2026 school year, during this initial period of time from August 18, 2025 through the beginning of the parent/teacher conferences, (October 3, 2025) the District will provide a Kindergarten afterschool enrichment program to allow Kindergarteners to remain on campus and receive support from non-certificated staff.

Therefore, in the interest of harmonious labor relations, the Parties hereby agree to the following:

1. Beginning August 18, 2025, through October 3, 2025, Kindergarten classrooms may be used for the purpose of allowing Kindergarteners to remain on campus and receive afterschool enrichment support.

2. Preparation Space: Kindergarten teachers will have a designated space(s) on campus to continue working and prepping while their classrooms are occupied.

3. Transition Time: Kindergarten teachers will have thirty (30) minutes time between the end of the instructional school day and the start of the enrichment program to store and put away materials without students present. This time is not inclusive of the Kindergarten teachers' forty-five (45) minute duty free lunch.

4. Materials: Items in the Kindergarten classroom such as manipulatives (puzzles, games, books, toys, blocks, etc.) purchased by the District, may be used by students as part of the enrichment program. Any other materials that the Kindergarten teacher would like not to be used may be stored away by the Kindergarten teacher. Kindergarten teachers may use their pre-existing locked cabinets to store materials or any belongings that they wish to secure. The District will provide at least one locked cabinet in each Kindergarten classroom.

5. Clean Up: Kindergarten teachers will not be responsible for cleaning up the classroom or materials after the enrichment program.

6. Planning: Kindergarten teachers are not required to participate in the planning of the enrichment program.

7. Optional Supervision: Kindergarten teachers will not be asked to substitute or otherwise provide supervision for the enrichment program.

8. This MOU expires on December 31, 2025, unless mutually extended in writing by the Parties.

9. This MOU does not establish a precedent or a binding past practice, and shall not be used or referred to in any way as creating a precedent or past practice.

10. This MOU is entered into voluntarily and satisfies the District's duty to negotiate the effects of the matters described herein.

11. By signing below, the Parties warrant that they are authorized to execute this MOU on behalf of their principals.

Dated this 12th day of August, 2025.

CABRILLO UNIFIED SCHOOL DISTRICT

Bianca Forrester
Senior Human Resources Administrator

CABRILLO UNIFIED TEACHERS' ASSOCIATION

CUTA Co-Bargaining Chair

CABRILLO UNIFIED SCHOOL DISTRICT

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SUPERINTENDENT
Dr. Ramon Miramontes

GOVERNING BOARD
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MEMORANDUM

MEETING DATE: August 21, 2025
TO: Members of the Governing Board
FROM: Bianca Forrester, M.A.Ed., Senior Human Resources Administrator
CATEGORY: Consent/Action
ITEM TITLE: Approval of Titles Change for 2025-26 Management/Unrepresented Salary Schedules Table and Job Descriptions

BACKGROUND INFORMATION

To align with the District Organizational charts, the Management/Unrepresented Salary Schedule has been updated with modified titles, responsibilities, and representative duties. The changes affect five classified administrators, and one confidential employee position as follows:

1. Fiscal Coordinator retitled to Fiscal Supervisor
2. Food Services Coordinator retitled to Food Services Supervisor
3. MOT Supervisor retitled to Maintenance, Operations and Transportation Manager
4. Community Engagement, Early Childhood, and Special Programs Coordinator retitled to School and Community Services Administrator
5. Personnel Technician retitled to Personnel and Credential Services Analyst
6. Administrative Assistant to the Superintendent retitled to Executive Assistant to the Superintendent

FISCAL ANALYSIS

Financial impact is included in the budget.

RECOMMENDATION

Staff recommends to approve changes to the titles 2025-26 Management/Unrepresented Salary Schedule and Job Descriptions.

Prepared by: *Erick Perez and Bianca Forrester*

CABRILLO UNIFIED SCHOOL DISTRICT

2025-26 MANAGEMENT/UNREPRESENTED SALARY SCHEDULES

CERTIFICATED ADMINISTRATORS	WORK DAYS	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7
Elementary Assistant Principal	207	$118,000	$120,360	$122,767	$125,223	$127,727	$130,282	$132,887
Middle School Assistant Principal	210	$128,461	$131,031	$133,651	$136,324	$139,051	$141,832	$144,668
High School Assistant Principal	215	$148,220	$151,184	$154,208	$157,292	$160,438	$163,646	$166,919
Elementary Principal (enrollment of less than 300 students)	207	$140,077	$142,879	$145,737	$148,651	$151,624	$154,657	$157,750
Elementary Principal (enrollment of 300 or more students)	207	$153,531	$156,602	$159,734	$162,929	$166,187	$169,511	$172,901
Middle School Principal	210	$160,208	$163,412	$166,680	$170,014	$173,414	$176,882	$180,420
High School Principal	220	$172,483	$175,933	$179,452	$183,041	$186,702	$190,436	$194,244
Assistant Principal on Special Assignment	215	$148,220	$151,184	$154,208	$157,292	$160,438	$163,646	$166,919
Director of Educational Support Services	220	$174,331	$177,817	$181,373	$185,001	$188,701	$192,475	$196,324
Assistant/Associate/Deputy Superintendent	220	$175,932	$179,451	$183,040	$186,701	$190,435	$194,244	$198,128
CLASSIFIED ADMINISTRATORS	**WORK DAYS**	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**YEAR 6**	**YEAR 7**
Supervisors: *Early Childhood Education *Fiscal *Food Services	242	$82,016	$83,656	$85,329	$87,036	$88,776	$90,552	$92,363
Maintenance, Operations and Transportation Manager	242	$96,278	$98,204	$100,168	$102,171	$104,214	$106,299	$108,425
Personnel and Credential Services Analyst	242	$96,523	$98,454	$100,423	$102,431	$104,480	$106,569	$108,701
Board Certified Behavior Analyst	200	$104,504	$106,594	$108,726	$110,900	$113,118	$115,381	$117,688
Technology Director	242	$135,563	$138,274	$141,039	$143,860	$146,737	$149,672	$152,665
School and Community Services Administrator	242	$141,758	$144,593	$147,485	$150,434	$153,443	$156,512	$159,642
Senior Human Resources Administrator	220	$141,758	$144,593	$147,485	$150,434	$153,443	$156,512	$159,642
Bond Program Fiscal Project Director	220	$166,029	$169,350	$172,737	$176,191	$179,715	$183,309	$186,976
Chief Business Officer	220	$177,355	$180,902	$184,520	$188,210	$191,975	$195,814	$199,730

UNREPRESENTED CERTIFICATED EMPLOYEES	WORK DAYS	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7
Psychologist	200	$113,008	$115,268	$117,574	$119,925	$122,324	$124,770	$127,266
Program Coordinators: *Special Education *Health Services	210	$135,314	$138,020	$140,781	$143,596	$146,468	$149,397	$152,385

CONFIDENTIAL EMPLOYEES	WORK DAYS	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7
Executive Assistant to the Superintendent	242	$100,200	$102,204	$104,248	$106,333	$108,460	$110,629	$112,842

1)	An annual stipend will be paid to each administrator for an earned Master's Degree.	$2,825.00
2)	Beginning in the 2005-06 school year, an annual stipend will be paid to each administrator who receives National Board Certification.	$2,825.00

On August 8, 2024, the CUSD Governing Board approved a 4.0% salary increase retroactive to July 1, 2023, along with a one-time off-schedule payment of $1,500.
On October 10, 2024, the CUSD Governing Board approved a 6.0% salary increase retroactive to July 1, 2023, replacing the previously approved 4.0% increase.
On November 14, 2024 the CUSD Governing Board approved a revision of the salary schedule.
On December 12, 2024 the CUSD Governing Board approved a 2% salary increase effective January 1, 2025.
On May 15, 2025 the CUSD Governing Board approved a 5% salary increase retroactive to January 1, 2025.

CABRILLO UNIFIED SCHOOL DISTRICT

POSITION TITLE:
Fiscal Supervisor

PRIMARY FUNCTIONS:
Under the direction of the Chief Business Official, perform professional and highly complex accounting and budgetary work involved in establishing, analyzing, auditing, reconciling and maintaining financial records in support of assigned Federal, State, and Local grants and programs; prepare and audit a variety of financial, statistical and budgetary reports, statements and records; participate in the development, implementation and analysis of designated accounting and budgetary systems and procedures as assigned.

DUTIES AND RESPONSIBILITIES:

- Assure financial activity of assigned accounts complies with applicable laws, codes, rules, regulations, policies and procedures.
- Assist in the preparation of tentative, interim, and final program reports within established guidelines.
- Prepare and audit a variety of financial, statistical and budgetary reports, statements and records related to assigned accounting functions; review and analyze financial statements, records and reports to assure accuracy, completeness and compliance with established guidelines, procedures and Generally Accepted Accounting Principles; assure accurate reconciliation of assigned accounts.
- Participate in the development, implementation and analysis of designated accounting and budgetary systems and procedures as assigned; test and analyze new systems and procedures for effectiveness and operational efficiency; provide recommendations concerning the selection and implementation of accounting systems and procedures; assist in troubleshooting and resolving related issues and problems.
- Calculate, post, audit and adjust journal entries; monitor, evaluate and reconcile assigned accounts and budgets; update accounts to reflect revenue and expenditures; audit accounts for errors and make appropriate adjustments; reconcile various fiscal statements to assure accurate fund accounting as assigned; assure banking statements match County Office records.
- Input a wide variety of financial and statistical data into an assigned computer system; establish and maintain automated records and files; initiate queries, manipulate data and generate a variety of computerized reports; assure accuracy of input and output data; assure mandated reports are completed and distributed to appropriate agency or personnel according to established time lines.

- Provide consultation, training and technical assistance to District personnel concerning accounting functions, systems and related functions; respond to inquiries, resolve issues and conflicts and provide detailed and technical information concerning related practices, procedures, standards, requirements and techniques.
- Participate in the review, development and maintenance of budgets related to assigned

programs; prepare income and expenditure projections and provide recommendations concerning budgetary allocations.

- Communicate with County Office administrators, personnel and various outside organizations to exchange information, coordinate activities and programs and resolve issues or concerns.

KNOWLEDGE AND ABILITIES:

- Methods, procedures and terminology used in professional accounting and auditing work. Preparation, review and control of assigned accounts.
- Financial analysis and projection techniques.
- General accounting, budget and business functions of a County Office. Budget preparation and control.
- Generally accepted accounting and auditing principles, practices and procedures. Oral and written communication skills.
- Policies and objectives of assigned program and activities.
- Applicable laws, codes, regulations, policies and procedures. Financial and statistical record-keeping techniques.
- Preparation of financial statements and comprehensive accounting reports. Interpersonal skills using tact, patience and courtesy.
- Operation of standard office equipment including a computer and assigned software. Technical aspects of field of specialty.
- Arithmetic computations.
- Perform professional and highly complex accounting and budgetary work involved in establishing, analyzing, auditing, reconciling and maintaining financial records in support of assigned programs and functions.
- Prepare and audit a variety of financial, statistical and budgetary reports, statements and records. Participate in the development, implementation and analysis of designated accounting and budgetary systems and procedures as assigned.
- Calculate, post, audit and adjust journal entries including income and expenditures. Reconcile various fiscal statements to assure accurate fund accounting as assigned. Assure proper and timely resolution of accounting issues, discrepancies and conflicts. Compare numbers and detect errors efficiently.
- Reconcile, balance and audit assigned accounts and budgets. Communicate effectively both orally and in writing.
- Interpret, apply and explain rules, regulations, policies and procedures.
- Establish and maintain cooperative and effective working relationships with others. Analyze situations accurately and adopt an effective course of action.
- Meet schedules and time lines. Plan and organize work.
- Maintain accurate financial and statistical records.
- Analyze financial data and prepare reports, forecasts and recommendations. Make arithmetic computations with speed and accuracy.

EDUCATION AND EXPERIENCES:

- Any combination equivalent to: Bachelor's degree in accounting or related field, or five years of accounting experience and three years responsible recent professional accounting experience in preparation and maintenance of general ledger accounting systems, accounts payable, accounts receivable, cash control and financial and statistical reports.

PHYSICAL ABILITIES:

- Dexterity of hands and fingers to operate office equipment
- Hearing and speaking to exchange information on the telephone or in person
- Sitting for extended periods of time
- Seeing to review and check documents for accuracy
- Reaching to retrieve and maintain files
- Ability to lift 40 pounds

Board Approved: _____

CABRILLO UNIFIED SCHOOL DISTRICT

POSITION TITLE:
Food Services Supervisor

PRIMARY FUNCTIONS:
Under the direction of an assigned administrator, assist in planning, organizing and directing district food service operations to assure compliance with district, federal and state requirements of nutrition, sanitation and safety.

DUTIES AND RESPONSIBILITIES:

- Maintains a reputation of integrity, honesty and trust, and exemplifies the highest moral, professional and ethical behavior.
- Plans, organizes and directs the district's food service program in compliance with federal and state regulations and district policies, plans and recommends new food service operations and procedures to improve or facilitate operations.
- Assist the assigned administrator in supervising assigned employees, provides for technical direction and guidance.
- Assist the assigned administrator in managing the food service budget, monitoring expenditures and balancing financial transactions.
- Orders food, supplies and equipment, initiates bids for quotation and comparison, arranges for proper storage and delivery of food and supplies, requests commodity foods as necessary.
- Conducts on-site visitations regularly to coordinate and review food service operations, analyzing effectiveness, assuring compliance with laws, regulations and standards and observing safety and sanitation procedures, provides assistance and direction to food service staff to resolve problems.
- Plans and prepares menus for various food service operations, including the contract programs, recommends appropriate food prices.
- Coordinates communication, programs and activities with other district departments and personnel, governmental and private agencies, consultants, sales representatives and other outside organizations, receives and provides information to students and parents as necessary.
- Conducts training programs, workshops and meetings to develop operation, production and service standards and practices.
- Develops specifications and standards for quantity food purchases, tests products and establish procedures for product use.
- Recommends the purchase of new or replacement equipment, arranges for equipment maintenance and repair.
- Maintains and oversees the maintenance of a variety of records, logs and files related to food services including inventory and budget records, develops forms and procedures to facilitate record keeping.
- Performs other duties as assigned.

KNOWLEDGE AND ABILITIES:

- Principles and practices of food service management.
- Meal production planning and scheduling.
- Quantity food preparation and food merchandising, food values and nutrition.
- "Type A" lunch program regulations, implementation and control if required.
- Financial record keeping and cost control.
- Use and care of institutional kitchen equipment and utensils.
- Principles and practices of administration, supervision and training.
- Procedures used in ordering, receiving, storing and inventory of food and supplies.
- Health and safety rules and regulations pertaining to food establishments including sanitation and maintenance regulations.
- Record keeping techniques.
- Correct English usage, grammar, spelling, punctuation and vocabulary.
- District organization, operations, policies and objectives.
- Oral and written communication skills.
- Business math.
- Plan, organize and direct a district food service program.
- Identify nutritional characteristics of food.
- Plan, organize and coordinate food services provided on contract.
- Plan well-balanced, nutritional and appetizing menus within fixed budget.
- Control and monitor budget.
- Make mathematical calculations with speed and accuracy.
- Read, interpret and follow rules, regulations, policies and procedures.
- Plan and organize work.
- Meet schedules and timelines.
- Communicate effectively both orally and in writing.

EDUCATION AND EXPERIENCES:

- Graduation from a recognized college with a major in cafeteria management, dietetics, nutrition or related field.
- School district nutrition experience preferred.

LICENSES AND OTHER REQUIREMENTS:

- Valid California driver's license, possession of, or commitment to attainment of Food Service Training Certificate.
- Serve Safe Certificate if required.

PHYSICAL ABILITIES:

- Office, cafeteria and production kitchen environment; subject to driving to conduct on-site visitations.
- Dexterity of hands and fingers to operate office equipment

- Hearing and speaking to exchange information on the telephone or in person
- Sitting for extended periods of time
- Seeing to review and check documents for accuracy
- Reaching to retrieve and maintain files
- Ability to lift 40 pounds

Board Approved: _____

CABRILLO UNIFIED SCHOOL DISTRICT

POSITION TITLE:
Maintenance, Operations and Transportation Manager

PRIMARY FUNCTION:
Under the general direction and supervision of the Chief Business Official, serves as a member of the school sites and district management teams. Is responsible for planning and supervising the District's maintenance, operations and transportation programs; inspects and evaluates the performance of assigned personnel; performs skilled and semi-skilled work in one or more maintenance trades; and performs other related duties as directed.

DUTIES AND RESPONSIBILITES:

- Assigns, directs, coordinates, and supervises the work of maintenance, custodial, grounds, and transportation workers
- Schedules and supervises the maintenance, operations, and transportation (MOT) services throughout the District, inspecting, checking, and training for proper utilization of time, materials, and equipment
- Consult with the construction supervisor as bond projects are planned and implemented
- Identifies and assesses maintenance needs and establishes priorities for District maintenance and facilities projects
- Inspects buildings to determine if proper custodial methods and standards are followed and maintained
- Gives instructions, as necessary, to employees on the use of materials and equipment in the performance of their duties
- Tests and evaluates new products, materials, and equipment and makes appropriate recommendations
- Assists in the selection of MOT personnel and evaluates their performance
- Coordinates and provides for in-service training of all MOT personnel
- Is responsible for the development and implementation of procedures designated to improve plant safety and protect school property
- Monitors work performed by contractors on District facilities and assists in planning and coordinating such work
- Plans for accommodating community use of school buildings and grounds
- Develops and monitors bus schedules for the home-school transportation program
- Performs skilled and semi-skilled maintenance and repair work
- Schedules preventative maintenance, servicing, and overhauling of District automotive and mechanical equipment
- Reviews and approves supply and equipment requisitions
- Maintains records and prepares reports including hazardous materials compliance requirements
- Develops and implements the District's deferred maintenance and facilities plans
- Attends meetings of the Governing Board and District staff as directed
- Is available and "on-call" for District security and emergency needs
- Performs other related duties as assigned
- Performs such non-related duties as may be required to meet immediate District needs

KNOWLEDGE AND ABILITES:

- Standard practices of maintenance, custodial and grounds trades, including the methods, materials, terms and equipment used in installation, alteration and repair
- Principles and practices of administration, supervision and training
- Principles and practices of record keeping, budgeting, expenditure, and inventory control
- Safety rules, codes and regulations applied to building, maintenance, and transportation programs
- Budget, forecast, and plan using business management applications such as databases and spreadsheets
- Plan, organize, coordinate and direct work of others in a supervisory capacity
- Plan, prioritize and organize a variety of maintenance, facility and repair projects
- Evaluate, plan and schedule work
- Use and operate safely a variety of hand tools, power tools, and other equipment used for building maintenance purposes
- Draw up basic plans and specifications for maintenance projects
- Read, interpret and work from drawings and blue prints
- Understand and carry out a variety of complex instructions in an independent manner
- Diagnose maintenance and repair problems quickly and effectively, and take appropriate action to resolve same
- Keep records and prepare reports
- Prepare accurate time and material estimates for maintenance and facilities projects
- Communicate effectively in both oral and written forms
- Establish and maintain cooperative and effective work relationships with others
- Perform heavy manual labor; lift and carry up to 50 pounds
- Drive vehicle to work sites; use legal and safe driving practices
- Follow District policies and procedures
- Dexterity of hands and fingers to operate a computer and office equipment, sitting or standing for extended periods of time, hearing and speaking to exchange information on the telephone or in person, vision to read documents, reaching horizontally and above the shoulders to retrieve files and supplies, and lifting objects weighing up to 20 pounds.

EXPERIENCE:

- One-year journeyman level duties in electrical, plumbing or carpentry trades
- Experiencing managing projects, supervising personnel and coordinating services with other management personnel

Board Approved: _____

CABRILLO UNIFIED SCHOOL DISTRICT

POSITION TITLE:
School and Community Services Administrator

PRIMARY FUNCTIONS:
Under the supervision of the Assistant Superintendent, Educational Services, the function of the School and Community Services Administrator is to establish, oversee, develop, and maintain positive community engagement, and manage and support special programs. Special programs include early childhood initiatives (ex: Big Lift Grant), migrant education, preschool programs, and special projects.

DUTIES AND RESPONSIBILITES:

- Assist with the development, implementation, and evaluation of a comprehensive family engagement program which delivers quality and enrichment opportunities for CUSD families
- Support and lead family engagement components pertinent to special programs (Big Lift, Migrant, Preschool, other)
- Maintain and expand community partnerships in support of family engagement at CUSD
- Supervise and train Community Liaisons and designated staff under Migrant, Big Lift, Preschool, and other
- Support Community Liaisons to ensure their support is in alignment to EL program, intervention, family engagement, and district goals (includes but not limited to LCAP and SPSA goals)
- Coordinate and lead districtwide community engagement committees, including our District English Learner Advisory Committee and Early Childhood related community engagements
- Educate and empower CUSD families
- Coordinate, lead, and facilitate meetings of key stakeholders, including school districts, preschool providers, family engagement and summer providers, mental and behavioral health agencies, libraries, and other organizations serving the children and families of CUSD and the Big Lift communities, for the purpose of advancing the goal of improved reading proficiency
- Coordinate all program aspects of Big Lift and Early Childhood Education programs, reports, funding, and budget requirements
- Recruit, facilitate, coordinate, and support Early Childhood and Big Lift partners to work toward common goals
- Coordinate Collaborative meetings, develop agendas, manage follow-up items, and provide documentation to The Big Lift leadership team and evaluators, as requested.
- Engage elementary school districts and preschool providers to build collaboration and alignment across Preschool-3rd grade systems, such as implementing consistent transition practices from PK to TK and K (e.g., transition forms, parent engagement activities)
- Build public awareness of The Big Lift in the community to facilitate and enhance community awareness and participation in The Big Lift. This includes regular and

continuous communication to the Collaborative to ensure all members are fully informed of Collaborative activities
- Use data and evaluation findings to help Collaborative members reflect on local progress and make improvements to local Big Lift interventions
- Districtwide lead in countywide Big Lift meetings, including The Big Lift Knowledge Network, Evaluation Advisory Committee and other Big Lift related committees
- Coordinate and triage the flow of volunteers who are interested in supporting The Big Lift in the community
- Coordinate and lead district and site need for achieving compliance of programs based on the Big Lift Goals and Objectives, state requirements, district guidelines, and the preschool communities
- Develop, guide, coordinate, and monitor implementation of a comprehensive strategy for family and community engagement initiatives within and on behalf of CUSD
- Comply and represent the district at both county and state level pertinent to Migrant Education
- Comply with high quality instruction for English language learners as an integral part of the K-12 instructional program
- Consult and communicate with principals, coordinators, facilitators, educational assistants, parents, and other staff members in developing and implementing a comprehensive, effective, and research based bilingual and migrant education program aligned with local, state, and federal guidelines
- Use current research and provide staff with information pertaining to trends in curriculum development and learning programs for students enrolled in bilingual and migrant education programs
- Manage, lead, and coordinate the development and oversight of the district service agreement with the state region and county. This includes a budget that meets state and federal guidelines and reflects the instructional needs of English language learners
- Understands the Common Core Standards
- Coordinate and lead in preparing and submitting annual reports to the district on the services provided to migrant students
- Comply with local, state, and federal regulations
- Assist and coordinate CUSD with exploration, implementation, and oversight of special programs as assigned
- Supports in searching and writing grants pertinent to community engagement, early childhood, and other special programs
- Coordinate the expansion of early childhood learning programs district wide, not limited to grant writing and implementation of existing programs which include the Inclusive Early Learning and Expansion Program (IEEEP)
- Manage, coordinate, and direct district community liaisons and Migrant, Categorical, and Special Projects staff

KNOWLEDGE AND ABILITIES:

- School and district policies and procedures
- Qualification criteria and enrollment procedure for various programs
- Cultural background of minority, ethnic, and disadvantaged groups

- Correct oral and written usage of English and a designated second language
- Interpersonal skills using tact, patience, and courtesy
- Telephone techniques and etiquette
- Proper operation of a computer and assigned software
- Applicable sections of State Education Code and other applicable laws
- Oral and written communication skills

EDUCATION AND EXPERIENCE:

- Associate's degree from an accredited college or university and three years teaching experiences in Pre-K – Early Elementary including content instruction and relevant program leadership or administrative experience
- Strong knowledge and/or experience in Early Education (Preschool, TK, K)
- Experience with Big Lift Program
- Experience with Migrant Education Program
- Experience with family engagement

LICENSES AND OTHER REQUIREMENTS:

- Valid California driver's license; incumbents are required to use personal vehicle and provide proof of insurance
- Migrant enrollment certification
- Dexterity of hands and fingers to operate office equipment
- Hearing and speaking to exchange information
- Walking to support home visits
- Reaching to retrieve and maintain files
- Seeing to read and assure accuracy to records and reports
- Ability to lift 40 pounds

Board Approved: _____

CABRILLO UNIFIED SCHOOL DISTRICT

POSITION TITLE:
Personnel and Credential Services Analyst

PRIMARY FUNCTION:

Under the direction of the Senior Human Resources Administrator, the Personnel and Credential Services Analyst shall coordinate the classified and certificated personnel programs including recruiting, salary administration, reporting, records, health and welfare benefits, and a variety of other personnel-related administrative matters.

DUTIES AND RESPONSIBILITES:

- Maintain classified and certificated personnel files; notify Business Department of status changes, including salary calculations for classified personnel and column movement for certificated personnel; review and update personnel files according to established timelines.
- Coordinate and implement the recruiting function for both classified and certificated personnel; assist applicants in completing application forms as necessary; supervise and correct testing; arrange for interviews; orient and process new employees.
- Prepare the Personnel Department section and accompanying material of the Board packet for Governing Board meetings.
- Maintain and update job descriptions for all classifications of personnel.
- Analyze, monitor, and confirm appropriate credentials for certificated employees.
- Gather and compile materials for confidential records, memoranda, bulletins, reports and other documents, including statistical reports.
- Perform confidential duties involving employer-employee relations and other matters; perform administrative duties for district negotiations, including all related documents, type and maintain CSEA and CUTA contracts.
- Disseminate information to all part-time personnel regarding yearly employment status, including rehire and layoff; coordinate classified rehire meeting; maintain reemployment log.
- Prepare, calculate, and update yearly classified employee work schedules and yearly salary.
- Calculate earned vacation and sick leave for classified personnel, and submit to payroll for record maintenance.
- Maintain records on certificated employee’s semester units and classified professional growth increments.
- Maintain certificated assignment records to avoid misassignment.
- Type purchase orders for Personnel Department.
- Set up, input, and maintain database for personnel.
- Maintain layoff and unemployment records; coordinate with agency on unemployment claims; represent district when required at unemployment appeal hearings.
- Prepare drafts of proposed personnel policies.
- Maintain current seniority lists of classified and certificated personnel.

- Compose correspondence to employees, applicants, and other school districts, and provide a variety of information concerning district personnel policies, rules and regulations.
- Prepare and maintain district directory of employees.
- Provide resource information to orient and train personnel who are assigned to the classified personnel office.
- Perform related duties as assigned.

KNOWLEDGE AND ABILITIES

- Principles, practices and procedures utilized in an administrative office.
- Technical methods and practices involved in the recruitment and selection of classified and certificated school personnel.
- Negotiation procedures and contract agreements.
- Applicable sections of State Education Code and other applicable laws.
- Basic research methods and report writing techniques.
- Methods, practices and terminology used in assigned school personnel activities.
- Oral and written communication skills.
- Modern office practices, procedures and equipment.
- Telephone techniques and etiquette.
- Correct English usage, grammar, spelling, punctuation and vocabulary.
- Interpersonal skills using tact, patience, courtesy and confidentiality.
- Operation of a computer terminal and district software programs.
- Recordkeeping techniques.
- Work independently with little direction to perform responsible and complex administrative assistant duties in a timely manner.
- Exercise judgment and work with confidentiality.
- Type at a reasonable rate of speed.
- Interpret and apply rules, regulations, policies and procedures.
- Analyze situations accurately and adopt an effective course of action.
- Make complex mathematical calculations with speed and accuracy.
- Compose correspondence independently.
- Compile and organize information for reports and memoranda.
- Meet schedules and timelines.
- Operate a variety of office equipment including computer terminal, County related software programs, calculator and copier.
- Establish and maintain cooperative and effective working relationships with others.
- Read, interpret, apply and explain rules, regulations, policies and procedures.
- Train and assist district office staff in the use of County computer software programs.

EDUCATION AND EXPERIENCE

Any combination equivalent to Bachelors degree in personnel, business or related field, and experience in a district or county office, with demonstrated personnel experience and computer literacy.

LICENSES
Valid California driver's license.

Board Approved: _____

CABRILLO UNIFIED SCHOOL DISTRICT

POSITION TITLE:
Executive Assistant to the Superintendent

PRIMARY FUNCTION:
Under the direction of the Superintendent, the Executive Assistant to the Superintendent performs a variety of highly responsible and complex administrative and secretarial support services for the Superintendent, Board of Education as well as related committees and associations; plans, coordinates, and organizes office activities; and coordinates communications, correspondence, and information for the Superintendent, Board members, and others as appropriate.

DUTIES AND RESPONSIBILITES:

- Provides primary support to the Superintendent:
- Coordinates and schedules various appointments, meetings and special events for the Superintendent if so requested; maintains and coordinates appointment and activity schedules and calendars; coordinates work-related travel and conference arrangements for the Superintendent upon request.
- Receives, screens, and routes phone calls, emails, and other forms of communication; greets and assists visitors; serves as receptionist in the outer administrative office area as needed; refers callers or visitors to appropriate staff; takes and relays messages; responds to requests, complaints and questions from officials, staff and the public; exercises independent judgment in resolving a variety of complex issues and conflicts; refers major issues and conflicts to the Superintendent as needed.
- Receives, sorts, and routes incoming correspondence; reviews and determines priority of incoming mail; composes replies independently or from oral direction; processes, evaluates, and distributes a variety of forms and applications related to assigned functions; prepares and disseminates various meeting schedules; maintains and regularly updates the Superintendent's "General Information" binder.
- Prepares correspondence, reports, memoranda, and other documents independently or from rough draft or oral instructions on a variety of matters including those of a confidential nature; composes various letters, agenda items, forms, reports, memoranda, bulletins, lists, presentations and other materials; reviews, revises, edits, formats, and proofreads a variety of materials; supplies information requested through questionnaires to school systems, governmental agencies, and educational service organizations; transmits directives and decisions to appropriate individuals, schools, and community organizations.
- Compiles information and prepares and maintains a variety of detailed and complex lists, records, and reports related to meetings, correspondence, Board actions, financial activity and assigned duties, including the *District Office and School Site Emergency Action Guide*; establishes and maintains filing systems; and establishes and maintains a variety of official records and confidential files as directed.
- Maintains access to documents, information and discussions relating to collective bargaining activities; prepares information used in collective bargaining activities as

requested; maintains confidentiality regarding issues related to negotiations and collective bargaining matters.

- Researches, compiles and verifies a variety of data and information; computes statistical information for various reports; duplicates, assembles, distributes, collects, verifies, and assures accuracy and completeness of various documents.
- Operates a variety of office equipment including a copier, fax machine, computer and related software;
- Provides support to the Board of Education:
- Attends all regularly scheduled Board meetings and special sessions if so directed; oversees and participates in compiling, preparing and distributing notices, packets, agenda items and other documents; takes and transcribes minutes; and prepares and updates records, reports and other documents in response to Board resolutions, actions, and directives concerning District Office operations, policies, procedures and administrative regulations.
- Provides requested support to the Board and/or individual Board members; coordinates and schedules various appointments, meetings and special events for the Board if so requested; maintains and coordinates appointment and activity schedules and calendars; coordinates travel and conference arrangements for Board members upon request.
- Coordinates the development, maintenance, publication, and distribution of the Board Policy Manual and related administrative regulations:
- Assists the Superintendent with the details of implementing Board policy, statutory requirements and a variety of other administrative functions; directly oversees and coordinates Board policy and administrative regulation development and maintenance.
- Promotes positive internal and external public relations for the District:
- Receives, screens, and routes phone calls coming into the District Office; greets and assists visitors; serves as receptionist in the outer administrative office area as needed or assigned; refers callers or visitors to appropriate staff; takes and relays messages; responds to requests, complaints and questions from officials, staff and the general public on behalf of the Superintendent, the Board, and others by phone or written communication; exercises independent judgment in resolving a variety of complex issues and conflicts; refers major issues and conflicts to the Superintendent as needed.
- Provides technical information and assistance to staff, administrators, parents, outside agencies, districts and others concerning assigned office functions and District operations and activities; responds to inquiries and provides detailed and technical information concerning schedules, meetings, Board actions, agendas, events, laws, regulations, policies, practices and procedures.
- Communicates with other departments, administrators, and outside agencies to coordinate activities, exchange information; works to resolve issues or concerns in a timely manner.
- Performs other related duties as assigned.

QUALIFICATIONS:

Knowledge of:

- District organization, functions, operations, regulations, policies, and objectives.
- Procedures, operations, and activities of the Superintendent’s Office and the Board of Education.

- Proper office methods and practices including: correspondence, recordkeeping, filing systems, and operation of common office equipment and computer hardware and software.

Ability to:

- Demonstrate sound oral and written communication skills in both Spanish and English • Use correct, professional-level English, grammar, spelling, punctuation and vocabulary.
- Make arithmetic calculations with speed and accuracy.
- Work independently to perform reasonable and occasionally complex duties in a timely manner.
- Exercise good judgment and maintain confidentiality.
- Coordinate the work of others.
- Demonstrate tact, patience, and courtesy at all times.
- Interpret and apply relevant laws, rules, policies and other guidelines, including past practice, to assigned work.
- Organize complex material and summarize discussions and actions taken in report form.
- Meet schedules and timelines.
- Operate a variety of office equipment.
- Work effectively with a number of different software programs and interactive websites.
- Compile, research, analyze and interpret a variety of data.
- Understand and resolve complex issues, complaints, or problems.
- Transcribe accurately on a computer at a rate of not less than 40 words per minutes while utilizing one or more common office software programs.

EDUCATION AND EXPERIENCE:

- High school graduation required; two years of advanced education or training preferred; college or university education highly desirable.
- Five years of increasingly responsible secretarial experience and coordination of office activities involving administrative liaison and public contact duties, preferably in the field of public education. Prior experience as a secretary to a school principal, program manager, or superintendent highly desirable.

WORKING CONDITIONS:

- Professional office environment.
- Significant amount of background noise and movement.
- Numerous interruptions.
- Shifting of priorities in response to emerging issues or District needs; at times with little or no advance notice.

PHYSICAL REQUIREMENTS:

- Vision correctable to a level sufficient to successfully read handwritten, typed, and computer-generated information and data as well as computer terminal displays.

- Hearing and speech ability sufficient to communicate effectively in a range of different circumstances and with standard office equipment.
- Manual dexterity sufficient to operate standard office equipment and supplies as well as to manipulate single sheets of paper and larger document holders (binders, manuals, etc.).
- Physical ability to reach, bend, and grasp in order to file and retrieve material.

OTHER REQUIREMENTS:

- Administrative level reading/writing fluency in both Spanish and English.
- Willingness and ability to work evening hours as required.
- May require a valid California Driver's License and willingness and ability to travel to various locations on occasion.

Board Approved: _____

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Dr. Ramon Miramontes

GOVERNING BOARD
Mary Beth Alexander
Peter Cerneka
Lizet Cortes
Carmen Daniel
Breanna Lafontaine

MEMORANDUM

MEETING DATE: August 21, 2025
TO: Members of the Governing Board
FROM: Jennifer Marsh, Chief Business Officer
CATEGORY: Consent/Information
ITEM TITLE: Information on Warrant Register Processed

BACKGROUND INFORMATION

In alignment with Education Code 52631, Cabrillo USD presents all payments from the CUSD funds on forms prescribed by the San Mateo County Superintendent of Schools (Financial 2000 & ERP).

REPORT/PROPOSAL

Staff hereby presents to the CUSD Board the warrants processed from June 1, 2025, to June 30, 2025. Also, warrants processed from July 1, 2025, to July 31, 2025.

FISCAL ANALYSIS

The register of warrants processed by CUSD indicates all CUSD financial activity. The total warrant/ETF amount for June 2025 is $7,533,695.90. Also, the total warrant/EFT amount is $4,747,605.80 for the month of July 2025

RECOMMENDATION

Receive the warrant register processed for the June and July 2025 period.

Prepared by: *Holly Lynne*

ACCOUNTS PAYABLE WARRANT/EFT REPORT

Report Cover Sheet

General Settings

Report Name	ACCOUNTS PAYABLE WARRANT/EFT REPORT
Printed	7/21/2025 11:14:30 AM
District	41
Logon	MarshJ
Fiscal Year	2025

Options

Report Title	060125-063025 WARRANT REGISTER

Sorting

Sort By	Warrant/EFT#

Filters

Payment Type	District
Form of Payment	ALL
From Date Paid	06/01/2025
To Date Paid	06/30/2025
Year	2025
District	41

060125-063025 WARRANT REGISTER
41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
E-001819	011905-02 LESLYE VALENCIA	06/30/2025	270.83	TC250098-0001	270.83	01-6010-0-1110-4000-5200-101	MAY25 MILEAGE
W-635017	008938-01 AMAZON CAPITAL S	06/03/2025	9.73	PV250935-0001	9.73	13-5310-0-0000-3700-4300-770	1WMW-9FRY-JJP3
W-635018	005837-01 BIG CREEK LUMBER	06/03/2025	233.19	PO250134-0040	116.64	01-8150-0-0000-8110-4300-780	2420833
			233.19	PO250134-0041	116.55	01-8150-0-0000-8110-4300-780	2415305
W-635019	005779-01 HD SUPPLY	06/03/2025	406.04	PO250136-0029	406.04	01-8150-0-0000-8110-4300-780	864448220
W-635020	011601-01 HMB SMOG	06/03/2025	124.99	PV250937-0001	124.99	01-9723-0-0000-3600-5603-788	11652
W-635021	000380-01 ODP BUSINESS SOL	06/03/2025	55.44	PV250936-0001	55.44	13-5310-0-0000-3700-4300-331	420214641001
W-635022	011492-02 PTR MITSUBISHI F	06/03/2025	2,297.76	PO250199-0045	382.96	01-9723-0-0000-3600-5603-788	12439
			2,297.76	PO250199-0046	382.96	01-9723-0-0000-3600-5603-788	12444
			2,297.76	PO250199-0047	382.96	01-9723-0-0000-3600-5603-788	12440
			2,297.76	PO250199-0048	382.96	01-9723-0-0000-3600-5603-788	12441
			2,297.76	PO250199-0049	382.96	01-9723-0-0000-3600-5603-788	12442
			2,297.76	PO250199-0050	382.96	01-9723-0-0000-3600-5603-788	12443
W-635023	008938-01 AMAZON CAPITAL S	06/03/2025	6,839.08	PO250044-0020	2,302.88	01-8150-0-0000-8110-4300-780	1GGG-66FTQKXV
			6,839.08	PO250325-0008	43.39	01-0000-0-0000-7150-4300-710	1PGD-T17N-R6Y4
			6,839.08	PO250987-0001	172.90	01-0331-0-1354-1000-4300-331	1GTF-91Y6-RH36
			6,839.08	PO250988-0001	234.24	01-0331-0-1455-1000-4300-331	11WT-YYKQ-QVCY
			6,839.08	PO250989-0001	219.18	01-0331-0-1354-1000-4300-331	1RKT-D37Q-T9LT
			6,839.08	PO251000-0001	1,000.00	01-0111-0-1110-2495-4300-107-0303	1L7G-H4J9-QQPT
			6,839.08	PO251000-0001	348.78	01-9546-0-1110-1000-4300-107	1L7G-H4J9-QQPT
			6,839.08	PO251008-0001	269.53	01-0107-0-1210-2700-4300-107	1NXC-CDKF-TGY6
			6,839.08	PO251011-0001	41.74	01-3010-0-1110-1000-4300-211	163K-QC6M-RLKN

060125-063025 WARRANT REGISTER
41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			6,839.08	PO251014-0001	1,486.66	01-0101-0-1310-1000-4300-101	19L3-146H-RQ4J
			6,839.08	PO251034-0001	45.37	01-3010-0-1110-2490-4300-101	1CPT-QQFT-R716
			6,839.08	PO250946-0004	579.76	01-0331-0-1210-1000-4300-331	1F3D-GTTD-RW74
			6,839.08	PO250957-0001	385.86	21-9721-0-9006-8520-4300-000	AGTF-91Y6-RW3P
			6,839.08	PO250975-0001	46.66	01-0111-0-1110-2495-4300-103-303	1LTG-H4J9-QVQY
			6,839.08	CM250029-0001	(15.97)	01-0107-0-1210-2700-4300-107	13JD-4NCT-QFLR
			6,839.08	CM250030-0001	(433.11)	01-0331-0-1354-1000-4300-331	1WWV-6JTG-T6VF
			6,839.08	PV250938-0001	102.43	01-0000-0-0000-7400-4300-750	1PJJ-K3MY-QVTT
			6,839.08	PV250939-0001	8.78	01-6547-0-0001-1000-4300-100	1HFP-6NCK-R6T4
W-635024	005837-01 BIG CREEK LUMBER	06/03/2025	118.01	PO250134-0039	118.01	01-8150-0-0000-8110-4300-780	2423543
W-635025	012276-01 FIERY GINGER FAR	06/03/2025	1,200.00	PV250934-0001	1,200.00	01-7810-0-0000-3700-4710-000	24066
W-635026	000719-02 GRAINGER INC.	06/03/2025	51.44	PO250143-0003	51.44	01-8150-0-0000-8110-4300-780	9495935059
W-635027	012035-01 ALEJANDRO RICO	06/03/2025	1,200.00	PO251095-0001	1,200.00	01-9549-0-1110-1000-5800-335	6512
W-635028	012245-01 MM HORSES LLC	06/03/2025	3,000.00	PO251096-0001	3,000.00	01-9549-0-1110-1000-5800-335	2334
W-635029	004906-01 FOLLETT CONTENT	06/03/2025	193.85	PO250999-0001	190.00	01-0111-0-1110-1000-4200-107-0201	570613
			193.85	PO250999-0001	3.85	01-9546-0-1110-1000-4300-107	570613
W-635030	000499-03 NASCO	06/03/2025	33.21	PO251017-0005	4.40	01-9354-0-1110-1000-4300-556	814513
			33.21	PO251018-0002	24.41	01-9354-0-1110-1000-4300-556	813601
			33.21	PO251019-0002	4.40	01-9354-0-1110-1000-4300-556	814512
W-635031	004143-02 RICOH USA INC	06/03/2025	747.13	PO250264-0016	747.13	01-0000-0-0000-7300-5601-720	9033131782
W-635032	012239-01 SCOOT EDUCATION	06/03/2025	4,307.28	PO250810-0014	2,499.28	01-0000-0-1110-1000-5800-105-SUB	122329
			4,307.28	PO250810-0015	1,808.00	01-0000-0-1110-1000-5800-105-SUB	106509

060125-063025 WARRANT REGISTER
41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
W-635033	009413-02 SOUTHERN COUNTIE	06/03/2025	1,467.26	PO250086-0020	1,467.26	01-9723-0-0000-3600-4300-788	31443
W-635034	012281-01 FLORA FARM	06/03/2025	500.00	PO251102-0001	500.00	01-6388-0-1110-1000-4300-211-RD05	CUNHA FARM
W-635035	008938-01 AMAZON CAPITAL S	06/03/2025	217.03	CM250031-0001	(79.41)	11-6391-0-4110-2700-4300-561	1J4W-DTP1-RGMN
			217.03	PV250958-0001	296.44	21-9711-0-9006-8520-4300-000	16GX-VHPX-RJPH
W-635036	011427-01 COLBI TECHNOLOGI	06/03/2025	2,365.00	PV250966-0001	2,365.00	21-9711-0-9006-8520-5800-000	15734
W-635037	011153-01 CONSOLIDATED ENG	06/03/2025	2,750.68	PO250524-0019	446.20	21-9711-0-9665-8520-6240-101	230124
			2,750.68	PO250524-0020	1,315.93	21-9711-0-9665-8520-6240-101	230533
			2,750.68	PO250559-0020	988.55	21-9711-0-9645-8520-6240-103	230133
W-635038	007430-01 COSCO FIRE PROTE	06/03/2025	2,610.00	PV250965-0001	2,610.00	21-9711-0-9665-8520-6240-101	1000717002
W-635039	012107-01 NORA FLORES	06/03/2025	68.01	PV250964-0001	68.01	01-2600-0-1110-4000-4300-105	0582825 REIMB.
W-635040	009508-01 RESOURCE SOLUTIO	06/03/2025	957.86	PO251026-0001	957.86	21-9711-0-9665-8520-5800-101	34615
W-635041	011744-01 STUDIO W ARCHITE	06/03/2025	539.70	PO250503-0017	269.85	21-9711-0-9645-8520-6210-103	48330
			539.70	PO250503-0018	269.85	21-9711-0-9645-8520-6210-103	48413
W-635042	009346-01 U S BANK CORP PA	06/03/2025	7,868.06	PO250061-0006	422.85	01-2600-0-0000-2490-4300-000	4246 0470 0103 6
			7,868.06	PO251105-0001	278.00	01-9549-0-1110-1000-5800-335	4246 0470 0103 6
			7,868.06	PO251033-0001	4,195.00	01-7370-0-3800-1000-4300-331	4246 0470 0103 6
			7,868.06	PV250956-0001	87.46	01-9661-0-1460-3140-4300-000	4246 0470 0103 6
			7,868.06	PV250957-0001	376.21	01-9661-0-1460-3140-4300-000	4246 0470 0103 6
			7,868.06	PV250941-0001	48.63	01-0000-0-0000-7300-4300-720	4246 0470 0103 6
			7,868.06	PV250942-0001	598.86	01-8150-0-0000-8110-4300-780	4246 0470 0103 6
			7,868.06	PV250943-0001	15.98	01-0000-0-0000-7112-4300-750	4246 0470 0103 6
			7,868.06	PV250945-0001	56.92	01-3010-0-1110-1000-4300-101	4246 0470 0103 6

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			7,868.06	PV250946-0001	253.73	01-2600-0-0000-2490-4300-000	4246 0470 0103 6
			7,868.06	PV250947-0001	82.44	01-2600-0-0000-2490-4300-000	4246 0470 0103 6
			7,868.06	PV250948-0001	253.73	01-2600-0-0000-2490-4300-000	4246 0470 0103 6
			7,868.06	PV250949-0001	464.00	01-0000-0-0000-7300-4300-720	4246 0470 0103 6
			7,868.06	PV250950-0001	123.80	01-0000-0-0000-7400-4300-750	4246 0470 0103 6
			7,868.06	PV250951-0001	87.00	11-6391-0-4110-2700-4300-561	4246 0470 0103 6
			7,868.06	PV250952-0001	239.99	21-9711-0-9006-8520-4300-000	4246 0470 0103 6
			7,868.06	PV250953-0001	185.50	01-9661-0-1460-3140-4300-000	4246 0470 0103 6
			7,868.06	PV250954-0001	97.96	01-9661-0-1460-3140-4300-000	4246 0470 0103 6
W-635043	008938-01 AMAZON CAPITAL S	06/03/2025	1,349.75	PO251035-0001	1,170.39	01-3010-0-1110-1000-4300-105	1DQM-V9KX-RJG3
			1,349.75	PO250976-0001	179.36	01-0111-0-1110-1000-4300-103-0303	1NCP-6P11-R6D3
W-635044	008938-02 AMAZON CAPITAL S	06/03/2025	1,002.23	PO250089-0011	(136.05)	01-0000-0-0000-2421-4300-790	1NCP-6P11-RJVM
			1,002.23	PO251016-0001	533.03	01-9354-0-1110-1000-4300-556	1DQM-V9KX-RY39
			1,002.23	PO250047-0018	16.36	01-2600-0-0000-2490-4300-000	1TJ6-MGD9-RH4P
			1,002.23	PO250048-0010	577.97	01-6010-0-1110-4000-4300-101	1V7Y-W6PM-R1VR
			1,002.23	PO250080-0020	10.92	01-0000-0-0000-7300-4300-720	1QHW-Q1RV-QXCW
W-635045	011589-01 A+ LIVESCAN SERV	06/03/2025	360.00	PO250186-0011	360.00	01-0000-0-0000-7400-5800-750	20816A
W-635046	008758-01 AMERICAN PORTABL	06/03/2025	132.47	PO250139-0011	132.47	01-8150-0-0000-8110-5603-780	136544
W-635047	000583-01 DEPARTMENT OF JU	06/03/2025	18,693.00	PO250332-0010	539.00	01-0000-0-0000-7400-5800-750	814090
			18,693.00	PO250332-0011	18,154.00	01-0000-0-0000-7400-5800-750	759340
W-635048	011849-01 PHILANTHROPIC VE	06/03/2025	5,400.00	PO251108-0001	5,400.00	01-6388-0-1110-1000-5210-211-RD05	20250510-SFOA
W-635049	009491-01 SOUND AND SIGNAL	06/03/2025	822.08	PO250333-0002	822.08	01-0000-0-0000-2421-5800-790	43864

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Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
W-635050	011152-01 CLINTON, JEFF	06/03/2025	1,368.14	PO251097-0001	1,368.14	01-9547-0-1110-2490-4300-211	5/27/25
W-635051	004906-01 FOLLETT CONTENT	06/03/2025	305.95	PO250999-0002	305.95	01-9546-0-1110-1000-4300-107	570613
W-635052	000380-01 ODP BUSINESS SOL	06/03/2025	931.65	PO250310-0008	23.26	01-0000-0-0000-7150-4300-710	423360822001
			931.65	PO250310-0009	876.06	01-0000-0-0000-7150-4300-710	423353313001
			931.65	PV250961-0001	32.33	01-0000-0-0000-7400-4300-750	421481837001
W-635053	000380-04 OFFICE DEPOT	06/03/2025	32.33	PV250960-0001	32.33	21-9711-0-9006-8520-4300-000	417359635001
W-635054	011738-01 POWERSCHOOL GROU	06/03/2025	3,456.00	PO251094-0001	3,456.00	01-0111-0-1420-2140-4300-740-0301	INV445632
W-635055	011989-01 SHRED WORKS INC.	06/03/2025	45.00	PO250279-0011	45.00	01-0000-0-0000-7300-5800-720	73156
W-635056	010759-02 WEX BANK	06/03/2025	248.07	PO250317-0007	248.07	01-6387-0-3800-1000-4300-331	104761812
W-635057	012279-01 OMAR RAMIREZ GAL	06/03/2025	142.00	PV250963-0001	142.00	01-0000-0-0000-7400-5800-750	050925 REIMB.
W-635058	012011-01 SMCSIG-HEALTH CA	06/03/2025	387,942.39	PV250940-0001	361,773.56	01-0000-0-0000-0000-9564-000	JUNE 2025
			387,942.39	PV250940-0001	26,168.83	01-0000-0-0000-0000-9553-000	JUNE 2025
W-635059	009346-01 U S BANK CORP PA	06/03/2025	247.01	PV250944-0001	206.06	01-3010-0-1110-1000-4300-101	4246 0470 0103 6
			247.01	PV250955-0001	40.95	01-9661-0-1460-3140-4300-000	4246 0470 0103 6
W-635060	012076-01 CIS INC	06/03/2025	22,800.00	PO250147-0010	22,800.00	21-9711-0-9640-8520-6290-101	EG - 012
W-635061	012286-01 MARTHA PEREZ	06/03/2025	440.00	PV250959-0001	440.00	01-8150-0-0000-8110-5603-780	REIMBURSEMENT 05
W-635062	010763-01 QUATTROCCHI KWOK	06/03/2025	60,944.31	PO250496-0009	10,067.75	21-9711-0-9654-8520-6210-101	27461
			60,944.31	PO250500-0012	39,750.33	21-9711-0-9640-8520-6210-101	27462
			60,944.31	PO250809-0003	1,706.55	21-9711-0-9654-8520-6210-101	27464
			60,944.31	PO250497-0012	9,419.68	21-9711-0-9640-8520-6210-101	27460
W-635063	012132-01 RODAN BUILDERS I	06/03/2025	1,443,630.43	PO250164-0010	1,443,630.43	21-9711-0-9640-8520-6200-101	23-1292 13 APRIL
W-635064	012156-01 TRINITY GREEN CO	06/03/2025	260.00	PO251134-0001	260.00	11-6391-0-4110-2700-4300-561	13671

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W-635991	007418-01 BARNES, JAMES	06/05/2025	650.00	PO251103-0002	650.00	01-9665-0-1110-1000-4300-000	51925
W-635992	008193-01 COMCAST	06/05/2025	37,913.69	PO250261-0014	37,913.69	01-0000-0-0000-2421-5902-790	239444914
W-635993	008883-01 PACIFICA COMMUNI	06/05/2025	400.00	PO250330-0010	400.00	01-0000-0-0000-7150-5800-710	PCTCUSD0425
W-635994	011100-01 WILSON LANGUAGE	06/05/2025	11,446.10	PO251036-0001	11,446.10	01-0111-0-1110-1000-4200-740-0201	INV101142
W-635995	008861-01 ELLEN SILVA CREA	06/05/2025	700.00	PV250962-0001	700.00	01-6770-0-1110-1000-5800-335	7246
W-635996	011909-01 ARCADIO'S PRODUC	06/05/2025	446.40	PO250193-0038	446.40	13-5466-0-0000-3700-4710-331	381513
W-635997	008911-01 DAVID'S BAGELS	06/05/2025	77.00	PV250967-0001	77.00	13-5310-0-0000-3700-4712-331	41440
W-635998	004981-01 STRAW HAT PIZZA	06/05/2025	554.63	PO250228-0066	59.96	13-5310-0-0000-3700-4710-335	46471
			554.63	PO250228-0067	434.71	13-5310-0-0000-3700-4710-331	46472
			554.63	PO250228-0064	59.96	13-5310-0-0000-3700-4710-335	46469
W-635999	005163-01 SYSCO FOOD SERVI	06/05/2025	482.69	PO250245-0059	456.62	13-5310-0-0000-3700-4712-331	750390138
			482.69	PO250245-0059	26.07	13-5310-0-0000-3700-4710-331	750390138
W-636000	009571-01 GOLD STAR FOODS	06/05/2025	1,913.51	PO250244-0143	28.75	13-5310-0-0000-3700-4790-331	8844386
			1,913.51	PO250244-0139	16.25	13-5310-0-0000-3700-4790-331	8953968
			1,913.51	PO250244-0140	514.60	13-5310-0-0000-3700-4712-331	8925089
			1,913.51	PO250244-0141	728.04	13-5310-0-0000-3700-4712-331	8852831
			1,913.51	PO250244-0142	257.06	13-5310-0-0000-3700-4710-331	8861948
			1,913.51	PO250244-0142	368.81	13-5310-0-0000-3700-4712-331	8861948
W-636001	004981-01 STRAW HAT PIZZA	06/05/2025	509.66	PO250228-0065	509.66	13-5310-0-0000-3700-4710-331	46470
W-637010	005218-01 BUS WEST	06/10/2025	80.91	PO250100-0004	190.57	01-9723-0-0000-3600-5603-788	XA410058419:01
			80.91	PO250100-0005	(109.66)	01-9723-0-0000-3600-5603-788	XA410058752:01
W-637011	001299-03 CASBO	06/10/2025	695.00	PV250976-0001	695.00	01-0000-0-0000-7300-5200-720	000251357

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W-637012	012025-02 CASCADE HEALTHCA	06/10/2025	3,645.00	PO251110-0001	1,125.00	01-0000-0-0000-3900-5800-750	SI-4870
			3,645.00	PO251110-0002	1,260.00	01-0000-0-0000-3900-5800-750	SI-4872
			3,645.00	PO251110-0003	1,260.00	01-0000-0-0000-3900-5800-750	SI-4875
W-637013	012288-01 GTSOFT INC.	06/10/2025	2,500.00	PO251135-0001	2,500.00	01-2600-0-0000-2490-5800-000	052513
W-637014	008272-01 LOPEZ, GERRY	06/10/2025	550.00	PO251133-0001	550.00	01-3010-0-1110-1000-5200-211	CUSD052725
W-637015	010927-02 METLIFE SMALL MA	06/10/2025	376.25	PV250979-0001	376.25	01-0000-0-0000-0000-9564-000	05372885-JUN25
W-637016	000380-01 ODP BUSINESS SOL	06/10/2025	32.33	PO250081-0015	32.33	01-0000-0-0000-7300-4300-720	424730006001
W-637017	011478-03 OPTUM	06/10/2025	444.88	PV250978-0001	444.88	01-0000-0-0000-0000-9564-000	JUN-25
W-637018	008800-03 PLAYWORKS EDUCAT	06/10/2025	2,000.00	PO251130-0001	2,000.00	01-3010-0-1110-1000-4300-105	INV0016093
W-637019	000105-05 REPUBLIC SERVICE	06/10/2025	3,117.14	PO250265-0033	3,117.14	01-0000-0-0000-8205-5504-107	0925-001704747
W-637020	012289-01 SO. CALIFORNIA A	06/10/2025	625.00	PO251124-0001	625.00	01-6266-0-1110-1000-5200-331	400934
W-637021	009461-01 TOWER, DEANNA	06/10/2025	2,444.53	PO251129-0001	1,675.63	01-9450-0-1110-1000-4300-331	REIMB. 121724
			2,444.53	PO251129-0002	768.90	01-9450-0-1110-1000-4300-331	REIMB. 121724.2
W-637022	009346-01 U S BANK CORP PA	06/10/2025	933.59	PV250975-0001	29.99	01-0111-0-4760-2495-4300-740-0301	4246 0446 2279 1
			933.59	PV250968-0001	212.26	01-0111-0-1420-2140-4300-740-0201	4246 0446 2279 1
			933.59	PV250969-0001	121.60	01-0111-0-4760-2495-4300-740-0301	4246 0446 2279 1
			933.59	PV250970-0001	14.93	01-0111-0-1420-1000-4300-740-0101	4246 0446 2279 1
			933.59	PV250971-0001	424.60	01-6266-0-1420-2140-5200-740	4246 0446 2279 1
			933.59	PV250972-0001	90.21	01-6266-0-1420-2140-5200-740	4246 0446 2279 1
			933.59	PV250973-0001	40.00	01-6266-0-1420-2140-5200-740	4246 0446 2279 1
W-637023	003141-01 BLICK ART MATERI	06/10/2025	2,563.00	PO251064-0002	1,434.53	01-0111-0-1110-1000-4300-331-0301	5458471
			2,563.00	PO251064-0003	34.17	01-0111-0-1110-1000-4300-331-0301	5482716

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Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			2,563.00	PO251064-0004	1,094.30	01-0111-0-1110-1000-4300-331-0301	55211910
W-637024	005398-01 MOBILE MODULAR M	06/10/2025	1,045.00	PO250033-0010	1,045.00	25-9010-0-9100-8700-5600-331	2715471
W-637025	000499-04 NASCO	06/10/2025	7,058.63	PO251018-0003	1,706.43	01-9354-0-1110-1000-4300-556	805504
			7,058.63	PO251017-0006	1,846.79	01-9354-0-1110-1000-4300-556	805505
			7,058.63	PO251019-0003	1,630.22	01-9354-0-1110-1000-4300-556	805503
			7,058.63	PO251019-0004	22.14	01-9354-0-1110-1000-4300-556	805081
			7,058.63	PO251020-0002	1,810.07	01-9354-0-1110-1000-4300-556	805893
			7,058.63	PO251017-0007	42.98	01-9354-0-1110-1000-4300-556	806742
W-637026	000380-01 ODP BUSINESS SOL	06/10/2025	36.24	PV250981-0001	16.55	01-0331-0-1210-1000-4300-331	416706029001
			36.24	PV250982-0001	19.69	01-0331-0-1210-1000-4300-331	416707569001
W-637027	008443-01 RECOLOGY OF THE	06/10/2025	697.26	PO250077-0009	339.12	01-0000-0-0000-8205-5504-720	15746472
			697.26	PO250077-0010	358.14	01-0000-0-0000-8205-5504-720	15745557
W-637028	000105-03 REPUBLIC SERVICE	06/10/2025	1,951.68	PO250194-0025	975.84	01-0000-0-0000-8205-5504-211	0925-001704743
			1,951.68	PO250194-0026	975.84	01-0000-0-0000-8205-5504-331	0925-001704714
W-637029	012239-01 SCOOT EDUCATION	06/10/2025	1,356.00	PO250810-0016	1,356.00	01-0000-0-1110-1000-5800-105-SUB	123856
W-637030	000749-01 SEGURA, ROSALVA	06/10/2025	524.30	PV250987-0001	524.30	01-2600-0-0000-2140-5200-000	42925
W-637031	012029-01 TAYLOR TAFT	06/10/2025	8.40	PV250985-0001	8.40	01-3410-0-5770-1190-5200-331	43025
W-637032	006838-01 WAGNER, LORI	06/10/2025	57.40	PV250984-0001	57.40	01-0700-0-1460-3140-5200-000	51425
W-637033	011100-01 WILSON LANGUAGE	06/10/2025	1,320.00	PO251036-0002	330.00	01-9354-0-1110-1000-4300-740	101856
			1,320.00	PO251036-0003	330.00	01-9354-0-1110-1000-4300-740	101847
			1,320.00	PO251036-0004	330.00	01-9354-0-1110-1000-4300-740	101826
			1,320.00	PO251036-0005	330.00	01-9354-0-1110-1000-4300-740	101831

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W-637034	000903-01 AGUILAR, SILVIO	06/10/2025	236.91	PV250983-0001	236.91	01-0000-0-1480-1000-5200-760	042825
W-637035	008304-01 CALIFORNIA WATER	06/10/2025	495.14	PO250263-0011	495.14	01-0000-0-0000-8205-5503-107	2188039386
W-637036	000128-01 FOLLETT CONTENT	06/10/2025	78.40	PO250942-0002	78.40	01-0111-0-1110-1000-4200-211-0201	557285F
W-637037	000499-04 NASCO	06/10/2025	83.32	PO251017-0008	83.32	01-9354-0-1110-1000-4300-556	816813
W-637038	000105-03 REPUBLIC SERVICE	06/10/2025	501.21	PO250194-0024	501.21	01-0000-0-0000-8205-5504-105	0952-001704869
W-637039	012239-01 SCOOT EDUCATION	06/10/2025	2,260.00	PO250810-0017	2,260.00	01-0000-0-1110-1000-5800-105-SUB	121164
W-637040	009623-01 STEVEN MELO INC	06/10/2025	2,800.00	PO250102-0007	2,800.00	01-8150-0-0000-8110-5603-780	609930
W-637041	009509-01 STRECKER, THERES	06/10/2025	33.60	PV250986-0001	33.60	01-0700-0-1460-3140-5200-000	51425
W-637042	003141-02 BLICK ART MATERI	06/10/2025	6,105.60	PO251064-0001	232.36	01-0111-0-1110-1000-4300-331-0301	5467346
			6,105.60	PO251070-0001	5,873.24	01-0111-0-1110-1000-4300-331-0301	5490882
W-637043	012272-02 ACCO BRANDS USA	06/10/2025	2,526.07	PO250982-0001	553.44	01-9542-0-1110-1000-4300-103	4730207761
			2,526.07	PO250982-0002	1,972.63	01-9542-0-1110-1000-4300-103	4730205711
W-637044	008894-02 COASTSIDE FIRE P	06/10/2025	28,000.00	PV250988-0001	28,000.00	01-9430-0-8100-5000-4300-000	SRTS REIMBURSEME
W-637045	012199-01 COMMUNITY SCH OF	06/10/2025	17,377.50	PO250471-0002	17,377.50	01-0111-0-1110-1000-5800-740-0201	C2425-67
W-637046	012287-01 MARLUNA YOGA	06/10/2025	150.00	PO251132-0001	150.00	01-0111-0-1110-2495-4300-103-303	1236
W-637047	009594-01 PBUA	06/10/2025	368.00	PO251127-0001	368.00	01-9335-0-1110-4200-5800-331	1023
W-637048	009675-02 PRIMO BRANDS	06/10/2025	425.45	PO250062-0020	297.82	01-2600-0-0000-2490-4300-000	85D0034251553
			425.45	PO250062-0020	127.63	12-6105-0-0001-1000-4300-100	85D0034251553
W-637049	010995-01 RICO, JAIME	06/10/2025	233.38	PV250977-0001	233.38	01-8150-0-0000-8110-4300-780	REIMB. 060225
W-637050	005383-03 SANTA CLARA CO O	06/10/2025	200.00	PO251125-0001	200.00	01-7311-0-1110-2140-5200-000	252080
W-637051	012029-01 TAYLOR TAFT	06/10/2025	508.97	PV250980-0001	508.97	01-6520-0-5770-1190-4300-331	REIMB. 052725
W-637052	009346-01 U S BANK CORP PA	06/10/2025	216.74	PV250974-0001	216.74	01-0111-0-4760-2495-4300-740-0301	4246 0446 2279 1

060125-063025 WARRANT REGISTER
41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
W-638430	005837-01 BIG CREEK LUMBER	06/13/2025	593.27	PO250134-0042	475.26	01-8150-0-0000-8110-4300-780	2424964
			593.27	PO250134-0043	118.01	01-8150-0-0000-8110-4300-780	2423543
W-638431	007396-01 INTERSTATE BATTE	06/13/2025	150.77	PO251054-0001	150.77	01-9723-0-0000-3600-4300-788	250897303
W-638432	006946-01 JUAREZ, ADRIANA	06/13/2025	16.35	PV250989-0001	16.35	13-5310-0-0000-3700-4300-331	6225
W-638433	004891-01 ORKIN EXTERMINAT	06/13/2025	172.00	PO250215-0012	172.00	13-5310-0-0000-8205-5504-331	280637099
W-638434	011178-01 PAULO'S AUTO CAR	06/13/2025	240.94	PO250115-0013	240.94	01-8150-0-0000-8110-5603-780	76734
W-638435	011285-01 PROLINE SUPPLY	06/13/2025	2,405.62	PO251112-0001	937.31	01-8150-0-0000-8110-5603-780	00000333
			2,405.62	PO251112-0001	1,468.31	01-8150-0-0000-8110-4300-780	00000333
W-638436	009508-01 RESOURCE SOLUTIO	06/13/2025	5,174.91	PO250130-0022	5,174.91	01-8150-0-0000-8110-4300-780	34969
W-638437	004484-01 SERVICE UNLIMITE	06/13/2025	5,510.92	PO250135-0002	5,510.92	01-8150-0-0000-8110-5603-780	POOL REPAIR
W-638438	011975-01 YOUNGS AUTO PART	06/13/2025	656.35	PO250093-0009	45.25	01-8150-0-0000-8110-4300-780	134423
			656.35	PO250093-0010	166.91	01-8150-0-0000-8110-4300-780	134454
			656.35	PO250093-0011	444.19	01-8150-0-0000-8110-4300-780	135258
W-639293	012164-01 CDE FOUNDATION	06/17/2025	3,762.56	PV250994-0001	3,762.56	01-0000-0-0000-7400-5800-750	INV-1257
W-639294	011722-01 HOFFMAN, KAREN	06/17/2025	14,000.00	PO250537-0004	14,000.00	01-9538-0-1110-1000-5800-740	2025-02
W-639295	010903-01 ILOBBY CORP.	06/17/2025	4,080.00	PV250995-0001	4,080.00	01-0000-0-0000-2421-4300-790	INV25646
W-639296	011760-01 MARABEL, TATIANA	06/17/2025	3,000.00	PO250765-0009	2,000.00	01-0000-0-0000-2421-5800-790	0009
			3,000.00	PO250765-0010	1,000.00	01-0000-0-0000-2421-5800-790	0010
W-639297	000550-01 PACIFIC GAS AND	06/17/2025	2,414.42	PO250078-0021	2,414.42	01-0000-0-0000-8205-5502-601	5189451218-8//05
W-639298	007561-01 PERRICK, PATRICI	06/17/2025	24.69	PO251140-0001	24.69	01-0211-0-1310-1000-4300-211	060925 REIMB.
W-639299	011438-02 ACSIG	06/17/2025	4,016.75	PV250996-0001	4,016.75	01-0000-0-0000-0000-9572-000	30083486-0390,MA
W-639300	009346-01 U S BANK CORP PA	06/17/2025	12,497.51	PV251001-0001	26.59	01-9400-0-1110-1000-4300-331	4246 0446 6404 9

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			12,497.51	PV251002-0001	641.26	01-9400-0-1110-1000-4300-331	4246 0446 6404 9
			12,497.51	PV251003-0001	326.85	01-9400-0-1110-1000-4300-331	4246 0446 6404 9
			12,497.51	PV251004-0001	410.80	01-9400-0-1110-1000-4300-331	4246 0446 6404 9
			12,497.51	PV251005-0001	12.95	01-7010-0-3800-1000-4300-331	4246 0446 6404 9
			12,497.51	PV251006-0001	186.96	01-9400-0-1110-1000-4300-331	4246 0446 6404 9
			12,497.51	PV251008-0001	630.00	21-9711-0-9006-8520-5200-000	4246 0470 0103 6
			12,497.51	PV251009-0001	21.85	01-8150-0-0000-8110-4300-780	4246 0470 0103 6
			12,497.51	PV251010-0001	100.00	01-0000-0-0000-7400-5200-750	4246 0470 0103 6
			12,497.51	PV251011-0001	239.99	21-9711-0-9006-8520-4300-000	4246 0470 0103 6
			12,497.51	PV251012-0001	325.00	01-0000-0-0000-7110-5200-710	4246 0446 2279 1
			12,497.51	PV251013-0001	715.00	01-0000-0-0000-7150-5200-710	4246 0446 2279 1
			12,497.51	PV250998-0001	36.14	01-9400-0-1110-1000-4300-331	4246 0446 6404 9
			12,497.51	PV250999-0001	120.46	01-9400-0-1110-1000-4300-331	4246 0446 6404 9
			12,497.51	PO250931-0001	165.73	01-9538-0-1110-1000-4300-331	4246 0446 6404 9
			12,497.51	PO250973-0001	698.44	01-7010-0-3800-1000-5200-331	4246 0446 6404 9
			12,497.51	PO250967-0001	132.55	01-7010-0-3800-1000-4300-331	4246 0446 6404 9
			12,497.51	PO250968-0001	25.00	01-7010-0-3800-1000-5200-331	4246 0446 6404 9
			12,497.51	PO250970-0001	16.00	01-7010-0-3800-1000-5200-331	4246 0446 6404 9
			12,497.51	PO250970-0002	4,879.20	01-7010-0-3800-1000-5200-331	4246 0446 6404 9
			12,497.51	PO250970-0003	833.88	01-7010-0-3800-1000-5200-331	4246 0446 6404 9
			12,497.51	PO251040-0001	526.59	01-7010-0-3800-1000-5200-331	4246 0446 6404 9
			12,497.51	PO251040-0002	526.59	01-9587-0-1302-1000-4300-331	4246 0446 6404 9

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			12,497.51	PO251041-0001	267.84	01-3550-0-3800-1000-5200-331	4246 0446 6404 9
			12,497.51	PO251041-0002	267.84	01-9587-0-1302-1000-4300-331	4246 0446 6404 9
			12,497.51	PO250954-0002	364.00	01-6383-0-3802-2490-4300-331	4246 0470 0103 6
W-639301	000550-01 PACIFIC GAS AND	06/17/2025	38,991.15	PO250078-0022	1,790.58	01-0000-0-0000-8205-5502-720	0130358105-0//05
			38,991.15	PO250078-0022	7,955.57	01-0000-0-0000-8205-5502-101	0130358105-0//05
			38,991.15	PO250078-0022	5,095.02	01-0000-0-0000-8205-5502-103	0130358105-0//05
			38,991.15	PO250078-0022	1,865.34	01-0000-0-0000-8205-5502-105	0130358105-0//05
			38,991.15	PO250078-0022	2,025.72	01-0000-0-0000-8205-5502-107	0130358105-0//05
			38,991.15	PO250078-0022	3,574.00	01-0000-0-0000-8205-5502-211	0130358105-0//05
			38,991.15	PO250078-0022	13,271.91	01-0000-0-0000-8205-5502-331	0130358105-0//05
			38,991.15	PO250078-0022	3,413.01	01-0000-0-8120-8120-5502-331	0130358105-0//05
W-639302	011438-01 ACSIG DENTAL	06/17/2025	43,100.80	PV250997-0001	43,100.80	01-0000-0-0000-0000-9571-000	20441-MAY25
W-639303	011482-02 CAMPBELL KELLER	06/17/2025	2,667.86	PO250807-0001	2,667.86	01-0000-0-0000-2421-4300-790	70120
W-639304	009346-01 U S BANK CORP PA	06/17/2025	498.41	PO251049-0001	11.31	01-6388-0-1110-1000-1100-331-RD06	4246 0446 6404 9
			498.41	PO250968-0002	25.00	01-7010-0-3800-1000-5200-331	4246 0446 6404 9
			498.41	PO250392-0006	41.52	01-0420-0-3350-1000-4300-420	4246 0470 0103 6
			498.41	PO250392-0006	41.52	11-6391-0-4110-1000-4300-561	4246 0470 0103 6
			498.41	PV251007-0001	62.97	01-9400-0-1110-1000-4300-331	4246 0446 6404 9
			498.41	PV251000-0001	316.09	01-9400-0-1110-1000-4300-331	4246 0446 6404 9
W-640279	012274-01 ASTROTURF CORP.	06/20/2025	8,300.00	PO250995-0001	4,150.00	40-9012-0-9109-8520-6170-211	M25-1013-40_
			8,300.00	PO250995-0001	4,150.00	40-9012-0-9109-8520-6170-331	M25-1013-40_
W-640280	005837-01 BIG CREEK LUMBER	06/20/2025	399.77	PO250319-0006	175.54	01-3550-0-3800-1000-4300-331	2368064

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41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			399.77	PO250319-0007	224.23	01-3550-0-3800-1000-4300-331	2399724
W-640281	012076-01 CIS INC	06/20/2025	10,840.00	PO250146-0010	10,840.00	21-9711-0-9645-8520-6290-103	FV MOD - 19
W-640282	012054-01 CORE WEST INC	06/20/2025	1,143,427.40	PO250150-0010	1,143,427.40	21-9711-0-9645-8520-6200-103	22
W-640283	000196-01 COUNTY SCHOOL SE	06/20/2025	36,596.00	PO251109-0001	18,298.00	01-0000-0-0000-3900-5800-750	19471
			36,596.00	PO251109-0002	18,298.00	01-0000-0-0000-3900-5800-750	19431
W-640284	011667-01 FOG CITY AUDIO V	06/20/2025	13,812.50	PO250903-0002	13,812.50	01-0331-0-1330-2700-4300-331	25-0063 BAL
W-640285	011767-01 GREENHOUSE MEGAS	06/20/2025	1,046.82	PO251088-0001	1,046.82	01-6388-0-1110-1000-4300-211-RD05	PSI0758409
W-640286	011738-01 POWERSCHOOL GROU	06/20/2025	19,070.64	PO251146-0001	19,070.64	01-0000-0-0000-2421-4300-790	INV437933
W-640287	011744-01 STUDIO W ARCHITE	06/20/2025	33,074.80	PO250503-0019	16,537.40	21-9711-0-9645-8520-6210-103	48329
			33,074.80	PO250503-0020	16,537.40	21-9711-0-9645-8520-6210-103	48412
W-640288	011588-02 TRAFERA LLC	06/20/2025	7,629.85	PO251115-0001	6,829.85	11-6391-0-4110-1000-4300-561	I001325822
			7,629.85	PO251115-0002	800.00	11-6391-0-4110-1000-4300-561	I001335472
W-640289	009175-01 UPS STORE #1604	06/20/2025	364.00	PO251139-0001	364.00	01-0331-0-1210-1000-4300-331	STMT #1348
W-640290	011871-01 ABBOTT'S PRO-POW	06/20/2025	152.76	PO250670-0002	152.76	01-8150-0-0000-8110-6500-780	206641
W-640291	009211-01 BUBBA'S FIRE EXT	06/20/2025	5,446.15	PO250131-0001	45.00	01-8150-0-0000-8110-5603-780	11635
			5,446.15	PO250131-0002	1,385.15	01-8150-0-0000-8110-5603-780	11636
			5,446.15	PO250131-0003	651.00	01-8150-0-0000-8110-5603-780	11637
			5,446.15	PO250131-0008	902.00	01-8150-0-0000-8110-5603-780	11638
			5,446.15	PO250131-0004	1,371.00	01-8150-0-0000-8110-5603-780	11639
			5,446.15	PO250131-0006	485.00	01-8150-0-0000-8110-5603-780	11642
			5,446.15	PO250131-0007	607.00	01-8150-0-0000-8110-5603-780	11641
W-640292	011601-01 HMB SMOG	06/20/2025	203.46	PO250201-0010	203.46	01-9723-0-0000-3600-5603-788	11699

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
W-640293	011141-01 THE AVALON ACADE	06/20/2025	65,010.50	PO250432-0008	10,896.00	01-6500-0-5750-1180-5100-730	6310
			65,010.50	PO250432-0008	1,620.00	01-6500-0-5750-1180-5867-730	6310
			65,010.50	PO250432-0008	2,490.25	01-6500-0-5750-1180-5864-730	6310
			65,010.50	PO250432-0008	972.00	01-6500-0-5750-1180-5800-730	6310
			65,010.50	PO250432-0009	10,314.00	01-6500-0-5750-1180-5100-730	6348
			65,010.50	PO250432-0009	1,620.00	01-6500-0-5750-1180-5867-730	6348
			65,010.50	PO250432-0009	2,529.00	01-6500-0-5750-1180-5864-730	6348
			65,010.50	PO250432-0009	2,349.00	01-6500-0-5750-1180-5800-730	6348
			65,010.50	PO250432-0010	10,625.50	01-6500-0-5750-1180-5100-730	6383
			65,010.50	PO250432-0010	1,458.00	01-6500-0-5750-1180-5867-730	6383
			65,010.50	PO250432-0010	2,097.50	01-6500-0-5750-1180-5864-730	6383
			65,010.50	PO250432-0010	972.00	01-6500-0-5750-1180-5800-730	6383
			65,010.50	PO250432-0011	11,543.00	01-6500-0-5750-1180-5100-730	6415
			65,010.50	PO250432-0011	1,782.00	01-6500-0-5750-1180-5867-730	6415
			65,010.50	PO250432-0011	2,689.25	01-6500-0-5750-1180-5864-730	6415
			65,010.50	PO250432-0011	1,053.00	01-6500-0-5750-1180-5800-730	6415
W-640294	009211-01 BUBBA'S FIRE EXT	06/20/2025	254.00	PO250131-0005	254.00	01-8150-0-0000-8110-5603-780	11640
W-640295	011802-01 BUS SAFETY TRAIN	06/20/2025	5,250.00	PO250104-0003	5,250.00	01-9723-0-0000-3600-5800-788	6825
W-640296	007396-01 INTERSTATE BATTE	06/20/2025	150.77	PO251054-0002	150.77	01-9723-0-0000-3600-4300-788	250897303
W-640297	009508-01 RESOURCE SOLUTIO	06/20/2025	22,079.90	PO250130-0023	22,079.90	01-8150-0-0000-8110-4300-780	34970
W-640298	004981-01 STRAW HAT PIZZA	06/20/2025	59.96	PO250228-0068	59.96	13-5310-0-0000-3700-4710-335	46474
W-640299	010760-01 THE LUNCH MASTER	06/20/2025	63,973.65	PO250259-0046	24,586.85	13-5310-0-0000-3700-4710-105	CUAH053025

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			63,973.65	PO250259-0047	12,258.00	13-5310-0-0000-3700-4710-101	CUMC053025
			63,973.65	PO250259-0048	8,214.80	13-5310-0-0000-3700-4710-101	CUEG053025
			63,973.65	PO250259-0049	6,251.50	13-5310-0-0000-3700-4710-103	CUFV053025
			63,973.65	PO250259-0050	3,079.00	13-5310-0-0000-3700-4710-107	CUKM0563025
			63,973.65	PO250259-0051	4,540.00	13-5310-0-0000-3700-4710-105	CUAH060525
			63,973.65	PO250259-0052	2,209.25	13-5310-0-0000-3700-4710-211	CUMC060525
			63,973.65	PO250259-0053	1,106.50	13-5310-0-0000-3700-4710-101	CUEG060525
			63,973.65	PO250259-0054	1,181.80	13-5310-0-0000-3700-4710-103	CUFV060525
			63,973.65	PO250259-0055	545.95	13-5310-0-0000-3700-4710-107	CUKM060525
W-640300	012159-01 AMERICAN FIDELIT	06/20/2025	409.00	PV251024-0001	409.00	01-0000-0-0000-7300-5800-720	76178
W-640301	012200-01 ELIZABETH VEACH	06/20/2025	142.44	PV251022-0001	142.44	01-6500-0-5750-1190-5200-730	MILEAGE_OCT24
W-640302	010866-03 FELTS, BRYAN	06/20/2025	223.30	TC250096-0001	223.30	01-9538-0-6001-1000-5200-000	MAY25 MILEAGE
W-640303	011911-02 GAMET, DREW	06/20/2025	50.00	PV251023-0001	50.00	21-9711-0-9006-8520-4300-000	060425 REIMB.
W-640304	012083-01 GUZMAN, VICTOR	06/20/2025	176.96	PV251026-0001	176.96	01-4201-0-1420-2140-5200-740	061025 REIMB.
W-640305	012201-01 PACIFIC COAST AV	06/20/2025	14,989.24	PO251143-0001	14,989.24	21-9711-0-9645-8520-6400-103	25-025
W-640306	012291-01 SPRINGHILL FLORA	06/20/2025	2,788.30	PV251017-0001	2,788.30	01-7370-0-1110-1000-4300-331	SHOR2062313
W-640307	008412-01 TOTAL SCHOOL SOL	06/20/2025	6,333.97	PV251019-0001	6,333.97	01-0000-0-0000-7300-5800-720	18-4800
W-640308	009206-01 TRADE CREDIT SER	06/20/2025	3,593.88	PO250140-0021	207.84	01-0000-0-0000-8220-4300-785	STMT# 1663037674
			3,593.88	PO250140-0021	2,703.19	01-8150-0-0000-8110-4300-780	STMT# 1663037674
			3,593.88	PO250322-0008	682.85	01-3550-0-3800-1000-4300-331	STMT# 1663145884
W-640309	012241-01 RAMON MIRAMONTES	06/20/2025	5,467.16	PO250794-0012	900.00	01-0000-0-0000-7150-4300-710	REIMB_APR25-1
			5,467.16	PO250794-0013	900.00	01-0000-0-0000-7150-4300-710	REIMB_APR25-2

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			5,467.16	PO250794-0014	900.00	01-0000-0-0000-7150-4300-710	REIMB_APR25-3
			5,467.16	PO250794-0015	447.22	01-0000-0-0000-7150-4300-710	REIMB_APR25-4
			5,467.16	TC250093-0001	2,319.94	01-0000-0-0000-7150-5200-710	2025 MILEAGE: 03
W-640310	011917-01 CIFUENTES RECYCL	06/20/2025	3,600.00	PV251020-0001	1,800.00	21-9711-0-9640-8520-5800-101	2025-06
			3,600.00	PV251021-0001	1,800.00	21-9711-0-9645-8520-5800-103	2025-08
W-640311	010924-01 REISS, MARTINA	06/20/2025	174.72	TC250094-0001	174.72	01-6500-0-5750-1190-5200-730	KM: JAN-APR25 MI
W-640312	000903-01 AGUILAR, SILVIO	06/20/2025	450.87	TC250095-0001	450.87	01-0000-0-1480-1000-5200-760	TH: FV-KM-HA, 01
W-640313	008426-02 SPRINGER, MAILE	06/20/2025	39.62	PV251025-0001	39.62	01-0111-0-1110-1000-4300-556-0103	061325 REIMB.
W-640314	009717-01 WIGGS, GEOFF	06/20/2025	27,900.00	PO250642-0002	27,900.00	01-6500-0-5750-1180-5100-730	INV#'S: 2927, 29
W-640315	012241-01 RAMON MIRAMONTES	06/20/2025	15,000.00	PV251018-0001	15,000.00	01-0000-0-0000-7150-5200-710	ONE-TIME RELOCAT
W-640692	000295-01 ALBERTSONS | SAF	06/23/2025	1,081.22	PV251016-0001	17.80	01-0000-0-0000-7400-4300-750	806925-050825
			1,081.22	PV250990-0001	41.86	13-5310-0-0000-3700-4710-331	725589-051425-03
			1,081.22	PV250991-0001	12.50	13-5310-0-0000-3700-4710-331	800361-05725-080
			1,081.22	PV251014-0001	13.16	13-5310-0-0000-3700-4300-331	661216-060325-03
			1,081.22	PV250992-0001	11.98	13-5310-0-0000-3700-4712-331	661405-060425-03
			1,081.22	PV250993-0001	146.95	01-0000-0-0000-7400-4300-750	807441-051225-03
			1,081.22	PO250060-0049	78.94	01-2600-0-0000-2490-4300-000	808456-0521
			1,081.22	PO250060-0050	39.38	01-2600-0-0000-2490-4300-000	800479-052725
			1,081.22	PO250060-0051	174.42	01-2600-0-0000-2490-4300-000	800811-052825
			1,081.22	PO250060-0041	23.99	01-2600-0-0000-2490-4300-000	720839-050225
			1,081.22	PO250060-0042	35.96	01-2600-0-0000-2490-4300-000	436895-050825
			1,081.22	PO250060-0043	213.18	01-2600-0-0000-2490-4300-000	723325-050825

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Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			1,081.22	PO250060-0044	127.54	01-2600-0-0000-2490-4300-000	805713
			1,081.22	PO250060-0046	39.00	01-2600-0-0000-2490-4300-000	806089
			1,081.22	PO250060-0052	41.67	01-2600-0-0000-2490-4300-000	436895-0508
			1,081.22	PO250060-0047	62.89	01-2600-0-0000-2490-4300-000	809036-052025
W-640693	011871-01 ABBOTT'S PRO-POW	06/23/2025	272.00	PO250670-0004	272.00	01-8150-0-0000-8110-6500-780	206871
W-640694	005837-01 BIG CREEK LUMBER	06/23/2025	467.11	PO250134-0044	85.76	01-8150-0-0000-8110-4300-780	2417036
			467.11	PO250134-0045	381.35	01-8150-0-0000-8110-4300-780	2438254
W-640695	000295-01 ALBERTSONS | SAF	06/23/2025	24.97	PO250060-0048	24.97	01-2600-0-0000-2490-4300-000	808265-052125
W-640696	011048-01 AMERICAN EAGLE E	06/23/2025	8,525.00	PO250116-0003	8,525.00	01-8150-0-0000-8110-5603-780	8647
W-640697	011917-01 CIFUENTES RECYCL	06/23/2025	2,700.00	PO250096-0002	900.00	01-8150-0-0000-8110-5603-780	2025-07
			2,700.00	PO250096-0003	1,800.00	01-8150-0-0000-8110-5603-780	2025-09
W-640698	011578-01 MURRAY'S TRUCK A	06/23/2025	12,062.45	PO250523-0004	11,172.06	01-9723-0-0000-3600-5603-788	31155
			12,062.45	PO250523-0005	890.39	01-9723-0-0000-3600-5603-788	31160
W-640699	011089-01 SF FIRE PREVENTI	06/23/2025	350.00	PV251027-0001	350.00	01-8150-0-0000-8110-5603-780	10313
W-642353	009617-01 BRIGGS OT	06/26/2025	2,400.00	PO250429-0004	2,400.00	01-6500-0-5750-1180-5864-730	3831
W-642354	011171-01 ON POINT LANGUAG	06/26/2025	5,912.13	PO250740-0009	5,912.13	01-6500-0-5001-2100-5800-730	SPED/05-2025
W-642355	007457-01 PACIFIC AUTISM L	06/26/2025	10,927.25	PO250254-0012	10,927.25	01-6500-0-5750-1180-5861-730	10802544
W-642356	007442-01 SAN JOAQUIN C.O.	06/26/2025	543.00	PO250424-0008	4.00	01-6500-0-5760-1180-5800-730	ARD25-03057
			543.00	PO250424-0009	76.00	01-6500-0-5760-1180-5800-730	ARD25-03260
			543.00	PO250424-0010	63.00	01-6500-0-5760-1180-5800-730	ARD25-03665
			543.00	PO250424-0011	400.00	01-6500-0-5760-1180-5800-730	ARD25-03982
W-642357	000979-04 SPECTRUM CENTER	06/26/2025	14,703.32	PO250640-0008	6,995.94	01-6500-0-5750-1180-5100-730	INV-000047611

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			14,703.32	PO250640-0008	106.00	01-6500-0-5750-1180-5867-730	INV-000047611
			14,703.32	PO250640-0009	7,503.38	01-6500-0-5750-1180-5100-730	INV-000044175
			14,703.32	PO250640-0009	98.00	01-6500-0-5750-1180-5867-730	INV-000044175
W-642358	011589-01 A+ LIVESCAN SERV	06/26/2025	445.00	PO250186-0012	445.00	01-0000-0-0000-7400-5800-750	21289A
W-642359	010782-01 BENDANA, LIZETH	06/26/2025	295.44	PO250625-0009	80.47	01-9665-0-1110-2140-4300-000	REIMB-030125
			295.44	PO250625-0007	118.14	01-9665-0-1110-2140-4300-000	REIMB-092824
			295.44	PO250624-0003	96.83	01-6770-0-1110-1000-4300-335	REIMB-042125
W-642360	010782-02 BENDANA, LIZETH	06/26/2025	116.80	PO251157-0001	116.80	01-0335-0-3250-1000-4300-335	REIMB-061725
W-642361	000583-01 DEPARTMENT OF JU	06/26/2025	686.00	PO250332-0012	686.00	01-0000-0-0000-7400-5800-750	820879
W-642362	012108-02 RELIAS LLC	06/26/2025	120.80	PO250294-0012	120.80	11-3926-0-4110-1000-4300-561	SI-427605
W-642363	004143-02 RICOH USA INC	06/26/2025	60.34	PO250257-0018	60.34	01-0000-0-0000-7300-4300-720	5071542443
W-642364	012029-01 TAYLOR TAFT	06/26/2025	14.00	TC250097-0001	14.00	01-3410-0-5770-1190-5200-331	MILEAGE-0525
W-642365	009346-01 U S BANK CORP PA	06/26/2025	9,866.74	PV251028-0001	9,141.84	01-0000-0-0000-2421-4300-790	4246 0470 0103 6
			9,866.74	PO250061-0007	366.67	01-2600-0-0000-2490-4300-000	4246 0470 0103 6
			9,866.74	PO250061-0008	263.23	01-2600-0-0000-2490-4300-000	4246 0470 0103 6
			9,866.74	PO251116-0001	95.00	11-6391-0-4110-2700-4300-561	4246 0470 0103 6
W-642366	010759-02 WEX BANK	06/26/2025	199.57	PO250317-0008	199.57	01-6387-0-3800-1000-4300-331	105396251
W-642367	011100-01 WILSON LANGUAGE	06/26/2025	330.00	PO251036-0006	330.00	01-9354-0-1110-1000-4300-740	INV101852
W-642368	012132-01 RODAN BUILDERS I	06/26/2025	1,359,746.92	PO250164-0011	1,359,746.92	21-9711-0-9640-8520-6200-101	23-1292 14 MARCH
W-642369	008259-01 ACHIEVEKIDS	06/26/2025	45,117.36	PO250733-0008	10,971.98	01-6500-0-5750-1180-5100-730	33860
			45,117.36	PO250733-0008	624.00	01-6500-0-5750-1180-5867-730	33860
			45,117.36	PO250733-0008	551.20	01-6500-0-5750-1180-5864-730	33860

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			45,117.36	PO250733-0008	2,466.00	01-6500-0-5750-1180-5863-730	33860
			45,117.36	PO250733-0010	10,094.87	01-6500-0-5750-1180-5100-730	34018
			45,117.36	PO250733-0010	520.00	01-6500-0-5750-1180-5867-730	34018
			45,117.36	PO250733-0010	416.00	01-6500-0-5750-1180-5864-730	34018
			45,117.36	PO250733-0010	2,329.00	01-6500-0-5750-1180-5863-730	34018
			45,117.36	PO250733-0012	12,915.31	01-6500-0-5750-1180-5100-730	33929
			45,117.36	PO250733-0012	728.00	01-6500-0-5750-1180-5867-730	33929
			45,117.36	PO250733-0012	624.00	01-6500-0-5750-1180-5864-730	33929
			45,117.36	PO250733-0012	2,877.00	01-6500-0-5750-1180-5863-730	33929
W-642370	009663-01 ATKINSON ANDELSO	06/26/2025	15,759.40	PO250643-0006	15,759.40	01-0000-0-0000-2100-5810-730	748862
W-642371	012069-01 AYA HEALTHCARE I	06/26/2025	30,360.00	PO250530-0032	4,500.00	01-6500-0-5750-1180-5867-730	10664103
			30,360.00	PO250530-0033	4,260.00	01-6500-0-5750-1180-5867-730	10677484
			30,360.00	PO250530-0034	4,500.00	01-6500-0-5750-1180-5867-730	10704291
			30,360.00	PO250530-0035	4,500.00	01-6500-0-5750-1180-5867-730	10723715
			30,360.00	PO250530-0036	4,500.00	01-6500-0-5750-1180-5867-730	10747712
			30,360.00	PO250530-0037	3,600.00	01-6500-0-5750-1180-5867-730	10767936
			30,360.00	PO250530-0038	4,500.00	01-6500-0-5750-1180-5867-730	10788819
W-642372	011982-01 COUNTY OF SAN MA	06/26/2025	23,200.00	PO250427-0007	6,400.00	01-3327-0-5760-3140-5800-730	CABRILLO0125
			23,200.00	PO250427-0008	5,600.00	01-3327-0-5760-3140-5800-730	CABRILLO0225
			23,200.00	PO250427-0009	11,200.00	01-3327-0-5760-3140-5800-730	CABRILLO0325
W-642373	011976-01 EDTHEORY LLC	06/26/2025	13,872.00	PO250644-0009	13,872.00	01-6500-0-5760-1180-5867-730	9241
W-642374	007476-01 ESTHER B. CLARK	06/26/2025	49,019.96	PO250732-0007	8,426.50	01-6500-0-5750-1180-5100-730	127117

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			49,019.96	PO250732-0007	1,431.36	01-6500-0-5750-1180-5861-730	127117
			49,019.96	PO250732-0008	2,297.70	01-6500-0-5750-1180-5100-730	127514
			49,019.96	PO250732-0008	11,672.00	01-6500-0-5750-1180-5861-730	127514
			49,019.96	PO250732-0009	9,599.50	01-6500-0-5750-1180-5100-730	127915
			49,019.96	PO250732-0009	2,071.70	01-6500-0-5750-1180-5861-730	127915
			49,019.96	PO250732-0010	10,997.50	01-6500-0-5750-1180-5100-730	128115
			49,019.96	PO250732-0010	2,523.70	01-6500-0-5750-1180-5861-730	128115
W-642375	011958-01 NICOLE WALTERS	06/26/2025	5,205.00	PO250425-0010	5,205.00	01-6500-0-5750-1180-5864-730	10
W-642376	010723-01 PALO ALTO PREP	06/26/2025	39,461.00	PO250680-0006	3,530.00	01-6500-0-5750-1180-5100-730	032425-EM
			39,461.00	PO250680-0006	464.00	01-6500-0-5750-1180-5861-730	032425-EM
			39,461.00	PO250680-0007	7,060.00	01-6500-0-5750-1180-5100-730	041125-EM
			39,461.00	PO250680-0007	1,044.00	01-6500-0-5750-1180-5861-730	041125-EM
			39,461.00	PO250680-0008	5,648.00	01-6500-0-5750-1180-5100-730	051525-EM
			39,461.00	PO250680-0008	1,160.00	01-6500-0-5750-1180-5861-730	051525-EM
			39,461.00	PO250687-0006	4,942.00	01-6500-0-5750-1180-5100-730	032425-AA
			39,461.00	PO250687-0006	696.00	01-6500-0-5750-1180-5861-730	032425-AA
			39,461.00	PO250687-0007	7,060.00	01-6500-0-5750-1180-5100-730	041125-AA
			39,461.00	PO250687-0007	928.00	01-6500-0-5750-1180-5861-730	041125-AA
			39,461.00	PO250687-0008	6,001.00	01-6500-0-5750-1180-5100-730	051525-AA
			39,461.00	PO250687-0008	928.00	01-6500-0-5750-1180-5861-730	051525-AA
W-642377	011141-01 THE AVALON ACADE	06/26/2025	100,835.62	PO250433-0008	11,207.50	01-6500-0-5750-1180-5100-730	6312
			100,835.62	PO250433-0008	2,106.00	01-6500-0-5750-1180-5867-730	6312

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			100,835.62	PO250433-0008	1,504.00	01-6500-0-5750-1180-5864-730	6312
			100,835.62	PO250433-0008	1,215.00	01-6500-0-5750-1180-5800-730	6312
			100,835.62	PO250433-0009	11,609.75	01-6500-0-5750-1180-5100-730	6350
			100,835.62	PO250433-0009	2,106.00	01-6500-0-5750-1180-5867-730	6350
			100,835.62	PO250433-0009	1,782.25	01-6500-0-5750-1180-5864-730	6350
			100,835.62	PO250433-0009	1,053.00	01-6500-0-5750-1180-5800-730	6350
			100,835.62	PO250433-0010	9,133.12	01-6500-0-5750-1180-5100-730	6385
			100,835.62	PO250433-0010	1,458.00	01-6500-0-5750-1180-5867-730	6385
			100,835.62	PO250433-0010	715.00	01-6500-0-5750-1180-5864-730	6385
			100,835.62	PO250433-0010	567.00	01-6500-0-5750-1180-5800-730	6385
			100,835.62	PO250433-0011	10,938.75	01-6500-0-5750-1180-5100-730	6417
			100,835.62	PO250433-0011	1,944.00	01-6500-0-5750-1180-5867-730	6417
			100,835.62	PO250433-0011	1,430.00	01-6500-0-5750-1180-5864-730	6417
			100,835.62	PO250433-0011	1,053.00	01-6500-0-5750-1180-5800-730	6417
			100,835.62	PO250431-0008	10,605.00	01-6500-0-5750-1180-5100-730	6311
			100,835.62	PO250431-0008	1,458.00	01-6500-0-5750-1180-5867-730	6311
			100,835.62	PO250431-0008	2,779.00	01-6500-0-5750-1180-5864-730	6311
			100,835.62	PO250431-0008	243.00	01-6500-0-5750-1180-5800-730	6311
			100,835.62	PO250431-0009	11,187.00	01-6500-0-5750-1180-5100-730	6349
			100,835.62	PO250431-0009	1,458.00	01-6500-0-5750-1180-5867-730	6349
			100,835.62	PO250431-0009	2,814.25	01-6500-0-5750-1180-5864-730	6349
			100,835.62	PO250431-0009	162.00	01-6500-0-5750-1180-5800-730	6349

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			100,835.62	PO250431-0010	7,986.00	01-6500-0-5750-1180-5100-730	6384
			100,835.62	PO250431-0010	810.00	01-6500-0-5750-1180-5867-730	6384
			100,835.62	PO250431-0010	1,187.00	01-6500-0-5750-1180-5864-730	6384
			100,835.62	PO250431-0010	324.00	01-6500-0-5750-1180-5800-730	6384
W-642378	011806-01 YOUMAN, MARTHA	06/26/2025	37,000.00	PO250739-0004	19,500.00	01-6500-0-5001-3161-5800-730	1389
			37,000.00	PO250739-0005	10,500.00	01-6500-0-5001-3161-5800-730	1398
			37,000.00	PO250739-0006	7,000.00	01-6500-0-5001-3161-5800-730	1416
W-642379	011898-01 APPROACH LLC	06/26/2025	4,216.00	PO250076-0012	4,216.00	11-6391-0-4110-2700-5100-561	4876
W-642380	007418-02 BARNES, JAMES	06/26/2025	57.27	PO251158-0001	57.27	01-0335-0-3250-1000-4300-335	REIMB-061725
W-642381	010782-01 BENDANA, LIZETH	06/26/2025	147.87	PO250625-0008	147.87	01-9665-0-1110-2140-4300-000	REIMB-012025
W-642382	011152-01 CLINTON, JEFF	06/26/2025	254.90	PO251122-0001	254.90	01-9547-0-1110-2490-4300-211	REIMB-052925
W-642383	005589-01 COUNTY OF SAN MA	06/26/2025	76,839.62	PO251148-0001	76,839.62	01-0000-0-0000-7150-5800-710	2324025
W-642384	011550-01 EICHLER ASSOCIAT	06/26/2025	26,600.00	PO250836-0008	22,800.00	01-9663-0-0000-8520-5800-000	2295
			26,600.00	PO250836-0009	3,800.00	01-9663-0-0000-8520-5800-000	2264
W-642385	004143-02 RICOH USA INC	06/26/2025	747.13	PO250264-0017	747.13	01-0000-0-0000-7300-5601-720	9033172778
W-642386	012166-01 SKY ZONE SAN CAR	06/26/2025	2,187.28	PO251155-0001	2,187.28	01-2600-0-1110-1000-5210-556	76633534-93843
W-642387	009413-02 SOUTHERN COUNTIE	06/26/2025	2,205.57	PO250086-0021	2,205.57	01-9723-0-0000-3600-4300-788	343928
W-642388	009206-01 TRADE CREDIT SER	06/26/2025	73.15	PO250140-0022	73.15	01-8150-0-0000-8110-4300-780	STMT# 1662919125
W-642389	012019-01 VANIR CONSTRUCTI	06/26/2025	101,771.00	PO250010-0011	101,771.00	21-9711-0-9006-8520-5800-000	181005
W-642390	012019-02 VANIR CONSTRUCTI	06/26/2025	26,600.00	PO251056-0002	13,300.00	40-9012-0-9109-8520-6170-211	181006
			26,600.00	PO251056-0002	13,300.00	40-9012-0-9109-8520-6170-331	181006
W-642391	012138-01 VERDE DESIGN	06/26/2025	33,050.00	PO250959-0001	16,525.00	40-9012-0-9109-8520-6170-211	2-2502400

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			33,050.00	PO250959-0001	16,525.00	40-9012-0-9109-8520-6170-331	2-2502400
W-642392	008758-01 AMERICAN PORTABL	06/26/2025	132.34	PO250139-0012	132.34	01-8150-0-0000-8110-5603-780	138182
W-642393	011961-01 BIANCA FORRESTER	06/26/2025	56.15	PV251034-0001	56.15	01-0000-0-0000-7112-4300-750	REIMB-062025
W-642394	008436-01 BRIDGE WIRELESS	06/26/2025	1,440.96	PV251030-0001	61.94	01-0000-0-0000-2421-5603-790	42832
			1,440.96	PO251150-0002	1,379.02	21-9711-0-9640-8520-5800-101	42840
W-642395	012292-01 CHRISTINA FREDIA	06/26/2025	944.64	PV251031-0001	944.64	01-9538-0-1110-1000-4300-740	REIMB-061725
W-642396	011153-01 CONSOLIDATED ENG	06/26/2025	230.00	PO250524-0021	230.00	21-9711-0-9665-8520-6240-101	231120
W-642397	011550-01 EICHLER ASSOCIAT	06/26/2025	1,560.00	PO250731-0004	1,560.00	21-9711-0-9640-8520-5800-101	2229
W-642398	011722-01 HOFFMAN, KAREN	06/26/2025	3,953.09	PO250537-0005	3,953.09	01-9538-0-1110-1000-4300-740	REIMB-062025
W-642399	012087-01 K&W SANITATION	06/26/2025	200.99	PV251029-0001	200.99	01-8150-0-0000-8110-5800-105	521
W-642400	012246-01 PAIGE RICHARDS	06/26/2025	1,401.92	PV251033-0001	506.17	01-3010-0-1110-1000-4300-105	REIMB-051925
			1,401.92	PV251033-0001	895.75	01-0111-0-1110-1000-4300-105-0303	REIMB-051925
W-642401	011622-01 VALENCIA'S PAINT	06/26/2025	4,500.00	PO251152-0001	4,500.00	21-9711-0-9645-8520-6200-103	FV - DEPOSIT
W-642402	011947-01 HANA L. HANSON	06/26/2025	12.44	PO251047-0001	12.44	01-7010-0-3800-1000-4300-331	REIMB-042225
W-642403	011886-02 LITERARY RESOURC	06/26/2025	11,713.26	PO251037-0001	11,713.26	01-9354-0-0001-1000-4300-740	396216
W-642404	009346-01 U S BANK CORP PA	06/26/2025	275.00	PV251036-0001	275.00	21-9711-0-9006-8520-5200-000	4246 0470 0103 6
W-642405	009346-02 U.S BANCORP SERV	06/26/2025	354.28	PO250338-0010	129.73	01-6010-0-1110-4000-4300-101	4246 0470 0103 6
			354.28	PO250338-0011	224.55	01-6010-0-1110-4000-4300-101	4246 0470 0103 6
W-642406	012076-01 CIS INC	06/26/2025	19,800.00	PO250147-0011	19,800.00	21-9711-0-9640-8520-6290-101	EG - 013
W-642407	011550-01 EICHLER ASSOCIAT	06/26/2025	1,475.00	PO250730-0001	1,475.00	21-9711-0-9665-8520-5800-101	2263
W-642408	008337-02 JONES, DAVID	06/26/2025	373.69	PV251047-0001	373.69	01-9354-0-1110-1000-4300-556	REIMB-062025
W-642409	008971-02 LEADERSHIP ASSOC	06/26/2025	5,000.00	PO251160-0001	5,000.00	01-0000-0-0000-7150-5800-710	3945

060125-063025 WARRANT REGISTER
41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
W-642410	009413-02 SOUTHERN COUNTIE	06/26/2025	2,688.73	PO250086-0022	2,688.73	01-9723-0-0000-3600-4300-788	342209
W-642411	010967-01 VANA, SUSAN CICC	06/26/2025	1,469.49	PV251032-0001	1,469.49	01-0111-0-1110-2140-5200-730-0301	REIMB-062025
W-642412	009346-01 U S BANK CORP PA	06/26/2025	13,437.69	PV251035-0001	12.95	01-7010-0-3800-1000-5200-331	4246 0446 6404 9
			13,437.69	PV251037-0001	300.00	01-0000-0-0000-7150-5300-710	4246 0446 7592 7
			13,437.69	PV251038-0001	7,425.00	01-0000-0-0000-7150-5200-710	4246 0446 7592 7
			13,437.69	PV251039-0001	149.30	01-7010-0-3800-1000-5200-331	4246 0446 6404 9
			13,437.69	PV251040-0001	62.28	01-2600-0-0000-2140-4300-000	4246 0470 0103 6
			13,437.69	PV251041-0001	289.98	01-2600-0-0000-2490-4300-000	4246 0470 0103 6
			13,437.69	PV251042-0001	99.00	01-0000-0-0000-7300-4300-720	4246 0470 0103 6
			13,437.69	PV251043-0001	235.00	01-0000-0-0000-7300-4300-720	4246 0470 0103 6
			13,437.69	PV251044-0001	702.00	01-0000-0-0000-7300-4300-720	4246 0470 0103 6
			13,437.69	PV251045-0001	65.00	01-0000-0-0000-7300-4300-720	4246 0470 0103 6
			13,437.69	PV251046-0001	65.00	01-0000-0-0000-7300-4300-720	4246 0470 0103 6
			13,437.69	PO250061-0009	299.37	01-2600-0-0000-2490-4300-000	4246 0470 0103 6
			13,437.69	PO250392-0007	32.30	01-0420-0-3350-1000-4300-420	4246 0470 0103 6
			13,437.69	PO250392-0007	32.30	11-6391-0-4110-1000-4300-561	4246 0470 0103 6
			13,437.69	PO251045-0001	7.86	01-3550-0-3800-1000-4300-331	4246 0446 6404 9
			13,437.69	PO251045-0002	155.51	01-3550-0-3800-1000-4300-331	4246 0446 6404 9
			13,437.69	PO251044-0001	18.67	01-3550-0-3800-1000-4300-331	4246 0446 6404 9
			13,437.69	PO251046-0001	495.00	01-7010-0-3800-1000-4300-331	4246 0446 6404 9
			13,437.69	PO251048-0001	108.57	01-7010-0-3800-1000-4300-331	4246 0446 6404 9
			13,437.69	PO251076-0001	12.35	01-3550-0-3800-1000-5200-331	4246 0446 6404 9

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			13,437.69	PO251076-0002	5.80	01-3550-0-3800-1000-5200-331	4246 0446 6404 9
			13,437.69	PO251078-0001	804.76	01-6387-0-1110-1000-5210-331	4246 0446 6404 9
			13,437.69	PO251078-0002	871.28	01-6387-0-1110-1000-5210-331	4246 0446 6404 9
			13,437.69	PO251078-0003	837.16	01-6387-0-1110-1000-5210-331	4246 0446 6404 9
			13,437.69	PO251117-0001	116.64	01-3550-0-3800-1000-4300-331	4246 0446 6404 9
			13,437.69	PO251100-0001	180.47	01-3550-0-3800-1000-4300-331	4246 0446 6404 9
			13,437.69	PO251100-0002	54.14	01-3550-0-3800-1000-4300-331	4246 0446 6404 9
W-642413	011622-01 VALENCIA'S PAINT	06/26/2025	10,000.00	PO251152-0002	10,000.00	21-9711-0-9645-8520-6200-103	FV - 7TH DAY
W-642414	011871-01 ABBOTT'S PRO-POW	06/26/2025	657.35	PO250670-0005	657.35	01-8150-0-0000-8110-6500-780	206872
W-642415	011977-01 CASH	06/26/2025	309.00	PV251050-0001	309.00	21-9711-0-9006-8520-5800-000	300004212-BAL
W-642416	000194-01 COASTSIDE COUNTY	06/26/2025	9,561.02	PO250079-0011	487.75	01-0000-0-0000-8205-5503-720	MAY 2025
			9,561.02	PO250079-0011	1,507.36	01-0000-0-0000-8205-5503-211	MAY 2025
			9,561.02	PO250079-0011	4,022.44	01-0000-0-0000-8205-5503-331	MAY 2025
			9,561.02	PO250079-0011	1,154.15	01-0000-0-0000-8205-5503-101	MAY 2025
			9,561.02	PO250079-0011	2,389.32	01-0000-0-0000-8205-5503-105	MAY 2025
W-642417	006312-03 COUNTY OF SAN MA	06/26/2025	12,655.00	PV251052-0001	12,655.00	01-0000-0-0000-7400-5810-750	4693
W-642418	011550-01 EICHLER ASSOCIAT	06/26/2025	5,500.00	PO250715-0006	5,500.00	21-9711-0-9645-8520-5800-103	2176
W-642419	011760-01 MARABEL, TATIANA	06/26/2025	2,500.00	PO250765-0011	2,500.00	01-0000-0-0000-2421-5800-790	0011
W-642420	006797-01 MONTARA SANITARY	06/26/2025	39.26	PO250084-0011	39.26	01-0000-0-0000-8205-5503-103	84-4080A-0, 04/0
W-642421	006797-02 MONTARA SANITARY	06/26/2025	1,249.76	PO250084-0012	1,249.76	01-0000-0-0000-8205-5503-103	84-0347-0, 04/01
W-642422	004143-02 RICOH USA INC	06/26/2025	403.97	PO250257-0019	403.97	01-0000-0-0000-7300-4300-720	5071581396
W-642423	011201-01 VALLEY SPEECH LA	06/26/2025	300.00	PO251126-0001	300.00	01-3010-0-1110-1000-4300-105	17026

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41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
W-642424	008439-01 CHAVAN & ASSOCIA	06/26/2025	19,650.00	PV251051-0001	11,400.00	01-0000-0-0000-7300-5800-720	C&A-186644
			19,650.00	PV251051-0001	8,250.00	21-9711-0-9006-8520-5800-000	C&A-186644
W-642425	008193-01 COMCAST	06/26/2025	55,648.72	PO250261-0015	55,648.72	01-0000-0-0000-2421-5902-790	241863033
W-642426	008883-01 PACIFICA COMMUNI	06/26/2025	800.00	PO250330-0011	800.00	01-0000-0-0000-7150-5800-710	PCTCUSD0525
W-642427	000749-01 SEGURA, ROSALVA	06/26/2025	286.60	PV251049-0001	286.60	01-4201-0-1420-2140-5200-740	REIMB-061625
W-642428	012011-01 SMCSIG-HEALTH CA	06/26/2025	374,749.34	PV251053-0001	347,607.57	01-0000-0-0000-0000-9564-000	JULY 2025
			374,749.34	PV251053-0001	27,141.77	01-0000-0-0000-0000-9553-000	JULY 2025
W-642429	009413-02 SOUTHERN COUNTIE	06/26/2025	1,482.04	PO250086-0023	1,482.04	01-9723-0-0000-3600-4300-788	344327
W-642430	011622-01 VALENCIA'S PAINT	06/26/2025	3,500.00	PV251048-0001	3,500.00	25-9010-0-9107-8520-6200-107	KM - DEPOSIT
W-642431	012138-01 VERDE DESIGN	06/26/2025	85,000.00	PO250959-0002	42,500.00	40-9012-0-9109-8520-6170-211	1-2502400
			85,000.00	PO250959-0002	42,500.00	40-9012-0-9109-8520-6170-331	1-2502400
W-642432	000903-01 AGUILAR, SILVIO	06/26/2025	291.20	PV251055-0001	291.20	01-0000-0-1480-1000-5200-760	01/07-06/03, TH:
W-642433	003141-02 BLICK ART MATERI	06/26/2025	17.21	PO251070-0002	17.21	01-0111-0-1110-1000-4300-331-0301	5545043
W-642434	005664-02 CDW GOVERNMENT	06/26/2025	1,975.00	PO251107-0001	1,975.00	01-0000-0-0000-2421-4300-790	AE5JX4J
W-642435	000748-01 FEDEX	06/26/2025	40.17	PO250031-0006	40.17	01-0000-0-0000-7300-5903-720	8-885-65205
W-642436	011597-01 MARIA EUGENIA YO	06/26/2025	146.72	PV251054-0001	146.72	01-0700-0-1460-3140-5200-000	APR25 MILEAGE
W-642437	010924-01 REISS, MARTINA	06/26/2025	116.48	PV251057-0001	116.48	01-6500-0-5750-1190-5200-730	APR25-JUN25 MILE
W-642438	000105-05 REPUBLIC SERVICE	06/26/2025	2,856.52	PO250265-0034	1,009.44	01-0000-0-0000-8205-5504-720	0925-001704897
			2,856.52	PO250265-0034	679.59	01-0000-0-0000-8205-5504-105	0925-001704897
			2,856.52	PO250265-0034	532.09	01-0000-0-0000-8205-5504-211	0925-001704897
			2,856.52	PO250265-0034	635.40	01-0000-0-0000-8205-5504-331	0925-001704897
W-642439	001026-04 SCHOOL SPECIALTY	06/26/2025	879.32	PO250879-0002	879.32	01-9664-0-1110-1000-4300-000	208135564295

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41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
W-642440	012076-01 CIS INC	06/26/2025	11,170.00	PO250146-0011	11,170.00	21-9711-0-9645-8520-6290-103	FV MOD - 20
W-642441	011153-01 CONSOLIDATED ENG	06/26/2025	3,877.03	PO250524-0022	2,348.30	21-9711-0-9665-8520-6240-101	230706
			3,877.03	PO250559-0021	1,080.35	21-9711-0-9645-8520-6240-103	230528
			3,877.03	PO250559-0022	448.38	21-9711-0-9645-8520-6240-103	231103
W-642442	012054-01 CORE WEST INC	06/26/2025	927,311.74	PO250150-0011	927,311.74	21-9711-0-9645-8520-6200-103	23
W-642443	011715-01 EARTH SYSTEMS	06/26/2025	16,988.00	PO250151-0007	4,141.50	21-9711-0-9640-8520-5800-101	854432
			16,988.00	PO250151-0008	9,296.50	21-9711-0-9640-8520-5800-101	853808
			16,988.00	PO250151-0009	3,440.00	21-9711-0-9640-8520-5800-101	854995
			16,988.00	PO250659-0002	110.00	21-9711-0-9654-8520-5800-101	854996
W-642444	012200-01 ELIZABETH VEACH	06/26/2025	285.18	PV251056-0001	285.18	01-6500-0-5750-1190-5200-730	APR25-JUN25 MILE
W-642445	010763-01 QUATTROCCHI KWOK	06/26/2025	23,270.01	PO250497-0013	6,941.76	21-9711-0-9640-8520-6210-101	27722
			23,270.01	PO250500-0013	11,606.25	21-9711-0-9640-8520-6210-101	27723
			23,270.01	PO250809-0004	4,722.00	21-9711-0-9654-8520-6210-101	27725
W-642446	011160-01 SALCIDO, ASH	06/26/2025	174.16	TC250099-0001	86.03	01-6500-0-5750-1190-5200-730	APR25 MILEAGE
			174.16	TC250100-0001	88.13	01-6500-0-5750-1190-5200-730	JAN25 MILEAGE
W-642447	011744-01 STUDIO W ARCHITE	06/26/2025	16,807.25	PO250503-0021	269.85	21-9711-0-9645-8520-6210-103	48494
			16,807.25	PO250503-0022	16,537.40	21-9711-0-9645-8520-6210-103	48493
W-642448	011057-01 UPS	06/26/2025	30.00	PO250275-0007	30.00	01-0000-0-0000-7300-5903-720	000096340195
W-642449	010967-01 VANA, SUSAN CICC	06/26/2025	189.42	PV251058-0001	189.42	01-0111-0-1110-2140-5200-730-0301	MAR25-MAY25 MILE
W-642450	011100-01 WILSON LANGUAGE	06/26/2025	330.00	PO251036-0007	330.00	01-9354-0-1110-1000-4300-740	INV101837

Warrant/EFT Count: 267 **Total Warrant/EFT Amount:** 7,533,695.90

Checks Dated 07/01/2025 through 07/31/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
700738	07/03/2025	APPROACH LLC ATTN: MEGAN SHROY	11-5800	Contract Renewal		4,216.00
700739	07/03/2025	Aztec Software Llc	01-4300	Tabe Tutor workbooks for Pilarcitos HS 2025-26		2,960.73
700740	07/03/2025	Follett School Solutions Llc	01-5800	Destiny renewal for all schools		14,577.00
700741	07/03/2025	SHRED WORKS INC.	01-9510	EP 250005		176.00
700742	07/03/2025	SPRINGER, MAILE A	01-5200	Reimb for TK Summer Institute		64.40
700743	07/03/2025	Trafera Llc	21-4400	Modernization FV Smart TVs and Mounts		11,236.66
700744	07/03/2025	ANDREWS, MICHAEL C	01-5800	EP250002		6,413.24
700745	07/03/2025	MARABEL, TATIANA	01-9510	EP250002		1,500.00
700746	07/03/2025	Schools Excess Liability Fund	01-5450	AB218 Liability Funding Plan Invoice		252,997.60
700747	07/03/2025	U.s. Bank - Pars #:5000908-000	01-5800	403(b) Supplementary Retirement Plan		78,703.88
700748	07/03/2025	IMAGINE LEARNING LLC	01-4300	Edgenuity License Renewal 2025-26		40,250.00
700749	07/03/2025	IXL Learning	01-4300	1 Year Cunha Site License for Math & ELA		10,070.00
700750	07/03/2025	Trafera Llc	21-4400	Modernization at EG Smart Tvs and Mounts		24,419.30
700751	07/03/2025	CORTES, MARIA L	01-5200	Conference Reimb		1,312.32
700752	07/03/2025	JONES, DAVID F	01-4300	Summer school reimb		529.71
700753	07/03/2025	KRABBENSCHMIDT, GRACIELA	12-4300	Parent workshop/supplies reimb		147.06
700754	07/03/2025	Pelican Wireless Systems	01-5800	Pelican HVAC Subscription renewal 2025-2026		839.59
700755	07/03/2025	SARABIA, LESLYE R	01-4300	Summer school reimb		118.65
700861	07/07/2025	Boys & Girls Club Of Coastside	01-9510	EP 250004		31,750.00
700862	07/07/2025	County Of San Mateo County Counsel, San Mateo Coun	01-9510	HR Legal Services		16,305.00
700863	07/07/2025	LAUREN OSHIRO	01-9510	EP 250020		1,500.00
700864	07/07/2025	SANTA CRUZ SEASIDE COMPANY SANTA CRUZ BEACH BOARDWALK	01-9510	RESERVATION # 1801069000		2,245.87
701390	07/09/2025	Pelican Wireless Systems	01-5800	Pelican HVAC Subscription renewal 2025-2026		116.11
701391	07/09/2025	Boys & Girls Club Of Coastside	01-9510	EP 250004		6,750.00
701392	07/09/2025	County Of San Mateo County Counsel, San Mateo Coun	01-9510	EP 250017		61,986.78
701393	07/09/2025	LAUREN OSHIRO	01-9510	EP 250020		11,400.00
701394	07/09/2025	On Point Language Solutions	01-9510	Interpretation Services for Interviews		1,497.80
701395	07/09/2025	ALEXANDER, MARY BETH	01-9510	EP250019		664.24
701396	07/09/2025	Amazon Capital Services	12-9510	EP250024		121.18
701397	07/09/2025	AMERICAN FIDELITY ADMINISTRATIVE SERVICES LLC	01-9510	EP250033		1,379.00
701398	07/09/2025	Atkinson Andelson Loya Ruud & Romo	01-9510	EP250021		18,514.25
701399	07/09/2025	Boys & Girls Club Of Coastside	01-9510	EP250030		2,100.00
701400	07/09/2025	Graphicworks	21-9510	EP250016		195.63
701401	07/09/2025	Lopez Fence	01-9510	EP250026		870.00

ne preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the eceding Checks be approved.

Checks Dated 07/01/2025 through 07/31/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
701402	07/09/2025	Mobile Modular Mgmt Corp	25-9510	EP250032		1,045.00
701403	07/09/2025	Peterson Trucks	01-9510	EP250027		150.00
701404	07/09/2025	Proline Supply	01-9510	EP250028		5,010.36
701405	07/09/2025	The Speech Pathology Group	01-9510	EP250023		46,490.80
701406	07/09/2025	Calsa	01-5200	CALSA Summer Institute Registration Fees		6,125.00
701407	07/09/2025	City Of Half Moon Bay City Hall	01-5800	Alarm Renewal Notice		174.00
701408	07/09/2025	CSBA - CSB (6744)	01-5300	Gamut Policy/Plus 25-26		6,875.00
701409	07/09/2025	Fox Security & Communications	01-5800	Security Alarm Monitoring		2,295.00
701410	07/09/2025	Hazel Health Services	01-5100	Hazel Health Services 25-26		39,000.00
701411	07/09/2025	MANTELMOUNT	21-4400	Mounts for Smart TVs due to Modernization FV		3,496.67
701412	07/09/2025	Metlife Small Market	01-9564	MetLife Billing		400.75
701413	07/09/2025	Rotary Club Of Half Moon Bay	01-5300	Rotary Club Monthly Dues		600.00
702044	07/14/2025	Amazon Capital Services	12-9510	EP250024		38.44
702045	07/14/2025	Hopskipdrive Inc	01-9510	EP250022		5,031.81
702046	07/14/2025	Lopez Fence	21-9510	EP250026		15,432.24
702047	07/14/2025	The Speech Pathology Group	01-9510	EP250023		15,020.35
702048	07/14/2025	Valencia's Painting	25-9510	EP250029		42,650.00
702049	07/14/2025	City Of Half Moon Bay City Hall	01-5800	Alarm Renewal Notice		58.00
702050	07/14/2025	CSBA - CSB (6744)	01-5300	CSBA/ELA Membership 25-26		14,296.00
702051	07/14/2025	MANTELMOUNT	21-4400	Mount for Smart TV EG		5,707.32
702052	07/14/2025	Big Creek Lumber	01-9510	EP250037		63.36
702053	07/14/2025	BOYSEN, ANDREW B	01-5200	CALSA Conference Reimb		1,767.64
702054	07/14/2025	Calsa	01-5200	CALSA Summer Institute Registration Fees		1,075.00
702055	07/14/2025	Grainger Inc.	01-9510	EP250035		168.52
702056	07/14/2025	PITNEY BOWES INC	01-9510	EP250036		82.07
702057	07/14/2025	Purchase Power	01-9510	EP250038		1,000.00
702058	07/14/2025	Sci Consulting Group	01-9510	EP250034		3,650.00
702059	07/14/2025	Cintas	01-9510	EP250041		1,101.27
702060	07/14/2025	Trade Credit Services Hassett Hardware	01-9510	EP250042		1,984.71
702430	07/15/2025	Albertsons | Safeway	01-9510	250040		991.90
702804	07/17/2025	Cintas	01-9510	EP250041		64.96
702805	07/17/2025	Hazel Health Services	01-5100	Hazel Health Services 25-26		39,000.00
702806	07/17/2025	Sound And Signal	01-5603	Fire Alarm Monitoring 25-26		13,500.00
702807	07/17/2025	JONES, DAVID F	01-4300	Reimb for Big Lift pizza		81.22
702808	07/17/2025	KRABBENSCHMIDT, GRACIELA	01-4300	Reimb for pizza for LL graduation		253.73
702809	07/17/2025	REISS, MARTINA M	01-4300	Reimb food for Rising 9th		175.03
702810	07/17/2025	SIMANEK, MARY A	01-4300	Reimb for ESY supplies		72.35

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Checks Dated 07/01/2025 through 07/31/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
702811	07/17/2025	SPRINGER, MAILE A	01-4300	Reimb for STEAM		51.62
702812	07/17/2025	U.C. REGENTS	01-5200	End of Year Leadership Mtg @ Elkus Ranch Conf Room		450.00
702813	07/17/2025	Black Tie Transportation	01-5210	Santa Cruz Boardwalk Summer		3,535.93
702814	07/17/2025	CIFUENTES RECYCLING & HAULING	21-9510	EP250050		900.00
702815	07/17/2025	Scoot Education Inc	01-9510	Credit Memo	179.46-	
				EP250048	4,127.82	3,948.36
703353	07/21/2025	Albertsons | Safeway	01-9510	250040		14.48
703354	07/21/2025	Lanyard Promo, LLC	01-4300	200 Printed Lanyards		315.40
703355	07/21/2025	Trafera Llc	01-6400	30 ThinkPad's and recycling fees		24,793.69
703356	07/21/2025	AMERICAN FIDELITY ADMINISTRATIVE SERVICES LLC	01-5800	Time & Eligibility Svc		409.00
703357	07/21/2025	Avid Center	01-5800	AVID membership		5,309.00
703358	07/21/2025	Black Tie Transportation	01-5210	Field Trip Skyzone		2,238.39
703359	07/21/2025	Brain Pop	01-4300	BrainPOP license renewal		12,663.01
703360	07/21/2025	COMMUNITY SCH OF MUSIC & ART	01-9510	Music4schools Program 24-25		15,376.00
703361	07/21/2025	Deltamath Solutions Inc.	01-4100	DeltaMath District license		3,740.00
703362	07/21/2025	Esgi, LLC	01-4100	ESGI License		5,904.00
703363	07/21/2025	HANDELMAN, KATHLEEN C	01-4300	Reimb for ESY supplies		49.44
703364	07/21/2025	Kuta Software Llc	01-4100	Kuta software licenses		789.00
703365	07/21/2025	LEXIA LEARNING SYSTEMS LLC	01-4100	Lexia License renewal		40,985.00
703366	07/21/2025	NORTH COAST BACKFLOW LLC	01-5800	Backflow tests		560.00
703367	07/21/2025	VERDE DESIGN	40-9510	EP250049		12,976.52
703591	07/22/2025	Dannis Woliver Kelley Accounts Receivable	01-5810	EP250047	39,764.30	
			21-5810	EP250047	176.00	39,940.30
703592	07/22/2025	Calpers Cash & Payment Processing/FRAS	01-9510	EP250044		400.00
703593	07/22/2025	DBA Collaborative Ed Advisors	01-9510	EP250039		40,000.00
703594	07/22/2025	NICODEMUS FORD LLC	01-9510	EP250058		14,812.50
703595	07/22/2025	Pacific Gas And Electric	01-5502	Open PO for District PG&E		1,475.90
703596	07/22/2025	Quattrocchi Kwok Architects	21-9510	EP250043		36,974.00
703597	07/22/2025	Achievekids	01-9510	EP250068		13,444.20
703598	07/22/2025	COUNTY OF SAN MATEO BHRS ATTN: JUSTIN WONG	01-9510	EP250064		6,400.00
703599	07/22/2025	EDTHEORY LLC	01-9510	EP250065		3,264.00
703600	07/22/2025	Esther B Clark School Children's Health Council	01-9510	EP250062		44,857.77
703601	07/22/2025	NICOLE WALTERS	01-9510	EP250063		1,710.00
703602	07/22/2025	Pacific Autism Learning Serv	01-9510	EP250069		8,148.15
703603	07/22/2025	Pacific Gas And Electric	01-9510	EP250059		32,158.27
703604	07/22/2025	Palo Alto Prep	01-9510	EP250070	7,514.00	
				EP250071	7,988.00	15,502.00

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Checks Dated 07/01/2025 through 07/31/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
703605	07/22/2025	Serra Yellow Cab	01-9510	EP250060		21,120.00
703606	07/22/2025	Spectrum Center	01-9510	EP250073		5,783.96
703607	07/22/2025	United Behavioral Health dba Optum	01-9564	July-25		400.51
703608	07/22/2025	BOYSEN, ANDREW B	01-9510	EP250078		175.00
703609	07/22/2025	K&W SANITATION	01-4300	Standard Toilet Service		150.99
703610	07/22/2025	Kis	01-9510	EP250080		2,512.35
703611	07/22/2025	LUXBUS	01-9510	EP250081		1,587.25
703612	07/22/2025	SEGURA, ROSALVA	01-5210	Reimb for Chick-fil-A		83.55
704011	07/24/2025	AstroTurf Corporation	40-9510	EP250008		536,131.08
704012	07/24/2025	CIS INC	21-9510	EP250010		21,150.00
704013	07/24/2025	Dannis Woliver Kelley Accounts Receivable	01-5810	EP250047	6,597.00	
			21-5810	EP250047	8,973.00	15,570.00
704014	07/24/2025	Graphicworks	40-9510	EP250045		393.77
704015	07/24/2025	RODAN BUILDERS INC	21-9510	EP250009		2,019,904.13
704016	07/24/2025	COUNTY OF SAN MATEO BHRS ATTN: JUSTIN WONG	01-9510	EP250064		5,600.00
704017	07/24/2025	EDTHEORY LLC	01-9510	EP250065		17,136.00
704018	07/24/2025	Esther B Clark School Children's Health Council	01-9510	EP250061		12,371.02
704019	07/24/2025	The Speech Pathology Group	01-9510	EP250067		77,631.70
704020	07/24/2025	Wex Bank	01-4300	July15 invoice statement		349.00
704021	07/24/2025	YOUMAN, MARTHA	01-9510	EP250066		31,500.00
704022	07/24/2025	SARABIA, LESLYE R	01-4300	Reimb for STEAM supplies		68.55
704023	07/24/2025	Total School Solutions	01-9510	EP250079		5,105.44
704024	07/24/2025	AT&T	01-9510	EP250083	11,715.23	
				EP250084	25,215.39	
			13-9510	EP250084	294.96	37,225.58
704025	07/24/2025	SSFUSD	01-9510	EP250082		218,904.00
704026	07/24/2025	Albertsons | Safeway	01-9510	EP250040		238.40
704027	07/24/2025	Gold Star Foods Inc.	13-9510	EP250076		81.15
704028	07/24/2025	Nob Hill Catering	13-9510	EP250077		9,402.00
704029	07/24/2025	A+ Livescan Services	01-9510	EP250086		375.00
704030	07/24/2025	Atkinson Andelson Loya Ruud & Romo	01-9510	EP250085		10,603.89
704031	07/24/2025	Aztec Electric	01-9510	EP250090		38,210.00
704032	07/24/2025	Black Tie Transportation	01-5210	Happy Hollow Zoo		2,877.93
704033	07/24/2025	Comcast	01-5902	Open PO for Comcast		35,678.91
704034	07/24/2025	Department Of Justice Accounting Office	01-9510	EP250087		539.00
704035	07/24/2025	EMICS INC	01-5800	Informed K12 Subscription Renewal 25-26		29,500.00
704036	07/24/2025	Icev	01-9510	EP250051		5,200.00

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Checks Dated 07/01/2025 through 07/31/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
704037	07/24/2025	LAUREN OSHIRO	01-5800	Open PO for Lauren Oshiro for the 2025-26 sy		1,800.00
704038	07/24/2025	Literably Inc	01-4300	Literably Reading license Renewal for Elem 2025-26		7,015.22
704039	07/24/2025	Mizkan America Inc	01-4300	Vinegar for Grounds		2,508.00
704040	07/24/2025	Recology Of The Coast	01-5504	Open PO for Recology of the Coast 25-26		3,460.49
704041	07/24/2025	Santa Clara Co Office Of Ed Mc 232	01-4300	Conference for Librarian		200.00
704042	07/24/2025	Soliant	01-5867	Open PO for SLP - Amanda Duquette for 2025-26 SY		7,000.00
704043	07/24/2025	Ups	01-5903	Open PO for UPS 25-26		30.00
704044	07/24/2025	Mobile Modular Mgmt Corp	25-9510	EP25101		1,045.00
704045	07/24/2025	Odp Business Solutions	01-9510	EP250103		50.31
704046	07/24/2025	Powerschool Group Llc	01-5200	SIS Training/Certification		1,930.00
704047	07/24/2025	School Mate	01-9510	EP250102		509.14
704048	07/24/2025	Service Unlimited	01-9510	EP250111		39,224.96
704049	07/24/2025	Aztec Electric	21-9510	EP250088	2,400.00	
				EP250089	3,600.00	
				EP250106	30,143.50	36,143.50
704050	07/24/2025	Cde	01-9510	EP250107		7,085.56
704051	07/24/2025	CRAM-A-LOT J.V. MANUFACTURING INC	21-9510	EP250074	2,780.79	
				EP250075	1,538.48	4,319.27
704052	07/24/2025	EZEQUIEL DOLORES TORRES	25-9510	EP250105		27,500.00
704053	07/24/2025	HangSafe Hooks	21-9510	EP250114		5,346.34
704054	07/24/2025	Montara Sanitary District	01-9510	EP250116		136.00
704055	07/24/2025	Service Unlimited	21-9510	EP250112		36,891.06
704056	07/24/2025	Williams Scotsman, Inc.	21-9510	EP250115		5,489.01
704057	07/24/2025	ALVAREZ, ESTEFANIA	01-5200	July25 Milage		42.00
704058	07/24/2025	Amazon Capital Services	01-4300	Credit Memo	2.84-	
			01-9510	EP250091	531.03	
				EP250093	82.30	
				EP250095	54.68	
				EP250096	79.39	
				EP250109	537.96	
				EP250110	307.61	
				EP250097	354.27	
				EP250098	256.44	
				EP250099	1,756.86	
				EP250100	889.58	

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Checks Dated 07/01/2025 through 07/31/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
704058	07/24/2025	Amazon Capital Services	01-9510	EP250104	377.31	
				EP250108	167.61	5,392.20
704059	07/24/2025	Employment Development Dept	01-9565	July25 Quarterly Contribution		4,158.69
704060	07/24/2025	Mystery Science Inc C/o Discovery Education, Inc	01-4300	Mystery Writing District Membership		3,597.00
704061	07/24/2025	Pitney Bowes Bank Inc Purchase Power	01-5903	Open PO for Postage and Supplies for mail machine		1,073.13
704062	07/24/2025	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	01-5601	Open Lease for mail machine 25-26		1,771.53
704063	07/24/2025	Primo Brands BlueTriton Brands, Inc.	01-4300	Water Delivery		309.27
704859	07/29/2025	Albertsons | Safeway	01-9510	EP250040		35.96
704860	07/29/2025	Nob Hill Catering	13-9510	EP250077		5,178.00
704861	07/29/2025	Amazon Capital Services	01-9510	EP250092	18.32	
				EP250094	19.66	37.98
704862	07/29/2025	Pacific Gas And Electric	01-5502	Open PO for District PG&E		27,960.88
704863	07/29/2025	ACSIG	01-9510	EP250118		2,092.71
704864	07/29/2025	Amazon Capital Services	01-9510	EP250056		1,098.83
704865	07/29/2025	Andrea Ruiz	01-9510	EP250124		61.88
704866	07/29/2025	Bfi Of Ca Ox Mtn Landfill 4227	01-9510	EP250123		178.04
704867	07/29/2025	Christine Borba-Furtado	01-9510	EP250129		957.60
704868	07/29/2025	Colbi Technologies	21-9510	EP250125		280.00
704869	07/29/2025	Greenhouse Megastore	01-9510	EP250055		1,046.82
704870	07/29/2025	Hopskipdrive Inc	01-9510	EP250072		822.89
704871	07/29/2025	Kristen Chanley	01-9510	EP250130		423.64
704872	07/29/2025	NASCO	01-9510	EP250119	93.20	
				EP250120	143.42	236.62
704873	07/29/2025	Republic Services #925	01-9510	EP250122		11,177.85
704874	07/29/2025	Toni Thompson	01-9510	EP250131		582.40
704875	07/29/2025	U S Bank Corp Payment System	01-9510	EP250126		1,960.42
704876	07/29/2025	Big Creek Lumber	01-4300	District Office Maintenance Dept. Open P.O.2025-26	452.38	
			01-9510	EP250127	127.21	579.59
704877	07/29/2025	CLARK PEST CONTROL	01-5800	District-Wide Pest Control Services		590.00
704878	07/29/2025	HD Supply Home Depot Pro	01-4300	Building supplies & Materials		2,378.57
704879	07/29/2025	Hmb Smog	01-5603	Transportation Smog Check & Repair Services		65.00
704880	07/29/2025	NORTH COAST BACKFLOW LLC	01-5800	Backflow testing for all sites		1,880.00
704881	07/29/2025	Ricoh Usa Inc	01-5601	Open PO for Ricoh Machine Lease 25-26		4,817.26
704882	07/29/2025	Tk Elevator Corporation	01-5603	Elevator Maintenance and Repair Services		2,991.39
704883	07/29/2025	MURRAY'S TRUCK AND AUTO REPAIR	01-5603	Bus Service and Repairs		337.50

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Checks Dated 07/01/2025 through 07/31/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
704884	07/29/2025	Primo Brands BlueTriton Brands, Inc.	01-4300	Water Delivery		136.93
704885	07/29/2025	Strawflower Electronics Inc	01-4300	Maintenance Purchase		50.32
704886	07/29/2025	California Water Service	01-9510	EP250134		767.78
704887	07/29/2025	HD Supply Home Depot Pro	01-9510	EP250135		1,156.94
704888	07/29/2025	MURRAY'S TRUCK AND AUTO REPAIR	01-9510	EP250132		1,652.43
704889	07/29/2025	On Point Language Solutions	01-9510	EP250136		4,326.63
704890	07/29/2025	PTR MITSUBISHI FUSO TRUCK CENT ER	01-9510	EP250137		2,297.76
704891	07/29/2025	Strawflower Electronics Inc	01-9510	EP250133		44.73
705597	07/30/2025	Rice Trucking-soil Farm	01-4300	Grounds Supplies		52.74
705598	07/30/2025	United States Treasury	01-5800	IRS payment		13,142.89
705783	07/31/2025	Campbell Keller	01-9510	EP250128		2,938.15
705784	07/31/2025	At&t Mobility	01-9510	EP250140		385.46
705785	07/31/2025	BARNES, JAMES A	01-9510	EP250147		464.48
705786	07/31/2025	CLINTON, JEFFREY S	01-9510	EP250151		2,059.70
705787	07/31/2025	GUZMAN CONTRERAS, VICTOR M	01-9510	EP250146		529.09
705788	07/31/2025	Ring Central Inc.	01-9510	EP250144		419.94
705789	07/31/2025	SEGURA, ROSALVA	01-9510	EP250145		108.77
705790	07/31/2025	Southern Counties Lubricants, LLC	01-4300	Fuel and diesel supply for District transportation		1,495.22
705791	07/31/2025	U.s Bancorp Service Center	01-4300	July25 Business Billing Statement	2,252.15	
			01-9510	EP250142	399.00	
			12-5200	July25 Business Billing Statement	362.59	3,013.74
705792	07/31/2025	Wilson Language Training	01-9510	EP250141		250.00
				Total Number of Checks	**211**	**4,747,605.80**

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	181	1,868,988.92
11	Adult Education Fund	1	4,216.00
12	Child Development Fund	4	669.27
13	Cafeteria Fund	4	14,956.11
21	Building Fund	18	2,237,034.13
25	Capital Facilities Fund	4	72,240.00
40	Special Reserve Fund Cap	3	549,501.37

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Checks Dated 07/01/2025 through 07/31/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
		Total Number of Checks	**211**		4,747,605.80	
		Less Unpaid Sales Tax Liability			.00	
		Net (Check Amount)				**4,747,605.80**

he preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the eceding Checks be approved.

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Dr. Ramon Miramontes

GOVERNING BOARD
Mary Beth Alexander
Peter Cerneka
Lizet Cortes
Carmen Daniel
Breanna Lafontaine

MEMORANDUM

MEETING DATE: August 21, 2025
TO: Members of the Governing Board
FROM: Jennifer Marsh, Chief Business Officer
CATEGORY: Consent/Action
ITEM TITLE: Approval to Declare District Vehicles and Technology Equipment as Surplus Property

BACKGROUND INFORMATION

Over time, certain district equipment becomes outdated, inoperable, or no longer meets the operational needs of our schools and departments. When this occurs, the equipment may be declared surplus in accordance with Education Code 17545, and then appropriately disposed of, sold, or recycled.

REPORT/PROPOSAL

Technology Equipment to be Disposed:

18	E495 Laptops
5	E15 Laptops
1	14 W laptop
1	MacPro Laptop
2	Dell Latitude Laptop
1	Chart Pro XL Poster Maker

Maintenance, Operations, and Transportation Vehicles/Equipment to be Disposed:

2	Year 1999, Thomas Buses #1 & #16
1	Year 1999, Dodge Van
1	Year 2005, Large John Deere Mower
1	Year 2005, Small John Deere Mower

FISCAL ANALYSIS

Any minimal revenue generated from the sale of surplus items will be returned to the appropriate department funds. However, the primary intent is to clear space and responsibly dispose of or recycle unused equipment.

RECOMMENDATION

It is recommended that the Governing Board declare the listed technology equipment and vehicles as surplus property in accordance with Education Code §17545, and authorize staff to dispose of them through auction, recycling, or other lawful means.

Prepared by: *Holly Lynne*

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Dr. Ramon Miramontes

GOVERNING BOARD
Mary Beth Alexander
Peter Cerneka
Lizet Cortes
Carmen Daniel
Breanna Lafontaine

MEMORANDUM

MEETING DATE: August 21, 2025
TO: Members of the Governing Board
FROM: Dr. Ramon Miramontes, Interim Superintendent
CATEGORY: Consent/Action
ITEM TITLE: Approval of Williams Uniform Complaints Reports for Fourth Quarter of the 2024-25 School Year (Education Code §35186)

BACKGROUND INFORMATION

In accordance with Education Code §35186, Williams complaints must be filed and resolved through the Uniform Complaint Procedures (UCP). These complaints address deficiencies in instructional materials, emergency or urgent facility conditions posing a threat to the health and safety of students or staff, and teacher vacancies or misassignments.

Complaints can be filed anonymously, and complainants who provide their identity are entitled to a response if requested. Schools are required to make complaint forms available for these purposes. However, complaints submitted in writing must still be accepted, even if not on the official form. Complaints should be filed with the principal or their designee.

Local governing boards are required to report quarterly to the San Mateo County Office of Education (SMCOE) on the nature and number of Williams complaints received. These reports are publicly presented during regular board meetings.

REPORT/PROPOSAL

For the **fourth quarter** of the 2024-25 school year, the district received zero Williams complaints related to instructional materials, facility conditions, or teacher vacancies or misassignments.

FISCAL ANALYSIS

There is no financial impact on the General Fund.

RECOMMENDATION

Staff recommend the Governing Board approve the fourth quarter reports on Williams Uniform Complaints, as required by Education Code §35186.

Prepared by: *Rosibel Acosta, Administrative Assistant to the Superintendent*

SAN MATEO COUNTY OFFICE OF EDUCATION

Excellence and Equity in Education

Quarterly Report –*Williams* Uniform Complaints
[Education Code § 35186]

District: Cabrillo Unified School District

Name & Title of Preparer: Rosibel Acosta, Administrative Assistant to the Superintendent

Quarter Reported: (check one)

- ☐ 1st Quarter: July 2024 through September 2024 – Due October 2024
- ☐ 2nd Quarter: October 2024 through December 2024 – Due January 2025
- ☐ 3rd Quarter: January 2025 through March 2025 – Due April 2025
- ☑ 4th Quarter: April 2025 through June 2025 – Due July 2025

Date for information to be reported publicly at governing board meeting: 08/21/2025

Please check the box that applies:

☑ No complaints were filed with any school in the district during the quarter indicated above.

☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints. **Copies of the complaint and the district's written response will be submitted along with this report.**

General Subject Area	Number of Complaints Received	Number of Complaints Resolved	Number of Complaints Unresolved
Instructional Materials and Textbooks	0	0	0
Facility Conditions	0	0	0
Teacher Vacancy or Misassignment	0	0	0
TOTAL	0	0	0

Dr. Ramon Miramontes

Name & Signature of Superintendent

Date: _____

Sign and date the report ***after*** it is presented at your board meeting. Please submit the executed report to Systems for District Improvement via email at sdi@smcoe.org.

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Dr. Ramon Miramontes

GOVERNING BOARD
Mary Beth Alexander
Peter Cerneka
Lizet Cortes
Carmen Daniel
Breanna Lafontaine

MEMORANDUM

MEETING DATE: August 21, 2025
TO: Members of the Governing Board
FROM: Dr. Ramon Miramontes, Superintendent
CATEGORY: Consent/Action
ITEM TITLE: Approval of Governing Board Meeting Minutes

BACKGROUND INFORMATION

The Governing Board routinely reviews and approves minutes from all Regular and Special meetings to ensure accurate record-keeping.

REPORT/PROPOSAL

Included in this board packet are the unadopted minutes for the Governing Board's consideration:

Regular Board Meeting – June 12, 2025
Regular Board Meeting – June 26, 2025

FISCAL ANALYSIS

There is no impact to the General Fund with the approval of the meeting minutes.

RECOMMENDATION

Staff recommends the approval of the Governing Board meeting minutes as submitted.

Prepared by: *Rosibel Acosta, Administrative Assistant to the Superintendent*

Regular Governing Board Meeting

Meeting Minutes

CABRILLO UNIFIED SCHOOL DISTRICT

Thursday, June 12, 2025, at 6:00 PM

Cunha Intermediate School Library Room, 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 Daniel called the meeting to order at 6:01 p.m.

b. Roll Call / Quorum

A quorum of the Board was present.

Board Members Present:

- Carmen Daniel, President
- Lizet Cortes, Vice President
- Peter Cerneka, Clerk
- Breanna Lafontaine, Member
- Mary Beth Alexander, Member

Administrators Present:

- Dr. Ramon Miramontes, Interim Superintendent
- Jennifer Marsh, Chief Business Officer
- Dr. Leticia Bhatia, Deputy Superintendent
- Bianca Forrester, Associate Superintendent

c. Pledge of Allegiance

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President Daniel led the Pledge of Allegiance.

d. Approval of the Agenda

A motion was made to approve the agenda as presented.

Moved by: Lizet Cortes
Seconded by: Carmen Daniel

Aye	Mary Beth Alexander, Peter Cerneka, Lizet Cortes, Carmen Daniel, and Breanna Lafontaine

Passed 5-0

2. SPOTLIGHT THE COASTSIDE WAY!

a. Celebrating Our Success

Honoring Student Achievements:

1. Half Moon Bay High School Salutatorian **Henry Hatcher Cattermole**
   The Governing Board recognized Salutatorian Henry Hatcher Cattermole.
2. Half Moon Bay High School Valedictorians **Baker Book and Louisa Danielle Kearns**
   The Governing Board recognized Valedictorians Baker Book and Louisa Danielle Kearns

b. Student Board Members Report

1. Half Moon Bay High School Student Board Member
   None.
2. Pilarcitos High School Student Board Member
   None.

3. GENERAL BUSINESS

a. 2025 Local Control and Accountability Plan (LCAP) Presentation and Public Hearing

Supporting Documents/Attachments:

1. LCAP Local Indicators 2025-26 Presentation.pdf
2. 2025 Local Control and Accountability Plan

Draft

20250530.pdf

Dr. Leticia Bhatia, Deputy Superintendent of Educational Services, presented the 2025–26 LCAP and Local Indicators, highlighting student progress, areas for growth, parent engagement data, and upcoming dashboard reporting.

President Daniel opened the Public Hearing at 6:28 p.m. With no public comments received, the hearing was closed.

b. 2025-26 Proposed CUSD Fiscal Year Budget Presentation and Public Hearing

Supporting Documents/Attachments:

1. 2025-26 Proposed CUSD Budget Presentation
2. Notice_of_Public_Hearing_2025-26_Budget.pdf
3. 2025-26 Proposed Budget

Jennifer Marsh, Chief Business Officer, presented the 2025–26 Proposed Budget and 2024–25 Estimated Actuals, highlighting key revenue changes, expenditure increases, multi-year projections, and next steps for adoption.

President Daniel opened the Public Hearing at 7:07 p.m. With no public comments received, the hearing was closed.

c. Approval of the Updated Certificated and Cocurricular Salary Schedules

Supporting Documents/Attachments:

1. 2025-26 Cocurricular Salary Schedule with 5%.pdf
2. 2025-26 Certificated Salary Schedule with 5% & Stipend Increase.pdf

A motion was made to approve Item 3c as presented.

Moved by: Breanna Lafontaine

Seconded by: Peter Cerneka

Aye	Mary Beth Alexander, Peter Cerneka, Lizet Cortes, Carmen Daniel, and Breanna Lafontaine

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Passed 5-0

d. Approval of Resolution 19-2025 Approving Budgetary Increases and Transfers at Year-End

Supporting Documents/Attachments:

1. Resolution 19-2025 Approving Budgetary Increases and Transfers at Year-End

A motion was made to approve Resolution 19-2025 as presented.

Moved by: Mary Beth Alexander

Seconded by: Lizet Cortes

Aye	Mary Beth Alexander, Peter Cerneka, Lizet Cortes, Carmen Daniel, and Breanna Lafontaine

Passed 5-0

e. Approval of Resolution 20-2025 Interfund Borrowing Fiscal Year 2024-25

Supporting Documents/Attachments:

1. Resolution 20-2025 Interfund Borrowing Fiscal Year 2024-25

A motion was made to approve Resolution 20-2025 as presented.

Moved by: Peter Cerneka

Seconded by: Lizet Cortes

Aye	Mary Beth Alexander, Peter Cerneka, Lizet Cortes, Carmen Daniel, and Breanna Lafontaine

Passed 5-0

f. Approval of El Granada Phase 2 Temporary Housing Contract and Resolution 21-2025 Supporting Lease-Leaseback Agreement

Draft

Supporting Documents/Attachments:

1. Contract Documents El Granada School Modernization Combined
2. Resolution 21-2025 Supporting Lease-Leaseback Award

A motion was made to approve Item 3f as presented.

Moved by: Breanna Lafontaine

Seconded by: Lizet Cortes

Aye	Mary Beth Alexander, Peter Cerneka, Lizet Cortes, Carmen Daniel, and Breanna Lafontaine

Passed 5-0

4. COMMUNICATIONS

a. Public Comments on Nonagenda or Consent Items

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

Ann Mori provided an update on the swimming program, outlining insurance coverage challenges and referencing comparisons with other programs; she suggested considering a $1 million insurance policy to facilitate program initiation.

b. Employee Organizations Report

1. Cabrillo Unified Teachers Association (CUTA) Representatives
   CUTA President John Carey recognized seven CUTA retirees, acknowledged District staff support at graduation, and encouraged the Board to consider classroom space and storage needs in future high school facility planning.
2. California School Employee Association (CSEA) Representatives
   CSEA Representative Lisa Shick acknowledged CSEA members for their continued service, referenced past

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challenges, noted wage concerns, and expressed interest in ongoing collaboration as negotiations with District leadership begin.

5. CONSENT AGENDA

Items listed under the Consent Agenda are of a routine nature and are not anticipated for Board discussion. The Superintendent recommends their approval. If any Board member requests the removal of an item from the consent agenda, it shall be taken off and individually considered as a regular agenda item. The Consent Agenda requires a motion, a second, and approval by a roll call vote. Each item approved by the Governing Board on the Consent Agenda is considered in full and adopted as recommended.

A motion was made to approve the Consent Agenda as presented.

Moved by: Mary Beth Alexander
Seconded by: Lizet Cortes

Aye Mary Beth Alexander, Peter Cerneka, Lizet Cortes, Carmen Daniel, and Breanna Lafontaine

Passed 5-0

a. Proclamation Recognizing June 2025 as LGBTQ+ Pride Month

Supporting Documents/Attachments:

1. Proclamation LGBTQ+ Pride Month.pdf

b. Textbook Adoption for the CTE Floral Design Program at HMBHS for the 2025-26 school year

Supporting Documents/Attachments:

1. Goodheart-Willcox Publisher_Floral Design Quote.pdf

c. Ayudando Latinos a Soñar (ALAS) 2025 Summer School Services Agreement

Supporting Documents/Attachments:

1. ALAS Summer Program Proposal 2025.pdf

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2. ALAS Summer Program Agreement 2025.pdf

d. Half Moon Bay High School Western Association of Schools and Colleges Accreditation

Supporting Documents/Attachments:

1. 2025 HMBHS WASC Accreditation Official Letter.pdf

e. Approval of Single Plans for Student Achievement (SPSA) 2025-26

Supporting Documents/Attachments:

1. 2025_Alvin_S._Hatch_Elementary_School_SPSA_20250530.pdf
2. 2025_El_Granada_Elementary_School_SPSA_20250530.pdf
3. 2025_Farallone_View_Elementary_School_SPSA_20250530.pdf
4. 2025_Kings_Mountain_Elementary_School_SPSA_20250530.pdf
5. 2025_Manuel_F._Cunha_Intermediate_School_SPSA_20250529.pdf
6. 2025_Half_Moon_Bay_High_School_SPSA_20250530.pdf
7. 2025_Pilarcitos_High_School_SPSA_20250530.pdf

f. Certificated Personnel Report

g. Classified Personnel Report

h. Approval of the Declaration of Need for Fully Qualified Educators for the 2025-26 School Year

Supporting Documents/Attachments:

1. Declaration of Need for Fully Qualified Educators.pdf

i. CUSD Initial Proposals to Cabrillo Unified Teachers' Association (CUTA) for Negotiations 2025-26

Supporting Documents/Attachments:

1. CUSD Initial Sunshine Proposal to CUTA 2025.pdf

j. Approval of CSEA Tentative Agreements for 2024-25

Draft

Supporting Documents/Attachments:

1. 2025 Tentative Agreements and Memorandum of Understanding_Redacted.pdf

k. Acknowledgement of Receipt of Classified School Employees Association, Chapter #485 (CSEA) Initial Proposals for Successor Negotiations

Supporting Documents/Attachments:

1. CSEA Sunshine Reopener 2025-2028 Ch 485.pdf

l. Enrollment Report

Supporting Documents/Attachments:

1. 2024-25 Enrollment Report Period 10.pdf

m. Approval of Donations to Cabrillo Unified School District

Supporting Documents/Attachments:

1. Summary Site Donations 06.12.2025

n. Information on Warrant Register Report Processed

Supporting Documents/Attachments:

1. 050125-053125 Warrant Register

o. Approval of Agreement for Consulting Services with Total School Solutions

Supporting Documents/Attachments:

1. Fiscal and Facilities Consulting Services Agreement with Total School Solutions

p. Approval of Alarm Systems for Farallone View and El Granada Elementary Schools

Supporting Documents/Attachments:

1. KIS Alarm System Quote for FV and EG.pdf

q. Approval of Raptor Technologies Quote and Implementation

Supporting Documents/Attachments:

1. Raptor Technologies Quote

r. Approval of Governing Board Policy Updates as Recommended by the California School Boards Association

Draft

and CUSD Staff

Supporting Documents/Attachments:

Policy Guidesheet.pdf

1. 1113 BP District And School Websites_0623_DRAFT.pdf
2. 1330 BP Use Of School Facilities_0923_DRAFT.pdf
3. 3250 BP Transportation Fees_0519_1222_DRAFT.pdf
4. 3311.1 BP Uniform Public Construction Cost Accounting Procedures_1216_NEW.pdf
5. 3312 BP Contracts_0923_DRAFT.pdf
6. 3400 BP Management Of District Assets-Accounts_1223 DRAFT.pdf
7. 3460 BP Financial Reports And Accountability_0923_DRAFT.pdf
8. 3540 BP Transportation_0519_1222_ DRAFT.pdf
9. 3550 BP Food Service_Child Nutrition Program_0622_0324_DRAFT.pdf
10. 3551 BP Food Service Operations-Cafeteria Fund_0320_0622_0923_0324_DRAFT.pdf
11. 3553 BP Free And Reduced Price Meals_0622_0324_DRAFT.pdf
12. 3555 BP Nutrition Program Compliance_0323_DRAFT.pdf

s. Approval of Governing Board Meeting Minutes

Supporting Documents/Attachments:

- Regular Meeting - Apr 24 2025 - Minutes - Html

6. GOVERNING BOARD REPORTS

a. Board Members

Member Breanna Lanfontaine shared reflections on community concerns, recent school events, and student accomplishments. She acknowledged the progress in reclassification, encouraged submissions of free and reduced lunch forms, and recognized several retiring teachers for their dedication. She emphasized the importance of creating safe, inclusive environments for all students and families.

Vice President Lizet Cortes addressed community concerns

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related to immigration, encouraged families to remain calm and seek legal support if needed, and affirmed the District's support. She also acknowledged retiring teachers, celebrated student graduations, and expressed appreciation for staff, administrators, and families contributing to a welcoming and inclusive school environment.

Clerk Peter Cerneka acknowledged retiring teachers, celebrated student speeches and school events, and thanked interim leadership at Hatch. He reflected on progress made in building trust and transparency, highlighted ongoing work on organizational clarity and communication tools, and emphasized the shared responsibility to foster trust across the district.

Board Member Mary Beth Alexander reflected on graduation ceremonies, including the adult school, and emphasized the importance of serving learners from preschool through adulthood. She shared updates from the state Delegate Assembly, encouraged advocacy on Proposition 98, and highlighted quotes emphasizing equity and the importance of hearing all community voices.

Board President Carmen Daniel thanked all who supported graduation celebrations and congratulated the graduates, recognizing the efforts of teachers, staff, students, and families.

b. Superintendent Report

Superintendent Dr. Ramon Miramontes thanked the District English Learner Advisory Committee and Budget Advisory Committee, shared updates on summer facilities projects and summer school, and recognized staff and partners supporting programs. He proposed a collaborative event to honor retirees and employees for years of service, emphasizing the importance of celebrating together as a community.

7. CLOSED SESSION

a. Identification of Closed Session Topics of Discussion

b. Public Comments on Closed Session Items

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None.

c. Adjourn to Closed Session

The Board adjourned to Closed Session at 8:06 p.m.

1. **CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION** (Government Code 54956.9(d)(1))
    a. Case #052925 Settlement Agreement
    b. Case #053025 Settlement Agreement

d. Adjourn Closed Session and Reconvene Open Session

e. Report Action Taken in Closed Session

President Daniel reported the following action in Closed Session:

1. The Board voted 5-0 to approve the Individual Services Agreement, Case No. 052925.
2. The Board voted 5-0 to approve the Individual Services Agreement, Case No. 053025.

8. CLOSING ITEMS

a. Adjournment of the Meeting

A motion was made to adjourn the June 12, 2025, Regular Meeting at 8:23 p.m.

Moved by: Breanna Lafontaine
Seconded by: Peter Cerneka

Aye	Mary Beth Alexander, Peter Cerneka, Lizet Cortes, Carmen Daniel, and Breanna Lafontaine

Passed 5-0

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

Draft

Peter Cerneka, Clerk

Draft

Regular Governing Board Meeting

Meeting Minutes

CABRILLO UNIFIED SCHOOL DISTRICT

Thursday, June 26, 2025, at 6:00 PM

Cunha Intermediate School Library Room, 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 Daniel called the meeting to order at 6:00 p.m.

b. Roll Call / Quorum

A quorum of the Board was present.

Board Members Present:

- Carmen Daniel, President
- Lizet Cortes, Vice President - arrived at 6:01 p.m.
- Peter Cerneka, Clerk - arrived at 6:09 p.m.
- Breanna Lafontaine, Member
- Mary Beth Alexander, Member

Administrators Present:

- Dr. Ramon Miramontes, Interim Superintendent
- Jennifer Marsh, Chief Business Officer
- Dr. Leticia Bhatia, Deputy Superintendent

c. Pledge of Allegiance

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President Daniel led the Pledge of Allegiance.

d. Approval of the Agenda

A motion was made to approve the agenda as presented.

Moved by: Carmen Daniel
Seconded by: Lizet Cortes

Aye	Mary Beth Alexander, Lizet Cortes, Carmen Daniel, and Breanna Lafontaine

Passed 4-0

Absences:
Pter Cerneka, Clerk - arrived at 6:09 p.m.

2. SPOTLIGHT THE COASTSIDE WAY!

a. Celebrating Our Success

1. Honoring **Corrine Bucher** for her dedicated service and countless contributions to the Cabrillo Unified School District through her leadership of the Cabrillo Education Foundation.
   The Governing Board honored Corrine Bucher for her dedicated service and contributions to the Cabrillo Unified School District through her leadership of the Cabrillo Education Foundation.

b. Cabrillo Education Foundation Presentation
(Presentation)

Supporting Documents/Attachments:

1. CEF Presentation 06.26.2025.pdf
   Corrine Bucher, Executive Director of CEF, presented an update on CEF's mission, endowment growth, funded programs, and future initiatives, highlighting continued support for Science, Math, Early Literacy, and College/Career readiness.

3. GENERAL BUSINESS

a. Presentation of Draft Facilities Master Plan for Half Moon Bay

Draft

High School by QKA (Presentation)

Supporting Documents/Attachments:

1. Draft of the Facilities Master Plan for HMB High School.pdf

Aaron Jobson and Lyanne Schuster of Quattrocchi Kwok Architects presented the draft Facilities Master Plan for Half Moon Bay High School, outlining existing conditions, proposed modernizations, and new construction projects.

b. Approval of the Local Control Accountability Plan (LCAP) 2025-26 (Action)

Supporting Documents/Attachments:

1. 2025-26 LCAP CUSD v06182025.pdf

A motion was made to approve Item 3b as presented.

Moved by: Mary Beth Alexander

Seconded by: Breanna Lafontaine

Aye	Mary Beth Alexander, Peter Cerneka, Lizet Cortes, Carmen Daniel, and Breanna Lafontaine

Passed 5-0

c. Adoption of CUSD Budget for the Fiscal Year 2025-26 (Action)

Supporting Documents/Attachments:

1. CUSD Budget for Fiscal Year 2025-26

A motion was made to approve Item 3c as presented.

Moved by: Lizet Cortes

Seconded by: Peter Cerneka

Aye	Mary Beth Alexander, Peter Cerneka, Lizet Cortes, Carmen Daniel, and Breanna Lafontaine

Passed 5-0

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d. Districtwide Bond Facilities Project Update Presentation (Presentation)

Supporting Documents/Attachments:

1. Districtwide Bond Facilities Project Update

Drew Gamet, Bond Program Fiscal Director, and Roger Anchartechahar, Senior Project Manager with Vanir Construction Management, presented a districtwide update on bond-funded facilities projects, including progress at Farallone View, El Granada, Cunha Middle School, and Half Moon Bay High School.

e. Approval of Agreement with Crisp Imaging for Secure Document Digitization and Retention Services (Action)

Supporting Documents/Attachments:

1. Crisp Imaging Estimate

A motion was made to approve Item 3e as presented.

Moved by: Lizet Cortes

Seconded by: Breanna Lafontaine

Aye	Mary Beth Alexander, Peter Cerneka, Lizet Cortes, Carmen Daniel, and Breanna Lafontaine

Passed 5-0

4. COMMUNICATIONS

a. Public Comments on Nonagenda or Consent Items

Ann Mori presented a letter to the Board regarding the summer swim program, addressing statements about safety, risk, and support for the program, and encouraged members to review the letter in full.

b. Employee Organizations Report

1. Cabrillo Unified Teachers Association (CUTA) Representatives

CUTA President John Carey commented on voluntary transfers and notification procedures, and requested a

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reset and further collaboration regarding the TK and K enrichment program to allow broader teacher input.

2. California School Employee Association (CSEA) Representatives
None.

5. CONSENT AGENDA

Items listed under the Consent Agenda are of a routine nature and are not anticipated for Board discussion. The Superintendent recommends their approval. If any Board member requests the removal of an item from the consent agenda, it shall be taken off and individually considered as a regular agenda item. The Consent Agenda requires a motion, a second, and approval by a roll call vote. Each item approved by the Governing Board on the Consent Agenda is considered in full and adopted as recommended.

A motion was made to approve the Consent Agenda as presented.

Moved by: Breanna Lafontaine
Seconded by: Lizet Cortes

Aye Mary Beth Alexander, Peter Cerneka, Lizet Cortes, Carmen Daniel, and Breanna Lafontaine

Passed 5-0

a. Approval of the 2025-26 Site and District Professional Development Plan

Supporting Documents/Attachments:

1. Collaboration-Professional Development SUPER FRIDAY 2025-26.pdf

b. Approval of 2024-25 Consolidated Application

Supporting Documents/Attachments:

1. 2025-26 Application of Funding.pdf

c. Approval of 2024-27 Collaborative Education Advisors (CEdAd) Agreement to Support CUSD & SSFUD with the K12 SWF R7 CTE Services and Initiatives

Draft

Supporting Documents/Attachments:

1. CEdAd-K12SWP R7_MOU-2024-27_Redacted.pdf

d. Approval of Certificated Personnel Report

e. Approval of Classified Personnel Report

f. Approval of MOU with CUTA and Career Technical Education (CTE) Job Description

Supporting Documents/Attachments:

1. CUTA CTE Intructors MOU 05.23.25_Redacted.pdf
2. Exhibit A.Career Technical Education (CTE) Job Description.pdf

g. Approval of Updated Board Certified Behavior Analyst Job Description

Supporting Documents/Attachments:

1. BCBA Job Description.pdf

h. Approval of Assistant Principal on Special Assignment Job Description

Supporting Documents/Attachments:

1. Assistant Principal on Special Assignment Job Description.pdf

i. Approval of Senior Human Resources Administrator Job Description

Supporting Documents/Attachments:

1. Senior Human Resources Administrator Job Description.pdf

j. Approval of the Deputy Superintendent of Educational Services Contract Extension

Supporting Documents/Attachments:

1. Deputy Superintendent Contract Extension 2025-27.pdf

k. CUSD Initial Proposals to California School Employees Association (CSEA) for Negotiations 2025-2026

Supporting Documents/Attachments:

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1. CUSD Sunshine Reopener to CSEA 2025_Redacted.pdf

l. Approval of CSEA 2025-26 Updated Collective Bargaining Agreement and Tentative Agreement Article 5 on Hours and Overtime

Supporting Documents/Attachments:

1. CSEA Collective Bargaining Agreement.pdf
2. CSEA Tentative Agreement on Hours and Overtime.pdf

m. Approval of CUTA Collective Bargaining Agreement for 2025-26

Supporting Documents/Attachments:

1. CUTA Collective Bargaining Agreement.pdf

n. Enrollment Report

Supporting Documents/Attachments:

1. 2024-25 Enrollment Report Period 11

o. Approval of Districtwide Phone Services Agreement with 101Voice

Supporting Documents/Attachments:

1. 101Voice Quote

p. Approval of Governing Board Meeting Minutes

Supporting Documents/Attachments:

1. Regular Meeting - May 15 2025 - Minutes - Html

6. GOVERNING BOARD REPORTS

a. Board Members

Member Breanna Lafontaine reported attending a school funding task force meeting with other county board members to discuss ways to support increased education funding. She also commented on the high school construction project process, noting it as realistic and transparent.

Member Mary Beth Alexander reported on the San Mateo County Office of Education's school funding task force and its legislative focus areas. She also noted staff recognition for

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chronic absenteeism efforts, mentioned Proposition 98 protections, and commented on staff communications and work.

Vice President Lizet Cortes reported on the Los Listos graduation, noting the event's inclusivity and strong community participation. She encouraged attendance at future events, commented on the program's impact, and wished teachers and students an enjoyable summer.

Clerk Peter Cerneka reported on attending the Los Listos graduation and observing the program's inclusion of students with special needs. He also mentioned recent conversations with community members about the new pool and the potential for it to serve both the district and the community.

President Carmen Daniel did not provide a report.

b. Superintendent Report

7. CLOSED SESSION

a. Identification of Closed Session Topics of Discussion

b. Public Comments on Closed Session Items

None.

c. Adjourn to Closed Session

1. **CONFIDENTIAL STUDENT MATTER:** Approval of Individual Services Agreements
    a. Student # 060125
    b. Student # 060225
    c. Student # 060325

d. Adjourn Closed Session and Reconvene Open Session

e. Report Action Taken in Closed Session

President Daniel reported the following action in Closed Session:

The Board voted 5-0 to approve the Individual Services Agreement, Case No.060125.

The Board voted 5-0 to approve the Individual Services

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Agreement, Case No. 060225.

The Board voted 5-0 to approve the Individual Services Agreement, Case No. 060325.

8. CLOSING ITEMS

a. Adjournment of the Meeting

A motion was made to adjourn the June 26, 2025, Regular Meeting at 8:17 p.m.

Moved by: Lizet Cortes
Seconded by: Peter Cerneka

Aye	Mary Beth Alexander, Peter Cerneka, Lizet Cortes, Carmen Daniel, and Breanna Lafontaine

Passed 5-0

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

Peter Cerneka, Clerk

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