Regular Governing Board Meeting

Meeting Minutes

CABRILLO UNIFIED SCHOOL DISTRICT

Thursday, August 21, 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
- Peter Cerneka, Clerk
- Breanna Lafontaine, Member
- Mary Beth Alexander, Member
- Maverick Johnshon, Student Board Member

Administrators Present:

- Dr. Ramon Miramontes, Interim Superintendent
- Jennifer Marsh, Chief Business Officer
- Israel Castillo, Interim Assistant Superintendent

c. Pledge of Allegiance

President Daniel led the Pledge of Allegiance.

d. Approval of the Agenda

A motion was made to approve the agenda, as presented.

Moved by: Peter Cerneka
Seconded by: Breanna Lafontaine

Aye	Mary Beth Alexander, Peter Cerneka, Carmen Daniel, and Breanna Lafontaine

Passed 4-0

Absences:
Lizet Cortes, Vice President
Martin Juarez, Student Board Member, Pilarcitos High School

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
   The Governing Board honored Friends of Half Moon Bay Parks and Recreation members **Liesl Tane and Kirk Riemer** 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)

Supporting Documents/Attachments:

1. Half Moon Bay Aquatic Center Feasibility Study 081125_Revised.pdf
   Representatives from Friends of Half Moon Bay Parks and Recreation and project consultants presented a feasibility study outlining pool replacement options, community benefits, cost considerations, and accessibility features for student and public use.

c. Student Board Members Report

1. Half Moon Bay High School Student Board Member
   Student Board Member Johnson shared updates from Half Moon Bay High School.
2. Pilarcitos High School Student Board Member
   None.

3. GENERAL BUSINESS

a. Cabrillo Unified School District Literacy Initiative Presentation (Presentation)

Supporting Documents/Attachments:

1. Cabrillo Literacy Initiative Presentation 08.21.2025.pdf

   Rachel Sage, Big Lift Teacher on Special Assignment and Literacy Specialist, presented the Cabrillo Literacy Initiative, highlighting early literacy priorities, assessment data, intervention strategies, and goals for increasing student proficiency and sustaining program impact.

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

Supporting Documents/Attachments:

1. Declaration of Need for Fully Qualified Educators.pdf

A motion was made to approve Item 3b as presented.

Moved by: Carmen Daniel
Seconded by: Peter Cerneka

Aye	Mary Beth Alexander, Peter Cerneka, Carmen Daniel, and Breanna Lafontaine

Passed 4-0

Preferential Vote:
Student Board Member Johnson voted aye.

Absences:
Lizet Cortes, Vice President
Martin Juarez, Student Board Member, Pilarcitos High School

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

Supporting Documents/Attachments:

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

A motion was made to approve Resolution 24-2025, as presented.

Moved by: Mary Beth Alexander

Seconded by: Breanna Lafontaine

Aye	Mary Beth Alexander, Peter Cerneka, Carmen Daniel, and Breanna Lafontaine

Passed 4-0

Preferential Vote:

Student Board Member Johnson voted aye.

Absences:

Lizet Cortes, Vice President

Martin Juarez, Student Board Member, Pilarcitos High School

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

Supporting Documents/Attachments:

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

A motion was made to approve Resolution 22-2025, as presented.

Moved by: Mary Beth Alexander

Seconded by: Peter Cerneka

Aye	Mary Beth Alexander, Peter Cerneka, Carmen Daniel, and Breanna Lafontaine

Passed 4-0

Preferential Vote:
Student Board Member Johnson voted aye.

Absences:
Lizet Cortes, Vice President
Martin Juarez, Student Board Member, Pilarcitos High School

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)

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

A motion was made to approve Resolution 23-2025, as presented.

Moved by: Carmen Daniel
Seconded by: Peter Cerneka

Aye	Mary Beth Alexander, Peter Cerneka, Carmen Daniel, and Breanna Lafontaine

Passed 4-0

Preferential Vote:
Student Board Member Johnson voted aye.

Absences:
Lizet Cortes, Vice President
Martin Juarez, Student Board Member, Pilarcitos High School

f. **Authorization of Shade Structure Construction at Hatch Elementary School** (Action)

Supporting Documents/Attachments:

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

A motion was made to approve Item 3f, as presented.

Moved by: Breanna Lafontaine

Seconded by: Carmen Daniel

Aye	Mary Beth Alexander, Peter Cerneka, Carmen Daniel, and Breanna Lafontaine

Passed 4-0

Preferential Vote:
Student Board Member Johnson voted aye.

Absences:
Lizet Cortes, Vice President
Martin Juarez, Student Board Member, Pilarcitos High School

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

Supporting Documents/Attachments:

1. HMBHS Facilities Master Plan Draft 08.14.25.pdf

A motion was made to approve Item 3g, as presented

Moved by: Breanna Lafontaine
Seconded by: Peter Cerneka

Aye	Mary Beth Alexander, Peter Cerneka, Carmen Daniel, and Breanna Lafontaine

Passed 4-0

Preferential Vote:
Student Board Member Johnson voted aye.

Absences:
Lizet Cortes, Vice President
Martin Juarez, Student Board Member, Pilarcitos High School

4. COMMUNICATIONS

a. Public Comments on Nonagenda or Consent Items

None.

b. Employee Organizations Report

1. Cabrillo Unified Teachers Association (CUTA) Representatives

CUTA President John Carey welcomed the new school year, reflected on last year's challenges, acknowledged community support, noted ongoing concerns with teacher retention and funding, and emphasized the importance of communication and collaboration with district leadership and the Board.

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: Peter Cerneka

Aye Mary Beth Alexander, Peter Cerneka, Carmen Daniel, and Breanna Lafontaine

Passed 4-0

Preferential Vote:
Student Board Member Johnson voted aye.

Absences:
Lizet Cortes, Vice President
Martin Juarez, Student Board Member, Pilarcitos High School

a. **Adoption of District Proclamations for the 2025–26 School Year**

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

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

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

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

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

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.

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

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

Supporting Documents/Attachments:

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

j. Approval of Certificated Personnel Report

k. Approval of Classified Personnel Report

l. Approval of Kindergarten Enrichment Program Memorandum of Understanding with CUTA

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

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

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

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

Supporting Documents/Attachments:

1. Williams UCP Report Q4 2024-25.pdf

q. **Approval of Governing Board Meeting Minutes**

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

Member Breanna Lafontaine shared experiences as both a parent and trustee, noting positive energy at orientations and PTO meetings, acknowledged challenges with schedules, highlighted excitement for El Granada's new building, and expressed appreciation for ongoing facility improvements and community engagement.

Member Mary Beth Alexander congratulated staff on a successful summer school program, welcomed everyone back, thanked Superintendent Dr. Miramontes for his support, and shared updates from the San Mateo County School Boards Association, encouraging participation in upcoming meetings and professional learning opportunities.

Clerk Peter Cerneka thanked community members supporting the pool project, highlighted strong participation at Hatch's back-to-school night, recognized progress in rebuilding trust, and emphasized the importance of clear communication tools, including an updated district website

and organizational chart.

President Carmen Daniel acknowledged the busy start of the school year and expressed appreciation for staff efforts in preparing schools and supporting student programs.

b. Superintendent Report

Superintendent Dr. Ramon Miramontes thanked classified staff, teachers, and administrators for preparing campuses and welcoming families, noted strong back-to-school participation, acknowledged website challenges, and highlighted upcoming initiatives in CTE, technology, AI, and updated math frameworks supported by professional development and collaborative planning.

7. CLOSED SESSION

a. Identification of Closed Session Topics of Discussion

b. Public Comments on Closed Session Items

None.

c. Adjournment to Closed Session - 7:35 p.m.

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 - 7:55 p.m.

e. Report of Action Taken in Closed Session

President Daniel reported the following action in Closed Session:
The Board voted 4-0 to approve the Individual Services Agreement, Case No. 080125.
The Board voted 4-0 to approve the Individual Services

Agreement, Case No. 080225.
The Board voted 4-0 to approve the Individual Services Agreement, Case No. 080325.

The Board voted 4-0 to approve the Individual Services Agreement, Case No. 080425.

The Board voted 4-0 to approve the Settement Agreement Agreement, Case No. 082125.

8. CLOSING ITEMS

a. Adjournment of the Meeting

A motion was made to adjourn the August 21, 2025, Regular Meeting at 7:59 p.m.

Moved by: Breanna Lafontaine
Seconded by: Peter Cerneka

Aye Mary Beth Alexander, Peter Cerneka, Carmen Daniel, and Breanna Lafontaine

Passed 4-0

Preferential Vote:
Student Board Member Johnson voted aye.

Absences:
Lizet Cortes, Vice President
Martin Juarez, Student Board Member, Pilarcitos High School

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

Peter Cerneka, Clerk