Regular Governing Board Meeting

Meeting Minutes

CABRILLO UNIFIED SCHOOL DISTRICT

Thursday, October 9, 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
- Peter Cerneka, Clerk
- Breanna Lafontaine, Member
- Mary Beth Alexander, Member

Absences:

- Maverick Johnson, Student Board Member, Half Moon Bay High School
- Martin Juarez, Student Board Member, Pilarcitos High School

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: Mary Beth Alexander
Seconded by: Breanna Lafontaine

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

Passed 4-0

Preferential Votes:

Maverick Johnson, Student Board Member, Half Moon Bay High School
Martin Juarez, Student Board Member, Pilarcitos High School

Absences:

Lizet Cortes, Vice President

2. SPOTLIGHT THE COASTSIDE WAY!

a. Celebrating Our Success

1. **Pilarcitos High School**
    a. Recognition of Suzanne Pendergast for Outstanding Contributions at Pilarcitos High School

    Interim Assistant Superintendent Israel Castillo presented a certificate of recognition to S**uzanne Pendergast** for her outstanding contributions and dedicated service to Pilarcitos High School.

b. Pilarcitos High School Presentation_2025-26
(Presentation)

Supporting Documents/Attachments:

1. Pilarcitos High School Board Presentation 10.09.2025.pdf
   Pilarcitos High School Principal David Jones and Lead Teacher Lizeth Bendana presented an overview of Pilarcitos High School's programs, data, and experiential learning opportunities, highlighting individualized instruction, student engagement strategies, and hands-on classes that support student achievement and graduation goals.

c. Student Board Members Report

1. Half Moon Bay High School Student Board Member ***Student Board Member Maverick Johnson*** shared updates on Homecoming Week activities, increased student engagement through a new point system, spirit events, and the upcoming football game. He also suggested adding trash cans along the campus hill to reduce litter.
2. Pilarcitos High School Student Board Member **Student Board Member Martin Juarez** shared updates from Pilarcitos High School, highlighting student enthusiasm for the woodworking and Elkus Ranch programs. He also noted funding challenges for the horse class, which the school hopes to sustain through additional support.

3. GENERAL BUSINESS

a. Authorization to Proceed with Design Development for Phase 1 Construction at Half Moon Bay High School
(Presentation/Action)

Supporting Documents/Attachments:

1. Authorization to Proceed with Design Development for Phase 1 Construction at Half Moon Bay High School
   Bond Program Fiscal Director Drew Gamet presented the Authorization to Proceed with Design Development for
   Phase 1 Construction at Half Moon Bay High School, outlining Building G and pool construction, temporary

classroom needs, project sequencing, budget status, and the next steps for design development.

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

Moved by: Mary Beth Alexander

Seconded by: Carmen Daniel

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

Passed 4-0

Preferential Votes:

Maverick Johnson, Student Board Member, Half Moon Bay High School

Martin Juarez, Student Board Member, Pilarcitos High School

Absences:

Lizet Cortes, Vice President

A motion was made to amend the agenda and move Consent Agenda Items 5b and 5c to General Business for separate discussion.

Moved by: Breanna Lafontaine

Seconded by: Peter Cerneka

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

Passed 4-0

Preferential Votes:

Maverick Johnson, Student Board Member, Half Moon Bay High School

Martin Juarez, Student Board Member, Pilarcitos High School

Absences:

Lizet Cortes, Vice President

b. Approval of Code to the Future Agreement for Artificial Intelligence Program for Elementary Schools - October 13, 2025 – August 31, 2030 (Action) - MOVED

Supporting Documents/Attachments:

1. Code to the Future Proposal.pdf
   Note: Item 3b (originally 5b) was moved from the Consent Agenda for separate discussion.

A motion was made to approve Item 3b (originally 5b) as presented.

Moved by: Peter Cerneka

Seconded by: Carmen Daniel

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

Passed 4-0

Preferential Votes:

Maverick Johnson, Student Board Member, Half Moon Bay High School
Martin Juarez, Student Board Member, Pilarcitos High School

Absences:

Lizet Cortes, Vice President

c. Approval of Designing Schools Artificial Intelligence Professional Development for Secondary Schools for the 2025-26 School Year (Action) - MOVED

Supporting Documents/Attachments:

1. Designing Schools AI Advance Proposal
   Note: Item 3c (originally 5c) was moved from the Consent Agenda for separate discussion.

A motion was made to approve Item 3c (originally 5c) as presented.

Moved by: Peter Cerneka

Seconded by: Breanna Lafontaine

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

Passed 4-0

Preferential Votes:

Maverick Johnson, Student Board Member, Half Moon Bay High School
Martin Juarez, Student Board Member, Pilarcitos High School

Absences:

Lizet Cortes, Vice President

4. COMMUNICATIONS

a. Public Comments on Nonagenda or Consent Items

None.

b. Employee Organizations Report

1. Cabrillo Unified Teachers Association (CUTA) Representatives
   John Carey, CUTA President, shared updates on teacher engagement during Homecoming Week and parent conferences, emphasizing collaboration with administration on facility planning. He highlighted the importance of classroom space for instruction and appreciated ongoing communication between teachers and district leadership.
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 amended.

Moved by: Mary Beth Alexander
Seconded by: Peter Cerneka

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

Passed 4-0

Preferential Votes:
Martin Juarez, Student Board Member, Pilarcitos High School

Absences:
Lizet Cortes, Vice President
Maverick Johnson, Student Board Member, Half Moon Bay High School - Left the meeting at 7:49 p.m.

a. Approval of Half Moon Bay High School Cross Country Overnight Field Trip to Anaheim, California, October 23–26, 2025, to Participate in the Mt. SAC Invitational

b. Approval of Youth Cinema Project Agreement for HMBHS Elective English Class 2025–28

Supporting Documents/Attachments:

1. YCP Agreement of Services for HMBHS_2025–28

c. **Approval of Educators Cooperative Proposal to Support CTE Pathways for the 2025–26 School Year**

Supporting Documents/Attachments:

1. Educators Cooperative Proposal for Comprehensive CTE System 2025–26.pdf

d. Approval of 2025–26 Agricultural Education Incentive Grant

Supporting Documents/Attachments:

1. 2025-26 Agricultural Incentive Grant Application.pdf

e. **Approval of the Student/Teacher (Academic) Calendars for 2026-27 and 2027-28**

Supporting Documents/Attachments:

1. 2026-27 Academic Calendar DRAFT.pdf
2. 2027-28 Academic Calendar DRAFT.pdf

f. **Approval of Certificated Personnel Report**

g. Approval of Classified Personnel Report

h. Approval of Updated Job Descriptions: Athletic Trainer, Expanded Learning Supervisor, and Chief Academic Officer

Supporting Documents/Attachments:

1. Athletic Trainer Job Description.pdf
2. Expanded Learning Program Site Supervisor Job Description.pdf
3. Chief Academic Officer Job Description.pdf

i. Enrollment Report

Supporting Documents/Attachments:

1. 2025-26 Enrollment Report Period 1

j. **Information on Warrant Register Report Processed**

Supporting Documents/Attachments:

1. 090125-093025 Warrant Register

k. **Approval of Donations to Cabrillo Unified School District**

Supporting Documents/Attachments:

1. Summary Site Donations 10.09.2025

l. Approval of Williams Uniform Complaints Reports for First Quarter of the 2025–26 School Year (Education Code §35186)

Supporting Documents/Attachments:

1. Williams_UCP_Report_Q1_2025-26.pdf

m. 2025-09-11_Regular_Board_Meeting_Minutes_DRAFT.pdf Approval of Governing Board Meeting Minutes

Supporting Documents/Attachments:

1. Regular Meeting - Sep 11 2025 - Minutes - Html

6. GOVERNING BOARD REPORTS

a. Board Members

Member Mary Beth Alexander suggested exploring solar installation at El Granada Elementary to reduce general fund costs through bond funding. She also noted the recent county

presentation on ICE protocols and procedures and encouraged participation in pre-conference training sessions offered before the annual December conference.

Clerk Peter Cerneka announced that the next Board meeting will include a discussion on district transparency. He emphasized the importance of improving communication with the community, suggested providing clearer organizational information, and proposed reviewing high-cost items separately from the consent agenda to enhance transparency.

Member Breanna Lafontaine reflected on the recent San Mateo County School Boards Association meeting, highlighting discussions on ICE detentions and community safety. She commended Faith in Action Bay Area for its support services, expressed enthusiasm for the Half Moon Bay High School Homecoming, and encouraged stronger Board engagement with the Cabrillo Education Foundation.

President Carmen Daniel noted her attendance at the San Mateo County School Boards Association meeting and appreciated learning about organizations providing support for those affected by ICE-related situations.

b. Superintendent Report

Superintendent Dr. Ramon Miramontes highlighted the successful ribbon-cutting for the new athletic field and thanked district staff and community partners. He acknowledged teacher efforts during conferences, recognized staff professional development initiatives, discussed leadership transitions, and emphasized collaboration, efficiency, and continued progress on district priorities and facilities projects.

7. CLOSED SESSION

a. Identification of Closed Session Topics of Discussion

b. Public Comments on Closed Session Items

c. Adjournment to Closed Session

The Board adjourned to Closed Session at 7:59 p.m.

d. CONFIDENTIAL STUDENT MATTER: Approval of Individual Services Agreements for Cases 090125 and 090225 (Action)

This item included confidential attachments, provided exclusively to Board members for Closed Session review.

e. PUBLIC EMPLOYEE APPOINTMENT (Government Code §54957)

Title: Chief Academic Officer

f. CONFERENCE WITH LABOR NEGOTIATORS (Government Code §54957.6)

District-Designated Representative: Dr. Ramon Miramontes, Superintendent
Unrepresented Employee: Chief Academic Officer

g. Adjournment of Closed Session

8. RECONVENING OF OPEN SESSION

The Board reconvened to Open Session at 8:23 p.m.

a. Report 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. 090125.
- The Board voted 4-0 to approve the Individual Services Agreement, Case No. 090225.
- The Board also considered the appointment of the Chief Academic Officer; the vote was held in Open Session.

b. **Ratification of Chief Academic Officer Contract - October 10, 2025 – June 30, 2028** (Action) - Revised

Supporting Documents/Attachments:

1. 2025-28 Chief Academic Officer Contract Castillo_Revised.pdf

Note: *The Chief Academic Officer contract was revised by County Counsel and approved by the Board as revised. The*

updated version was uploaded on October 10, 2025.

A motion was made to approve Item 8b as amended.

Moved by: Peter Cerneka
Seconded by: Breanna Lafontaine

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

Passed 4-0

Preferential Votes:
Martin Juarez, Student Board Member, Pilarcitos High School

Absences:
Lizet Cortes, Vice President
Maverick Johnson, Student Board Member, Half Moon Bay High School - Left the meeting at 7:49 p.m.

9. CLOSING ITEMS

a. Adjournment of the Meeting

A motion was made to adjourn the October 9, 2025, Regular Meeting at 8:28 p.m.

Moved by: Carmen Daniel
Seconded by: Peter Cerneka

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

Passed 4-0

Preferential Votes:
Martin Juarez, Student Board Member, Pilarcitos High School

Absences:
Lizet Cortes, Vice President
Maverick Johnson, Student Board Member, Half Moon Bay High School - Left the meeting at 7:49 p.m.

Minutes prepared by Rosibel Acosta, Executive Assistant to

the Superintendent.

Peter Cerneka, Clerk