



Governing Board Retreat & Closed Session

CABRILLO UNIFIED SCHOOL DISTRICT

Published on August 9, 2024

Date and Time

Sunday, August 11, 2024 at 8:30 AM PDT

Location

Seal Cove Inn, 221 Cypress Avenue, Moss Beach, CA 94038

In compliance with the Americans with Disabilities Act, individuals who require special accommodations (accessible seating, documentation in an accessible format, etc.) 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 facilitate reasonable arrangements for accessibility and necessary 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 an open session item on the agenda will be made available for public inspection in the District Office located at 498 Kelly Avenue, Half Moon Bay, California, during regular business hours. Additionally, these documents are accessible on the district's website, cabrillo.k12.ca.us.

PUBLIC COMMENTS GUIDELINES

Members of the public are encouraged to participate in Board meetings and express their views on agenda items or matters within the Board's jurisdiction. To facilitate this, there are two methods available for providing comments:

Submission of Written Comments in Advance: Written comments can be submitted using the Google Public Comments form at cusd.info/comments. Comments for this Special Retreat are accepted from the posting of the agenda until 3:00 p.m. on Saturday, August 10, 2024. Comments should not exceed 300 words; longer comments may not be shared publicly during the meeting. However, all comments received by the deadlines described above, whether or not they are shared publicly during the meeting, will be made available to all Board members and included in the minutes.

Provision of In-Person Comments During the Meeting: To address the Board during the meeting, members of the public should submit a "Request to Address the Board" slip, available on the handout table, to the Administrative Assistant to the Superintendent before the item is introduced. It is recommended to submit the slip as early as possible. 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, with equitable adjustments to time limits to accommodate diverse viewpoints. In exceptional circumstances requiring full public input, the Board President, with Board consent, may adjust the time allowed per speaker or for public input as needed. The Board President may also ask members of the public with the same viewpoint to select a few individuals to address the Board on behalf of that viewpoint. The Administrative Assistant will monitor time and notify speakers when there are 30 seconds remaining and when the time is up. Please adhere to these time limits

- **Agenda items** may be addressed after the staff presentation.
- **Closed session items** may be addressed under "Public Comment on Closed Session Topics."
- Note that during **special meetings, workshops, or retreats**, there is no provision for discussing nonagenda topics. Any matters not on the agenda can be addressed at regular meetings during "Public Comments" under the Communication section.

IMPORTANT BOARD PROTOCOLS REGARDING PUBLIC COMMENTS

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

I. Opening Items

- A. Call Public Session to Order
- B. Roll Call / Quorum
- C. Pledge of Allegiance
- D. Approval of the Agenda

II. Closed Session

- A. Identification of Closed Session Topics of Discussion (Please refer to the list of items identified in Agenda Section 3c, below.)
- B. Public Comments on Closed Session Topics
- C. Adjourn to Closed Session

Board Members will meet privately for Closed Session. Any action taken during Closed Session will be reported out under "Closed Session Action Report."

1. Confidential Student Matter (Vote)

Approval of the Following Individual Service Agreements:

- Student 81124A (student name withheld to protect confidentiality)
- Student 81124B (student name withheld to protect confidentiality)
- Student 81124C (student name withheld to protect confidentiality)
- Student 81124D (student name withheld to protect confidentiality)

2. Conference with Legal Counsel - Existing Litigation (Government Code § 54956.9(d)(2) (Vote)

- **Case 1:** Student 81124E / Cabrillo Unified School District (student name withheld to protect confidentiality)
- **Case 2:** Student 81124F / Cabrillo Unified School District (student name withheld to protect confidentiality)

3. Conference with Labor Negotiators (Government Code §54957.6)

- **District-designated representatives:** Amber Lee-Alva, Superintendent
- **Employee organizations:** Cabrillo Unified Teachers Association

D. Adjourn Closed Session and Reconvene Open Session

III. Open Session

A. Closed Session Action Report

IV. Effective Governance Retreat

A. Welcome and Opening Remarks by SimpleWins (Work Session)

B. Ice Breaker - Identifying Values (Work Session)

C. Roles and Responsibilities (Work Session)

D. Break

E. Setting the Superintendent Up for Success (Work Session)

F. Exploring Places for Improvement (Work Session)

G. Lunch Break

H. Holding Up a Mirror - Current State Analysis (Work Session)

I. Developing a Calendar of Board Meetings (Work Session)

J. Exploring Possible Metrics (Work Session)

K. Break

L. Integrating Metrics into the Draft Calendar (Work Session)

V. Closing Items

A. Adjourn Meeting (Vote)