



**Governing Board Meeting Agenda**  
(Adopted) Meeting Minutes  
**CABRILLO UNIFIED SCHOOL DISTRICT**  
Thursday, May 14, 2020

Closed Session 5:30 PM | Via Zoom: <https://cabrillok12.zoom.us/j/96376418800> (For public comments on Closed Session items only)

**Public Session 7:00 PM | Via Zoom: <https://cabrillok12.zoom.us/j/96263356886>**

Board Members Present: Ms. Kimberly Hines, President  
Ms. Lizet Cortes, Vice President  
Ms. Mary Beth Alexander, Clerk to the Governing Board  
Ms. Freya McCamant, Member  
Ms. Sophia Layne, Member

Administrators Present: Dr. Sean McPhetridge, Ed.D., Superintendent  
Dr. Leticia Bhatia, Ed.D., Assistant Superintendent  
Dr. Holly Wade, Ph.D., Assistant Superintendent  
Mr. Jesus Contreras, Chief Business Officer

Student Board Representative Present: Miss Lauren DuBose, Student Board Representative

**1. CALL TO ORDER**

**2. ROLL CALL / QUORUM**

\_\_\_ Ms. Kimberly Hines, President  
\_\_\_ Ms. Lizet Cortes, Vice President  
\_\_\_ Ms. Mary Beth Alexander, Clerk to the Governing Board  
\_\_\_ Ms. Freya McCamant, Member  
\_\_\_ Ms. Sophia Layne, Member

**3. PUBLIC COMMENTS ON CLOSED SESSION ITEMS**

There were no public comments prior to Closed Session.

**4. RECESS TO CLOSED SESSION – 5:30 PM**

**5. RECONVENE OPEN SESSION – 7:00 PM**

The Governing Board did not take any action in Closed Session.

**6. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Student Board Representative Lauren DuBose.

**7. APPROVAL OF AGENDA**

Motion to approve the agenda as presented made by Member Sophia Layne and seconded by Member Mary Beth Alexander.

(M-54) Passed 5-0 with Student Representative voting aye

**ROLLCALL**

Ms. Kimberly Hines, President - aye  
Ms. Lizet Cortes, Vice President - aye  
Ms. Mary Beth Alexander, Clerk to the Governing Board - aye  
Ms. Freya McCamant, Member - aye  
Ms. Sophia Layne, Member - aye

**8. SPECIAL RECOGNITIONS**

None

**9. COMMUNICATIONS**

a. Public Comments

The Board received a written comment via the Google Public Comment Request form on a nonagendized item from Richard van Wyngaarden, Half Moon Bay High School teacher. Mr. van Wyngaarden shared his concerns about the opening of schools in the fall and asked the Board to consider some questions about the food services, technology, and safety needs for students and staff if the district decides to reopen schools.

b. Employee Organizations Report

i. CUTA Representative

None.

ii. CSEA Representative

None.

c. Board Member Reports

Member Lizet Cortes said that CUSD parents have reached out to her to share the challenges they are facing with the remote learning program. Ms. Cortes said that everybody is having a difficult time, that the struggles are different because of living situations, education levels, and technology accessibility, but that we are in this together and we should wait to receive the guide from the San Mateo Office of Education.

Member Sophia Layne shared she is grateful for the progress made in terms of working toward financial stability, continued improvement, and a focus on equity over the past months despite the challenging circumstances. Ms. Layne also said she is appreciative of the resolve and conviction of the staff, families, and students to do their best. Ms. Layne said we should expect a significant reduction in the base funding for LCFF based on the Governor's announcement. Lastly, Ms. Layne said she is also grateful for the work the district is doing providing meals to students and collaborating with community organizations on ensuring reliable internet access for students.

Member Mary Beth Alexander thanked teachers for adjusting so quickly to the technology component. Ms. Alexander said the technology piece could be the silver lining even when school is back to normal.

Member Freya McCamant said it's important to recognize the different level of grief, whether it is about the shelter in place, loss of school, loss of jobs, and life as we know it, and she sent a message to teachers, families, and students to keep going to persevere. Ms. McCamant thanked administrators for doing the day to day planning to make sure the children are getting educated. Ms. McCamant also thanked the teachers for doing their best to adapt to the new situation.

President Kimberly Hines asked us to be humble and aware of the variety of living arrangements in the Coastside community, including parents who are both working and parents who have lost their jobs. President Hines said it is the responsibility of the Board to keep doing the business we do, and she thanked the people that connected to listen to the presentations and to support the school district.

d. Student Board Member Report

Student Board Member Lauren DuBose provided the Board and the public an update on Kings Mountain Elementary, Farallone View Elementary, Cunha Intermediate, and Half Moon Bay High School.

e. Superintendent Report

Superintendent Sean McPhetridge said that it is important during this time of challenge to acknowledge and understand that there are multiple viewpoints, interests, and feelings, and he said the district has to balance those considerations in decision making that impacts children, families, and community the district serves.

Superintendent McPhetridge said that the district has to consider some key goals including regaining financial health considering what Governor Newsom had said about the major cuts to public education. He reminds us we are working toward improved student outcomes and keeping a focus on equity as the district makes decisions, and he noted that all those decisions must represent the mission of the school district to serve every child every day.

Superintendent McPhetridge also said that the district is balancing the interest of education and health now. The district is receiving guidance from the San Mateo County Office of Education, and next week there will be work to start forming the Return to Schools Committee. Superintendent McPhetridge also said the district has to plan for the safety and health of students, staff, and community going forward into next school year.

## INFORMATIONAL REPORTS

a. Extended Day Kindergarten Update Presentation

Dr. Leticia Bhatia, Assistant Superintendent, Curriculum and Instruction, presented an update on Extended Day Kindergarten.

The Board received the following written comments via Google electronic form:

Ms. Peggy Rothenberg, Farallone View Teacher, commented about the extended kindergarten process at Cabrillo and asked the Board to put students first.

Justin Stockman, El Granada Elementary parent, shared his concerns about the extended kindergarten day as a parent of TK students.

Ms. Endelisa C, Migrant Parent Advisory Committee member, wrote in support of more time of kindergarten instruction to support reclassification efforts and disadvantaged students.

Ms. Kate Livingstone, CUSD retired teacher and former Board member, sent a comment written by retired CUSD kindergarten teachers - Mary Balciunas, Kate Livingston, and Genevra Putnam. Teachers asked the Board to reconsider the extended kindergarten day and asked CUSD to place TK students into their own classroom.

Mr. Luis Bazan, HMB Latino Council member, wrote in support of kindergarten extended day.

An anonymous commenter wrote in support of kindergarten extended day.

Ms. Breanna Lafontaine, El Granada PTO President, asked the Board not to start kindergarten extended day since day one and to consider teachers' recommendations.

Ms. Misty Veloso, Ms. Kathleen Wall, and Ms. Heidi Mills, CUSD teachers, provided the Board some history of the implementation of the current kindergarten day.

b. Financial Report Presentation

J Jesus Contreras, Chief Business Officer, presented the Financial Report.

c. Update on COVID-19's Impact on CUSD Operations

Dr. Sean McPhetridge, Superintendent, presented an update on COVID-19's Impact on CUSD Operations.

## 10. DISCUSSION ITEMS

- a. Administrative Regulation 5121 Grading/Evaluation of Student Achievement

Dr. Sean McPhetridge, Superintendent, introduced the Administrative Regulation 5121 Grading/Evaluation of Student Achievement and provided the Board and public an overview of the new CUSD grading policy during the COVID-19 pandemic and CUSD's transition to remote learning.

Mr. John Nazar, Half Moon Bay High School Principal, and Andrew Boysen, Half Moon Bay High School Assistant Principal, joined the meeting to provide an overview of the HMBHS new grading system.

At 9:40 PM President Hines requested a motion to continue past the 10:00 PM curfew. Motion made by Member Sophia Layne and seconded by Member Freya McCamant.

(M-55) Passed 5-0 with Student Representative voting aye

### ROLLCALL

Ms. Kimberly Hines, President - aye  
Ms. Lizet Cortes, Vice President - aye  
Ms. Mary Beth Alexander, Clerk to the Governing Board - aye  
Ms. Freya McCamant, Member - aye  
Ms. Sophia Layne, Member – aye

## 11. CONSENT ITEMS

- a. Approval of Algebra 1 Waiver Submission to California Department of Education
- b. Approval of Certificated Personnel Report
- c. Approval of Classified Personnel Report
- d. Acceptance of Donations to Cabrillo Unified School District
- e. Approval and Adoption of Minutes of April 16, 2020, Regular Governing Board Meeting
- f. Approval of COVID-19 Special Policy Update and Adopt the Proposed Revisions as Recommended by the California School Boards Association

Motion to approve the consent agenda by made Member Mary Beth Alexander and seconded by Member Lizet Cortes.

(M-56) Passed 5-0 with Student Representative voting aye

### ROLLCALL

Ms. Kimberly Hines, President - aye  
Ms. Lizet Cortes, Vice President - aye  
Ms. Mary Beth Alexander, Clerk to the Governing Board - aye  
Ms. Freya McCamant, Member - aye  
Ms. Sophia Layne, Member - aye

## 12. ACTION ITEMS

- a. Adopt Resolution No. 13-20 of Emergency Relating to Coronavirus (COVID-19)

Motion to adopt Resolution No. 13-20 of Emergency Relating to Coronavirus (COVID-19) made by Member Freya McCamant and seconded by Member Sophia Layne.

(M-57) Passed 5-0 with Student Representative voting aye

### ROLLCALL

Ms. Kimberly Hines, President - aye  
Ms. Lizet Cortes, Vice President - aye  
Ms. Mary Beth Alexander, Clerk to the Governing Board - aye

Ms. Freya McCamant, Member - aye  
Ms. Sophia Layne, Member – aye

b. Approval of New Health Technician Positions

Motion to approve New Health Technician Positions made by Member Lizet Cortes and seconded by Member Mary Beth Alexander.

(M-58) Passed 5-0 with Student Representative voting aye

**ROLLCALL**

Ms. Kimberly Hines, President - aye  
Ms. Lizet Cortes, Vice President - aye  
Ms. Mary Beth Alexander, Clerk to the Governing Board - aye  
Ms. Freya McCamant, Member - aye  
Ms. Sophia Layne, Member - aye

c. Adoption of Resolution No. 14-20 Reducing and/or Discontinuing of Classified Positions

Motion to adopt Resolution No. 14-20 Reducing and/or Discontinuing of Classified Positions made by Member Sophia Layne and seconded by Member Freya McCamant.

(M-59) Passed 5-0 with Student Representative voting aye

**ROLLCALL**

Ms. Kimberly Hines, President - aye  
Ms. Lizet Cortes, Vice President - aye  
Ms. Mary Beth Alexander, Clerk to the Governing Board - aye  
Ms. Freya McCamant, Member - aye  
Ms. Sophia Layne, Member – aye

d. Adoption of Fiscal Year-End Resolution No. 15-20 Approving Budgetary Increases and Transfers at Year-End

Motion to adopt Fiscal Year-End Resolution No. 15-20 Approving Budgetary Increases and Transfers at Year-End made by Member Lizet Cortes and seconded by Member Freya McCamant.

(M-60) Passed 5-0 with Student Representative voting aye

**ROLLCALL**

Ms. Kimberly Hines, President - aye  
Ms. Lizet Cortes, Vice President - aye  
Ms. Mary Beth Alexander, Clerk to the Governing Board - aye  
Ms. Freya McCamant, Member - aye  
Ms. Sophia Layne, Member – aye

e. Adoption of Fiscal Year-End Resolution No. 16-20 Appropriating Ending Balance to a Reserve

Motion to adopt Fiscal Year-End Resolution No. 16-20 Appropriating Ending Balance to a Reserve made by Member Mary Beth Alexander and seconded by Member Sophia Layne.

(M-61) Passed 5-0 with Student Representative voting aye

**ROLLCALL**

Ms. Kimberly Hines, President - aye  
Ms. Lizet Cortes, Vice President - aye  
Ms. Mary Beth Alexander, Clerk to the Governing Board - aye  
Ms. Freya McCamant, Member - aye  
Ms. Sophia Layne, Member - aye

f. Approval of Purchase of Classroom Furniture for the Hatch Kindergarten Project

Motion to approve Purchase of Classroom Furniture for the Hatch Kindergarten Project made by Member Sophia Layne and seconded by Member Freya McCamant.

(M-62) Passed 5-0 with Student Representative voting aye

**ROLLCALL**

Ms. Kimberly Hines, President - aye  
Ms. Lizet Cortes, Vice President - aye  
Ms. Mary Beth Alexander, Clerk to the Governing Board - aye  
Ms. Freya McCamant, Member - aye  
Ms. Sophia Layne, Member - aye

g. Adoption of Resolution No.17-20 TRAN Issuance and Resolution Maximum Amount Borrowing

Motion to adopt Resolution No.17-20 TRAN Issuance and Resolution Maximum Amount Borrowing made by Member Mary Beth Alexander seconded by Member Sophia Layne.

(M-63) Passed 5-0 with Student Representative voting aye

**ROLLCALL**

Ms. Kimberly Hines, President - aye  
Ms. Lizet Cortes, Vice President - aye  
Ms. Mary Beth Alexander, Clerk to the Governing Board - aye  
Ms. Freya McCamant, Member - aye  
Ms. Sophia Layne, Member - aye

**17. ADJOURNMENT OF THE MEETING**

Motion to adjourn the meeting made by Member Lizet Cortes and seconded by Member Freya McCamant.

(M-64) Passed 5-0 with Student Representative voting aye

Meeting was adjourned at 10:35 PM

Minutes prepared by Rosibel Acosta, Administrative Assistant to the Superintendent

Minutes presented by Sean McPhetridge, Ed.D., Secretary to the Governing Board

Certified by:

\_\_\_\_\_  
Mary Beth Alexander  
Clerk to the Governing Board

\_\_\_\_\_  
Date