

SULPHUR SPRINGS SCHOOL DISTRICT

Regular Meeting of the Governing Board
August 12, 2015

MINUTES

District Administrative Office
27000 Weyerhaeuser Way
Canyon Country, CA 91351

TRUSTEES PRESENT:

Dr. Kerry Clegg, President
Mrs. Shelley Weinstein, Clerk
Mr. Ken Chase, Member
Mr. Denis DeFigueiredo, Member - Absent
Mrs. Lori MacDonald, Member

STAFF PRESENT:

Dr. Catherine Kawaguchi, Superintendent
Mrs. Kathy Harris, Assistant Superintendent-Instructional Services
Mr. Josh Randall, Interim Assistant Superintendent-Personnel/Pupil Services
Mrs. Selina Hurst, District Executive Secretary

*Call to Order,
Roll Call*

Dr. Clegg called the Regular Meeting to order at 6:36 PM, noted the roll, and the absence of Mr. DeFigueiredo.

Pledge of Allegiance

Orian Gookins led the Pledge of Allegiance.

*Approval of Agenda,
Weinstein-Aye
Chase-Aye
DeFigueiredo-Absent
MacDonald-Aye
Clegg-Aye*

The motion was made by Mrs. Weinstein, seconded by Mrs. MacDonald, and passed 4-0 to approve the Agenda with Addendum as presented.

*Approval of Minutes,
7/22/15 Meeting
Weinstein-Aye
Chase-Aye
DeFigueiredo-Absent
MacDonald-Aye
Clegg-Aye*

The motion was made by Mr. Chase, seconded by Mrs. MacDonald, and passed 4-0 to approve the Minutes of the July 22, 2015 Regular Meeting.

*Hearing,
Requests to Address,
Comments, Questions*

There were no requests to address the Board, nor were there any comments or questions regarding agenda items.

Consent,
Weinstein-Aye
Chase-Aye
DeFigueiredo-Absent
MacDonald-Aye
Clegg-Aye

Mrs. Weinstein requested removal of the Personnel Action Report #15-15 with Addendum from the Consent Calendar.

The motion was made by Mrs. Weinstein, seconded by Mr. Chase and passed 4-0, to approve the Consent Calendar as follows:

- Conference Action Report #15-14
- Consultant Agreement: Dolores Adams
- Board of Trustees Meeting Dates – 2015/2016
- 2015-16 Approved Field Trip and Fee Schedule
- Amended Resolution # R-15-07: Golden Handshake/Retirement Incentive Program
- Student Teaching Agreement with The Master's College
- Blackboard Agreement Renewal
- CSM Consulting Inc. Annual Contract Renewal

Consent,
Personnel Action Report
& Addendum
Weinstein-Aye
Chase-Aye
DeFigueiredo-Absent
MacDonald-Aye
Clegg-Aye

Trustees recognized the following appointments:

- Mrs. Betsy Pegler as principal at Sulphur Springs Community School
- Mrs. Michele Gookins as Assistant Superintendent, Business Services
- Mr. Josh Randall as Assistant Superintendent, Personnel/Pupil Services

The motion was made by Mrs. Weinstein, seconded by Mrs. MacDonald, and passed 4-0, to approve the Personnel Action Report #15-15 with Addendum.

**Agenda Order
Change**

Dr. Clegg changed the order of the agenda. Trustees took action on the following Action Calendar items: IX. B, C, D, and E.

Action,
Appointment/Contract:
Michele Gookins,
Weinstein-Aye
Chase-Aye
DeFigueiredo-Absent
MacDonald-Aye
Clegg-Aye

The motion was made by Mrs. Weinstein, seconded by Mr. Chase, and passed 4-0 to approve the Appointment of Mrs. Michele Gookins as Assistant Superintendent, Business Services, Hereby Designated as a Classified Senior Management Position Pursuant to EC 45100.5 and EC 45108.5 and Approval of Mrs. Gookins' Employment Contract as presented.

Action,
Appointment/Contract:
Josh Randall,
Weinstein-Aye
Chase-Aye
DeFigueiredo-Absent
MacDonald-Aye
Clegg-Aye

The motion was made by Mr. Chase, seconded by Mrs. Weinstein, and passed 4-0 to approve the Appointment of Mr. Josh Randall as Assistant Superintendent, Personnel/Pupil Services and Approval of Mr. Randall's Employment Contract as presented.

Action,
Contract: Kathy Harris,
Weinstein-Aye
Chase-Aye
DeFigueiredo-Absent
MacDonald-Aye
Clegg-Aye

The motion was made by Mrs. Weinstein, seconded by Mrs. MacDonald, and passed 4-0 to approve the Contract for Mrs. Kathy Harris, Assistant Superintendent, Instructional Services as presented.

Action,
Debt Restructuring Plan:
CFW,
Weinstein-Aye
Chase-Aye
DeFigueiredo-Absent
MacDonald-Aye
Clegg-Aye

Mr. Kushroo Gheyara and Mr. John Greenlee, Caldwell Flores Winters, reviewed and responded to questions from Trustees regarding goals of the Debt Restructuring Program including Option 1 and possible alternate options. Key steps of the proposed plan and the COP and BAN debt repayment plan were also reviewed and discussed.

The motion was made by Mr. Chase, seconded by Mrs. MacDonald, and passed 4-0 to approve the District's Debt Restructuring Plan, Option 1, as presented by Caldwell Flores Winters, Inc.

Recess, Reconvene

Dr. Clegg called a short break at 7:57 PM, reconvening at 8:08.

Conference,
First Reading: BP/AR/BB

Trustees participated in a First Reading of the following Board Policies, Administrative Regulation, and Board Bylaws:

- BP 4121 – Temporary/Substitute Personnel
- AR 4161.1a 4361.1 – Personal Illness/Injury Leave
- AR 4261.1a – Personal Illness/Injury Leave
- AR 4161.2a 4261.2 4361.2 – Personal Leaves
- BB 9320 – Meetings and Notices

These materials will be formatted for adoption at the next meeting with the exception of BB 9320 which will be brought back at the September 9 meeting.

Conference,
2015 Parent Satisfaction Survey Results
Weinstein-Aye
Chase-Aye
DeFigueiredo-Absent
MacDonald-Aye
Clegg-Aye

The motion was made by Mr. Chase, seconded by Mrs. Weinstein, and passed 4-0 to table the 2015 Parent Satisfaction Survey Results until the September 9 meeting.

Conference,
2015-16 SSSD Professional Development Plan, Year 2

Mrs. Harris presented an overview and responded to questions regarding the Three-Year Professional Development Plan including Major Focus, New/Continued Implementation, Research-based Strategy Focus, and Ongoing Needs with specific focus on Year 2. Mrs. Harris also highlighted professional development opportunities for 2015-16 that included Illuminate training in the PPD 1 (Professional Development Day) and PPD 2 this week. PPD 3 will focus on Math. The District is off to an exciting start.

Conference,
Instructional Services End of Year Presentation 2014-15

Mrs. Harris provided Trustees with highlights of the Instructional Services department during the 2014-15 school year. These highlights included Curriculum Connections, Professional Development, GLAD (Guided Language Acquisition Design), Instructional Technology, Categorical Programs, CAASPP (California Assessment of Student Performance and Progress), ASES (After School Enrichment), Special Celebrations, State Preschool, and LCAP (Local Control Accountability Plan).

Conference,
Business Services End of Year Report 2014-2015

Dr. Kawaguchi and Mr. Matthews, Director of Facility & Projects, presented the Business Services End of Year Report for 2014-2015 in the areas of Annual Attendance Data, Mitigation Agreement/Developer Fees, Indoor Air Quality, and Crime/ Vandalism Incidents.

- Annual Attendance Data Report – Goal for District would be to get to at least to 98%. This is an LCAP goal.
- Developer Fees Report – Funding received from fees levied on developers or other

agencies as a condition of approving a development.

- Indoor Air Quality Report – Regular maintenance and repairs, testing, surveys
- Crime/Vandalism Incidents Report – Does not include most recent vandalism at Valley View Community School

Conference,
Utility Report

Dr. Kawaguchi presented the Utility Report including information on electric, gas, and water usage district wide.

- Electric savings – \$71,678.07
- Gas savings - \$5,509.88
- Water savings - \$46,356.76
- Total savings district wide - \$123,544.71

Dr. Kawaguchi thanked Staff for working together to conserve on utilities.

Conference,
Board Tours for 2015-16

Dr. Kawaguchi shared with Trustees Board Tours dates proposed for this school year as follows: September 21, October 19, March 13.

Action,
*Business Services Report,
Weinstein-Aye
Chase-Aye
DeFigueiredo-Absent
MacDonald-Aye
Clegg-Aye*

The motion was made by Mr. Chase, seconded by Mrs. Weinstein, and passed 4-0 to approve the Business Services Report #16-03 as presented.

Action,
*Additional Professional
Services with CFW,
Weinstein-Aye
Chase-Aye
DeFigueiredo-Absent
MacDonald-Aye
Clegg-Aye*

The motion was made by Mr. Chase, seconded by Mrs. Weinstein, and passed 4-0 to approve the Additional Professional Services with Caldwell Flores Winter, Inc. as presented.

Action,
*Director, PD/IT/CS Job
Title Change,
Weinstein-Aye
Chase-Aye
DeFigueiredo-Absent
MacDonald-Aye
Clegg-Aye*

The motion was made by Mrs. MacDonald, seconded by Mrs. Weinstein, and passed 4-0 to approve the Director of Professional Development/Instructional Technology/Categorical Support Job Title Change to Director of Curriculum and Instruction as presented.

**Correspondence
& Board Information**

Trustees were provided with Back-to-School Nights – Dates and Times. Dr. Kawaguchi noted that Canyon Springs may have a date change. Trustees will be notified if that happens.

Mrs. MacDonald, Mrs. Weinstein, and Dr. Clegg reported their attendance at the New Staff and Orientation events for the start of the school year commenting on how well they went. Mr. Chase regretted not being able to attend the Orientation.

Mr. Chase commented that he found the interview process for the Assistant Superintendent of Business Services position a very rewarding experience.

Closed Session,
Weinstein-Aye
Chase-Aye
DeFigueiredo-Absent
MacDonald-Aye
Clegg-Aye

The motion was made by Mrs. Weinstein, seconded by Mr. Chase, and passed 4-0 to adjourn to Closed Session at 10:47 PM for discussion regarding Public Employee Discipline/Dismissal/Release Government Code Section 54957.

Reconvene,
Weinstein-Aye
Chase-Aye
DeFigueiredo-Absent
MacDonald-Aye
Clegg-Aye

The motion was made by Mrs. Weinstein, seconded by Mrs. MacDonald, and passed 4-0 to reconvene the meeting at 11:42 PM.

Adjournment,
Weinstein-Aye
Chase-Aye
DeFigueiredo-Absent
MacDonald-Aye
Clegg-Aye

The motion was made by Mr. Chase, seconded by Mrs. MacDonald, and passed 4-0 to adjourn the meeting at 11:43 PM.

August 26, 2015

Date



Dr. Kerry Clegg, President



Mrs. Shelley Weinstein, Clerk