

## SULPHUR SPRINGS UNION SCHOOL DISTRICT

Regular Meeting of the Governing Board

August 23, 2023

### MINUTES

#### Meeting Location:

Sulphur Springs Union School District  
27000 Weyerhaeuser Way  
Santa Clarita, CA 91351

#### STAFF PRESENT:

Dr. Catherine Kawaguchi, Superintendent  
Dr. Joshua Randall, Deputy Superintendent, Business Services  
Dr. Jezelle Fullwood, Assistant Superintendent, Educational Services  
Dr. Jay Greenlinger, Assistant Superintendent, Personnel/Pupil Services  
Ms. Nancy Raygoza, District Executive Secretary

#### TRUSTEES PRESENT:

Mrs. Shelley Weinstein, President  
Mrs. Paola Jellings, Clerk  
Mr. Ken Chase, Member  
Mr. Denis DeFigueiredo, Member  
Mrs. Lori MacDonald, Member

#### **Call to Order, Roll Call**

Mrs. Weinstein called the Regular Meeting to order at 7:06 PM and noted the roll.

#### **Pledge of Allegiance**

Mr. Paul Frisina, Executive Director of Special Education/Student Support Services, led the Pledge of Allegiance.

#### **Approval of Agenda,**

*Weinstein-Aye  
Jellings-Aye  
Chase-Aye  
DeFigueiredo-Aye  
MacDonald-Aye*

The motion was made by Mrs. Jellings, seconded by Mr. Chase, and passed 5-0 by voice vote to approve the Agenda.

#### **Approval of Regular Minutes, August 9, 2023**

*Weinstein-Aye  
Jellings-Aye  
Chase-Aye  
DeFigueiredo-Aye  
MacDonald-Aye*

The motion was made by Mr. DeFigueiredo, seconded by Mrs. Jellings, and passed 5-0 by voice vote to approve the Minutes of the August 9, 2023, Regular Board Meeting.

#### **Hearing Session, Advance Request(s) to Address the Board**

Mrs. Weinstein asked if any advanced requests to address the Board had been received. There were no advanced requests to address the Board.

#### **Hearing Session, Comments and/or Questions Regarding Agenda Items**

Mrs. Weinstein asked if there were any comments or questions regarding agenda items. There were no comments or questions regarding agenda items.

#### **Hearing Session, Initial Proposal from the Sulphur Springs Union School District to the Sulphur Springs District Teachers' Association.**

Mrs. Weinstein opened a Public Hearing Session to hear comments and respond to questions regarding the Initial Proposal from the Sulphur Springs Union School District to the Sulphur Springs District Teachers' Association. As there were no written or verbal comments or questions, the Public Hearing was closed at 7:08 PM.

**Hearing Session,**  
*Initial Proposal from  
the Sulphur Springs  
Union School District to  
the California School  
Employees Association  
Chapter #298*

Mrs. Weinstein opened a Public Hearing Session to hear comments and respond to questions regarding the Initial Proposal from the Sulphur Springs Union School District to the California School Employees Association Chapter #298. As there were no written or verbal comments or questions, the Public Hearing was closed at 7:09 PM.

**Consent Calendar,**  
*Weinstein-Aye  
Jellings-Aye  
Chase-Aye  
DeFigueiredo-Aye  
MacDonald-Aye*

The motion was made by Mr. DeFigueiredo, seconded by Mrs. Jellings, and passed 5-0 by voice vote to approve the Consent Calendar, as follows:

- Conference Action Report #23-14
- Field Trip Action Report N/A
- Gift Action Report #23-14
- Personnel Action Report #23-14
- Consultant Agreement - Kyle Tiernan, dba Kyle's Cartoon Platoon - Pinetree Community School
- Consultant Agreement - Playworks - Fair Oaks Ranch
- Consultant Agreement - Velocity Fundraising Resources, Inc. - Leona Cox Community School
- Consultant Agreement - Velocity Fundraising Resources, Inc. - Pinetree Community School
- Consultant Agreement - Apex Leadership Co. - Golden Oak Community School
- Consultant Agreement - Cornerstone Photography - Canyon Springs Community School
- Consultant Agreement - Cornerstone Photography - Pinetree Community School
- Consultant Agreement - Cornerstone Photography - Sulphur Springs Union School District Office
- Consultant Agreement - Velocity Fundraising Resources, Inc. - Valley View Community School
- Consultant Agreement - Velocity Fundraising Resources, Inc. - Canyon Springs Community School

**Conference  
Calendar,**  
*End-of-Year Report:  
District Office, 2022-  
2023 School Year*

Dr. Kawaguchi and District Office Management shared an End-of-Year Report with the Board of Trustees regarding the work that took place during the 2022-2023 school year to support students and families.

Dr. Fullwood, Assistant Superintendent, Educational Services and Mrs. Vivian Fiss, Director of Curriculum and Instruction shared their Department's focus on instruction with Tier I Instruction, standards and researched-based curriculum. They also shared their efforts to support teachers with various professional development such as Orton Gillingham and Capturing Kids' Hearts.

Mr. Paul Frisina, Executive Director of Special Education and Student Support Services shared with the Board all the various job positions held by support providers in the Department. Mr. Frisina shared that the Special Education Administrative Team is providing special education guidance/support to site administration, psychologists, teachers, and service providers by providing support to site teams with complex student cases and special education compliance. In addition, he shared that the School Social Worker Team are removing barriers that prevent students from attending school and/or thriving in school. The Department Support Team provides SEIS support, Medi-Cal program coordination, to name a few, and overall support in carrying out the mission of the entire Department. Dr. Kawaguchi recognized that the Nurse team was crucial during the Pandemic and the return of Students to in person instruction. The Board of Trustees shared how the Special Education Department has grown drastically over the years, and they are proud of the growth and strength of the Department.

Dr. Greenlinger, Assistant Superintendent, Personnel/Pupil Services and Dr. Eric Guerrero, Director of Personnel/Pupil Services provided a report of their Department beginning with Personnel. Dr. Greenlinger shared that there were several new hires for the 2022-2023 school year both certificated and classified, and that they attended Job Fairs for recruitment in the Santa Clarita Valley and at California State University, Northridge. The Pupil Services Department shared their focus on attendance. Dr. Guerrero shared the year-over-year increase in attendance of 0.4 percent and a decrease in Chronic Absenteeism of 0.69 percent.

Dr. Randall, Deputy Superintendent, Business Services, and Mrs. Cristina Fiock, Executive Director of Fiscal Services shared the End-of-Year Report for the Business Services Department. They shared that they have a wonderful team that works hard completing the CDE Fiscal Reports, Adopted Budget, and Interim Reports, as well as, Unaudited Actuals Report. There was over \$82,000,000 in General Fund monitoring, Federal Reporting, ESSER, ConApp, Per Pupil Expenditures (PPE), SARC, Special Education Reporting, and Cash Management, LCAP Monitoring and LCFF Budget Overview for Parents.

Dr. Randall, Deputy Superintendent, Business Services, shared the End-of-Year Report for the Transportation Department. He shared that for the Transportation Department, safety is a top priority. The combined school bus driving experience in the District is 246 years. Transportation statistics included the daily average bus riders at 665 students with 179 Bus Stops and 153,354 miles driven. The District Fleet includes 21 school buses total, with 11 electric, 5 propane, and 5 diesels. Every day the Transportation Department conducts Pre-Trip Inspections of both the interior/ exterior and a brake test of each bus. The District's fleet is subject to random inspections of fleet records, as well as, vehicle inspections by California Highway Patrol.

Mr. Dean Elliott, Instructional Technology Department Manager, shared that the Technology Services Department provided Teacher Support by providing a Teacher MacBook Air Refresh for Grades TK - 2<sup>nd</sup> at all 9 schools, totaling 103. Cyber security training and awareness was provided to the District. Student Support was provided to 5200 Total iPads / Chromebooks at all 9 schools and 164 classrooms of cleaning, wiping and installing the latest OS and software applications.

Mr. Ronaldo Garcia-Lopez, Director of Facilities and Projects, and Dr. Randall, Deputy Superintendent, Business Services, presented the End-of-Year Report for the Maintenance and Operations Department. They shared the staffing of the Department including Facilities Team Members, and the Custodial Team. The Team worked to prepare classrooms for fall. Mr. Garcia- Lopez shared a system he put in place to complete all nine schools over the summer with time to work on projects. The Custodial Team worked around RISE After School Program and End of School Year Program. The cleaning schedule was a team effort with collaboration and consistency. The focus on student environment is important to the Department. Projects were completed to prepare for 2023-2024 School Year include, but are not limited to the following: conversion of labs to classrooms, lighting, painting to support the Autism Program at Sulphur Springs Community School, carpet replacement, hard floor replacement, painting at school sites, completion of installation of 2nd monitors, and the installation of tough sheds. Dr. Randall provided an update on the construction taking place in the District, and shared the completion of the Sulphur Springs Project and of the new two classroom building at Pinetree.

**Action Calendar,**  
*Initial Proposal from  
the Sulphur Springs  
Union School District to  
the Sulphur Springs  
District Teachers'  
Association*  
Weinstein-Aye  
Jellings-Aye  
Chase-Aye  
DeFigueiredo-Aye  
MacDonald-Aye

Dr. Greenlinger presented to the Board of Trustees the Initial Proposal from the Sulphur Springs Union School District to the Sulphur Springs District Teachers' Association. The District asks the Board to acknowledge receipt of the District's initial proposal for contract negotiations with SSDTA for the 23-24 school year.

The motion was made by Mr. Chase, seconded by Mr. DeFigueiredo, and passed 5-0 by a voice vote, to acknowledge receipt of the Initial Proposal from the Sulphur Springs Union School District to the Sulphur Springs District Teachers' Association.

**Action Calendar,**  
*Initial Proposal from  
the Sulphur Springs  
Union School District to  
the California School  
Employees Association  
Chapter #298*  
Weinstein-Aye  
Jellings-Aye  
Chase-Aye

Dr. Greenlinger presented to the Board of Trustees the Initial Proposal from the Sulphur Springs Union School District to the California School Employees Association Chapter #298. The District asks the Board to acknowledge receipt of the District's initial proposal for contract negotiations with CSEA Chapter #298 for the 23-24 school year.

The motion was made by Mrs. Jellings, seconded by Mrs. MacDonald, and passed 5-0 by a voice vote, to acknowledge receipt of the Initial Proposal from the Sulphur Springs Union School District to the California School

*DeFigueiredo-Aye  
MacDonald-Aye*

Employees Association Chapter #298.

**Action Calendar,**  
*2023-2024  
Consolidated  
Application  
Weinstein-Aye  
Jellings-Aye  
Chase-Aye  
DeFigueiredo-Aye  
MacDonald-Aye*

Dr. Fullwood presented to the Board of Trustees the 2023-2024 Consolidated Application. Dr. Fullwood shared that by submission of Part I of the 2023-2024 Consolidated Application for Funding Categorical Aid Programs to the California Department of Education, the Sulphur Springs Union School District declares the District's intent to apply for multiple state and federal, formula-driven, categorical program funds for the 2023-2024 school year.

Submission of Part I of the 2023-2024 Consolidated Application for Funding Categorical Aid Programs also assures the California State Board of Education that the District will adhere to the legal assurances associated with federal and state categorical programs.

The motion was made by Mr. Chase, seconded by Mrs. Jellings, and passed 5-0 by a voice vote, to approve the 2023-2024 Consolidated Application Part I for Funding Categorical Aid Programs for the Sulphur Springs Union School District.

**Action Calendar,**  
*Revision to the  
Substitute Teacher  
Salary Schedule  
Weinstein-Aye  
Jellings-Aye  
Chase-Aye  
DeFigueiredo-Aye  
MacDonald-Aye*

Dr. Greenlinger presented to the Board of Trustees the Revision to the Substitute Teacher Salary Schedule. Dr. Greenlinger shared that the Substitute Teacher Salary schedule revision includes an hourly rate for Substitute Music Teachers.

The motion was made by Mrs. Jellings, seconded by Mr. Chase, and passed 5-0 by a voice vote, to approve the Revision to the Substitute Teacher Salary Schedule.

**Action Calendar,**  
*Provisional Internship  
Permit for Renee  
Caballero  
Weinstein-Aye  
Jellings-Aye  
Chase-Aye  
DeFigueiredo-Aye  
MacDonald-Aye*

Dr. Greenlinger presented to the Board of Trustees the Provisional Internship Permit for Renee Caballero, who will be assigned to the second-grade vacancy at Mitchell Community School.

The motion was made by Mrs. Jellings, seconded by Mrs. MacDonald, and passed 5-0 by a voice vote, to approve the Provisional Internship Permit for Renee Caballero.

**Action Calendar,**  
*Approval of Amendment  
No. 4 to the April 22,  
2020 Employment  
Contract for Dr.  
Catherine Kawaguchi  
Weinstein-Aye  
Jellings-Aye  
Chase-Aye  
DeFigueiredo-Aye  
MacDonald-Aye*

Mrs. Weinstein recommended the approval of Amendment No. 4 to the April 22, 2020 Employment Contract for Dr. Catherine Kawaguchi. Dr. Kawaguchi's term of employment shall be for the period of July 1, 2023 to June 30, 2027 for the position of Superintendent. There is no change in salary pursuant to the contract.

The motion was made by Mr. DeFigueiredo, and passed 5-0 by voice vote to approve Amendment No. 4 to the April 22, 2020 Employment Contract for Dr. Catherine Kawaguchi.

**Action Calendar,**  
*Business Services  
Report #23-14  
Weinstein-Aye  
Jellings-Aye  
Chase-Aye  
DeFigueiredo-Aye  
MacDonald-Aye*

The motion was made by Mr. Chase, seconded by Mrs. Jellings, and passed 5-0 by voice vote to approve the Business Services Report #23-14.

**Correspondence  
and  
Board Information**

Mrs. MacDonald shared that she was glad that the Maintenance and Operations Team was able to inspect the school sites. She is glad that the storm was not as bad as anticipated. She shared that the school year is two weeks in, and she thinks the District is doing great. She loved the End-of-Year Report presented by the District.

Mr. DeFigueiredo shared that it is a great school year to have happy, healthy kids in the classroom and doing great things. He thanked the District Cabinet and Staff for their leadership, and getting the ball rolling. He is glad to be part of that, and shared that he and the Board Members enjoy being close to the staff.

Mr. Chase shared that the rain measured in at 8.17 inches that Sunday. He shared that it is always great to start a new school year. He stated he will not be present at the next Board Meeting.

Mrs. Jellings shared that at the last Board Meeting, the Consultant Agreement for Playworks at Golden Oak was approved, and her daughter, a student at Golden Oak, got the opportunity to be one of the student coaches. She shared that her daughter was so excited to train and teach games to other students. She was beaming with joy. Mrs. Jellings shared that she is looking forward to hearing more about it.

Mrs. Weinstein thanked Dr. Randall, Mr. Ronaldo Garcia-Lopez, and all of the District Staff that was out at school sites on Sunday checking things out. She shared that she believes the District made the right choice to close based on the information they had at the time, and she appreciates everyone who worked on Monday. Mr. DeFigueiredo agreed with Mrs. Weinstein that it was the right choice to close the District. Mrs. Weinstein shared that she loved the End-of-Year Report Presentation, and thought it was the best report in twenty years. It has great information that she will keep for her records.

**Items for the  
September 13,  
2023 Meeting at  
the District  
Administrative  
Office**

The Unaudited Actuals Financial Report will be presented to the Board of Trustees at the September 13, 2023 Board Meeting.

**Closed Session**

*Weinstein-Aye  
Jellings-Aye  
Chase-Aye  
DeFigueiredo-Aye  
MacDonald-Aye*

The motion was made by Mrs. Jellings, seconded by Mrs. MacDonald and passed 5-0 by voice vote to adjourn to Closed Session at 9:16 PM for discussion regarding:

With respect to every item of business to be discussed in Closed Session pursuant to Section 54957.8 (i.e., property negotiations).

- Property Negotiations:

CONFERENCE WITH REAL PROPERTY NEGOTIATORS pursuant to Section 54956.8 of the Government Code:

Property: Proposed Skyline Ranch school site as identified by Tri Pointe, Developer

Agency negotiator: Dr. Catherine Kawaguchi, Superintendent; Yuri Calderon, MillerCalderon, Inc.;

Michael Toy, Parker & Covert, LLP; Anthony J. Barron, Nixon Peabody LLP.

Negotiating parties: Skyline Ranch Developer, TriPointe

Under negotiation: Conditions, price and Terms of Payment

With respect to every item of business to be discussed in Closed Session pursuant to Section 54956.9 (i.e., potential litigation).

- Potential Litigation

With respect to every item of business to be discussed in Closed Session pursuant to Section 54957 (i.e., Personnel).

- Personnel: Public Employee Discipline/Dismissal/Release: Government Code Section 54957

With respect to every item of business to be discussed in Closed Session pursuant to Section 54957.6 (i.e., labor negotiations).

- Labor Negotiations

**Adjournment**

*Weinstein-Aye*

*Jellings-Aye*

*Chase-Aye*

*DeFigueiredo-Aye*

*MacDonald-Aye*

The motion was made by Mr. Chase, seconded by Mrs. MacDonald, and passed 5-0 by voice vote to adjourn the Board Meeting at 11:08 PM.

September 13, 2023



Mrs. Shelley Weinstein, President



Mrs. Paola Jellings, Clerk