

# SULPHUR SPRINGS UNION SCHOOL DISTRICT

Regular Meeting of the Governing Board

August 28, 2024

## 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. Jay Greenlinger, Assistant Superintendent, Personnel/Pupil Services  
Mrs. Julie McBride, Assistant Superintendent, Educational Services  
Ms. Nancy Raygoza, District Executive Secretary

### TRUSTEES PRESENT:

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

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

Mr. Chase called the Regular Meeting to order at 7:02 PM and noted that Board Member, Mrs. Paola Jellings would be joining the meeting later.

### **First Closed Session**

*Public Comments for  
First Closed Session  
Item*

Mr. Chase asked if any public comments for the First Closed Session item had been received. There were no public comments for the First Closed Session item.

### **First Closed Session**

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

The motion was made by Mrs. Weinstein, seconded by Mrs. MacDonald, and passed 4-0 by voice vote to adjourn to the First Closed Session at 7:03 PM for discussion regarding:

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

- Potential Litigation:

Conference with Legal Counsel - Anticipated Litigation - Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2) - One potential case.

### **Reconvene to Open Session**

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

The motion was made by Mrs. Weinstein, seconded by Mr. DeFigueiredo, and passed 4-0 by voice vote to reconvene to Open Session at 7:37 PM.

Mrs. Jellings joined the meeting at 7:38 PM.

### **Report of First Closed Session**

The Board, in First Closed Session, held on August 28, 2024, addressed the settlement agreement and agreement for purchase and sale between the District and Tri Pointe Homes and voted 4 to 0 to approve the agreement.

The roll-call vote was as follows:

Ayes: Mrs. Weinstein, Mrs. MacDonald, Mr. DeFigueiredo, Mr. Chase

Absent: Mrs. Jellings

**Re-Establishment  
of Quorum**

Mr. Chase noted that all Board Members were present and re-established that there was a quorum.

**Pledge of  
Allegiance**

Ms. Rikki Fayne, Golden Oak Community School Teacher, and Sulphur Springs District Teachers Association President led the Pledge of Allegiance.

**Approval of  
Agenda,**

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

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

**APPROVAL OF  
MINUTES of the  
August 14, 2024  
REGULAR MEETING**

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

The motion was made by Mrs. Weinstein, seconded by Mrs. Jellings, and passed 5-0 by voice vote to approve the Minutes of the August 14, 2024 Regular Board Meeting.

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

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

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

Mr. Chase asked if there were any comments or questions regarding agenda items. There were no comments or questions regarding agenda items.

**Consent Calendar,**

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

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

- Conference Action Report #24-14
- Field Trip Action Report N/A
- Gift Action Report #24-14
- Personnel Action Report #24-14
- Agreement with American Fidelity for 125 Flexible Spending Plan Administration
- Memorandum of Understanding Between Sulphur Springs Union School District and Point Loma Nazarene University - Placement of Student Teachers
- Memorandum of Understanding Between Sulphur Springs Union School District and Point Loma Nazarene University - Placement of Teaching Interns
- Consultant Agreement - School Portraits by Adams Photography - Mitchell Community School
- Consultant Agreement - School Portraits by Adams Photography - Valley View Community School
- Consultant Agreement - School Portraits by Adams Photography - Fair Oaks Ranch Community School
- Consultant Agreement - Cornerstone Photography - Sulphur Springs Community School
- Consultant Agreement - Apex Leadership, Co. - Golden Oak Community School
- Memorandum of Understanding Between Sulphur Springs Union School District and California State University Bakersfield
- Consultant Agreement - Playworks - Leona Cox Community School

**Conference Calendar,**  
*Overview of Possible CFD No. 2019-1 Bond Issuance*

Dr. Joshua Randall, Deputy Superintendent of Business Services, introduced Mr. Khushroo Gheyara of CFW. Mr. Gheyara presented to the Board of Trustees with an overview of the option to issue bonds supported by CFD No. 2019-1 revenues.

**Action Calendar,**  
*Memorandum of Understanding between the Sulphur Springs Union School District and CSEA Chapter #298: IMC Reduction in Hours*  
Chase-Aye  
Jellings-Aye  
DeFigueiredo-Aye  
MacDonald-Aye  
Weinstein-Aye

Dr. Jay Greenlinger, Assistant Superintendent, Personnel/Pupil Services, presented the Memorandum of Understanding to the Board of Trustees between the Sulphur Springs Union School District and CSEA Chapter #298: IMC Reduction in Hours. He shared that, as the Board heard during the June budget presentations, the District must reduce expenditures by approximately one million dollars per year. The reduction to a vacant position in Educational Services will help the District reduce expenditures without impacting a current employee.

The motion was made by Mrs. MacDonald, seconded by Mr. DeFigueiredo, and passed 5-0 by voice vote to approve the Memorandum of Understanding between the Sulphur Springs Union School District and CSEA Chapter #298: IMC Reduction in Hours.

**Action Calendar,**  
*Memorandum of Understanding between the Sulphur Springs Union School District and CSEA Chapter #298: Secretary Reduction in Hours*  
Chase-Aye  
Jellings-Aye  
DeFigueiredo-Aye  
MacDonald-Aye  
Weinstein-Aye

Dr. Greenlinger presented the Memorandum of Understanding to the Board of Trustees between the Sulphur Springs Union School District and CSEA Chapter #298: Secretary Reduction in Hours. He shared that, as the Board heard during the June budget presentations, the District must reduce expenditures by approximately one million dollars per year. The reduction to a vacant position in Personnel will help the District reduce expenditures without impacting a current employee.

The motion was made by Mr. DeFigueiredo, seconded by Mrs. Weinstein, and passed 5-0 by voice vote to approve the Memorandum of Understanding between the Sulphur Springs Union School District and CSEA Chapter #298: Secretary Reduction in Hours.

**Action Calendar,**  
*Memorandum of Understanding between Sulphur Springs Union School District and CSEA Chapter # 298: 069 and 070 Salary Range*  
Chase-Aye  
Jellings-Aye  
DeFigueiredo-Aye  
MacDonald-Aye  
Weinstein-Aye

Dr. Greenlinger presented the Memorandum of Understanding between the Sulphur Springs Union School District and CSEA Chapter #298: 069 and 070 Salary Range to the Board of Trustees. He shared that the change to the salary schedule places the previously raised Mechanic salary in its own range.

The motion was made by Mrs. Weinstein, seconded by Mrs. Jellings, and passed 5-0 by voice vote to approve the Memorandum of Understanding between Sulphur Springs Union School District and CSEA Chapter # 298: 069 and 070 Salary Range.

Mr. Chase and Mr. DeFigueiredo both shared that they appreciate CSEA and their collaboration with the District on the presented Memorandum of Understandings.

**Action Calendar,**  
*Memorandum of Understanding between the City of Santa Clarita and the Sulphur Springs Union School District for Drug-Free Youth in Santa Clarita Valley*  
Chase-Aye  
Jellings-Aye  
DeFigueiredo-Aye

Mrs. Julie McBride, Assistant Superintendent of Educational Services, presented the Memorandum of Understanding between the City of Santa Clarita and the Sulphur Springs Union School District for Drug-Free Youth in Santa Clarita Valley to the Board of Trustees. She shared that the Drug-Free Youth in Santa Clarita is a free, school-based drug prevention program for elementary students provided by the city of Santa Clarita. The goal is to empower students to make good choices to prevent substance abuse and dependency, leading to a healthy, drug-free lifestyle.

The motion was made by Mrs. MacDonald, seconded by Mrs. Weinstein, and passed 5-0 by voice vote to approve the Memorandum of Understanding between the City of Santa Clarita and the Sulphur Springs Union School District for Drug-Free Youth in Santa Clarita Valley.

**Action Calendar,**  
*Approval of Deductive  
Change Order No. 1 to  
the Contract for  
Project No. 2024-06-  
05 MC between  
Sulphur Springs Union  
School District and  
Leonida Builders, Inc.  
for the Existing  
Modular Buildings  
Closeout Project*  
Chase-Aye  
Jellings-Aye  
DeFigueiredo-Aye  
MacDonald-Aye  
Weinstein-Aye

Dr. Randall presented to the Board of Trustees the Deductive Change Order No. 1 to the Contract for Project No. 2024-06-05 MC between Sulphur Springs Union School District and Leonida Builders, Inc. for the Existing Modular Buildings Closeout Project.

The motion was made by Mrs. Weinstein, seconded by Mrs. MacDonald, and passed 5-0 by voice vote to approve the Deductive Change Order No. 1 to the Contract for Project No. 2024-06-05 MC between Sulphur Springs Union School District and Leonida Builders, Inc. for the Existing Modular Buildings Closeout Project.

**Action Calendar,**  
*Approval Notice of  
Completion for Project  
No. 2024-06-05 MC  
Existing Modular  
Buildings Closeout  
Investigation*  
Chase-Aye  
Jellings-Aye  
DeFigueiredo-Aye  
MacDonald-Aye  
Weinstein-Aye

Dr. Randall presented the Notice of Completion for Project No. 2024-06-05 MC Existing Modular Buildings Closeout Investigation to the Board of Trustees.

The motion was made by Mr. DeFigueiredo, seconded by Mrs. Jellings, and passed 5-0 by voice vote to approve the Notice of Completion for Project No. 2024-06-05 MC Existing Modular Buildings Closeout Investigation.

**Action Calendar,**  
*Approval Notice of  
Completion for Project  
No. 2024-06-10 CSLC  
New Asphalt Concrete  
Pavement Project*  
Chase-Aye  
Jellings-Aye  
DeFigueiredo-Aye  
MacDonald-Aye  
Weinstein-Aye

Dr. Randall presented the Notice of Completion for Project No. 2024-06-10 CSLC New Asphalt Concrete Pavement Project to the Board of Trustees.

The motion was made by Mrs. Weinstein, seconded by Mrs. Jellings, and passed 5-0 by voice vote to approve Notice of Completion for Project No. 2024-06-10 CSLC New Asphalt Concrete Pavement Project.

**Action Calendar,**  
*Administrative  
Regulation 4161.2  
Personal Leaves -  
Classified Staff  
Members*  
Chase-Aye  
Jellings-Aye  
DeFigueiredo-Aye  
MacDonald-Aye  
Weinstein-Aye

Dr. Greenlinger recommended that the Board of Trustees approve Administrative Regulation 4161.2 Personal Leaves - Classified Staff Members with current legislation and up-to-date language from CSBA as presented. Dr. Greenlinger shared that the subsequent policies are identical, with Administrative Regulation 4161.2 referring to Classified employees. Administrative Regulation 4261.2 is for Certified employees, and Administrative Regulation 4361.2 is for Management in that order.

The motion was made by Mr. DeFigueiredo, seconded by Mrs. Weinstein, and passed 5-0 by voice vote to approve Administrative Regulation 4161.2 Personal Leaves - Classified Staff Members as presented.

**Action Calendar,**  
*Administrative  
Regulation 4261.2  
Personal Leaves -*

The motion was made by Mr. DeFigueiredo, seconded by Mrs. Jellings, and passed 5-0 by voice vote to approve Administrative Regulation 4261.2 Personal Leaves - Certificated Staff Members as presented.

*Certificated Staff  
Members  
Chase-Aye  
Jellings-Aye  
DeFigueiredo-Aye  
MacDonald-Aye  
Weinstein-Aye*

**Action Calendar,**  
*Administrative  
Regulation 4361.2  
Personal Leaves -  
Management Staff  
Members  
Chase-Aye  
Jellings-Aye  
DeFigueiredo-Aye  
MacDonald-Aye  
Weinstein-Aye*

The motion was made by Mr. DeFigueiredo, seconded by Mrs. Jellings, and passed 5-0 by voice vote to approve Administrative Regulation 4361.2 Personal Leaves - Management Staff Members as presented.

**Action Calendar,**  
*Board Policy 4362 -  
Classified  
Management,  
Supervisory, and  
Confidential  
Vacations/Vacation  
Payout  
Chase-Aye  
Jellings-Aye  
DeFigueiredo-Aye  
MacDonald-Aye  
Weinstein-Aye*

Dr. Randall recommended that the Board of Trustees approve Board Policy 4362—Classified Management, Supervisory, and Confidential Vacations/Vacation Payout as presented, a new Board Policy regarding Classified Management, Supervisory, and Confidential Vacation/Vacation Payouts.

The motion was made by Mrs. MacDonald, seconded by Mrs. Weinstein, and passed 5-0 by voice vote to approve Board Policy 4362 - Classified Management, Supervisory, and Confidential Vacations/Vacation Payout as presented.

**Action Calendar,**  
*Consideration and  
Approval of  
Amendment No. 6 to  
Employment Contract  
of Superintendent  
Chase-Aye  
Jellings-Aye  
DeFigueiredo-Aye  
MacDonald-Aye  
Weinstein-Aye*

Mr. Chase recommended to approve Amendment No. 6 to the April 22, 2020 Employment Contract for Superintendent, Dr. Catherine Kawaguchi. Amendment No. 6 to the Superintendent's contract extends the term of the contract by one year from June 30, 2027 to June 30, 2028, and clarifies that the Superintendent will advance one step on the Superintendent Compensation Schedule on July 1st each year, consistent with other non-management certificated employees of the District. Accordingly, effective July 1, 2024, the Superintendent's salary will increase to \$290,143, Range M199, Step E (5). There are no other changes to the Superintendent's contract, including fringe benefits.

The motion was made by Mrs. Weinstein, seconded by Mrs. Jellings, and passed 5-0 by voice vote to approve Amendment No. 6 to Employment Contract of Superintendent as presented.

**Action Calendar,**  
*Business Services  
Report #24-14  
Chase-Aye  
Jellings-Aye  
DeFigueiredo-Aye  
MacDonald-Aye  
Weinstein-Aye*

The motion was made by Mrs. MacDonald, seconded by Mr. DeFigueiredo, and passed 5-0 by voice vote to approve Business Services Report #24-14.

**Correspondence  
and Board  
Information**

Mr. Chase shared the Back-to-School Night Dates for 2024:  
-September 3, 2024: Leona Cox, Pinetree, and Valley View Community Schools  
-September 5, 2024: Canyon Springs, Fair Oaks Ranch, Golden Oak, Mint Canyon, Mitchell, and Sulphur Springs Community Schools.

Mr. Chase shared that parents will refer to the start times at each school site in their ParentSquare email from the Superintendent and Principal.

Mrs. Weinstein shared that she is happy that the District opened the school sites successfully and is pleased to have started a new school year.

Mrs. MacDonald echoed Mrs. Weinstein's statement and shared that she is happy to be back at work at her school site as a teacher. She said it is a fun new beginning and exciting to see new faces of students and learn new names. She shared that she is jealous of the District's classroom sizes because she has two hundred names to learn between all of her classes, that are in a different district. She knows that the District's Principals have many more names to learn than she does.

Mr. DeFigueiredo shared that facilities are crazy busy during the summer, and he recognized the District Facilities Department and Maintenance and Operations for getting all the projects done before students returned to campus, and thanked them for completing projects that were unexpected. Mr. DeFigueiredo asked Mr. Ronaldo Garcia-Lopez, Director of Maintenance and Operations, to extend his appreciation on behalf of the Board to the District's Facilities Department and Maintenance and Operation's teams.

Mrs. Jellings shared that she hopes everyone enjoys the long weekend after a job well done starting the new school year.

Mr. Chase echoed Mr. DeFigueiredo's statement and appreciation to the District's Facilities Department and Maintenance and Operation's teams. Mr. Chase shared that it is not just projects during the summer that occur, but that during all student breaks, there is always pressure to get projects done during a short time frame before students return to campus, and the Board appreciates the team.

**ITEMS FOR THE  
September 11,  
2024 MEETING AT  
Sulphur Springs  
Union School  
District  
Administrative  
Offices**

The Unaudited Actuals Financial Report will be presented to the Board of Trustees at the September 11, 2024 Board Meeting.

**Second Closed  
Session**

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

The motion was made by Mr. DeFigueiredo, seconded by Mrs. Jellings, and passed 5-0 by voice vote to adjourn to Second Closed Session at 8:19 PM for discussion regarding:

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

- Potential Litigation:  
Conference with Legal Counsel/Potential Litigation (Government Code § 54956.9)- One Case

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

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

**Reconvene To  
Open Session**

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

The motion was made by Mrs. Jellings, seconded by Mrs. MacDonald, and passed 5-0 by voice vote to reconvene to Open Session at 10:03 PM.

**Report Of Second  
Closed Session**

In Second Closed Session, the Board approved by a unanimous vote 5 to 0, a settlement agreement with a retired employee relating to recoupment of a benefits overpayment.

The roll-call vote was as follows:

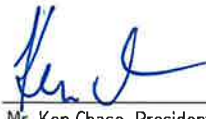
Ayes: Mrs. Weinstein, Mrs. MacDonald, Mrs. Jellings, Mr. DeFigueiredo, Mr. Chase

**Adjournment**

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

The motion was made by Mrs. Jellings, seconded by Mr. DeFigueiredo, and passed 5-0 by voice vote to adjourn the Board Meeting at 10:08 PM.

September 11, 2024



Mr. Ken Chase, President



Mrs. Paola Jellings, Clerk