

**SULPHUR SPRINGS UNION SCHOOL DISTRICT**

Regular Meeting of the Governing Board

December 11, 2019

**MINUTES**

Meeting Location:

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

TRUSTEES PRESENT:

Mr. Denis DeFigueiredo, President  
Mrs. Shelley Weinstein, Clerk  
Mr. Ken Chase, Member  
Mrs. Lori MacDonald, Member  
Mrs. Brenda Martinez Gerson, Member

STAFF PRESENT:

Dr. Catherine Kawaguchi, Superintendent  
Dr. Jezelle Fullwood, Assistant Superintendent, Educational Services  
Mrs. Gretchen Bergstrom, Assistant Superintendent, Business Services  
Dr. Josh Randall, Assistant Superintendent, Personnel/Pupil Services  
Ms. Marie Carrillo, District Executive Secretary

**Call to Order,  
Roll Call**

Mr. DeFigueiredo called the Regular Meeting to order at 7:01PM, and noted the roll, and that Mrs. MacDonald would arrive shortly.

**Pledge of Allegiance**

Mrs. Melanie Morales-Van Hecke, Director – Curriculum and Instruction, led the Pledge of Allegiance.

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

The motion was made by Mrs. Weinstein, seconded by Mrs. Martinez Gerson, and passed 4-0 by a voice vote to approve the Agenda.

**Approval of Regular  
Minutes,  
November 13, 2019  
DeFigueiredo-Aye  
Weinstein- Aye  
Chase-Aye  
MacDonald- Absent  
Martinez Gerson-Aye**

The motion was made by Mrs. Martinez Gerson, seconded by Mr. Chase, and passed 4-0 by a voice vote, to approve the Minutes of the November 13, 2019 Regular Meeting.

**Hearing,  
Requests to Address,  
Comments, Questions**

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

**Arrival of  
Mrs. MacDonald,**

Mrs. MacDonald arrived at 7:03PM.

**Consent,  
DeFigueiredo-Aye  
Weinstein- Aye  
Chase-Aye  
MacDonald- Aye  
Martinez Gerson-Aye**

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

- Conference Action Report #19-21
- Field Trip Action Report #19-19
- Gift Action Report #19-19
- Personnel Action Report #19-21
- License Agreement – Sunshine Day Camp, Inc.
- Agreement for Consultant Services – GVHS Theatre – Golden Oak

- Letter of Agreement – Palmdale School District
- Agreement for Consultant Services – Aquarium of the Pacific – Fair Oaks Ranch
- Circle of Friends Consultant Agreement (2019-2021)
- Agreement for Consultant Services – MD Solutions – Fair Oaks Ranch
- Western Governors University Student Teaching Agreement

**Action,**  
*CLASS MOU*  
*DeFigueiredo-Aye*  
*Weinstein- Aye*  
*Chase-Aye*  
*MacDonald- Aye*  
*Martinez Gerson-Aye*

The motion was made by Mr. Chase, seconded by Mrs. Martinez Gerson, and passed 5-0 by a voice vote, to approve the CLASS Education Foundation Memorandum of Understanding.

**Action,**  
*CLASS SIRMA*  
*Insurance*  
*DeFigueiredo-Aye*  
*Weinstein- Aye*  
*Chase-Aye*  
*MacDonald- Aye*  
*Martinez Gerson-Aye*

The motion was made by Mrs. Martinez Gerson, seconded by Mr. Chase, and passed 5-0 by a voice vote, to approve the Supplementary Coverage for the CLASS-Sulphur Springs Education Foundation under the Sulphur Springs Union School District’s SIRMA insurance coverage.

**Agenda Order  
Change**

Mr. DeFigueiredo changed the order of the Agenda. Trustees took action on Action Calendar item: IX.D. 2019-20 First Interim Financial Report before Action Calendar item: IX.C. Sulphur Springs Union School District Audit Reports 2018-2019 Fiscal Year.

**Action,**  
*2019-20 First Interim*  
*DeFigueiredo-Aye*  
*Weinstein- Aye*  
*Chase-Aye*  
*MacDonald- Aye*  
*Martinez Gerson-Aye*

The motion was made by Mr. Chase, seconded by Mrs. MacDonald, and passed 5-0 by a voice vote, to approve the 2019-2020 First Interim Financial Report.

**Action,**  
*SSUSD Audit Report*  
*DeFigueiredo-Aye*  
*Weinstein- Aye*  
*Chase-Aye*  
*MacDonald- Aye*  
*Martinez Gerson-Aye*

The motion was made by Mrs. Weinstein, seconded by Mrs. MacDonald, and passed 5-0 by a voice vote, to approve the Sulphur Springs Union School District Audit Reports 2018-2019 Fiscal Year.

**Action,**  
*2018-19 Annual & Five-*  
*Year Reportable Fees*  
*Report*  
*DeFigueiredo-Aye*  
*Weinstein- Aye*  
*Chase-Aye*  
*MacDonald- Aye*  
*Martinez Gerson-Aye*

The motion was made by Mr. Chase, seconded by Mrs. Martinez Gerson, and passed 5-0 by a voice vote, to approve the Annual and Five-Year Reportable Fees Report – 2018-2019 Fiscal Year.

**Action,**  
*Call for Nominations*  
*CSBA Delegate Assembly*  
*DeFigueiredo-Aye*  
*Weinstein- Aye*  
*Chase-Aye*  
*MacDonald- Aye*  
*Martinez Gerson-Aye*

The motion was made by Mr. Chase, seconded by Mrs. Weinstein, and passed 5-0 by a voice vote, to not nominate anyone for California School Boards Association (CSBA) Delegate Assembly.

**Action,**  
*TUPE Amendment*  
*DeFigueiredo-Aye*  
*Weinstein- Aye*  
*Chase-Aye*  
*MacDonald- Aye*  
*Martinez Gerson-Aye*

The motion was made by Mrs. Weinstein, seconded by Mrs. MacDonald, and passed 5-0 by a voice vote, to approve the TUPE Amendment – Los Angeles County Office of Education.

**Action,**  
*MOU - PDD*  
*DeFigueiredo-Aye*  
*Weinstein- Aye*  
*Chase-Aye*  
*MacDonald- Aye*  
*Martinez Gerson-Aye*

The motion was made by Mrs. Martinez Gerson, seconded by Mrs. Weinstein, and passed 5-0 by a voice vote, to approve the Memorandum of Understanding – PDD.

**Action,**  
*Business Services Report*  
*#20-09*  
*DeFigueiredo-Aye*  
*Weinstein- Aye*  
*Chase-Aye*  
*MacDonald- Aye*  
*Martinez Gerson-Aye*

The motion was made by Mrs. MacDonald, seconded by Mr. Chase, and passed 5-0 by a voice vote, to approve the Business Services Report #20-09.

**Correspondence and  
Board Information**

Mr. DeFigueiredo thanked Santa Clarita Valley Public Safety for the food and excellent service that they do for our sites. On behalf of the Board of Trustees he acknowledged their work, especially with Mint Canyon Community School that allowed easy access for the Fire Department during the Tick Canyon Fire. Mr. DeFigueiredo along with Mrs. Bergstrom, attended the Voter's Center meeting. He noted the huge impact the proposed 11 days of voting along with the use of our Multi-purpose buildings would have on our District. Mr. DeFigueiredo also attended the CSBA Annual Education Conference. He went to the Legal Aspects workshop. Topics discussed: Lawsuits and how critical it is to properly write an IEP. He acknowledged Mr. Paul Frisina for all his work.

Mr. Chase also attended the CSBA conference, and enjoyed spending time with the Board Members. He went to the following sessions: Policies and Court Issues Affecting Districts and Public Relations. Mr. Chase commended the William S. Hart School District for their great communication and preparedness during the Saugus incident.

Mrs. Martinez Gerson attended two sessions at the CSBA conference. She heard a Sonoma speaker talk about fire, power outages and shooting incidents. Mrs. Martinez Gerson noted that our District is taking the right steps and is well organized under these unfortunate situations. She also enjoyed getting to know everyone a little bit more.

Mrs. Weinstein also attended the CSBA conference. She thought it was nice that Ms. Carrillo, Executive Secretary, was able to attend as well. Mrs. Weinstein went to the School in Court Legal Issues workshop. The speaker suggested to carry a second cell phone in regards to electronic correspondence so to separate personal from business. Mrs. Weinstein mentioned the Management Holiday Celebration on December 16, 2019 at her home at 5:30PM.

Mrs. MacDonald thought it was great to go to the CSBA conference and get to know everyone outside of jobs and duty. She also noted it was nice spending time with Ms. Carrillo. She attended the following sessions: Prop. 13 and Health of Staff and Students. Mrs. MacDonald thought it interesting the discussion on having staff walk and read on a Professional Development Day.

Ms. Carrillo stated she had a great time at the CSBA conference. She attended the Executive Secretary session which discussed proper protocol at Board meetings. She thought it was nice to know that our District is doing what we should be doing.

Closed Session,  
DeFigueiredo-Aye  
Weinstein- Aye  
Chase-Aye  
MacDonald- Aye  
Martinez Gerson-Aye

Mr. DeFigueiredo asked that we take a moment of silence on behalf of Saugus High School.

The motion was made by Mrs. Weinstein, seconded by Mr. Chase, and passed 5-0 by a voice vote, to adjourn to Closed Session at 8:22PM for discussion regarding potential litigation.

Reconvene to Public Session,

Mr. DeFigueiredo reconvened to Open Session at 9:25PM.

Report of Closed Session Action,  
DeFigueiredo-Aye  
Weinstein- Aye  
Chase-Aye  
MacDonald- Aye  
Martinez Gerson-Aye

The motion was made by Mrs. MacDonald, seconded by Mrs. Martinez Gerson, and passed 5-0 by a roll call vote, to approve a stipulated agreement to expel and suspend the order in expulsion case # 19-20-01.

Reconvene Closed Session,  
DeFigueiredo-Aye  
Weinstein- Aye  
Chase-Aye  
MacDonald- Aye  
Martinez Gerson-Aye

The motion was made by Mr. Chase, seconded by Mrs. MacDonald, and passed 5-0 by a voice vote, to adjourn to Closed Session at 9:26PM for discussion regarding:

- Potential Litigation
- Personnel
- Superintendent Evaluation: Government Code Section 54957
- Labor Negotiations
- Property Negotiations

Report of Closed Session

No Report out of Closed Session

Adjournment  
DeFigueiredo-Aye  
Weinstein- Aye  
Chase-Aye  
MacDonald- Aye  
Martinez Gerson-Aye

The motion was made by Mr. Chase, seconded by Mrs. MacDonald, and passed 5-0 by a voice vote, to adjourn the meeting at 11:40PM.

December 18, 2019

  
Mr. Denis DeFigueiredo, President

  
Mrs. Shelley Weinstein, Clerk