

SULPHUR SPRINGS UNION SCHOOL DISTRICT
Annual Organizational and Regular Meetings of the Governing Board
December 18, 2024
MINUTES

Meeting Location:

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

TRUSTEES PRESENT:

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

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

**Call to Order,
Roll Call**

Mr. Chase call the Annual Organizational Meeting to order at 7:01 PM and noted the roll.

**Pledge of
Allegiance**

Nicole Packer, Pinetree Community School Principal, led the Pledge of Allegiance.

**Administration of
Oath of Office**

*Administration of Oath
of Office - Denis
DeFigueiredo and
Rochelle Weinstein*

Mr. Chase administered the Oath of Office to Mr. DeFigueiredo and Mrs. Weinstein.

**APPROVAL OF
AGENDA - ANNUAL
ORGANIZATIONAL
MEETING**

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

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

**Hearing Session,
*Recognition of Board
President***

The Board of Trustees and Dr. Kawaguchi recognized Board President Mr. Ken Chase for his dedication and service in supporting the Superintendent and leading the Board of Trustees.

In appreciation of his service as Board President to our children and the District, Mr. Chase was presented with an award from the District, a Resolution from the California State Legislature on behalf of Senator Scott Wilk's office, as well as a Certificate from Assemblywoman Pilar Schiavo's office.

**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,

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

*Comments and/or
Questions Regarding
Agenda Items*

Election,

*Election of Officers for
the Board of Trustees*

– President

Chase-Aye

Jellings-Aye

DeFigueiredo-Aye

MacDonald-Aye

Weinstein-Aye

The motion was made by Mrs. Jellings, to nominate Mr. DeFigueiredo, to the position of President of the Governing Board. As there were no other nominations, the floor was closed.

The motion was made by Mrs. Jellings, seconded by Mrs. MacDonald, and passed 5-0 by voice vote, to elect Mr. DeFigueiredo as President for the 2024-2025 term of office.

Election,

*Election of Officers for
the Board of Trustees*

- Clerk

Chase-Aye

Jellings-Aye

DeFigueiredo-Aye

MacDonald-Aye

Weinstein-Aye

The motion was made by Mrs. MacDonald to nominate Mrs. Weinstein, to the position of Clerk of the Governing Board. As there were no other nominations, the floor was closed.

The motion was made by Mrs. MacDonald, seconded by Mr. Chase, and passed 5-0 by voice vote, to elect Mrs. Weinstein as Clerk for the 2024-2025 term of office.

Mr. DeFigueiredo chaired the remainder of the meeting as the Board President.

Election,

*Election of Officers of
the Board Trustees –*

Presiding Officer

DeFigueiredo-Aye

Weinstein-Aye

Chase-Aye

MacDonald-Aye

Jellings-Aye

The motion was made by Mrs. Weinstein, to nominate Mr. Chase to the position of Presiding Officer of the Governing Board. As there were no other nominations, the floor was closed.

The motion was made by Mrs. Weinstein, seconded by Mrs. MacDonald, and passed 5-0 by voice vote, to elect Mr. Chase as Presiding Officer for the 2024-2025 term of office.

Election,

Election of Officers –

Secretary to the

Governing Board

DeFigueiredo-Aye

Weinstein-Aye

Chase-Aye

MacDonald-Aye

Jellings-Aye

The motion was made by Mr. Chase, seconded by Mrs. Jellings, and passed 5-0 by voice vote, to designate Dr. Kawaguchi for the position of Secretary of the Governing Board for the 2024-2025 term of office.

Election,

Election of Voting

Representative to

Elect Members to the

Los Angeles County

Committee on School

District Organization.

DeFigueiredo-Aye

Weinstein-Aye

Chase-Aye

MacDonald-Aye

Jellings-Aye

The motion was made by Mrs. Weinstein, to nominate Mrs. Jellings to serve as the District's voting representative to elect members to the Los Angeles County Committee on School District Organization. As there were no other nominations, the floor was closed.

The motion was made by Mrs. Weinstein, seconded by Mr. Chase, and passed 5-0 by voice vote, to elect Mrs. Jellings to serve as the District's voting representative to elect members to the Los Angeles County Committee on School District Organization for the 2024-2025 term of office.

Election,
*Election of
Representative the
Santa Clarita Valley
Special Education
Local Planning Area
Board Liaison
Committee.
DeFigueiredo-Aye
Weinstein-Aye
Chase-Aye
MacDonald-Aye
Jellings-Aye*

The motion was made by Mrs. Weinstein, to nominate Mr. Chase to serve as the District's representative to the Santa Clarita Valley Special Education Local Planning Area Board Liaison Committee. As there were no other nominations, the floor was closed.

The motion was made by Mrs. Weinstein seconded by Mrs. MacDonald, and passed 5-0 by voice vote, to elect Mr. Chase to serve as the District's representative to the Santa Clarita Valley Special Education Local Planning Area Board Liaison Committee for the 2024-2025 term of office.

Election,
*Election of Alternate
to the Santa Clarita
Valley Special
Education Local
Planning Area Board
Liaison Committee.
DeFigueiredo-Aye
Weinstein-Aye
Chase-Aye
MacDonald-Aye
Jellings-Aye*

The motion was made by Mrs. MacDonald, to nominate Mrs. Jellings to serve as the District's alternate to the Santa Clarita Valley Special Education Local Planning Area Board Liaison Committee. As there were no other nominations, the floor was closed.

The motion was made by Mrs. MacDonald, seconded by Mrs. Weinstein, and passed 5-0 by voice vote, to elect Mrs. Jellings to serve as the District's alternate representative to the Santa Clarita Valley Special Education Local Planning Area Board Liaison Committee for the 2024-2025 term of office.

Election,
*Election of Voting
Representative to
Elect a Board Member
to the CLASS
Education Foundation
- Creativity,
Innovation, Wellness.
DeFigueiredo-Aye
Weinstein-Aye
Chase-Aye
MacDonald-Aye
Jellings-Aye*

The motion was made by Mrs. MacDonald, to nominate Mrs. Weinstein to serve as the District's voting representative to elect members to the CLASS Education Foundation-Creativity Innovation Wellness Organization. As there were no other nominations, the floor was closed.

The motion was made by Mrs. MacDonald, seconded by Mrs. Jellings, and passed 5-0 by voice vote, to elect Mrs. Weinstein to serve as the District's voting representative to elect members to the CLASS Education Foundation-Creativity Innovation Wellness Organization for the 2024-2025 term of office.

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

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

- Adopt Certification of Signatures Resolution for the period of December 18, 2024 through December 31, 2025.
- Authorize the Superintendent, Dr. Catherine Kawaguchi and/or the Deputy Superintendent of Business Services, Dr. Joshua Randall, and/or Executive Director of Fiscal Services, Mrs. Cristina Fiock, to sign warrants (one signature only required), purchase orders, contracts, tax-sheltered annuities; service, other reports and applications for State and Federal projects as needed; developer mitigation agreements, Mello-Roos agreements, and notices of employment subject to the ratification of the Board of Trustees for the period of December 18, 2024 through December 31, 2025.
- Adopt all District policies presently in effect as official policies for the period of December 18, 2024 through December 31, 2025.
- Authorize the Superintendent, Dr. Catherine Kawaguchi, and/or the Deputy Superintendent of Business Services, Dr. Joshua Randall, to sign the required statements related to school transportation and attendance areas to comply with the Business and Professions Code, Section 11010 as amended, with only one signature required for the period of December 18, 2024 through December 31, 2025.
- Authorize the Superintendent, Dr. Catherine Kawaguchi and/or the Deputy Superintendent of Business Services, Dr. Joshua Randall, to authorize payroll deductions for organizations approved for such

purposes by the Los Angeles County Superintendent of Schools Office subject to approved business practices for the period of December 18, 2024 through December 31, 2025.

- Authorize the Superintendent, Dr. Catherine Kawaguchi and/or the Deputy Superintendent of Business Services, Dr. Joshua Randall, to approve reimbursement at the designated rate established by the federal government for District employees for all authorized travel requiring the use of private vehicles for the period of December 18, 2024 through December 31, 2025.

Action Calendar,
*Annual Authorizations
Board Member
Compensation
DeFigueiredo-Aye
Weinstein-Aye
Chase-Aye
MacDonald-Aye
Jellings-Aye*

The motion was made by Mr. Chase, seconded by Mrs. MacDonald, and passed 5-0 by voice vote, to authorize compensation for members of the Governing Board at called meetings of the Board of Trustees at the rate of a maximum of \$240.00 per month prorated by the number of meetings held, as provided by the Education Code Section 31520.

Action Calendar,
*Annual Authorizations
R-24-71:
Compensation of
Members of the
Governing Board
DeFigueiredo-Aye
Weinstein-Aye
Chase-Aye
MacDonald-Aye
Jellings-Aye*

The motion was made by Mrs. MacDonald, seconded by Mrs. Weinstein, and passed 5-0 by voice vote, to adopt Resolution R-24-71: Compensation of Members of the Governing Board as presented.

Action Calendar,
*Establish Dates,
Hours, and Place(s)
for the Board
Meetings of the
Governing Board,
2025
DeFigueiredo-Aye
Weinstein-Aye
Chase-Aye
MacDonald-Aye
Jellings-Aye*

The motion was made by Mr. Chase, seconded by Mrs. Jellings, and passed 5-0 by voice vote, to approve the Establish Dates, Hours, and Place(s) for the Board Meetings of the Governing Board, 2025.

**Adjournment of
Annual
Organizational
Meeting
Commencement of
Regular Meeting,**
*DeFigueiredo-Aye
Weinstein-Aye
Chase-Aye
MacDonald-Aye
Jellings-Aye*

The motion was made by Mrs. Weinstein, seconded by Mrs. MacDonald, and passed 5-0 by voice vote, to adjourn the Annual Organizational Meeting.

Mr. DeFigueiredo announced a recess at 7:24 PM.

**Call To Order –
Regular Meeting,
Re-Establishment Of
Quorum**

Mr. DeFigueiredo called the Regular Meeting to order at 7:29 PM, and reestablished the quorum, all Board Members were present.

**Approval of
Agenda – Regular
Meeting,**

DeFigueiredo-Aye

Weinstein-Aye

Chase-Aye

MacDonald-Aye

Jellings-Aye

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

Hearing Session,

U.S. News Best

Schools' Award

Recognition: Fair Oaks

Ranch, Golden Oak,

Leona Cox, Mint

Canyon, Pinetree, and

Valley View

Community Schools

Dr. Kawaguchi and the Board of Trustees recognized Fair Oaks Ranch, Golden Oak, Leona Cox, Mint Canyon, Pinetree, and Valley View Community Schools for receiving the U.S. News Best Schools Award and presented the Principals with a plaque.

In its 2025 rankings, U.S. News evaluated California's 5,605 public elementary schools based on student proficiency in mathematics and reading/language arts from the 2023 California Assessment of Student Performance and Progress (CAASPP) results. While there are no national rankings, these schools ranked among the top 40% in the state.

These Community Schools continue to educate their students from all socioeconomic backgrounds with the goal of setting their students up for success, which prepares them for high school, career, university, and beyond.

Hearing Session,

California Honor Roll

Award for 2024:

Golden Oak, Leona

Cox, Pinetree, and

Fair Oaks Ranch

Community Schools

Dr. Kawaguchi and the Board of Trustees recognized Golden Oak, Leona Cox, Pinetree, and Fair Oaks Ranch Community Schools for achieving the 2024 California Honor Roll Award and presented the Principals with a plaque.

This accolade, granted by Educational Results Partnership (ERP), highlights schools that have demonstrated accelerated student learning in reading, writing, and math while effectively narrowing the achievement gap among disadvantaged populations.

One thousand eight hundred twenty-three schools received the California Honor Roll recognition, representing about 21% of eligible schools statewide. The Honor Roll is the only recognition program that relies solely on objective student achievement data in partnership with state and local business leaders.

The California Honor Roll is presented by the Campaign for Business and Education Excellence in partnership with various educational and business organizations.

Hearing Session,

California Honor Roll

Award for 2024:

Sulphur Springs Union

School District

Dr. Kawaguchi announced that the Sulphur Springs Union School District has received the 2024 California Honor Roll Award, recognizing it for exceptional achievement in closing gaps among higher-poverty and historically disadvantaged student populations.

Dr. Kawaguchi presented the Board of Trustees with a plaque for the District.

A total of 168 districts, roughly 22% of eligible districts in California, earned this distinction based on 2024 California Assessment of Student Performance and Progress (CAASPP) student outcome data.

The award is jointly presented by the Campaign for Business and Education Excellence and various business organizations across the state.

Hearing Session,

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

*Advance Request(s)
to Address the Board*

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

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

Mr. DeFigueiredo announced a recess at 7:40 PM.

Mrs. Jellings left the Regular meeting at 7:48 PM.

The meeting reconvened at 7:48 PM.

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

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

- Conference Action Report #24-21
- Field Trip Action Report #24-21
- Gift Action Report #24-21
- Personnel Action Report #24-21
- Annual Reportable Fees Report - 2023-2024 Fiscal Year

**Conference
Calendar –
Regular Meeting,
Presentation and
Review of the
Schematic Design
Plans for the New
School in the Skyline
Ranch Community**

Dr. Kawaguchi indicated that the staff requires additional time to prepare the presentation and review the schematic design plans for the new school in the Skyline Ranch community. The Board of Trustees requested that the agenda item be revisited at a future board meeting.

**Action Calendar –
Regular Meeting,
Key Dates for the
2025-2026 School
Year
DeFigueiredo-Aye
Weinstein-Aye
Chase-Aye
MacDonald-Aye
Jellings-Absent**

Dr. Jay Greenlinger, Assistant Superintendent of Personnel and Pupil Services, presented the Board of Trustees with a list of important dates to provide the community with essential information about the 2025-2026 school year. He explained that this list was developed in collaboration with SSDTA and CSEA. Staff will present a complete school calendar at a future Board meeting.

The motion was made by Mr. Chase, seconded by Mrs. Weinstein, and passed 4-0 by voice vote to approve the list of key dates for the 2025-2026 school year.

**Action Calendar –
Regular Meeting,
Board Policy and
Administrative
Regulation 4119.11
Sex Discrimination
and Sex-Based
Harassment
DeFigueiredo-Aye
Weinstein-Aye
Chase-Aye
MacDonald-Aye
Jellings-Absent**

Dr. Greenlinger informed the Board of Trustees that District staff is recommending the approval of the updated Board Policy and Administrative Regulation 4119.11 Sex Discrimination and Sex-Based Harassment. The update reflects changes in federal law and incorporates suggested language from the California School Boards Association (CSBA).

The motion was made by Mr. Chase, seconded by Mrs. Weinstein, and passed 4-0 by voice vote to approve Board Policy and Administrative Regulation 4119.11 Sex Discrimination and Sex-Based Harassment as presented.

Dr. Joshua Randall, Deputy Superintendent, Business Services, shared with the Board of Trustees that the subsequent policies are identical but pertain to different levels of staff.

**Action Calendar –
Regular Meeting,**
*Board Policy and
Administrative
Regulation 4219.11
Sex Discrimination
and Sex-Based
Harassment
DeFigueiredo-Aye
Weinstein-Aye
Chase-Aye
MacDonald-Aye
Jellings-Absent*

Dr. Greenlinger informed the Board of Trustees that District staff is recommending the approval of the updated Board Policy and Administrative Regulation 4219.11 Sex Discrimination and Sex-Based Harassment. The update reflects changes in federal law and incorporates suggested language from the California School Boards Association (CSBA).

The motion was made by Mrs. MacDonald, seconded by Mrs. Weinstein, and passed 4-0 by voice vote to approve Board Policy and Administrative Regulation 4219.11 Sex Discrimination and Sex-Based Harassment as presented.

**Action Calendar –
Regular Meeting,**
*Board Policy and
Administrative
Regulation 4319.11
Sex Discrimination
and Sex-Based
Harassment
DeFigueiredo-Aye
Weinstein-Aye
Chase-Aye
MacDonald-Aye
Jellings-Absent*

Dr. Greenlinger informed the Board of Trustees that District staff is recommending the approval of the updated Board Policy and Administrative Regulation 4319.11 Sex Discrimination and Sex-Based Harassment. The update reflects changes in federal law and incorporates suggested language from the California School Boards Association (CSBA).

The motion was made by Mrs. MacDonald, seconded by Mr. Chase, and passed 4-0 by voice vote to approve Board Policy and Administrative Regulation 4319.11 Sex Discrimination and Sex-Based Harassment as presented.

**Action Calendar –
Regular Meeting,**
*Administrative
Regulation 4119.12
Title IX Sex
Discrimination and
Sex-Based
Harassment Complaint
Procedures
DeFigueiredo-Aye
Weinstein-Aye
Chase-Aye
MacDonald-Aye
Jellings-Absent*

Dr. Greenlinger informed the Board of Trustees that District staff is recommending the approval of the updated Administrative Regulation 4119.12 Title IX Sex Discrimination and Sex-Based Harassment Complaint Procedures. The update reflects changes in federal law and incorporates suggested language from the California School Boards Association (CSBA).

The motion was made by Mr. Chase, seconded by Mrs. Weinstein, and passed 4-0 by voice vote to approve Administrative Regulation 4119.12 Title IX Sex Discrimination and Sex-Based Harassment Complaint Procedures as presented.

**Action Calendar –
Regular Meeting,**
*Administrative
Regulation 4219.12
Title IX Sex
Discrimination and
Sex-Based
Harassment Complaint
Procedures
DeFigueiredo-Aye
Weinstein-Aye
Chase-Aye
MacDonald-Aye
Jellings-Absent*

Dr. Greenlinger informed the Board of Trustees that District staff is recommending the approval of the updated Administrative Regulation 4219.12 Title IX Sex Discrimination and Sex-Based Harassment Complaint Procedures. The update reflects changes in federal law and incorporates suggested language from the California School Boards Association (CSBA).

The motion was made by Mrs. MacDonald, seconded by Mrs. Weinstein, and passed 4-0 by voice vote to approve Administrative Regulation 4219.12 Title IX Sex Discrimination and Sex-Based Harassment Complaint Procedures as presented.

**Action Calendar –
Regular Meeting,**
*Administrative
Regulation 4319.12
Title IX Sex
Discrimination and
Sex-Based
Harassment Complaint
Procedures
DeFigueiredo-Aye
Weinstein-Aye
Chase-Aye
MacDonald-Aye
Jellings-Absent*

Dr. Greenlinger informed the Board of Trustees that District staff is recommending the approval of the updated Administrative Regulation 4319.12 Title IX Sex Discrimination and Sex-Based Harassment Complaint Procedures. The update reflects changes in federal law and incorporates suggested language from the California School Boards Association (CSBA).

The motion was made by Mr. Chase, seconded by Mrs. MacDonald, and passed 4-0 by voice vote to approve Administrative Regulation 4319.12 Title IX Sex Discrimination and Sex-Based Harassment Complaint Procedures as presented.

Mrs. Weinstein emphasized that the policies are reviewed by the Board prior the meeting. She noted that there is limited opportunity for discussing or selecting updates and changes to the policies. The recommended language from the California School Board Association (CSBA) is based on alterations in federal law.

**Action Calendar –
Regular Meeting,**
*Business Services
Report #24-21
DeFigueiredo-Aye
Weinstein-Aye
Chase-Aye
MacDonald-Aye
Jellings-Absent*

The motion was made by Mr. Chase, seconded by Mrs. Weinstein, and passed 4-0 by voice vote to approve Business Services Report #24-21.

**Correspondence
And Board
Information**

Mr. Chase expressed his gratitude for serving as Board President during the past term. He reiterated his earlier comments from the meeting, stating that the Board works well together, with each member contributing their expertise and skill set.

Mr. Chase shared that he thought the holiday party was excellent and thanked Trustee MacDonald for hosting it.

Mrs. MacDonald shared that hosting the holiday party was great, and she volunteers to host again next year.

Mrs. Weinstein thanked Trustee MacDonald for hosting the holiday party and wished everyone a wonderful holiday season and a Happy New Year.

Mr. DeFigueiredo thanked Trustee MacDonald for hosting the holiday party. He acknowledged the California Credit Union for their ongoing support of the District and the Board of Trustees Management Holiday Party.

**Items for the
January 15, 2025
Meeting at the
Sulphur Springs
Union School
District
Administrative
Offices**

School Accountability Report Cards will be presented for Board review and consideration of approval.

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

The motion was made by Mrs. Weinstein, seconded by Mr. Chase, and passed 4-0 by voice vote to adjourn to Closed Session at 8:03 PM for discussion regarding:

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

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

- Potential Litigation

Adjournment

DeFigueiredo-Aye

Weinstein-Aye

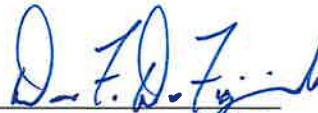
Chase-Aye

MacDonald-Aye

Jellings-Absent

The motion was made by Mr. Chase, seconded by Mrs. MacDonald, and passed 4-0 by voice vote to adjourn the Board Meeting at 9:50 PM.

January 15, 2025



Mr. Denis DeFigueiredo, President



Mrs. Shelley Weinstein, Clerk