

APPROVED MINUTES
FENTON CHARTER PUBLIC SCHOOLS
BOARD OF DIRECTORS MEETING

January 25, 2018

A meeting of the Board of Directors of the Fenton Charter Public Schools was held on Thursday, January 25, 2018, at 4:30 p.m. in the boardroom of the FCPS Offices, 8928B Sunland Boulevard, Sun Valley, CA 91352.

I. PRELIMINARY

A. Call to Order – Chairperson of the Board – Joe Lucente

The Board of Directors meeting was called to order at 4:33 p.m. by Chair Lucente.

B. Roll Call – Secretaries of the Board – Angie Castellana Ferri and Cecilia Quijano

Board Members Present

Diane Abeyta, *Parent Representative*
Yvette King-Berg, *Community Representative*
Daniel Laughlin, *Parent Representative*
Joe Lucente, *Community Representative*
Gabriela Montoya, *Parent Representative*
Walter Wallace, *Community Representative*

Board Members Not Present

Gary Borden, *Community Representative*

C. Flag Salute – Chair Lucente

Chair Lucente led the Board and the public in the Pledge of Allegiance.

D. Additions/Corrections to the Agenda – Chair Lucente

There were no additions or corrections to the agenda.

E. Approval of Minutes

Minutes of Previous Regular Meeting – Chair Lucente

On **MOTION** of Gabriela Montoya, **SECONDED** by Daniel Laughlin and **CARRIED** by a vote of 6 (YES) and 0 (NO), the minutes of the December 12, 2017 Regular Meeting were approved.

II. COMMUNICATIONS

A. Presentations from the Public – Chair Lucente

There were no presentations from the public.

B. Committee/Council Reports

Minutes of all meetings held by advisory committees and councils were sent to the Board Members prior to this meeting.

There were no further reports by committees and councils.

C. Treasurer/CFO's Report

Cindy Franz, assistant to Kristin Dietz, FCPS Treasurer and CFO, presented monthly profit and loss statements, revenue, expenditures, year-to-date projections for the Fenton Charter Public Schools. The following information/reports were presented:

- Consolidated annual net income is now forecasted at \$1,427,887:
 - This is a decrease of \$14,000 from the previous forecast
 - Main drivers of this change are:
 - Net ADA reduction of -12.41 based on P1 (increases at FACS, STEM and FCLA; decreases at SMBCCS and FPC)
 - Health benefits re-forecasted per actuals resulted in shifts in allocation between sites and a \$58,000 increase in total expense
 - Miscellaneous expenses reduced to offset ADA loss at SMBCCS and FPC
- Cash flows remaining consistent with what was reported last month
 - Consolidated cash balance is \$11.8 million

D. Directors' Reports

Fenton Avenue Charter School (FACS) – Stacy Carroll Hutter, Director, reported.

Santa Monica Boulevard Community Charter School (SMBCCS) – Dr. David Riddick, Director, reported.

Fenton Primary Center (FPC) – Richard Parra, Director, reported.

Fenton STEM Academy (STEM) – Jennifer Miller, Director, reported.

Fenton Charter Leadership Academy (FCLA) – Cary Rabinowitz, Director, reported.

E. Executive Director's Report

Fenton Charter Public Schools (FCPS) – Irene Sumida, Executive Director, reported.

III. CONSENT AGENDA ITEMS

- A. Recommendation to receive and file 2016-2017 School Accountability Report Card (SARC) documents for Fenton Avenue Charter School, Fenton Primary Center, Santa Monica Boulevard Community Charter School, Fenton STEM Academy and Fenton Charter Leadership Academy**

- B. Recommendation to approve 2018-2019 Instructional Calendar**

On **MOTION** of Yvette King-Berg, **SECONDED** by Diane Abeyta and **CARRIED** by a vote of 6 (YES) and 0 (NO), the recommendation to approve the Consent Agenda was approved.

IV. ITEMS SCHEDULED FOR ACTION

- A. Recommendation to approve the purchase of a marquee to be constructed at Santa Monica Boulevard Community Charter School**

On **MOTION** of Walter Wallace, **SECONDED** by Daniel Laughlin and **CARRIED** by a vote of 6 (YES) and 0 (NO), the recommendation to approve the purchase of a marquee to be constructed at Santa Monica Boulevard Community Charter School was approved.

- B. Recommendation to approve use of one-time unrestricted funds at each school site to support the implementation of California's academic standards**

On **MOTION** of Yvette King-Berg, **SECONDED** by Daniel Laughlin and **CARRIED** by a vote of 6 (YES) and 0 (NO), the recommendation to approve the use of one-time unrestricted funds at each school site to support the implementation of California's academic standards was approved.

- C. Recommendation to approve letter confirming compliance with 2010 ADA Standards for Accessible Design for Fenton schools located on non-LAUSD sites**

On **MOTION** of Diane Abeyta, **SECONDED** by Gabriela Montoya and **CARRIED** by a vote of 6 (YES) and 0 (NO), the recommendation to approve the letter confirming compliance with 2010 ADA Standards for Accessible Design for Fenton schools located on non-LAUSD sites was approved.

V. ITEMS SCHEDULED FOR INFORMATION

- A. Update on FCPS OPEB Trust**

This was an information item only and no action was taken.

VI. CLOSED SESSION

Chair Lucente made the following announcement:

“The Board of Directors will now be moving into closed session to discuss matters described in Section VI. Matters to be discussed are those permitted by Government Code Sections 54956.8 (Real Property), and 54957 (Personnel Matters).”

The Board convened to Closed Session at 5:30 p.m.

- A. REAL PROPERTY: (Government Code 54956.8)
PROPERTY – Purchase of Property to Expand Fenton Primary Center**
- B. PERSONNEL: (Government Code 54957)
PUBLIC EMPLOYEE APPOINTMENT – Instructional Coaches**
- C. PERSONNEL: (Government Code 54957)
PUBLIC EMPLOYEE APPOINTMENT – Assignment of Administrators for 2018-2019**
- D. PERSONNEL: (Government Code 54957)
PUBLIC EMPLOYMENT – Applications for Administrative Positions for 2018-2019**

VII. RETURN TO OPEN SESSION

The Board reconvened to Open Session at 6:43 p.m.

Chair Lucente announced that action had been taken on the following items by the Board of Directors in Closed Session:

- A. REAL PROPERTY: (Government Code 54956.8)
PROPERTY – Purchase of Property to Expand Fenton Primary Center**

On **MOTION** of Walter Wallace, **SECONDED** by Yvette King-Berg and **CARRIED** by a vote of 6 (YES) and 0 (NO), the Board authorized the Fenton Charter Public Schools to loan SFV Education the funds necessary to purchase the property next door to and south of the Fenton Primary Center (11339 Dronfield Avenue) for purposes of providing additional play area, parking, and student drop-off and pick-up improvements. The funds are to be repaid through the refinance of the current loan on the Dronfield site in 2019-2020. Working with Pacific Charter School Development, the property will be held until all easements and city requirements, including all permits, have been satisfied and obtained. Improvements to the property will commence immediately when funds from the current loan refinance come available.

- B. PERSONNEL: (Government Code 54957)
PUBLIC EMPLOYEE APPOINTMENT – Instructional Coaches**

On **MOTION** of Yvette King-Berg, **SECONDED** by Gabriela Montoya and **CARRIED** by a vote of 6 (YES) and 0 (NO), the Board approved the selection of Angie Castellana Ferri and Teresa Elvira to serve as Instructional Coaches for the Fenton Charter Public Schools beginning in the 2018-2019 school year. Both coaches will work a 201-day calendar, 8-hour day, and work under the supervision of the Chief Academic Officer, Dr. David Riddick.

**C. PERSONNEL: (Government Code 54957)
PUBLIC EMPLOYEE APPOINTMENT – Assignment of Administrators for 2018-2019**

On **MOTION** of Diane Abeyta, **SECONDED** by Daniel Laughlin and **CARRIED** by a vote of 6 (YES) and 0 (NO), the Board approved the following placements as indicated in the table below:

School	Director	Assistant Director or Admin. Coordinator	Assistant Director or Admin. Coordinator
FACS	Leticia Padilla Parra	Barbara Aragón	Jessi Tello
SMBCCS	Cary Rabinowitz	Sirui Thomassian	TBD
FPC	Richard Parra	Monica Castañeda	Michelle Holloway
*STEM	Jennifer Miller	TBD	TBD
*FCLA			

*Due to the size of Fenton STEM Academy and Fenton Charter Leadership Academy (total combined enrollment is less than that of FACS, FPC or SMBCCS), one Director and two Administrative Coordinators will oversee both sites.

All assignments are effective as of July 1, 2018 and assignments/positions will be finalized after the Board’s receipt of 2017-2018 evaluations on March 1, 2018.

Assignments noted as “TBD” (to be determined) will be filled with internal candidates, if possible, with recommendations to be brought forward by the Executive Director at the March 1, 2018 Regular Meeting of the Board of Directors. Applications received to date indicate an especially strong pool of internal candidates.

If any openings remain after placement for open positions are made on March 1, 2018, the Executive Director will seek outside candidates via EdJoin, or other professional job listings, unless there are qualified in-house candidates that are recommended to the Board of Directors by the Executive Director. The Ad Hoc Planning and Implementation Committee will meet to discuss and specify next steps if this should occur.

**D. PERSONNEL: (Government Code 54957)
PUBLIC EMPLOYMENT – Applications for Administrative Positions for 2018-2019**

No action was taken on Item VII.D.

VIII. ANNOUNCEMENTS

IX. ADJOURNMENT

The meeting was adjourned at 6:49 p.m.

The next regular meeting of the Board of Directors of the Fenton Charter Public Schools will be held on Thursday, March 1, 2018 at 4:30 p.m. in the boardroom of the Fenton Charter Public Schools, 8928B Sunland Boulevard, Sun Valley, CA 91352.

Respectfully submitted:

Angie Castellana Ferri
Secretary of the Board

Cecilia Quijano
Secretary of the Board