

APPROVED MINUTES
FENTON CHARTER PUBLIC SCHOOLS
BOARD OF DIRECTORS MEETING

October 19, 2017

A meeting of the Board of Directors of the Fenton Charter Public Schools was held on Thursday, October 19, 2017, at 4:30 p.m. in the boardroom of the Fenton Charter Public Schools, 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 4:35 p.m. by Chair Lucente.

B. Roll Call – Secretaries of the Board – Meaghan Berry and Laura Holmes

Board Members Present

Diane Abeyta, *Parent Representative*

Gary Borden, *Community 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

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 Daniel Laughlin, **SECONDED** by Yvette King-Berg and **CARRIED** by a vote of 6 (YES) and 0 (NO), the minutes of the September 21, 2017 Regular Meeting were approved.

Board member Gabriela Montoya joined the meeting immediately following this action.

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 any committee and/or council were sent to the Board Members prior to this meeting.

There were no further reports by committees/councils.

C. Treasurer/CFO's Report

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

- July/August Financial Update
- September/October 2017 Financials (all sites):
Forecasted net income for FCPS was \$1,711,974, which reflects a decrease of \$340,000, with change being related to the following:
 - OPEB true up per latest valuation is -\$167,000
 - Enrollment reduction at FACS creates -\$46,000
 - Cost of executive search firm and P.O. system at FCPS creates -\$70,000Balance sheet remains strong with cash balances at 8/31/17 of \$10,780,266, a decrease of \$889,000 compared to year-end due to timing of expenses vs. revenues

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 approve English Learner (EL) Master Plans for FACS, SMBCCS, FPC, STEM and FCLA**

On **MOTION** of Gabriela Montoya, **SECONDED** by Daniel Laughlin and **CARRIED** by a vote of 7 (YES) and 0 (NO), the recommendation to approve the Consent Agenda was approved.

IV. **ITEMS SCHEDULED FOR ACTION**

A. **Recommendation to receive FASB ASC 715 OPEB report for June 30, 2017**

On **MOTION** of Gary Borden, **SECONDED** by Yvette King-Berg and **CARRIED** by a vote of 7 (YES) and 0 (NO), the recommendation to receive FASB ASC 715 OPEB report for June 30, 2017 was approved.

B. **Recommendation to approve revised Procurement and Purchasing Procedures Policy**

On **MOTION** of Yvette King-Berg, **SECONDED** by Walter Wallace and **CARRIED** by a vote of 7 (YES) and 0 (NO), the recommendation to approve the revised Procurement and Purchasing Procedures Policy was approved.

C. **Recommendation to approve Local Indicators for the California School Dashboard for FACS, SMBCCS, FPC, STEM and FCLA**

On **MOTION** of Gary Borden, **SECONDED** by Gabriela Montoya and **CARRIED** by a vote of 7 (YES) and 0 (NO), the recommendation to approve Local Indicators for the California School Dashboard for FACS, SMBCCS, FPC, STEM and FCLA was approved.

D. **Recommendation to approve opening of investment account for the Fenton Charter Public Schools**

On **MOTION** of Gary Borden, **SECONDED** by Walter Wallace and **CARRIED** by a vote of 7 (YES) and 0 (NO), the recommendation to approve an investment account for the Fenton Charter Public Schools with an initial investment of \$1.5 million was approved. The Board further directed the Executive Director to transfer the funds and open the investment account by the next meeting of the Board on December 7, 2017.

V. **ITEMS SCHEDULED FOR INFORMATION**

A. **Review of updated Uniform Complaint Policy and Procedures**

B. **Compliance with LAUSD Resolution: “Keeping Parents Informed: Charter Transparency”**

C. **Update on FCPS OPEB Trust**

These were information items 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 Section 54957 – Personnel Matters.”

The Board convened to Closed Session at 5:16 p.m.

- A. PERSONNEL: (Government Code 54957)
PUBLIC EMPLOYEE APPOINTMENT– Chief Academic Officer**
- B. PERSONNEL: (Government Code 54957)
PUBLIC EMPLOYMENT – Chief Executive Officer**

VII. RETURN TO OPEN SESSION

The Board reconvened to Open Session at 6:17 p.m.

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

- A. PERSONNEL: (Government Code 54957)
PUBLIC EMPLOYEE APPOINTMENT– Chief Academic Officer**

On **MOTION** of Gary Borden, **SECONDED** by Yvette King-Berg and **CARRIED** by a vote of 7 (YES) and 0 (NO), the Board approved the selection of Dr. David Riddick for the position of Chief Academic Officer. The position will officially begin on July 1, 2018, but Dr. Riddick will assume an active role in the selection of the Chief Executive Officer and will join the Ad Hoc Planning and Implementation Committee beginning on October 28, 2017.

- B. PERSONNEL: (Government Code 54957)
PUBLIC EMPLOYMENT – Chief Executive Officer**

The Board reaffirmed its commitment to implementing instructional practices and policies that result in outstanding performance by all students in all areas, with strong academic achievement a key indicator of success. Therefore, as the new leadership structure unfolds, the Chief Academic Officer must be provided with every resource to achieve outstanding and sustainable results at each of the Fenton schools. The transition of leadership should not be merely an increase in the number of leaders directing the organization, not a mere change of titles, but a genuine restructuring of the organization that will lead to improved outcomes for all Fenton students.

On **MOTION** of Yvette King-Berg, **SECONDED** by Gabriela Montoya and **CARRIED** by a vote of 7 (YES) and 0 (NO), the Board approved the following:

- the selection of the following members of the Board of Directors to join the Faculty and Classified Representatives to form the Ad Hoc Planning and Implementation Committee:
 - Joe Lucente
 - Daniel Laughlin
- the selection of two experienced FCPS teachers to become full-time “Instructional Coaches” to support the work of the Chief Academic Officer beginning in the 2018-2019 school year on a 201-day calendar with the following qualifications and compensation:
 - a minimum of ten years of teaching experience across multiple grade level spans (primary/middle¹; middle/upper²; primary/upper³);
 - experience fulfilling a variety of FCPS leadership roles, such as Faculty Representative, council/committee co-chair, or Lead Teacher;
 - *Preferred:* Master’s degree and work at multiple Fenton sites;
 - an all inclusive salary (no additional stipends will be applicable such as the stipend for a master’s degree or National Board Certification) starting at \$90,000 and reaching a maximum of \$100,000 (the starting salary dependent on the teacher’s current base salary as determined by “step” and “column” placement);
- the completion of a job description for the Instructional Coaches by the Executive Director and the Chief Academic Officer with minimum and preferred qualifications as stated above, and responsibilities directly correlated to the responsibilities of the Chief Academic Officer;
- the job description for the Instructional Coaches to be presented to the Board for discussion, review and approval at the December 7, 2017 regular meeting of the Board of Directors;
- the postponement of the hiring of the Chief Executive Officer until June 30, 2020, with the Executive Director continuing to fulfill all aspects of managing the business of the organization through June 30, 2021 with an annual salary equivalent to that allowed by the State Teachers Retirement System for retirees. The CEO will be in place by July 1, 2020 and shadow the E.D. for one year.

It should be noted that the Instructional Coaches’ positions are possible only with the postponement of the hiring of the Chief Executive Officer. The cost for the search for the CEO was estimated at \$70,000, and the CEO’s starting annual salary was set at \$180,000.

The Board will continually review the success of this new structure and make a final determination regarding “next steps” during the 2019-2020 school year.

¹ Primary grades, for purposes of this definition, include TK, kindergarten and 1st and 2nd grades

² Middle grades include 2nd, 3rd and 4th grades

³ Upper grades include 4th, 5th and 6th grades

Fiscal considerations will be a major factor, as will the overall success reflected by each school site.

VIII. ANNOUNCEMENTS

IX. ADJOURNMENT

The meeting was adjourned at 6:25 p.m.

The next regular meeting of the Board of Directors of the Fenton Charter Public Schools will be held on Thursday, December 7, 2017 at 4:30 p.m. in the auditorium of Santa Monica Boulevard Community Charter School, 1022 North Van Ness Avenue, Los Angeles, CA 90038.

Respectfully submitted:

Meaghan Berry
Secretary of the Board

Laura Holmes
Secretary of the Board