

APPROVED MINUTES
FENTON CHARTER PUBLIC SCHOOLS
BOARD OF DIRECTORS MEETING

September 12, 2019

A meeting of the Board of Directors of the Fenton Charter Public Schools was held on Thursday, September 12, 2019, 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 – President of the Board – Irene Sumida

The Board of Directors meeting was called to order at 4:35 p.m. by the Board President, Irene Sumida.

B. Roll Call – Secretary of the Board – Mercedes Meeks

Board Members Present

Diane Abeyta, *Parent Representative*
Yvette King-Berg, *Community Representative*
Daniel Laughlin, *Parent Representative*
Walter Wallace, *Community Representative*

Board Members Not Present

Joe Lucente, *Community Representative*
Jed Wallace, *Community Representative*

C. Flag Salute – President Sumida

President Sumida led the Board and the public in the Pledge of Allegiance.

D. Approval of the Agenda – President Sumida

On **MOTION** of Yvette King-Berg, **SECONDED** by Diane Abeyta and **CARRIED** by a vote of 4 (YES) and 0 (NO), the Agenda (Item I.D.) was approved as presented.

Aye: (4) Diane Abeyta, Yvette King-Berg, Daniel Laughlin,
Walter Wallace

Nay: (0)

Abstentions: (0)

E. Approval of Minutes

Minutes of Previous Regular Meeting – President Sumida

On **MOTION** of Walter Wallace, **SECONDED** by Daniel Laughlin and **CARRIED** by a vote of 4 (YES) and 0 (NO), the minutes of the June 13, 2019 Regular Meeting (Item I.E.) were approved as presented.

Aye: (4) Diane Abeyta, Yvette King-Berg, Daniel Laughlin,
Walter Wallace
Nay: (0)
Abstentions: (0)

II. COMMUNICATIONS

A. Presentations from the Public – President Sumida

There were no presentations from the public.

B. Public Hearing

A public hearing encouraging participation from parents, teachers, and community members regarding the sufficiency of textbooks and instructional materials for each student was held.

C. 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.

D. Financial Business Manager's Report

Kristin Dietz, Vice President of EdTec, and Financial Business Manager of the FCPS, presented the following information:

- 2018-2019 Unaudited Actual Reports (UARs) were delivered to LAUSD on August 19, 2019. The UARs were summarized and presented as follows (along with copies of full reports – Item IV.D.):
 - 2018-2019 Consolidated Unaudited Actuals –
 - Approved Budget - \$46,703,861
 - Actuals - \$45,513,650
 - FACS –
 - Approved Budget - \$10,158,290
 - Actuals - \$9,804,265
 - FPC –
 - Approved Budget - \$11,255,058
 - Actuals - \$10,499,531
 - SMBCCS –
 - Approved Budget - \$12,805,987
 - Actuals - \$12,536,283
 - STEM –
 - Approved Budget - \$4,578,616
 - Actuals - \$4,577,378
 - FCLA –
 - Approved Budget - \$4,683,267
 - Actuals - \$4,603,520
 - FCPS –

- Approved Budget - \$3,222,643
 - Actuals - \$3,492,673
- Strong cash balances were maintained throughout 2018-2019
- 2019-2020 State Budget Update:
 - COLA is 3.26% (the same as the May revise)
 - STRS/PERS rates are less than projected in long-term projections due to State's split one-time contribution
 - COLA applies to other State programs such as Special Education and School Nutrition
 - ASES (After School Education and Safety) Program increased by \$50 million overall (8.3% increase to grants)
 - SB 740 maintained at current level, but no COLA increase
- Summaries of forecasts for schools:
 - FACS: enrollment in the approved budget was 685; current forecast is 644 – variance is 41 students less than projected and \$445,914 less in revenue than projected in June 2019
 - FPC: enrollment was budgeted at 732, and is currently forecast at 700, for a variance of 32 less students and revenue of \$353,609 less than projected
 - SMBCCS: enrollment has met projections and revenue is projected at +\$2,700
 - STEM: enrollment was projected at 350 and is 317 – a variance of 33 students less and revenue is \$350,708 less than projected in June 2019
 - FCLA: enrollment was projected at 360 and is 322, 38 students less than projected; revenue is \$405,718 less than projected in June 2019
 - A number of rate changes positively affect the forecast (Federal Special Education rate, State Special Education rate, Mandated Cost Reimbursement rate and State Lottery rate)
 - Other contribution rates which have increased this year, as projected, are STRS, PERS and OPEB (this year's total OPEB contribution will be \$1,250,000).

E. Directors' Reports

Fenton Avenue Charter School (FACS) – Leticia Padilla Parra, Director, reported.

Santa Monica Boulevard Community Charter School (SMBCCS) – Cary Rabinowitz, Director, reported.

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

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

Fenton Charter Leadership Academy (FCLA) – Jennifer Miller, Director, reported.

- F. Chief Academic Officer’s Report and LCAP Update**
Fenton Charter Public Schools (FCPS) – Dr. David Riddick, Chief Academic Officer, presented.
- G. Executive Director’s Report**
Fenton Charter Public Schools (FCPS) – Irene Sumida, Executive Director, reported.

III. CONSENT AGENDA ITEMS

- A. Recommendation to approve the 2019-2020 Board Resolution regarding council and committee responsibilities and membership**
- B. Recommendation to approve final staff rosters and employee contracts for FACS, SMBCCS, FPC, STEM and FCLA for 2019-2020 school year**
- C. Recommendation to approve 2019-2020 bell schedules and instructional minutes offered by FACS, SMBCCS, FPC, STEM and FCLA**
- D. Recommendation to approve 2019-2020 Parent Involvement Policies and Home-School Agreement for Fenton Avenue Charter School, Santa Monica Boulevard, Community Charter School, Fenton Primary Center, Fenton STEM Academy and Fenton Charter Leadership Academy**

On **MOTION** of Yvette King-Berg, **SECONDED** by Daniel Laughlin and **CARRIED** by a vote of 4 (YES) and 0 (NO), the recommendation to approve the Consent Agenda (Item III.A. through Item III.D.) was approved.

Aye: (4) Diane Abeyta, Yvette King-Berg, Daniel Laughlin,
Walter Wallace
Nay: (0)
Abstentions: (0)

IV. ITEMS SCHEDULED FOR ACTION

- A. Recommendation to approve slate of Board officers for the 2019-2020 school year**

On **MOTION** of Daniel Laughlin, **SECONDED** by Walter Wallace and **CARRIED** by a vote of 4 (YES) and 0 (NO), the recommendation to approve the slate of Board officers for the 2019-2020 school year (Item IV.A.) was approved as presented.

Aye: (4) Diane Abeyta, Yvette King-Berg, Daniel Laughlin,
Walter Wallace
Nay: (0)

Abstentions: (0)

B. Recommendation to approve Resolution #35: Sufficiency of Instructional Materials

On **MOTION** of Yvette King-Berg, **SECONDED** by Diane Abeyta and **CARRIED** by a vote of 4 (YES) and 0 (NO), the recommendation to approve Resolution #35: Sufficiency of Instructional Materials (Item IV.B.) was approved as presented.

Aye: (4) Diane Abeyta, Yvette King-Berg, Daniel Laughlin,
Walter Wallace

Nay: (0)

Abstentions: (0)

C. Recommendation to approve slate of directors and officers for the FCPS Foundation Board of Directors for 2019-2020

On **MOTION** of Walter Wallace , **SECONDED** by Daniel Laughlin and **CARRIED** by a vote of 4 (YES) and 0 (NO), the recommendation to approve the slate of directors and officers for the FCPS Foundation Board of Directors for 2019-2020 (Item IV.C.) was approved with the following revision: *School Directors Leticia Padilla Parra and Cary Rabinowitz will not be Foundation board members in keeping with the limit of only twelve (12) members as per FCPS Foundation bylaws.*

Aye: (4) Diane Abeyta, Yvette King-Berg, Daniel Laughlin,
Walter Wallace

Nay: (0)

Abstentions: (0)

D. Recommendation to receive Unaudited Actual Reports for June 30, 2019 for Fenton Avenue Charter School, Fenton Primary Center, Santa Monica Boulevard Community Charter School, Fenton STEM Academy and Fenton Charter Leadership Academy

On **MOTION** of Daniel Laughlin, **SECONDED** by Diane Abeyta and **CARRIED** by a vote of 4 (YES) and 0 (NO), the recommendation to receive Unaudited Actual Reports for June 30, 2019 for Fenton Avenue Charter School, Fenton Primary Center, Santa Monica Boulevard Community Charter School, Fenton STEM Academy and Fenton Charter Leadership Academy (Item IV.D.) was approved as received and presented.

Aye: (4) Diane Abeyta, Yvette King-Berg, Daniel Laughlin,
Walter Wallace

Nay: (0)

Abstentions: (0)

E. Recommendation to approve expenditures for items above spending authority of Executive Director

On **MOTION** of Yvette King-Berg, **SECONDED** by Walter Wallace and **CARRIED** by a vote of 4 (YES) and 0 (NO), the recommendation to approve expenditures for items over spending authority of Executive Director (Item IV.E.) was approved as presented.

Aye: (4) Diane Abeyta, Yvette King-Berg, Daniel Laughlin,
Walter Wallace

Nay: (0)

Abstentions: (0)

F. Recommendation to approve Independent Study Agreement for 2019-2020 school year

On **MOTION** of Diane Abeyta, **SECONDED** by Walter Wallace and **CARRIED** by a vote of 4 (YES) and 0 (NO), the recommendation to approve the Independent Study Agreement for 2019-2020 school year (Item IV.F.) was approved as presented.

Aye: (4) Diane Abeyta, Yvette King-Berg, Daniel Laughlin,
Walter Wallace

Nay: (0)

Abstentions: (0)

G. Recommendation to approve the Los Angeles County Office of Education "Certification of Signatures"

On **MOTION** of Yvette King-Berg **SECONDED** by Daniel Laughlin and **CARRIED** by a vote of 4 (YES) and 0 (NO), the recommendation to approve the Los Angeles County Office of Education "Certification of Signatures" (Item IV.G.) was approved as presented.

Aye: (4) Diane Abeyta, Yvette King-Berg, Daniel Laughlin,
Walter Wallace

Nay: (0)

Abstentions: (0)

H. Recommendation to approve submission of draft of Food Services Management Company Request for Proposal (RFP) and sample contract documents to the School Food Service Contract Unit, California Department of Education (CDE), Nutrition Services Division

On **MOTION** of Daniel Laughlin **SECONDED** by Walter Wallace and **CARRIED** by a vote of 4 (YES) and 0 (NO), the recommendation to approve the submission of a draft of the Food Services Management Company Request for Proposal (RFP) and sample contract documents to the School Food Service Contract Unit, California Department of Education (CDE), Nutrition Services Division (Item IV.H.) was approved.

Aye: (4) Diane Abeyta, Yvette King-Berg, Daniel Laughlin,
Walter Wallace

Nay: (0)
Abstentions: (0)

I. Recommendation to approve submission of resolution supporting material amendment to charters of Fenton Charter Leadership Academy and Fenton STEM Academy

On **MOTION** of Yvette King-Berg, **SECONDED** by Diane Abeyta and **CARRIED** by a vote of 4 (YES) and 0 (NO), the recommendation to approve the submission of resolution supporting material amendment to charters of Fenton Charter Leadership Academy and Fenton STEM Academy (Item IV.I.) was approved.

Aye: (4) Diane Abeyta, Yvette King-Berg, Daniel Laughlin,
Walter Wallace
Nay: (0)
Abstentions: (0)

J. Recommendation to receive FASB ASC 715 OPEB report for June 30, 2019

On **MOTION** of Walter Wallace, **SECONDED** by Daniel Laughlin and **CARRIED** by a vote of 4 (YES) and 0 (NO), the recommendation to receive the FASB ASC 715 OPEB report for June 30, 2019 (Item IV.J.) was approved as presented.

Aye: (4) Diane Abeyta, Yvette King-Berg, Daniel Laughlin,
Walter Wallace
Nay: (0)
Abstentions: (0)

K. Recommendation to approve Fenton Charter Public Schools OPEB Trust Policies and Procedures

On **MOTION** of Yvette King-Berg **SECONDED** by Diane Abeyta and **CARRIED** by a vote of 4 (YES) and 0 (NO), the recommendation to approve the Fenton Charter Public Schools OPEB Trust Policies and Procedures (Item IV.K.) was approved.

Aye: (4) Diane Abeyta, Yvette King-Berg, Daniel Laughlin,
Walter Wallace
Nay: (0)
Abstentions: (0)

L. Recommendation to approve cash reserves policy for Fenton schools

On **MOTION** of Daniel Laughlin, **SECONDED** by Walter Wallace and **CARRIED** by a vote of 4 (YES) and 0 (NO), the recommendation to approve the cash reserves policy for the Fenton schools (Item IV.L.) was approved.

Aye: (4) Diane Abeyta, Yvette King-Berg, Daniel Laughlin,
Walter Wallace
Nay: (0)
Abstentions: (0)

M. Recommendation to approve revisions to Employee Handbook to address employees' off-the-job activities involving students

On **MOTION** of Yvette King-Berg, **SECONDED** by Diane Abeyta and **CARRIED** by a vote of 4 (YES) and 0 (NO), the recommendation to approve revisions to the FCPS Employee Handbook to address employees' off-the-job activities involving students (Item IV.M.) was approved.

Aye: (4) Diane Abeyta, Yvette King-Berg, Daniel Laughlin,
Walter Wallace
Nay: (0)
Abstentions: (0)

V. ITEMS SCHEDULED FOR INFORMATION

A. LAUSD Charter Schools Division Oversight Process

B. Update on FCPS OPEB Trust

John Coury, First Vice President of Cathay Wealth Management, and Financial Advisor for the FCPS OPEB Trust, presented a summary of 2018-2019 results and shared projections for 2019-2020.

C. Progress on expansion of FCLA and STEM

These were information items only and no action was taken.

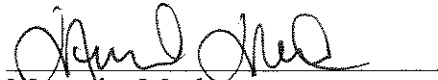
VI. ANNOUNCEMENTS

The next regular meeting of the Board of Directors of the Fenton Charter Public Schools will be held on Thursday, October 24, 2019 at 4:30 p.m. in the boardroom of the Fenton Charter Public Schools, 8928B Sunland Boulevard, Sun Valley, CA 91352.

VII. ADJOURNMENT

The meeting was adjourned at 6:12 p.m.

Respectfully submitted:

A handwritten signature in black ink, appearing to read 'Mercedes Meeks', written over a horizontal line.

Mercedes Meeks
Secretary of the Board