



FENTON CHARTER PUBLIC SCHOOLS

The mission of the Fenton Charter Public Schools is to offer a high quality innovative education to all students in a safe, secure, nurturing environment where students, parents and staff become a community of learners achieving collaborative and successful outcomes.

FCPS: 8928 B Sunland Boulevard, Sun Valley, CA 91352 • (818) 962-3630

FACS: 11828 Gain Street, Lake View Terrace, CA 91342 • (818) 896-7482

SMBCCS: 1022 North Van Ness Avenue, Los Angeles, CA 90038 • (323) 469-0971

FPC: 11351 Dronfield Avenue, Pacoima, CA 91331 • (818) 485-5900

STEM and FCLA: 8926 Sunland Boulevard, Sun Valley, CA 91352 • (818) 962-3636

REGULAR MEETING - BOARD OF DIRECTORS

December 3, 2020 – 4:30 P.M.

Join Zoom Meeting: <https://zoom.us/j/528616088>

Meeting ID: 528 616 088

AGENDA

Instructions for Presentations to the Board by Parents and Citizens

The Fenton Charter Public Schools (“Charter Schools”) welcome your participation at the Charter Schools’ Board meetings. The purpose of a public meeting of the Board of Directors (“Board”) is to conduct the affairs of the Charter Schools in public. Your participation assures us of continuing community interest in our Charter Schools.

MODIFIED MEETING PROCEDURES DURING COVID-19 (CORONAVIRUS) PANDEMIC:

As per Executive Order N-29-20 from Governor Newsom, the meetings of the Board of Directors of the Fenton Charter Public Schools will move to a virtual/teleconference environment using Zoom. The purpose of the Governor’s executive order is to control the spread of Coronavirus and to reduce and minimize the risk of infection by “limiting attendance at public assemblies, conferences, or other mass events.” The Governor’s executive order on March 20, 2020, waived the requirement for a majority of board members to physically participate in a public board meeting at the same location. The intent is not to limit public participation, but rather to protect public health by following the Governor’s Stay at Home executive order and the Los Angeles County’s “Safer at Home” order.

Instructions for public comments at board meetings conducted via Zoom:

If you wish to make a public comment, please follow these instructions:

1. A Google survey “sign-up” will be open to members of the public 30 minutes prior to the public meeting. This survey will take the place of the “speaker cards” available at meetings. <https://bit.ly/2wDdxrM>
2. Speakers will fill in their names and select if they wish to address the board regarding a specific agenda item or a non-agenda item.
3. Speakers are asked to attend the board meeting virtually through the Zoom invitation link on the top of the agenda.
4. When it is time for the speaker to address the board, his/her name will be called by the Board Chair and the requesting speaker’s microphone will be activated.
5. Speakers should rename their Zoom profile with their real name to expedite this process.
6. After the comment has been given, the microphone for the speaker’s Zoom profile will be muted.

I. PRELIMINARY

- A. **Call to Order** – Chairperson of the Board – Joe Lucente
- B. **Roll Call** – Secretaries of the Board – Nitima Angus, Laura Holmes and Coco Salazar
- C. **Approval of the Agenda** – Chair Lucente

The Chair will request any amendments to the agenda, and then approval.

- D. **Minutes of Previous Regular Meeting** - Chair Lucente

Minutes of the October 22, 2020 Regular Meeting of the Board of Directors will be presented for approval.

II. COMMUNICATIONS

- A. **Presentations from the Public** – Chair Lucente

Any persons present desiring to address the Board of Directors on any proper matter.

Agenda items: No individual presentation shall be for more than five (5) minutes and the total time for this purpose shall not exceed thirty (30) minutes per agenda item.

Non-agenda items: No individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes.

Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

- B. **Committee/Council Reports**

- 1. **Finance Committee:** *Sarah Ananta, Maria Patrón (FPC); Holly Putnam, AJ Smith (SMBCCS); Jennifer Hines (FCLA); Dominica Yasuda (STEM)*
Budget, Facilities and Safety Council: *Tony Peña, Marty Penner (FACS)*
- 2. **Instruction Committee:** *Lisa Ibarra, Jacqueline Penner (FPC); Kimberly Kiser, Carmen Solis (SMBCCS); Yesenia Fuentes (FCLA); Paige Piper (STEM)*
Curriculum and Assessment Council: *Lee Melo, Christopher Torres (FACS)*
- 3. **Personnel Committee:** *Karen Knapp, Coco Salazar (FPC); Tiene Hauck, Megan Stevenson (SMBCCS); Stephanie Garcia (FCLA); Priscilla Gentry (STEM)*
Human Resource and Personnel Council: *Leanna Hendrix, Mercedes Meeks (FACS)*
- 4. **Parent/Community Advocacy Committee:** *Gurpreet Gill, Bridget Ruiz (FPC); Ariana Gomez, Evelia Manzo (SMBCCS); Bridget Badro (FCLA); Elizabeth Marquez (STEM)*
School-Community Relations Council: *Angel Garcia, tiffany Walker (FACS)*
 - a. **School Site Council:** *(FACS); (FPC); (SMBCCS); (FCLA/STEM)*

b. **English Learner Advisory Committee**

C. **Financial Business Manager's Report:** Kristin Dietz, Vice President, EdTec - FCPS
Financial Business Manager

The Financial Business Manager will present the most current financial statements, cash flow position, and any variations in revenues and expenditures from the approved 2020-2021 budgets for all sites.

D. **Directors' Reports**

1. Fenton Avenue Charter School (FACS) – *Mrs. Leticia Padilla Parra*
2. Santa Monica Boulevard Community Charter School (SMBCCS) – *Mr. Cary Rabinowitz*
3. Fenton Primary Center (FPC) – *Mr. Richard Parra*
4. Fenton STEM Academy (STEM) – *Mrs. Jennifer Miller*
5. Fenton Charter Leadership Academy (FCLA) – *Mrs. Jennifer Miller*

E. **Chief Academic Officer's Report and LCAP Update** – Dr. David Riddick

F. **Executive Director's Report:** Irene Sumida

III. **CONSENT AGENDA ITEMS**

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board's vote on them. The Executive Director recommends approval of all consent agenda items.

A. **Recommendation to approve revised FCPS Uniform Complaint Procedures Instrument**

IV. **ITEMS SCHEDULED FOR ACTION**

A. **Recommendation to approve resubmission of Material Revisions for FACS and FPC to LAUSD with inclusion of Community Impact Assessment and Board Resolution #44 as required by new District policy related to AB 1505**

B. **Recommendation to approve LAUSD Certification of Board Compliance Review**

C. **Recommendation to approve the First Interim Report**

D. **Recommendation to adopt the Budget Overview for Parents as per SB 820**

E. **Recommendation to approve appointment of Juan Alvarez to the position of Facilities Manager**

- F. Recommendation to add “Facilities Specialist” title/position to salary schedule
- G. Recommendation to hire additional Maintenance and Operations Worker by January 1, 2021

V. **ITEMS SCHEDULED FOR INFORMATION**

- A. Brown Act Training – presentation by Janelle Ruley (Young, Minney and Corr LLP)
- B. Update on FCPS OPEB Trust
- C. Progress on expansion of FCLA and STEM
- D. Strategies for Balancing Budgets in Future Years

VI. **ANNOUNCEMENTS**

VII. **ADJOURNMENT**

The next regular meeting of the Board of Directors of the Fenton Charter Public Schools will be held on Thursday, January 28, 2021 at 4:30 pm via Zoom meeting.

Americans with Disabilities Act

In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meeting of the FCPS Board of Directors, please contact the main office of either Fenton Avenue Charter School or the Fenton Primary Center at (818) 896-7482. Notification of 72 hours prior to the meeting will enable FCPS to make reasonable arrangements to ensure accommodations and accessibility to this meeting. Upon request, FCPS shall also make available this agenda and all other public records associated with this meeting in appropriate alternative formats for persons with disabilities.

**UNAPPROVED MINUTES
FENTON CHARTER PUBLIC SCHOOLS
BOARD OF DIRECTORS MEETING**

October 22, 2020

A meeting of the Board of Directors of the Fenton Charter Public Schools was held on Thursday, October 22, 2020, at 4:30 p.m. via Zoom (<https://zoom.us/j/528616088>)

I. PRELIMINARY

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

The Board of Directors meeting was called to order at 4:32 p.m. by the Board Chair, Joe Lucente

B. Roll Call – Secretaries of the Board – Beth Henschel, Marie Kirakossian, Megan Stevenson

Board Members Present

Daniel Laughlin, *Parent Representative*
Joe Lucente, *Community Representative*
Jed Wallace, *Community Representative*
Walter Wallace, *Community Representative*

Board Members Not Present

Diane Abeyta, *Parent Representative*
Yvette King-Berg, *Community Representative*

C. Approval of the Agenda – Chair Lucente

On **MOTION** of Walter Wallace, **SECONDED** by Daniel Laughlin and **CARRIED** by a vote of 4 (YES) and 0 (NO), the Agenda (Item I.C.) was approved as presented.

Aye: (4) Daniel Laughlin, Joe Lucente, Jed Wallace,
Walter Wallace

Nay: (0)

Abstentions: (0)

D. Approval of Minutes

Minutes of Previous Regular Meeting – Chair Lucente

On **MOTION** of Daniel Laughlin, **SECONDED** by Walter Wallace and **CARRIED** by a vote of 4 (YES) and 0 (NO), the minutes of the September 17, 2020 Regular Meeting (Item I.E.) were approved as presented.

Aye: (4) Daniel Laughlin, Joe Lucente, Jed Wallace,
Walter Wallace

Nay: (0)

Abstentions: (0)

II. COMMUNICATIONS

A. Presentations from the Public – Chair Lucente

There were no presentations from the public.

B. Public Hearing

Senate Bill 820: Budget Overview for Parents

A public hearing was held to hear comments and accept suggestions from parents and the community on the Learning Continuity Plans and related budgets.

There were no comments or questions.

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:

- Consolidated net income is \$1.48M, a decrease from the previous forecast of \$88,000 mainly due to increased security, contracted Special Education services, and software costs;
- All schools are on track to full spend their CARES LLM CRF funds by 12/30/2020;
- Cash balances remain strong throughout the year, except for STEM and FCLA which are currently expected to need cash assistance at the end of FY21 and into FY22.

E. Directors’ Reports

Directors’ Reports were shared in the full agenda, and presentations will resume in December.

F. Chief Academic Officer’s Report

Fenton Charter Public Schools (FCPS) – Dr. David Riddick, Chief Academic Officer, presented information related to SB 820 and the Budget Overview for Parents.

G. Executive Director’s Report

The Executive Director’s report was included in the full agenda and an update will be shared at the December meeting.

III. CONSENT AGENDA ITEMS

There were no times scheduled on the Consent Agenda.

IV. ITEMS SCHEDULED FOR ACTION

A. Recommendation to approve revised policy for calculating CMO management fees charged to school sites

On **MOTION** of Daniel Laughlin, **SECONDED** by Jed Wallace and **CARRIED** by a vote of 4 (YES) and 0 (NO), the recommendation to approve revised policy for calculating CMO management fees charged to school sites (Item IV.A.) was approved as presented.

Aye: (4) Daniel Laughlin, Joe Lucente, Jed Wallace,
Walter Wallace

Nay: (0)

Abstentions: (0)

V. ITEMS SCHEDULED FOR INFORMATION

A. Update on FCPS OPEB Trust

Brett Schwab of Schwab Actuarial Services presented information related to the FASB ASC 715 annual report and answered questions regarding future projections and recommendations.

B. Progress on expansion of FCLA and STEM

C. Strategies for Balancing Budgets in Future Years

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, December 3, 2020 at 4:30 pm via Zoom meeting.

VII. ADJOURNMENT

The meeting was adjourned at 6:01 p.m.

Respectfully submitted:

Beth Henschel
Secretary of the Board

Marie Kirakossian
Secretary of the Board

Megan Stevenson
Secretary of the Board

II. B.

Committee and Council Reports

There were no Budget, Facilities and Safety Council or Finance Committee meetings held during the past month.

FENTON CHARTER PUBLIC SCHOOLS
Fenton Primary Center
Instruction Committee

October 20, 2020

Via Zoom: <https://us02web.zoom.us/j/81749290726> at 1:30 p.m.

Password: FPC123

AGENDA

Call to Order: Lisa Ibarra and Jackie Penner, Council Co-Chairs

Roll Call: Sarah Lin and Mrs. Brianna Ellis, Secretaries

Members Present: Karen Knapp, Coco Salazar, Diana Lucas, Krystal Rodriguez, Richard Parra, Jacqueline Penner, Lisa Ibarra, Angie Salceda, Nitima Angus, Wendy Kaufman, Sirui Thomassian, Gurpreet Gill, Brianna Ellis, Annie Yi, Sarah Lin, and Maria Cardenas

Members Excused: Maria Reyes

Members Absent: none

Additions/Corrections to the Agenda: Lisa Ibarra and Jackie Penner, Council Co-Chairs

Item #1 Minutes from the September 9, 2020 meeting of the Instruction Committee (*Motion to Approve*)

On **MOTION** of Mrs. Salceda, **SECONDED** by Mr. Parra, and **CARRIED**, the Minutes of the Instruction Committee Meeting of September 9, 2020 were approved as submitted.

Presentations from the Public: Lisa Ibarra and Jackie Penner, Council Co-Chairs

Item #2 Any person(s) desiring to address the Instruction Committee on any proper matter.

Old Business: None

New Business:

Item #3 Student Materials Distribution Dates (*LCAP 2*), Richard Parra, FPC Director (*Informational Item*)

Mr. Parra updated the committee that learning materials have been copied by the office staff and all grade levels have prepared materials for FPC's Second Distribution Day. Second grade will distribute on Wednesday, October 28th, first grade will distribute on Thursday, October 29th, and kindergarten/TK will distribute on Friday, October 30th. All students will pick up materials between 8:30 and 10 a.m. Students will receive a bag of school supplies and a Red Ribbon Week goodie bag. Think Together has requested 600 backpacks for our students, which might be available next week. Six Amazon Fire Tablets have been donated to FPC for a raffle. There will be two winners per grade level as a participation reward. FPC will possibly have a distribution date in December for families in need to distribute gifts, food, and

other donations from our community. LAPD has donated 10 turkey dinner packages. We will not distribute school supplies in December. Please send the names of students in need to Mr. Parra.

Item #4 **Progress Reports and Report Cards, (LCAP 1),** Richard Parra, FPC Director
(Informational Item)

Mr. Parra informed the committee that lead teachers will follow up with details on the Report cards with their grade level.

Item #5 **SPED and ELPAC Assessments (LCAP 2, LCAP 3),** Richard Parra, FPC
Director *(Informational Item)*

Mr. Parra updated the committee that 85 students qualified for ELPAC assessment. As of today FPC has completed 50 ELPAC Tests. All test should be complete by the first week of November.

Item #6 **Charter Renewal (LCAP 1),** Richard Parra, FPC Director
(Informational Item)

Mr. Parra informed the committee that he is reviewing all requirements from the district for our Charter Renewal. The Petition Instructional document needs to be completed by January/February, so we have time to review wordage with attorneys. The petition of our July 2022 Charter will be submitted in July 2021 for review by the district. In addition, Mr. Parra is reviewing the need of a Community Impact Assessment needs to be done by the school before we can renew our charter. The wording of AB 1505 has changed, but charter schools need to show data that they do not negatively impact district schools.

Announcements:

Mr. Parra, Mrs. Kaufman, and Mrs. Thomassian are maintaining a list of students who do not attend Zoom, participate in learning activities, and/or not completing assigned distance learning assignments. They will call and send a certified letter to their families.

Mrs. Kaufman announced the November 16 Assembly. She has booked “Uncle Mike Reads”.

Next Regular Meeting: TBA

Adjournment:

By **MOTION** of Mrs. Thomassian, **SECONDED** by Mrs. Kaufman and **CARRIED**, the Instruction Committee Meeting was adjourned at 1:52 p.m.

There were no Human Resource and Personnel Council and Personnel Committee meetings held during the past month.

FENTON CHARTER PUBLIC SCHOOLS
Fenton Primary Center

*Unapproved Minutes of the
Parent Advocacy Committee*

October 16, 2020

A meeting of the Parent Advocacy Committee was held on Friday, October 16, 2020 at 1:00 p.m. via Zoom Meeting ID: 839 9624 4184

Call to Order: Bridget Ruiz, Co-Chair

The Parent Advocacy Committee Meeting was called to order at 1:02 P.M. by Co-Chair, Bridget Ruiz

Roll Call: Paola Ramirez, Secretary

Members Present: Sandra Valle, Abigail Lopez-Dee, Judy Lee, Richard Parra, Sirui Thomassian, Wendy Kaufman, Cristina Peña, Sandra Lee, Paola Ramirez, Tony Peña, Cindy Soto

Non-Members in Attendance: Coco Salazar

Members Excused: Caitlin McMabell, Laura Vasquez, Max Young

Additions/Corrections to the Agenda: Gurpreet Gill, Co-Chair

Approval of Minutes from October 8, 2020: Bridget Ruiz, Co-Chair

Item #1 **Minutes from the October 8, 2020 meeting of the Parent Advocacy Committee**
(Motion to Approve)

One correction was made to the October 8, 2020 PAC minutes: Fenton's after school program runs from 1-4 p.m. daily rather than 1-3 p.m. as stated.

On **MOTION** of Abigail Lopez-Dee, **SECONDED** by Sirui Thomassian and **CARRIED**, the minutes of the Parent Advocacy Committee Meeting of October 8, 2020 were approved.

Presentations from the Public: Bridget Ruiz, Co-Chair

Item #2 **Any persons desiring to address the Parent Advocacy Committee on any proper matter.**

There were no presentations from the public.

Old Business: None

New Business:

Item #3 **Material Distribution Dates (LCAP 2, AMO 1 & 2),** Bridget Ruiz, FPC PAC Co-Chair *(Motion to Approve)*

The second round of material distribution will take place from Wednesday, October 28th – Friday October 30th from 8:30 am- 10:00 am. Parents have been reminded to stay in their cars, wear masks, and to reach out to their child’s teacher with any questions or concerns. The flyer for this event was posted on Class Dojo. Think Together is also providing additional backpacks for each student during the distribution. Someone has also donated 7 Fire tablets which will be divided among the grade levels to raffle/award to families for participation during the event.

On **MOTION** of Cindy Soto, **SECONDED** by Sandra Lee, and **CARRIED**, the **Material Distribution Dates** was approved.

Item #4 **Progress Reports and Report Cards (LCAP 1, AMO 1 & 2)**, Richard Parra, FPC Director (*Informational Item*)

Progress reports will be sent out the week of October 19, 2020. Parents will be informed of interventions that will be planned to support students with academic concerns. The intervention groups will target students who have not regularly participated in zoom. Students who are asked to attend these intervention groups are expected to participate for at least an hour. Students will participate in the afternoons and the Think Together Program TAs can help assist students fulfill school participation and completion of school work.

Item #5 **On Campus SPED and ELPAC Assessments (LCAP Goals 1, 2, & 3)**, Richard Parra, FPC Director (*Informational Item*)

Currently, there is a waiver being processed that would allow for 10% of students to be allowed to be on campus. That equates to about 60 students at Fenton Primary Center. Students that need to be assessed would be prioritized to be allowed on campus. ELPAC assessments are about over 50% completed with the help of staff. Testing is very organized, materials and testing areas are disinfected and prepared for the next student. ELPAC assessments are expected to be done by the end of October, early November the latest.

Item #6 **Parent Informational Sessions (LCAP 2, AMO 1 & 2)**, Richard Parra, FPC Director (*Informational Item*)

Mr. Parra met with Tony Peña, FPC administrators and the school counselor, Paola Ramirez to discuss topics for parent workshops. The first workshop held for families was on the census. The second workshop held last week was on voting. The third workshop will focus on mental health hosted by the school counselor in collaboration with CFGC and will provide information and resources for parents. More workshop topics that can be offered through community partners will be scheduled.

Item #7 **Charter Renewal (LCAP Goals 1-3)**, Richard Parra, FPC Director (*Informational Item*)

Mr. Parra stated that the process to revise our charter renewal will begin. Discussions will occur with the leadership team and during committee meetings. Every committee will be able to review a portion of the charter renewal. The charter focus will be shifted to what we would like to provide in a TK-5th grade setting. Additionally, our school’s focus is communication. We will continue to discuss various ways that our program will support this focus. Our goal is to submit the charter petition in July 2021.

Announcements: None

Next Regular Meeting: TBD

Adjournment:

On **MOTION** of Richard Parra, **SECONDED** by Wendy Kaufman and **CARRIED**, the Parent Advocacy Committee Meeting of October 16, 2020 was adjourned at 1:43 P.M.

Minutes respectfully submitted by: Paola Ramirez

FENTON CHARTER PUBLIC SCHOOLS
Fenton Avenue Charter School
School Community Relations Council
October 29, 2020
5:00 p.m. – Zoom Meeting

MINUTES

Call to Order: Leticia Padilla Parra, Director

The School Community Relations Council meeting was called to order at 5:02 p.m. by Director Leticia Padilla Parra.

Roll Call: Katherine Sheppard, Secretary

Members Present: Barbara Aragón, Myriam Arechiga, Angel Garcia, Anna Garcia, Evelyn Neglia, Leticia Padilla Parra, Lorena Sanchez, Katherine Sheppard, Saul Ulloa, Tiffany Walker

Members Excused: Jessie Tello

Additions/Corrections to the Agenda: Leticia Padilla Parra, FACS Director

Approval of Minutes: Leticia Padilla Parra, Director

Postponed until next meeting.

Presentations from the Public: Leticia Padilla Parra, FACS Director

Item #1: Any persons desiring to address the School Community Relations Council on any proper matter.

Old Business: No Old Business

New Business:

Item #2 **FACS Learning Continuity Plan-** LCAP, Title I & Title III Funding- Leticia Padilla Parra, FACS Director (*Informational Item*)

Mrs. Padilla Parra reviewed FCPS's Learning Continuity Plan. The Learning Continuity plan details FCPS's plans to support learning with regards to COVID-19 restrictions and funding. The additional funds we received due to the pandemic have been used in part to purchase resources such as additional iPads and hotspots to assist in students' distance learning. FACS receives Title I funding, as at least 40% of students are of low socio-economic status. Fortunately, we can use this funding to support all students at FACS. This funding goes to resources such as T.A. support for both teachers and students. FACS also receives Title III funds, which is federal funding to support our English Learners. Title III funds are used to support these students with materials and curriculum, such as the Rosetta Stone program. A detailed description of the plan and how the funds are spent can be found on the FACS website, or a hard copy can be requested in the front office.

Item #3 **CIPA Policy - Children’s Internet Protection ACT (LCAP 3, AMO 6)-Leticia Padilla Parra, FACS Director (Information Item)**

Mrs. Padilla Parra explained the safety measures FACS has taken to protect students while on the internet. On campus, FACS has safety measures in place, such as firewalls, so students cannot access material that is unrelated to their learning. These firewalls also limit access to outsiders communicating with students. The tech team receives alerts when students search for inappropriate materials online, at which time they alert Mrs. Padilla Parra. Mrs. Padilla Parra then addresses the situation with the student and parents. With distance learning, parents are urged to monitor their child’s internet use at home.

Item #4 **SBAC Testing (LCAP 3, AMO 1)- Barbara Aragón, FACS Assistant Director (Information Item)**

Ms. Argon shared that the CAASPP is a summative assessment for students, grades 3-8 and 11th, that is usually taken towards the end of the school year. Grades 3-8 take the ELA and Math portion, while grades 5 and 8 also take the Science assessment. The CAASPP gives a good indication of how the students are doing in school, and what students are able to do successfully. The summative assessment is taken online, includes varied types of questions, and is computer adaptive, which means the questions adapt in level of difficulty depending on the students’ answers. Currently, we are awaiting guidance from the state on whether students will be taking the CAASPP this school year.

Item #5 **Anti-Bullying Policy (LCAP 3, AMO 6)- Leticia Padilla Parra, Director (Information Item)**

Mrs. Padilla Parra explained that FACS continues to enforce the school policy on bullying and encourages students to be a LIGHT during distance learning. Any bullying is documented and consequences are administered as seen appropriate. Mr. Tello will be visiting classes next week to discuss with students how to continue being a LIGHT during distance learning.

Item #6 **Wellness Policy and School Cafeteria (LCAP 3, AMO 6)-Leticia Padilla Parra, FACS Director (Informational)**

Mrs. Padilla Parra stated that FACS, in partnership with School Nutrition Plus, continues to follow, and often exceeds, the federal nutritional guidelines. We continue to serve meals to not only every Fenton student in need, but any child up to the age of 18 in need of meals at the Fenton Primary Center. Food service will be closed next week, as all Fenton campus will be closed. However, food for the entire week will be provided to families Friday, October 30th.

Item #7 **Attendance and Engagement Tracking (LCAP 2, AMO 3 & 4)-Leticia Padilla Parra, FACS Director (Information Item)**

Mrs. Padilla Parra shared that all public school teachers in the state of California are required to document synchronous and asynchronous activity participation for each student. Students should be attending zoom classes daily, and complete all

work assigned on the various learning platforms. Students will be receiving grades related to work completed and assessments taken.

Item #8 **FACS 2022 Charter Renewal (LCAP Goal 1)-** Leticia Padilla Parra, FACS Director (Discussion Item)

Mrs. Padilla Parra explained that FACS will be submitting their charter renewal to LAUSD in July of 2021 to ensure all documents are in order. Included in the charter renewal submission will be a change in grade levels at FACS, with the intent to serve grades TK-6. FACS will also be submitting approval for an educational focus of Environmental Studies, where students will complete projects and engage in curriculum specific to this focus. The charter will also be updated with the latest legal policies.

Item #9 **Upcoming School Events-** Leticia Padilla Parra, FACS Director (Information Item)

10/30- FACS Fall Firefly at Home Learning Kit Distribution

3rd grade- 8:30-9:30 a.m.

4th grade- 10:00-11:00 a.m. Room 2- 10:00-11:00 a.m.

5th grade- 11:30-12:30 p.m.

11/16-11/20- Parent Conference Week (Zoom will be from 8:00-10:00 a.m. & conferences begin at 10:00 a.m.)

11/23-11/27- Fall Break (Fenton schools will be closed with NO distance learning.)

11/30- Zoom/Distance Learning resumes

Announcements: None.

Next Regular Meeting: TBD

Adjournment: The School-Community Relations Council Parent Night Meeting adjourned at 5:50 p.m.

Minutes submitted respectfully by Katherine Sheppard.

FENTON CHARTER PUBLIC SCHOOLS

*Fenton STEM Academy
Fenton Charter Leadership Academy*

*Unapproved Minutes
School Site Council (SSC)*

November 6, 2020

A meeting of the School Site Council was held on Friday, November 6, 2020 at 7:30 a.m. via Zoom (<https://us02web.zoom.us/j/87268681292> Meeting ID: 872 6868 1292)

Call to Order: Amarjeet Gonzalez, Chair

The School Site Council meeting was called to order at 7:30 a.m. by Amarjeet Gonzalez, chair of the School Site Council.

Roll Call: Hannah Boykins, Vice Chair

Members Present: Jennifer Miller, Susana Orozco, Jennifer Hines, Paige Piper, Crissy Ismail, Amarjeet Gonzalez, Hannah Boykins

Excused Members: Stephanie Cruz, Osvanna Karapetyan, Hugo Zarate

Non-Members in Attendance: Jennifer Pimentel, Cecilia Quijano

Additions/Corrections to the Agenda: There were none.

Item #1 Minutes from the February 28, 2020 meeting of the School Site Council (SSC) (*Motion to Approve*), Amarjeet Gonzalez, Chair

On **MOTION** of Crissy Ismail, **SECONDED** by Hannah Boykins, and **CARRIED**, the minutes were approved as submitted.

Presentations from the Public: Amarjeet Gonzalez, Chair

Item #2 Any persons desiring to address the School Site Council on any proper matter.

Old Business: No Old Business

New Business:

Item #3 Review of School Site Council Members, Roles, and Bylaws
Jennifer Miller, FCLA/STEM Director
(*Informational Item*)

Mrs. Miller shared a link to a slideshow that was presented at the recent Fall Parent Night Meeting, which contained hyperlinks to the School Site Council Member Directory, member roles, and Fenton Approved Bylaws. Mrs. Miller reminded the members of the council's configuration of parents and staff and reviewed the terms of service. In lieu of COVID and the disruption of 2019-2020 terms, Mrs. Miller proposed that teacher terms be continued from 19-20 to 20-21.

Item #4 **Schoolwide Updates**
Jennifer Miller, FCLA/STEM Director
(Informational Item)

Mrs. Miller shared information that was previously presented at the Fall Parent Night Meeting. She reviewed the current enrollment, growing trends, and the history of the Academies; thus, highlighting that the increase in enrollment has more than doubled since the schools' inception in 2015, which is a strong indication of a healthy school. Mrs. Miller also provided a school update regarding distance learning and COVID, and reminded the committee that the CAO provides a weekly community update. A hybrid model may be possible in late January. New to the Academies this school year is the addition of 6th grade. She shared new features, technology models, and expansion for the annex. There will not be a rooftop playground, but instead a larger multipurpose room for indoor play, as well as a renovated courtyard for outside use.

Item #5 **Learning Continuity and Attendance Plan (LCP), LCAP Goals 1-3** Jennifer Miller, FCLA/STEM Director
(Informational Item)

Mrs. Miller informed the committee that the LCP is a state requirement this year, replacing the LCAP. Mrs. Miller shared how to access this information and what is contained within the Learning Continuity and Attendance Plan.

Item #6 **FCPS In-Person Supports & Services, LCAP Goal 1, AMO 2**
Jennifer Miller, FCLA/STEM Director
(Informational Item)

Mrs. Miller shared that the Academies were chosen to host small, in-person cohorts of students with significant needs, with a tentative start date being that of November 30, 2020. The Academies are currently surveying stake holders to learn more about what families prefer or who may be interested in participating. The cohort will be aligned with a teacher's instructional day and will adhere to LADPH reopening protocol. On site administrative and classified staff will provide support to students and help provide students with a positive learning environment to support remote learning.

Announcements: Mrs. Miller announced that the December Learning Kit distribution date has been tentatively scheduled for the week of December 7th through the 11th.

She indicated a survey will be sent to current SSC members to gain input for a preferred meeting time for the next SSC meeting.

Next Regular Meeting: Friday, Dec. 11th @7:15 am, via Zoom

Adjournment: On **MOTION** of Jennifer Hines, **SECONDED** by Hannah Boykins, and **CARRIED**, the School Site Council meeting adjourned at 8:01 a.m.

Minutes respectfully submitted by: Paige Piper and Crissy Ismail.

FENTON CHARTER PUBLIC SCHOOLS
FENTON AVENUE CHARTER SCHOOL

Unapproved Minutes
School Site Council (SSC)

November 13, 2020

A meeting of the School Site Council was held on Friday, November 13, 2020 at 7:15 a.m. via Zoom (<https://us02web.zoom.us/j/81290793385>, Meeting ID: 812 9079 3385).

Call to Order: Leticia Padilla Parra, FACS Director

The School Site Council was called to order at 7:17 a.m. by Director Leticia Padilla Parra.

Roll Call: Leticia Padilla Parra, FACS Director

Members Present: Leanna Hendrix, Tony Peña, Christopher Torres, Leticia Padilla Parra

Members Not Present: Meagan Kimmer, Mayra Peña, Esmeralda Sarmiento

Non-Members Present: Barbara Aragon

Additions/Corrections to the Agenda:

There were no additions or corrections to the Agenda.

Item #1 **Minutes from the February 14, 2020 meeting of the School Site Council** (*Motion to Approve*)

On motion of Tony Peña, SECONDED by Christopher Torres, and CARRIED, the minutes of the School Site Council from February 14, 2020 were approved as submitted.

Presentations from the Public: Leticia Padilla Parra, FACS Director

Item #2 **Any persons desiring to address the Council on any proper matter.**

Old Business: None

New Business:

Item #3 **Review of School Site Council Bylaws and Responsibilities,** Leticia Padilla Parra, FACS Director (*Informational Item*)

The council reviewed its bylaws, member responsibilities, and council composition. There was a need for a new secretary due to a staff member's resignation. Leanna Hendrix will be the secretary for the remainder of the school year. Mrs. Padilla Parra will also reach out to alternate parents to fill a vacated parent representative spot.

Item #4 **School Site Council Members Terms of Office**, Leticia Padilla Parra, FACS Director (*Informational Item*)

All current council members are serving a two-year term ending June 30, 2021. Barbara Aragon will replace Cynthia Eschenfelder as a staff council member and finish out her term.

Item #5 **Learning Continuity and Attendance Plan (LCP), LCAP Goals 1-3**, Leticia Padilla Parra, FACS Director (*Informational Item*)

Mrs. Padilla Parra shared our Learning Continuity Plan (LCP), which replaces the LCAP this year. She reviewed the key components of FCPS' plan to support student learning and promote attendance this school year.

Item #6 **Schoolwide Updates**, Leticia Padilla Parra, FACS Director (*Informational Item*)

Mrs. Padilla Parra provided the council with schoolwide updates. FACS is currently holding SpEd and ELPAC initial assessments on campus. These assessments are being conducted by Otilia Lopez, the school psychologist, for SpEd, and by Barbara Aragon, assistant director, for the ELPAC.

On November 12, 2020, the LA County Department of Public Health visited FACS to evaluate the protocols and safety measures we have put in place for our site. The visit was a success, with no recommendations for improvements.

The council was reminded that we have Parent Conferences the week of November 16th, and Fall Break will take place the following week.

Announcements:

Next Regular Meeting: Friday, December 11, 2020 – 7:15 am via Zoom

Adjournment: The SSC meeting adjourned unanimously at 7:42 a.m.

Minutes respectfully submitted by Leanna Hendrix

FENTON CHARTER PUBLIC SCHOOLS

*Santa Monica Blvd. Community Charter School
School Site Council*

November 13, 2020

7:15 a.m. - Zoom Meeting

Agenda

Call to Order: Bunny Wolfer, Co-Chair
The School Site Council meeting was called to order via Zoom at 7:30a.m. by Bunny Wolfer, Co-chair.

Roll Call: Bunny Wolfer, Co-Chair
Members present: Cary Rabinowitz, Bunny Wolfer, Robin Rodriguez, Lisa DeFrancesco, Johana Juarez and Magda Rios.

Additions/Corrections to the Agenda: Bunny Wolfer, Co-Chair

There were no corrections or additions to the agenda.

Approval of Minutes: Bunny Wolfer, Co-Chair

Item #1 **Minutes from the December 19, 2019 meeting of the School Site Council**

On MOTION of Johana Juarez, SECONDED by Lisa DeFrancesco, and CARRIED, the minutes of the School Site Council from December 19, 2019 were approved as submitted.

Presentations from the Public: Bunny Wolfer, Co-Chair

Item #2 **Any persons desiring to address the School Site Council on any proper matter.**

Old Business: None

New Business:

Item #3 **School Site Council By-Laws and Terms of Office, Cary Rabinowitz, SMBCCS Director (*Informational Item*)**

This was an informational item only. Mr. Rabinowitz reviewed the School Site Council By-laws and Terms of Office. The purpose of the School Site Council (SSC) is to ensure a balance of input from all stakeholders. All schools that operate Federal and/or State programming must establish a SSC. The SSC annually reviews and updates programs and funding with the LCAP. The SSC positions include a chairperson, vice-chairperson, secretary, and parliamentarian. The members of the SMBCCS SSC School Site Council committed to a two-year term for the 2019-2020 and 2020-2021 school years. There are currently two open positions and SMBCCS will conduct nominations for two new parent members.

Item #4 **Learning Continuity and Attendance Plan (LCP)**, Cary Rabinowitz, SMBCCS Director (*Informational Item*)

This was an informational item only. The Learning Continuity and Attendance Plan (LCP) is currently taking the place of the LCAP. The focus on the LCP is to address gaps in learning, stakeholder engagement, maintaining transparency, addressing the needs of significant populations and with unique needs, providing access to devices for connectivity, school meals, and supports for mental health and social emotional learning.

Item #5 **California Department of Education, Special Education Plan (LCAP Goal 1, AMO 1-2)**, Cary Rabinowitz, SMBCCS Director (*Informational Item*)

This was an informational item only. Santa Monica was selected as needed to provide a Special Education Plan due to the scores of Special Education students on the 2018-2019 CAASPP Summative Assessment. The CDE Special Education plan is currently being prepared and will be shared with the School Site Council at a future meeting.

Item #6 **Process for Charter Petition Renewal (LCAP GOALS 1-3)**, Cary Rabinowitz, SMBCCS Director (*Informational Item*)

This is an informational item only. Santa Monica Blvd Community Charter School is preparing to submit the Charter Renewal Petition by June 2021. The current Charter Term is 2017-2022. The school seeks to receive stakeholder input as we continue to develop and provide an innovative program focused on student growth and progress.

Item #7 **Distance Learning Instructional Model (LCAP Goals 1-2)**, Cary Rabinowitz, SMBCCS Director (*Informational Item*)

This is an information item only. Mr. Rabinowitz reviewed the Distance Learning Model currently in place. This instructional model was created by a team of teachers and administrators across all five campuses and approved by the Fenton Board. Teachers engage students in live synchronous instruction from 8:00am-12:00pm. Then between the hours of 12:45pm and 2:45pm teacher hold office hours, provide additional intervention and enrichments, attend SSTs, IEPs, and Grade Level Meetings as students complete asynchronous work.

Item #8 **Systems of Support for Students and Families During the Pandemic**
(LCAP Goal 2, AMO 1-2), Cary Rabinowitz, SMBCCS Director
(Informational Item)

This is an informational item. A multi-tiered system of support has been established to best meet the needs of our students and provide appropriate supports. Teachers and other staff members are able to refer a student who is in need of further support. The referral is then addressed by a team member. The support team includes Administrators, School Counselor, School Psychologists, Parent Center Director, and the Registered Behavior Technician. The school is also providing help with technology on a daily basis through our main office. Parents are able to safely visit the main office to receive support with their child's school issued iPad and hotspot.

Item #9 **Parent and Community Engagement (LCAP Goal 2, AMO 1-2), Cary**
Rabinowitz, SMBCCS Director *(Informational Item)*

This is an informational item. SMBCCS continues to hold multiple parent information meetings and workshops including monthly Coffee with the Principal meetings and monthly Parent Forums. The school is increasing its use of social media and Class Dojo to communicate with all families and the community on a regular basis. Robotexts are also sent to provide families with important school updates.

Announcements: *There are no announcements*

Next Regular Meeting: December 18th at 7:15

Adjournment: On MOTION of Cary Rabinowitz, SECONDED by Lisa DeFrancesco and CARRIED, the School Site Council Committee was adjourned at 7:54a.m.

No meetings of the English Learner Advisory Committees were scheduled.

II. C.

Financial Business Manager's Report
(See presentation slides)

II. D.

Directors' Reports

**FENTON AVENUE CHARTER SCHOOL (FACS)
DIRECTOR'S REPORT**

December 3, 2020

The mission of Fenton Avenue Charter School is to further instill the joy of learning by creating an environment that promotes confident, self-reliant, interdependent learners who become productive, contributing citizens of the community.

State Charter Number: 30

General Information on Enrollment and Attendance:

	3 rd	4 th	5 th	Total	2019-2020 P-2 (626 Total Enrollment) Annual ADA	2020-2021 Monthly ADA
11/20/2020	208	185	217	610	97.45%	96.43%

Enrollment at Fenton Avenue Charter School is currently at 610 students with ADA at 96.43%, which is a slight increase in ADA from the prior month. FACS teachers and Veronica Ramos, the FACS Compliance Assistant, are to be commended for their efforts in ensuring that students continue to participate, and remain engaged in distance learning.

Instruction

FCPS Parent Conference Week: The conclusion of the first trimester reported period concluded with Parent Conference Week taking place during the week of November 16, 2020. Fenton Avenue Charter School teachers scheduled meetings with all parents via Zoom or phone call to discuss each child's participation in the comprehensive distance learning program that has been established for all students. Report cards outlining the strengths and needs of each student were shared and discussed, as well as the sharing of information to support each student's various needs.

November Professional Development Week: All FCPS Campuses were closed during the week of November 2 – November 6, 2020, and all administrative, front office, and custodial staff were engaged in a full week of professional development. Dr. Riddick coordinated daily Zoom meetings in order to provide administrators and front office staff with much needed trainings on the functions of the new FCPS student information system, Infinite Campus. Vital topics were discussed, and staff from the business office, and various schools shared their expertise. The FCPS custodial and maintenance teams completed 20-40 hours of trainings offered through ASCIP, our insurance provider. These trainings included COVID-19 exposure and cleaning, maintenance, campus security, and daily safety, as well as others.

Special Education Assessments and Initial ELPAC Testing On Campus & LA County Department of Public Health Site Visit: Judy Werner, FCPS Special Education Coordinator, has prepared all Fenton sites to administer assessments on campus safely, meeting health and safety guidelines provided by the

state. Barbara Aragón, FACS Assistant Director, has prepared the FACS campus for administering the Initial ELPAC Assessment. The Health Department visited FACS on Thursday, November 12, 2020 to review site enforcement of these protocols. The purpose of this visit was to verify that all of the health and safety plans and protocols that were stated in our plan are in place at the school site. Please find a portion of the email from the Health Department below:

*Thank you so much for meeting with Andrea and I today for the site inspection. I'm attaching a copy of our findings, which were that **Fenton Ave Charter School** is in compliance with all the measures we reviewed. We appreciate the efforts that your school community has put into safety measures. We do not have any additional recommendations at this time.*

The findings were all very positive. Thank you to Judy Werner, Otilia Lopez, Barbara Aragón, David Valle, and the FACS Custodial Team for all of their work in preparing the FACS campus. The visit was a success!

Personnel

First Semester Formal Observation Lessons: The first semester formal observation lessons for FACS probationary teachers were in October and early November. Probationary teachers taught a Zoom lesson in either language arts or mathematics. The lesson was written, and presented to the director during a pre-observation meeting. The lesson was then taught to students during the observation, and finally was discussed during the post-observation meeting with the director, and in most cases, the FCPS Instructional Coach, Angie Ferri. It was a pleasure visiting “classrooms” during these lessons and seeing how engaged students are in learning, even in this virtual format, thanks to the well-crafted lessons of these dedicated teachers!

School Community

School Community Relations Council Title I Virtual Parent Night Meeting: On October 29, 2020 at 5:00pm, FACS hosted its annual Title I parent meeting via Zoom. Parents received an update regarding the FCPS distance learning program, the FCPS Learning Continuity Plan, updated information about Smarter Balanced Assessments, Title III and I funding, the Wellness Policy, Anti-Bullying Policy, and our CIPA policy, among other topics.

At Home Learning Kits - Materials Distribution – The FACS Fall Firefly at Home Learning Kit Distribution took place on Friday, October 30, 2020. The student kits contained a variety of materials and supplies for students, as well as a treat bag. Our Think Together partners also provided a backpack with school supplies for each student. The Fall themed distribution also allowed for students to participate in their Halloween costumes, and was truly a fun FACS family event! The students and parents made the day extra special with costumes, car decorations, and even gifts. Barbara Aragón’s time and effort made the distribution of materials beautiful and seamless.

FACS School Site Council: On Friday, November 13, 2020, the FACS School Site Council held its first meeting of the year via Zoom. The agenda for the meeting included the review of council bylaws, roles and responsibilities, review of the FCPS Learning Continuity and Attendance Plan, as well as schoolwide updates. The next council meeting will be held on Friday, December 11, 2020.

Turkey Giveaway: The office of LA City Councilwoman, Monica Rodriguez, held a Turkey Giveaway on Tuesday, November 24th. FACS was able to submit the information for 5 families in need. Tony Peña, the FACS Parent Center Director, was instrumental in identifying these families. We appreciate that the office of the councilwoman reached out to FACS families.

Upcoming Events:

- December 21 – January 8 – Winter Break
- January 8 – FCPS Professional Development Day #5
- January 11 – Students Return from Winter Break
- January 18 – Martin Luther King Jr. Holiday Observed – School Closed

**SANTA MONICA BOULEVARD COMMUNITY CHARTER SCHOOL
(SMBCCS)
DIRECTOR'S REPORT**

December 3, 2020

Santa Monica Boulevard Community Charter School promotes academic achievement in a collaborative environment that creates self-confident, self-reliant learners who will become positive contributors to their communities.

State Charter Number: 446

ENROLLMENT AND ATTENDANCE

Cumulative: 2019-2020 P-2 ADA – 97.7%

AVG. Monthly ADA – 94.35%

September (93.05), October (95.43), November (94.58)

Date	TK	K	1	2	3	4	5	6	Total
12/3/20	14	115	129	114	115	140	134	82	843
10/22/20	14	114	129	114	115	140	135	82	843
9/17/20	13	110	128	114	115	139	134	82	835

INSTRUCTION

California Department of Education (CDE), Special Education Plan

The CDE has selected Santa Monica as needing to provide a Special Education Plan (SEP) because the school's students with disabilities (SWD) subgroup did not meet both its ELA (4.85%) and Math Achievement (5.83%) Rate targets of 15.9 and 13.6 percent proficient respectively. As a result the school has been identified by the State as *needing assistance* and will participate in a *Targeted Review* to improve performance and compliance related to IDEA regulations. Completed and next steps include:

- 1) Submission of Assurances Form, *Submitted- March 2020*
- 2) Submission of Special Education Plan, *Deadline – December 15, 2020*
- 3) Implementation and Monitoring 2020-2021, *Meetings throughout 2020-2021 to monitor improvement and activities and evaluate progress*

Thank you to Dr. Riddick for overseeing the development of our SEP as well as facilitating the implementation of the plan in 2020-2021.

Weekly “SuperCoders” Incentive

Santa Monica continues to work closely with 9 Dots to provide our students with Computer Science instruction. During Virtual Learning, students attend the iLabs once per week to complete one lesson per session on the 9Dots platform. The system determines a student's proficiency by their ability to complete a coding session. We've recently begun awarding classrooms with the highest average proficiency during our Student of the Month Assemblies and are announcing “SuperCoder” students each week via ClassDojo. SuperCoders are students that have completed all of their lessons. We've seen recent growth since instituting these reinforcements, including:

- Average Proficiency Schoolwide- 3.2 out of 4

- 32% of classes in the *Exceeding* tier
- 92% of classes in the *Meeting or Exceeding* tier

Apple iPad and Keyboard Case Upgrades

New students to Santa Monica and many students with older generation iPads have received the new 7th generation iPad upgrade and new, more durable, Logitech Keyboard Case. During the Week of December 7th, remaining Kindergarten students will receive the upgraded case. After the new year, 1st - 6th grade will be assigned times for families to bring their iPad to school to be upgraded. Students will receive the new case as well.

November Professional Development Week for Administrators and On-Site Staff

During the Week of November 2nd, Santa Monica administrators and main office staff participated in training focused on various aspects of the Infinite Campus system to share knowledge, experiences, and tips and tricks learned over the last few months at each of the schools. Specific topics discussed included English Learner and Special Education data, Gradebooks and Report Cards, Ad Hoc Reporting, and the Parent Portal. Other full and part time classified staff on campus participated in various web-based predetermined ASCIP trainings from home such as “Ethics in Action,” “Accident and Injury Procedures,” and “COVID-19 Workplace Guidelines.”

PERSONNEL

Fall Probationary Staff Evaluations

Formal observations for probationary staff members are complete. Those observed this Fall are in their first year at Santa Monica. Teachers and our new counselor did a phenomenal job presenting appropriate and engaging lessons focused on the needs of their students. Our new staff have effortlessly transitioned to Santa Monica during the pandemic and have very impressively implemented various instructional strategies and technical knowledge in their teaching. Thank you to our administrative team and Mrs. Castellana Ferri for their support in the evaluation process. We look forward to Spring observations.

Mid-Year Paraprofessional Evaluations

Paraprofessional support has been a key piece in the success of our distance learning program. With the support of *Think Together*, most grade levels have been assigned a paraprofessional this Fall. Evaluations for paraprofessionals will begin on Monday, December 7th. Thank you to those teachers and grade levels that have already submitted their evaluations and to Mr. Gomez for conducting these evaluations.

COMMUNITY RELATIONS

School Site Council (SSC)

On Friday, November 13th, Santa Monica held its first SSC meeting of the year. Members on the council were elected by their peers and include three teachers, one classified staff member, five parents, and the director of the school. At the meeting, we reviewed council bylaws and terms of office, the Learning Continuity and Attendance Plan, our Special Education Plan requirement, upcoming Charter Renewal, our distance learning model and system of supports during the pandemic, and parent and community engagement. Our next meeting is scheduled for Friday, December 18th.

Red Ribbon Week, Monday, October 26th – Friday, October 30th

During Red Ribbon Week we promote healthy living and a life free of drugs and bullying. Thank you to Xareni Robledo alongside Fenton’s team of counselors for creating daily themed challenges and

activities to celebrate and reinforce positive decision-making at Santa Monica and each of the five schools.

Middle School Transition Meetings, Vista Charter Middle School and APEX Academy

In November, 6th grade students and their families attended virtual orientations to gain information about Vista Charter Middle School and APEX Academy. Both meetings were hosted by each of the schools and were well attended. Thank you to Mr. Levinson for again providing a bridge of resources to our 6th grade students as their families begin to think about life after SMBCCS.

Parent Conference Week, Monday, November 16th – Friday, November 20th

Although teachers have been in constant communication with families throughout the virtual year, our formal Parent Conference Week was held the Week of November 16th. During this week, teachers provided synchronous instruction until 10:00am and then assigned asynchronous work to be completed while they met with parents. Teachers had a variety of material to review including work submitted/progress via Seesaw and Google Classroom, Lexia and Reflex Math data, and each child's Report Cards. Thank you to Mr. Gomez for his assistance assigning translators during this week and to Dr. Riddick for his guidance in preparing and training staff on the creation of our Gradebooks and Report Cards.

Saban Community Clinic Partnership

I am pleased to share the formation of a new Santa Monica community partnership with the Saban Community Clinic. Saban offers medical, dental, vision, behavioral health (counseling), pharmacy, and help with insurance enrollment. They offer free transportation for all pediatric appts. and accept Medi-Cal and non Medi-Cal patients. Saban will be joining us at our Coffee with the Director meeting on December 1st, our Material Distributions, Food distributions, and will be working with the Parent Center to disseminate information and hold workshops. This will be a great connection for our families as they seem to provide more flexible support to the diverse needs of our community.

Parent Forum: “How to Make the Best of Your Parent Conference” and Community and Mentoring Student Council Committee Presentation

Our Parent Forum on Thursday, November 12th began with a terrific presentation on Self-Care by our Community and Mentoring Student Council Committee. Thank you to Ariana Gomez, Angela Boyd, Xareni Robledo and Evelia Manzo for their support in the creation of this presentation. The student presentation was followed up by a presentation by Robin Rodriguez to help parents prepare for their Parent-Teacher Conference. Robin provided families helpful tips and questions to ask of teachers and reviewed the new Fenton Report Card.

Upcoming Material Distribution and Site Visit by Nick Melvoin, LAUSD Board Member of Board District 4

On Thursday, December 3rd and Friday December 4th, Santa Monica will hold its second Material Distribution for students and families. This distribution will be themed around coding as Computer Science Education Week falls on the following week. Thank you to Monica Castaneda who has worked closely with grade levels to order and prepare materials for these days. Aside from curriculum needs, many grade levels have ordered supplies for STEAM projects that will be created in the second reporting period.

To add to Thursday's distribution, the school was recently contacted by Rachel Sherman, the Community Engagement manager for LAUSD Board Member, Nick Melvoin. Mr. Melvoin will be visiting Santa Monica to discuss current practices during the closure, current and future needs, and his team will participate in our themed-distribution.

FACILITIES AND SAFETY

DeFoe Cabinetry Installation, 2nd Grade Bungalows

New cabinets have been installed in our second grade bungalows. This was necessary after the installation of our new Prop. 39 HVAC units in the rooms. Due to the installation, the computer counters in the rooms also needed to be adjusted. We appreciate the efficient work of the FCPS Maintenance team in making these needed changes.

New Marquee Installation Update

A job start meeting was held on campus on August 6th that included Santa Monica Administrators, members of Fenton's Maintenance Team, representatives from Absolute Sign (marquee developer), Vessel Crossing (architect), and Bud Long and Associates (electrical), and representatives from LAUSD (FETU and Inspector). The meeting was led by Rodger Hughes, Fenton Project Manager, and the project's scope was discussed. As of Friday, November 13th an underground utilities check of the area where the sign will be placed was conducted. The area was determined to be clear of any conflicts. The team is now awaiting response from the District on soil testing to ensure the soil is not contaminated per Department of Toxic Substances (DTSC) protocol.

Upcoming Events:

- 12/7-12/11 TK/Kindergarten Apple iPad and Keyboard Case Upgrades This Week
- 12/7 Young Storytellers - BIG SHOW (1:00)
- 12/9 Instruction Committee Meeting
- 12/10 Parent Advocacy Committee Night Meeting
- 12/11 Student of the Month Assembly (8:30)
- 12/14 Saban Community Clinic at Meal Distribution
- 12/15 Personnel Committee Meeting
- 12/17 Finance Committee Meeting
- 12/18 School Site Council Meeting #2
- 1/5 224 Calendar Employees Return
- 1/8 Professional Development Day #5
- 1/11 1st Day Back from Break for Students

FENTON PRIMARY CENTER (FPC)
DIRECTOR'S REPORT

December 3, 2020

The mission of the Fenton Primary Center is to cultivate a love of learning by fostering an environment that promotes self-discovery, independence and an awareness of the connectedness between self and others.

State Charter Number: 911

General Information on Enrollment and Attendance:

Fenton Primary Center's P-2 Ending 2020-2021 School Year (TK-2):

<u>Transitional Kindergarten</u>	<u>Kindergarten</u>	<u>1st Grade</u>	<u>2nd Grade</u>	<u>Total</u>	<u>Cumulative ADA 19-20</u>
44	218	201	220	683	98.03%

OCTOBER 2020: *Fenton Primary Center's Current Enrollment (TK-2):*

<u>Transitional Kindergarten</u>	<u>Kindergarten</u>	<u>1st Grade</u>	<u>2nd Grade</u>	<u>Total</u>	<u>20-21 ADA</u>
39	168	219	197	623	95.75%

NOVEMBER 2020: *Fenton Primary Center's Current Enrollment (TK-2):*

<u>Transitional Kindergarten</u>	<u>Kindergarten</u>	<u>1st Grade</u>	<u>2nd Grade</u>	<u>Total</u>	<u>20-21 ADA</u>
39	170	221	196	626	93.58%

Enrollment and Recruitment

Fenton Primary Center's enrollment has increased slightly since the beginning of the school year in August. The FPC teachers deserve the credit for continuing to find ways to keep children engaged with high quality lessons and providing parents the support to keep their children enrolled.

Instruction

Report Cards and Parent Conferences: Fenton Primary Center's first trimester reporting period ended with virtual or phone parent conferences the week of November 16, 2020. Parents and teachers participated in one-to-one Zoom or phone conferences to discuss each child's academic strengths and needs. Teachers also shared important information about grade level standards and provided a variety of resources to support children and their academic and social emotional needs. Each of the grade levels found unique ways to share resources and activities to support at home learning with parents. Parents appreciated the time to discuss their child's progress with the teacher during these unprecedented times.

Student Virtual Assemblies: On November 16th FPC students had a Mindful Monday assembly. All 626 students were invited to attend a virtual assembly which featured a live Author. Mrs. Kaufman and

Mrs. Ramirez organized activities aligned with student feelings. The author, Michael Chavez, read “The Monster at the End of this Book” by Jon Stone. He read this book to discuss the feeling of fear and how to cope with fear. Mrs. Ramirez followed up with breathing techniques and some kid friendly yoga activities to help students understand how to relax. On December 2nd FPC will have another assembly to celebrate National Mutt Day. The Mutt-i-grees team is preparing activities including a reading by author Laura Marlowe of “Tommy the Throwaway Dog”.

Student Technology Services: With the help of the Technology Team, FPC continues to support students who are having technical difficulties with their iPads and hotspots. FPC has about twenty-two students who have broken their iPad screens. These have been replaced. The support provided varies from students who have to restart applications or reset passwords due to iPad upgrades. Many FPC students have needed help with minor troubleshooting issues such as accessing applications used to submit and view lessons. In all, the team has done a great job of helping our students access their devices efficiently. The next few weeks the focus will be on replacing iPad protective cases with a better sturdier foam case.

Election Week Professional Development: Due to safety and possible social unrest the FPC campus was closed the week of November 2nd and all classified staff who typically work on campus were assigned professional development through virtual learning. The school’s office and administrative staff participated in trainings on the new student information system Infinite Campus. Dr. Riddick created daily collaborative Zoom meetings to review best practices in using the new student information system. Topics from enrollment to reviewing report card translations were covered. The custodial and security staff were assigned 20-40 hours on trainings through insurance provider ASCIP. The trainings for custodial and security staff were specific to COVID-19 exposure and cleaning, maintenance, campus security, and daily safety. All employees completed their trainings.

Parent Advocacy and Community Outreach

2nd Material Pick-up Parades: The FPC teachers, administrators, office staff, teacher assistants, custodians, and security handed out materials to all students on October 28th, 29th, and 30th. Teachers prepared packets to support virtual lessons for each child through January. The non-profit Reading is Fundamental provided each child three books to take home and read with their families. In order to add an element of fun, the school decorated the drive-through like a parade route with fall/Halloween themes for children to enjoy. Children received their materials and also some special treats. Children were allowed to show-off their Halloween or fall costumes and parents decorated their vehicles for the event. It was a fun community event for all families.

Parent Engagement: In an effort to provide parents with information and resources within the school’s community, FPC is creating parent workshops/information sessions on a monthly basis. For the month of November, the information session was delivered by our school counselor, Mrs. Ramirez, on mental health specifically on ways to support children during a pandemic. Mrs. Ramirez also had special guests Yvette Canales and Jennifer Perez from our community mental health partner Child Family Guidance Center. The presentation included several activities and simple ways to help children cope with the current pandemic.

Turkey Giveaway: LAPD Foothill Division had its annual Turkey Dinner Giveaway on November 18th. FPC selected ten families to receive a free turkey dinner. A special thanks to the school’s community lead officer Adriana Munguia for including FPC in any community events they host.

Upcoming Events:

- 12/2 National Mutt Day
- 12/3 FCPS Board Meeting
- 12/17 FPC Drive Through Material Distribution
- 12/18 Last Day of School before Winter Break
- 1/8 Staff Development
- 1/11 Students Return from Winter Break
- 1/28 FCPS Board Meeting

**FENTON STEM ACADEMY (STEM)
DIRECTOR'S REPORT**

December 3, 2020

The mission of the Fenton STEM Academy: Elementary Center for Science, Technology, Engineering and Math is successful student engagement and achievement through the implementation of a curriculum that interconnects science, technology, engineering, and math across all disciplines, including art, music, language arts and social studies.

State Charter Number: 1605

ENROLLMENT

	TK/K	1 st	2 nd	3 rd	4 th	5 th	6 th	Total	(19-20) P-2 ADA	(20-21) Monthly ADA
12/03/2020	68	44	65	49	48	44	23	341	97.58%	95.13%

Instruction

Fall Scientist Study & Schoolwide STEM Challenge: The students of Fenton STEM Academy completed their fall Scientist Study & STEM Challenge during November. Students studied the work of Dr. Ellen Ochoa, a woman who faced many challenges and broke barriers in order to fulfill her dream of becoming an astronaut and engineer. Dr. Ochoa is best known for her engineered robotic arm developed to assist astronauts at the space station. After reading and completing ELA assignments based around the accomplishments of Dr. Ochoa, students created a robotic arm able to pick up school supplies (paper clips, rubber bands, etc.) Then, they were tasked with testing their robotic arm to see how many items they were able to retrieve per attempt. Students began by assembling a robotic arm with provided materials and instructions. During assembly, students were presented with various engineering challenges such as how to attach and position paper clips. This task simulated how the robotic arm worked while the astronauts were at the space station in a different gravity field. Students were also challenged to have their robotic arm do the work rather than moving the robotic arm around with their hands and scooping up the supplies. All supplies were provided during the October materials distribution. Thank you to our STEM Focus Lead, Dominica Yasuda for her work to identify this wonderful project, coordinate distribution supplies, and oversee the implementation. Continuing to reinforce STEM learning, throughout distance learning will always be a goal of Fenton STEM Academy.

Virtual Read-a-thon: The students of Fenton STEM Academy will participate in a schoolwide read-a-thon November 30th – December 18th. This read-a-thon is sponsored by the Jester and Pharley Phund, a non-profit organization focused on literacy and cancer awareness. The Jester and Pharley Phund joined the Fenton Academies during the November 20th Spirit Day Assembly to introduce this year's read-a-thon. Students will read hard copy and virtual books for a total of 3 weeks. They will log total minutes read on a provided reading log. At the conclusion of the 3 weeks, top readers will be recognized with a copy of "The Jester Who Lost His Jingle" book and certificates at a schoolwide assembly. Jester dolls and 35 copies of the book will be donated to Miller Children's Hospital, along with get well greeting cards from the Academy students.

FCPS In-Person Supports & Services Survey: Parents and staff were surveyed during early November to explore the possibility of piloting a return to school in a cohort model for students attending Fenton Charter Leadership and Fenton STEM Academy with significant needs. Initial ideas include students being supervised by classified and administrative staff as they participate in distance learning with their teacher online. Parents were surveyed to ascertain whether their child had significant needs, if they would benefit from this model, and their interest level. Approximately 250 parents responded and of that amount, 45% indicated interest in having their child participate. Parents of English Learner students indicated a higher interest with 55% expressing interest, versus English Only of 43%. At this time, the Fenton Academies have decided to postpone the start date based on rising COVID-19 cases within Los Angeles, specifically the surge measured within Sun Valley. We are hopeful we can revisit this model in the coming months as it something that would truly benefit many of our students during distance learning.

November Training Week: Fenton Charter Public Schools administrative, office, and custodial staff participated in professional development during the week of November 2nd-6th. Custodial, Security, and Plant Managers completed various training modules through the Alliance of Schools for Cooperative Insurance Programs (ASCIP) centered on ethical behavior, accident and injury procedures, COVID-19 workplace guidelines, in addition to miscellaneous best practices. The office and administrative team participated in trainings led by Dr. Riddick regarding Infinite Campus. Trainings centered around updated critical English Learner and Special Education program information, monitoring attendance, generating Ad Hoc reports, and preparing the parent portal. This was a very effective forum to share knowledge across Fenton campuses and engage in collaborative practices.

Personnel

First Semester Formal Observation Lessons: First semester formal observation lessons have been completed for probationary staff. Lessons reflected knowledge of Explicit Direction Instruction with a focus on engagement during distance learning. Lead Teachers and the FCPS Instructional Coach will continue to support probationary staff as they continue to build their teaching competencies and skills.

School Community

School Site Council: The Fenton Academies School Site Council met on Friday, November 6th to discuss critical schoolwide business. Members reviewed the council bylaws, roles and responsibilities. The council discussed enrollment, remote learning, as well as plans for reopening. Council members also reviewed essential resources such as the Learning Continuity and Attendance Plan. The next council meeting is set for Friday, December 11th.

Home Visits to Car Parade Winners: On Tuesday, November 17th the winners of the October Halloween Car Decorating Content were visited at their home by Jennifer Miller, Jennifer Pimentel, and Cecilia Quijano. Students were gifted with a certificate, balloons, and pizza for their outstanding vehicle displays. Winners were chosen by student council representatives in the areas of Most Creative, Scariest Design, and Overall Best Display. It was a wonderful event to honor the home/school partnership of the Academies.

December Materials Distribution: The Fenton Academies will hold the next monthly materials distribution/car parade the week of December 14th. Grade levels will stagger across 4 days and distribute safely through a vehicle valet system. Students will be provided their next set of instructional materials, as well as additional items for engagement. The theme of a “Winter Wonderland” will be implemented as vehicles drive through the school site. In the event COVID-19 cases continue to surge or guidelines

become more restrictive, the Fenton Academies will postpone this event. We will continue to monitor county information and guidance and communicate far in advance to all stakeholders of any changes.

School Safety

COVID-19 Safety Protocols: The Fenton Academies continue to implement screening protocols, which include temperature screening and COVID related questionnaires for all on site visitors and staff. On site staff are also required to wear facial coverings, maintain physical distancing, wash hands frequently, and stay home if experiencing any symptoms of illness. In the event of an exposure to a positive COVID individual, affected employees will be immediately notified with the LA county recommendation to quarantine, monitor for systems of illness, and obtain a COVID test. The school site may be closed and disinfected prior to reopening for staff. Thank you to the Fenton staff for following these protocols and ensuring our working environment remains safe as we continue to fight against the spread of COVID-19.

Upcoming Events:

- November 30-December 18 – Schoolwide Read-a-thon
- December 14-17 – Monthly Materials Distribution
- December 21 – January 8 – Winter Break
- January 8 – FCPS PD Day #5
- January 11 – Students return from break
- January 18 – MLK Holiday
- January 22 – Spirit Day Assembly
- January 25-29 – The Great Kindness Challenge & Semester Awards Assemblies

**FENTON CHARTER LEADERSHIP ACADEMY (FCLA)
DIRECTOR'S REPORT**

December 3, 2020

The mission of Fenton Charter Leadership Academy is to nurture the development of responsible, thoughtful citizens in an increasingly interdependent global society by creating environments in which students are challenged to explore, to create, and to make decisions while actively participating in and being accountable for their learning.

State Charter Number: 1613

ENROLLMENT

	TK/K	1 st	2 nd	3 rd	4 th	5 th	6 th	Total	(19-20) P-2 ADA	(20-21) Monthly ADA
12/03/2020	40	43	53	62	55	54	44	351	97.6%	95.22%

Instruction

Service Learning Spotlight: Beginning next month, students in all grade levels at Fenton Charter Leadership Academy will be encouraged to follow the steps of service learning (identify a problem, create a plan, take action and share) in their own personal lives. If students choose to go above and beyond, they will capture their service with photos and video. Participating students will be featured in a weekly newsletter, at a spirit day assembly, and on the school website. This extracurricular activity will be purely optional, but will be available for students who would like to give back to their community. In these challenging times, finding inspiration and opportunities to help others is key to remaining true to our leadership focus at FCLA.

Mutt-i-grees® Student Ambassador: Jayden Gonzalez, a fourth grader from Mrs. Fuentes' class, was selected to serve as the FCLA Mutt-i-grees® Ambassador for the 2020-2021 school year. In his application, this student leader described how he could help shelter animals in a virtual setting. He plans to work with his peers and a teacher representative to create a website that could serve as a resource to the school community for their adoption needs. This website will feature photos of animals that need a forever home, as well as other helpful resources. This will be a wonderful way for our school community to continue our partnerships with local animal shelters.

Virtual Read-a-thon: The students of Fenton Charter Leadership Academy will participate in a schoolwide read-a-thon November 30th – December 18th. This read-a-thon is sponsored by the Jester and Pharley Phund, a non-profit organization focused on literacy and cancer awareness. The Jester and Pharley Phund joined the Fenton Academies during the November 20th Spirit Day Assembly to introduce this year's read-a-thon. Students will read hard copy and virtual books for a total of 3 weeks. They will log total minutes read on a provided reading log. At the conclusion of the 3 weeks, top readers will be recognized with a copy of "The Jester Who Lost His Jingle" book and certificates at a schoolwide assembly. Jester dolls and 35 copies of the book will be donated to Miller Children's Hospital, along with get well greeting cards from the Academy students.

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II. E.

Chief Academic Officer's Report and LCAP Update
(See presentation slides)

II. F.

Executive Director's Report

**FENTON CHARTER PUBLIC SCHOOLS (FCPS)
EXECUTIVE DIRECTOR'S REPORT**

December 3, 2020

The mission of the Fenton Charter Public Schools is to offer a high quality innovative education to all students in a safe, secure, nurturing environment where students, parents and staff become a community of learners achieving collaborative and successful outcomes.

State:

From School Services of California –

“CalPERS Actuarial Report Revises Contribution Rate Estimates”

posted October 26, 2020

After our SSC Financial Projection Dartboard was finalized to reflect the 2019–20 Enacted State Budget, the California Public Employees’ Retirement System (CalPERS) revised its estimated out-year employer contribution rates in July 2020 once the investment returns from 2019–20 were known (see [“Updated CalPERS Estimated Employer Contribution Rates”](#) in the July 2020 *Fiscal Report*.)

Since that time, CalPERS has finalized the Schools Pool Actuarial Valuation report as of June 30, 2019, and has again adjusted its estimates for future employer contribution rates, as follows:

Year	Prior Projections per Dartboard*	Adjusted by CalPERS Investment Returns*	Projected Rates per Actuarial Report*
2020–21	20.70%	20.70%	20.70%
2021–22	22.84%	23.01%	23.00%
2022–23	25.50%	26.24%	26.30%
2023–24	26.20%	27.14%	27.30%
2024–25	26.20%	27.14%	27.80%
2025–26	26.20%	27.14%	27.80%
2026–27	N/A	N/A	27.60%

*Actual for 2020–21 and estimated for future years

The employer contribution rates are influenced by the CalPERS amortization and smoothing policy, which spreads rate changes over a five-year period, as well as changes in actuarial assumptions such as mortality, retirement rates, and inflation. Further, the rates above reflect the application of Assembly Bill (AB) 84/Senate Bill (SB) 111, which amended SB 90 (Chapter 33/2019). SB 90 included a \$904 million contribution from the state to reduce the employer contribution levels in 2020–21 and subsequent years. However, due to the COVID-19 pandemic, the state modified the application of the \$904 million in payments through AB 84/SB 111 as follows:

- \$144 million has been applied to the 2019–20 required employer contribution
- \$430 million was applied towards the 2020–21 employer contribution
- \$330 million will go towards a portion of the 2021–22 employer contribution

These updated rates should be used for local educational agency 2020–21 First Interim reports and will be included in the next version of our SSC Financial Projection Dashboard to be prepared with the 2021–22 Governor’s Budget Proposal in January 2021.

“PPIC Report Examines K–12 Education Funding During Recessions”

posted October 26, 2020

A recently released Public Policy Institute of California (PPIC) report, entitled *Funding California Schools When Budgets Fall Short*, examines the state’s K–12 funding structure, analyzes the cost pressures and potential cuts that school districts face under the COVID-19 recession, and offers policy recommendations that could help make K–12 education a less volatile funding system.

Funding Sources

While all states fund their K–12 systems by a combination of state, local, and federal funds, California’s system relies more significantly on state funding than the average state does. The report highlights that, of the \$88 billion spent on K–12 education during the 2017–18 school year, 58% (\$50.8 billion) came from the state, 34% (\$29.8 billion) came from local sources, and 8% (\$7.5 billion) came from the federal government. For the average state, on the other hand, state and local contributions to K–12 education are roughly equal.

Since nearly 60% of California’s K–12 funding comes from the state’s General Fund, that means that the bulk of education funding is reliant on the volatile revenue structure that makes up the General Fund, which is financed by the “Big Three” state taxes—personal income (about 70% of the total), sales and use (20%), and corporation (10%). Since approximately 40% of the General Fund is allocated to K–14 education, this means that education funding is especially vulnerable to this volatility and is hit harder during economic recessions than other states that rely more on local resources than California does.

Local Impacts

The report explains that the best policy tool that school districts have to prevent cuts to programs and staff during a weak economy is to build a healthy local reserve during good economic times and to draw down from that reserve during an economic downturn when lawmakers are likely to cut spending or utilize deferrals in order to balance the State Budget. However, the report also recognizes that, while many of the state’s school districts were able to build healthy reserves during the economic recovery from the Great Recession, the COVID-19 recession has the potential to be significantly worse on district finances, as there are a lot of new, unique fiscal and safety challenges that districts must consider.

For starters, school districts are facing new technological demands under distance learning, such as ensuring each student has a computer and reliable internet service in order to provide adequate and equitable learning while schools are physically closed. As schools begin to open their doors, districts will need to implement new health, safety, and cleaning measures in order to mitigate the potential spread of COVID-19. Schools will also need to address the learning loss that has stemmed from prolonged closures as well as the mental health issues students are likely facing as a result of schools being shut down. Districts will need to deal with all of these new demands and cost pressures while also continuing to provide expanded access to school meals for students.

To adequately address these key issues, school districts will need significant additional resources at a time when districts are bracing themselves for potential cuts to state K–12 spending over the next several fiscal years.

Recommendations

The report highlights the dire fiscal realities that school districts are facing during this unprecedented time and challenges lawmakers to consider actions that lessen the volatility in school funding. The report offers the following broad recommendations for the Legislature to consider:

- Avoid policies that disproportionately impact disadvantaged students when balancing budgets
- Develop a more robust statewide K–12 reserve to insure against large, system-wide shocks
- Encourage districts to build up local reserves in the next recovery

While these recommendations have merit, it is important to point out that state K–12 education spending is almost entirely funded via the Local Control Funding Formula (LCFF), which provides more funding to school districts that have high percentages of low-income, English learner, and foster youth students through supplemental and concentration grants. This means that it may be difficult for lawmakers to reduce state K–12 spending without disproportionately affecting these disadvantaged student populations that generate more LCFF dollars.

The other two recommendations may conflict with each other under current state law. The state’s K–14 reserve, the Public School System Stabilization Account (PSSSA), was created under Proposition 2 (2014) and ensures that a deposit is made into the account if four criteria are met. However, Senate Bill (SB) 751 (Chapter 674, 2017) caps school district reserve levels (except for basic aid and small school districts) to 10% if the PSSSA hits 3% of the combined total General Fund revenues and local proceeds from property taxes for school districts for that fiscal year. This means that, if lawmakers were to build a more robust statewide reserve for school districts via the PSSSA, they may also inadvertently limit a school district from building their own reserves if the funding level in the PSSSA hits the point that caps district reserve levels to 10% of their combined assigned or unassigned ending General Fund balance.

To have both a robust statewide reserve for school districts and allow districts to significantly build their reserves at the same time, lawmakers would need to either amend SB 751 to allow districts more leeway in building their reserves or establish a new statewide reserve account that is separate from the PSSSA, and thus, does not have reserve cap implications for school districts.

Nevertheless, the report concludes that it is prudent for state policymakers to consider a long-term view of school finance policy and enact corresponding legislation to maintain a stable funding structure and ensure that the cycle of education cuts during an economic recession does not become the long-term status quo.

“SBE Adopts Condensed Smarter Balanced Exams for Spring 2021”

posted November 10, 2020

At its November 5, 2020, meeting, the State Board of Education (SBE) unanimously adopted a condensed, temporary version of the English language arts (ELA) and mathematics Smarter Balanced assessments for the 2020–21 school year, which will reduce the length of the exams by approximately half.

While the U.S. Department of Education (ED) allowed states to waive their summative assessment requirements for the 2019–20 school year due to COVID-19, ED Secretary Betsy DeVos sent a [letter](#) to all chief state school officers on September 3, 2020, informing them that they should not be anticipating such a waiver for the 2020–21 school year and setting the expectation for states to administer exams this upcoming spring.

To balance the federal requirement of testing with the additional burdens on students and teachers during this unique school year, the California Department of Education (CDE) proposed a condensed version of the ELA and mathematics Smarter Balanced assessments that seeks to maximize flexibility for local educational agencies (LEAs) while also keeping critical elements of the infrastructure intact. The revised blueprints will ensure that LEAs are able to meet the federal testing requirements, but also reduce the length of the exams from about seven or eight hours down to three or four. In addition, the timeline for administering the shorter Smarter Balanced assessments will be delayed as the revised assessments are not expected to be released until late February 2021.

According to CDE staff, these shorter assessments provide results comparable to their full versions with little loss of precision when evaluating the performance of LEAs and schools. The CDE also provided an example of the type of student progress report that will be sent to families so that they can gauge how well their student did on these exams.

During the public comment period, the California Teachers Association recommended that the SBE push for another assessment waiver rather than adopting the condensed testing blueprint. Other stakeholders—including the Association of California School Administrators and the California County Superintendents Educational Services Association—testified that they were supportive of the shortened exams, but requested that the state take the lead on the communications effort so that the messaging to LEAs and parents is consistent. They also requested that the CDE provide guidance and training for administering these condensed assessments that will be administered using multiple options: in-person, remote, or a hybrid of the two.

There were a handful of equity organizations and SBE members that wanted to know how the modified assessments would affect both the 2021 California School Dashboard (Dashboard) and the student growth model that the CDE is currently developing. CDE staff said that they do not have a definitive answer as to how the condensed exams will affect the growth model and Dashboard, but that they will be able to decouple the results of these exams from the other testing data in order to analyze its effect on the state's accountability system.

SBE President Linda Darling-Hammond also said that a change in presidential administrations could alter the framework around how spring testing is viewed federally. This response could be foreshadowing that the SBE may eventually pursue a waiver under the Biden Administration once a new ED Secretary is confirmed by the U.S. Senate.

While there is a chance that the new Biden Administration will consider a waiver for 2020–21 testing, we recommend that LEAs operate as if they will be administering these SBE-approved condensed Smarter Balanced assessments (for which you can find more information on the blueprints [here](#)). The CDE has committed to working with LEAs on the administration of these exams and will be issuing guidance that includes flexible options to meet the unique contexts of each LEA and school.

The next SBE meeting will take place January 13–14, 2021.

District:

On November 2, 2020, two LAUSD board races were decided: Board District 3 and Board District 7. The results: Marilyn Koziatek was unsuccessful in BD 3 and Tanya Ortiz Franklin was successful in BD 7. This result has significantly changed the composition of the board and hopefully, a future review and revision to LAUSD’s plans for implementation of AB 1505 will become a reality.

The first wave of charter renewals went before the LAUSD board on November 24th. There are forty-two (42) renewals up this year. We will watch carefully as we plan for the renewals of FACS, FPC and SMBCCS in the 2021-2022 school year.

FCPS:

June 30, 2020 Audit –

The California Department of Education (CDE) and State Controller’s Office (SCO) has extended the submission deadline for the June 30, 2020 audit from December 15, 2020 to March 31, 2021 due to changes in federal compliance requirements. Our new auditors, Christy White, Inc. (selected at the March 5, 2020 board meeting) are awaiting an addendum related to federal compliance standards related to CARES Act funding which may also impact audit procedures for other federal programs. The FCPS consolidated audit will be presented to the FCPS Board of Directors at the March 4, 2021 regular board meeting.

Retirement and Promotion -

After twenty-two (22) years of service to Fenton, Fernando Martinez has retired. We wish him well as he pursues a much-deserved respite from the day-to-day responsibilities of the Facilities Manager.

With Fernando’s retirement, Dr. Riddick and I considered who would be the best fit, the most knowledgeable, experienced, and prepared to assume the role of Facilities Manager. During this unprecedented time, the Facilities Manager plays an even more significant role than in pre-COVID times and knowing the needs and history of each campus are critical. Juan Alvarez, who has been a Fenton employee since 2006, was selected and has been working as the “acting” Facilities Manager since August as Fernando experienced some health problems. I am pleased to report that Juan has exceeded our expectations, and is recommended for the position of Facilities Manager pending Board approval (Item IV.E.)

Additional Precautions –

With Sun Valley posting significantly high rates of COVID infection, the business office staff will decrease the time spent on site. A number of staff were on site three to four days per week, oftentimes every day. Realizing that the business office staff is able to work remotely to accomplish at least 80% of their responsibilities (some even 100%), the staff will be on site only when necessary until the situation improves.

III. CONSENT AGENDA ITEMS

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board's vote on them. The Executive Director recommends approval of all consent agenda items.



FENTON CHARTER PUBLIC SCHOOLS

December 3, 2020

TO: Fenton Charter Public Schools
Board of Directors

FROM: Irene Sumida
Executive Director

SUBJECT: Recommendation to approve revised FCPS Uniform Complaint Procedures Instrument

BACKGROUND

On October 23, 2020, the California Department of Education (CDE) notified County and District Superintendents and Charter School Administrators that revisions had been made to the 2020-2021 Uniform Complaint Procedures (UCP) Instrument used for the Federal Program Monitoring (FPM) reviews.

“The UCP Instrument is comprehensively developed and annually revised in response to new legislative activity regarding federal or state law, new regulations, and court cases that pertain to the UCP. Due to the recent publication of the revised *California Code of Regulations (CCR)*, Title 5, Chapter 5.1, effective on July 1, 2020, the current 2020-2021 UCP Instrument has now been revised and is available on the CDE website.

“According to the California Code of Regulations, Title 5 Section 4620, each LEA shall have the primary responsibility to ensure compliance with applicable state and federal laws and regulations applicable to the UCP. Using the updated UCP Instrument as a standard, LEAs are to thoroughly examine their own UCP materials and determine whether or not they are compliant. If they are not, the LEA is to update them accordingly in order to achieve compliance.”

ANALYSIS

Rahul Reddy, an attorney at Procopio, revised the FCPS UCP according to CDE standards and the revised UCP is attached here for review by the Board. The document also replaces the UCP included in the Student Handbook (which was approved by the Board on August 20, 2020).

RECOMMENDATION

It is recommended that the Board of Directors approve the revised Uniform Complaint Procedures Instrument.

Attachment: *Revised Uniform Complaint Procedures Instrument; Fenton Annual Notification of UCP; Revised Student Handbook*

IV. ITEMS SCHEDULED FOR ACTION



FENTON CHARTER PUBLIC SCHOOLS

December 3, 2020

TO: Fenton Charter Public Schools
Board of Directors

FROM: Irene Sumida
President

SUBJECT: Recommendation to approve resubmission of Material Revisions for FACS and FPC to LAUSD with inclusion of Community Impact Assessment and Board Resolution #44 as required by new District policy related to AB 1505

BACKGROUND

At the January 30, 2020 meeting of the FCPS Board of Directors, Resolution #39 supporting the submission of Material Revisions to the charters of Fenton Avenue Charter School and Fenton Primary Center was unanimously approved. The Material Revisions were submitted to the LAUSD Charter Schools Division (CSD) the following day, January 31, 2020.

The CSD reviewed the request and was prepared to support approval in March, just as schools and the District shutdown due to the pandemic. District board meetings were postponed for a prolonged period, and when they eventually resumed, the focus turned to implementing the restrictions of AB 1505, from a District perspective.

ANALYSIS

The implementation of the District's view of the mandates of AB 1505 has changed the requirements for Material Revision requests and added a "Community Impact Assessment". The assessment is extensive and not necessarily applicable to our request, but it has been completed and is attached here for the Board's review. Additionally, all other documents originally submitted in January have been updated to reflect a later implementation timeline. Once approved, the Material Revisions will be submitted to the CSD and hopefully an LAUSD board date will be scheduled in the early part of 2021.

RECOMMENDATION

It is recommended that the Board approve the resubmission of the Material Revisions for FACS and FPC with the inclusion of the Community Impact Assessments and Board Resolution #44 to the LAUSD Charter Schools Division.

Attachment: Revised Letters to Director of the CSD; Community Impact Assessments for FACS and FPC; Board Resolution #44



FENTON CHARTER PUBLIC SCHOOLS

December 3, 2020

TO: Fenton Charter Public Schools
Board of Directors

FROM: Irene Sumida
Executive Director

SUBJECT: Recommendation to certify LAUSD Certification of Board Compliance Review

BACKGROUND

As part of the responsibility set forth in Education Code § 47604.3, the authorizing district of the five Fenton schools, the Los Angeles Unified School District (LAUSD), through the Charter Schools Division (CSD), monitors each school's compliance with applicable legal and policy requirements.

ANALYSIS

The oversight requires action on the part of the FCPS Board of Directors and is explained in the excerpt below from the Director of the LAUSD Charter Schools Division which was addressed to the Governing Board President and Charter School Leaders:

Certification of Board Compliance Review: As in previous years, and as part of the Governing Board's fulfillment of its fiduciary governance responsibility to ensure that the charter school complies with all applicable laws and other requirements, it is critical that the school's Governing Board periodically review, discuss, monitor, and modify, if necessary, the school's policies and systems for compliance with such requirements. The Charter Schools Division has created the *Compliance Monitoring and Certification of Board Compliance Review 2020-2021* to document this process for each LAUSD-authorized charter school. The document is due to the CSD no later than January 8, 2021, along with the relevant Board agenda and minutes from this school year.

The CSD is very much aware and acknowledges that governing boards provide fiduciary oversight and hire a leader (or leaders) to execute day-to-day operations and appropriately delegated functions. Moreover, the charter school's governing board is the first line of charter school oversight. As part of the District's oversight process, this certification is intended to serve as a formal acknowledgement from charter school governing boards of their review and appropriate due diligence in these key areas as part of their own organizational oversight function. This annual certification also provides charter governing boards an opportunity to confirm with their school leadership that systems are/remain in place to fulfill these critical requirements that impact students, staff, and the public.

RECOMMENDATION

It is recommended that the Board of Directors certify the *Compliance Monitoring and Certification of Board Compliance Review 2020-2021* documents for the five Fenton schools.

Attachments: *Compliance Monitoring and Certification of Board Compliance Review 2020-2021 documents for FACS, SMBCCS, FPC, STEM and FCLA*



FENTON CHARTER PUBLIC SCHOOLS

December 3, 2020

TO: Fenton Charter Public Schools
Board of Directors

FROM: Irene Sumida
Executive Director

SUBJECT: Recommendation to approve the First Interim Report

BACKGROUND

Education Code Sections 35035(g), 42130 and 42131 require the governing board of each school district to certify at least twice a year, the district's ability to meet its financial obligations for the remainder of the that fiscal year and for the two subsequent fiscal years.

The interim reports are submitted with a *positive, qualified, or negative* certification:

- A *positive certification* is assigned when the District projects that it will meet its financial obligations for the current and two subsequent fiscal years.
- A *qualified certification* is assigned when the District may not meet its financial obligations for the current or two subsequent fiscal years.
- Finally, a *negative certification* is assigned when the District projects that it will not meet its financial obligations for the remainder of the current year or the subsequent fiscal year.

The First Interim Financial Report is the first of two reports and is due to the Los Angeles County Office of Education by December 15, 2020.

The First Interim Financial Report provides an opportunity to evaluate actual enrollment for the 2020-2021 school year and the projected fund balance at the end of June 30, 2021.

ANALYSIS

The First Interim Report for the five Fenton schools is presented here for the Board's review. All five Fenton schools are in good financial standing with strong projected ending fund balances.

RECOMMENDATION

It is recommended that the Board of Directors approve the First Interim Reports as received.

Copies of the First Interim Reports for each of the Fenton schools are included in the *Fenton Charter Public Schools Board Financial Update for December 2020* (Item II.C. - Financial Business Manager's Report), beginning at the end of the slide presentation.



FENTON CHARTER PUBLIC SCHOOLS

December 3, 2020

TO: Fenton Charter Public Schools
Board of Directors

FROM: Irene Sumida
Executive Director

SUBJECT: Recommendation to adopt Budget Overview for Parents

BACKGROUND

Senate Bill (SB) 98 (Chapter 24/2020) changed the deadline for adoption of the Budget Overview for Parents to December 15, 2020, and linked it to the First Interim report. SB 820 (Chapter 110/2020) required the 2020–21 Budget Overview for Parents template to be aligned to the Learning Continuity and Attendance Plan (Learning Continuity Plan). The effect of these two bills is to tie the revenue and budgeted expenditures referenced in the 2020–21 Budget Overview for Parents to the local educational agency's (LEA) First Interim report, its Learning Continuity Plan, and its 2019–20 Local Control and Accountability Plan (LCAP).

LEAs must hold a public hearing and subsequent public meeting to adopt their Budget Overview for Parents by December 15, 2020.

ANALYSIS

The requirement for a public hearing for the Budget Overview for Parents was fulfilled at the October 22, 2020 meeting at which time, Chief Academic Officer Dr. Riddick, presented the budgets for FACS, SMBCCS, FPC, STEM and FCLA.

RECOMMENDATION

It is recommended that the Board of Directors adopt the Budget Overview for Parents.

Copies of the Budget Overview for Parents for each of the Fenton schools are included in the Chief Academic Officer's Report for this month (Item II.E.).



FENTON CHARTER PUBLIC SCHOOLS

December 3, 2020

TO: Fenton Charter Public Schools
Board of Directors

FROM: Irene Sumida
Executive Director

SUBJECT: Recommendation to approve appointment of Juan Alvarez to the position of Facilities Manager

BACKGROUND

Fernando Martinez joined the Fenton staff in 1998. He was named the Facilities Manager in 2012 as Fenton prepared for the construction of the Fenton Primary Center, and his experience in all areas of construction contributed to the successful completion of the 50,000 square foot site, and then later, in 2015, the renovation of the Fenton Academies.

When the schools moved to a virtual learning and work environment in March 2020, Mr. Martinez continued to work as the Facilities Manager, but his health became a significant concern. In August, it was determined that he could not supervise the maintenance and custodial staff and he was asked to focus solely on the needs of the schools related to changes necessitated by COVID-19. He researched and identified equipment and supplies needed in preparation for reopening and continued to do so until October 18, 2020, when he officially retired.

ANALYSIS

Even in 'normal' circumstances, the role of the Facilities Manager is critical to ensuring the health and safety of students and staff at each of our sites, and in August, Juan Alvarez was selected by the Executive Director and the Chief Academic Officer to assume the position of "acting" Facilities Manager. Mr. Alvarez has been employed by Fenton since 2006, and his knowledge of the needs and history of each site ensures priorities for repairs, renovation and most importantly, funding for new projects, are thoughtfully initiated.

During the past three months, Mr. Alvarez has exceeded our expectations as a supervisor. He has demonstrated the leadership skills, work ethic, humility, integrity and unselfishness Fenton seeks from all staff, and during a very difficult time, his work has been commendable.

RECOMMENDATION

It is recommended that the Board of Directors approve the appointment of Juan Alvarez to the position of Facilities Manager.

Attachment: *Facilities Manager Job Description*



FENTON CHARTER PUBLIC SCHOOLS

December 3, 2020

TO: Fenton Charter Public Schools
Board of Directors

FROM: Irene Sumida
Executive Director

SUBJECT: Recommendation to approve addition of “Facilities Specialist” title/position to salary schedule

BACKGROUND

Since converting to charter status in 1993, Fenton has sought to be truly independent and responsible for all aspects of managing the school. As the number of schools increased and eventually included the construction of a new site and renovation of another, having an experienced and competent Maintenance and Operations (M & O) team proved to be invaluable.

ANALYSIS

The M & O team has taken on a number of responsibilities, including assisting with supervision of construction and renovation. This has required extensive training and years of experience as a Fenton employee. To ensure that the effort extended by FCPS to support this team is not lost, and the years of quality service and work recognized, it is recommended that the salaried position of “Facilities Specialist” be established to recognize the increased skill and expertise acquired by maintenance team members. Once a Maintenance and Operations Worker moves to the highest hourly rate for the M & O Worker position, or when the skill level of the employee is such that the Facilities Manager determines placement on the Facilities Specialist schedule would be more appropriate, the employee will move to the salaried position.

Placement would result in a minimal salary increase (no one would incur a pay cut), and long-term, increased possibilities for advancement would be available. (As a reminder, no employee moves to the top of any salary table when moved to a new position, but earns increases with positive annual evaluations. It should also be noted, there is no skipping of salary “steps” once placed on the salary schedule for any given position.)

The salary table is included here and reflects how the classified ‘specialists’ will all follow a comparable salary schedule (the new Facilities Specialist title is on the second page of the “Salaried” table). The table also displays the hourly rate of M & O Workers (the position is listed on the fourth page, and second page of the “Hourly” table).

Additionally, the title “Resource Room Aide”, on the last page, has been removed and replaced with “Supply Room Clerk”. The Resource Room Aide title is misleading as it may be confused with a Resource Specialist Teacher Assistant, who is actually a Special Education Teacher Assistant. Job descriptions and titles are being reviewed to establish more consistency across the organization particularly as we review expenses in Item V.D.

RECOMMENDATION

It is recommended that the Board of Directors approve the addition of the title/position of Facilities Specialist to the salary schedule beginning on July 1, 2021.



FENTON CHARTER PUBLIC SCHOOLS

December 3, 2020

TO: Fenton Charter Public Schools
Board of Directors

FROM: Irene Sumida
Executive Director

SUBJECT: Recommendation to approve hiring of additional Maintenance and Operations Worker

BACKGROUND

With the retirement of Fernando Martinez and appointment of Juan Alvarez as the Facilities Manager, the Maintenance and Operations (M & O) Team has one less team member at a time when the needs of the school sites are more serious than ever. Although there are few employees at the sites daily, the plant managers and custodians continue to prepare for a future on-site opening for staff and students, and the M & O team are assigned to each of the sites on a two-month rotational schedule to complete projects identified by school Directors. We are also taking this opportunity to repair and renovate each site to enhance security and safety, alleviate hazards and increase our risk management efforts.

ANALYSIS

With only three team members, Juan Alvarez assigns himself to one of the sites to ensure each school has a designated M & O Worker for the two-month period. The Facilities Manager's responsibilities include overseeing purchases made at each site, planning for long-term needs, and supervising all plant managers, custodial and M & O staff. These responsibilities result in little time for Mr. Alvarez to spend at the site to which he is assigned. It must be shared that Mr. Alvarez also handles any emergency calls in the evenings and weekends. As a manager now, he does not receive any overtime pay for the work which has even occurred on holidays, but insists on being responsible for such work himself. From the Executive Director's perspective, the long hours and additional work have become unreasonable, and it is recommended that an additional M & O Worker be hired as soon as possible.

A hiring freeze was implemented at the May 5, 2020 Special Meeting of the FCPS Board of Directors and may only be waived with approval of the Executive Director (ED) and Chief Academic Officer (CAO). Although the ED and CAO initiated this hiring request for the additional M & O Worker, and are correspondingly approving the waiver of the hiring freeze, this item is brought to the Board to ensure total transparency in our hiring practices even during the pandemic.

RECOMMENDATION

It is recommended that the Board of Directors approve the hiring of an additional Maintenance and Operations Worker.

Attachment: *Maintenance and Operations Worker Job Description*

V. ITEMS SCHEDULED FOR INFORMATION



FENTON CHARTER PUBLIC SCHOOLS

December 3, 2020

TO: Fenton Charter Public Schools
Board of Directors

FROM: Irene Sumida
Executive Director

SUBJECT: Review of Brown Act

BACKGROUND

The Ralph M. Brown Act is an act of the California State Legislature, authored by Assemblymember Ralph M. Brown and passed in 1953, that guarantees the public's right to attend and participate in meetings of local legislative bodies.

The Brown Act was enacted in response to public concerns over informal, undisclosed meetings held by local elected officials. The Brown Act solely applies to California city and county government agencies, boards, and councils. The comparable Bagley-Keene Act mandates open meetings for State government agencies.

ANALYSIS

As a charter public school board, the Fenton Charter Public Schools Board of Directors is required to follow the provisions of the Brown Act. Janelle Ruley, attorney with Young, Minney and Corr LLP, will present the provisions of the act, and updates related to the impact of COVID-19, to ensure continued compliance with all aspects of the law.

RECOMMENDATION

This is an information item only, with a formal presentation by Ms. Ruley, and no action is necessary.



FENTON CHARTER PUBLIC SCHOOLS

December 3, 2020

TO: Fenton Charter Public Schools
Board of Directors

FROM: Irene Sumida
Executive Director

SUBJECT: Update on FCPS OPEB Trust

BACKGROUND

The FCPS OPEB Trust was formally established at the East West Bank and an investment portfolio created on March 28, 2016. The portfolio was transferred to Cathay Wealth Management on October 30, 2017.

ANALYSIS

The President of the Trust, Walter Wallace, and Secretary of the Trust, Joe Lucente, will provide an update.

RECOMMENDATION

This is an information item only and no action is required.



FENTON CHARTER PUBLIC SCHOOLS

December 3, 2020

TO: Fenton Charter Public Schools
Board of Directors

FROM: Irene Sumida
Executive Director

SUBJECT: Progress on expansion of FCLA and STEM

BACKGROUND

The facility located on the same property as the Academies and adjacent to the FCPS Business Office was leased and is being renovated in preparation for the addition of 6th grade during the 2020-2021 school year.

ANALYSIS

Board Chair Joe Lucente will present an update on progress to date.

RECOMMENDATION

This is an information item only and no action is required.



FENTON CHARTER PUBLIC SCHOOLS

December 3, 2020

TO: Fenton Charter Public Schools
Board of Directors

FROM: Irene Sumida
Executive Director

SUBJECT: Strategies for Balancing Budgets in Future Years

BACKGROUND

Due to concerns with the possibility of significant negative ending fund balances in future years, the Board will be presented with strategies to cut costs moving forward. As the costs for health benefits and personnel account for the most significant expenses incurred by all sites, a discussion of changes to the health benefits plans for actives and retirees was introduced at the September board meeting and then, at the October board meeting, a comparison of personnel costs for a typical district school and a Fenton school were presented.

In November, the Legislative Analyst's Office released projections for California's fiscal outlook, which at first glance appear to be quite positive, but a closer look reveals a less than 1% increase for the next several years with expenses increasing 4.4% annually. (*See article attached here, and highlighted section.*) With this updated information, the Board is reminded of their responsibility to oversee the fiscal health of the organization as they continue to implement "prudent fiscal planning" particularly as the effects of the pandemic continue.

ANALYSIS

The 2020-2021 Leadership Team (all Administrators, Instructional Coach, Faculty and Classified Representatives) received a list of budget reduction suggestions developed by the ED, CAO and Board Chair from the data analysis presented at the October 22nd board meeting, and were asked to provide feedback. The suggestions focused on the two areas that are most costly to the organization: health benefits (presented at the September 17th board meeting) and personnel (presented at the October 22nd board meeting).

The Ad Hoc Finance Committee discussed the various cost saving possibilities at their November 30th meeting, while considering feedback from the Leadership Team and Brett Schwab, the actuary who continues to work on the FCPS annual FASB report as well as updating 15-year OPEB projections (who also joined the meeting), and their recommendations are presented below. (Any projected savings related to OPEB were researched and calculated by Brett Schwab as requested at the October 22nd board meeting.)

Health Benefits:

Recommended changes to health benefits for “active employees” beginning on July 1, 2021:

- Cap expenditures at 2020-2021 Health Net rates for 2021-2022. The 2020-2021 Health Net rates become the “baseline” moving forward. Any increase will be paid by members through payroll deduction.
- There will be no cap for “employee only” benefits for either plan and those covered for “employee only” benefits will not pay a co-premium even as a “baseline” is established.
- “Employee + 1 dependent” and “Employee + 2 or more dependents (family)” will pay the difference between this year’s rates for Health Net coverage and any increase for the 2021-2022, and then subsequent years, through payroll deduction. (The baseline established from the 2020-2021 Health Net rates will remain the amount from which the employee’s contribution is calculated each year and will only be changed by Board action.)
- Kaiser members will not incur a ‘co-premium’ (due to the difference between Health Net and Kaiser rates) until Kaiser rates reach the cap established by 2020-2021 Health Net rates.
- When the baseline established by 2020-2021 Health Net rates is exceeded by Kaiser, Kaiser members (“Employee + 1” and “Employee + 2 or more dependents” only) will also pay the difference through payroll deduction.
- If in any given year rates for any medical insurance plan falls below the established 2020-2021 baseline, there will be no co-premium.
- Estimated annual savings:
 - 2021-2022 - \$38,831
 - 2022-2023 - \$41,354
 - 2023-2024 - \$44,042
 - 2024-2025 - \$46,905
 - 2025-2026 - \$49,954

Recommended changes to health benefits for future “retirees” beginning on July 1, 2021: *All of the changes listed below must be implemented in order to realize the estimated yearly savings resulting from the decreased contribution to the OPEB Trust.*

- Tier 1 “early retirees” will carry the identified baseline into retirement until reaching Medicare age (65).
- Revise Tier 2: increase minimum years of service to qualify for benefits to 20 years of service and decrease cap to \$10,000 – difference to be paid by retiree; cap remains even if percentage reaches 100% (Fenton would pay 100% of premium up to \$10,000; retiree would pay difference).
- Revise Tier 3: decrease cap to \$10,000; cap remains even if percentage reaches 100% (Fenton would pay 100% of premium up to \$10,000; retiree would pay difference).
- Tier 3 stopped by Board action on June 30, 2021. New hires would not qualify for post-employment retirement health benefits.
- Based on an expected return on assets of 3% and with the goal of reaching 100% funding of the trust by June 30, 2030, estimated annual savings due to the decreased annual OPEB expense and correspondingly, a decrease to the contribution to the OPEB trust by the same amount:

- 2021 - \$337,000
- 2022 - \$337,000
- 2023 - \$331,000
- 2024 - \$333,000
- 2025 - \$344,000
- 2026 - \$363,000
- 2027 - \$382,000
- 2028 - \$404,000
- 2029 - \$427,000
- 2030 - \$293,000

Norms for Assignment of Personnel:

The table below is an update of the summary presented at the November board meeting. The attached staff rosters provide a detailed view of each school with titles/positions listed consistently and class sizes or caseloads displayed for each certificated staff member as relevant.

FCPS STAFFING

Item	FACS	FPC	SMBCCS	FCLA	STEM
Enrollment	610	626	842	352	340
Administrators	3	3	4	3	
Teachers	26	28	38	16	16
Class Size	23.07	22.35	21.68	22.0	21.25
Sp Ed Personnel	9.20	6.20	10.20	7.40	
# IEPs	96	54	119	93	
Adult Assistants	8	9	4	7	4
T.A.s	14	21	10	4	4
Ratio Per Teacher	1 per 1.85	1 per 1.33	1 per 3.7	1 per 3.75	1 per 4
Office Staff	3	4	5	2.5	
Custodial	4.5	5.5	4	4.7	
Security	2 part-time	1.5	1	1.5	

Recommended personnel changes beginning on July 1, 2021, unless otherwise indicated:

- Administration –
 - Consider changing norm to 1 per 225 students. Schools have until August 2022 (end of next school year) when new norm is implemented
 - Estimated savings beginning in 2022-2023 - \$312,967
- T.A.s –
 - One per three classrooms; no exceptions.
 - Estimated savings: \$254,575
 - T.A.s only work with students; no supervision.
- Office Staff –
 - Maximum of one per every 200 students. Office staff includes Office Manager, Office Assistant, Compliance Assistant, and Nurse’s Aide.
 - If the school’s ending fund balance is above \$200,000 additional “office staff” such as Supply Room Clerks may be hired.
 - Estimated savings: \$104,690, although an expanded definition of office staff would yield considerably more savings.
- Custodial Staff –
 - Maximum of four (4) full-time per site or 3 full-time plus 2 part-time.
 - Estimated savings: \$183,657
- Security –
 - When schools return to “normal”, 1.5 per site with no contracted services.
- Total estimated savings:
 - 2021-2022 (includes all positions except administration): \$542,922
 - 2022-2023 (includes \$542,922 and reduction to administration if enrollment remains unchanged or decreases): \$855,889

TOTAL COST SAVINGS WITH REVISIONS TO HEALTH BENEFITS AND ADHERENCE TO NORMS FOR ASSIGNMENT OF PERSONNEL

School Year	Health Net Cap	Decrease to OPEB Expense	Implementation of Norms for Personnel	TOTAL
2021-2022	\$38,831	\$337,000	\$542,922	\$918,753
2022-2023	\$41,354	\$337,000	\$855,889	\$1,234,243
2023-2024	\$44,042	\$331,000	\$855,889	\$1,230,931
2024-2025	\$46,905	\$333,000	\$855,889	\$1,235,794
2025-2026	\$49,954	\$344,000	\$855,889	\$1,249,843

Special Education Personnel and Programs:

Special education personnel and program costs were reviewed to determine how funds are being expended by site. The following points summarize suggestions from the Executive Director, Chief Academic Officer, Instructional Coach, and selected special education staff.

- It is clearly understood that Special Education regulations begin at the federal level (similar to the National School Lunch Program and ESSA) and strict adherence to all laws is a given.
- There is limited flexibility in how special education laws are implemented, but there is no requirement to implement the most expensive, and oftentimes most expedient, solution to every challenging situation. This is especially true in terms of how paraprofessionals have been assigned, and utilized.
 - Although to a great extent expenses per site are driven by varying levels of student need, it is also clear that well-articulated “systems” for how federal and state special education regulations are implemented will ensure more equity and balance across the schools.
 - Systems would include:
 - Consistent use of data to determine placements
 - Consistent use of data and research to determine programs necessary at any given Fenton site
 - Specific procedures and protocols to determine assigning of Adult Assistants (AAs), the number of hours an AA is assigned, and regular review of the necessity of the assignment (*An AA assigned to 5.5 hours per day costs approximately \$18,000 a year per student.*)
 - Regularly scheduled meetings of all Sp Ed staff across the organization, or at least Sp Ed leadership across all sites
 - Regularly scheduled meetings between general education lead teachers and special education leadership
 - A well-developed/articulated parent education component for parents and ongoing professional development for all certificated staff
 - Special Education spending will be evaluated further to determine if consistent strategies are being implemented across all sites.
 - Develop and communicate protocols for placement of personnel to support individual students
 - More in-depth and regular review of adherence to protocols at each site
 - Further investigate needs of each site to develop programs to best meet the needs of Fenton students without reliance on District support (e.g., Help Group/FACS pilot program)

All the above will continue to be discussed and reviewed until a final recommendation is made at the March 2021 board meeting if reductions are necessary.

RECOMMENDATION

This is an information item only and discussion will continue monthly. The Board is asked to analyze the information presented monthly so budget priorities may be finalized by early March 2021.

Attachments: *School Services of California bulletin: “LAO Issues Rosy Fiscal Outlook for Education”; Staff Rosters for FACS, SMBCCS, FPC, STEM and FCLA; Draft of Revision to Retiree Health Benefits; FCPS 2021 Preliminary Results and Projection Scenarios*