



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

April 15, 2021 – 4:30 P.M.

Join Zoom Meeting: <https://us02web.zoom.us/j/89260201502>

Meeting ID: 892 6020 1502

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 – Beth Henschel, Marie Kirakossian and Megan Stevenson
- 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 March 4, 2021 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.

There are no items scheduled for the Consent Agenda.

IV. ITEMS SCHEDULED FOR ACTION

- A. Recommendation to approve expenditures for items above spending authority of Executive Director**
- B. Recommendation to approve differentiated stipends for staff to recognize and honor their efforts to reopen the Fenton schools**
- C. Recommendation to approve appointment of Monica Castañeda as Director of Fenton Avenue Charter School**

- D. **Recommendation to receive and file 2020-2021 Annual Performance-Based Oversight Visit Reports for Fenton Avenue Charter School, Fenton STEM Academy and Fenton Charter Leadership Academy**
- E. **Recommendation to approve revised job descriptions for CEO and COO and begin succession process**

V. **ITEMS SCHEDULED FOR INFORMATION**

- A. **Update on FCPS OPEB Trust**
- B. **Progress on expansion of FCLA and STEM**
- C. **Update on Medical Insurance Premiums for 2021-2022**

VI. **ANNOUNCEMENTS**

VII. **ADJOURNMENT**

The next regular meeting of the Board of Directors of the Fenton Charter Public Schools will be held on Thursday, May 20, 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**

March 4, 2021

A meeting of the Board of Directors of the Fenton Charter Public Schools was held on Thursday, March 4, 2021, 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 4:47 p.m. by the Board Chair, Joe Lucente

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

Board Members Present

Diane Abeyta, *Parent Representative*
Yvette King-Berg, *Community Representative*
Joe Lucente, *Community Representative*
Jed Wallace, *Community Representative*
Walter Wallace, *Community Representative*

Board Members Not Present

Daniel Laughlin, *Parent Representative*

C. Approval of the Agenda – Chair Lucente

On **MOTION** of Yvette King-Berg, **SECONDED** by Walter Wallace and **CARRIED** by a vote of 5 (YES) and 0 (NO), the Agenda (Item I.C.) was approved as presented.

Aye: (5) Diane Abeyta, Yvette King-Berg, Joe Lucente,
Jed Wallace, Walter Wallace

Nay: (0)

Abstentions: (0)

D. Approval of Minutes

Minutes of Previous Regular Meeting – Chair Lucente

On **MOTION** of Walter Wallace, **SECONDED** by Jed Wallace and **CARRIED** by a vote of 5 (YES) and 0 (NO), the minutes of the January 28, 2021 Regular Meeting (Item I.E.) were approved as presented.

Aye: (5) Diane Abeyta, Yvette King-Berg, 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. Committee/Council Reports

Minutes of all meetings held by any committee and/or council were sent to the Board Members prior to this meeting.

There were no further reports by committees/councils.

C. Financial Business Manager’s Report

Kristin Dietz, Vice President of EdTec, and Financial Business Manager of the FCPS, presented the FY21 forecast through January 2021 and the Second Interim Financial Report in addition to the following information:

- Consolidated net income is \$3.73M, an increase from the previous forecast of \$1.60M. the main drivers for this change include:
 - Savings in classified aide salaries since hours were reduced (\$539K consolidated decrease in expense)
 - Savings in contracted Special Education instructors due to lower need than originally anticipated (\$313K consolidated decrease in expense)
 - Food program at FPC and SMBCCS (\$240K consolidated increase in program operating income)
 - Savings in health and welfare benefits (\$230K consolidated decrease in expense)
- Cash balances remain strong throughout the year as an organization. STEM and FCLA cash balances have improved, but are still expected to need cash assistance at the end of FY21 and into FY22.

E. Directors’ Reports

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

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

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

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

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

F. Chief Academic Officer’s Report

Fenton Charter Public Schools (FCPS) – Dr. David Riddick, Chief Academic Officer reported.

G. Executive Director’s Report

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

III. CONSENT AGENDA ITEMS

There were no items scheduled for the Consent Agenda.

IV. ITEMS SCHEDULED FOR ACTION

A. Recommendation to receive and file the June 30, 2020 consolidated audit report for the Fenton Charter Public Schools

On **MOTION** of Yvette King-Berg, **SECONDED** by Jed Wallace and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to receive and file the June 30, 2020 consolidated audit report for the Fenton Charter Public Schools (Item IV.A.) was approved as presented.

Aye: (5) Diane Abeyta, Yvette King-Berg, Joe Lucente,
Jed Wallace, Walter Wallace
Nay: (0)
Abstentions: (0)

B. Recommendation to certify Second Interim Financial Report

On **MOTION** of Walter Wallace, **SECONDED** by Yvette King-Berg and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to certify the Second Interim Financial Report (Item IV.B.) was approved as presented.

Aye: (5) Diane Abeyta, Yvette King-Berg, Joe Lucente,
Jed Wallace, Walter Wallace
Nay: (0)
Abstentions: (0)

C. Recommendation to approve new three-year Master Services Agreement with EdTec, Inc.

On **MOTION** of Yvette King-Berg, **SECONDED** by Jed Wallace and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to approve a new Master Services Agreement with EdTec, Inc. (Item IV.C.) was approved as presented.

Aye: (5) Diane Abeyta, Yvette King-Berg, Joe Lucente,
Jed Wallace, Walter Wallace
Nay: (0)
Abstentions: (0)

D. Recommendation to approve Resolution #45: Resolution of the Board of Directors of the Fenton Charter Public Schools Authorizing the Transfer of Funds from the Fenton Charter Public Schools General Account to Fenton STEM Academy and Fenton Charter Leadership Academy

On **MOTION** of Yvette King-Berg, **SECONDED** by Jed Wallace and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to approve Resolution #45: Resolution of the Board of Directors of the Fenton Charter Public Schools Authorizing the Transfer of Funds from the Fenton Charter Public Schools General Account to Fenton STEM Academy and Fenton Charter Leadership Academy (Item IV.D.) was approved as presented.

Aye: (5) Diane Abeyta, Yvette King-Berg, Joe Lucente,
Jed Wallace, Walter Wallace

Nay: (0)

Abstentions: (0)

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

On **MOTION** of Walter Wallace, **SECONDED** by Jed Wallace and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to approve expenditures for items above the spending authority of the Executive Director (Item IV.E.) was approved as presented.

Aye: (5) Diane Abeyta, Yvette King-Berg, Joe Lucente,
Jed Wallace, Walter Wallace

Nay: (0)

Abstentions: (0)

F. Recommendation to approve budget reduction items for the 2021-2022 school year

On **MOTION** of Walter Wallace, **SECONDED** by Yvette King-Berg and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to approve budget reduction items for the 2021-2022 school year (Item IV.F.) was approved as presented.

Aye: (5) Diane Abeyta, Yvette King-Berg, Joe Lucente,
Jed Wallace, Walter Wallace

Nay: (0)

Abstentions: (0)

V. ITEMS SCHEDULED FOR INFORMATION

D. Update on FCPS OPEB Trust

E. Progress on expansion of FCLA and STEM

These were information items only and no action was taken.

VI. ANNOUNCEMENTS

The next regular meeting of the Board of Directors of the Fenton Charter Public Schools will be held on Thursday, April 15, 2021 at 4:30 pm via Zoom meeting.

VII. ADJOURNMENT

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

Respectfully submitted:

Mercedes Meeks
Secretary of the Board

II. B.

Committee and Council Reports

FENTON CHARTER PUBLIC SCHOOLS

Fenton Avenue Charter School Unapproved Minutes of the Budget, Facilities, and Safety Council

March 19, 2021- Zoom Meeting

Call to Order: Martin Penner- Co-Chair

The Budget, Facilities, and Safety Council was called to order at 7:16 a.m. by Co-Chair Martin Penner.

Roll Call: Geina Addison, Secretary

Members Present: Geina Addison, Fanny Adnitt, Barbara Ausherman, Barbara Aragon, Christie Collins, Vanessa Ettleman, Mary Ann McPherson, Leticia Padilla Parra, Tony Peña, Martin Penner, Cheryl Perkins, Jessi Tello, Ann Velasco

Members Excused: David Valle, Mimi Whang

Additions/Corrections to the Agenda: Martin Penner– Co-Chair

There was one correction to the agenda. The minutes for approval were changed from January 20, 2021 to February 10, 2021.

Item #1 **Minutes from the February 10, 2021 meeting of the Budget, Facilities, and Safety Council** (*Motion to Approve*)

On MOTION of Tony Pena, SECONDED by MaryAnn McPherson, and CARRIED, the minutes of the Budget, Facilities, and Safety Council from February 10, 2021 were approved as submitted.

Presentations from the Public: Martin Penner – Co-Chair

Item #2 There were no presentations from the public.

Old Business: There was no old business.

New Business:

Item #3 **Financial Update 2020-2021 (LCAP Goal 3), Leticia Padilla Parra, FACS Director** (*Informational Item*)

This was an informational item only. Director Leticia Padilla Parra reviewed the budget presentation from the March board meeting. She reviewed FACS' total operating income, cash on hand, and funding through the CARES Act.

Item #4 **Facilities Update (LCAP Goal 3, AMO 5-6), Leticia Padilla Parra, FACS Director** (*Informational Item*)

This was an informational item only. Director Leticia Padilla Parra informed the council that a campus walkthrough was completed this week with the FACS Administration and members of the maintenance team. The main focus currently is preparing the student restrooms for use when the students return in April. The restrooms near Room 6 are being redone and will not be ready for use by April; however, 3 other sets of restrooms will be available for student use. Hands-free paper towel and soap dispensers are going to be trialed in certain restrooms to determine if they should be installed in all student restrooms. Once these priority items are complete, the focus will move to the skirting around several buildings, as the wood is in need of replacement. Mrs. Padilla Parra also shared that FACS has purchased single student desks for every classroom to replace the current two-student desks, as well as plexiglass desk dividers.

Item #5 Resignation of Mimi Whang, School Nurse, (LCAP Goal 3, AMO 1), Leticia Padilla Parra, FACS Director (*Motion to Approve*)

Director Leticia Padilla Parra informed the council that the school nurse, Mimi Whang, submitted a letter of resignation. Her last day is March 19, 2021.

On MOTION of Barbara Ausherman, SECONDED by Fanny Adnitt, and CARRIED, the resignation of the school nurse was approved.

Item #6 Opening of School Nurse Position, (LCAP Goal 3, AMO 1), Leticia Padilla Parra, FACS Director (*Motion to Approve*)

Director Leticia Padilla Parra reported that the school nurse position was posted on EdJoin; however, there were no candidates. A substitute nurse (PRN) was hired by FACS and FPC through the end of this school year. We will continue to seek applicants for a school nurse for FACS and FPC for the next school year.

On MOTION of Cheryl Perkins, SECONDED by Mary Ann McPherson, and CARRIED, the opening of the school nurse position was approved.

Item #7 Part-time Security Guard Position, (LCAP Goal 3, AMO 6), Leticia Padilla Parra, FACS Director (*Motion to Approve*)

Director Leticia Padilla Parra shared that the morning security guard resigned, leaving the position open. An applicant was interviewed and hired.

On MOTION of Christie Collins, SECONDED by Tony Pena, and CARRIED, the hiring of a part-time security guard was approved.

Item #8 Reopening Updates (LCAP Goal 3), Leticia Padilla Parra, FACS Director (*Informational Item*)

This was an informational item only. Director Leticia Padilla Parra provided updates about the reopening process thus far. On March 8, 2021, Barbara Ausherman began with a pilot class of 9 students. Her experience is providing the school with critical information for the future when all classes are back on campus. FACS is currently in the process of finalizing schedules and safety protocols to prepare for reopening.

Item #9 **FACS Material Revision Update, Leticia Padilla Parra, FACS Director**
(Informational Item)

This was an informational item only. Director Leticia Padilla Parra stated that all requested items for the Material Revision have been submitted to the District. We are currently waiting for the material revision request to be placed on the LAUSD Board Meeting agenda, which will most likely occur in April or May.

Item #10 **FACS Charter Renewal, Leticia Padilla Para, FACS Director** *(Discussion Item)*

Director Leticia Padilla Parra informed the council that the FACS Charter Renewal will move forward with addition of an environmental studies focus. She shared resources for the staff to review including the site from the Department of Education, the CREEC Network which divides the state into regions and provides resources for each region. The website includes events, lessons, guidance about how to incorporate the environmental studies focus in the school, virtual field trips, etc. She encouraged staff members to discuss the use of these resources. Director Leticia Padilla Parra will attend an LA County workshop for charter renewal on March 25, 2021 to obtain guidance and information about data that needs to be submitted as there are numerous changes this year, including the absence of data from SBAC testing.

Additionally, Director Leticia Padilla Parra informed the council that Lowe’s Home Improvement is offering 100 community grants across the country. She submitted an application for FACS and would like to purchase a greenhouse for FACS if awarded the grant.

Announcements: There were no announcements.

Next Regular Meeting: To Be Determined

Adjournment:

On MOTION of Tony Pena, SECONDED by Fanny Adnitt, and CARRIED, the Budget, Facilities and Safety Council adjourned at 7:38 a.m. The next regular meeting of the council is to be determined.

Respectfully Submitted by Geina Addison

FENTON CHARTER PUBLIC SCHOOLS
Fenton Charter Leadership Academy
Instruction Committee
March 7, 2021

Zoom Meeting

<https://us02web.zoom.us/j/81914646178>

Meeting ID: 819 1464 6178

Passcode: Instruct

A meeting of the Instruction Committee was held on Wednesday, March 7th at 7:15 a.m. via Zoom.

Call to Order: Paige Piper and Yesenia Fuentes, Chair

The Instruction Committee meeting was called to order at 7:20 a.m. by Chairs, Paige Piper and Yesenia Fuentes.

Roll Call: Paige Piper and Yesenia Fuentes, Chair

Instruction Committee Members Present: Jennifer Miller, Jennifer Pimentel, Yesenia Fuentes, Lindsey Western, Nicole Langlois, and Susana Orozco.

Excused Members: None

Non-Committee Members Present: Cecilia Quijano, Lilia Padilla Zuniga, Alex Munoz, Paige Piper, Ana Gutierrez, Elisa Vallejo, Romelia Lagunas, and Dominica Yasuda,

Additions/Corrections to the Agenda: Yesenia Fuentes, Chair

There were no corrections to the agenda.

Approval of Minutes from February 24, 2021: Yesenia Fuentes, Chair

Item #1 Minutes from the February 24, 2021 meeting of the Instruction Committee.
(Motion to Approve)

On **MOTION** of Nicole Langlois, **SECONDED** by Lindsey Western, and **CARRIED**, the minutes from the February 24, 2021 meeting of the FCLA Instruction Committee were approved.

Presentations from the Public: Paige Piper and Yesenia Fuentes, Chair

Item #2 Any persons desiring to address the Instruction Committee on any proper matter.

There were no presentations from the public.

Old Business:

There was no old business.

New Business:

Item #3 CSD LAUSD Oversight Report

Jennifer Miller, FCLA/STEM Director (*Informational Item*)

Mrs. Miller informed the committee of the results from the LAUSD Oversight Visit that took place on February 5, 2021. FCLA's visit was very successful with scores of three and four across all areas: Governance was given a score of four; Student Achievement and Educational Performance was given a score of three and was based off the 2019 CAASPP scores; Organizational Management, Programs, and Operations received a score of four; and Fiscal Operations received an impressive score of four. She congratulates the staff on the outstanding oversight report.

Item #4 EOY Assessments (LCAP 1, Goal 2)

Jennifer Pimentel, Assistant Director (*Informational Item*)

Mrs. Pimentel informed the committee with information about our end of year assessments. We will not be administering the end of year SBAC assessment. On March 16th, the California State Board of Education voted to allow schools the best assessment tool available to assess student learning. We will use i-Ready assessments to measure student growth in the Spring. I-Ready assessments meet the testing requirements by the California State Board of Education for English language arts/literacy (ELA) and mathematics. As for the California Science Test (CST), this test is optional for the 2020-2021 school year, and the Academies will not be administering this assessment. In regards to the Summative English Language Proficiency Assessments for California (ELPAC), most students were tested prior to Spring Break. 60 of the 74 students who needed to be tested are done with all sections of the ELPAC. Six students opted for remote administration and will be tested in the coming weeks, and eight primary students need to be rescheduled to come in person. The Physical Fitness Test (PFT) will not be required to be administered, and the CDE will not be collecting PFT data for the 2020–21 school year.

Item #5 FCLA/STEM Hybrid Pilot Program (LCAP1, Goal 2)

Jennifer Miller, FCLA/STEM Director (*Informational Item*)

Mrs. Miller updated the committee with information regarding the Hybrid Pilot Program which will begin Monday, April 12th. 3.72% of FCLA students will be on Track A, 4.58% will be on Track B, 44.99% will be on Track C, and 46.42% will be on Track D and remain in distance learning. Overall, across both academies, 361 students will return to campus for in person learning and 323 students will continue with online learning. The average number of students per class is 12 with a distance of six feet between desks. This data is useful as we continue to plan and prepare for more students to return. We will re-evaluate our in-person plans every 2-3 weeks.

Item #6 Leader Studies Update (LCAP 2)

Kate Hetu, Focus Lead Teacher (*Informational Item*)

Kate Hetu informed the committee about the leader studies students participate in throughout the school year. At the beginning of the year, grade levels selected four leaders to study during this school year and in the years to come. These in-depth Leader Studies include read alouds, class discussions, writing activities, watching videos, and relating the leader to other people and events in history. During the spring, grade levels will complete their third and fourth Leader Studies. By the time a student has completed their time at FCLA, they will have learned about 28 diverse leaders in history.

Item #7 Leader of the Week (LCAP 2)

Kate Hetu, Focus Lead Teacher Director (*Informational Item*)

Kate Hetu informed the committee about an exciting opportunity that is being continued from last school year. Students at FCLA will once again have the opportunity to learn from leaders in the community. In the weeks leading up to Career Week, one leader a week will be featured during a weekly assembly. These leaders will speak about their careers and how they are addressing problems in their community. Students will have the opportunity to submit questions to learn more about their work.

Item #8 Career Week (LCAP 2)

Kate Hetu, Focus Lead Teacher Director (*Informational Item*)

Kate Hetu informed the committee with details regarding the upcoming Career Week. As a culminating event, students will reflect on the leaders in their own lives, as well as the leaders they've learned about this year. In addition, they will have access to a virtual resource bank that can be utilized in the classroom and at home, including read alouds, video clips, discussion prompts and other activities, as well as have access to a Career Week website created by Ms. Katchen and the other FCPS counselors. At the end of the week, students will be encouraged to reflect on what problems they'd like to solve in the world. Students can show their creativity by dressing up, using props and creating visual aids to present their ideas to their peers, and reflect on all that they've learned from the Leader Studies, the Service Learning Projects and the Leader of the Week presentations.

Announcements:

There were no announcements.

Next Regular Meeting: TBD

Adjournment:

On **MOTION** of Nicole Langlois, **SECONDED** by Lindsey Western, and **CARRIED**, the Instruction Committee meeting was adjourned at 7:48 a.m.

Minutes respectfully submitted by: Lindsey Western, Secretary

FENTON CHARTER PUBLIC SCHOOLS

Fenton Avenue Charter School Curriculum and Assessment Council

**Friday, March 12, 2021
7:15 a.m.**

MINUTES

Call to Order: Lee Melo and Christopher Torres, Co-Chairs

Roll Call: Robin McNutt, Secretary

Additions/Corrections to the Agenda: Lee Melo and Christopher Torres, Co-Chairs

Members Present: Patricia Aparicio, Barbara Aragon, Jacqueline Claudio, Emily Gillmore, Chelsey Kubik, Otilia Lopez, Robin McNutt, Lee Melo, Leticia Padilla Parra, Jessi Tello, Christopher Torres, Rebecca Williamson

Non- Council Members Present: Gloria Rangel, School Psychologist Intern

Approval of Minutes: Lee Melo and Christopher Torres, Co-Chairs

Item #1 **Approval of Minutes from the February 12, 2021 meeting of the Curriculum and Assessment Council,** Lee Melo and Christopher Torres, Co-Chairs (*Motion to Approve*)

On Motion of Otilia Lopez, SECONDED by Emily Gillmore, and CARRIED, the minutes of the Curriculum and Assessment Council from February 12th, 2021 were approved as submitted.

Presentations from the Public: Lee Melo and Christopher Torres, Co-Chairs

Item #2 **Any persons desiring to address the Curriculum and Assessment Council on any proper matter,**

Old Business: **There is no old business.**

New Business:

Item #3 **Reopening Updates, (LCAP Goal 3),** Leticia Padilla Parra, FACS Director (*Informational Item*)

Mrs. Padilla Parra shared updates regarding the potential for reopening. Staff will return for professional development on campus April 5th and continue to work from campus the remainder of that week. Students will receive asynchronous instruction, culminating in a Meet & Greet on Friday, April 9th, for students returning to school for in-person instruction. Details regarding this event are still being finalized.

A hybrid model is also being worked on in order to begin in-person instruction for as many students as possible on Monday April 12th. The plan is to have 2 or 4 cohorts of students, depending on the number of parents who have shown interest in having

their child return to campus. A survey was shared with families on February 28th. The cohorts would include a Cohort D, for children who will remain in Distance Learning, Cohort C, for children who will be on campus 5 days a week (not to exceed a classroom's student capacity), and potentially Cohorts A & B, for children who will be on campus 2-3 days a week. The A & B cohorts are only necessary if the interested number of students exceeds the number of students who can fit into a classroom. Conversations will continue regarding the students' groupings, as well as the potential for FACS to host an after school program. Administrators will be meeting with the Think Together coordinators to discuss this component, as well as to determine the amount of Teacher Assistants needed to supervise in the program.

Item #4 **Probationary Teacher Formal Spring Observations, (LCAP Goal 3),** Leticia Padilla Parra, FACS Director (*Informational Item*)

Mrs. Padilla Parra shared that probationary teachers are completing their 2nd observations for the school year this month. This process includes a Pre- Observation Meeting, followed by the formal lesson observation, concluding with a Post-Observation Meeting to debrief and discuss the observation.

Item #5 **ELPAC Summative Assessment Update, (LCAP Goal 3, AMO 4),** Barbara Aragon, FACS Assistant Director (*Informational Item*)

Ms. Aragón shared that ELPAC Assessments have been ongoing since February 22nd. She and Ms. Ramos have been joining teachers' Zoom meetings and administering the assessments in breakout rooms. As of this council meeting, Ms. Aragón shared that all 5th grade ELL students have completed their assessments in the Speaking domain, and that 4th grade is nearing completion. Next week, the two will begin assessing 3rd grade students. In addition to this, next week, ELPAC assessment administration will be made available to students in-person, by appointment only, on campus. These appointments will prioritize high-needs students, or any students who would benefit from a face-to-face administration.

Ms. Aragón also shared that the State Board of Education will be meeting next week to discuss the potential to expand the ELPAC and SBAC testing windows into the fall, if necessary, as well as the potential cancellation of the CAST.

Item #6 **Materials Distribution Update (LCAP Goal 1, AMO 1),** Barbara Aragon, FACS Assistant Director (*Informational Item*)

Ms. Aragón shared plans for FACS to begin distributing new supplies for all students the week of March 15th through the 19th. There is a week-long pickup window, from 7:00am-3:30pm, to allow for more flexibility for parents. Office staff and administrators will aid in the distribution of materials from the school library.

Item #7 **Parent Conference Week, (LCAP Goal 1),** Leticia Padilla Parra, FACS Director (*Informational Item*)

Parent Conference Week will take place from Monday, March 22nd through Friday, March 26th, thus kicking off Spring Break for staff and students. These conferences will be held via Zoom or phone call. A modified instructional schedule will be put into place to accommodate earlier conference times. Teachers will hold their instructional sessions from 8:00am-10:00am, so that they may begin to meet with parents thereafter.

Item #8

FACS Material Revision Update, Leticia Padilla Parra, FACS Director (*Informational Item*)

Mrs. Padilla Parra shared updates on the proposed FACS Material Revision. Currently, the revision is awaiting placement on the LAUSD Board Meeting agenda. A survey that had been shared with 5th grade families earlier this month reflected the interest of at least 80 parents who would like for their child to remain at FACS for 6th grade next year, were it to be added.

Item #9

FACS Charter Renewal, Leticia Padilla Parra, FACS Director (*Informational Item*)

FACS will include the addition of a school focus in Environmental Studies. The California Department of Education has a Blueprint for Environmental Literacy on their website, which includes a list of resources and highlights for learning opportunities, based on the designated regions within the state. FACS is considered a part of Region 11, and several resources are included for this area. Additionally, Mrs. Padilla Parra mentioned that a representative from Monica Rodriguez's Office offered to lend resources, as needed, in our continued partnership with them. Mrs. Padilla Parra also shared that she recently submitted an application to a grant program through Lowe's, which is offering to support community projects across the U.S. The application submitted is to potentially fund the addition of a greenhouse to the FACS campus, as well as the materials needed to begin developing a garden. Lastly, Mrs. Padilla Parra will be attending a CCSA Charter Renewal Workshop on March 25, 2021 from 1:00-4:00pm.

Announcements:

Next Regular Meeting: TBD

Adjournment:

On the **MOTION** of Otilia Lopez, **SECONDED** by Rebecca Williamson, and **CARRIED**, the Curriculum Assessment Council adjourned at 8:02 a.m.

Minutes submitted respectfully by Robin McNutt

FENTON CHARTER PUBLIC SCHOOLS

*Fenton Primary Center
Instruction Committee*

*Unapproved Minutes of the
Instruction Committee*

March 16, 2021

Via Zoom: <https://us02web.zoom.us/j/84870820981> at 1:00 p. m.

Passcode: FPC123

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

Roll Call: Sarah Lin and Brianna Ellis, Secretaries.

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

Members Excused: Maria Reyes, Sirui Thomassian

Members Absent: none

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

Item #1 **Minutes from the December 16, 2020 meeting of the Instruction Committee** (*Motion to Approve*)

On **MOTION** of Richard Parra, **SECONDED** by Nitima Angus, and **CARRIED**, the Minutes of the Instruction Committee Meeting of December 16, 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 **Reopening Plans, (LCAP Goal 3),** Richard Parra, FPC Director (*Informational Item*)

Mr. Parra explained that FPC will organize students into C and D cohorts, since 22 of the 28 classrooms will not have more than 12 in person students. Teachers who have more than 12 requests to attend in person instruction will pick which students will be with a substitute teacher in the Grade Level Co-teacher Classroom. Teachers will use the time stamp and confirm with administration who will be in the co-teacher classroom. The A/B cohorts may be necessary later in the year. Teachers need call the yes parents to confirm by Friday. If any parents request the A/B cohort, contact Mr. Parra. Mr. Parra will send a Google

Form with updated hybrid instruction replies. He will also send a script for teachers to answer parent questions and the school schedule. The reopening plan is on the website.

Item #4 **Material Distribution, (LCAP Goal 1, AMO 1)**, Richard Parra, FPC Director
(Informational Item)

Mr. Parra informed us that during the week of April 5th teachers will organize and possibly distribute the new learning materials. Each grade level will decide the date and time. Students who have two homes may receive two packets.

Item #5 **Parent Conference Week, (LCAP Goal 1)**, Richard Parra, FPC Director
(Informational Item)

Mr. Parra discussed Parent Conference Week during the Staff Meeting. Parents who do not sign up for Parent Conferences can be marked, no response.

Item #6 **ELPAC Update, (LCAP Goal 3, AMO 4)**, Sirui Thomassian, FPC Assistant
Director *(Informational Item)*

Postponed until the next meeting.

Item #7 **Material Revision, (LCAP Goal 2, AMO 2)** Richard Parra, FPC Director
(Informational Item)

Mr. Parra explained that LAUSD is still processing our Material Revision. We need our Material Revision, so we can start the Reorganization Meetings.

Item #8 **Charter Renewal, (LCAP Goal 2, AMO 2)** Richard Parra, FPC Director
(Informational Item)

Mr. Parra will work on the Charter Renewal over Spring Break.

Announcements:

Next Regular Meeting: TBA

Adjournment:

By **MOTION** of Nitima Angus, **SECONDED** by Krystal Rodriguez and **CARRIED**, the Instruction Committee Meeting was adjourned at 2 p.m.

*Fenton STEM Academy
Instruction Committee
April 7, 2021*

Zoom Meeting
<https://us02web.zoom.us/j/81914646178>
Meeting ID: 819 1464 6178
Passcode: Instruct

MINUTES

A meeting of the Instruction Committee was held on Wednesday, April 7, 2021 at 7:15 A.M. via Zoom meeting link <https://us02web.zoom.us/j/81914646178>

Call to Order: Paige Piper, Chairperson

The Instruction Committee was called to order at 7:20, by Chair, Paige Piper.

Roll Call: Alejandra Muñoz, Secretary

Instruction Committee Members Present: Paige Piper, Ana Soto Gutierrez, Alejandra Muñoz, Lilia Padilla-Zuniga, Elisa Vallejo, Jennifer Miller, Jennifer Pimentel, Romelia Lagunas

Non-Committee Members: Yesenia Fuentes, Lindsey Western, Nicole Langlois, Cecilia Quijano, Susana Orozco

Members Excused: None

Additions/Corrections to the Agenda: Paige Piper, Chairperson

Item #7 - CSD LAUSD Oversight Report

Approval of Minutes from August: Paige Piper, Chairperson

Item #1 Minutes from the February 24, 2021 meeting of the Instruction Committee.
(*Motion to Approve*)

On **MOTION** of Elisa Vallejo, **SECONDED** by Paige Piper, and **CARRIED**, the minutes from the February 24, 2021 meeting of the STEM Instruction Committee were approved.

Presentations from the Public: Paige Piper, Chairperson

Item #2 Any persons desiring to address the Instruction Committee on any proper matter.

New Business:

Item #3 EOY Assessments, (LCAP 1, Goal 2),

Jennifer Pimentel, Assistant Director (*Informational Item*)

Mrs. Pimentel presented the committee with information about our end of year assessments. At present, we will not be required to take the end of year SBAC assessment. On March 16th, the California State Board of Education voted to allow schools to use the “best assessment tool available” to gauge student learning. As a result, the Fenton STEM Academy will be using the iReady assessment to meet the testing requirements by the California State Board of Education for English Language Arts and Math. The California Science Test is optional for the 2020-2021 school year and the STEM Academy will not be administering this assessment. The ELPAC assessment is still a requirement and must be administered to all English learners. Prior to Spring Break, 61 out of 67 eligible students successfully completed all required testing. Students who have not tested yet were either out of the country or had parents who opted for remote testing and will be tested in the coming weeks. Mrs. Pimentel thanked Mrs. Quijano, Ms. Palma and Ms. Orozco for their assistance with the testing.

Item #4 FCLA/STEM Hybrid Pilot Program, (LCAP 1, Goal 2),
Jennifer Miller, Director (*Informational Item*)

Mrs. Miller provided information regarding the FCLA/STEM Hybrid Pilot Program, which will begin on Monday, April 12th. The majority of our students who are returning, will be on track C (45.83%). This means that the bulk of our kids who want to come are getting the maximum amount of in-person instruction available. 4.17% of our student population will be on track A and 2.08% on Track B. We will have 47.92% of students on Track D, which means they will remain in distance learning. Knowing this data is necessary, as it influences our capacities on the playground and in the classrooms. Our in-person plans will be re-evaluated every 2-3 weeks and adjustments made, as needed. Mrs. Langlois recommended that in subsequent parent surveys, we add a section for parents to indicate their reason for opting out of in-person learning. This could help us to reevaluate our plans and better meet the needs of all families.

Item #5 Virtual STEM Expo, (LCAP 2),
Dominica Yasuda, Focus Lead Teacher (*Informational Item*)

Ms. Yasuda presented the committee with details about the Virtual STEM Expo, which will take place on Friday, May 7, 2021 from 5:00 – 6:00 pm. This STEM Expo will be a virtual show presented by Mad Science. The show theme is “Fire and Ice” and it is scheduled to last between 45 – 50 minutes. Students and families will be provided with materials to build their very own straw rocket. These materials will be provided at our April materials distribution. Mad Science will provide the Zoom Link closer to the event date.

Item #6 Schoolwide Scientist Study and Challenge (LCAP 2),
Dominica Yasuda, Focus Lead Teacher (*Informational Item*)

Ms. Yasuda informed the committee about the Schoolwide Scientist Study and Challenge, which will focus on the inventor of the super soaker, Lonnie Johnson. During the week of May 10th, students will first learn about Lonnie Johnson and his journey through inventing the super soaker. During the week of May 17th, students will then work on creating their own invention. Students will go through the entire engineering design process by first thinking of a problem that their invention will solve, designing a prototype, and then building their idea. Teachers have the option to have in-person students work on their inventions in-class or at home. At-home students will use materials they have at home, whereas in person students may be provided materials by their teacher. A modified option for primary students will also be shared via a Google Drive. This will also serve as an alternative for students who do not have materials at home.

Item #7 **CSD LAUSD Oversight Report**
Jennifer Miller, FCLA/STEM Director (*Informational Item*)

Mrs. Miller shared that on April 6th, Fenton STEM received our scores from the February LAUSD Oversight visit. Fenton STEM received a score of “4” (Accomplished) in the areas of Governance, Organizational Management, Programs and Operations, and Fiscal Operations. Our Governance score is based on the work of our incredible board of directors, advisory committees, and leadership model. Our Organizational Management, Programs and Operations score encapsulates classroom observations, digital uploads, compliance policies, professional development, grade level meeting minutes, and weekly bulletins. Receiving a “4” in this area is significant, as it is truly a reflection of our school. Our Fiscal Operations score speaks to our annual budget, ADA, our reserves, our enrollment, and financial historical trends. Fenton STEM received a “3” (Proficient) in Student Achievement. This score was based on our 2019 CAASPP scores. Overall, these were great scores for us to receive and we look forward to next year when we have a year of verified data to demonstrate growth.

Announcements:

Next Regular Meeting: **TBD**

Adjournment:

On **MOTION** of Alex Muñoz, **SECONDED** by Elisa Vallejo, and **CARRIED**, the Instruction Committee meeting was adjourned at 7:49 AM.

Minutes submitted respectfully by: Alex Muñoz

Item II.B.3.

FENTON CHARTER PUBLIC SCHOOLS

*Fenton Avenue Charter School
Human Resource and Personnel Council*

**Unapproved Minutes of the Human Resource and Personnel Council
March 9, 2021**

Call to Order: Leanna Hendrix and Mercedes Meek, Council Co-Chairs

The Human Resource and Personnel Council meeting was called to order at 7:15 a.m. by Council Co-Chair, Mercedes Meeks.

Roll Call: DeAnn Michiels, Secretary

Members Present: Lizette Adkisson, Lillian De La Torre, Leanna Hendrix, Mercedes Cordoba-Meeks, DeAnn Michiels, Ariana Oliva, Karen Scharf, Elsie Torres, Mrs. Padilla-Parra, Ms. Aragon, and Mr. Tello

Members Excused: Karla Contreras and David Valle

Additions/Corrections to the Agenda: Leanna Hendrix, Council Co-Chair

There were no additions/corrections to the agenda.

Approval of Minutes from, February 11, 2021: Leanna Hendrix, Council Co-Chair

Item #1 Minutes from the February 11, 2021 meeting of the Human Resource and Personnel Council (*Motion to Approve*)

On **MOTION** of Lizette Adkisson, **SECONDED** by DeAnn Michiels, and **CARRIED**, the minutes were approved as submitted.

Presentations from the Public: Leanna Hendrix, Council Co-Chair

There were no presentations from the public.

Item #2 **Any person(s) desiring to address the Human Resource and Personnel Council on any proper matter.**

Old Business: None

New Business:

Item #3 **Resignation of School Nurse, Mimi Whang (LCAP Goal 3, AMO 1),** Leticia Padilla Parra, FACS Director (*Motion to Approve*)

Mrs. Padilla-Parra shared that a resignation letter was submitted by our school nurse, Mimi Whang, on March 5, 2021. Her last day will be March 19, 2021.

On **MOTION** of Mercedes Meeks, **SECONDED** by Lizette Adkisson, and **CARRIED**, the resignation letter of the school nurse was approved.

Item #4 **Opening of School Nurse Position (LCAP Goal 3, AMO 1)**, Leticia Padilla Parra, FACS Director (*Motion to Approve*)

Mrs. Padilla-Parra shared that the position of school nurse is not part of the hiring freeze and must be filled. It was posted on Ed Join and there is the possibility of getting a temporary placement filled, if needed.

On **MOTION** of Mercedes Meeks, **SECONDED** by Lizette Adkisson, and **CARRIED**, the opening of a school nurse position was approved.

Item #5 **Part-time Security Guard Position (LCAP Goal 3, AMO 6)**, Leticia Padilla Parra, FACS Director (*Motion to Approve*)

Mrs. Padilla-Parra shared that the part-time security guard's last day was last Friday, March 5, 2021. Like the position of school nurse, this security position is very necessary and must be filled. Currently, it has been offered to an individual and their employment is being processed.

On **MOTION** of DeAnn Michiels, **SECONDED** by Mercedes Meeks, and **CARRIED**, the part-time security guard position was approved.

Item #6 **Reopening Updates (LCAP Goal 3)**, Leticia Padilla Parra, FACS Director (*Informational Item*)

Fenton Avenue Charter School launched a pilot hybrid learning program on Monday, March 8, 2021. Nine students arrived to campus for in-person instruction accompanied by their fellow classmates on zoom. FACS sent out parent surveys requesting information about whether students will return to campus or continue learning from home for the remainder of the school year. Discussions continue about a school-wide reopening, the number of returning students, logistics, and schedules. FACS has a potential reopening date scheduled for April 12, 2021.

Item #7 **Probationary Teacher Formal Spring Observations (LCAP Goal 3)**, Leticia Padilla Parra, FACS Director (*Informational Item*)

Formal Spring observations are underway for six probationary teachers and they will be completed prior to Spring break. The process includes three meetings. First, in the pre-observation meeting, the lesson plan is reviewed and pre-observation questions are discussed. Next, the observation is held. Last, in the post-observation meeting, the lesson and reflection questions are discussed.

Item #8 **FACS Material Revision Update**, Leticia Padilla Parra, FACS Director (*Informational Item*)

Mrs. Padilla-Parra shared that FACS is currently awaiting word from the district as to whether our material revision item will be on the LAUSD board agenda for April or May. This dictates what grades our school will serve, learning materials we will need to order, and staff reorganization for the 2021-22 school year.

Item #9 **FACS Charter Renewal**, Leticia Padilla Parra,

FACS Director (*Discussion Item*)

Mrs. Padilla-Parra shared that our charter renewal, which needs to be written and completed by the end of this school year, will include our environmental studies focus. Through research with the California Department of Education, she found CREEC, the California Regional Environmental Education Community, an excellent online resource for our school. It contains resources, lesson plans, and identifies our school as being a part of Region 11- Los Angeles. Mrs. Padilla-Para also shared her hope to include community partnerships in the renewal. Additionally, she will share verifiable data such as previous SBAC and MAP scores.

Announcements:

Next Regular Meeting: TBD

Adjournment: On **MOTION** of Leanna Hendrix, **SECONDED** by Lizette Adkisson, and **CARRIED**, the Human Resource and Personnel Council meeting adjourned at 7:42 a.m.

Minutes respectfully submitted by: DeAnn Michiels

FENTON CHARTER PUBLIC SCHOOLS
Fenton Primary Center

*Unapproved Minutes of the
Personnel Committee*

March 11, 2021

Join Zoom Meeting

<https://us02web.zoom.us/j/84413931480>

Meeting ID: 844 1393 1480

Passcode: FPCPC

AGENDA

A meeting of the Personnel Committee was held on Thursday, March 11, 2021 at 1:30 p.m. via Zoom:
Meeting ID: 844 1393 1480.

Call to Order: Coco Salazar, Co-Chair

The Personnel Meeting was called to order at 1:30 p.m. by Co-Chair, Coco Salazar.

Roll Call: Sandra Valle, Secretary

Members Present: Karen Knapp, Coco Salazar, Nitima Angus, Nina Ferman, Jeanette Hernandez, Laura Holmes, Wendy Kaufman, Cristina Moran, Richard Parra, Erika Quiñonez, Shirley Saetang, Angelica Salceda, Sirui Thomassian, Sandra Valle

Members Excused: N/A

Members Absent: N/A

Additions/Corrections to the Agenda: Karen Knapp, Co-Chair

There were no additions or corrections to the agenda.

Approval of Minutes from January 12, 2021: Coco Salazar, Co-Chair

Item #1 Minutes from the January 12, 2021 meeting of the Personnel Committee.
(*Motion to Approve*)

On **MOTION** of Nina Ferman, **SECONDED** by Wendy Kaufman and **CARRIED**, the Minutes of the FPC Personnel Committee Meeting of January 12, 2021, were approved as submitted.

Presentations from the Public: Karen Knapp, Co-Chair

Item #2 Any persons desiring to address the Personnel Committee on any proper matter.

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #3 **Resignation of Mimi Whang, School Nurse, (LCAP 3, AMO 1),** Richard Parra, FPC Director (*Motion to Approve*)

Mr. Parra informed the committee of Mimi Whang's resignation. Mimi Whang turned in a letter of resignation with a 2-week notice. Her last day will be on March 19, 2021.

On **MOTION** of Richard Parra, **SECONDED** by Jeanette Hernandez, and **CARRIED**, the Resignation of Mimi Whang, School Nurse, has been approved.

Item #4 **Opening of School Nurse Position, (LCAP 3, AMO 1),** Richard Parra, FPC Director (*Motion to Approve*)

Mr. Parra informed the committee that the School Nurse Position has been posted on EDJOIN. Mr. Parra has also contacted PRN, a nursing company, to contract a nurse on a day to day while the position is filled.

On **MOTION** of Karen Knapp, **SECONDED** by Sirui Thomassian, and **CARRIED**, the Opening of School Nurse Position has been approved.

Item #5 **Updated 2020-2021 Staff Roster, (LCAP 3, AMO 1),** Richard Parra, FPC Director (*Motion to Approve*)

Mr. Parra informed the committee that Mimi Whang and two Teachers Assistants, Amber Galindo and Fatima Orozco, have been removed from the updated Staff Roster due to their resignations.

On **MOTION** of Karen Knapp, **SECONDED** by Nina Ferman, and **CARRIED**, the Updated 2020-2021 Staff Roster has been approved.

Item #6 **Material Revision Update (LCAP Goal 1-3),** Richard Parra, FPC Director (*Informational*)

Mr. Parra informed the committee that the Material Revision is being reviewed by LAUSD Board. The LAUSD Board must also send the Material Revision to the Charter Division. If the Charter Division does not oppose, we should get an update on approval in April.

Announcements:

Mr. Parra informed the committee that he hopes to update staff and parents on the opening plan before parent conferences.

Next Regular Meeting: Tuesday March 16, 2021 at 1:00 p.m.

Adjournment:

On **MOTION** by Angie Salceda, and **SECONDED** by Richard Parra, and **CARRIED**, the FPC Personnel Committee Meeting was adjourned at 2:25 p.m.

Minutes respectfully submitted by: Sandra Valle

FENTON CHARTER PUBLIC SCHOOLS
Fenton Primary Center

Unapproved Minutes of the

Personnel Committee

March 16, 2021

Join Zoom Meeting

<https://us02web.zoom.us/j/84870820981>

Meeting ID: 848 7082 0981

Passcode: FPC123

AGENDA

A meeting of the Personnel Committee was held on Tuesday, March 16, 2021 at 1:00 p.m. via Zoom:
Meeting ID: 848 7082 0981.

Call to Order: Coco Salazar, Co-Chair

The Personnel Meeting was called to order at 1:03 p.m. by Co-Chair, Coco Salazar.

Roll Call: Jeanette Hernandez, Secretary

Members Present: Karen Knapp, Coco Salazar, Nitima Angus, Nina Ferman, Jeanette Hernandez, Laura Holmes, Wendy Kaufman, Cristina Moran, Richard Parra, Erika Quiñonez, Shirley Saetang, Angelica Salceda, Sandra Valle

Members Excused: Sirui Thomassian

Members Absent: N/A

Additions/Corrections to the Agenda: Karen Knapp, Co-Chair

There were no additions or corrections to the agenda.

Approval of Minutes from March 11, 2021: Coco Salazar, Co-Chair

Item #1 **Minutes from the March 11, 2021 meeting of the Personnel Committee.**
(Motion to Approve)

On **MOTION** of Angelica Salceda, **SECONDED** by Richard Parra and **CARRIED**, the Minutes of the FPC Personnel Committee Meeting of March 11, 2021, were approved as submitted.

Presentations from the Public: Karen Knapp, Co-Chair

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

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #3 **Reopening Plans, (LCAP Goal 2, AMO 1 & 2),** Richard Parra, FPC Director *(Informational)*

Mr. Parra informed the committee of the latest reopening plans. He informed teachers about the email sent by Dr. Riddick asking teachers to check the roster for accuracy and to place the “Roomers” into a track. Although Dr. Riddick asked for teachers to place students into Tracks A, B, C, and D, Mr. Parra asked teachers to place all students into two tracks, C and D (“Roomers” and “Zoomers” respectively). Teachers will need to place the first 12 students whose parents filled out the survey on time and responded with a “yes,” into Track C – “Roomers”. If a teacher has more than 12 students whose parents said “yes,” those extra students will be placed into a “Co-teaching” classroom with two adults. Mr. Parra also asked teachers to please call the parents who responded “yes” on the survey by this Friday, March 19, to confirm if the students will participate in Hybrid Learning starting April 12th. If a parent changes their mind, Mr. Parra asked to be informed. He will also send a script for teachers to use when calling parents.

Item #4 **Summary of Staff Questions (LCAP Goal 3, AMO 6),** Richard Parra, FPC Director *(Informational)*

Mr. Parra answered questions that were asked regarding the reopening of the school. The answers can be found in the “Covid-19 Reopening Plan,” which will be emailed to staff. The plan is also found on the organization’s website.

Some of the answers that Mr. Parra went over are: desktop computers in classrooms will not be used during Hybrid Learning; teacher assistants will get a laptop so they can log on Zoom in the classroom; it is against the law to ask any staff member if they have had Covid-19; students will be asked if they or anyone in their home had Covid-19 when being dropped off; committee meetings and staff meeting will continue to be at 1:00 p.m. or 1:30 p.m. and they will be on Zoom; teachers do not need to stay beyond 2:30 p.m. on Wednesdays; custodial staff will have a schedule to help monitor student bathrooms; TK and Kinder students will not be allowed on campus until they have the necessary vaccines; asynchronous work does not need to be assigned after 4 hours of Hybrid Learning; classroom capacity is still at 12 but it may change- depending on the tier we are in and what the county says; there are 5 standing desks available- if teachers like them, he will order more; he will get more clarification on substitute teachers and share soon; if a teacher or student tests positive, then the teacher may teach from home due to being quarantined and will not lose hours in Paid Sick Leave; students or any staff will be sent home if they test positive; Covid-19 testing is on site and the turnaround is 24 hours; students or staff member will need to provide a negative test result upon returning; Mr. Parra ordered headphones for students; and behavior issues will be done case by case. Please read the Covid-19 Reopening Plan for more information.

Announcements:

There were no announcements.

Next Regular Meeting: TBD

Adjournment:

On **MOTION** by Richard Parra and **SECONDED** by Sandra Valle, and **CARRIED**, the FPC Personnel Committee Meeting was adjourned at 1:47 p.m.

Minutes respectfully submitted by: Jeanette Hernandez

FENTON CHARTER PUBLIC SCHOOLS
Fenton STEM Academy

Unapproved Minutes of the Personnel Committee

April 6, 2021

A meeting of the Personnel Committee was held on Monday, April 6, 2021 at 7:18 a.m. virtually on Zoom.

Call to Order: Priscilla Gentry, Chair

Roll Call: Julie Nguyen, Secretary

The Personnel Committee meeting was called to order at 7:18 a.m. by Chair, Priscilla Gentry.

Personnel Committee Members Present: Jennifer Miller, Jennifer Pimentel, Priscilla Gentry, Kelley Christenson, Krista Casanova, and Julie Nguyen.

Excused Members: Lauren Cappelli, Cedric Ramirez

Non-Committee Members: None

Additions/Corrections to the Agenda: Priscilla Gentry, Chair

There were no additions/corrections to the agenda.

Approval of Minutes from December 14, 2020: Priscilla Gentry, Chair

Item #1 **Minutes from the December 14, 2020 meeting of the Personnel Committee**
(Motion to Approve)

On **MOTION** of Krista Casanova, **SECONDED** by Kelley Christenson, and **CARRIED**, the minutes were approved as submitted.

Presentations from the Public: Priscilla Gentry, Chair

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

There were no presentations from the public.

Old Business: None

New Business:

Item #3 **Resignation of Lauren Cappelli (LCAP 3, AMO 1),**
Jennifer Miller, Director, *(Informational Item)*

Mrs. Lauren Cappelli informed Mrs. Miller of her intent to resign, effective April 2, 2021. She has been with Fenton STEM Academy since the 2017 school year and has made a great impact here at our school. She is a wonderful first grade teacher and will be missed. We are excited for her future and the Fenton Academy is open to welcome her back, if she chooses to return. For the remainder of the school year, Fenton STEM Academy has contracted a long term substitute, Mr. James Oliver, who will begin on April 7th. Mrs. Cappelli has informed her students' families and prepped all of the sub plans needed for Mr. Oliver to complete the 2020-2021 school year.

Item #4 **Retirement of Teresa Elvira, (LCAP 3, AMO 1),**
Jennifer Miller, Director (*Informational Item*)

Mrs. Teresa Elvira began her career at Fenton prior to when Fenton became a charter school. Back then, there were challenges that had teachers feeling tired and unmotivated, but Mrs. Elvira was one of the teachers that saw hope and remained positive when engaged with her students. Since then, Mrs. Elvira has contributed so much to FCPS. She has worked at every site, including serving two years as an Instructional Coach. This school year, Fenton STEM Academy was honored and had the pleasure of having Mrs. Elvira teach in Kindergarten. We are excited and congratulate her on her retirement and will miss her positive energy and spirit here at the Fenton Academies.

Announcements:

Next Regular Meeting: **TBD**

Adjournment:

On **MOTION** of Krista Casanova, **SECONDED** by Kelley Christenson, and **CARRIED**, the Personnel Committee adjourned at 7:28 a.m.

Minutes respectfully submitted by: Julie Nguyen

FENTON CHARTER PUBLIC SCHOOLS
Fenton Primary Center

*Unapproved Minutes of the
Personnel Committee*

April 7, 2021

Join Zoom Meeting

<https://us02web.zoom.us/j/84413931480>

Meeting ID: 844 1393 1480

Passcode: FPCPC

A meeting of the Personnel Committee was held on Wednesday, April 7, 2021 at 1:00 p.m. via Zoom:
Meeting ID: 844 1393 1480.

Call to Order: Coco Salazar, Co-Chair

The Personnel Meeting was called to order at 1:00 p.m. by Co-Chair, Coco Salazar.

Roll Call: Sandra Valle, Secretary

Members Present: Karen Knapp, Coco Salazar, Nitima Angus, Nina Ferman, Jeanette Hernandez, Laura Holmes, Wendy Kaufman, Cristina Moran, Richard Parra, Erika Quiñonez, Shirley Saetang, Angelica Salceda, Sirui Thomassian, Sandra Valle

Members Excused: N/A

Members Absent: N/A

Additions/Corrections to the Agenda: Karen Knapp, Co-Chair

The following item was added to the agenda.

Item #6 **Staff Reorganization Update (LCAP Goal 1-3),** Richard Parra, FPC Director
(Informational)

Approval of Minutes from March 16, 2021: Coco Salazar, Co-Chair

Item #1 **Minutes from March 16, 2021 meeting of the Personnel Committee.**
(Motion to Approve)

On **MOTION** of Nitima Angus, **SECONDED** by Sirui Thomassian and **CARRIED**, the Minutes of the FPC Personnel Committee Meeting of March 16, 2021, were approved as submitted.

Presentations from the Public: Karen Knapp, Co-Chair

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

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #3 **Maternity Leave of Bridget Ruiz, (LCAP 3, AMO 1),** Richard Parra, FPC Director (*Motion to Approve*)

Mr. Parra informed the committee of Bridget Ruiz’s maternity leave that will begin April 9, 2021. She will be returning on May 24, 2021. Former FPC TK Teacher, Kelly Froelich, will be taking over as her long-term substitute.

On **MOTION** of Sandra Valle, **SECONDED** by Angie Salceda, and **CARRIED**, the Maternity Leave of Bridget Ruiz has been approved.

Item #4 **Updated 2020-2021 Staff Roster, (LCAP 3, AMO 1),** Richard Parra, FPC D Director (*Motion to Approve*)

Mr. Parra informed the committee that Exine Quintero, a TA, has resigned and has been removed from the updated Roster. Fenton Primary Center now has fourteen TA’s.

On **MOTION** of Nina Ferman, **SECONDED** by Jeanette Hernandez, and **CARRIED**, the Updated 2020-2021 Staff Roster has been approved.

Item #5 **Material Revision Update (LCAP Goal 1-3),** Richard Parra, FPC Director (*Informational*)

Mr. Parra informed the committee that the Charter Division has asked for additional information regarding our Community Impact Assessment to show support from our local community on the Material Revision. We are currently working on a response. We are hoping to get this approved before the end of the year.

Item #6 **Staff Reorganization Update (LCAP Goal 1-3),** Richard Parra, FPC Director (*Informational*)

Mr. Parra informed the committee that we are waiting to hear from Dr. Riddick as to how Staff Reorganization will take place this school year.

Announcements:

There were no announcements.

Next Regular Meeting: TBD

Adjournment: On **MOTION** by Nina Ferman, and **SECONDED** by Angie Salceda, and **CARRIED**, the FPC Personnel Committee Meeting was adjourned at 1:26 p.m.

Minutes respectfully submitted by: Sandra Valle

Item II.B.4.

FENTON CHARTER PUBLIC SCHOOLS
Fenton Primary Center

*Unapproved Minutes of the
Parent Advocacy Committee*

March 8, 2021

A meeting of the Parent Advocacy Committee was held on Monday, March 8, 2021 at 5:00 p.m. for the Parent Night Meeting via Zoom Meeting ID: 839 9624 4184.

Call to Order: Bridget Ruiz, Co-Chair

The Parent Advocacy Committee Meeting was called to order at 5:04 p.m. by Co-Chair, Bridget Ruiz

Roll Call: Sandra Lee, Secretary

Members Present: Gurpreet Gill, Bridget Ruiz, Wendy Kaufman, Richard Parra, Sirui Thomassian, Judy Lee, Sandra Lee, Abigail Lopez-Dee, Judy Lee, Caitlin McMabell, Sandra Valle

Non-Members in Attendance: Maria Martinez, Celina Calvillo, Lisa Ibarra, Vanessa Sarnecki, Diana Lucas, Laura Holmes, Sarah Ananta

Members Excused: Laura Vasquez, Max Young, Paola Ramirez, Tony Peña, Cindy Soto

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

There were no additions or corrections to the agenda.

Approval of Minutes from February 19, 2021: Bridget Ruiz, Co-Chair

Item #1 **Minutes from the February 19, 2021 meeting of the Parent Advocacy Committee**
(*Motion to Approve*)

On **MOTION** of Sirui Thomassian, **SECONDED** by Gurpreet Gill and **CARRIED**, the minutes of the Parent Advocacy Committee Meeting of February 19, 2021 were approved as submitted.

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 **Upcoming Events (LCAP 2, AMO 2),** Richard Parra, FPC Director (*Informational*)

A schedule of important upcoming dates was shared with parents. Reminders will be sent to parents and updates will be shared on a weekly basis. The upcoming events include:

- 3/12/21: Last day to submit survey for return in April
- Week of 3/22/21: New survey will be sent for return May 3rd
- Week of 3/22/21: Parent conference week
- Week of 3/29/21: Spring break
- Week of 4/5/21: Mostly asynchronous and final preparations of classrooms for in-person instruction
- 4/12/21: Hybrid model begins

- 5/3/21: Hybrid model changes as a result of surveys and will remain until 6/12/21
- 6/12/21: Last day of school

Item #4 Reopening Plan Updates (LCAP 3, AMO 5 & 6), Richard Parra, FPC Director (Informational)

Mr. Parra updated families on FPC’s reopening plans. New COVID cases continue to lower in Los Angeles county. As the COVID cases continue to lower, there will be more flexibility for reopening guidelines and protocols. This is constantly being monitored. As part of the reopening plan, all teachers and school facility staff have access to vaccines. Parents may find detailed information regarding FPC’s COVID safety plans and reopening protocols on FPC’s websites. Mr. Parra will send a summary to parents by the end of the week via Class DOJO.

Currently, FPC is working on reopening plans for April and May. The recent parent survey sent out is for parents wanting their children to return to campus for the April hybrid model (4/3-4/30). Approximately 75% of parents have completed the survey. A reminder for parents who did not complete the survey will be sent out this week. The first survey is due Friday, 3/12/2021. A second parent survey will be sent during parent conferences for parents wanting their children to return to campus for the May hybrid model (5/3-6/12). Starting March 15, 2021, there will be a pilot group that will try the hybrid model. The possible option for in-person hybrid model will include: Daily on-site instruction M-F, 8:00-12:00, Drop-offs will be between 7:50 a.m.-8:10 a.m. Pick up times will be staggered by grade levels (i.e., TK/K- 11:15 a.m., 1st grade- 11:30 a.m., 2nd grade- 11:45 a.m.). Drop off and pick up times are strict as daily health screenings must be completed and students cannot overlap with other cohorts. The daily M-F option will be used if under 50% of students will be returning in April. If more than 50% of students want to return in April, a different hybrid model such as option 2 may be implemented.

Mr. Parra provided updates for facility cleaning protocols. FPC installed a new air filtration and cleaning system, each classroom will have an additional air purifier, and disinfecting machines will be used daily to clean classrooms after students are dismissed. If more than 50% of students return to campus, more in-depth cleaning will be done. Also, every door has automatic hand sanitizing machines, foot pedal sanitizing machines are in the hallways, and face masks will be required. Additionally, FPC has a contract with CoVerify Health for randomized COVID testing for students and staff during the school year. Parents must give permission for COVID testing. Further details will be shared with families. Upon returning to campus, all staff will be tested for COVID. By the time school reopens, approximately 90% of staff will be vaccinated. In the classroom, the maximum number of students will be 12. The desks will be separated six feet apart, and each student will have two desks and their own school supplies. In the multipurpose room, students may be seated six feet apart marked by tape with only one side of the table being seated, and the tables will be six feet apart.

Students will be given a 20-minute snack time for breakfast, and at the end of the day, students will take home full meals for breakfast and lunch. Parents should give the full breakfast to students before school the next morning.

Announcements:

Mr. Parra reminded parents to keep contact information updated to ensure they receive updates from administrators and teachers. Parents can text “Yes” to 87569 to receive text updates for the school from our communication provider Target Bright Arrow. Parents should also check DOJO messages and class stories for daily/weekly updates. Updates will also be shared via Instagram.

The front office is now open every day from 7:30 a.m.- 2:30 p.m. Please call with any questions or concerns.

Next Regular Meeting: TBD

Adjournment:

On **MOTION** of Bridget Ruiz, **SECONDED** by Sandra Valle, and **CARRIED**, the Parent Advocacy Committee meeting was adjourned at 6:57 p.m.

Minutes respectfully submitted by: Sandra Lee

FENTON CHARTER PUBLIC SCHOOLS

*Fenton Avenue Charter School
School Community Relations Council*

**Unapproved Minutes of the School Community Relations Council
Wednesday, March 10, 2021**

AGENDA

Call to Order: Tiffany Walker, Co-Chair Angel Garcia, Co-Chair

The School Community Relations Council meeting was called to order at 7:20 a.m. by Council.

Roll Call: Tiffany Walker, Co-Chair

Members Present: Myriam Arechiga, Anna Garcia, Angel Garcia, Tiffany Walker, Mrs. Padilla Parra, Barbara Aragon, Jessi Tello, Saul Ulloa,

Members Excused: Katherine Sheppard, Evelyn Neglia

Additions/Corrections to the Agenda: Tiffany Walker, Co-Chair

There were no additions/correction to the agenda.

Presentations from the Public: Tiffany Walker, Co-Chair

There were no presentations from the public.

Item #1: Minutes from the February 17, 2021 meeting of the School Community Relations Council (*Motion to Approve*)

On **MOTION** of Myriam Arechiga, **SECONDED** by Anna Garcia, and **CARRIED**, the minutes were approved as submitted.

Item #2: Any persons desiring to address the School Community Relations Council on any proper matter. - None

New Business:

Item #3 **Reopening Updates** (LCAP Goal 3), Leticia Padilla Parra, FACS Director (Informational Item)

FCPS Representatives, Administrators, and Pilot Teachers from all five schools met with Dr. Riddick to discuss the reopening of schools. Discussion focused on: safety, a hybrid schedule, the parent survey results, and the process and protocol of bringing students back to campus. Barbara Ausherman, Fenton Avenue Charter School's pilot teacher, was able to share her experience of the Pilot Hybrid model. As we move forward with the implementation of the hybrid model, we will continue to review practices and protocols, and make changes as needed. All staff is scheduled to return to campus on April 5, 2021. Covid testing for the entire staff will be scheduled on that day. From April 6th – April 9th, teachers will be on campus for synchronous instruction. The teachers will take attendance in the morning and review the day's assignments. Students will

be dismissed and teachers will be able to set up their classrooms and prepare for students in-person instruction.

Plans to host a ‘meet and greet’ on April 9th were discussed. Students would be allowed on campus, at designated times, to meet their teacher, see their classroom, take a brief tour of the campus, etc. Parents would wait at the gate for their students. The meet and greet would only be for students who have a *confirmed* spot in the classroom for on-site instruction. The schedule and other specifics will continue to be discussed with the staff.

April 12, 2021 will be the first day for all hybrid, in-person instruction. Mrs. Padilla-Parra discussed one possible schedule which was shared at the FCPS Representative meeting. More information and clarification of the schedule is forthcoming.

Item #4 **Parent Conference Week** (LCAP Goal 1), Leticia Padilla Parra, FACS Director (Informational Item)

Parent Conference week is scheduled for, March 22nd – March 26th. The conferences will be held virtually or by phone. Teachers can sign-up for a translator if needed. Teachers will share current progress and give suggestions for improvement.

Item #5 **FACS Material Revision Update**, Leticia Padilla Parra, FACS Director (Informational Item)

Everything requested by the district for FACS’ Material Revision has been submitted. At this time, we are still waiting to be placed on the LAUSD’s Board Agenda. Yolanda Jordan mentioned that this might take place in April or May. Once we know how many students we will be serving we can begin the process of ordering instructional material for the 2021-2022 school year. Mrs. Padilla-Parra shared that currently we have 80 students who would like to remain for 6th grade!

Item #6 **FACS Charter Renewal**, Leticia Padilla Parra, FACS Director (Discussion Item)

We continue to focus on the charter renewal, seeking out resources for project-based learning and planning for the “Environmental Studies” focus. Mrs. Padilla-Parra shared a CDE link with information for environmental studies. CREEC – The California Regional Environmental Education Community, helps promote environmental education and environmental literacy. The CDE site has links to: lessons, projects, instructional material, and virtual fieldtrips. Mrs. Padilla Parra also shared that Lowe’s is offering community grants. She will look into this. Mrs. Padilla-Parra will attend a LACOE, Charter Renewal Workshop on March 25th from 1:00 – 4:00 p.m. She will continue to update the staff on the renewal process.

Announcements: None

Next Regular Meeting: TBA

Adjournment: On **MOTION** of Angel Garcia, **SECONDED** by Saul Ulloa, and **CARRIED**, School Community Relations Council meeting adjourned at 7:45 a.m.

FENTON CHARTER PUBLIC SCHOOLS
Fenton Primary Center

***Unapproved Minutes of the
Parent Advocacy Committee***

April 6, 2021

A meeting of the Parent Advocacy Committee was held on Tuesday, April 6, 2021 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: Sandra Lee, Secretary

Members Present: Gurpreet Gill, Bridget Ruiz, Wendy Kaufman, Richard Parra, Sirui Thomassian, Judy Lee, Sandra Lee, Sandra Valle, Abigail Lopez-Dee, Laura Vasquez, Cindy Soto, Caitlin McMabell, Max Young

Members Excused: Paola Ramirez, Tony Pena

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

There was one addition made to the agenda.

Additions:

Item #6 **Material Distribution Dates (LCAP 2, AMO 1 & 2)**, Richard Parra, FPC Director
(Informational)

Approval of Minutes from March 8, 2021: Bridget Ruiz, Co-Chair

Item #1 **Minutes from the March 8, 2021 meeting of the Parent Advocacy Committee**
(Motion to Approve)

On **MOTION** of Judy Lee, **SECONDED** by Richard Parra, and **CARRIED**, the minutes of the Parent Advocacy Committee Meeting of March 8, 2021 were approved as submitted.

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 **End of the Year Spirit Week (LCAP 2, AMO 2)**, Gurpreet Gill, FPC PAC Co-Chair
(Motion of Approve)

End of the year spirit week themes are below. Fliers will be created and sent out to post on ClassDojo.

- Monday: It's Been a Magical Year- dress up as a magical or a favorite character

- Tuesday: Aloha 2020-2021- wear Hawaiian clothing/accessories
- Wednesday: Wild about FPC- wear animal print and/or dress as favorite animal
- Thursday: Sea You Next Year! - students wear blue, nautical, or marine themed clothing
- Friday: Swinging into Summer- wear summer clothing

On **MOTION** of Sandra Valle, **SECONDED** by Sirui Thomassian and **CARRIED**, the End of the Year Spirit Week was approved.

Item #4 **ELPAC Update (LCAP 1, AMO 4)**, Sirui Thomassian, FPC Assistant Director
(*Informational*)

Mrs. Thomassian updated progress on ELPAC testing. Online testing was attempted but it was not appropriate for young students so testing will resume in person. So far testing is going smoothly. If a parent is not comfortable with their child coming in for testing, they have the option to come at a later date. The testing team have until end of the school year to complete all 260 students. More updates will be provided as testing continues.

Item #5 **Material Revision Update (LCAP Goals 1-3)**, Richard Parra, FPC Director
(*Informational*)

Mr. Parra met with the district’s charter division prior to spring break. Per LAUSD charter division, FPC’s material revision still needs additional evidence under “community impact assessment”. The district is requiring FPC prove outreach to neighboring schools to get their opinions of the Material Revision. FPC may have a Zoom meeting and invite principals from local schools. Clarifications regarding district’s specific criteria is needed. In sum, material revision has not been approved yet by the charter division.

Item #6 **Material Distribution Dates (LCAP 2, AMO 1 &2)** , Richard Parra, FPC Director
(*Informational*)

Grade level materials will be distributed on the following dates and times:

- TK/K: Wednesday (4/7) - Thursday (4/8), 8:00-8:30 a.m.
- 1st Grade: Friday (4/9), 8:00-10:00 a.m.
- 2nd Grade: Parents can pick up materials between Tuesday (4/20) - Friday (4/23)

Announcements:

Mr. Parra welcomed back staff. 148 students and staff were tested on Monday, 4/5, and no positive cases were reported. Retests will be completed on Thursday, 4/8. Students who have not been tested will not be allowed to return for in-person instruction on Monday, 4/12. Starting Monday, 4/12, students will be tested weekly on two days, Monday and Thursday. Classroom rosters with a list of students who were tested are being finalized.

Mr. Parra thanked Cindy Soto for picking up RIF books to be distributed to students during material distribution.

Mr. Parra will hold another informational night meeting to update parents about reopening plans.

Next Regular Meeting: TBD

Adjournment: On **MOTION** of Richard Parra, **SECONDED** by Abigail Lopez-Dee, and **CARRIED**, the Parent Advocacy Committee meeting was adjourned at 1:26 p.m.

FENTON CHARTER PUBLIC SCHOOLS

Fenton Charter Leadership Academy Unapproved Minutes of the Parent Advocacy Committee

April 8, 2021

A meeting of the Parent Advocacy Committee was held on Thursday, April 8, 2021 at 7:15am via Zoom.

Call to Order: Bridget Badro, Chair

The Parent Advocacy Committee meeting was called to order at 7:20AM by Chair, Bridget Badro.

Roll Call: Michelle Raxlin, Secretary

Parent Advocacy Committee Members Present: Bridget Badro, Michelle Raxlin, Tania Casas, Martha May, Brennan Mack, Jennifer Miller

Non-committee Members: Elizabeth Marquez, Sofia Carias, Melissa Katchen, Joanna Tepper

Members Excused: Raquel Contreras, Tony Peña, Cecilia Quijano, Jennifer Pimentel

Additions/Corrections to the Agenda: Bridget Badro, Chair

There were no additions or corrections to the agenda.

Approval of Minutes from February 25, 2021: Bridget Badro, Chair

Item #1 Minutes from the February 25, 2021 meeting of the Parent Advocacy Committee (Motion to Approve)

On **MOTION** of Tania Casas **SECONDED** by Martha May and **CARRIED**, the minutes were approved as submitted.

Presentations from the Public: Bridget Badro, 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

There was no old business.

New Business:

Item #3 Hybrid Parent Informational Night Meeting, (LCAP 2, AMO 1-2), Jennifer Miller, Director (Informational Item) with the pilot

Mrs. Miller reminded the committee that the Hybrid Parent Informational Night Meeting will be held

this evening, Thursday, April 8th at 5:00PM via zoom. Information will be shared on the school story via Class Dojo, and teachers are asked to share the information on Class Dojo as well. The meeting is open to all families, not just those returning. Translation will be provided by Susana Orozco. The meeting will include photos and videos from the pilot classes to give parents a sense of what school will look like. In addition, Mrs. Miller will discuss the after school program and updates. Parents will be reminded of the safety protocols in place such as weekly COVID-19 testing. Mrs. Miller will send slides to teachers so that they can reference or share with parents if they choose.

Item #4 **April Materials Distribution, (LCAP 2, AMO 1-2),**
Jennifer Miller, Director (Informational Item)

Mrs. Miller will meet with Lead Teachers on Friday to gather input about the April Materials Distribution. They will discuss two options for distributing materials: grade level specific which will include designated days and times for each grade level, or a more standardized option where families can drive through and pick up a bag distributed by the office staff, administration, and custodial team. The distribution will likely occur after dismissal, around 1:00PM. This distribution will be for the students learning from home; returning students will receive their materials at school. Teachers are encouraged to share ideas and thoughts with their grade level lead or email Mrs. Miller directly.

Announcements:

None

Next Regular Meeting:

The next meeting of the Parent Advocacy Committee will be determined at a later date.

Adjournment: On **MOTION** of Martha May **SECONDED** by Tania Casas and **CARRIED**, the Parent Advocacy Committee adjourned at 7:28AM.

Minutes respectfully submitted by: Michelle Raxlin, Secretary

FENTON CHARTER PUBLIC SCHOOLS
Fenton STEM Academy

Unapproved Minutes of the Parent Advocacy Committee Meeting

April 8, 2021

A meeting of the Parent Advocacy Committee was held on April 8, 2021 at 7:22am via Zoom Meeting ID: 839 0160 4329.

Call to Order: Elizabeth Marquez, Chair

The Parent Advocacy Committee meeting was called to order at 7:22am by Chair, Elizabeth Marquez

Roll Call: Melissa Katchen, Secretary

Parent Advocacy Committee Members Present: Sofia Carias, Elizabeth Marquez, Melissa Katchen, Joanna Tepper, Jennifer Miller

Non-committee Members: Bridget Badro, Michelle Raxlin, Tania Casas, Martha May, Brennan Mack

Members Excused: Tony Peña, Cecilia Quijano

Additions/Corrections to the Agenda: Elizabeth Marquez, Chair

There were no additions or corrections to the agenda.

Approval of Minutes: Elizabeth Marquez, Chair

Item #1 **Minutes from the February 25, 2021 Meeting of the Parent Advocacy Committee.** *(Motion to Approve)*

On **MOTION** of Sofia Carias **SECONDED** by Melissa Katchen and **CARRIED**, the minutes were approved as submitted.

Presentations from the Public: Elizabeth Marquez, 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

There was no old business.

New Business:

Item #3 **Hybrid Parent Informational Night Meeting, (LCAP 2, AMO 1-2),**
Jennifer Miller, Director, *Informational Item*

Mrs. Miller informed the committee of the Hybrid Parent Information Night Meeting being held via Zoom tonight, Thursday, April 8th at 5:00pm. A flyer was sent out earlier this week with additional information to all families. All are welcome to attend and translation will be provided.

Item #4 **April Materials Distribution, (LCAP 2, AMO 1-2),**
Jennifer Miller, Director (Informational Item)

Mrs. Miller shared with the committee on the proposed April Materials Distribution. April Materials Distribution will most likely take place at 1:00pm to allow for dismissal of on campus students. If you have any questions or ideas, please reach out to your grade level lead teachers or Mrs. Miller. A finalized schedule will be confirmed at the Lead Teacher Meeting being held April 9th.

Announcements:

None

Next Regular Meeting:

The next meeting of the Parent Advocacy Committee will be determined at a later date.

Adjournment:

On **MOTION** of Sofia Carias **SECONDED** by Melissa Katchen and **CARRIED**, the Parent Advocacy Committee adjourned at 7:29am.

Minutes respectfully submitted by: Melissa Katchen, Secretary

No meetings were scheduled for the School Site Councils.

No meetings were scheduled for the English Language Advisory Committees.

II. C.

Financial Business Manager's Report
(See presentation slides)

II. D.
Directors' Reports

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

April 15, 2021

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	205	184	217	606	97.45%	93.77%

Enrollment at Fenton Avenue Charter School is currently at 606 students with ADA at 93.77%. FACS teachers, Veronica Ramos, the FACS Compliance Assistant, as well as administration, continue with their efforts in encouraging students to continue to participate, and remain engaged in distance learning. These efforts include social-emotional support, as well as support with technology issues. FACS has continued ongoing discussions on plans to increase student enrollment. As a part of these efforts, a mass mailing of 2,200 FACS postcards promoting the school and enrollment was sent out to the neighboring communities in March.

Oversight

LAUSD Charter Schools Division Annual Performance-Based Oversight Visit Final Report

On April 6, 2021, Fenton Avenue Charter School received its final report of the February 18, 2021 LAUSD Charter School Division Remote Oversight Visit. FACS received the highest marks possible ("4" for *Accomplished*) in three categories; Governance, Organizational Management, and Fiscal Operations, and we received a "3", Proficient, in Student Achievement and Educational Performance. These are excellent scores that were achieved thanks to the amazing work of all FACS teachers. All of the documentation submitted and information shared at the meetings with Yolanda is simply providing evidence of all of the wonderful things our teachers do for Fenton students every day.

SUMMARY OF RATINGS <i>(4)=Accomplished (3)=Proficient (2)=Developing (1)=Unsatisfactory</i>			
Governance	Student Achievement and Educational Performance	Organizational Management, Programs, and Operations	Fiscal Operations
4	3	4	4

Instruction

In-Person Hybrid Instruction Program Preparations

Barbara Ausherman volunteered to participate in the FCPS Hybrid Pilot Program at Fenton Avenue Charter School. Her experience in instructing her students via an in person hybrid model with a portion of the students are instructed in person, in the classroom, while the remainder of the students are receiving the same instruction via distance learning helped shaped the organization-wide model that will begin on Monday, April 12, 2021. We look forward to bringing Fenton Avenue Charter School students back to the campus for in person instruction!

FCPS Professional Development – Reopening

On Monday, April 5 – Wednesday, April 7, 2021, FCPS teachers participated in professional development trainings focused on important aspects of FCPS Hybrid Instruction Program, which included safety protocols, hybrid instruction, and meeting the social emotional needs of staff and students. These incredibly valuable presentations came about thanks to the efforts of Dr. Riddick, Angie Ferri, the FCPS Pilot Teachers, and the FCPS Counselors.

FCPS Technology

The FCPS Technology Team has dedicated many hours to enhancing the technology already in classrooms to support hybrid instruction at Fenton. Their efforts have provided FCPS teachers with ways to seamlessly use this technology to instruct both Roomers and Zoomers simultaneously. Additional iPads have been prepared for students, if needed, and a system for sanitizing these devices has been installed at each site.

i-Ready Diagnostic Assessments

California schools will not be required to administer the SBAC assessment to measure student growth during the 2020-2021 school year. Instead, schools will be allowed to use other assessment tools to measure student learning. FCPS will use i-Ready to measure student growth for the 2020-2021 school year. Fenton Avenue Charter School students will complete the i-Ready Assessments in English Language Arts and Mathematics during the month of May.

English Language Proficiency Assessment for California (ELPAC) Summative Assessments

Fenton Avenue Charter School has begun the remote administration of the ELPAC Summative Assessment. This assessment is to be administered to all students designated as English Learners and must be administered during the 2020-2021 school year. Barbara Aragón, FACS Assistant Director, and Veronica Ramos, Compliance Assistant, have virtually administered the speaking portion of the assessment, which is administered individually, through the use of individual Zoom breakout rooms. Group sessions will be used to administer the remaining listening, reading and writing portions of the assessment.

School Community

FACS April Parent Informational Night Meeting

FACS will hosted parent night meetings on Wednesday, April 7, 2021 at 5:00 pm. The meeting focused on updating parents on the most updated FCPS Reopening plans as well as the FCPS Hybrid Instructional Model. The meeting was well attended, and many additional parent questions were answered at the conclusion of the meeting. Several parents expressed their gratitude for such meetings, as they find them quite beneficial.

Think Together After-School Program

Think Together will offer an after-school program from 12:00-4:00 pm, beginning Monday, April 12, 2021. Students have been identified through an application process, and the participating families have been informed. The school's partnership with Think Together has greatly benefitted the school community and is very much appreciated.

LA's Best After-School Program

The LA's Best After-School Program will also be returning to FACS, and is in the initial planning stages. We are pleased with the return of the former site coordinator, Joyce Martel, as she ran an excellent program prior to the school's closure due to the pandemic. We look forward to its reestablishment at Fenton Avenue.

Facilities and Safety

Campus Safety

The FCPS Maintenance Team and FACS Custodial Team have worked diligently to ensure a safe return for staff and students. Single student desks have replaced the former two-student desks, and student and teacher plexiglass have been placed in all classrooms. In addition, every classroom has received a hospital grade air purifier. PPE has also been distributed to all classrooms. David Valle, the FACS Custodial Team, and Tony Zamora will follow a rigorous cleaning and sanitizing schedule through the day as well as nightly. Their efforts are very much appreciated!

COVID Safety Protocols

Weekly COVID Testing On Site

Fenton schools will participate in weekly COVID testing. Fenton Avenue Charter School staff and students will test once a week on either Tuesday or Friday. Front office staff and administrators have done an incredible job of ensuring that the testing process is as smooth and seamless as possible. A shared spreadsheet is currently being used to track testing. Thank you to Barbara Aragón for the creation of the spreadsheet and testing schedule.

Upcoming Events:

- 4/12 FCPS Hybrid Program Begins
- 4/15 FCPS Board of Directors Meeting
- 5/20 FCPS Board of Directors Meeting
- 6/11 Last Day of the School Year
- 6/17 FCPS Board of Directors Meeting

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

April 15, 2021

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

ATTENDANCE AND ENROLLMENT

Cumulative: 2019-2020 P-2 ADA – 97.7%

AVG. Monthly ADA – 93.81%

*September (93.05), October (95.43), November (94.58), January (93.03), March (95.06),
April (91.73)*

Date	TK	K	1	2	3	4	5	6	Total
04/09/2021	14	116	129	114	115	140	134	82	844

LA County Renewal Workshop, March 25th

Santa Monica administrators joined the CA Charter Schools Association for a Charter Renewal Workshop on March 25th. Topics reviewed included general timelines for submission, CCSA renewal supports, major changes and timeline considerations related to AB 1505, understanding challenges in the past year and those related to school closure, ways to effectively advocate for renewal and understanding the political landscape.

INSTRUCTION

STEAM Focus: *Music Center Virtual Assembly*

We were pleased to continue to build-out our Performing Arts programming within STEAM by exposing our students to virtual presentations through the Music Center. On Tuesday, March 16th our TK-2nd grade students watched a presentation on Peruvian Folk Music by INCA – The Peruvian Ensemble. Our 3rd – 6th grade students watched a presentation by TAIKOPROJECT from Japan. The assemblies were very well received and were a great addition to the overall program.

Revised Daily Bell Schedule

Santa Monica's Daily Bell Schedule has been revised to reflect our current 4-hour instructional block and includes a 20 minute meal/break times for students. Teachers have done an exceptional job reworking daily schedules and integrating health and hygiene practices to ensure meaningful instruction in a safe and healthy learning environment.

Professional Development Week, April 5-7th

Staff participated in three FCPS Professional Development Days on Monday, April 5th through Wednesday, April 7th to assist with preparation for school reopening. Topics included COVID 19 Testing and Exposure Management, an Overview of the Instructional Day, and a presentation on SEL, PBIS, and Restorative Practices FCPS School Counselors. Pilot teachers, including Santa Monica's

Bunny Wolfer and Amanda Hill presented on various topics providing their insights from experiences with students two week's prior to Spring Break.

Summative ELPAC Testing

Summative ELPAC Testing began in early March and has been conducted by our office staff, led by Assistant Director, Monica Castaneda. The team has done an exceptional job completing assessments as the school worked toward reopening this month. Assessments will continue as students return and are scheduled to be complete in late May.

PERSONNEL

Formal Observations for Probationary Teachers Complete

Spring Observations are complete. We've been pleased with the efforts of our first year teachers given the circumstances of their first year. Our group has been very flexible. They've shown a high level of professionalism, talent for instruction and an instinctual rapport with their students. We look forward to year 2.

COMMUNITY RELATIONS

Spring Material Distribution

Spring Material distributions occurred from Thursday, March 11th – Friday, March 19th. Thank you to our teachers for their assistance coming to school and preparing items as well as our Main Office staff, classified staff members, and Think Together staff for their assistance with family pickups. Materials also included a supply bag from Think Together that included wireless ear buds for students.

School Reopening Parent Meetings

We had quite the parent meeting on Thursday, March 25th with over 200 participants! Assuming many were A, B, or C Track families, we were able to speak directly to at least half of the parents with students that will return to campus. The meeting reviewed specifics about our 4-track learning model, safety and hygiene, general logistics, and COVID testing. The meeting went very well, with great questions from families. A big thank you to the many staff members for their engagement, attending after a long day of work.

Think Together After School Programming

SMBCCS will offer After school programming to approximately 70 students beginning Monday, April 12th. Santa Monica typically offers after school services to close to 300 students, however due to current limitations related to COVID 19 pandemic, numbers have been significantly decreased. Students were identified for the program through a combination of parent interest and student need.

FACILITIES AND SAFETY

COVID-Safe Preparations on Campus

A monumental amount of work has been completed at SMBCCS in preparation for students' return on Monday, April 12th. It has been a team effort that began with the work of Pilot Teachers – Jennifer Allen, Amanda Hill, and Bunny Wolfer, and Pilot Teacher Assistants Diana Cortes and Corina Garcia Ramos – who hosted in-person instruction beginning on Monday, March 15th. Through their efforts and the efforts of many throughout FCPS and at SMBCCS, the school revised the daily schedule, overall operations and reflected on instructional practices responsive to COVID-19 health requirements set forth by local, state, and federal health authorities:

Healthy Hygiene Practices

- No-touch temperature checks at all entry points
- Sanitizer and sanitizing stations in all classrooms, offices, and throughout walkways
- Color-coded meal and break time locations on the yard
- Color-coded/predetermined restrooms
- Segregated arrival and dismissal gates based on campus location
- One-way hallway signage
- Capacity signage in communal spaces
- Personalized student supplies and storage
- Distancing signage and student management dots outside every classroom, throughout the hallways and around the exterior of the campus

Facility

- Student desk reconfigurations in classrooms reflecting 6 feet of distance policy
- Removal of kidney tables in classrooms
- Installation of MERV-13 Air Filters
- Camfil Air Purifiers in all Classrooms
- Dyson Air Purifiers in all offices
- Installation of Teacher Desk Plexiglass
- Installation of Student Desk Plexiglass on all student desks
- Reorganization of yard locations (12) using picnic tables, canopies, and black belt barriers

Instruction and Technology

- Purchase and dissemination of student headphones with mics
- Additional iPad chargers in all classrooms
- iPad Loaner Carts for students who forget their iPad at home
- Additional student laptop in every classroom
- Training on the use of classroom technology to meet the needs of hybrid instruction

Student and Staff COVID Testing

COVID saliva and nasal swab testing took place at Santa Monica on Thursday, March 18th, 25th, and the Week of April 5th. In total, we've tested 612 students and staff members. All COVID samples have been negative. As we begin our first week of reopening, testing will occur during the school day. Classrooms will be tested in stable groupings with two classes tested at a time. Non-teaching staff will be tested later in the day.

Upcoming Events:

- 4/20 Afternoon Coffee with the Principal
- 4/27 New Teacher Thinking Maps Writing Training (2:30)
- 4/30 Student of the Month Assembly

Item II.D.3.

FENTON PRIMARY CENTER (FPC)

DIRECTOR'S REPORT

April 15, 2021

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 2019-2020 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%

March 2021

<u>Transitional Kindergarten</u>	<u>Kindergarten</u>	<u>1st Grade</u>	<u>2nd Grade</u>	<u>Total</u>	<u>20-21 ADA</u>
42	169	219	198	628	93.7%

April 2021 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>
43	171	219	198	631	90.2%

Enrollment and Recruitment

FPC continues to find ways to recruit students for the 2021-2022 school year. Fenton Primary Center has scheduled three postcard mailings from April through May. The first mailing did attract some families to register. The school is hoping to have many more interested in the next six weeks.

With the school reopening, there is hope that enrollment will pick-up for the new year. Once parents in the community see the school is open, they will be encouraged to enroll their children. As of Friday, April 9th we have received fifty applications for kindergarten. The school is hoping to get to two hundred by August.

Instruction

School Reopening – Parent Surveys for in-Person Instruction

The past six weeks the school has surveyed parents to measure their interest to return to school. Fenton Primary Center received a response from 95% of families. The other 5% were called until a response was given. Once the survey closed, the school had 42% of students whose families said they would like for their child to return for in-person instruction. Fortunately, all students who will return to in-person instruction on campus will have a spot in their classroom Monday through Friday with four hours of instruction daily. The school will have an average of about 10 students per classroom. A total of 288 students will begin on Monday, April 12, 2021.

School Reopening - Hybrid Model Pilot Program

We had two courageous teachers Pilot the Hybrid program from March 15th through March 26th. A

special thanks to Mrs. Karen Knapp and Mr. Juan Gomez for opening their classrooms and piloting our hybrid program. They had a total of 13 students participate. This allowed us to see how our campus can implement the reopening plans and adjust the daily schedules.



School Reopening – Daily Schedule

The school has been working diligently to create various schedules similar to the opening of a school but with the added safety requirements of the various health agencies due to COVID. The school first created the time blocks for each grade. Due to the design of the school, not all students can enter or exit at the same time. Below is the overall four-hour block for each grade.

Hybrid On Campus Daily Schedule			
Grade	Drop-off	Break	Pick-up
TK/K	7:40	9:00-9:20	11:40
1st	7:50	9:30-9:50	11:50
2nd	8:00	10:00-10:20	12:00

School Reopening – Professional Development

The week of April 5th, FPC along with all of FCPS, participated in three days of professional development to review and prepare for the reopening of our school. Specifically, the teachers reviewed protocols, reviewed the academic expectations, communicated with families to finalize rosters, and prepared classrooms for the Hybrid model of in-person learning along with Zoom. Teachers greatly appreciated the time to prepare their classrooms for opening day April 12, 2021.

School Reopening - Teacher Hybrid/Zoom Sample Schedule

Every teacher will have a group of students in class and a group of students that will join the class via Zoom. The pacing plans and weekly lesson plans were slightly adjusted to allow for flexibility and management of the two groups in each classroom. Below are two samples of what the hybrid schedule will look like.

MS. SALAZAR'S DAILY SCHEDULE					
TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
ROOMERS (In Person) 740 - 840			ZOOMERS (Remote Learners) 8:00 - 8:30 via Zoom		
740 - 800	Morning Meeting with Roomers	Morning Meeting with Roomers	Morning Meeting with Roomers	Morning Meeting with Roomers	Morning Meeting with Roomers
800 - 820	Attendance Daily Review Shared Reading	Attendance Mentor Read/ Extended Read	Attendance Daily Review Shared Reading	Attendance Mentor Read/ Extended Read	Attendance Daily Review Grammar
820 - 900	Phonics & Word Study • Letters/Sounds • High Frequency Words • Blending Word Work • Letter Practice Book • HW Practice • Writing	Phonics & Word Study • Letters/Sounds • High Frequency Words • Blending Word Work • Sight Word Book • My Shared Reading • Writing	Phonics & Word Study • Letters/Sounds • High Frequency Words • Blending Word Work • Phonics & High Frequency Words • Activity Book • HW Practice • Writing	Phonics & Word Study • Letters/Sounds • High Frequency Words • Blending Word Work • Sight Word Book • My Shared Reading • Writing	Phonics & Word Study • Letters/Sounds • High Frequency Words • Blending Word Work • Phonics & High Frequency Words • Activity Book • Writing
900 - 920	Breakfast and Recess	Breakfast and Recess	Breakfast and Recess	Breakfast and Recess	Breakfast and Recess
930 - 950	I-Ready - Reading	I-Ready - Math	I-Ready - Reading	I-Ready - Math	I-Ready - Reading
950 - 1000	Calendar Music and Movement	Calendar Music and Movement	Calendar Music and Movement	Calendar Music and Movement	Calendar Music and Movement
1000 - 1030	Math	Math	Math	Math	Math
1030 - 1100	Social Studies/Science	Art	Social Studies/Science	Mult-i-grees	Social Studies/Science
1100 - 1200	Seesaw Class Reading Group 1	Seesaw Class Reading Group 2	Seesaw Class Reading Group 3	Seesaw Class Reading Group 1	Seesaw Class Reading Group 2
1200 - 1300	My Math HW	My Math HW	My Math HW	My Math HW	My Math HW
Supplemental/Recommended Activities					
	iStation Reading (Epic) Math Choice Board Star-Fall Daily Fun with Your Little One	Happy Numbers Reading (Epic) Building Letters and Words Choice Board Star-Fall Daily Fun with Your Little One	iStation Reading (Epic) Social Studies/Science Choice Board Star-Fall Daily Fun with Your Little One	Happy Numbers Reading (Epic) Building Letters and Words Choice Board Star-Fall Daily Fun with Your Little One	Reading (Epic) Art and Sensory Choice Board Star-Fall Daily Fun with Your Little One

HYBRID CLASS SCHEDULE					
TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:00-8:20	-Attendance -Morning Work	-Attendance -Morning Work	-Attendance -Morning Work	-Attendance -Morning Work	-Attendance -Morning Work
8:20-10:00 ROOMERS	English Language Arts	English Language Arts	English Language Arts	English Language Arts	English Language Arts
8:20-9:55 ZOOMERS					
10:00-10:20 ROOMERS	Morning Recess & Break	Morning Recess & Break	Morning Recess & Break	Morning Recess & Break	Morning Recess & Break
9:55-10:25 ZOOMERS					
10:25-11:25	Math	Math	Math	Math	Math
11:25-12:00 ROOMERS	Small Groups AND/OR	Small Groups AND/OR	Small Groups AND/OR	Small Groups AND/OR	Small Groups AND/OR
11:25-11:50 ZOOMERS	Visual & Performing Arts	Multigrees Social- Emotional Learning	Social Studies	Science	Fun Friday
12:00 ROOMERS	Dismissal	Dismissal	Dismissal	Dismissal	Dismissal
11:50 ZOOMERS					

School Reopening - Classroom Technology

In each class teachers will have their laptop connected to the document camera, projector, and iPad. This set-up will help maximize the teacher interaction time with each student on Zoom or in the classroom.



English Language Proficiency Assessments for California (ELPAC): FPC decided to test all students in-person for ELPAC. Mrs. Thomassian and the ELPAC team attempted to assess ELPAC virtually but it took three times the amount of time to complete than in person. Parents have been bringing their children to test on-site at FPC for the past six weeks. The ELPAC team has completed about 60% of the tests as of Friday, April 9th. The team is expecting to assess all students by the End of May.

Material Revision: On Thursday, March 15th, the LAUSD Charter Division set-up a virtual meeting to discuss updates regarding the FACS's and FPC's material revision. During the meeting the LAUSD team delivered an overall message that the material revisions needed additional information in regards to the Community Impact Assessment and the need for additional community engagement. Specifically, the engagement needed was for the proof that effort was made to get the community LAUSD schools involved in the material revision. We are in the process of responding to the additional request.

Facilities

The FPC facility is ready to reopen for live instruction! A lot of planning and preparation has been made in order to prepare the campus for students and staff. A special thanks to the entire custodial and security crew of FPC for making sure the campus is ready to reopen for students. The school also recognizes the efforts of Dr. Riddick, Juan Alvarez, and the facility crew for making sure materials were ordered and placed in classrooms. Every classroom has various plexiglass stations set-up. Every classroom is equipped with all the necessary PPE and an industrial air purifier. The classrooms were also equipped with the higher-level filter to help with cleaning the air as it circulates. Below is the work in pictures.



School Community

School Reopening - COVID Testing

Over the past month FPC has gone through a rigorous process of COVID testing all staff and returning students. The school has tested 100% of staff member at least once and in some cases up to three times. Every student that has requested to participate in in-person learning has also had the opportunity to test. As of Friday, April 9th, 278 of the 298 have been tested. 100% of students starting school have a negative test result. It took a great team of office staff, administrators, and custodial/security staff to complete the task of testing all the students the week of April 5th. Testing took place two days that week. Monday and Thursday between 8:00 a.m. and 1:00 p.m.

School Reopening – Parent communication

FPC has been communicating with parents in various ways. Parents have access to School Stories via Dojo. All parent letters and important information is shared via Stories in Dojo. Teachers also use Dojo

to communicate with every parent. We have also sent text, emails, and phone messages using Target Bright Arrow Technologies. Finally, all teachers and staff have communicated with parents by calling if parents are not responding to digital messages. This approach has been successful throughout the pandemic closure.

Material Distribution

During the week of April 5th, along with in-class preparations, FPC teachers also prepared materials for distribution to all the students participating via Zoom. Kindergarten distributed on Wednesday and Thursday. 1st Grade distributed on Friday. 2nd grade prepared their materials for distribution on April 22-23.

Upcoming Events:

- 5/10 Mother's Day Celebrations**
- 5/20 FCPS Board Meeting**
- 5/31 Memorial Day Holiday**
- 6/11 Last Day of School for 2020-2021**
- 6/17 FCPS Board Meeting**

Item II.D.4.

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

April 15, 2021

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
04/15/2021	68	42	65	48	48	44	22	337	97.58%	93.75%

Enrollment

Enrollment for the 2021-2022 school year began on February 22, 2021. STEM is projected to enroll a total of 360 students for the 2021-2022 school year. Student recruitment efforts are ongoing throughout the spring including virtual parent meetings at local Head Start Programs and Pre-K parent meetings, postcard mailings, virtual school tours, and the possibility for in person recruitment efforts later in Spring.

Oversight

LAUSD Charter Schools Division Annual Performance-Based Oversight Visit Report: Fenton STEM Academy received its final report from the February 19, 2021 LAUSD CSD Remote Oversight Visit. The school received the highest marks possible ("*4*" for *Accomplished*) in three categories; Governance, Organizational Management, and Fiscal Operations. The school received an excellent score of "*3*" for *Proficient* in Student Achievement. (*This score is based on 2019 CAASPP scores*). The CSD team was complimentary of the school's ability to demonstrate creativity, resilience, and success during the global pandemic. Congratulations to all STEM staff members as this is a reflection of all of our hard work and dedication.

SUMMARY OF RATINGS <i>(4)=Accomplished (3)=Proficient (2)=Developing (1)=Unsatisfactory</i>			
Governance	Student Achievement and Educational Performance	Organizational Management, Programs, and Operations	Fiscal Operations
4	3	4	4

Reopening Preparations

Through the collective efforts of all FCPS staff, the Fenton Charter Public Schools will reopen their campuses for in person learning on April 12, 2021. The Fenton Academies learned a great deal through our March Hybrid Pilot Program. Thank you to the FCLA/STEM educators (Ms. Palazzola, Ms. Christenson, Ms. Yasuda, Ms. Western, Ms. Marquez, and Mrs. Silva) and the 70 students for their participation. Their input and experience has been the driving force in the development of our FCPS Hybrid Program.

Reopening Professional Development: Fenton staff members participated in 3 days of professional development April 5-7, 2021. Presentations centered on safety protocols, hybrid instruction, and meeting the social emotional needs of staff and students. Thank you to Dr. Riddick, Angie Ferri and the FCPS Pilot Teachers for their work on these critical and comprehensive presentations.

Staff Communication: Fenton Academy staff participated in a comprehensive staff meeting on April 7, 2021. All aspects of reopening were presented, including details for morning drop off, the instructional day, dismissal, screening protocols, safety measures, student supplies, and site specific information. Thank you to the FCLA/STEM Lead Teachers for their input and support at grade levels.

Parent Communication: Fenton Academy parents receive Director weekly newsletter updates, Dr. Riddick's Community Updates, Elvira Media videos, and teacher class dojo posts regarding reopening details. We will continue to provide frequent and comprehensive communication to all stakeholders.

Cohort Assignments: Based on parent survey response, educator input, and administrative review, all Fenton STEM Academy students have been assigned to a cohort. Approximately 53% of students will attend in person learning, while 47% have chosen to remain on distance learning. Of the 53%, the majority of students (47%) will attend Monday-Friday. In person cohort assignments will continue to expand as parent interest increases and public health conditions improve.

Safety Enhancements: Thank you to Juan Alvarez and the FCPS Maintenance Team for ensuring the safest possible environment for reopening. Every classroom at Fenton STEM Academy will have a state of the art air purifier, individual student plexiglass barriers, additional PPE such as gloves, face masks, sanitizing wipes, with all desks and tables spaced 6 feet apart. A tremendous thank you to Sal Morales for his work to ensure every space at the Fenton Academies is prepared. The Fenton Academies will implement a rigorous cleaning and sanitization process beginning April 12th. Restrooms and high use areas will be cleaned between cohorts and throughout the day. All rooms and spaces within the building will be disinfected with our sanitization sprayer nightly. The Fenton Academy custodians were provided opportunities for input in developing this new and improved schedule.

Covid-19 testing: Every Fenton STEM Academy staff member and hybrid student will participate in weekly Covid-19 saliva testing. Significant communication has been provided to parents, students, and staff regarding testing details, registration information, how to interpret results, and the procedure for a positive result. During April 5-9th, 440 tests were administered at the Fenton Academies through a drive through testing process. Thank you to Cecilia Quijano for training paraprofessional staff to assist with this tremendous task. Of all tests administered, 0 positive results were received. Beginning April 12th, testing will take place indoors through a classroom rotation schedule. Teachers have been provided a google sheet to view the testing status of their in person students, as well as messaging for those who were unable to participate this past week Thank you to the entire Fenton Academies community for their support with this process.

Technology Enhancements: Jason Gonzalez and his team have worked tirelessly to research, purchase, pilot, and train all staff members on the latest technology supports for hybrid learning. Every

educator has been set up for hybrid instruction. Additional student iPads have been prepared at every site with the addition of a UVone device that uses UV-C light to disinfect iPads.

After School Programming: Fenton STEM Academy has partnered with Think Together to provide after school programming beginning April 12, 2021 from 12-4pm. In addition, general after school supervision will be provided to families in need. Fenton STEM is currently working to identify those families and communicate after school programming.

Instruction

Virtual STEM Expo: The Fenton STEM Academy Virtual STEM Expo will take place on Friday, May 7, 2021 from 5:00 – 6:00 pm. This STEM Expo will be a virtual show presented by Mad Science. The show theme is “Fire and Ice” and it is scheduled to last between 45 – 50 minutes. Students and families will be provided with materials to build their very own straw rocket. These materials will be provided at our April materials distribution. Mad Science will provide the Zoom Link closer to the event date.

Schoolwide Scientist Study & Challenge – Students will participate in the upcoming Schoolwide Scientist Study and Challenge, which will focus on the inventor of the super soaker, Lonnie Johnson. During the week of May 10th, students will first learn about Lonnie Johnson and his journey through inventing the super soaker. During the week of May 17th, students will then work on creating their own invention. Students will go through the entire engineering design process by first thinking of a problem that their invention will solve, designing a prototype, and then building their idea. Teachers have the option to have in-person students work on their inventions in-class or at home. At-home students will use materials they have at home, whereas in person students may be provided materials by their teacher. A modified option for primary students will also be shared via a Google Drive. This will also serve as an alternative for students who do not have materials at home. Thank you to Ms. Yasuda for her work on these schoolwide STEM initiatives.

End of Year Assessments: Fenton STEM Academy will not be required to take the end of year SBAC assessment. On March 16th, the California State Board of Education voted to allow schools to use the “best assessment tool available” to gauge student learning. As a result, the Fenton STEM Academy will be using the iReady assessment to meet the testing requirements by the California State Board of Education for English Language Arts and Math. The California Science Test is optional for the 2020-2021 school year and the STEM Academy will not be administering this assessment. The ELPAC assessment is still a requirement and must be administered to all English learners. Prior to Spring Break, 61 out of 67 eligible students successfully completed all required testing. Students who have not tested yet were either out of the country or had parents who opted for remote testing and will be tested in the coming weeks. Thank you to Mrs. Pimentel for her work overseeing all schoolwide assessments. Another thank you to Mrs. Quijano, Ms. Palma, and Ms. Orozco for their support with implementation.

Personnel

Retirement of Teresa Elvira: Fenton STEM Academy was informed of Teresa Elvira’s intent to retire at the end of the 2020-2021 school year. Mrs. Elvira began her career in education in 1984, joining the staff of Fenton Avenue Charter School in 1990. She has been an integral part of the creation and growth of Fenton Charter Public Schools and it has been an honor to host Mrs. Elvira during her final year. The students and staff wish Mrs. Elvira well as she embarks on this new journey in her life. Her final day will be June 11, 2021.

Resignation of Lauren Cappelli: Fenton STEM Academy was informed of Lauren Cappelli’s intent to resign beginning April 5, 2021. Lauren has been a first grade educator at Fenton STEM Academy since

2017. We wish her well as she prepares for her maternity leave. In the interim, a substitute teacher from Cross Country Education will support Mrs. Cappelli’s students the remainder of this school year.

School Community

Hybrid Parent Night Meeting: The Fenton Academies hosted an informational parent night meeting for those interested in learning more about the upcoming hybrid program. Parents were provided updates regarding safety, instruction, meal distribution, uniforms, supplies, and other in person details. Parents will continue to receive ongoing communication through the weekly newsletter, community update videos, and class dojo teacher posts.

April Materials Distribution: The Fenton Academies will participate in a spring materials distribution/car parade April 28, 2021 and April 30, 2021. Grade levels will provide standardized kits with supplemental instructional tools and resources. “Roomers” will receive their kits in person while attending the hybrid program. Paraprofessional staff will assist with distribution for “Zoomer” students each day between 1:00-2:00 p.m.

Upcoming Events:

- 4/12 FCPS Hybrid Program Begins
- 4/15 FCPS Board of Directors Meeting
- 4/23 Spirit Day Assembly
- 4/28 April Materials Distribution (TK-6, 1-2pm)
- 4/30 April Materials Distribution (TK-6, 1-2pm)

Item II.D.5.

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

April 15, 2021

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
04/15/2021	39	39	52	61	58	54	45	347	97.6%	93.17%

Enrollment

Enrollment for the 2021-2022 school year began on February 22, 2021. FCLA is projected to enroll a total of 360 students for the 2021-2022 school year. Student recruitment efforts are ongoing throughout the spring including virtual parent meetings at local Head Start Programs and Pre-K parent meetings, postcard mailings, virtual school tours, and the possibility for in person recruitment efforts later in Spring.

Oversight

LAUSD Charter Schools Division Annual Performance-Based Oversight Visit Report: Fenton Charter Leadership Academy received its final report from the February 5, 2021 LAUSD CSD Remote Oversight Visit. The school received the highest marks possible ("4" for Accomplished) in three categories; Governance, Organizational Management, and Fiscal Operations. The school received an excellent score of "3" for Proficient in Student Achievement. *(This score is based on 2019 CAASPP scores).* The CSD team was complimentary of the school's ability to demonstrate creativity, resilience, and success during the global pandemic. Congratulations to all FCLA staff members as this is a reflection of all of our hard work and dedication.

SUMMARY OF RATINGS <i>(4)=Accomplished (3)=Proficient (2)=Developing (1)=Unsatisfactory</i>			
Governance	Student Achievement and Educational Performance	Organizational Management, Programs, and Operations	Fiscal Operations
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Christenson, Ms. Yasuda, Ms. Western, Ms. Marquez, and Mrs. Silva) and the 70 students for their participation. Their input and experience has been the driving force in the development of our FCPS Hybrid Program.

Reopening Professional Development: Fenton staff members participated in 3 days of professional development April 5-7, 2021. Presentations centered on safety protocols, hybrid instruction, and meeting the social emotional needs of staff and students. Thank you to Dr. Riddick, Angie Ferri and the FCPS Pilot Teachers for their work on these critical and comprehensive presentations.

Staff Communication: Fenton Academy staff participated in a comprehensive staff meeting on April 7, 2021. All aspects of reopening were presented, including details for morning drop off, the instructional day, dismissal, screening protocols, safety measures, student supplies, and site specific information. Thank you to the FCLA/STEM Lead Teachers for their input and support at grade levels.

Parent Communication: Fenton Academy parents receive Director weekly newsletter updates, Dr. Riddick's Community Updates, Elvira Media videos, and teacher class dojo posts regarding reopening details. We will continue to provide frequent and comprehensive communication to all stakeholders.

Cohort Assignments: Based on parent survey response, educator input, and administrative review, all Fenton Charter Leadership Academy students have been assigned to a cohort. Approximately 55% of students will attend in person learning, while 45% have chosen to remain on distance learning. Of the 55%, the majority of students (45%) will attend Monday-Friday. In person cohort assignments will continue to expand as parent interest increases and public health conditions improve.

Safety Enhancements: Thank you to Juan Alvarez and the FCPS Maintenance Team for ensuring the safest possible environment for reopening. Every classroom at Fenton Charter Leadership Academy will have a state of the art air purifier, individual student plexiglass barriers, additional PPE such as gloves, face masks, sanitizing wipes, with all desks and tables spaced 6 feet apart. A tremendous thank you to Sal Morales for his work to ensure every space at the Fenton Academies is prepared. The Fenton Academies will implement a rigorous cleaning and sanitization process beginning April 12th. Restrooms and high use areas will be cleaned between cohorts and throughout the day. All rooms and spaces within the building will be disinfected with our sanitization sprayer nightly. The Fenton Academy custodians were provided opportunities for input in developing this new and improved schedule.

Covid-19 testing: Every Fenton Charter Leadership Academy staff member and hybrid student will participate in weekly Covid-19 saliva testing. Significant communication has been provided to parents, students, and staff regarding testing details, registration information, how to interpret results, and the procedure for a positive result. During April 5-9th, 440 tests were administered at the Fenton Academies through a drive through testing process. Thank you to Cecilia Quijano for training paraprofessional staff to assist with this tremendous task. Of all tests administered, 0 positive results were received. Beginning April 12th, testing will take place indoors through a classroom rotation schedule. Teachers have been provided a google sheet to view the testing status of their in person students, as well as messaging for those who were unable to participate this past week Thank you to the entire Fenton Academies community for their support with this process.

Technology Enhancements: Jason Gonzalez and his team have worked tirelessly to research, purchase, pilot, and train all staff members on the latest technology supports for hybrid learning. Every educator has been set up for hybrid instruction. Additional student iPads have been prepared at every site with the addition of a UVone device that uses UV-C light to disinfect iPads.

After School Programming: Fenton Charter Leadership Academy has partnered with Think Together to provide after school programming beginning April 12, 2021 from 12-4pm. In addition, general after school supervision will be provided to families in need. Fenton Charter Leadership Academy is currently working to identify those families and communicate after school programming.

Instruction

Leader Studies Update: At the beginning of the year, grade levels selected four leaders to study during this school year and in the years to come. These in-depth Leader Studies include read alouds, class discussions, writing activities, watching videos, and relating the leader to other people and events in history. During the spring, grade levels will complete their third and fourth Leader Studies. By the time a student has completed their time at FCLA, they will have learned about 28 diverse leaders in history

Leadership Summit/Career Week: As a culminating event, students will reflect on the leaders in their own lives, as well as the leaders they've learned about this year. In addition, they will have access to a virtual resource bank that can be utilized in the classroom and at home, including read alouds, video clips, discussion prompts and other activities, as well as have access to a Career Week website created by Ms. Katchen and the other FCPS counselors. At the end of the week, students will be encouraged to reflect on what problems they'd like to solve in the world. Students can show their creativity by dressing up, using props and creating visual aids to present their ideas to their peers, and reflect on all that they've learned from the Leader Studies, the Service Learning Projects and the Leader of the Week presentations. Thank you to Ms. Hetu for her work on these schoolwide leadership initiatives.

End of Year Assessments: Fenton Charter Leadership Academy will not be required to take the end of year SBAC assessment. On March 16th, the California State Board of Education voted to allow schools to use the "best assessment tool available" to gauge student learning. As a result, the Fenton Charter Leadership Academy will be using the iReady assessment to meet the testing requirements by the California State Board of Education for English Language Arts and Math. The California Science Test is optional for the 2020-2021 school year and the Leadership Academy will not be administering this assessment. The ELPAC assessment is still a requirement and must be administered to all English learners. Prior to Spring Break, 61 out of 67 eligible students successfully completed all required testing. Students who have not tested yet were either out of the country or had parents who opted for remote testing and will be tested in the coming weeks. Thank you to Mrs. Pimentel for her work overseeing all schoolwide assessments. Another thank you to Mrs. Quijano, Ms. Palma, and Ms. Orozco for their support with implementation.

School Community

Hybrid Parent Night Meeting: The Fenton Academies hosted an informational parent night meeting for those interested in learning more about the upcoming hybrid program. Parents were provided updates regarding safety, instruction, meal distribution, uniforms, supplies, and other in person details. Parents will continue to receive ongoing communication through the weekly newsletter, community update videos, and class dojo teacher posts.

April Materials Distribution: The Fenton Academies will participate in a spring materials distribution/car parade April 28, 2021 and April 30, 2021. Grade levels will provide standardized kits with supplemental instructional tools and resources. "Roomers" will receive their kits in person while attending the hybrid program. Paraprofessional staff will assist with distribution for "Zoomer" students each day between 1:00-2:00 p.m.

Upcoming Events:

- 4/12 FCPS Hybrid Program Begins
- 4/15 FCPS Board of Directors Meeting
- 4/23 Spirit Day Assembly
- 4/28 April Materials Distribution (TK-6, 1-2pm)
- 4/30 April Materials Distribution (TK-6, 1-2pm)

II. E.

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

II. F.

Executive Director's Report

Item II.F.

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

April 15, 2021

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 –

“Congress Approves the \$1.9 Trillion American Rescue Plan”

posted March 10, 2021

Today, Wednesday, March 10, 2021, the House of Representatives approved the Senate’s version of the \$1.9 trillion “American Rescue Plan,” sending the relief package to President Joe Biden.

ESSER Fund Provisions

The stimulus bill earmarks nearly \$170 billion for education, including \$122.8 billion for a third round of funding into the Elementary and Secondary School Emergency Relief (ESSER) Fund. Of the nearly \$123 billion assigned to ESSER III, \$800 million is set aside for the U.S. Department of Education to provide grants to identify and provide services to homeless children and youth.

The rest of the nearly \$122 billion in ESSER III funding will be allocated to states based on the same methodology of the first two iterations, whereby states are required to allocate at least 90% of the funds to local educational agencies (LEAs) in proportion to LEAs’ Title I, Part A funding. However, unlike the first two ESSER iterations, LEAs are required to reserve at least 20% of the ESSER III funding for learning loss mitigation measures, such as expanded learning programs and summer school. The ESSER III funds are eligible to be spent through September 30, 2024.

Rather than apply an equitable services requirement to the ESSER III funds, the bill provides \$2.75 billion for governors to allocate to private schools that enroll a significant percentage of low-income students. This means that LEAs will not have to calculate an equitable services set aside for the ESSER III funds that they receive from the American Rescue Plan.

To ensure greater accountability and transparency, the bill requires LEAs to publish a reopening plan within 30 days of receiving their ESSER III dollars. LEAs that have already adopted a reopening plan are deemed to have satisfied this requirement as long as they allowed for a public comment period and the plan details a “safe return to in-person instruction and continuity of services.”

For the remaining 10% of ESSER III funds that the states are permitted to keep, at least 5% must be used to carry out activities to address learning loss, at least 1% must be used for summer enrichment programs, at least 1% must be used for comprehensive afterschool programs, and no more than half a percent can be used for administrative costs.

As with the prior COVID-19 relief bills, the American Rescue Plan includes a maintenance of effort requirement that stipulates states must maintain at least as much funding for education in fiscal years 2022 and 2023 as a proportion of the state’s overall spending. In addition, the bill includes a new maintenance of equity requirement, which prevents states and LEAs from disproportionately reducing spending in high poverty schools in fiscal years 2022 and 2023 in amounts greater than the average spending reductions across all other schools in the LEA.

ESSER Look-up Tool for LEAs

To help gauge how much ESSER III funding your LEA will receive under the latest relief package, School Services of California Inc. has prepared a look-up tool (see below) so that LEAs may search for their estimated allocation determined using the methodology described above. Once official numbers are published, the look-up tool will be replaced with a link to the final allocation schedule.

School	Set Aside for Learning Loss*	Total ESSER III
Fenton Avenue Charter School	\$531,338	\$2,656,691
Santa Monica Boulevard Community Charter School	\$602,367	\$3,011,837
Fenton Primary Center	\$414,763	\$2,073,815
Fenton STEM Academy	\$163,568	\$817,839
Fenton Charter Leadership Academy	\$147,239	\$736,195

*Set aside for learning loss represents 20% of the Total ESSER III funding estimate and is included in the total.

Other Education Investments

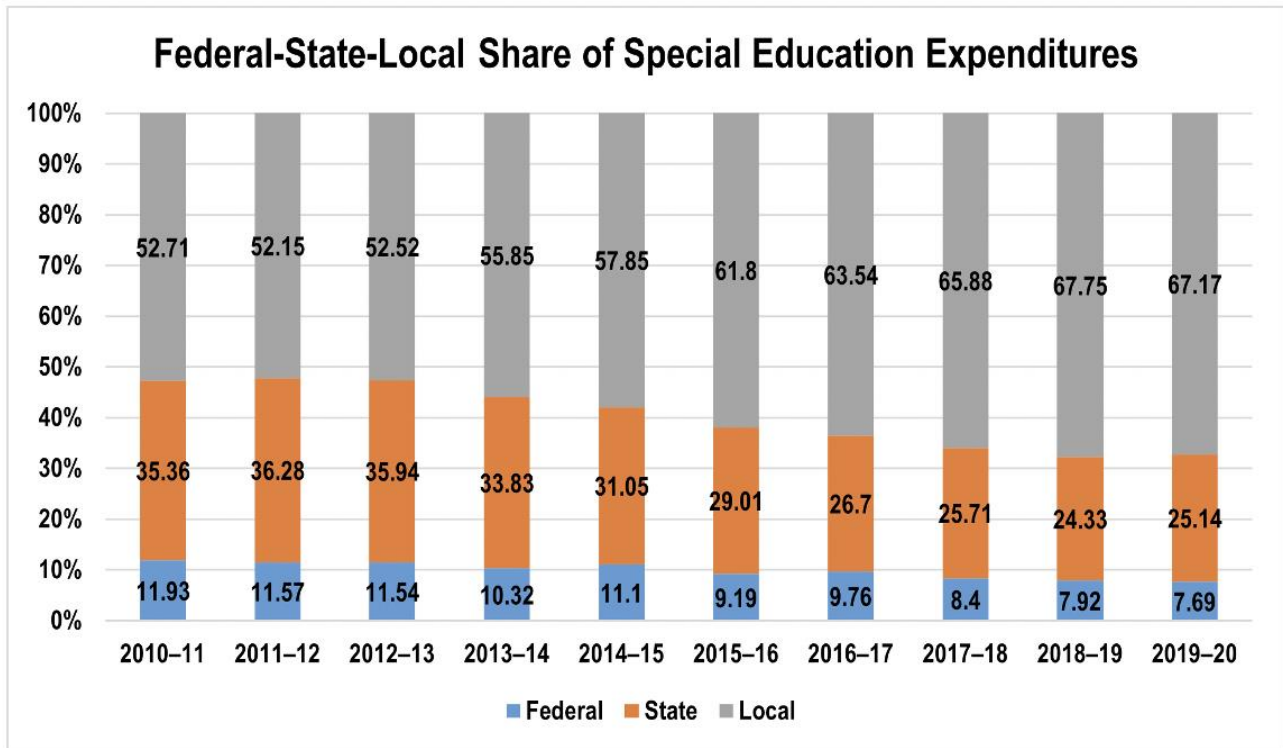
Some of the other significant investments from the American Rescue Plan that have implications for education include:

- \$3 billion for Individuals with Disabilities Education Act (IDEA):
 - \$2.58 billion for IDEA Part B state grants
 - \$200 million for IDEA Section 619 preschool grants
 - \$250 million for IDEA Part C infant and toddlers
- \$362 billion in relief for state and local governments
- \$7.2 billion in emergency aid to help students and educators connect to the Internet and provide them with connected devices through the federal E-Rate program
- \$39 billion for early childhood programs, including Child Care and Development Block Grants and a stabilization fund for child care providers
- \$39.6 billion for the Higher Education Emergency Relief Fund

“Slight Increase in State Funding Share for Students with Disabilities”

posted March 9, 2021

For decades, local educational agencies (LEAs) advocated for more equitable and adequate funding for students with disabilities. With Governor Gavin Newsom in office and a continued push from the education community, progress is being made. A first small step towards equity came in 2019–20, when the state invested \$152 million to set a floor for special education funding. With this contribution, and for the first time in nearly a decade, the state’s share of supporting the education of students with disabilities increased. Overall, special education expenditures continue to rise as LEA operational costs increase. However, the increase in 2019–20 was the smallest in recent history, from \$16.23 billion to \$16.65 billion. Salaries and benefits, step and column, and the rates of both the California Public Employees’ Retirement System and the California State Teachers’ Retirement System affect special education expenditures in the same manner they affect the unrestricted General Fund programs. The chart below shows the trend of growing contributions from LEAs’ unrestricted General Funds that were needed to backfill special education expenditures in the last decade. In 2019–20, the state contributed 25.14% of funding; federal funds accounted for only 7.69% of funding; and local funds accounted for 67.17% of the total funds expended.



A larger step towards equity and adequacy was made in 2020–21, with a \$545 million ongoing increase to the state’s contribution to special education funding. We expect the balance of funding support to rightly tip more towards the state as a result.

“Unemployment Insurance Rates on the Rise”

posted April 5, 2021

The Employment Development Department (EDD) recently released the Annual Report to the Fund Participants (Report) regarding the School Employees Fund (SEF) for the fiscal year that ended June 30, 2020. The Report includes a rate increase from 0.05% to 1.23% in the 2021–22 fiscal year—a historically large increase.

The SEF is a joint, pooled-risk fund administered by the EDD which allows school employers to deposit funds into the pool, and the pool reimburses the State’s Unemployment Insurance Fund for the cost of unemployment insurance benefits paid to former or furloughed employees of SEF participants. As of the 2019–20 fiscal year, the SEF included more than 1,400 local educational agencies (LEAs), and nearly one million employees, inclusive.

The Report highlights that payments into the fund have hovered around \$40 million annually, while payments to beneficiaries skyrocketed to more than \$237 million in 2019–20. The increase in payments is attributed to the COVID-19 pandemic. For comparison, payments to beneficiaries totaled \$87.8 million in 2018–19, an amount in line with payments since 2015–16. Absent significant credits from the various federal stimulus, the SEF reserves would be nearly depleted. As of June 30, 2020, the SEF reserves were \$211.5 million, down from \$466.5 million in 2015–16.

California Unemployment Insurance Code Section 823(b)(2) establishes the annual contribution rate. The contribution rate is a mechanical calculation comparing the payments from the SEF for the two preceding

calendar years, divided by total wages. In no event shall the contribution rate be less than five one-hundredths of one percent (0.05%).

The last time LEAs experienced an unemployment rate increase above the statutory minimum of 0.05% was during the Great Recession. At the time, school districts were reimbursed for payments to the SEF in accordance with Education Code Sections 42241.7 and 43001.8. These sections provided a line-item addition to the revenue limit calculation, thereby negating any adverse impacts from changes in unemployment insurance rates. Unfortunately, these sections were eliminated with the advent of the Local Control Funding Formula (LCFF), which results in school districts bearing the brunt of increases to the contribution rate.

In the 2019–20 fiscal year school districts made unemployment insurance payments of nearly \$22.5 million based on the 0.05% rate. If the rate in 2019–20 was 1.23%, payments would have increased to more than \$550 million. For contextual purposes, the proposed 3.84% cost-of-living-adjustment applied to the LCFF in 2021–22 is estimated to cost approximately \$2 billion, which means that an increase in the unemployment insurance rates will erode 25% of new ongoing funding for school districts.

“President Biden Proposes Significant Ongoing Education Funding Increases”

posted April 9, 2021

Today, April 9, 2021, President Joe Biden released his fiscal year 2022 discretionary budget request, which includes federal education programs. The proposal includes significant funding increases for education, continuing some of the additional one-time funding in the American Rescue Plan.

President Biden’s 2022 discretionary request includes \$102.8 billion for the Department of Education, a \$29.8 billion (or 41%) increase over the 2021 enacted level. These proposed increases include:

- \$20 billion increase to Title I funding
- \$2.6 billion increase to Individuals with Disabilities Education Act (IDEA) state grants and \$250 million increase to IDEA Part C, infant and toddler grants
- \$1 billion to increase the number of counselors, nurses, and mental health professionals in schools
- \$413 million increase for community schools
- \$100 million for a new grant program to address segregation and help communities develop and implement strategies that would build more diverse student bodies
- \$1.5 billion increase for the Child Care and Development Block Grant
- \$1.2 billion increase for Head Start
- \$200 million increase for the Preschool Development Grants program

The release of the discretionary funding request is analogous to the California Governor’s Budget released annually by January 10—a starting point for budget negotiations. As a reminder, the federal fiscal year begins October 1, so, if approved by Congress, these increases would not be felt in California for some time.

“Plan to Spend, and Spend to Your Plan”

posted March 22, 2021

In public education, we constantly find ourselves in a position where the cost of doing business outpaces new available resources. Public education does not operate like private business, where a private business can raise prices or discontinue a line of business that is not profitable. Instead, public education leaders

have more, but sometimes limited controls of expenses. The conversations are typically centered around “doing more with less,” or “if we do x, then we can’t do y or z.”

Local educational agencies (LEAs) are in a position where one-time resources for education abound, and the conversations are pivoting to “doing more with more” in some instances and “let’s do x, y, and z!” The current influx of one-time funding—including the In-Person Instruction Grants and Elementary and Secondary School Emergency Relief (ESSER) Funds—comes to LEAs with very few restrictions on spending. LEAs are likely to feel tremendous pressure to spend the money in a variety of areas, and while there is sufficient funding to address many different facets of operations, LEAs should approach the spending from a proactive perspective, rather than reactive.

It’s more important than ever for LEAs to view each of these funding sources as pieces to a puzzle, rather than individual silos, and develop a comprehensive plan with student achievement at the center of the plan. Adopting a proactive approach will allow LEAs to make informed decisions that are supported by data, influenced by stakeholders, and contribute to the long-term fiscal health of the LEA. While there’s no substitute for in-person learning, student achievement is influenced by many factors. Adequate facilities, functioning transportation, and consistent Wi-Fi coverage are all necessary for in-person learning to have the greatest impact.

As LEAs consider the use of the one-time funds, fiscal practices 101 must be considered. At School Services of California Inc. (SSC), we have long used the phrase, “Don’t use one-time sources to increase on-going costs.” LEAs would be wise to attach spending of one-time sources to one-time costs rather than on-going costs, such as compensation increases and additional staff. Further, LEAs that have been experiencing fiscal distress should not view these one-time sources as an opportunity to abandon plans to correct structural deficits. These funds are temporary in nature, and should not be viewed as a long-term solution.

Regardless of an LEA’s current fiscal health, SSC recommends that LEAs prepare two multi-year projections—one with the one-time resources, and one without the one-time resources. The addition of the one-time resources can mask fiscal distress, and it will be important to communicate with stakeholders the temporary nature of the funds.

There’s an opportunity to significantly impact student learning for many years beyond the allowable use period of the one-time funds. While there’s no crystal ball that predicts the future, it is assured that LEAs that develop plans to spend one-time funds in a proactive, versus reactive, manner will improve their ability to raise the bar for student achievement.

District:

Material Revisions for FACS and FPC –

The Board is reminded of the history of the Material Revisions for FACS and FPC which request the reconfiguration of the grade level compositions of each school to better serve the original attendance area of Fenton Avenue Elementary. The original applications and board resolution were approved by the FCPS board on January 31, 2020 (Board Resolution #39). It has been well over a year since the original request was submitted. As AB 1505 was implemented by the District in July 2021, both schools complied with the new guidelines for Material Revisions based on the District’s interpretation of the new legislation and completed a “Community Impact Assessment” (CIA) and submission of an updated application and resolution (Board Resolution #44). The applications and resolution were submitted in January 2021.

We participated in a Zoom meeting with the Charter Schools Division (CSD) on March 25th at which time the following was shared regarding the Community Impact Assessments (CIAs) for each school. The four items listed here will be addressed by FACS and FPC in a revised/updated CIA and submitted to the District in a timely manner as we seek a May or June board date for a final determination.

1. SECTION 3, EVIDENCE of COMMUNITY ENGAGEMENT: Please include more evidence of inclusive community engagement activities within the target community, as defined in the LAUSD Policy and Procedures for Charter Schools, page 20. Additionally, please be sure to describe how various communications media have been used to reach diverse constituencies and provide a record of outreach efforts and audiences reached. Please provide a record of outreach efforts and audiences reached (e.g. multilingual notices, materials, meeting agendas, sign-in sheets, etc.)
2. SECTION 5, ASSESSMENT of DUPLICATION of EXISTING SERVICES, ACADEMIC OFFERINGS, and PROGRAMMATIC OFFERINGS: In this section, please be sure to include evidence of research conducted and a list of existing services, academic offerings, and programmatic offerings provided by public schools (District and charter) within the target community, as defined in the LAUSD Policy and Procedures for Charter Schools, page 20.
3. Please provide an explanation of the under-enrollment status for Fenton Avenue Charter and how Fenton Avenue Charter School proposes to address and improve its enrollment. Please also assess the current state of enrollment of both LAUSD and charter schools within the Fenton Avenue Charter's community of schools within a 3-mile radius. In your assessment, please consider how Fenton plans to address any possible enrollment impact on those schools. Please provide your enrollment analysis to support your assessment.
4. Please share if there will be a need to update the enrollment preferences to cover students who will need to enroll based on the addition of the new grade-levels OR explain the plan as it relates to enrollment preferences.

FCPS:

Reopening –

The Fenton Charter Public Schools opened their pilot programs in March, and then their full offering of instructional choices on April 12th. Dr. Riddick's CAO presentation outlined the details of the hybrid plan.

Dr. Riddick is to be commended for the continuous and thoughtful research he conducted and the dedication of significant hours from March 13, 2020 to the present to determine the best instructional choices Fenton could offer students and their families while honoring the concerns and questions of staff. The collaborative effort was nothing short of extraordinary as all Fenton teachers and staff, and all parents, were represented and given a voice. We will long remember the pandemic, the resulting closure and how Fenton reopened on April 12, 2021 providing a level of normalcy and reassurance to Fenton families. Dr. Riddick's efforts, compassion, meticulous care and attention to detail, as well as the work of all Fenton staff, should be recognized and celebrated. (*See Action Item IV.B.*)

Personal Note and Future Plans –

Please join the meeting to hear about the Executive Director's personal future plans.

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.

There are no items scheduled for the Consent Agenda this month.

IV. ITEMS SCHEDULED FOR ACTION

Item IV.A.



FENTON CHARTER PUBLIC SCHOOLS

TO: Fenton Charter Public Schools
Board of Directors

FROM: Irene Sumida
Executive Director

SUBJECT: Recommendation to approve expenditures above the spending authority of the Executive Director

BACKGROUND

The Executive Director has the authority to approve expenditures up to \$25,000, and all expenditures over \$25,000 must be approved by the Board of Directors. (The Executive Director was given flexibility during the coronavirus pandemic and approved for spending authority up to \$50,000, but all items over the \$25,000 level and up to the \$50,000 level, even if already authorized for purchase, are shared at each board meeting to keep the Board abreast of all large expenditures related to reopening efforts.)

ANALYSIS

The following expenditures exceed the Executive Director's spending authority, and the Board is asked to review and approve these items:

- 1) Fenton Primary Center:** Sun Country Playgrounds, Inc., quote for removal and replacement of fall surface under and around apparatus – *estimate: \$27,200.00*

The rubber surface surrounding the play structure at FPC has deteriorated since installation when the school opened in 2013 and must be replaced to ensure established standards for the fall surface under playground equipment are adhered to. The cost to remove and replace the existing 1,600 square feet of poured rubber surfacing is estimated at \$27,200.00. (See quote below from Sun Country Playgrounds, Inc. – Option 2.) There are less expensive options (see options 1 and 3), but this option provides the highest level of safety for students and is requested by the Director of FPC.

SUN COUNTRY PLAYGROUNDS, INC.

Commercial Playgrounds & Installations
11710 CHISHOLM COURT
SANTA CLARITA, CA 91390
661-268-1550 (OFFICE) / 661-268-1159 (FAX)
CSLB NO. 1012256

February 24, 2021

Fenton Primary School
Attention: Juan Alvarez
1351 Dronfield Avenue
Pacoima, CA

PRICE PROPOSAL / SCOPE OF WORK

Surfacing Options

- | | | |
|----|--|-------------|
| 1) | Recap existing poured in place rubber with 50% black and 50% blue
Includes only new top layer of EPDM rubber to 1600 sq. ft. Area | \$15,400.00 |
| 2) | Remove existing 1600 sq. ft. Of poured in place rubber surfacing
and replace with new poured in place 50% black and 50% blue | \$27,200.00 |
| 3) | Patch existing poured in place rubber and provide and install
1600 sq. ft. Of 80 oz. Ameriturf Playground synthetic turf with
2 lb per sq ft of infill | \$13,800.00 |

PAYMENT TERMS: 10 down, 40% when job starts balance due at time those services are rendered. Prices good for 120 days

SUBMITTED BY: TIM HOLLINGER
661-510-3927 (CELL)

ACCEPTANCE: By signing below, I agree to the above proposal and colors as depicted in the rendering submitted. I am duly authorized by

_____ to approve and accept this proposal as stated.

SIGNATURE: _____ DATE: _____

PRINTED NAME: _____ TITLE: _____


2) Fenton Avenue Charter School and Santa Monica Boulevard Community Charter School:
 Staples quote for student desks – *estimate: \$49,989.73 for FACS; \$33,745.00 for SMBCCS*

As students return to school, individual student desks, rather than the current double desks at Fenton Avenue Charter School, would be more conducive to ensuring the appropriate separation of students. FACS has only double desks, and will need to replace all desks to establish this safer seating option.

Additionally, the change in guidance in terms of distancing of students from six (6) feet to three (3) will require more single desks at SMBCCS. In preparation for the implementation of this revised guidance, the purchase of 500 single desks is requested.

The costs per desk and total estimates are listed on the quotes that follow.

Quote for Fenton Avenue Charter School:

	1901 Summit Tower Blvd Suite 100 Orlando FL 32810 Phone: 407-475-4435 Fax:	<h1>QUOTATION</h1>
	<p>SOLD TO:</p> Richard Parra Fenton Charter Public Schools 11828 Gain Street Lake View Terrace CA 91342 818-485-5900 X31	

Project:

FQO / QUOTE #		DATE	CUSTOMER PO NO	CUSTOMER NO	SALESPERSON	
		3/11/2021		Richard Parra	Terry Montville	
<u>Line #</u>	<u>Qty</u>	<u>Part Number</u>	<u>Part Description</u>	<u>Sell \$</u>	<u>Ext Sell \$</u>	
1	350	SC2900SP	Scholarcraft Adjustable, Open Front Metal Book Box Desk Light Gray Plastic Top	\$83.53	\$29,235.50	
2	1	FRT	"ABF Truck Load Division Multimodal" up to 800 Desks	\$5,384.71	\$5,384.71	
3	184	SC2900SP	Scholarcraft Adjustable, Open Front Metal Book Box Desk Light Gray Plastic Top	\$83.53	\$15,369.52	
4	1	Sourcewell Contract	Sourcewell Contract #121919	\$0.00	\$0.00	
Total Sell:				\$49,989.73		

Quote for Santa Monica Boulevard Community Charter School:



1901 Summit Tower Blvd
 Suite 100
 Orlando
 FL 32810
 Phone: 407-475-4435
 Fax:

QUOTATION

SOLD TO:

Cary Rabinowitz
 Fenton Charter Public Schools
 1022 N. Van Ness Ave

Los Angeles CA 90038
 818-481-5685

SHIP TO:

Cary Rabinowitz
 Fenton Charter Public Schools
 1022 N. Van Ness Ave

Los Angeles CA 90038
 818-481-5685

Project:

FQO / QUOTE #	DATE	CUSTOMER PO NO	CUSTOMER NO	SALESPERSON	
	3/30/2021		Cary Rabinowitz	Terry Montville	
Line #	Qty	Part Number	Part Description	Sell \$	Ext Sell \$
1	500	FD-DESK-GG	Flash Furniture 24" Read & Writing Station, Wood Grain/Black (FD-DESK-GG)	\$67.49	\$33,745.00
2	1	DEL	Delivery Included	\$0.00	\$0.00
Total Sell:				\$33,745.00	

3) Fenton Avenue Charter School, Fenton Primary Center, Santa Monica Boulevard Community Charter School, Fenton STEM Academy, Fenton Charter Leadership Academy: Purchase of additional enhancements to charging stations for each classroom in addition to the item approved by the Board at the March 4, 2021 meeting:

“Purchase of charging stations for all schools to ensure staff and students are assured of continuous use of devices and a robust technology environment as students return to classrooms – estimated cost: \$225,000.”

In addition to the \$225,000 approved at the March meeting, the IT Manager requests an enhanced solution to ensure all devices are fully supported and efficiently prepared daily for students. These enhancements include the following:

- 5-pack of rechargeable, portable batteries for each classroom. Each unit costs \$1,600 per room.
- A Logitech iPad cradle that charges 10 iPads at one time. Each unit is estimated at \$940 per room.

Total additional approval requested: \$135,000.

- 4) **Fenton Avenue Charter School, Fenton Primary Center, Santa Monica Boulevard Community Charter School, Fenton STEM Academy, Fenton Charter Leadership Academy:** Purchase of headphones for every student across the CMO – *estimate: \$45,000*

FCPS purchased very inexpensive earbuds (\$0.50 a pair) as the school closures began. To ensure students are prepared for the hybrid model of instruction, new headphones at \$14 a pair, which includes a built-in microphone, would assist in implementation of the instructional model to be followed in all classrooms.

- 5) **Fenton Charter Public Schools:** 13 additional air purifiers for specialists’ offices and classrooms – *estimate \$25,933.96*

Air purifiers which use cleanroom level HEPA filters and gaseous contaminants removal that can be a stand-alone air cleaner for a room with high levels of contaminants or as a supplement to existing ventilation systems. Particulates such as pollens, bacteria, fungi, household dust, pet dander, particle emissions from building materials and furniture, and atmospheric dust are removed with an efficiency of at least 99.95%. The system removes contaminants such as ozone, organic gases and odors, volatile organic compounds as well as chemical contaminants that may be generated within the space or introduced from outside the room through ventilation air. These are the same air purifiers that have been purchased and placed in all regular classrooms and which were approved at the March board meeting. The estimate below is for 12 air purifiers, but a total of 13 is being requested which changes the estimate to \$25,933.96

CAMFIL USA, Inc.

Clean Air Solutions



Quotation

10715 Springdale Ave.
Unit 1
Santa Fe Springs, CA 90670
Phone: 800- 300-3277
FAX: 562-906-2112
Website:
<http://www.camfil.com>

Prepared For:

FENTON CHARTER PUBLIC SCHOOLS 8928 B SUNLAND BLVD Attn: Juan Alvarez SUN VALLEY, CA 91352 USA	Juan Alvarez jalvarez@fentoncharter.net 818-391-5448
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Ship To:

FENTON CHARTER PUBLIC SCHOOLS 11351 DRONFIELD AVENUE PACOIMA, CA 91331	FENTON CHARTER PUBLIC SCHOOLS (818) 524-9513
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Shipping Instructions

Ship to: 8926 Sunland Blvd B., Sun Valley CA 91352.

Quote Details:

Quote #: QUO-109089-S5G4Q1	Rev: 0
Customer #: 61041	Currency: US Dollar
Job: City M - SUNLAND B	Ship Via: BEST WAY
Date: 3/30/2021	FOB Factory: Santa Fe Springs, CA
Expiration: 5/30/2021	Freight Terms: PREPAID/BRANCH ADD TO INV
Terms: NET 30 DAYS	Lead Time: 1-3 days

Lead-time subject to change prior to order placement

Quote Details

Line #	Part #	Qty	Part Name	Unit Price	Total
1	M34002928	12	CITY M 110 V (US), WHITE ARTICLE NO.: 94000068	\$1,994.92	\$23,939.04
Subtotal:					\$23,939.04
Est. Freight:					
Total:					\$23,939.04
All Pricing in:					US Dollar

RECOMMENDATION

It is recommended that the Board of Directors approve the following:

- 1) the cost for the removal of poured rubber surfacing around the play structure at FPC and the cost of a new poured surface for a total cost of \$27,200
- 2) new single desks to replace the current double desks to better accommodate hybrid instruction at FACS for a cost of \$49,989.73, and additional single desks for SMBCCS to prepare for the revised distance recommendation for seating of students from 6 feet to 3 feet for a cost of \$33,745.00
- 3) enhancements to charging stations for each classroom at an additional cost of \$135,000
- 4) headphones for all students at an estimated cost of \$45,000
- 5) air purifiers for 13 additional office/classroom spaces at an estimated cost of \$25,933.96

Purchase orders for items 1, 2 (separate purchases for FACS and SMBCCS), 4 and 5, which all fall under the \$50,000 level, have been prepared and approved by the Executive Director to expedite the receipt of equipment necessary for reopening.



FENTON CHARTER PUBLIC SCHOOLS

April 15, 2021

TO: Fenton Charter Public Schools
Board of Directors

FROM: Irene Sumida
Executive Director

SUBJECT: Recommendation to approve differentiated stipends for staff to recognize and honor their efforts to reopen the Fenton schools

BACKGROUND

On March 13, 2020, the Fenton schools, along with nearly all schools across the nation, closed to in-person instruction, and began the implementation of a distance learning model. Teachers, all staff, students and their families adjusted to a new mode of teaching and learning: a totally virtual instructional environment. This unprecedented event required every aspect of the organization's practices and procedures to immediately change and adjust while ensuring students and staff continued to be well served.

ANALYSIS

Daily since closure of the schools, the Chief Academic Officer has monitored conditions around the state and county of Los Angeles to predict when a possible reopening could occur. Thoughtful, collaborative and ongoing discussions with staff began almost immediately and continued through the beginning stages of reopening in March 2021. Parents were regularly surveyed for their opinions regarding a return to in-person instruction. This continuous and inclusive conversation resulted in the first steps to reopening: the piloting of a hybrid model of instruction. Volunteers were solicited and a courageous group of teachers stepped forward: FACS: Barbara Ausherman; SMBCCS: Jennifer Allen, Amanda Hill and Bunny Wolfer; FPC: Juan Gomez and Karen Knapp; STEM: Kelley Christenson, Elizabeth Marquez and Dominica Yasuda; FCLA: Veronica Palazzola, Kaitlyn Silva and Lindsey Western.

In addition to these courageous educators, all teachers quickly adapted to a new educational model and delivered instruction to Fenton students seamlessly. Parents have expressed gratitude for the outstanding efforts of our teachers over the course of the unexpected year-long closure. Teachers, experienced and novice alike, more than accepted the challenging situation, sharing innovative ideas and practices to make each day as interesting and motivating as possible. All of this, while continuing to implement the Fenton governance model with fidelity.

The support of an exceptional Technology Team, under the direction of Jason Gonzalez, was a key component to ensuring distance learning needs for students and staff were met. During the past 28 years, many funders who generously supported our technology needs shared with the Executive Director that there is no school they have ever visited where the relationship of the teaching staff and the technology

staff is as collegial, respectful and supportive. Typically, there is a significant divide between the two groups, not the collaborative partnership witnessed at Fenton. Going into this new model of instruction, this partnership was truly tested and the technology team demonstrated the reason for the accolades all these many years. They worked tirelessly and constantly, literally, to ensure all students, and in many cases their parents, received the support necessary to access instruction.

The Maintenance and Operations Team, under the direction of Juan Alvarez, ramped up their already diligent efforts to ensure a healthy, safe environment in all our facilities, researching every aspect of possible improvements. Immediately, MERV 13 filters (which filter air to the level of an N-95 mask) were installed throughout all sites (as we thought we would see a quick return to in-person instruction after the Spring Break in 2020), while other necessary preparations were planned. From extensive purchases of PPE, hand sanitizer, acrylic desktop barriers for staff and students, to stand-alone air ventilation systems in each classroom that are comparable to that used in hospitals, the Maintenance Team continues to research how to ensure and continually enhance the health and safety of everyone at every Fenton site. (All of this while also monitoring the construction at the Academies!)

It should be noted that during the closure, the custodial staff, including Plant Managers, custodians and campus security aides, under the direction of the Facilities Manager and Maintenance Team, worked on numerous repairs at each site, using the closure as they would the summer or winter break period to paint, renovate and repair. The time was used wisely and efficiently so each site is in good repair and ready to welcome back students. When remote work was required due to a surge in COVID cases, the custodial and maintenance teams participated in online professional development workshops provided by ASCIP and CharterSAFE (the joint powers authorities of which we are members) to build their knowledge of cleaning and disinfecting sites, appropriate safety techniques, and learning and understanding building, safety and maintenance regulations. Hours essentially equivalent to contracted work hours were devoted to further building the skills of the teams and participation and successful completion of coursework was documented through the ASCIP and CharterSAFE sites, then uploaded to Fenton's personnel database developed and overseen by the Business Data Manager, Ruben Ramirez, and the Business Data Specialist, William Lander.

Special Education staff were especially vigilant during this period of uncertainty, not only ensuring compliance with federal and state laws, but focusing on the social and emotional needs of our most vulnerable students. The Special Education support staff were among the first to return for in-person work, meeting one-to-one with students starting in the late fall of 2020. As mental health experts continue to emphasize the concern over the social and emotional well-being of children, the Fenton certificated support staff of school psychologists, speech therapists, elementary school counselors and education specialists recognized this from the first day of closure and continued to support our students, and staff, to the highest degree possible.

The classified staff, including all school site staff and business office staff, continued to fulfill their job responsibilities daily. No matter how the schedule changed (and it was changed regularly due to surging and then declining numbers), the work of the schools and business office has been accomplished just as before. The District again recognized this during the recent oversight visits. The compliance portion of the review is to a great extent the responsibility of the school site office staff and the business office staff. Their precise, accurate and timely work is well recognized.

The support of the paraprofessionals has been indispensable to teachers as students and families adjusted to the virtual learning environment. Their daily work further supported all students, and particularly those with special needs. The paraprofessionals who stepped up and volunteered to participate in the pilot program last month are especially commended for their courage to ensure students who chose to participate in the first efforts to return to school were well received and supported. The TAs who

volunteered to participate in the pilot program are Alexis Acosta (FACS); Diana Cortes and Corina Garcia Ramos (SMBCCS); Daisy Perez and Andrea Viera (FPC); Lucero Cabrera, Maria Carrillo, Maria Gurrola, Cindy Lopez, Daniel Piñero, and Alejandra Plasencia (FCLA/STEM).

And finally, the administrative teams at each site worked tirelessly to communicate with staff and parents, ensure essential supplies and materials were available, and necessary changes to how instruction was delivered were nearly instantaneous. The entire team talked regularly, sharing highlights and bringing immediate attention to concerns, and above and beyond what the staff has seen and heard from their school leaders, the time devoted to considering ‘next steps’ cannot be over emphasized as it was considerable.

A stipend to honor the efforts of staff is recommended as follows to all employees who continue to be employed at FCPS:

- **Pilot Teachers** (in recognition of selflessly volunteering to provide in-person instruction and support for students to further define and refine the Fenton hybrid model prior to the full reopening of the Fenton schools): ***\$5,000***
- **All Full-Time Certificated and Classified Staff:** ***\$2,500***
- **TAs currently working 5.5 hours:** ***\$1,250***
- **Part-Time TAs (less than 5.5 hours) and Other Part-time Staff:** ***\$1,000***
- **Pilot TAs** (a stipend of \$500 added to the amount displayed above for the appropriate category of TA in recognition of volunteering to assist with the implementation of the pilot program): ***Total of \$1,750 if working 5.5 hours; total of \$1,500 if working less than 5.5 hours***

Stipends will be paid on the last paycheck of the 2020-2021 school year (July 5, 2021 for full-time employees and July 10th for part-time employees). Those employees who have resigned from employment, and those who take a leave of absence or extended time off from the date of the approval of this stipend, will not be eligible for the stipend. Eligibility of employees hired after approval of the stipend will be determined on a case by case basis.

RECOMMENDATION

It is recommended that the Board of Directors approve the stipends as listed above for each category of employees.

Item IV.C.



FENTON CHARTER PUBLIC SCHOOLS

April 15, 2021

TO: Fenton Charter Public Schools
Board of Directors

FROM: Irene Sumida
Executive Director

SUBJECT: Recommendation to approve appointment of Monica Castañeda as Director of Fenton Avenue Charter School

BACKGROUND

Leticia Padilla Parra began her career as an educator at Fenton Avenue Charter School soon after graduating from high school. Her first position at FACS was as a paraprofessional and the year was February 1993 - prior to the conversion of Fenton Avenue Elementary. When ready to take on her own classroom, she applied and was hired as a first grade teacher on July 1, 1999. From first grade (for four years), she moved on to teach second grade (for four years), and then fifth grade (for six years), teaching every grade with distinction. She then moved into administration serving as an Administrative Coordinator (from 2013), and then Assistant Director (from 2013 to 2018) – all at FACS. Since July 1, 2018, she has served as the Director of the school. Clearly, she has devoted her career to Fenton’s first school and has stepped up to any challenge when called upon. Due to personal reasons, Mrs. Padilla Parra has requested to return to the classroom and will assume a teaching position at one of the Fenton schools.

ANALYSIS

At the December 12, 2017 meeting of the FCPS Board of Directors, the Board agreed that as vacancies occur for administrative positions, the Executive Director would recommend a current administrator to fill the opening, if possible, and request Board approval. As needed, the Executive Director will seek suggestions from staff.

After receiving Mrs. Padilla Parra’s request to return to the classroom, a survey of current administrative staff was conducted, and the Executive Director and Chief Academic Officer enthusiastically recommend Monica Castañeda’s appointment to the Director’s position of Fenton Avenue Charter School. The move will take place on July 1, 2021.

Ms. Castañeda began her career at the Fenton Charter Public Schools on July 1, 2017 as an Assistant Director at SMBCCS, served briefly at FPC before returning to SMBCCS, and will now take the helm of our flagship school, FACS. Prior to joining Fenton, she served as a teacher, Assistant Principal and

Principal at St. John Baptist de la Salle Catholic School in Granada Hills from 2007 to 2017. She is well prepared to assume the new responsibilities at FACS and we look forward to a seamless and successful transition.

Here are the administrative placements for the 2021-2022 school year:

FACS	SMBCCS	FPC	STEM	FCLA
Monica Castañeda, <i>Director</i>	Cary Rabinowitz, <i>Director</i>	Richard Parra, <i>Director</i>	Jennifer Miller, <i>Director</i>	
Barbara Aragón, <i>Assistant Director</i>	Walter Gomez, <i>Assistant Director</i>	Wendy Kaufman, <i>Assistant Director</i>	Jennifer Pimentel, <i>Assistant Director</i>	
Jessi Tello, <i>Assistant Director</i>	Robin Rodriguez, <i>Assistant Director</i>	Sirui Thomassian, <i>Assistant Director</i>	Cecilia Quijano, <i>Assistant Director</i>	

RECOMMENDATION

It is recommended that the Board of Directors approve the appointment of Monica Castañeda to the position of Director of Fenton Avenue Charter School.



FENTON CHARTER PUBLIC SCHOOLS

April 15, 2021

TO: Fenton Charter Public Schools
Board of Directors

FROM: Irene Sumida
Executive Director

SUBJECT: Recommendation to receive and file 2020-2021 Annual Performance-Based Oversight Visit Reports for Fenton Avenue Charter School, Fenton STEM Academy and Fenton Charter Leadership Academy

BACKGROUND

The LAUSD Charter Schools Division (CSD) conducts yearly oversight visits and formal reviews of the instructional and operational practices of all District-authorized charter schools. All charter schools contribute a percentage of their operating revenue to the District for this purpose, along with general oversight responsibilities, as required by law.

ANALYSIS

The LAUSD Charter Schools Division yearly conducts performance-based oversight aligned to the California Charter Schools Act and includes four categories and a sub-category: 1) Governance Documentation, 2) Student Achievement and Educational Performance Documentation, 3) Organizational Management, Programs, and Operations Documentation, 3A) Documentation of Compliance with DOJ and TB clearance, credentialing, ESSA requirements, and Mandated Reporter Training Requirements, etc., and 4) Fiscal Operations.

At the December 3, 2020 meeting, the Board certified compliance with applicable laws and other requirements and received an update on the oversight process to be implemented by the authorizing district, LAUSD.

Specialists from the Charter Schools Division met each Fenton team and the Fenton business office via Zoom for this year's review.

Final reports for three of the schools were received and indicate the following:

SUMMARY OF RATINGS				
<i>(4) = Accomplished (3) = Proficient (2) = Developing (1) = Unsatisfactory</i>				
SCHOOL	Governance	Student Achievement and Educational Performance	Organizational Management, Programs, and Operations	Fiscal Operations
Fenton Avenue Charter School	4	3	4	4
Fenton STEM Academy	4	3	4	4
Fenton Charter Leadership Academy	4	3	4	4

Here are the main summary pages of scores for each of the schools:



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Fenton Avenue Charter School

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 2/18/2021

Charter School Name:	Fenton Avenue Charter School (FACS)			Location Code:	3747
Current Address:	City:	ZIP Code:	Phone:	Fax:	
11828 Gain Street	Lake View Terrace	91342	818-896-7482	818-890-9986	
Current Term of Charter:	LAUSD Board District:		LAUSD Local District:		
July 1, 2017 to June 30, 2022	6		Northeast		
Number of Students Currently Enrolled:	Enrollment Capacity Per Charter:	Number Above/Below Enrollment Capacity (day of visit):		Below by 224	
608	832				
Grades Currently Served	Grades To Be Served Per Charter:	Percent Above/Below Enrollment Capacity (day of visit):		Below by 26.92%	
3-5 th	TK, 3-5 th				
Norm Enrollment Number:	609				
Total Number of Staff Members:	96	Certificated:	37	Classified:	59
Charter School's Leadership Team Members:	Leticia Padilla Parra, Director; Dr. David Riddick, CAO; Barbara Aragón, Assistant Director; Jessi Tello, Administrative Coordinator				
Charter School's Contact for Special Education:	Judy Werner, Special Education Coordinator				
CSD Assigned Administrator:	Yolanda Jordan		CSD Fiscal Services Manager:	Sandra Melendez	
Other School/CSD Team Members:	N/A				
REMOTE Oversight Visit Date(s):	February 19, 2021		Fiscal Review Date (if different):	N/A	
Is school located on a District facility? If so, please indicate the applicable program (e.g. Prop 39, PSC, conversion, etc.):	Yes, Conversion		LAUSD Co-Location Campus(es) (if applicable):	N/A	
			Date of Co-Location meeting with Operations Team:	N/A	

SUMMARY OF RATINGS			
<i>(4)=Accomplished (3)=Proficient (2)=Developing (1)=Unsatisfactory</i>			
Governance	Student Achievement and Educational Performance	Organizational Management, Programs, and Operations	Fiscal Operations
4	3	4	4



Charter School Name: Fenton STEM Academy		Location Code: 2079
Current Address: 8926 Sunland Blvd.	City: Sun Valley	ZIP Code: 91352
Current Term of Charter: July 1, 2019 to June 30, 2024	LAUSD Board District: 6	LAUSD Local District: Northeast
Number of Students Currently Enrolled: 338	Enrollment Capacity Per Charter: 600	Number Above/Below Enrollment Capacity (day of visit): Below by 262
Grades Currently Served: TK-6	Grades To Be Served Per Charter: TK-6	Percent Above/Below Enrollment Capacity (day of visit): Below by 43.67%
Norm Enrollment Number:	338	
Total Number of Staff Members: 47	Certificated: 22	Classified: 25
Charter School's Leadership Team Members:	Jennifer Miller, Director; Dr. David Riddick, CAO; Jennifer Pimental Admin. Coordinator; Cecilia Quijano, Admin. Coordinator	
Charter School's Contact for Special Education:	Judy Werner, Special Education Coordinator	
CSD Assigned Administrator: Yolanda Jordan	CSD Fiscal Services Manager: Sandra Melendez	
Other School/CSD Team Members:	N/A	
REMOTE Oversight Visit Date(s):	February 19, 2021	Fiscal Review Date (if different): N/A
Is school located on a District facility? If so, please indicate the applicable program (e.g. Prop 39, PSC, conversion, etc.):	No	LAUSD Co-Location Campus(es) (if applicable): N/A
		Date of Co-Location meeting with Operations Team: N/A

SUMMARY OF RATINGS			
<i>(4)=Accomplished (3)=Proficient (2)=Developing (1)=Unsatisfactory</i>			
Governance	Student Achievement and Educational Performance	Organizational Management, Programs, and Operations	Fiscal Operations
4	3	4	4



Charter School Name: Fenton Charter Leadership Academy (FCLA)		Location Code:	2078
Current Address:		City:	ZIP Code:
8926 Sunland Blvd.		Sun Valley	91352
Current Term of Charter:		LAUSD Board District:	LAUSD Local District:
July 1, 2019 to June 30, 2024		6	Northeast
Number of Students Currently Enrolled:	Enrollment Capacity Per Charter:	Number Above/Below Enrollment Capacity (day of visit):	
349	600	Below by 251	
Grades Currently Served	Grades To Be Served Per Charter:	Percent Above/Below Enrollment Capacity (day of visit):	
TK-6	TK-6	Below by 41.83%	
Norm Enrollment Number:		349	
Total Number of Staff Members:	45	Certificated:	22
		Classified:	23
Charter School's Leadership Team Members:		Jennifer Miller, Director; Dr. David Riddick, CAO; Jennifer Pimental, ; Cecilia Quijano,	
Charter School's Contact for Special Education:		Judy Werner, Special Education Coordinator	
CSD Assigned Administrator:	Yolanda Jordan	CSD Fiscal Services Manager:	Sandra Melendez
Other School/CSD Team Members:	N/A		
REMOTE Oversight Visit Date(s):	February 5, 2021	Fiscal Review Date (if different):	N/A
Is school located on a District facility? If so, please indicate the applicable program (e.g. Prop 39, PSC, conversion, etc.):	No	LAUSD Co-Location Campus(es) (if applicable):	N/A
		Date of Co-Location meeting with Operations Team:	N/A

SUMMARY OF RATINGS			
<i>(4)=Accomplished (3)=Proficient (2)=Developing (1)=Unsatisfactory</i>			
Governance	Student Achievement and Educational Performance	Organizational Management, Programs, and Operations	Fiscal Operations
4	3	4	4

RECOMMENDATION

It is recommended that the Board of Directors receive and file the 2020-2021 Annual Performance-Based Oversight Visit Reports for FACS, STEM and FCLA.

Separate Attachments: *2020-2021 Annual Performance-Based Oversight Visit Reports for FACS, STEM and FCLA*



FENTON CHARTER PUBLIC SCHOOLS

April 15, 2021

TO: Fenton Charter Public Schools
Board of Directors

FROM: Irene Sumida
Executive Director

SUBJECT: Recommendation to approve revised job descriptions for CEO and COO and begin succession process

BACKGROUND

At the March 5, 2020 board meeting, the following information was presented:

During the past 10 years, the subject of ‘succession’ has been discussed at council and committee meetings, and by the Board of Directors, at various times, the most recent being during the 2017-2018 school year when initial conversations centered on a search for a Chief Executive Officer (CEO) and Chief Academic Officer (CAO). Recognizing the importance of improving the academic achievement results of all Fenton schools, the Executive Director (ED) requested a delay in the hiring of a CEO and costly search effort, and instead asked that the funds be used to hire two Instructional Coaches. (If funds had been available, the ED would have preferred hiring three Instructional Coaches due to the size of the organization, enrollment and number of full-time certificated staff.)

With this decision, the hiring of a CEO was put ‘on hold’ with no timeline or immediate plans for identifying a CEO. The ED committed to continuing in the position with compensation equal to the maximum level allowed by STRS for a retiree (for 2020-2021: \$47,713 annually).

The recent activity related to the bond investment financing deal has brought the need for a definitive succession plan into the spotlight once again. Those entities which invested in the Fenton Charter Public Schools asked specific questions regarding succession: “Who will take Irene Sumida’s place? How long will Joe Lucente remain on the board and remain board chair? How old are Joe Lucente, Irene Sumida and the members of the board? What is Fenton’s succession plan?”

The questions were surprising, but warranted. They were answered candidly, and quite obviously, successfully, but that should not distract us from the fact that an honest succession plan should be developed and well communicated to the entire organization and community.

Many will have ideas related to succession, but few have actually done the work necessary to lead the organization. The Executive Director and Board Chair have. Their long history with Fenton and experience in accomplishing the expansion of the organization while maintaining a strong fiscal position

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and highly regarded reputation put them in an ideal position to recommend the plan presented here for review and discussion.

Factors considered in formulating the plan presented on the following pages and which must be recognized in any final succession plan are listed here:

- Any changes to the current structure cannot be made or even considered until all schools increase enrollment. The closer to capacity, the greater the possibility for implementing any changes necessary to address succession. *This first bullet is no longer realistic in an environment of state-wide declining enrollment, but the Board must consider that the Executive Director has surpassed the half century mark as an educator and has continually put her own plans 'on hold' to ensure Fenton's plans were realized. The Executive Director requests the succession plan presented here be implemented by July 1, 2021.*
- Each school must be able to “carry” its weight (positive ending fund balance and cash on hand of at least four months).
- Investors identified the ability to retain a significantly high percentage of staff as an impressive characteristic of Fenton’s culture. As a succession plan is considered, it must be transparent and timely, clearly identifying possibilities for professional growth and promotion to encourage continued strong staff retention.

ANALYSIS

Here is an update on the background information shared in 2020:

During the past nearly three years, the Executive Director has worked with the Chief Academic Officer, sharing all aspects of running the organization, working collaboratively to solve internal and external problems, restructuring the business office in an effort to increase efficiency while cutting costs, and ensuring the CAO is well versed in the history and events that have resulted in the success and reputation Fenton enjoys. The CAO was instrumental in the recent bond financing project, and is aware of all matters the ED is working on. He would be able to step into the position immediately as needed, and did just that very recently due to health concerns experienced by the ED. This was not the intended purpose of the CAO position, but it happened naturally as a result of the daily work and interaction in the office, the ability and work ethic of the CAO, and the desire of the ED to train and mentor those who demonstrate the skill and interest to learn the business of Fenton.

Transitioning some of the roles currently in place and adding only one major administrative position would keep CMO expenses at a reasonable level while addressing every aspect of leading the CMO. This approach would move David Riddick to the position of CEO, and add the position of Chief Operating Officer (COO). The Board will need to determine if the one Instructional Coach position can continue into the 2021-2022 school year, which would be recommended considering the serious need and significant one-time funds. Ideally, in the future, one Instructional Coach assigned to each site (an addition of three Instructional Coaches to assist the current coach) would ensure continuity and collaboration across all sites and grade levels, but is not financially feasible at this point in time. A restructuring at the school sites may be explored in the future if such a plan is seen as desirable.

At the March 4th board meeting, a number of cost-cutting measures were approved, and the board may question why the hiring of another administrator to assist in leading the CMO would be considered now, as this position would not be a short-term placement, but a long-term solution. The following summary

of Fenton’s history supports the necessity of this tandem leadership structure as the ED steps away from full-time employment in 2021-2022.

A summary of the major events that have resulted in growth from one school to five over the past 10 years emphasizes the need for both the CEO and COO positions for the future of the Fenton schools:

The Executive Director officially retired in 2010 as the “Director” of Fenton Avenue Charter School and Fenton Primary Center. In July 2011, after surviving the Great Recession and still in the midst of the Recovery although not formally employed by Fenton, Mrs. Sumida pursued the formation of the Fenton Charter Public Schools. In November 2011, she was asked to return by the Board of Directors of the Fenton Primary Center and the Council of Councils of Fenton Avenue Charter School and became the Executive Director overseeing the two schools while David Riddick continued as the Director of Fenton Avenue Charter School and Richard Parra continued as the Director of Fenton Primary Center. (The Board of Directors of the Fenton Charter Public Schools was formed shortly thereafter.)

On January 4, 2012, Mrs. Sumida received a phone call from the then-Director of Santa Monica Boulevard Community Charter School. Facing certain denial of its next renewal, SMBCCS asked to join the newly formed Fenton CMO. From near impossibility (the CSD offered the instructional program to Fenton, but nothing more) to LAUSD Board consensus on May 1, 2012, SMBCCS was ‘divested’ to the Fenton Charter Public Schools and assumed all assets and liabilities of the conversion school in East Hollywood.

In July 2012, Anita Landecker, the CEO of ExED, called Mrs. Sumida to offer \$14M in New Market Tax Credits – enough to build the Fenton Primary Center. In December 2012, property 0.8 of a mile from FACS was purchased in Pacoima, with groundbreaking taking place in January 2013. Under Joe Lucente’s daily watchful (and impatient) eyes, construction was completed in September 2013, and the Fenton schools moved off the Modified Concept 6, year round, multi-track calendar for the first time in over 20 years, independent of any support or assistance from the District.

Seeing strength in numbers, Mrs. Sumida ‘encouraged’ four FACS certificated staff members to write the instructional elements, elements 1-3, for two new charters (successful charter renewals had been written for FACS, FPC and SMBCCS, so elements 4–15 were in place). In the spring of 2013, Fenton STEM Academy was written and submitted to the District by Stacy Hutter and Leticia Padilla Parra, and Fenton Charter Leadership Academy (originally Fenton Academy for Social and Emotional Learning) was written and submitted by Barbara Aragón and Toni Frear. Both charters were approved on consent at the last meeting of the LAUSD Board of Education in June 2013. In 2014, a site that would house both STEM and FCLA was identified and renovated under Joe Lucente’s direction. The schools opened in August 2015.

In September 2019, the New Market Tax Credit Loan came due, and a California School Finance Authority conduit bond was procured on February 26, 2020 – two weeks before the national shutdown due to the pandemic. The New Market Tax Credit Loan was repaid and additional funds were received to renovate the second building for the Sunland Academies.

This summary of events lists the growth of the Fenton organization, but does not include all that was necessary to ensure each of these events was successfully achieved. Here are additional items that were accomplished to build each school’s capacity at the time of opening:

- Walton Family Foundation Grants for each of the new schools (FPC, STEM, FCLA) were written by the ED and awarded. Each school received \$250,000 prior to opening.

- A Public Charter School Grant was written by the ED for FPC. The award was for \$600,000. She wrote and managed the grant, and as is typical for Fenton, the grant was selected for an in-person audit from the CDE, which resulted in a highly complimentary conclusion.
- Public Charter School Grants were commissioned for STEM and FCLA, awarded and then lost due to late opening of the schools. New grants were submitted to the CDE and awarded, but funds were withheld by the United States Department of Education (USDE) as it appeared the two schools had received “two” grants, which is not allowed. The Charter Schools Division of the California Department of Education (CDE) requested a waiver for STEM and FCLA from the USDE, but we were warned that waivers requested from the USDE are rarely achieved. The ED contacted our US Congressman, and remained in contact with his staff over the course of four months as the waivers were reviewed. Fenton received two of the three federal waivers approved for California in 2015. STEM and FCLA received grants of \$575,000 each prior to opening.
- Concerned that even with the Walton Family Foundation Grants and Public Charter School Grants STEM and FCLA would struggle during their first year of operation, Revolving Loan applications were written by the ED for STEM and FCLA for \$250,000 for each school. The loan application was relatively simple to complete, except for the Business Plan required as part of each application. The requests were written over a weekend to meet the deadline for filing and the loans were approved. This resulted in STEM and FCLA each opening with over \$1M in grant or loan awards.
- As we emphasize the values of “respect, relationships, reputation, and resilience”, it should be acknowledged that each of these values contributed to the success of Fenton. For every bulleted item listed above, many hours were spent beyond the regular work day and work week to realize these outcomes. Being able to communicate Fenton’s history, growth, accomplishments and future plans in writing, and most importantly, in person, are critical. Being able to answer any question or concern quickly and without hesitation is expected, especially when pursuing funding (grants, loans, bonds), a new or unusual partnership (such as the divestiture of SMBCCS), or charter renewal. In short, an uncommon level of dedication, commitment and willingness to put in the time and energy are expected of those who lead the Fenton Charter Public Schools. Everyone is reminded that Joe Lucente retired in 2005 and continues to devote whatever time is required to ensure that what we worked so hard to build is maintained and sustained.

What is proposed for review and approval is the following:

- The CAO would step into the newly created CEO position on July 1, 2021, while continuing as the instructional leader of the Fenton schools (see revised job description).
- A new position of Chief Operating Officer (COO) would be created, and the COO would take on the remaining responsibilities of the ED not covered by the CEO, while overseeing the FCPS business office, and learning all aspects of the CEO’s position to ensure succession planning is continuous (see revised job description). We are seeking someone who reflects the following qualities:
 - Adaptable: Can play a variety of roles and should complement the CEO
 - Detail-Oriented: Needs to handle the day-to-day operations of the business, and must understand that small details matter
 - Team Player: Can smoothly work alongside the CEO; credits, values and praises managers, supervisors and others on the team

- Data-Driven: Decisions are made based on data-driven information and is the voice of “reason” for the Directors of the schools and the CEO
- Resilient: The job is not for the faint of heart; will be the second in command of the organization and must be ready to take the helm when necessary
- The Executive Director will leave the organization as a regular employee on June 30, 2021, but will be available as an executive consultant for the next two years. She will work on site with the new leadership team during the summer of 2021, then remotely, as her future plans include a move out of state with her husband and family. She is committed to being available whenever and however needed and for as long as necessary to ensure Fenton’s history and vision remain strong and focused. She will always be a phone call or email away – for anyone who has a question or concern.

Here is the list of committee members briefly discussed at the March 5, 2020 board meeting: *(If any committee member plans to apply for the COO position, or prefers not to participate on this committee, he/she must inform the Executive Director by April 23rd.)*

Due to the revised responsibilities of the COO with emphasis on oversight of the business office, it is recommended that the list below be revised to include all managers of the FCPS Business Office who would like to participate in the interview process. The CAO will contact the managers and determine which managers are interested.

FCPS Board of Directors	
Joe Lucente	Board Chair
Walter Wallace	Director
Fenton Avenue Charter School	
Leticia Padilla Parra	Director
Mercedes Meeks	Faculty Representative
Fenton Primary Center	
Richard Parra	Director
Coco Salazar	Faculty Representative
Santa Monica Boulevard Community Charter School	
Cary Rabinowitz	Director
Monica Castañeda	Assistant Director
Beth Henschel	Faculty Representative
Antonio Garay	Classified Representative
Fenton STEM Academy/Fenton Charter Leadership Academy	
Jennifer Miller	Director
Kelley Christenson	Faculty Representative (STEM)
Veronica Palazzola	Faculty Representative (FCLA)
Fenton Charter Public Schools	
Irene Sumida	Executive Director
David Riddick	Chief Academic Officer
Karla Contreras	Classified Representative
Cedric Ramirez	Classified Representative
<i>Business Office Managers</i>	<i>To Be Determined</i>

This committee will be charged with recommending a candidate for the COO position to the Board, and completing the following:

- An Emergency CMO Succession Plan, which would be activated should either or both the CEO and COO become incapacitated.
- An Emergency Board Succession Plan, which outlines the process for board succession should the Board Chair be unable to continue.

With Board approval, the COO job description will be posted on April 16 and applications accepted through April 30. Interviews will be scheduled for the beginning of May, with an anticipated recommendation to the Board at the May 20th meeting, as possible.

Dr. Riddick will schedule Zoom meetings for the committee to begin planning immediately, and organize the interview process for the COO position.

RECOMMENDATION

It is recommended that the Board of Directors approve the succession plan as revised with the planned selection of a Chief Operating Officer (COO) by June 30, 2021.

Attachments: *CEO and COO Job Descriptions*



FENTON CHARTER PUBLIC SCHOOLS
CHIEF EXECUTIVE OFFICER (CERTIFICATED OR CLASSIFIED)
JOB DESCRIPTION

Qualifications and Experience:

Education:

1. An earned bachelor's degree in management, operations, education or related field;
2. An earned master's degree or advanced degree of at least equivalent standard from an accredited college or university in a business-related field or educational administration;

Experience:

No fewer than ten years in a management and/or administrative position, preferably in an educational setting.

Knowledge, Skills, Abilities, and Personal Characteristics:

1. Ability to provide educational and administrative leadership at the executive level and to perform complex administrative functions in a large organizational setting.
2. Ability to deal effectively with and be responsive to stakeholders who are representative of many and varied points of view.
3. Ability to establish and maintain effective public communication/relations and community rapport with a diverse population.
4. Ability to comprehend and apply educational theory and practice, California laws and regulations relating to education, school finance, and related school procedures to the staff, administration, and Board of Directors of the Fenton Charter Public Schools and to perform successfully as their chief executive officer.
5. Technical knowledge of school operations and effective management practices.
6. Working knowledge of data processing systems and financial applications.
7. Knowledge of the unique issues and challenges facing the Fenton Charter Public Schools.
8. Personal characteristics necessary to work constructively and effectively with the Board of Directors and all stakeholders: qualities of integrity, good character, objectivity and judgment.
9. Ability to make formal, public presentations.
10. Ability to communicate effectively with stakeholders both individually and as a group.
11. Ability to compose and comprehend written communication on complex issues.
12. Ability to cope effectively with crisis situations.
13. Ability to render immediate decisions on urgent issues and to cope with a high volume of complex projects.
14. Ability to complete all responsibilities independently and in a timely manner, and to assume the responsibilities of the Chief Operating Officer and Directors of the Fenton schools as necessary.

Job Purpose:

Serves as the Chief Executive Officer (CEO), and the highest-ranking executive, of the Fenton Charter Public Schools providing educational and management leadership while developing and implementing the organization's goals, priorities, guiding principles, standards and accountabilities to ensure student achievement and employee performance to the highest standards of excellence.

Responsible to:

The Board of Directors of the Fenton Charter Public Schools

Major Job Responsibilities:

1. Leader:

- Advise the Board of Directors on all matters pertaining to the instructional programs of the Fenton schools, financial position of the organization and possibilities for future expansion;
- Promote each school's unique educational program, while highlighting the common instructional threads at each site ensuring a well aligned organization thoughtfully positioned for strategic growth;
- Provide leadership and expertise in assessing, identifying, formulating, and implementing the organization's goals, objectives and strategic plan;
- Guide the course of action in all policy decisions, utilizing year-to-year performance data to support course of action;
- Oversee the growth and development of the administrative team;
- Promote the continuous development of future leaders within the organization;
- Share and collaboratively develop new initiatives to further build the capacity of the organization.

2. Visionary/Information Bearer:

- Articulate an ongoing vision for the Fenton Charter Public Schools that captures the history, reputation, and potential of the organization and invigorates current and future employees;
- Ensure staff and Board have sufficient and up-to-date information related to all areas related to the successful operation of the CMO;
- Research and identify future change opportunities including expansion of existing sites or new ventures;
- Support and encourage site-based administrators to expand individual leadership capacity, skills and competencies;
- Support and encourage all certificated and classified staff to work to each individual's highest potential while achieving job satisfaction.

3. Decision Maker:

- Formulate policies and recommendations to be considered by the Board based on research, educational trends and the needs of the organization;
- Guide the course of action in all policy decisions, utilizing year-to-year performance data to support course of action.

4. Manager:

- Act as the final authority for the operations of the organization by ensuring all the following are completed accurately and in a timely manner:

Board Agendas and Minutes

- Ensure agendas include the level of detail necessary to provide relevant, detailed and specific information to assist in making sound decisions;
- Ensure agendas are posted within 72 hours, disseminated to the Board of Directors and posted online;
- Ensure secretaries are supported in production of minutes and minutes are posted in a timely manner.

Charter Petition (Initial and Renewal)

- Ensure Directors engage stakeholders in all aspects of petition development, gathering ideas and perspectives from each council and committee;
- Negotiate with district staff and board members to ensure approval in a timely manner;
- Plan and coordinate other mechanisms for approval as necessary (county and state);
- Plan and develop Material Revisions as necessary.

Every Student Succeeds Act (Reauthorization of ESEA)

- Assisting Directors of each site, guide the completion of written LEA plans based on approved charter and input from councils and committees at each site;
- Ensure completion of Consolidated Application;
- Ensure completion of all correspondence including fiscal reports for all state and federal programs for which the schools qualify for funding or are required to report.

Federal Meals Program

- Review final completion of all correspondence related to program.

E-Rate and Technology Plans

- Work with Directors of each site to update Technology Plans ensuring all plans are well aligned with the original intention of Fenton's technology investment: seamless technology integration.

Fenton Governance System

- Ensure the Fenton governance system is implemented with fidelity and the highest degree of professionalism as originally intended.

Administrative Evaluations

- Directly supervise all school Directors and coordinate and ensure the yearly evaluation of all site-based administrators.

5. Fiscal Steward

- Work with school site Directors and COO to estimate budget needs in relationship to all aspects of the organization’s mission and successful management, while determining recommendations in a fully objective and transparent manner;
- Work collaboratively with the COO to ensure concerns and questions within the business office related to fiscal oversight are addressed and answered, while recognizing the critical role of the management team in overall decision making;
- Explore, solicit and procure funding and grant resources that are aligned to the mission of the Fenton Charter Public Schools assuming responsibility for the timely completion of all required documents;
- Ensure compliance with all bond financing requirements for FCPS, SFV Education and SFV Fenton Facilities, LLC.

6. Community Partner

- Act as the formal liaison between the Fenton Charter Public Schools and the educational community-at-large, including the LAUSD Charter Schools Division, Board of Education and staff; the California Department of Education; the State Board of Education; the Los Angeles County Office of Education; the United States Department of Education; and the California Charter Schools Association;
- Actively participate in the charter school movement:
 - Attend events relevant to the charter school movement at the national, state, city and district levels;
 - Maintain an active profile with the California Charter Schools Association;
- Actively participate in other business arenas:
 - Participate on boards, committees and/or organizations that will help to build the reputation of the Fenton Charter Public Schools and expand personal knowledge, experience and expertise;
- Establish and maintain positive relationships with past and future partners;
- Develop and maintain positive relationships with elected officials.

7. Standard Bearer

- Address concerns from staff, parents, and the public transparently, quickly and effectively;
- Identify areas in need of improvement within the organization as a whole and recommend changes to the Board of Directors;
- Regularly report to the Board of Directors sharing successes as well as challenges;
- Act as the “face and voice” of the Fenton Charter Public Schools modeling the work ethic, professionalism, courage, integrity, and quest for innovative solutions reflective of the history of Fenton.

Calendar:	249 days (year round)
Benefits: <i>(including illness and vacation days)</i>	As per the Employee Handbook (Move to Tier 1 for retirement benefits)
Salary:	\$180,000



**FENTON CHARTER PUBLIC SCHOOLS
CHIEF OPERATING OFFICER (CERTIFICATED OR CLASSIFIED)
JOB DESCRIPTION**

Qualifications and Experience:

Education:

1. An earned bachelor's degree in management, operations, education or related field;
2. An earned master's degree or advanced degree of at least equivalent standard from an accredited college or university in a business-related field or educational administration.

Experience:

No fewer than five years in a management and/or administrative position, preferably in an educational setting.

Knowledge, Skills, Abilities, and Personal Characteristics:

1. Ability to provide educational and administrative leadership at the executive level and to perform complex administrative functions in a large organizational setting.
2. Ability to deal effectively with and be responsive to stakeholders who are representative of many and varied points of view.
3. Ability to establish and maintain effective public communication/relations and community rapport with a diverse population.
4. Technical knowledge of school operations and effective management practices.
5. Working knowledge of data processing systems and financial applications.
6. Knowledge of the unique issues and challenges facing the Fenton Charter Public Schools.
7. Personal characteristics necessary to work constructively and effectively with the Board of Directors and all stakeholders: qualities of integrity, good character, objectivity and judgment.
8. Ability to make formal, public presentations.
9. Ability to communicate effectively with stakeholders both individually and as a group.
10. Ability to compose and comprehend written communication on complex issues.
11. Ability to cope effectively with crisis situations.
12. Ability to render immediate decisions on urgent issues and to cope with a high volume of complex projects.
13. Ability to complete all responsibilities independently and in a timely manner, and to assume the responsibilities of any of the Directors of the Fenton schools as necessary.

Job Purpose:

Serves as the Chief Operating Officer (COO) of the Fenton Charter Public Schools, and is second-in-command after the Chief Executive Officer (CEO). The COO is responsible for turning the organization's vision, goals, and priorities into an executable plan while overseeing all operations and CMO management teams (attendance, business data, facilities, information technology, payroll and human resources).

Responsible to:

The Chief Executive Officer and Board of Directors of the Fenton Charter Public Schools

Major Job Responsibilities:

1. Leader:

- Supervise and coordinate the efforts of the management team of the CMO: attendance, business data, facilities, information technology, payroll and human resources;
- Ensure that support operations are aligned with the instructional and management goals and objectives of the Fenton Charter Public Schools;
- Work with the Facilities Manager and provide final approval for all facilities projects to ensure well-coordinated, properly scheduled and implemented plans which are consistent with budgetary constraints;
- Work with the Payroll/HR Manager to maintain an equitable, sustainable salary schedule for all employees, and review all hiring, terminations, transfers, and overtime requests prior to final approval;
- Work with the Business Data Manager to ensure the Student Information System (SIS) functions well, interfaces seamlessly with the LAUSD's SIS program, and is compatible with CALPADS reporting needs;
- Work with the IT Manager to determine specific technology needs of each site as related to annual updating and review of devices for students and staff, E-Rate projects, and any other technology-related matters;
- Work with the Attendance Manager and Directors to project yearly student enrollment and the needs of each location in relation to staffing, facilities, energy use, capital equipment, and other cost items necessary for the improvement of the organization and each individual school's improvement and enhancement.

2. Visionary/Information Bearer:

- Develop a well-articulated business plan which captures the desired direction of the organization and vision expressed by the CEO;
- Ensure the management team and school Directors have sufficient and current information related to the future direction of the organization;
- Support and encourage managers to expand individual capacity, skills and competencies;
- Implement innovative and creative business practices which enhance the strategic direction and fiscal strength of the organization.

3. Decision Maker:

- Oversee the cost of employee benefits and recommend coverage levels and carriers for medical, dental and vision for final Board approval;
- Participate in the yearly OPEB actuarial study and OPEB Board of Directors' meetings assuming a significant role in guiding the activities of the irrevocable trust;
- Ensure that each school's annual budget is aligned with the FCPS business plan and vision, making revisions as needed.

4. Manager:

- Act as the final authority for the operations of the organization by ensuring all the following are completed accurately and in a timely manner:

Board Agendas and Minutes

- Ensure agendas include the level of detail necessary to provide relevant, detailed and specific information to assist in making sound decisions;
- Ensure agendas are posted within 72 hours, disseminated to the Board of Directors and posted online;
- Ensure secretaries are supported in production of minutes and minutes are posted in a timely manner.

Federal Meals Program

- Act as the representative of FCPS in its capacity as a School Food Authority (SFA) under the California Department of Education;
- Ensure continued participation in "Provision 2" meals program for all schools;
- Working with the Administrative Assistant, monthly monitor and document the review of commodities;
- Assume responsibility for all audits related to all food service programs;
- Complete and submit for approval the annual extension of the Food Service Management Contract to the CDE and ensure receipt of the final approval prior to the start of the new school year;
- Create the Request for Proposal (RFP) for a Food Service Management Company (FSMC), complete the selection process, and maintain all documentation.

E-Rate and Technology Plans

- Work with E-Rate consultant and IT Manager to ensure proper and maximum use of E-Rate funds.

District, State and Federal Compliance

- Request reimbursement for facilities costs under SB 740;
- Request annual property tax exemptions from the Los Angeles County Tax Assessor for all applicable properties;
- Assume leadership of the LAUSD Fiscal Oversight Review;
- Oversee the yearly independent consolidated audit;
- Renew Fictitious Name applications for all school (under FCPS) and SFV Fenton Facilities LLC (under SFV Education);
- Renew Statements of Information from the office of the Secretary of State for all entities related to FCPS, SFV Education, and the FCPS Foundation in a timely manner;

- File state and federal tax returns and fees, and Annual Registry of Trusts fees, for FCPS, SFV Education, and the FCPS Foundation in a timely manner.

Evaluations

- Directly supervise all managers in the CMO business office and complete annual evaluations and recommendations.

5. Fiscal Steward:

- Collaborate with the CEO to develop long-term plans ensuring all proposed projects enhance the instructional program and improve the learning environment for students and staff;
- Monthly meet with the Directors of the schools to determine capital improvement needs, making the final decision on all projects;
- Ensure all city, county, state and federal regulations are adhered to for all projects while maintaining all related documents for future reference and audit requirements;
- As capital improvements and construction projects are initiated, assume the lead on final decision making related to successful completion of all work while controlling costs to remain within the established budget projections.

6. Community Partner:

- Actively participate in the charter school movement:
 - Attend events relevant to the charter school movement at the national, state, city and district levels;
 - Maintain an active profile with the California Charter Schools Association;
- Actively participate in other business arenas:
 - Participate on boards, committees and/or organizations that will help to build the reputation of the Fenton Charter Public Schools and expand personal knowledge, experience and expertise;
- Establish and maintain positive relationships with past and future partners;
- Develop and maintain positive relationships with elected officials.

7. Standard Bearer:

- Address concerns from staff, parents, and the public transparently, quickly and effectively;
- Identify areas in need of improvement within the organization as a whole and recommend changes to the CEO;
- Respond to inquiries from district, city, county, state and federal agencies quickly and accurately;
- Model the work ethic, professionalism, courage, integrity, and quest for innovative solutions reflective of the history of Fenton.

Calendar:	249 days (year round)
Benefits: (<i>including illness and vacation days</i>)	As per the Employee Handbook Move to Tier 1 for retirement benefits
Salary:	\$160,000

V. ITEMS SCHEDULED FOR INFORMATION



FENTON CHARTER PUBLIC SCHOOLS

April 15, 2021

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.

Item V.B.



FENTON CHARTER PUBLIC SCHOOLS

April 15, 2021

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

April 15, 2021

TO: Fenton Charter Public Schools
Board of Directors

FROM: Irene Sumida
Executive Director

SUBJECT: Update on Medical Insurance Premiums for 2021-2022

BACKGROUND

At the March 4, 2021 meeting of the FCPS board, a cap on medical insurance benefits was approved with the 2020-2021 Health Net rates established as the ‘baseline’ moving forward. The difference between the yearly increases to the most costly plan (Health Net) and the baseline will be paid via payroll deduction for ‘actives’ and via monthly check by ‘early retirees’.

ANALYSIS

The final cost of our medical plans was received on March 30th, and our consultants from Gallagher were able to negotiate the 9.9% increase for Health Net down to 6.5%.

For reference, here is the initial renewal amount:

Health Net	Current	2021-2022	Difference
<i>Employee Only</i>	\$748.05	\$822.11	\$74.06
<i>Employee + 1</i>	\$1,608.31	\$1,767.53	\$159.22
<i>Employee + 2 or more</i>	\$2,206.76	\$2,425.23	\$218.47

Kaiser	Current	2021-2022	Difference
<i>Employee Only</i>	\$586.16	\$617.50	\$31.34
<i>Employee + 1</i>	\$1,172.32	\$1,235.00	\$62.68
<i>Employee + 2 or more</i>	\$1,658.84	\$1,747.52	\$88.68

Here is the final renewal rate for Health Net (Kaiser remains the same):

Health Net	Current	2021-2022	Difference
<i>Employee Only</i>	\$748.05	\$796.67	\$48.62
<i>Employee + 1</i>	\$1,608.31	\$1,712.85	\$104.54
<i>Employee + 2 or more</i>	\$2,206.76	\$2,350.20	\$143.44

The column with the heading “Current” indicates the ‘baseline’ beginning in 2021-2022 and each year thereafter; highlighted amounts indicate the monthly co-payment for each member type – actives, through payroll deduction; and early retirees, through check or money order payable to FCPS - beginning on July 1, 2021. This amount will change annually depending on the cost of the ‘other’ plan, which is currently Health Net.

The final renewal rates will decrease Health Net members’ (actives and early retirees) monthly co-payments. As a reminder, the co-payment applies to only those who are members of Health Net and covered for ‘Employee + 1’ and ‘Employee +2 or more’.

RECOMMENDATION

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