



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

September 16, 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** – Secretary of the Board – Irene Sumida
- 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 August 19, 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); Kristine Khachian, Donald Ausherman (SMBCCS); Jennifer Hines (FCLA); Dominica Yasuda (STEM)*
Budget, Facilities and Safety Council: *Tony Peña, Marty Penner (FACS)*
2. **Instruction Committee:** *Brianna Ellis, Karen Knapp (FPC); Carmen Solis (SMBCCS); Yesenia Fuentes (FCLA); Paige Piper (STEM)*
Curriculum and Assessment Council: *Christopher Torres (FACS)*
3. **Personnel Committee:** *Nina Ferman, Coco Salazar (FPC); Tiene Hauck, Megan Stevenson (SMBCCS); Kate Hetu (FCLA); Priscilla Gentry (STEM)*
Human Resource and Personnel Council: *Leanna Hendrix (FACS)*
4. **Parent/Community Advocacy Committee:** *Gurpreet Gill, Bridget Ruiz (FPC); David Levinson, Evelia Manzo (SMBCCS); Michelle Raxlin (FCLA); Melissa Katchen (STEM)*
School-Community Relations Council: *Evelyn Neglia (FACS)*

- a. [School Site Council](#): (FACS); (FPC); (SMBCCS); (FCLA/STEM)
- b. [English Learner Advisory Committee](#): (FACS); (FPC); (SMBCCS); (FCLA/STEM)

C. [Financial Business Manager’s Report](#):

Erik Okazaki, Associate Client Manager, EdTec, and Assistant to the FCPS Financial Business Manager, Kristin Dietz, will present the most current financial statements, cash flow position, and any adjustments to the approved budgets for 2021-2022.

D. [Directors’ Reports](#)

- 1. [Fenton Avenue Charter School \(FACS\)](#) – Ms. Monica Castañeda
- 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 Operating Officer’s Report](#) – Mr. Jason Gonzalez

F. [Chief Executive Officer’s Report](#): Dr. David Riddick

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 Chief Executive Officer recommends approval of all consent agenda items.

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

IV. ITEMS SCHEDULED FOR ACTION

- A. [Recommendation to ratify and accept executive action on the assignment of Yesenia Fuentes and Kelley Christenson to serve as Distance Learning Lead Teachers for Fenton Avenue Charter School, Santa Monica Boulevard Community Charter School, Fenton Primary Center, Fenton STEM Academy and Fenton Charter Leadership Academy](#)
- B. [Recommendation to approve the hiring of Richard Pearson as IT Manager for the Fenton Charter Public Schools](#)

V. ITEMS SCHEDULED FOR INFORMATION

- A. [Update on FCPS OPEB Trust](#)
- B. [Progress on expansion of FCLA and STEM](#)
- C. [Ad Hoc Committee to create a feasibility study regarding adjustments to the FCPS salary schedule and an increase in compensation for staff](#)
- D. [Update on Material Revisions for Fenton Avenue Charter School and Fenton Primary Center](#)

VI. ANNOUNCEMENTS

VII. ADJOURNMENT

The next regular meeting of the Board of Directors of the Fenton Charter Public Schools will be held on Thursday, October 21, 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 FCPS business office at (818) 962-3630. 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**

August 19, 2021

A meeting of the Board of Directors of the Fenton Charter Public Schools was held on Thursday, August 19, 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 4:36 p.m. by the Board Chair, Joe Lucente.

B. Roll Call – Secretary of the Board – Irene Sumida

Board Members Present

Yvette King-Berg, *Community Representative*
Daniel Laughlin, *Parent Representative*
Joe Lucente, *Community Representative*
Jed Wallace, *Community Representative*
Walter Wallace, *Community Representative*

Board Members Not Present

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) Yvette King-Berg, Daniel Laughlin, Joe Lucente,
Jed Wallace, Walter Wallace

Nay: (0)

Abstentions: (0)

D. Approval of Minutes

Minutes of Previous Regular Meeting – Chair Lucente

On **MOTION** of Walter Wallace, **SECONDED** by Jed Wallace and **CARRIED** by a vote of 5 (YES) and 0 (NO), the minutes of the July 22, 2021 Regular Meeting (Item I.E.) were approved as presented.

Aye: (5) Yvette King-Berg, Daniel Laughlin, Joe Lucente,
Jed Wallace, Walter Wallace

Nay: (0)

Abstentions: (0)

II. COMMUNICATIONS

A. Presentations from the Public – Chair Lucente

There were no presentations from the public.

B. Public Hearing – Chief Executive Officer, Dr. David Riddick

A notice of public hearing regarding *California Education Code 60119, Sufficiency of Instruction Materials* was posted on the Fenton website beginning on August 3, 2021. Interested parties were invited to sign up for comment via the Google Survey sign-up link (<https://bit.ly/2wDdxrM>) or to join via Zoom meeting (<https://zoom.us/j/528616088>; meeting ID: 528 616 088). No requests for public comment were received.

C. Committee/Council Reports

Committee and Council Reports will resume next month.

D. Financial Business Manager’s Report

The Financial Business Manager presented an update, which included the following highlights as well as a review of the Unaudited Actuals of June 30, 2021:

- Large increase in ending consolidated net income now equals \$7.1M, increased from April by +\$4.1M, mainly due to the following:
 - OPEB adjustment per valuation - plan change (\$2.6M)
 - Investment earnings/unrealized gains (\$280k)
 - Decreased compensation (\$272k)
 - Decreased utilities and building costs (\$230k)
 - Decreased non-capitalized equipment expense (\$190k)
 - Other operating expenses (tech, Special Education contractors, professional development, dues, student activities, etc., came in under budget - \$300k++)
- Cash balances and overall fiscal health remains very strong with all sites ending the year with positive cash balances (FCLA just barely)

E. Directors’ Reports

Directors’ reports will resume in September.

F. Chief Operating Officer’s Report

The Chief Operating Officer’s report will resume in September.

G. Chief Executive Officer’s Report

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

III. CONSENT AGENDA ITEMS

- A. Recommendation to approve final staff rosters and employee contracts for FACS, SMBCCS, FPC, STEM and FCLA for the 2021-2022 school year**
- B. Recommendation to approve 2021-2022 Parent Involvement Policies for Fenton Avenue Charter School, Santa Monica Boulevard Community Charter School, Fenton Primary Center, Fenton STEM Academy and Fenton Charter Leadership Academy and FCPS Student Handbook**

On **MOTION** of Daniel Laughlin, **SECONDED** by Yvette King-Berg and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to approve the Consent Agenda (Items III.A. and III.B.) was approved.

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

IV. ITEMS SCHEDULED FOR ACTION

- A. Recommendation to approve Resolution #49: Sufficiency of Instructional Materials**

On **MOTION** of Jed Wallace, **SECONDED** by Walter Wallace and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to approve FCPS Board Resolution #49, Sufficiency of Instructional Materials (Item IV.A.) was approved as presented.

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

- B. Recommendation to approve slate of directors and officers for the FCPS Foundation Board of Directors for 2021-2022**

On **MOTION** of Yvette King-Berg, **SECONDED** by Daniel Laughlin and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to approve the slate of directors and officers for the FCPS Foundation Board of Directors for the 2021-2022 school year (Item IV.B.) was approved as presented.

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

- C. Recommendation to approve Independent Study Agreement for 2021-2022 school year**

On **MOTION** of Walter Wallace, **SECONDED** by Daniel Laughlin and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to approve the Independent Study Agreement for the 2021-2022 school year (Item IV.C.) was approved as presented.

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

D. Recommendation to receive June 30, 2021 Unaudited Actual Reports for Fenton Avenue Charter School, Santa Monica Boulevard Community Charter School, Fenton Primary Center, Fenton STEM Academy, and Fenton Charter Leadership Academy

On **MOTION** of Jed Wallace, **SECONDED** by Walter Wallace and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to receive June 30, 2021 Unaudited Actual Reports for Fenton Avenue Charter School, Santa Monica Boulevard Community Charter School, Fenton Primary Center, Fenton STEM Academy, and Fenton Charter Leadership Academy (Item IV.D.) was approved as presented.

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

E. Recommendation to approve the revised Transitional Kindergarten Expansion Policy for Fenton Avenue Charter School, Santa Monica Boulevard Community Charter School, Fenton Primary Center, Fenton STEM Academy, and Fenton Charter Leadership Academy

On **MOTION** of Daniel Laughlin, **SECONDED** by Yvette King-Berg and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to approve the revised Transitional Kindergarten Expansion Policy for Fenton Avenue Charter School, Santa Monica Boulevard Community Charter School, Fenton Primary Center, Fenton STEM Academy, and Fenton Charter Leadership Academy (Item IV.E.) was approved as presented.

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

F. Recommendation to approve Special Education Lead Teacher stipend at Fenton Primary Center

On **MOTION** of Yvette King-Berg, **SECONDED** by Daniel Laughlin and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to approve the Special Education Lead Teacher stipend at Fenton Primary Center (Item IV.F.) was approved as presented.

Aye: (5) Yvette King-Berg, Daniel Laughlin, Joe Lucente,

Jed Wallace, Walter Wallace

Nay: (0)

Abstentions: (0)

G. Recommendation to approve increase National Board Stipend

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 an increase to the National Board stipend for qualified classroom teachers and stipend for qualified administrators (Item IV.G.) was approved as presented.

Aye: (5) Yvette King-Berg, Daniel Laughlin, Joe Lucente,
Jed Wallace, Walter Wallace

Nay: (0)

Abstentions: (0)

H. Recommendation to adopt COVID-19 vaccine requirements for FCPS employees and other adults working on Fenton facilities

On **MOTION** of Yvette King-Berg, **SECONDED** by Jed Wallace and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to adopt COVID-19 vaccine requirements for FCPS employees and other adults working on Fenton facilities (Item IV.H.) was approved as presented.

Aye: (5) Yvette King-Berg, Daniel Laughlin, Joe Lucente,
Jed Wallace, Walter Wallace

Nay: (0)

Abstentions: (0)

I. Recommendation to revise FCPS staffing norms to increase custodial staff as schools reopen for full-time instruction

On **MOTION** of Daniel Laughlin, **SECONDED** by Yvette King-Berg and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to revise FCPS staffing norms to increase custodial staff as schools reopen for full-time instruction (Item IV.I.) was approved as presented.

Aye: (5) Yvette King-Berg, Daniel Laughlin, Joe Lucente,
Jed Wallace, Walter Wallace

Nay: (0)

Abstentions: (0)

V. ITEMS SCHEDULED FOR INFORMATION

A. Update on FCPS OPEB Trust

B. Progress on expansion of FCLA and STEM

C. Update on Material Revisions for Fenton Avenue Charter School and Fenton Primary Center

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, September 16, 2021 at 4:30 pm via Zoom meeting.

VII. ADJOURNMENT

The meeting was adjourned at 5:26 p.m.

Respectfully submitted:

Irene Sumida
Secretary of the Board

II. A.

Presentations from the Public

II. B.

Committee and Council Reports

FENTON CHARTER PUBLIC SCHOOLS
Fenton STEM Academy

Unapproved Minutes of the Finance Committee

September 7, 2021

A meeting of the Finance Committee was held on September 7, 2021 at 7:18 a.m. via Zoom.

Call to Order: Dominica Yasuda, Chairperson

Roll Call: Dominica Yasuda, Chairperson

Members Present: Dominica Yasuda, Bianca Bell-Reed, Crisinda Ismail, Jennifer Miller, Cecilia Quijano, Romelia Lagunas, Hai Phan, Alyssa Shepherd

Excused Members: Romelia Lagunas

Non-Committee Members Present: Jennifer Hines, Jennifer Pimentel, Nikole de la Rosa, Jennifer Hines, Fong Chau, Kaitlyn Silva

Additions/Corrections to the Agenda: None

Approval of Minutes: Dominica Yasuda, Chairperson

Item #1 Minutes from the January 13, 2021 meeting of the Fenton STEM Finance Committee
(Motion to Approve)

On **MOTION** of Bianca Bell-Reed, **SECONDED** by Crisinda Ismail, and **CARRIED**, the minutes from the January 13, 2021 meeting of the Finance Committee were approved.

Presentations from the Public: none

Item #2 Any persons desiring to address the Fenton STEM Finance Committee on any proper matter.

There were no presentations from the public.

Old Business: None

New Business:

Item #3 Selection of Committee Secretary, Dominica Yasuda *(Motion to Approve)*

On **MOTION** of Crisinda Ismail, **SECONDED** by Bianca Bell-Reed and **CARRIED**, the committee approved Bianca Bell-Reed and Crisinda Ismail as the 21-22 committee secretaries.

Item #4 **Enrollment Update 21-22, (LCAP 2, AMO 3), Jennifer Miller, Director,**
(Informational Item)

Mrs. Miller informed the committee members that Fenton STEM’s enrollment update for the 2021-2022 school year has increased to 341 students. There has also been a redistribution of first grade students from Ms. Kelley Christenson’s class due to her reassignment as one of Fenton’s Independent Study Learning Lead Teachers. Mrs. Miller shared the student to teacher ratio is around 23:1.

Item #5 **Budget Update, (LCAP 2, AMO 3), Jennifer Miller, FCLA/STEM Director**
(Informational Item)

Mrs. Miller reported an update on the current budget, as the budget was based on the June estimation. STEM was projected to end the year \$400,000, with the assumption of an enrollment of 351 students. STEM is currently at 341 students currently enrolled. One time funding sources will provide additional support this year, but enrollment continues to be an area of concern. Other impacts to the budget are the need to increase training for Adult Assistants and increase paraprofessional support where needed. One time funding will also be used for professional development. She told the committee to encourage staff to reach out to their lead teachers if there are specific relevant virtual PD opportunities so that it can be looked at further.

Item #6 **Emergency Drills for 2021-2022, (LCAP 2, AMO 3), Jennifer Miller,**
Director, (Informational Item)

Mrs. Miller informed the committee that the Academies are required to have a monthly earthquake drill, and fire drill. Each semester the Academies are required to practice a lock-down drill, which will be scheduled soon. The first Earthquake drill is scheduled for Thursday, September 16th at 8:30AM. The first fire drill is scheduled for September 24th, at 8:30AM. The school will practice evacuation procedures for the classrooms in the main building and the Annex building. **The Great American Shakeout will be in October.**

Announcements: None

Next Regular Meeting: TBD

Adjournment:

On **MOTION** Bianca Bell-Reed, **SECONDED** by Alexis Sheppard, and **CARRIED**, the Finance Committee adjourned at 7:41 a.m.

Minutes respectfully submitted by: Dominica Yasuda

FENTON CHARTER PUBLIC SCHOOLS
Fenton Charter Leadership Academy

Unapproved Minutes of the Finance Committee

September 7, 2021

A meeting of the FCLA Finance Committee was held on September 7, 2021 at 7:18 a.m. via Zoom.

Call to Order: Jennifer Hines, Chairperson

Roll Call: Jennifer Hines, Chairperson

Members Present: Fong Chau, Nikole De La Rosa, Jennifer Hines, Kaitlyn Silva and Alexis Sheppard and Jennifer Miller

Excused Members: Mauricio Mena and Cecilia Quijano

Non-Committee Members Present: Dominica Yasuda, Bianca Bell-Reed, Crisinda Ismail, and Hai Phan

Additions/Corrections to the Agenda: None

Approval of Minutes: Jennifer Hines, Chairperson

Item #1 **Minutes from the January 13, 2021 meeting of the FCLA Finance Committee** (*Motion to Approve*)

On **MOTION** of Kaitlyn Silva, **SECONDED** by Fong Chau, and **CARRIED**, the minutes from the January 13, 2021 meeting of the Finance Committee were approved.

Presentations from the Public: none

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

There were no presentations from the public.

Old Business: **None**

New Business:

Item #3 **Selection of Committee Secretary, Jennifer Hines** (*Motion to Approve*)

On **MOTION** of Jennifer Miller, **SECONDED** by Fong Chau and **CARRIED**, the committee approved Nikole De La Rosa and Kaitlyn Silva as the 21-22 committee secretaries.

Item #4 **Enrollment Update 21-22, (LCAP 2, AMO 3), Jennifer Miller, Director** (*Informational Item*)

Mrs. Miller informed the committee members that Fenton FCLA's enrollment update for the 2021-2022 school year has increased to 322 students. There has also been a redistribution of first grade students from Ms. Kelley Christenson's class due to her reassignment as one of Fenton's Independent Study Learning Lead Teachers. Mrs. Miller shared the student to teacher ratio is around 23:1.

Item #5 **Budget Update, (LCAP 2, AMO 3), Jennifer Miller, Director** (*Informational Item*)

Mrs. Miller reported an update on the current budget, as the budget was based on the June 2021 estimated enrollment of 337 students. FCLA current enrollment at 322 students, which is 15 fewer than budgeted. The COVID relief ESSER funds will provide additional support this year. Other impacts to the budget are the need to increase training for Adult Assistants and increase paraprofessional support where needed. One time funding will also be used for professional development. She told the committee to encourage staff to reach out to their lead teachers if there are specific relevant virtual PD opportunities so that it can be looked at further.

Item #6 **Emergency Drills for 2021-2022, (LCAP 2, AMO 3), Jennifer Miller, Director** (*Informational Item*)

Mrs. Miller informed the committee that the Academies are required to have a monthly earthquake drill, and fire drill. Each semester the Academies are required to practice a lock-down drill, which will be scheduled soon. The first Earthquake drill is scheduled for Thursday, September 16th at 8:30AM. The first fire drill is scheduled for September 24th, at 8:30AM. The school will practice evacuation procedures for the classrooms in the main building and the Annex building. The Great American Shakeout will be in October.

Announcements: **None**

Next Regular Meeting: **TBD**

Adjournment:

On **MOTION** Kaitlyn Silva, **SECONDED** by Fong Chau, and **CARRIED**, the Finance Committee adjourned at 7:41 a.m.

Minutes respectfully submitted by: Jennifer Hines

FENTON CHARTER PUBLIC SCHOOLS

***Santa Monica Blvd. Community Charter School
Finance Committee***

Thursday September 9, 2021

7:15 a.m.-Zoom Virtual Meeting: <https://us02web.zoom.us/j/89191421359>

Password: 357435

Minutes

Call to Order: Kristine Khachian and Donald Ausherman, Co-Chairs

Roll Call: Kristine Khachian, Co-Chair

Finance Committee Members Present: Holly Putnam, Jennifer Nishimoto, Kristine Khachian, Donald Ausherman, Diana Ramos, Tidarart Lot, Sandy Hernandez, Christy Namkung, Jordan Jones, Cary Rabinowitz, and Nicole Langlois

Excused Members: Richard Castro and Jennifer Allen

Members Absent: N/A

Non-committee Members Present: Walter Gomez

Additions/Corrections to the Agenda: Kristine Khachian and Donald Ausherman, Co-Chairs

Approval of Minutes: Kristine Khachian and Donald Ausherman, Co-Chairs

Item #1 **Approval of Minutes from the May 13, 2021 meeting of the Finance Committee: Kristine Khachian and Donald Ausherman, Co-Chairs** (*Motion to Approve*)

On **MOTION** of Jennifer Nishimoto, **SECONDED** by Sandy Hernandez, and **CARRIED**, the minutes of the Finance Committee Meeting on May 13, 2021 were approved as submitted.

Presentations from the Public: Kristine Khachian and Donald Ausherman, Co-Chairs

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

Old Business:

There is no old business.

New Business:

Item #3 **Selection of Finance Committee Secretaries, Kristine Khachian and Donald Ausherman, Co-Chairs** (*Motion to Approve*)

Diana Ramos and Tidarart Lot volunteered to be Finance Committee Secretaries for this school year.

On **MOTION** of Jennifer Nishimoto, **SECONDED** by Sandy Hernandez, and **CARRIED**, the secretaries of the Finance Committee will be Diana Ramos and Tidarart Lot.

Item #4 **Enrollment Update (LCAP Goal 3), Cary Rabinowitz, Director** (*Informational Item*)

Our current enrollment is at 780 students. Included in this total number, there have been 35 new enrollments. We have a strong attendance in our TK and four Kindergarten classes reaching their maximum. First and second grade attendance is also strong with about 20 students in each class. Fourth and fifth grades are around 22 and 23 students per class. Sixth grade is at about 25-26 students per class. Third grade is the lowest ranging from 17-19 students in each class. We are hoping to gain more enrollment soon to reach 800 total students. Class sizes are currently at good standing.

Item #5 **Facilities Update (LCAP Goal 3, AMO 5), Cary Rabinowitz, Director** (*Informational Item*)

There are no major facility changes. Currently, awaiting an air conditioning project to take place in the main building. Classroom sanitation continues to take place every other day for fifty percent of the campus. In case of a positive COVID case, that classroom is cleaned and sanitized the morning before the students arrive. We are still waiting on the approval from LAUSD to operate water filling stations. In the meantime, continue requesting water bottles through the maintenance log or calling the main office.

Item #6 **Review of Financials (LCAP Goal 3), Cary Rabinowitz, Director** (*Informational Item*)

Operating income for SMBCCS at the end of last year was over two million dollars and that is due to the COVID relief funds we received. We have over seven months of funds available in case the state funds are deferred.

Item #7 **Local Control Accountability Plan (LCAP Goal 1-3), Cary Rabinowitz, Director** (*Informational Item*)

Our LCAP is provided on our website and will be reviewed at School Site Council. Our first goal is to increase student achievement overall; the second goal is to increase meaningful and purposeful teacher and parent engagement and our third goal is providing basic conditions for learning. Goal three is required in operating a school. Goal two is an area we continue to focus on and goal one is priority. All agenda items are attached to an LCAP goal in order to ensure that everyone is aware and working toward our goals.

Item #8 **FCPS Guidelines for Attending Conference and Workshops (LCAP Goal 3, AMO 2), Cary Rabinowitz, Director** (*Informational Item*)

There will be several conferences and workshops staff members will be attending this school year. When attending the conferences and/or workshops, bring back agendas and/or artifacts from the location to confirm attendance.

Item #9 **FCPS Employee Reimbursement Policy, Cary Rabinowitz, Director**
(Informational Item)

Teachers that have made approved purchases for their classroom, please make sure to obtain a reimbursement form from Erick Lazo in the main office. Be sure to provide and submit the original receipt with the line item. The form must be submitted within 60 days of the purchased date.

Announcements: None

Next Regular Meeting: TBD

Adjournment:

On **MOTION** of Holly Putnam, **SECONDED** by Sandy Hernandez and **CARRIED**, the Finance Committee adjourned at 7:47 a.m.

FENTON CHARTER PUBLIC SCHOOLS
Fenton Primary Center
Unapproved Minutes of FPC Instruction Committee

August 31, 2021 at 7:00 A.M.
Via Zoom: <https://us02web.zoom.us/j/87047741048>
Meeting ID: 870 4774 1048
Passcode: FPCic

The FPC Instruction Committee Meeting was held on August 31, 2021 via zoom.

Call to Order: Karen Knapp and Brianna Ellis, Council Co-Chairs

The Instruction Committee meeting was called to order at 7:04 A.M.

Roll Call: Sarah Lin, Secretary

Members Present: Brianna Ellis, Karen Knapp, Coco Salazar, Erika Quiñonez, Lisa Ibarra, Jacqueline Penner, Nitima Angus, Sarah Lin, Angie Salceda, Maria Cardenas, Gina Garcia, Sirui Thomassian, and Wendy Kaufman

Members Excused: Richard Parra, Maria Reyes

Additions/Corrections to the Agenda: Karen Knapp and Brianna Ellis, Council Co-Chairs

Item #1 **Minutes from the May 4, 2021 meeting of the Instruction Committee** (*Motion to Approve*)

On **MOTION** of Wendy Kaufman, **SECONDED** by Lisa Ibarra, and **CARRIED**, the Minutes of the Instruction Committee Meeting of May 4, 2021 were approved as submitted.

Presentations from the Public: Karen Knapp and Brianna Ellis, 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 **Selection of Instruction Committee Secretaries (LCAP 2, AMO 2), Karen Knapp, FPC Instruction Co-Chair** (*Motion to Approve*)

On **MOTION** of Coco Salazar, **SECONDED** by Wendy Kaufman, and **CARRIED**, Sarah Lin and Erika Quiñonez will be co-secretaries for the Instruction Committee.

- Item #4** **Pilot of Heggerty, (LCAP Goal 1, AMO 1), Brianna Ellis, Teacher**
(Informational Item)
- Brianna Ellis introduced the Heggerty Phonemic Awareness program. Heggerty is a 35-week daily program that explicitly and systematically teaches phonological and phonemic awareness skills. This is an oral program designed to help students develop the skills to hear and manipulate sounds, preparing them to be able to connect those sounds to letters and words.
- Item #5** **Pilot of Secret Stories, (LCAP Goal 1, AMO 1), Coco Salazar, Kindergarten**
Lead Teacher *(Informational Item)*
- Ms. Salazar explained that Secret Stories is a systematic and explicit phonics program rooted in the Science of Reading. The students learn the different spelling patterns through secret stories. Kindergarten is piloting this program this year. Already, Mrs. Salazar has found it engaging and helpful for students.
- Item #6** **SPED Lead Teacher, (LCAP Goal 3, AMO 1), Richard Parra, FPC Director**
(Approval Item)
- On **MOTION** of Sirui Thomassian, **SECONDED** by Nitima Angus, and **CARRIED**, Maria Cardenas will be Fenton Primary Center’s Special Education Lead Teacher.
- Item #7** **Communication and Media Focus Lead, (LCAP Goal 1, AMO 1) Richard**
Parra, FPC Director *(Discussion Item)*
- The application for the FPC Communication and Media Focus Lead position is currently being developed.
- Item #8** **i-Ready Assessments, (LCAP Goal 1, AMO 1 and 2) Richard Parra, FPC**
Director *(Informational Item)*
- During the September 20th PD teachers will review the i-Ready data.
- Item #9** **iPad Distribution Update, (LCAP Goal 1, AMO 1) Richard Parra, FPC**
Director *(Informational Item)*
- 95% of students have iPads. If students are not taking care of iPads, we will keep the iPads at school.
- Item #10** **Independent Study, (LCAP Goal 2, AMO 3) Richard Parra, FPC Director**
(Informational Item)
- Mrs. Kaufman briefly went over the expectation of a Tier 1 and Tier 3 Independent Study.
- Item #11** **Staff Development PD Topics, (LCAP Goal 3, AMO 2) Richard Parra, FPC**
Director *(Discussion Item)*

This item will be moved to our next meeting agenda.

Item #12 **TK/K Grant Award for Use of Math Shelf, (LCAP Goal 1, AMO 1) Coco Salazar, Kindergarten Lead Teacher** (*Informational Item*)

Coco Salazar received a grant for Math Shelf, which is a leveled math app for Transitional Kindergarten and Kindergarten. The app must be used for 20 minutes a week. They offer a free PD for teachers who are using the app. The app will cost \$499 per class each year in the future.

Item #13 **Initial ELPAC Assessments (LCAP Goal 1, AMO 3-4), Sirui Thomassian, FPC Assistant Director** (*Informational Item*)

The T.A.s and Mrs. Reyes are working hard to complete ELPAC testing.

Next Regular Meeting: TBD

Adjournment:

By **MOTION** of Wendy Kaufman, **SECONDED** by Nitma Angus, and **CARRIED**, the Instruction Committee Meeting was adjourned at 7:30 a.m.

Minutes of the Instruction Committee respectfully submitted by Sarah Lin, Secretary

FENTON CHARTER PUBLIC SCHOOLS
Santa Monica Boulevard Community Charter School

Instruction Committee
September 1, 2021
[7:15 a.m. - Zoom Meeting](#)
Meeting ID: 835 9822 9265
Passcode: 913226

MINUTES

Call to Order: Carmen Solis, Chair

A meeting of the Instruction Committee was held on Wednesday, September 1, 2021, at 7:15 A.M. on Zoom.

Roll Call: Carmen Solis, Chair

The committee chair reminded the committee that attendance at all meetings is a requirement. Please report any absences to the director and chair(s) beforehand if you are not able to attend. Director will approve any absences.

Present: Carmen Solis, Jennifer Flynn, Kyra Faulk, Grisel Benn, Jazmin Luna, Fabiola Vega, Zoe Weiss, Bunny Wolfer, Grace Lotker, Emma Colmenares, Shanjana Hossain, Emily Aaronson, Amanda Hill, Cary Rabinowitz, Walter Gomez

Non-Committee Members in Attendance: Nicole Langlois

Additions/Corrections to the Agenda: Carmen Solis, Chair

There were no corrections to the agenda.

Approval of Minutes: Carmen Solis, Chair

Item #1 **Minutes from the April 28, 2021 meeting of the Instruction Committee** (*Motion to Approve*)

On **MOTION** of Bunny Wolfer **SECONDED** by Grisel Benn and **CARRIED**, the minutes of the Instruction Committee meeting on April 28, 2021 were approved as submitted.

Presentations from the Public: Carmen Solis, Chair

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

Old Business:

New Business:

Item #3 Selection of Instruction Committee Secretaries, Carmen Solis, Committee Chair
(Motion to Approve)

On **MOTION** of Grisel Benn, **SECONDED** by Emily Aaronson, and **CARRIED**, the committee approved Zoe Weiss and Jennifer Flynn to serve as Instruction Committee co-secretaries.

Item #4 i-Ready Beginning of Year Assessments (LCAP Goal 1), Walter Gomez,
Assistant Director *(Informational Item)*

The diagnostic window for the initial i-Ready assessment is from August 16th to September 24th, 2021. Thank you to Mr. Najera and Ms. Nishimoto for getting all iPads prepared and updated for the iReady software. They have also made sure that all students have headphones available.

Students can access i-Ready through Clever. As of this meeting, 53% of students have completed the reading section, and 69% have completed the math section. Thank you to teachers for completing the assessment with your students.

Regarding students who are distance learning through Edgenuity: they do not need to complete the i-Ready assessment.

Students who are under quarantine should wait to complete i-Ready until they return to school to get the most complete, accurate data.

Mr. Gomez reminded teachers that if you receive new students, it can take 24-48 hours for their information to be updated to the system.

Item #5 Initial ELPAC Assessments (LCAP Goal 1, AMO 3-4), Walter Gomez,
Assistant Director *(Informational Item)*

Administrators and office staff began the Initial ELPAC assessments on August 18th. Students have 30 days from their first day of school to take the initial ELPAC. There are 4 domains of the ELPAC: Listening, Speaking, Reading, and Writing. Three portions are taken online, and the writing portion is completed in a booklet and scored later. All information is uploaded into the ELPAC Data Entry Interface.

There are approximately 70-80 students to test in TK and Kindergarten, and about 50 have tested already. Once all students have been tested, ELPAC levels will be placed in Infinite Campus so teachers can view their student data.

Item #6 Review of Curriculum and Instructional Materials (LCAP Goal 3), Walter
Gomez, Assistant Director *(Informational Item)*

All Benchmark and MyMath materials have been distributed to teachers. Most TWIG science consumable items have been delivered as well. Other supplemental materials and memberships include: Social Studies Weekly, Scholastic News, Mystery Science, Stafall (TK/K), ESGI (TK), Flocabulary, Pear Deck, Ironbox (3rd Grade), Handwriting Without Tears (TK), SeeSaw, and Reflex Math. If teachers are missing students from their SeeSaw or Reflex Math accounts, please contact Mr. Gomez. First grade is looking into the Secret Stories Phonics system.

If teachers have students that may benefit from access to Starfall but are not in Kindergarten, please see Mr. Gomez for more details.

Mr. Rabinowitz reminded teachers that we are shifting away from Lexia for use in small groups and differentiated instruction, and moving towards iReady. As we begin to complete the iReady diagnostic assessment, please use the iReady resources with your students.

Item #7 Nomination and Selection Process for Committee Co-Chair, Cary Rabinowitz, Director *(Information Item)*

With the resignation of Ms. Kiser, we plan to select another Committee Co-Chair to join Carmen Solis. Please consider this position, which is a highly regarded and prestigious position within our organization. Not only is the Instruction Committee Co-Chair responsible for leading the committee, they are also included in all hiring committees and staff reorganization.

Item #8 Local Control Accountability Plan (LCAP Goals 1-3), Cary Rabinowitz, Director *(Informational Item)*

The LCAP has made some shifts during COVID. During our closure, the LCAP shifted more to the learning continuity plan to enable a focus on student learning. With the return to in-person schooling, we will be moving back to an emphasis on all of our LCAP goals. Mr. Rabinowitz would like to remind staff of our LCAP goals and how our program supports these goals.

Goal 1 - Increase Student Achievement

To increase student achievement this year, our STEAM and ELD Focus Lead teachers will be providing direct support to teachers in their grade level groups. We will continue our partnership with the Marciano Arts Foundation, including field trips for all students and direct coaching for teachers.

Goal 2 - Increase meaningful and purposeful student, teacher, and parent engagement

Our Parent Forum sessions will continue this year. The school has already hosted a Parent workshop partnering with the Saban Community Clinic focusing on the return of children to school during COVID, and on September 14th we will host a Parent Forum session to discuss the ELPAC.

Goal 3 - Provide an appropriate Basic Condition of Learning

Teachers will continue to receive professional development in relevant curricular areas throughout the school year. Year 1 and 2 teachers will attend professional development workshops in the areas of EDI, Benchmark, and Thinking Maps beginning next week.

Our high-caliber school maintenance team continues to keep our school facility in excellent condition.

Item #9 **Tiered Process of Independent Study (LCAP Goal 1-3), Cary Rabinowitz, Director** *(Informational Item)*

Mr. Rabinowitz reminded teachers of the requirements for each type of Independent Study. Requirements for Tier 1 (fewer than 15 days) are the original I.S. document and student work. Requirements for Tier 2 (greater than or equal to 15 days) are the original I.S. document and student work, Engagement Tracker, and Classroom Lesson Plan. Requirements for Tier 3 (Long Term Independent Studies/Edgenuity Students) are a new I.S. document, Engagement Tracker, and the Edgenuity Weekly “Student Activity” Report.

Please remember that when a student has 15 or more **total** days on Independent Study, you must open your Zoom link for at least 30 minutes to engage with those students for the days they are on Independent Study. Use the [Independent Study tracker](#) link that is on the top of the Weekly Bulletin to track your Independent Study numbers.. Please use this [spreadsheet link](#) to add your Zoom link and Zoom times for Tier 2 and/or Tier 3 students.

Announcements:

Next Regular Meeting: October 6, 2021

Adjournment: 7:46 A.M.

Respectfully submitted by: Jennifer Flynn

FENTON CHARTER PUBLIC SCHOOLS
Fenton Charter Leadership Academy
Instruction Committee
September 2, 2021

Zoom Meeting
<https://us02web.zoom.us/j/89934917185>
Meeting ID: 899 3491 7185
Passcode: INSTRUCT

A meeting of the Instruction Committee was held on Thursday September 2nd, 2021 at 7:18 a.m. via Zoom.

Call to Order: Yesenia Fuentes, Chair

The Instruction Committee meeting was called to order at 7:18 a.m. by Chair, Yesenia Fuentes.

Roll Call: Yesenia Fuentes, Chair

Instruction Committee Members Present: Jennifer Miller, Jennifer Pimentel, Yesenia Fuentes, Martha May, Veronica Palazzola

Excused Members: Susana Orozco, Melissa Andrade

Non-Committee Members Present: Paige Piper, Alejandra Munoz, Alyssa Cutting, Elisa Vallejo, Elizabeth Marquez, Lilia Padilla Zuniga

Additions/Corrections to the Agenda: Yesenia Fuentes, Chair

There were no corrections to the agenda.

Approval of Minutes from May 12, 2021: Yesenia Fuentes, Chair

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

On **MOTION** of Veronica Palazzola, **SECONDED** by Martha May, and **CARRIED**, the minutes from the May 12, 2021 meeting of the FCLA Instruction Committee were approved.

Presentations from the Public: 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 Selection of Committee Secretary,
Yesenia Fuentes, Instruction Committee Chair** (*Motion to Approve*)

Veronica Palazzola and Martha May will share the responsibility of Instruction Committee Secretary. They will alternate taking and submitting minutes.

**Item #4 Initial ELPAC Assessments, (LCAP Goal 1, AMO 3-4),
Jennifer Pimentel, Assistant Director** (*Informational Item*)

Ms. Palma and Mrs. Pimentel administered the Initial ELPAC during the week of August 16th. There were 12 students from FCLA tested. The test was computer-based for all sections with Kinder taking the writing section with paper/pencil. All student responses have been recorded and new this year is the Teacher Hand Scoring System (THSS) where we were responsible for scoring the writing sections ourselves for all grades 3-6. For the 21-22 school year, STEM is participating in the Rotating Score Validation Process (RSVP) for the Initial ELPAC. STEM is one of 10% of LEAs required to return the scannable Kindergarten through 2nd grade writing answer books to the ETS for validation after they've been scored by the school. For teachers with students who took the Initial ELPAC, a parent notification of results will be distributed in the coming weeks. Thank you to Ms. Palma and Mrs. Pimentel for their assistance in administering the Initial ELPAC.

**Item #5 i-Ready BOY Implementation, (LCAP Goal 1, AMO 1-2),
Jennifer Miller, FCLA/STEM Director** (*Informational Item*)

As of August 30th, approximately 60-70% of students had completed the iReady reading and math testing. All assessments for grades 1-6 are due by September 10th. Kindergarten will assess students during the window of September 7-24th. Our next Professional Development day, scheduled for September 20th will revolve around iReady data analysis. This PD will take place on our regular staff meeting, and will be a minimum day for all students. Lead teachers will be taking a substitute day to learn more about how to support teachers and grade levels with data analysis using iReady.

**Item #6 Focus Initiative for 21-22, (LCAP Goal 2, AMO 1-2),
Jennifer Miller, FCLA/STEM Director** (*Informational Item*)

The FCLA Focus Lead for the 2021-2022 school year is Stephanie Garcia. Stephanie will be presenting information regarding focus implementation to all staff on September 15th. Her vision for leadership implementation this year is to streamline and integrate authentic elements of our focus. Using a Social Emotional Learning lens, Stephanie plans to incorporate guest speakers, journalism, and service learning into our school. Our culminating Leadership Summit will showcase the leadership skills learned throughout the year. Also new this year, all after school clubs will be open to both FCLA and STEM students!

**Item #7 Enrollment Update, (LCAP Goal 2, AMO 3),
Jennifer Miller, FCLA/STEM Director** (*Informational Item*)

Currently, there are 312 students enrolled at FCLA. There are 17 students in Edgenuity, and the class

average at FCLA is 21 students. With the implementation of the Distance Learning Lead Teacher, Yesenia Fuentes, one class of students was dissolved and reassigned into two existing classes. This assists with overall funding and budget. Thank you to Ms. Badro and Mrs. Silva for welcoming these new students into your rooms!

**Item #8 Student Teacher Participation, (LCAP Goal 3),
Jennifer Miller, FCLA/STEM Director (Informational Item)**

The Fenton Academies look forward to collaborating with universities to welcome student teachers for the fall and winter months! We have hired many of our wonderful teachers through these student teacher outreach programs. Ms. Palazzola looks forward to hosting a student teacher from California State University, Northridge in the coming weeks.

**Item #9 Social Media Outreach, (LCAP Goal 2, AMO 1-2),
Jennifer Miller, FCLA/STEM Director (Informational Item)**

Our social media platform has increased its following by 36% in five weeks! Instagram continues to be an opportunity to share information, promote school programs, recruit potential families, and engage our community! Thank you to the teachers involved in making our social media successful!

Announcements:

There were no announcements.

Next Regular Meeting: TBD

Adjournment:

On **MOTION** of Martha May, **SECONDED** by Veronica Palazzola, and **CARRIED**, the Instruction Committee meeting was adjourned at 7:50 a.m.

Minutes respectfully submitted by: Veronica Palazzola, Secretary

FENTON CHARTER PUBLIC SCHOOLS
Fenton STEM Academy
Instruction Committee
September 2, 2021

Zoom Meeting
<https://us02web.zoom.us/j/89934917185>
Meeting ID: 899 3491 7185
Passcode: Instruct

MINUTES

A meeting of the Instruction Committee was held on Thursday, September 2, 2021 at 7:15 A.M. via Zoom meeting link: <https://us02web.zoom.us/j/89934917185>

Call to Order: Paige Piper, Chairperson

The Instruction Committee was called to order at 7:23 a.m., by Chair, Paige Piper.

Roll Call: Paige Piper, Chairperson

Instruction Committee Members Present: Elizabeth Marquez, Alejandra Muñoz, Lilia Padilla

Zuñiga, Paige Piper, Elisa Vallejo, Alyssa Cutting, Jennifer Miller, Jennifer Pimentel

Non-Committee Members Present: Yesenia Fuentes, Martha May, Veronica Palazzola

Members Excused: None

Additions/Corrections to the Agenda: Paige Piper, Chairperson

Approval of Minutes from May 12, 2021: Paige Piper, Chairperson

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

On **MOTION** of Alejandra Muñoz, **SECONDED** by Elisa Vallejo, and **CARRIED**, the minutes from the May 12, 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 **Selection of Committee Secretary,**

Paige Piper, Instruction Committee Chair (*Motion to Approve*)

Paige Piper requested a volunteer for secretary for the Fenton STEM Academy Instruction Committee for the 2021- 2022 school year. Alejandra Muñoz and Lilia Padilla-Zuñiga volunteered to be co-committee secretaries.

On **MOTION** of Elisa Vallejo, **SECONDED** by Paige Piper, and **CARRIED**, Alejandra Muñoz and Lilia Padilla-Zuñiga were selected as the 2021 – 2022 Secretaries of the STEM Instruction Committee.

**Item #4 Initial ELPAC Assessments (LCAP 1, AMO 3-4),
Jennifer Pimentel, Assistant Director** (*Informational Item*)

Mrs. Pimentel presented the committee with information regarding the Initial ELPAC Assessments, which were administered the week of August 16th. Mrs. Pimentel and Ms. Palma tested 11 STEM students via a computer-based format for all sections, with Kinder taking the writing portion via paper/pencil. All student responses have been recorded, and new this year is the Teacher Hand Scoring System (THSS), in which we, as the LEA, are responsible for scoring the writing ourselves for all grades 3-6. For the 21-22 school year, STEM is participating in the Rotating Score Validation Process (RSVP) for the Initial ELPAC. This means that we are one of the 10 percent of LEA's who will return the scannable Kindergarten through 2nd grade writing answer books to the ETS for validation, after they've been scored by the school. Teachers of students who took the Initial ELPAC will be given a parent notification of results to be distributed in the coming weeks. Mrs. Pimentel thanked Ms. Palma for her assistance in administering the Initial ELPAC.

**Item #5 i-Ready BOY Implementation (LCAP 1, AMO 1-2),
Jennifer Miller, FCLA/STEM Director** (*Informational Item*)

Mrs. Miller informed the committee that as of August 30th, 60-70% of students have completed both the iReady Reading and Math assessments. Once we have full completion, Mrs. Miller will share out schoolwide diagnostic results. iReady assessments for grades 1-6 should be completed by September, while Kindergarten will assess September 7th – 24th. These deadlines are important as they will ensure that we have data to review for our September 20th professional development date. Furthermore, this is our first opportunity to have real, credible data, given that last year, we didn't have full control over testing conditions, since some students were testing remotely. These iReady results will give us a significant starting point in creating future goals to meet the needs of our students.

**Item #6 Focus Initiative for 21-22 (LCAP 2, AMO 1-2),
Jennifer Miller, FCLA/STEM Director** (*Informational Item*)

Mrs. Miller shared the focus initiative for the 20-21 school year. Our focus leads for the academies, Dominica Yasuda (STEM) and Stephanie Garcia (FCLA), will be meeting with lead teachers on September 10th to give a preview of what they plan to share with staff during our September 15th staff meeting. This staff meeting will serve as a kick-off of what they plan to accomplish this year, and what their vision is for our school focus. The focus leads are intent on not adding to teacher's plates, but instead streamlining and aligning with the learning that is already happening in classrooms. Our school focus is important at the Academies, as it showcases our individualities, but also helps to boost enrollment. This year, Ms. Yasuda is looking to use a STEAM lens, incorporate project-based learning, continue robotics, and have guest speakers. New this year, after school clubs will be open to both schools and guest speakers will be shared. This will allow all interested staff and students the

opportunity to participate in the clubs they are most interested in. We will continue to maintain separate culminating events for the end of the year, Leadership Summit (FCLA) and STEM Expo (STEM).

**Item #7 Enrollment Update, (LCAP 2, AMO 3),
Jennifer Miller, FCLA/STEM Director (Informational Item)**

Mrs. Miller provided an enrollment update to the committee. At present, enrollment continues to be an ongoing concern for not only the Fenton schools, but also all California schools. Since we are a fairly new school, we are in a slightly more challenging situation, given that we don't have significant reserves. Furthermore, the addition of the annex comes with additional costs. At STEM, our current enrollment stands at 349 students (compared to 345 last year). This is lower than what had initially been predicted, considering the addition of 6th grade. Nonetheless, the addition of the FCPS Distance Learning Lead Teacher has had a positive financial impact on our schools. Mrs. Miller expressed optimism that with this new position, we may possibly see increased enrollment.

**Item #8 Student Teacher Participation, (LCAP Goal 3),
Jennifer Miller, FCLA/STEM Director (Informational Item)**

Mrs. Miller informed the committee that the academies will be hosting four student teachers this semester. Three teachers will be joining us from CSUN and will be hosted by Ms. Palazzola, Ms. Christenson, and Ms. Yasuda. We will have one teacher joining us from USC and they will be hosted by Mrs. Gentry. It is exciting to see that since our opening, there has been increased outreach from universities wanting to partner with us for student teacher opportunities.

**Item #9 Social Media Outreach, (LCAP Goal 2, AMO 1-2),
Jennifer Miller, FCLA/STEM Director (Informational Item)**

Mrs. Miller presented the committee with an update on our social media outreach efforts. Over the course of 7/23 – 8/31, our school Instagram account gained 175 followers (36% growth). Mrs. Miller thanked Mrs. Pimentel and Mrs. Quijano for coming up with an Instagram giveaway, which helped to increase our online followers. She also thanked Ms. Hetu for her countless support in managing our Instagram account and posting relevant and engaging content. Teachers are welcome to email Mrs. Miller with any photos or stories that they would like to add to our social media. Any students featured will need to have a completed Media Release Form on file.

Announcements:

There were no announcements.

Next Regular Meeting: TBD

Adjournment:

On **MOTION** of Elisa Vallejo, **SECONDED** by Lilia Padilla-Zuñiga, and **CARRIED**, the Instruction Committee meeting was adjourned at 7:53 AM

FENTON CHARTER PUBLIC SCHOOLS
Fenton Avenue Charter School

***Unapproved Minutes of the
Curriculum and Assessment Council***

September 7th, 2021

A meeting of the Curriculum and Assessment Council was held on Tuesday, September 7th, 2021 at 7:15 am on Zoom at Fenton Avenue Charter School at 11828 Gain Street Lakeview Terrace, CA 91342.

Call to Order: Christopher Torres, Chairperson

The Curriculum and Assessment Council Meeting was called to order at 7:17 am by Chairperson, Christopher Torres

Roll Call: Robin McNutt, Secretary

Members Present: Patricia Aparicio, Barbara Aragón, Myriam Arechiga, Barbara Ausherman, Monica Castañeda, Jacqueline Claudio, Emily Gillmore, Otilia Lopez, Robin McNutt, Mercedes Meeks, DeAnn Michiels, Jessi Tello, Christopher Torres, Tiffany Walker

Members Excused: Rebecca Williamson

Members Absent: N/A

Additions/Corrections to the Agenda: Christopher Torres, Chairperson

There were no additions or corrections to the agenda.

Approval of Minutes from June 3rd, 2021: Christopher Torres, Chairperson

Item #1 Minutes from the June 3rd, 2021 meeting of the Curriculum and Assessment Council (*Motion to Approve*)

On **MOTION** of DeAnn Michiels, **SECONDED** by Otilia Lopez, and **CARRIED**, the Minutes of the Curriculum and Assessment Council Meeting of June 3rd, 2021 were approved as submitted.

Presentations from the Public: Christopher Torres, Co-Chair

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

There were no presentations from the public.

New Business:

Item #3 Resignation of Jasmen Dorian (LCAP Goal 3, AMO 1) – Monica Castaneda, FACS Director (*Information Item*)

Miss Castañeda informed the council that Jasmen Dorian resigned from her 4th grade position. This leaves us short two teachers in fourth grade. Currently, one position has been posted online to be filled and applicants are being screened and reviewed. Ms. Dorian's class was split between the rest of the grade level, with 25 students in each class. New enrollments will need to be waitlisted for fourth grade, as classes are full.

**Item #4 Purchase of TWIG Science (LCAP Goal 1, AMO 1 and Goal 3, AMO 3)
–Monica Castaneda, FACS Director (Information Item)**

TWIG science was purchased as a means to align our Environmental Studies focus with a state-adopted curriculum. This year will serve as an exploration year in tandem with Mystery Science. There will be a professional development day for TWIG Science after Winter Break. Materials are still currently being organized, and we are still awaiting more supplies, as some were missing. There is a digital component to the curriculum as well that can be utilized.

**Item #5 Independent Study Tiers (LCAP Goal 2, AMO 3)- Monica Castaneda, FACS
Director (Information Item)**

The council was provided with a quick overview of the Independent Study tiers. The FACS Beginning of Year Documents folder, in Google Drive, houses Independent Study Documents, including memos, spreadsheets for Tiers 2 & 3, and Engagement Tracker Models. There are currently eight students in Tier 3 at FACS. Yesenia Fuentes and Kelley Christensen are serving as liaisons between Tier 3 students and classroom teachers and will provide more information to the General Education teachers regarding the protocol for Tier 3 students soon.

**Item #6 ELPAC Update (LCAP Goal 1, AMO 3&4)- Barbara Aragon, FACS Assistant
Director (Information Item)**

Ms. Aragon provided an update regarding the Initial ELPAC window, July 1st 2021-June 30 2022. Testing has begun with only a few initial ELPAC tests, but new enrollees' CUMs are being monitored for this information. Summative ELPAC score reports from the 2020-2021 school year and labels have been placed in CUMs. Ms. Aragon will become certified to administer the Alternate Assessment. She and Ms. Ramos will also administer Summative ELPAC testing again, similar to last year. The Summative ELPAC window opens for this school year in February 2022. We are still awaiting protocols for how to incorporate ELD time into instruction for ELL students.

**Item #7 Environmental Studies Focus (LCAP Goal 1, AMO 5)-Monica Castaneda,
FACS Director (Information Item)**

Ms. Walker and Mrs. Meeks are serving as Focus Leads, and have prepared units of study and lessons for all grade levels. TWIG Science supports this school focus as well. We are also currently seeking to fill the position of Science Lab Teacher, in order to boost enrollment and to serve as a marketing and recruitment tool.

**Item #8 i-Ready Administration (LCAP Goal 1, AMO 5)- Monica Castaneda, FACS
Director (Information Item)**

i-Ready Diagnostic assessments are underway and the window closes Friday September 10th. Tier 3 students are not required to complete these assessments, but are able to from home, allowing for teachers to have data should they return to the classroom for in-person instruction. September 20th is a minimum day to

FENTON CHARTER PUBLIC SCHOOLS
Fenton Avenue Charter School
Human Resource and Personnel Council

Unapproved Minutes of the Human Resource and Personnel Council
September 1, 2021

Call to Order: Leanna Hendrix, Council Chair

The Human Resource and Personnel Council meeting was called to order at 7:15 a.m. by the Council Chair, Leanna Hendrix

Roll Call: Karen Scharf, Secretary

Members Present: Lizette Adkisson, Marya Asadurian, Barbara Ausherman, Karla Contreras, Lillian De La Torre, Leanna Hendrix, Karen Scharf, Elsie Torres, Ms. Castaneda, Ms. Aragon, and Mr. Tello

Members Excused: Karla Contreras and David Valle

Non-Members Present: Veronica Ramos and Alyssa Cutting

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

There were no additions/corrections to the agenda.

Approval of Minutes from, June 4, 2021: Leanna Hendrix, Council Co-Chair

Item #1 **Minutes from the June 4, 2021 meeting of the Human Resource and Personnel Council** (*Motion to Approve*)

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

Presentations from the Public: Leanna Hendrix, Council Chair

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

There were no presentations from the public.

Old Business: None

New Business:

Item #3 **Leave Request for Geina Addison and Lee Melo** (*LCAP Goal 3, AMO 1*), **Monica Castaneda, FACS Director** (*Motion to Approve*)

Ms. Castaneda informed the council that Geina Addison and Lee Melo have both requested a Leave of Absence. Geina Addison will be going on Maternity Leave and Lee Melo is addressing current family matters.

On **MOTION** of Karen Scharf, **SECONDED** by Barbara Ausherman, and **CARRIED**, the leave requests for both Geina Addison and Lee Melo were approved.

Item #4 **Resignation of Jasmen Dorian (LCAP Goal 3, AMO 1), Monica Castaneda, FACS Director (Informational Item)**

Ms. Castaneda informed the council that Ms. Dorian's Fourth grade class was divided and split between the current Fourth Grade teachers. She said that she is currently searching for a replacement teacher that can resume Ms. Dorian's position.

Item #5 **Revised Staff Roster (LCAP Goal 3, AMO 1), Monica Castaneda, FACS Director (Informational Item)**

Ms. Castaneda informed the council that the three BOY (Beginning of The Year) documents in the Google Drive have been updated to reflect the current staff changes.

Item #6 **Science Lab Teacher Position (LCAP Goal 3, AMO 1), Monica Castaneda, FACS Director (Motion to Approve)**

Ms. Castaneda shared with the council a desire to enhance FACS Environmental Studies emphasis by hiring a Science Lab Teacher. The position would be open to any Fenton Avenue Teacher. However, the position may be dependent on the impact it may have on the current FACS grade levels. The application and opening will be posted by Monday, September 6, 2021 and may start sometime in September.

On **MOTION** of Lizette Adkisson, **SECONDED** by Barbara Ausherman, and **CARRIED**, to hire a Science Lab Teacher.

Item #7 **4th Grade Lead Teacher (LCAP Goal 3, AMO 1), Monica Castaneda, FACS Director (Motion to Approve)**

Ms. Castaneda shared that Barbara Ausherman and Rebecca Williamson have volunteered to be the Lead Teachers for FACS Fourth Grade in Lee Melo's absence.

On **MOTION** of Karen Scharf, **SECONDED** by Lizette Adkisson, and **CARRIED**, Rebecca Williamson and Barbara Ausherman will be the Lead Teachers for FACS Fourth Grade.

Announcements: There were no announcements.

Next Regular Meeting: October 6, 2021

Adjournment:

On **MOTION** of Karen Scharf, **SECONDED** by Lizette Adkisson, and **CARRIED**, the Human Resource and Personnel Council meeting adjourned at 7:29 a.m.

Minutes respectfully submitted by: Karen Scharf

FENTON CHARTER PUBLIC SCHOOLS
Fenton Charter Leadership Academy

Unapproved Minutes of the Personnel Committee

September 3, 2021

A meeting of the Personnel Committee was held on Friday, September 3, 2021 at 7:15 a.m. virtually on Zoom at Fenton Charter Leadership Academy at 8926 Sunland Blvd., Sun Valley, CA 91352.

Call to Order: Kate Hetu, Chair

The Personnel Committee meeting was called to order at 7:22 a.m. by Chair, Kate Hetu.

Roll Call: Kate Hetu, Chair

Personnel Committee Members Present: Kate Hetu, Stephanie Garcia, Abigail Gillmore, Lindsey Western, Loren Caballero, Jennifer Miller

Excused Members: Cedric Ramirez, Jennifer Pimentel

Non-Committee Members: Priscilla Gentry, Kelley Christenson, and Ana Soto Gutierrez

Additions/Corrections to the Agenda: Kate Hetu, Chair

An informational item was added to the agenda:

Item #9 **FCLA/STEM First Grade Lead Teacher for 21-22, Jennifer Miller, Director**
(Informational Item)

Approval of Minutes from June 9, 2021: Kate Hetu, Chair

Item #1 **Minutes from the June 9, 2021 meeting of the Personnel Committee** *(Motion to Approve)*

A correction to the minutes was made. Ms. Hetu is currently serving as the FCLA/STEM Second Grade Lead Teacher.

On **MOTION** of Stephanie Garcia, **SECONDED** by Lindsey Western, and **CARRIED**, the minutes were approved as corrected.

Presentations from the Public: Kate Hetu, 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 Selection of Personnel Committee Secretary, (LCAP 1, AMO 2), Kate Hetu, Personnel Chair *(Motion to Approve)*

Kate Hetu presented the need for a volunteer to serve as Committee Secretary. Loren Caballero volunteered to serve as the Personnel Committee Secretary for the 2021-2022 school year.

On **MOTION** of Stephanie Garcia, **SECONDED** by Lindsey Western, and **CARRIED**, the selection of Loren Caballero as Personnel Committee secretary was approved unanimously.

Item #4 Paraprofessional Staffing Update (LCAP Goal 3), Jennifer Miller, Director *(Informational Item)*

Mrs. Miller presented the committee with an update on paraprofessional staffing. In regards to paraprofessionals, the Fenton Academies are currently overstaffed. There is a need for intensive support and supervision for students as we transition back to in-person learning, especially with the safety protocols in place. Mrs. Quijano has been working tirelessly to fully staff the paraprofessionals. She has been recruiting, hiring, and training new paraprofessionals to assist on campus with students and staff. The paraprofessionals will be working directly with students, supervising and maintaining a safe school environment. Thank you to Mrs. Quijano for her hard work in staffing the paraprofessionals and to all staff for their flexibility as new hires are being trained for their roles.

Item #5 Selection of Yesenia Fuentes as Independent Study Learning Lead Teacher, Jennifer Miller, Director *(Informational Item)*

Mrs. Miller presented the committee with information regarding the selection of Yesenia Fuentes as the Independent Study Learning Lead Teacher. Mrs. Fuentes began in her new role on Monday, August 30th, 2021. Mrs. Fuentes has been vital in reengaging the 66 FCPS students participating in the Edgenuity program. Mrs. Fuentes has personally contacted families via phone and Zoom to reconnect Fenton students and both students and family have expressed gratitude. Mrs. Miller shared how proud she is of Mrs. Fuentes and how happy she is to see Mrs. Fuentes take on this new role.

Item #6 Hiring of Jose Loza as Full Time Custodian (LCAP Goal 3), Jennifer Miller, Director *(Informational Item)*

Mrs. Miller presented the committee with information regarding the hiring of Jose Loza as a full-time custodian. Mr. Loza will be working alongside current custodial staff to maintain and clean the main building and annex. Mr. Loza had demonstrated his professionalism during the hiring process and is currently getting processed. He will be starting in his role in the coming weeks.

Item #7 Sycamores Clinician, Ana Torres (LCAP Goal 3), Jennifer Miller, Director *(Informational Item)*

Mrs. Miller presented the committee with information regarding the Sycamores clinician, Ana Torres. Ms. Torres is currently on campus Mondays and Thursdays from 8:00 AM- 4:00 PM. She is currently available to work with students in room 7A, located in the Annex. The Fenton Academies are thankful to have Ms. Torres providing counseling support to students. Through Sycamores, we are able to provide support to students while they are at school and at home. We are hopeful that her hours on campus will increase as there is an increase in need for her services. Teachers looking to refer students

to Sycamores can email Ms. Torres or visit her in room 7A. The contact information for Sycamores was presented at the staff meeting held on Wednesday, September 1st.

Item #8 Scoot Education Substitute Teacher Agency (LCAP Goal 3), Jennifer Miller, Director (Informational Item)

Mrs. Miller presented the committee with information regarding the Scoot Education Substitute Teacher Agency. Administration is excited to present another option for staff to request a substitute. Currently, teachers can request a substitute through Teachers on Reserve, Cross Country Education and Scoot Education. The Scoot platform allows teachers to request a substitute through a web browser, app, and/or phone call. They offer longer business hours to better assist teachers and have had a high success rate in filling substitute postings.

Item #9 FCLA/STEM First Grade Lead Teacher for 21-22, Jennifer Miller, Director (Informational Item)

Mrs. Miller presented the committee with information regarding the FCLA/STEM First Grade Lead Teacher for the 2021-2022 school year. Ms. Christenson has been reassigned from her position as first grade lead teacher to serve as the Independent Study Learning Lead Teacher. Ms. Christenson will be working to engage TK-2nd grade students enrolled in the distance learning independent study option. Ms. Christenson's students have been redistributed to the first grade teachers at FCLA and STEM, which has helped to bring all first grade classes to 24 students per classroom. Her reassignment opens the FCLA/STEM first grade lead teacher position. Abigail Gillmore and Stephanie Garcia will share the first grade lead position for the 2021-2022 school year. Their lead teacher position will begin on Tuesday, September 7th. Their new role will be confirmed at the next board meeting.

Announcements:

There were no announcements.

Next Regular Meeting: TBD

Adjournment:

On **MOTION** of Lindsey Western, **SECONDED** by Abigail Gillmore, and **CARRIED**, the Personnel Committee adjourned at 7:51 a.m.

Minutes respectfully submitted by: Stephanie Garcia

FENTON CHARTER PUBLIC SCHOOLS

Fenton STEM Academy

Unapproved Minutes of the Personnel Committee

September 3, 2021

A meeting of the Personnel Committee was held on Friday, September 3, 2021 at 7:15 a.m. virtually on Zoom at Fenton Charter STEM Academy at 8926 Sunland Blvd., Sun Valley, CA 91352.

Call to Order: Priscilla Gentry, Chair

The Personnel Committee meeting was called to order at 7:22 a.m. by Chair, Kate Hetu.

Roll Call: Priscilla Gentry, Chair

Personnel Committee Members Present: Priscilla Gentry, Kelley Christenson, and Ana Soto Gutierrez, Jennifer Miller

Excused Members: Cedric Ramirez, Jennifer Pimentel

Non-Committee Members: Kate Hetu, Stephanie Garcia, Abigail Gillmore, Lindsey Western, Loren Caballero

Additions/Corrections to the Agenda: Priscilla Gentry, Chair

No additions or corrections to the agenda.

Approval of Minutes from June 9, 2021: Priscilla Gentry, Chair

Item #1 **Minutes from the June 9, 2021 meeting of the Personnel Committee (*Motion to Approve*)**

On **MOTION** of Kelley Christenson, **SECONDED** by Ana Soto Gutierrez and **CARRIED**, the minutes were approved as corrected.

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 **Selection of Personnel Committee Secretary, (LCAP 1, AMO 2), Priscilla Gentry, Chair (*Motion to Approve*)**

Priscilla Gentry presented the need for a volunteer to serve as Committee Secretary. Julie Nguyen and Kelley Christenson volunteered to serve as the Personnel Committee Secretary for the 2021-2022 school year.

On **MOTION** of Kelley Christenson, **SECONDED** by Ana Soto Gutierrez and **CARRIED**, the minutes were approved as corrected.

Item #4 **Paraprofessional Staffing Update (LCAP Goal 3), Jennifer Miller, Director**
(Informational Item)

Mrs. Miller presented the committee with an update on paraprofessional staffing. There is a need for intensive support and supervision for students as we transition back to in-person learning, especially with the safety protocols in place. Mrs. Quijano has been working tirelessly to fully staff the paraprofessionals. She has been recruiting, hiring, and training new paraprofessionals to assist on campus with students and staff. The paraprofessionals will be working directly with students, supervising and maintaining a safe school environment. Thank you to Mrs. Quijano for her hard work in staffing the paraprofessionals and to all staff for their flexibility as new hires are being trained for their roles.

Item #5 **Selection of Yesenia Fuentes as Independent Learning Lead Teacher, Jennifer Miller, Director**
(Informational Item)

Mrs. Miller presented the committee with information regarding the selection of Yesenia Fuentes as the Independent Study Learning Lead Teacher. Mrs. Fuentes began in her new role on Monday, August 30th, 2021. Mrs. Fuentes has been vital in reengaging the 66 FCPS students participating in the Edgenuity program. Mrs. Fuentes has personally contacted families via phone and Zoom to reconnect Fenton students and both students and family have expressed gratitude. Mrs. Miller shared how proud she is of Mrs. Fuentes and how happy she is to see Mrs. Fuentes take on this new role.

Item #6 **Hiring of Jose Loza as Full Time Custodian (LCAP Goal 3), Jennifer Miller, Director**
(Informational Item)

Mrs. Miller presented the committee with information regarding the hiring of Jose Loza as a full-time custodian. Mr. Loza will be working alongside current custodial staff to maintain and clean the main building and annex. Mr. Loza had demonstrated his professionalism during the hiring process and is currently getting processed. He will be starting in his role in the coming weeks.

Item #7 **Sycamores Clinician, Ana Torres (LCAP Goal 3), Jennifer Miller, Director**
(Informational Item)

Mrs. Miller presented the committee with information regarding the Sycamores clinician, Ana Torres. Ms. Torres is currently on campus Mondays and Thursdays from 8:00 AM- 4:00 PM. She is currently available to work with students in room 7A, located in the Annex. The Fenton Academies are thankful to have Ms. Torres providing counseling support to students. Through Sycamores, we are able to provide support to students while they are at school and at home. We are hopeful that her hours on campus will increase as there is an increase in need for her services. Teachers looking to refer students to Sycamores can email Ms. Torres or visit her in room 7A. The contact information for Sycamores was presented at the staff meeting held on Wednesday, September 1st.

Item #8 **Scot Education Substitute Teacher Agency (LCAP Goal 3), Jennifer Miller, Director**
(Informational Item)

Mrs. Miller presented the committee with information regarding the Scoot Education Substitute Teacher Agency. Administration is excited to present another option for staff to request a substitute. Currently, teachers can request substitutes through Teachers on Reserve, Cross Country Education and Scoot Education. The Scoot platform allows teachers to request a substitute through a web browser, app, and/or phone call. They offer longer business hours to better assist teachers and have had a high success rate in filling substitute postings.

Item #9 Selection of Kelley Christenson as Distance Learning Lead Teacher, Jennifer Miller, Director *(Informational Item)*

Mrs. Miller informed the committee that Kelley Christenson will join Yesenia Fuentes as a FCPS Independent Study Lead Teacher. Kelley has been with Fenton STEM since opening in 2015. She served as our first kindergarten teacher - bridging both schools, one of our first focus leads, and has held faculty representative and lead teacher positions for the past several years. She has been instrumental regarding trauma informed practices, student centered instruction, and collaborative strategies. We wish Kelley and Yesenia all the best in their new roles and feel grateful they are a part of our team.

Item #10 STEM Faculty Representative for 21-22, Jennifer Miller, Director *(Informational Item)*

Mrs. Miller provided the committee with information regarding the need to fill the role of Faculty Representative for the 21-22 school year. Mrs. Miller emailed the job responsibilities and nomination form to all staff. Nominations are due to Romy Lagunas on Wednesday, September 8, 2021 by 8:00 am. Nominees that accept will be added to an online ballot. STEM staff will vote on Thursday, September 9th and results will be announced Friday, September 10th. This Faculty Representative will work in partnership with Veronica Palazzola of Fenton Charter Leadership Academy.

Item #11 FCLA/STEM First Grade Lead Teacher for 21-22, Jennifer Miller, Director *(Informational Item)*

Mrs. Miller presented the committee with information regarding the position of first grade lead teacher. FCLA/STEM First Grade Lead Teacher for the 2021-2022 school year, Ms. Christenson, has been reassigned from her classroom position and has accepted the new role of Distance Learning Lead Teacher, along with Yesenia Fuentes. Ms. Christenson will be working to engage TK-2nd grade students enrolled in the distance learning independent study option. Ms. Christenson's students have been redistributed to the first-grade teachers at FCLA and STEM, which has helped to bring all first-grade classes to 24 students per classroom. Her reassignment opens the FCLA/STEM first grade lead teacher position. Abigail Gillmore and Stephanie Garcia will share the first-grade lead position for the 2021-2022 school year. Their lead teacher position will begin on Tuesday, September 7th. Their new role will be confirmed at the next board meeting.

Announcements: There were no announcements.

Next Regular Meeting: TBD

Adjournment: On **MOTION** of Kelley Christenson, **SECONDED** by Ana Soto Gutierrez and **CARRIED**, the minutes were approved as corrected.

Minutes respectfully submitted by: Kelley Christenson

FENTON CHARTER PUBLIC SCHOOLS

Santa Monica Blvd. Community Charter School

Personnel Committee

Tuesday September 7, 2021

7:15 a.m.-Zoom Virtual Meeting:

<https://us02web.zoom.us/j/84995742160>

Meeting ID: 849 9574 2160

Passcode: 422795

Unapproved Minutes of the Personnel Committee

September 7, 2021

A meeting of the Personnel Committee was held on Tuesday, September 7, 2021 at 7:15 a.m. virtually on Zoom at Santa Monica Blvd. Community Charter School at 1022 N. Van Ness Ave., Los Angeles, CA 90038.

Call to Order: Megan Stevenson, Co-Chair

The Personnel Committee meeting was called to order at 7:19 a.m. by Co-Chair, Megan Stevenson.

Roll Call: Megan Stevenson, Co-Chair

Personnel Committee Members Present: Megan Stevenson, Emily Harper, Angela Boyd, Denise Molina, Marie Kirakossian, Walter Gomez, Cary Rabinowitz

Members Absent: Laura Gerow

Excused Members: Tiene Hauck, Gabriela Arroyo, Erick Lazo

Non-Committee Members: Nicole Langlois

Additions/Corrections to the Agenda: Megan Stevenson, Co-Chair

No additions or corrections were made to the agenda.

Approval of Minutes from June 8, 2021: Megan Stevenson, Co-Chair

Item #1 **Minutes from June 8, 2021 meeting of the Personnel Committee** (*Motion to Approve*)

On **MOTION** of Marie Kirakossian, **SECONDED** by Cary Rabinowitz, and **CARRIED**, the minutes were approved.

Presentations from the Public: Megan Stevenson, Co-Chair

There were no presentations from the public.

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

Old Business: None

New Business:

Item #3 **Selection of Personnel Committee Secretaries, Megan Stevenson, Committee Chair** (*Motion to Approve*)

The selection of Personnel Committee Secretaries was tabled until the next meeting.

Item #4 **2021-2022 Updated SMBCCS Staff Roster and Hiring Updates, Cary Rabinowitz, Director** (*Informational Item*)

Mr. Rabinowitz presented the committee with information regarding SMBCCS' staff roster. It was discussed that we will have an updated staff roster once we fill our present openings. Mr. Rabinowitz said that we are presently looking for a school psychologist as well as an educational specialist to support the special education team. We currently have a temporary psychologist from Cross Country assisting Mrs. Khachian, our school psychologist. Mr. Rabinowitz also discussed that a 5th grade teacher, Isabella Rodriguez, was placed in room 7. The committee was informed that Mrs. Langlois is helping to place a 4th custodian to help support the custodial team with cleaning necessities. Mr. Rabinowitz thanked the administration team for utilizing Indeed and Edjoin in helping place paraprofessionals.

Item #5 **Probationary Teacher Formal Observations, Cary Rabinowitz, Director** (*Informational Item*)

Mr. Rabinowitz presented the committee with the dates that our probationary teachers will begin their formal observations. Formal observation of probationary teachers will begin on October 4th and end on November 12th. More details will be provided regarding the formal observations for probationary teachers. The main focus will be on Explicit Direct Instruction (EDI), English Language Acquisition (ELA), or Mathematics for the first observation. The next observation will be in the Spring.

Item #6 **Professional Goal Setting Conferences, Cary Rabinowitz, Director** (*Informational Item*)

Mr. Rabinowitz presented the committee with information regarding Professional Goal Setting Conferences which are set to begin on September 21st. The goal for these conferences is to collaborate and provide feedback. During the conference, teachers will have the opportunity to review their iReady data.

Item #7 **Scout Education Substitute Agency, Cary Rabinowitz, Director** (*Informational Item*)

Mr. Rabinowitz presented the committee with information regarding the Scout Education Substitute Teacher Agency. In addition to Cross Country and Teachers on Reserve, teachers can now request a substitute teacher through Scout Education by calling into their hotline or logging onto their website.

Announcements:

There were no announcements.

Next Regular Meeting: TBD

Adjournment:

On **MOTION** of Angela Boyd, **SECONDED** by Megan Stevenson, and **CARRIED**, the Personnel Committee adjourned at 7:34 a.m.

Minutes respectfully submitted by: Marie Kirakossian

FENTON CHARTER PUBLIC SCHOOLS
Fenton Primary Center

*Unapproved Minutes of the
Parent Advocacy Committee*

August 26, 2021

A meeting of the Parent Advocacy Committee was held on Thursday, August 26, 2021 at 7:15 a.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 7:16 a.m. by Co-Chair, Bridget Ruiz.

Roll Call: Gurpreet Gill, Co-Chair

Members Present: Gurpreet Gill, Bridget Ruiz, Wendy Kaufman, Richard Parra, Sirui Thomassian, Paola Ramirez, Judy Lee, Jennifer Daugherty, Magaly Ponce, Krystal Rodriguez, Laura Vasquez, Diana Lucas, Shirley Saetang, Lisa Morales

Non-Members in Attendance: Coco Salazar

Members Excused: Max Young, Tony Peña

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

There was one correction made to the agenda.

Corrections:

Item #1 The year 2020 was changed to 2021.

Approval of Minutes from April 6, 2021: Bridget Ruiz, Co-Chair

Item #1 **Minutes from the April 6, 2021 meeting of the Parent Advocacy Committee**
(Motion to Approve)

On **MOTION** of Richard Parra, **SECONDED** by Diana Lucas, and **CARRIED**, the minutes of the Parent Advocacy Committee Meeting of April 6, 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 Selection of Parent Advocacy Committee Secretaries (LCAP 2, AMO 2),
Bridget Ruiz, FPC PAC Co-Chair (Motion to Approve)**

PAC Co-Chair Bridget Ruiz encouraged volunteers for the role of committee secretaries. Judy Lee volunteered to share the position with one other person. Please let the Co-Chairs know if you are interested.

On **MOTION** of Gurpreet Gill, **SECONDED** by Bridget Ruiz, and **CARRIED**, the PAC Committee Secretaries were approved.

**Item #4 Social Media (LCAP 2, AMO 1), Gurpreet Gill, FPC PAC Co-Chair
(Informational)**

Miss Gill thanked Nina Ferman and Coco Salazar for doing an amazing job with FPC's Instagram account. FPC's Instagram account provides school updates and important information for parents. It is also used to share pictures of events happening at school. The committee was also asked if any teacher is willing to create and monitor an FPC Facebook account, and to please email the PAC Co-Chairs if interested.

**Item #5 Hispanic Heritage Month (LCAP 2, AMO 2), Coco Salazar, Kindergarten
Grade Level Lead (Informational)**

Hispanic Heritage Month begins September 15th and ends on October 15th. Ms. Salazar suggested that grade level teachers should share ideas with one another at grade level meetings for lessons and activities that bring awareness to Hispanic History. The following websites provide additional ideas for teachers to use with their students: <https://www.hispanicheritagemonth.gov/for-teachers/> and <https://edsitement.neh.gov/teachers-guides/hispanic-heritage-and-history-united-states>

**Item #6 Monthly Incentives/Word of the Month (LCAP 2, AMO 2), Wendy Kaufman,
FPC Assistant Director (Motion to Approve)**

Ms. Kaufman stated that no attendance incentives will be given out this year due to Covid attendance protocols. It was suggested that grade level leads discuss ideas with their grade level on how to continue FPC's free dress incentive. It was also suggested to change the word of the month to align with words used within PBIS and Mutt-i-grees. Ms. Kaufman will send out a memo to staff explaining the changes. Two students from each class will receive a brag tag and a paper certificate for demonstrating the word of the month.

Words of the Month:

August – Safe, September – Respectful, October – Responsible, November – Thankful, December - Generous, January - Kind, February – Friendly, March – Cooperative, April – Empathetic, May - Honest, June - Confident

On **MOTION** of Richard Parra, **SECONDED** by Laura Vasquez, and **CARRIED**, the Monthly Incentives/Word of the Month were approved.

Item #7 T-Shirt Fundraiser (LCAP 2, AMO 1), Coco Salazar, Kindergarten Grade Level Lead (Motion to Approve)

TK/Kindergarten has requested a T-Shirt uniform fundraiser. The fundraiser will run from August 27, 2021 to September 8, 2021. Shirts will be distributed two weeks after that.

On **MOTION** of Richard Parra, **SECONDED** by Krystal Rodriguez, and **CARRIED**, the TK/Kindergarten T-Shirt Fundraiser was approved.

Item #8 iPad Distribution (LCAP 1, AMO 1), Richard Parra, FPC Director (Informational)

Mr. Parra gave an update on FPC's iPad distribution. About 99% of our student population has an iPad. Teachers may contact the tech team to request an iPad if needed, or ask any clarifying questions that may arise. Grade level lead teachers can also discuss any iPad concerns with their grade levels. Teachers should continue to talk to students about the responsibilities of taking care of their devices both in school and at home.

Item #9 Fall Parent Night Meeting (LCAP 1, AMO 1), Bridget Ruiz, FPC PAC Co-Chair (Informational)

The Fall Parent Night Meeting is scheduled for September 27, 2021 at 5:00 p.m. via Zoom. The meeting will provide important updates and information on upcoming school events.

Item #10 Parent Calendar (LCAP 2, AMO 1), Richard Parra, FPC Director (Informational)

Mr. Parra shared that he is continuing to work on the parent calendar and would like to send it out by September 1st. He is finalizing dates to ensure that the final calendar is accurate.

Item #11 Picture Day/ID Pictures (LCAP 2, AMO 2), Richard Parra, FPC Director (Informational)

ID pictures will be taken on September 9th. Mr. Parra reminded staff to take their pictures so they can receive their school ID badge. Picture Day will be held on September 10th. Students are asked to be in uniform. These pictures will be also used to update student pictures on Infinite Campus.

Item #12 National Cooking Day (LCAP 2, AMO 1), Coco Salazar, Kindergarten Grade Level Lead (Motion to Approve)

National Cooking Day is September 25th. SNP will provide all of our students with one of their cookbooks on September 13th, Kids in the Kitchen Day. We will invite families to share pictures of students cooking in the kitchen from September 13th to the 25th and share those on FPC's Instagram account.

On **MOTION** of Bridget Ruiz, **SECONDED** by Lisa Morales, and **CARRIED**, the National Cooking Day Activity was approved.

Announcements: There were no announcements.

Next Regular Meeting: TBD

Adjournment:

On **MOTION** of Krystal Rodriguez, **SECONDED** by Richard Parra, and **CARRIED**, the Parent Advocacy Committee meeting was adjourned at 7:48 a.m.

Minutes respectfully submitted by: Bridget Ruiz and Gurpreet Gill

FENTON CHARTER PUBLIC SCHOOLS

***Santa Monica Blvd. Community Charter School
Parent Advocacy Committee***

**Thursday, September 02, 2021
4:00 p.m. – Zoom Virtual Meeting
<https://us02web.zoom.us/j/87685889613>
Meeting ID: 876 8588 9613
Passcode: 143495**

UNAPPROVED MINUTES

Call to Order: Evelia Manzo, Co-Chair

The Parent Advocacy Meeting was called to order at 4:02 pm by council.

Roll Call: Evelia Manzo, Co-Chair

Members Present: Ariana Gomez, David Levinson, Lisa DeFrancesco Evelia Manzo, Xareni Robledo, Jocelyn Condo, Michelle Shaghoian, Roshani Solanki, Johana Juarez, Sandra Campos, Cary Rabinowitz, Beth Henschel

Excused: Aaron Veals

Absent: Christian Hidalgo

Additions/Corrections to the Agenda: Evelia Manzo, Co-Chair

Approval of Minutes: David Levinson, Co-Chair

Item #1 **Minutes from the April 29, 2021 meeting of the Parent Advocacy Committee**
(Motion to Approve)

On **MOTION** of Ariana Gomez, **SECONDED** by Jocelyn Condo and **CARRIED**, the minutes of the Parent Advocacy Committee from April 29, 2021, were approved as submitted.

Presentations from the Public: David Levinson, Co-Chair

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

Old Business: None

New Business:

Item #3 **Selection of Parent Advocacy Committee Secretaries, Evelia Manzo and David Levinson, Committee Chair(s)** *(Motion to Approve)*

Jocelyn Condo has volunteered to be the secretary for the Parent Advocacy Committee. There is still a co-secretary position available and will be mentioned at the next meeting.

On **MOTION** of Sandra Campos, **SECONDED** by Roshani Solanki and **CARRIED**, the selection of the Parent Advocacy Committee Secretary has been approved.

Item #4 **SMBCCS Local Control Accountability Plan, Cary Rabinowitz, Director**
(Informational Item)

This is an informational item only. Mr. Rabinowitz went over SMBCCS Local Control Accountability Plan or LCAP. The school has three goals. The first goal is increased student achievement. The second goal is to increase meaningful and purposeful student, teacher, and parent engagement. The third goal is to provide an appropriate Basic Condition of Learning. The LCAP is reviewed every year and the School Site Council will be leading the review. It should be noted that meeting LCAP goals and Annual Measurable Objectives is important in correlation with school funding.

Item #5 **In-Person and Online Learning Model (LCAP Goal 1-3), Cary Rabinowitz, Director**
(Information item)

This is an informational item only. Mr. Rabinowitz started by thanking all teachers and staff. Their hard work, flexibility, and organization should be noted. SMBCCS has reopened in person. It has been following county guidelines concerning reopening under COVID-19. SMBCCS will continue to observe any guidelines provided by the county and the organization as a whole. SMBCCS, along with the entire organization, has partnered up with Edgenuity, an online school program. In the program, students follow a set curriculum independently. SMBCCS is also asking that fully online students meet with the teacher assigned to them once a week. Furthermore, to meet the needs of families and students SMBCCS has created a 3 tier Independent Study Plan. The 3 tier plan has been discussed in several staff meetings and more information can be found on the school drive. Any questions can be directed to the office staff or administration.

Item #6 **SMBCCS School Site Council (SSC) and English Learner Advisory Council (ELAC), (LCAP Goal 2, AMO 1-2), Cary Rabinowitz, Director**
(Informational Item)

This is an informational item only. Mr. Rabinowitz explained the purpose of the School Site Council (SSC) and English Learner Advisory Council (ELAC). The SSC's focus will be to review plans such as WASC, our charter petition and LCAP. The ELAC council will focus on plans related to our English Language Learner population. Each council will be held monthly. Parent nominations and teacher nominations have been made. The voting will take place next week.

Item #7 **Fenton Code of Conduct and Civility Policy (LCAP Goal 2, AMO 1-2), Cary Rabinowitz, Director**
(Information Item)

This is an informational item only. Mr. Rabinowitz reviewed the Fenton Code of Conduct and Civility Policy. These two items can be found in the student handbook. The items focus on student expectations and visitor expectations. Teachers should be familiar with these two items as well and ask parents to read and review both items.

Item #8 **Fenton Student Handbook (LCAP Goal 2, AMO 1-2), Cary Rabinowitz, Director**
(Information Item)

FENTON CHARTER PUBLIC SCHOOLS
Fenton Avenue Charter School

*Unapproved Minutes of the
School Community Relations Council*

September 8, 2021

A meeting of the School Community Relations Council was held on
Wednesday, September 8, 2021

<https://us02web.zoom.us/j/86967950867>

Meeting ID: 869 6795 0867

Passcode: SCRC3

Call to Order: Evelyn Neglia, Council Chair

The School Community Relations Council Meeting was called to order at 4:30 p.m. by Evelyn Neglia, Council Chair.

Roll Call: Evelyn Neglia, Council Chair

Members Present: Evelyn Neglia, Anna Flores, Katherine Sheppard, Saul Ulloa, Tiffany Fisher, Christina Melkonian, Emily Waterbury, Monica Castañeda, Barbara Aragón, Jessi Tello

Members Excused: Lorena Sanchez, Jena Wilson

Members Absent: NA

Additions/Corrections to the Agenda: Evelyn Neglia, Council Chair

The following item was removed from the agenda: Item #6: Science Lab Teacher Position
The following item was added to the agenda: Item #11: LAUSD Material Revision

Approval of Minutes from May 3, 2021: Evelyn Neglia, Council Chair

Item #1 **Minutes from the May 3, 2021 meeting of the School Community Relations Council Meeting** (*Motion to Approve*)

On **MOTION** of Ms. Castañeda, **SECONDED** by Anna Flores, and **CARRIED**, the Minutes of the School Community Relations Council Meeting of May 3, 2021 were approved as submitted.

Presentations from the Public: Evelyn Neglia, Council 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 Selection of School Community Relations Council Secretaries, Evelyn Neglia, Chair (*Motion to Approve*)

Due to the shift of staff members on councils, Ms. Neglia asked for current council members to volunteer to be secretary for the 2021-2022 school year. Miss Melkonian and Miss Fisher offered to be secretaries.

On **MOTION** of Ms. Castañeda, **SECONDED** by Saul Ulloa, and **CARRIED**, the selection of School Community Relations Council secretaries was approved.

Item #4 Environmental Studies Focus (LCAP Goal 1, AMO 1), Monica Castañeda, Director (*Informational Item*)

Last year, the school decided to adopt the focus of Environmental Studies. This year, we have two lead teachers, Tiffany Walker and Mercedes Meeks, who developed units of study and lessons for each grade level to implement. The lessons follow the science standards and the NGSS standards. Fenton Avenue is planning on holding an Environmental Science Fair in the spring to highlight student created, environmental projects. Ms. Castañeda would like to order class planters to promote hands-on learning and allow teachers and students to create gardens that serve as “outdoor” laboratories.

Item #5 Purchase of TWIG Science (LCAP Goal 1, AMO 1 and Goal 3, AMO 3), Monica Castañeda, Director (*Information item*)

FACS purchased TWIG Science, a formal science curriculum, this year for grades 3-5. The curriculum follows the NGSS science standards. The 2021-2022 school year will be our “discovery year”. Teachers will be able to explore the curriculum and integrate TWIG Science with Mystery Science. A professional development training has been scheduled on January 5, 2022. The program will be fully implemented in the 2022-2023 school year.

Item #6 Science Lab Teacher Position (LCAP Goal 1, AMO 1), Monica Castañeda, Director (*Information item*)

This item was removed.

Item #7 Parent Orientations (LCAP Goal 2, AMO 1-2), Monica Castañeda, Director (*Information item*)

Parent orientations took place on August, 25, 26, and 27, via Zoom. The FACS administrative team met with parents prior to each grade levels’ orientation, and reviewed the following: safety protocols, daily schedules, drop off and pick-up procedures, and weekly COVID testing protocols. Ms. Castañeda shared that we are following all LACDPH and CDC guidelines.

Item #8 School Communication (LCAP Goal 2, AMO 1-2), Monica Castañeda, Director (*Information item*)

FENTON CHARTER PUBLIC SCHOOLS

Fenton STEM Academy

Unapproved Minutes of the Parent Advocacy Committee Meeting

September 8, 2021

A meeting of the Parent Advocacy Committee was held on September 8, 2021 at 7:35 am via Zoom Meeting ID: 897 3047 5351.

Call to Order: Melissa Katchen, Chair

The Parent Advocacy Committee meeting was called to order at 7:35 am by Chair, Melissa Katchen

Roll Call: Melissa Katchen, Chair

Parent Advocacy Committee Members Present: Sofia Carias, Melissa Katchen, Joanna Tepper, Cecilia Quijano, Jennifer Miller

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

Members Excused: Tony Peña,

Additions/Corrections to the Agenda: Melissa Katchen, Chair

There were no additions or corrections to the agenda.

Approval of Minutes: Melissa Katchen, Chair

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

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

Presentations from the Public: Melissa Katchen, 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:

There was no old business.

New Business:

Item #3 **Selection of Committee Secretary, (LCAP 2, AMO 1-2), Melissa Katchen, Chair** (*Motion to Approve*)

On **MOTION** of Sofia Carias, **SECONDED** by Jennifer Miller and **CARRIED**, the committee approved Joanna Tepper as the 21-22 committee secretary.

Item #4 **School Site Council (LCAP 2, AMO 1-2), Jennifer Miller, Director** (*Informational Item*)

Mrs. Miller informed the committee that the School Site Council will take place during this school year. Ten members will be needed for the council; specifically, five school members and five parents. Staff nomination forms will be distributed, and parent nomination forms will be sent out. When nominations are returned, results will be announced on October 1st. The first official school site council meeting will take place on October 7th, 2021.

Item #5 **Parent Orientation Meetings (LCAP 2, AMO 1-2), Jennifer Miller, Director** (*Informational Item*)

Mrs. Miller informed the committee that each grade level team held parent orientation meetings via Zoom where each grade level presented this year's expectations, and admin presented schoolwide updates. Admin stayed on after meetings to answer any questions that came about. All orientations were successful and positive.

Item #6 **Attendance/Engagement Incentives for 2021-2022 (LCAP 2, AMO 2), Jennifer Pimentel, Assistant Director** (*Informational Item*)

Mrs. Miller informed the committee that due to the pandemic, it is important to be flexible with perfect attendance for reasons of unpredictable times, illness, and quarantine. It was discussed that independent studies will be included with all perfect attendance incentives; in addition, something extra will be provided for students who show up to school every day.

Item #7 **Lifetouch Picture Day, (LCAP 2, AMO 2), Cecilia Quijano, Assistant Director** (*Informational Item*)

Mrs. Quijano informed the committee that LifeTouch Picture Day will take place on Thursday, September 30th. Vacant classrooms will be assigned to LifeTouch for equipment and photography setup. Flyers will be ordered and distributed to students soon.

Item #8 **School Nutrition Plus Cookbook (LCAP 2, AMO 2), Cecilia Quijano, Assistant Director** (*Informational Item*)

Mrs. Quijano informed the committee that SNP has gifted the students with a copy of the School Nutrition Plus Cookbook. The cookbooks will be delivered to classrooms by September 10th for distribution. Mrs. Quijano suggested encouraging the students to write thank you letters to SNP for this kind gesture.

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 Joanna Tepper and **CARRIED**, the Parent Advocacy committee adjourned at 7:49 a.m.

Minutes respectfully submitted by: Joanna Tepper, Secretary

FENTON CHARTER PUBLIC SCHOOLS

Fenton Charter Leadership Academy Unapproved Minutes of the Parent Advocacy Committee

September 8, 2021

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

Call to Order: Mikki Raxlin, Chair

The Parent Advocacy Committee meeting was called to order at 7:25AM by Chair, Mikki Raxlin.

Roll Call: Mikki Raxlin, Chair

Parent Advocacy Committee Members Present: Bridget Badro, Michelle Raxlin, Tania Casas, Brennan Mack, Jennifer Miller, Cecilia Quijano, Raquel Contreras

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

Members Excused: Tony Peña, Jennifer Pimentel

Additions/Corrections to the Agenda: Mikki Raxlin, Chair

There were no additions or corrections to the agenda.

Approval of Minutes from April 8, 2021: Mikki Raxlin, Chair

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

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

Presentations from the Public: Mikki Raxlin, 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 **Selection of Committee Secretary, Mikki Raxlin, Chair** (*Motion to Approve*)

Mrs. Raxlin asked the committee members for a volunteer for the Parent Advocacy Committee secretary. Brennan Mack volunteered to serve as committee secretary for the 2021-2022 school year.

On **MOTION** of Jennifer Miller **SECONDED** by Bridget Badro and **CARRIED**, the selection of Brennan Mack as Parent Advocacy Secretary was approved.

Item #4 **School Site Council, (LCAP Goal 2, AMO 1-2), Jennifer Miller, Director**
(Informational Item)

Mrs. Miller presented information to the committee about School Site Council. Ten members will be needed for the council; specifically, five school members and five parents. Staff nominations will be distributed and parent nomination forms will be sent out. When nominations are returned, results will be announced on October 1st. The first official school site council meeting will take place on October 7th, 2021.

Item #5 **Parent Orientation Meetings, (LCAP 2, AMO 1-2), Jennifer Miller, Director**
(Informational Item)

Mrs. Miller informed the committee that each grade level team held parent orientation meetings via Zoom where each grade level presented this year's expectations, and admin presented schoolwide updates. Admin stayed on after meetings to answer any questions that came about. All orientations were successful and positive.

Item #6 **Attendance/Engagement Incentives for 2021-2022, (LCAP 2, AMO 2), Jennifer Pimentel, Assistant Director**
(Informational Item)

Mrs. Miller informed the committee that due to the pandemic, it is important to be flexible with perfect attendance for reasons of unpredictable times, illness, and quarantine. In the past, perfect attendance incentives only applied to students with perfect in-seat attendance. It was discussed and ultimately decided that independent studies will be included with all perfect attendance incentives this year; in addition, something extra will be provided for students who show up to school every day. This additional reward will be decided at a later date.

Item #7 **Lifetouch Picture Day, (LCAP 2, AMO 3), Cecilia Quijano, Assistant Director**
(Informational Item)

Mrs. Quijano informed the committee that LifeTouch Picture Day will take place on Thursday, September 30th. Vacant classrooms will be assigned to LifeTouch for equipment and photography setup. Flyers will be ordered and distributed to students soon.

Item #8 **School Nutrition Plus Cookbook, (LCAP 2, AMO 2), Cecilia Quijano, Assistant Director**
(Informational Item)

Mrs. Quijano shared that School Nutrition Plus has donated hardcover copies of their cookbook for every student at the Academies. The books have arrived and will be sorted into class sets for teachers to send home by this Friday, September 10th. Mrs. Quijano suggested encouraging the students to write thank you letters to SNP for this kind gesture.

Announcements: None

Next Regular Meeting:

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

Adjournment:

On **MOTION** of Tania Casas **SECONDED** by Bridget Badro and **CARRIED**, the Parent Advocacy Committee adjourned at 7:49AM.

Minutes respectfully submitted by: Brennan Mack, Secretary

There were no meetings of the School Site Councils this month.

There were no meetings of the English Learners Advisory Committees this month.

II. C.

Financial Business Manager's Report
(See presentation slides)

II. D.

Directors' Reports

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

September 16, 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

ATTENDANCE AND ENROLLMENT

	3rd	4th	5th	Total	Monthly ADA	Cumulative ADA
9/10/21	175	200	172	556	96.18%	96.18%

Fenton Avenue continues to strategize recruitment efforts. Due to COVID-19 there has been a slight decrease in enrollment. Enrollment remains open and ongoing, slowly increasing student count over time. The student to teacher ratio is currently 22:1. An interest survey was sent to families for the possible opening of a TK class. Currently, 11 students have been added to the interest list. Efforts will continue to be made to increase interest with the goal to open a TK class, in turn increasing overall student enrollment at Fenton Avenue.

CURRICULUM AND INSTRUCTION

FACS Environmental Studies Focus

Last year the FACS decided to adopt the focus: Environmental Studies. This year we have two lead teachers, Tiffany Walker and Mercedes Cordoba-Meeks, who developed units of study and lessons for each grade level to implement. The lessons follow the science standards and the NGSS standards. Fenton Avenue is planning on holding an Environmental Science Fair in the spring to highlight student created, environmental projects. Class planters are being purchased to promote hands-on learning and allow teachers and students to create gardens that serve as “outdoor” laboratories.

Purchase of TWIG Science

In alignment with other Fenton schools, Fenton Avenue purchased TWIG Science as its formal curriculum. With the implementation of the Environmental Studies focus this year, it was critical that a formal curriculum was adopted to ensure aligned lessons of focus. Fenton Avenue will be participating in a professional development session in January that will include an overview of the program providing tools to prepare teachers to develop lessons that are in alignment with the NGSS Standards.

HUMAN RESOURCE AND PERSONNEL

Staffing Updates and Changes

The first few weeks of the 2021-2022 school year brought several staffing changes at Fenton Avenue. Jasmen Dorian, a new 4th grade teacher, resigned and Lee Melo, the 4th grade Lead Teacher, requested a

leave of absence. With the loss of two 4th grade teachers, enrollment numbers in the grade level were assessed to determine the best plan of action. It was decided that the classes would be temporarily split amongst the 4th grade classes bringing the teacher to student ratio to 25:1, and increase from 22:1. The position was posted to fill one of the 4th grade classes. However, due to the known teacher shortage, finding a qualified candidate was meek. Despite the challenges, the grade level worked together to accommodate the additional students in their classrooms. Christie Collins (a third grade teacher), understood the situation in 4th grade and graciously volunteered to switch grade levels and take on one of the 4th grade classrooms. With her joining the grade level, this brought the student to teacher ratio back to 22:1. The grade level is very thankful to Christie. The smaller class size will allow the teacher to better address the learning loss due to the pandemic.

Paraprofessional Support

Paraprofessionals at FACS continue to be an integral part to the success of the routines, procedures, and systems in place. Jessi Tello has worked diligently through the summer to ensure staffing of paraprofessionals were in place at the start of the school year. With great planning and organization, morning drop-off, recess and lunch supervision, and psychomotor are successfully running in a smooth and efficient manner. Paraprofessionals participated in SPARKS training that provided the tools necessary to develop and execute content based psychomotor lessons and activities.

BUDGET, FACILITIES, AND SAFETY

COVID Health and Safety Measure

Fenton Avenue continues to COVID test all students and staff weekly. Barbara Aragón developed a schedule that allowed half of the school to be tested on Tuesdays and the other half on Fridays. Testing takes place in the Bear Garden. Each class is allotted 15 minutes to complete their tests. The developed system and procedures have been successful. With approximately 3,000 tests completed over a 6-week period, Fenton Avenue has only had two positive COVID cases with no evidence of community spread. Fenton Avenue continues to follow the FCPS exposure guidelines.

In addition to weekly testing, Fenton Avenue continues to follow all LADPH guidelines, including mask wearing, social distancing, frequent hand washing, etc. Although not required, students are highly encouraged to wear their masks outdoors, when social distancing is not taking place. All staff are highly diligent in identifying any signs of COVID symptoms in students. During Parent Orientations, a review of possible COVID symptoms was presented with instructions to keep their child home if they are experiencing any of the symptoms. The message that continues to be reiterated at FACS is the need to keep ourselves and each other safe and healthy.

SCHOOL-COMMUNITY RELATIONS

Material Revision

After over a year of unwavering efforts, Fenton Avenue Charter School has been placed on the LAUSD Board Agenda on September 28, 2021. Fenton will present its material revision to the board which discusses the addition of both Kindergarten and 6th Grade classes for the 2022-2023 school year and one grade level each year thereafter, making Fenton Avenue a TK-6th Grade school by the 2024-2025 school year.

Virtual Parent Orientations

Fenton Avenue held Virtual Parent Orientations on August 25th-27th. Orientations began with a presentation from the admin team that included an overview of general policies and procedures as well as COVID safety protocols. Parents then joined their child's classroom teacher where they received

more detailed information about grade level curriculum, classroom rules and procedures, etc. Orientations were well attended with positive feedback.

Parent and School Communication

During the Parent Orientations, parents were informed of Fenton’s primary mode of communication, Class Dojo. Information was shared regarding “school story” on Dojo. This is where parents will find important information from the school such as important or upcoming events, reminders, and announcements. Fenton Avenue has about 99% of its families connected on Dojo.

Upcoming Events:

9/20- Minimum Day – i-Ready Data Analysis

9/27- BOY Goal Setting Meetings Begin

10/18- Earned Increase Walkthroughs

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

September 16, 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

ENROLLMENT AND ATTENDANCE

September 2021 ADA – 752.1 (96.83%)

September 2020 ADA – 776.9 (93.05%)

Date	TK	K	1st	2nd	3rd	4th	5th	6th	Total
Sept. 2021	19	77	116	125	109	113	136	82	777
Sept. 2020	13	110	128	114	115	139	134	82	835
Sept. 2019	20	121	125	115	140	133	135	79	868
Sept. 2018	22	120	111	138	136	129	156	78	890

Santa Monica begins the year with 777 students as of September 10, 2021. 58 students less than September 2020. Approximately 30 students moved away from the school after the 2020-2021 school and we've seen considerable decreases in our Kindergarten enrollment – opening only 4 classrooms this year. Our TK enrollment is notably higher.

INSTRUCTION

Edgenuity Programming

It has been a joy having our students back for in-person instruction at Santa Monica. 9 of our enrolled students and their family have chosen to enroll in our online option, the Edgenuity platform. Each day, teachers with students on the program open a Zoom room to allow their students to access and interact with the classroom. Recently placed FCPS Distance Learning Lead Teachers are now assisting with student attendance and monitoring the completion of work.

STEAM Focus

Santa Monica will partner with the Marciano Art Foundation and the Genesis STEAM Innovator Enrichment Program to provide interactive learning and access to world-renowned art to highlight problem-solving, innovation, and collaboration. The students will be challenged through art and technology to use their creativity and imagination to help solve selected current local and global community problems such as poverty, energy renewal and use, food insecurity, access to clean water,

waste management and traffic congestion. Students will attend field trips at the lab where they will connect with a problem, think up solutions, build prototypes, and present their findings. In doing so, the students will also build a deeper knowledge in the various art disciplines of architecture, music, animation, collage, sculpting, painting and photography; As well as a deeper knowledge of graphic design, 3D modeling, Electrical Circuits, Laser Cutting, Augmented Reality and various other technologies. As students attend field trips to the Foundation, this year's STEAM Leads – Christy Namkung, Roshani Solanki, and Carmen Solis – will drive integration at the school meeting with Genesis Educators and collaborating with grade levels to integrate learned approaches into the classroom. Our yearly STEAM events and assemblies will take place this year as well including our celebration of Computer Science Education Week in December.

Supporting our English Learner Population

English Learner Development (ELD) Focus Leads – Emma Colmenares, Jennifer Flynn, and Bunny Wolfer will provide a great deal of support this year to our English learner population (50%). This year they will attend grade level meetings to model and determine opportunities for EL supports and scaffolds within lesson planning. They will also provide trainings to staff and workshops for families on how to support their English learner students at home.

Core Curriculum and Software Platforms

Santa Monica continues to provide Core instruction through our state-approved ELA and Math curriculums, Benchmark Advance and My Math; As well as through the state-approved TWIG Science curriculum. Core content continues to be widely presented using G Suite (Google) computer software such as Google Slides, Docs, and Forms. Various software platforms have also been purchased for teachers at Santa Monica including Social Studies Weekly, Scholastic News, Mystery Science, Starfall (TK/K), ESGI (TK), Flocabulary, Pear Deck, Ironbox (3rd Grade), Handwriting Without Tears (TK), SeeSaw, and Reflex Math.

i-Ready Beginning of Year Assessments

The diagnostic window for the initial iReady assessment was from August 23rd to September 10th for 1st-6th grades and September 6th to the 24th for Kindergarten. Thank you to Mr. Najera and Ms. Nishimoto for getting all iPads and devices prepared and updated in time for these testing windows.

Students access i-Ready through the Clever platform on their iPads. 87% of students have completed the reading section, and 84% have completed the math section. Thank you to teachers for completing the assessment with your students given the many extenuating circumstances surrounding student attendance and engagement.

Initial ELPAC Assessments

Administrators and office staff began initial ELPAC assessments on August 18th. Students have 30 days from their first day of school to take the initial ELPAC. There are 4 domains of the ELPAC: Listening, Speaking, Reading, and Writing. Three portions are taken online, and the writing portion is completed in a booklet and scored later. All information is uploaded into the ELPAC Data Entry Interface. There are approximately 70-80 students to test in TK and Kindergarten. Once all students have been tested, ELPAC levels will be placed in Infinite Campus so teachers can view their student data.

PERSONNEL

Staffing Updates and Changes for the 2021-2022 School Year

Santa Monica's hiring committee made up of instruction and personnel committee chairs, faculty representatives, Grade Level Lead Teachers, Student Support Staff and our administrative team

volunteered their time over the summer to fill several vacant positions at the school. This year Santa Monica welcomes Tina Colella (Lower Special Day Class), Laura Gerow (2nd Grade), Emily Harper (3rd grade), Sarah Zeleznick (4th Grade), Jordan Jones (5th Grade), and Isabella Rodriguez (5th grade). Santa Monica still seeks an Educational Specialist to fill the position opened with the move of Beth Henschel to Administrative Coordinator and a Psychologist to fill the position opened with the resignation of Tashi Miller. Thank you to our three Educational Specialists – Angela Boyd, Jennifer Allen, and Denise Molina who have taken on extra caseloads to begin the year to ensure service provisions are maintained as well as Kristine Khachian for her oversight of our interim psychologist placed by Cross County Education. Thank you also to our administrators for substituting in classrooms for the first several weeks of the school year as challenges persisted around the placement of substitutes.

COMMUNITY RELATIONS

Connecting and Engaging with the Community

Santa Monica connects with the community through a variety of mediums. Teachers use the *Class Dojo* platform to message families, and post assignments and information. Administration is connected to families through classrooms and is able to post schoolwide information and updates that are frequently viewed by 500-600 users. Considering that families receive information in different ways, the school will frequently send mass text messages to families in tandem with *Dojo* messages. In 2021, our *Instagram* and *Facebook* pages also serve as a great way for the school to distribute information. These platforms have allowed the school to not only link with families but promote the school and spark partnerships with surrounding businesses and community organizations.

Summer Parent Information Session, July 29th

Administration held a parent information session for new and returning families on July 29th. The purpose of the meeting was to help parents prepare for in-person learning and understand the many new procedures and policies that would be in place. Topics discussed during the meeting included our COVID Exposure Management Plan, Daily Bell Schedule, and continued use of iPads to support the instructional program.

Parent Forums and “Afternoon Coffee with the Principal”

Each month SMBCCS will host "Afternoon Coffee with the Principal" to deliver school updates, offer a chance to collaborate, and answer parent questions. Our next Coffee with the Principal will take place on Tuesday, September 28. Zoom information is securely posted on Class Dojo. We will also be hosting monthly Parent Forums in partnership with the Parent Center, Saban Community Clinic, and various other organizations. Forums will be focused on unique and relevant topics to the community.

FACILITIES AND SAFETY

FCPS Exposure Management Plan

Santa Monica follows the FCPS COVID Exposure Management Plan as it relates to testing, practices to mitigate the spread of COVID 19, and daily health screenings at the school; As well as the identification of confirmed cases, tracing of contacts, and reporting of cases. Healthy hygiene practices are also in place throughout the school with consistent handwashing in classrooms and the placement of hand sanitizer throughout campus. Additional safety measures at the school include:

- Signage posted at all entries to campus and throughout hallways
- Hand washing reminders posted on all sinks (classrooms and restrooms)
- No-touch hand sanitizer depots installed in classrooms
- No touch hand dryers in bathrooms

As a matter of information for the Board, testing has identified several positive cases at Santa Monica via baseline testing prior to school starting and during the month of August. Administration and teachers have done an incredible job working together to immediately contact families when a case is identified to ensure quarantining guidelines, as laid out by the County Department of Health, are followed to fidelity. All cases and close contacts are reported to the County according to identified timelines and the community is made aware of all cases via Class Dojo, Robo-messaging, and/or the organization's General Exposure letter.

Upcoming Events:

- 9/17 School Site Council and English Learner Advisory Council Members Announced
- 9/20 i-Ready Instructional Data Training (Minimum Day Schedule)
- 9/21 Professional Goal Setting Begins
- 9/24 Student of the Month Assembly

FENTON PRIMARY CENTER (FPC)
DIRECTOR'S REPORT

September 16, 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

Enrollment

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

	TK	K	1st	2nd	Total	Monthly ADA	Cumulative ADA
9/17/20	37	166	216	194	613	96.19%	96.19%

Fenton Primary Center's Current Enrollment (TK-2) September 2021:

	TK	K	1st	2nd	Total	Monthly ADA	Cumulative ADA
9/16/21	45	181	187	197	610*	96.69%	96.69%

****Three students are starting Tuesday September 14, 2021.***

Enrollment and Recruitment

Fenton Primary Center continues to find ways to enroll students during the COVID-19 pandemic. The school provides tours at 3 p.m. and as needed during after school hours. FPC continues to advertise on Instagram and sends various emails and phone messages to current parents to help recruit additional families and help increase enrollment at FPC.

Instruction

Staff Roster: The current Fenton Primary Center staff roster lists classroom enrollment at 20 students. This is a modified cap due to the pandemic and the spacing necessary for a safe classroom. Teachers are aware of possibly having class size up to 24 students in each class.

Multi-Tiered System of Support (MTSS): FPC is working on the implementation of the various components of the MTSS framework to help with the learning gap. The following are some examples of the school's approach at addressing the needs of all students.

Academic RTI

Academic Response to Intervention is being provided to all students. FPC staff will be reviewing the tiered academic intervention supports once the final results from i-Ready and the beginning of year teacher goal setting meetings are conducted. The school will provide professional

development refreshers with an emphasis on foundational skills in reading, Orton-Gillingham’s multisensory approach, Thinking Maps, and delivery of lessons using Explicit Direct Instruction. Teachers are gathering necessary data through universal screeners, such as Basic Phonics Skills Test (BPST), Educational Software for Guiding Instruction (ESGI), and performance on i-Ready and state adopted publisher tests. Teachers continue to use the Professional Learning Community (PLC) model during grade level meetings to review performance data and determine specific areas of need. The school will continue to review best practices and ensure the focus on decreasing the achievement gap.

Behavior (PBIS)

Fenton Primary Center continues to implement Positive Behavior Intervention and Support (PBIS). The school has worked diligently in providing students with positive models of behavior using behavior and social emotional learning lessons from Mutt-i-grees. Teachers, staff, and students are creating videos modeling positive behavior around campus. FPC behavior support team led by Mrs. Kaufman presented the school-wide expected behaviors to all students during the first two weeks of school. FPC continues to incentivize positive behavior such as providing awards for “Caught you Being Good” and “Buzzworthy Bees”. The school continues to provide student behavior support provided by the following team; Wendy Kaufman (Assistant Director) Max Young (full-time Registered Behavior Technician), Paola Ramirez (School Counselor), Laura Vasquez (Data Entry Clerk), Gloria Rangel (School Psychologist Intern), and three education specialists (Maria Cardenas, Gina Garcia, and Carla Carr). The team helps create behavior charts, tracking methods (restroom breaks and additional breaks), as well responding to severe behaviors. The school is also collecting and reviewing behavior data using documentation in our school’s data base Infinite Campus and the School-Wide Information System (SWIS).

Mental Health and Social Emotional Learning

Paola Ramirez, School Counselor, is monitoring the family needs via a survey sent to all families. The survey collects data on the student and family impact of COVID. The majority of parents are concerned with the academic gap suffered during the pandemic and want to know how far behind their children might be. Mrs. Ramirez is also reviewing other possible traumatic impacts that the school can support. The school also continues to use Mutt-i-grees lessons to address social and emotional learning for all students. A Mutt-i-grees sub-committee was formed and teachers are being asked to collaborate on improving lessons to address current student needs. The school’s social committee is also supporting the well-being of all stakeholders by providing a welcoming and positive school environment. The Parent Advocacy Committee and the Social Committee are currently working on monthly activities for students that include promoting school spirit. In September students will celebrate our school lunch program as well as Hispanic Heritage month.

Effort to Improve Academic Performance

As FPC continues to implement the above mentioned it is continuing its efforts to implement the Universal Design for Learning model and providing additional professional development to teachers. The school is also working on specific academic areas to improve reading. One critical area is phonics. Coco Salazar discovered *Secret Stories*, a supplemental curriculum for phonics and phonemic awareness. All FPC kindergarten teachers are piloting *Secret Stories*. Brianna Ellis recommended *Heggerty* a 30-minute daily phonics curriculum and first grade is piloting *Heggerty*. Both will be reviewed and presented to staff and FCPS Lead Teachers.

Teacher Assistants and Adult Assistants: Using some relief funding, FPC increased its number of teacher assistants and adult assistants. The school was down to twelve TAs and eight AAs from the previous year. Teacher assistants are being used to help with breakfast and lunch distribution, classroom

monitoring, and most importantly supervision under the guidelines and restrictions due to COVID. With six hundred students ages 4-8 at FPC, supervision is crucial to avoid a COVID spread. The current supervision responsibilities now include helping with mask wearing vigilance, implementing social distancing requirements, restroom supervision, and monitoring constant hand washing and sanitizing.

ELPAC Initial Assessments: Sirui Thomassian, FPC’s Assistant Director, and Maria Reyes, FPC’s compliance assistant, have been busy ensuring all ELPAC initial testing is completed. They are about 80% completed.

Compliance

Independent Study: The FPC teachers have done an excellent job of following all guidelines and properly documenting attendance. The school has about twenty students on Independent Study Tier 3. Teachers are very thankful for the support of Kelly Christenson and Yesenia Fuentes for all students doing Independent study tier 3. FPC teachers are working diligently to record the day to day independent studies as well.

COVID Oversight: FPC continues to provide COVID testing to all students and staff on a weekly basis. The school continues to do the daily check-ins before anyone enters the school facility. The school is grateful to have Miss Krystal Garcia, part-time school nurse, join Miss Lorena Reyes, nurse assistant, to help monitor all health concerns. They are constantly monitoring for COVID symptoms and helping maintain records and documentation. The office staff, Cristina Moran, Rosa Benkovic, Maria Reyes, and Laura Vasquez have also been very helpful with monitoring for COVID and helping with compliance.

Staff Compliance Trainings: FPC staff have received the mandatory trainings required annually. These include Mandated Reporting for Child Abuse, Bloodborne Pathogens, and Civil Rights training as required by National School Lunch Program.

Facilities

FPC continues to maintain a clean, healthy, and safe school campus. All visiting staff are required to check-in the main office prior to accessing the campus. This follows the CDC and campus visiting policy which includes temperature check, illness questionnaire, and a sign-in. Hand sanitizer and alcohol wipes are available throughout the campus and in every classroom. Custodial staff are consistently disinfecting high touch areas and restrooms. Disinfecting happens at least twice a day. Custodians arrive at 5:00 a.m. to disinfect the office, restrooms, and classrooms using backpack sprayers. Jaime Osornia, plant manager, is doing a great job of maintaining the campus clean with one less custodian. FPC continues to look to hire a full-time custodian.

Parent Advocacy and Community Outreach

Parent Orientation: FPC held its annual parent orientations via Zoom the week of August 10th. The school had one grade level orientation each day. About 50% percent of the families attended which is less than previous years. Teachers have also been calling parents and connecting via Dojo to maintain a positive home school connection. Parents also received a 45-minute welcome presentation of Fenton Primary Center as a welcome back on August 9th. This event was very well attended and provided parents information regarding the school safety protocols.

After School Support – Think Together: FPC’s Think Together after-school program has begun the year with over 120 students participating. The program has been doing a great job of providing our

students with extracurricular activities such as homework help, art, and other supports. They run from 2:00 p.m. to 6:00 p.m.

Meal Distribution Continues: The FCPS free meal program will continue to distribute meals at Fenton Primary Center daily starting in October. This is a community distribution for families with children. Meals will be distributed from 9 a.m. to 11 a.m. All families with children in our community are eligible to pick-up a breakfast and lunch serving. It is a great opportunity to continue to feed students and families in our community.

Finished Playground Shade Structures: FPC added to additional shade structures this summer to its playground. They were completed the first week of school - just in time for the heat! Below are some images of the new shaded areas:



Upcoming Events:

- | | |
|--------------|---|
| September 27 | 1 st Periodic Progress Reports sent to parents this week |
| September 27 | Parent Advocacy Informational Night Meeting |
| September 28 | LAUSD Board Meeting (Material Revision) |
| October 21 | California Great Shakeout (Earthquake Preparedness) |
| October 21 | FCPS Board Meeting |

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

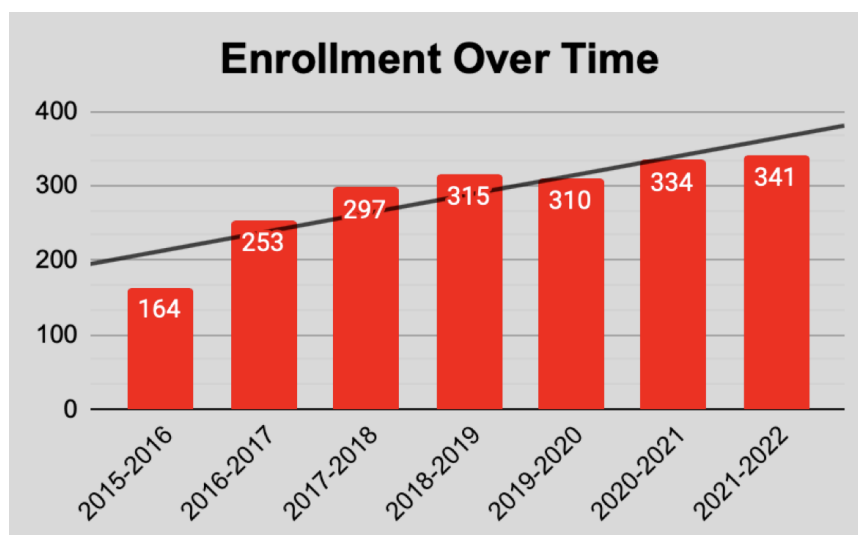
September 16, 2021

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	1st	2nd	3rd	4th	5th	6th	Total	Monthly ADA	Cumulative ADA
9/16/21	43	48	43	70	44	46	47	341	96.53%	96.53%



Fenton STEM Academy has maintained enrollment growth over time since opening in August 2015. Due to COVID-19 and relating factors, primary enrollment was slightly lower than originally projected for 21-22. Overall student counts continue to increase over time and enrollment is ongoing. Fenton STEM Academy continues to maintain teacher to student ratios of 24:1 in all TK-6th grade classrooms.

Instruction

STEM Focus for 2020-2021: Under the guidance and expertise of the STEM Focus Lead Teacher, Dominica Yasuda and the grade level lead teachers, Fenton STEM Academy has refined the STEM integrated focus for the 2021-2022 school year with four key components: Schoolwide Challenges, Guest Speakers, After School Enrichment Clubs, and Resources for ongoing monthly STEM Challenges.

Below is a brief description of each component:

Schoolwide Challenges: Fenton STEM Academy staff and students will participate in yearlong ongoing schoolwide challenges which feature different components of Science, Technology, Engineering, and Mathematics. Highlights include the following:

- Environmental and project based learning
- Yearly “Hour of Code” event
- Seasonal engineering tasks
- International Dot Day (September 15th)

STEM Guest Speakers: Providing guest speakers in the field of STEM/STEAM is an effective method to engage students and show them the possibilities within the STEM field. Students will gain valuable insight and possible career options centered around Science, Technology, Engineering, and Mathematics. Students will have the opportunity to Zoom with a variety of experts in the field. They will provide questions ahead of time to drive the discussion and be prepared to respond as well.

After School Enrichment Clubs: The STEM Clubs will be available to Fenton STEM Academy students in grades TK-6th. All meetings will be held outside of instructional school hours. Potential clubs may include Recycling Club, Robotics Club, Gardening Club, and Student Production Club.

Monthly STEM Challenges: Fenton STEM Academy students will continue to participate in monthly STEM challenges. These challenges are unique to each grade level and integrate current lessons from ELA/ELD Benchmark Advance, My Math, and Twig Science. Teachers will be provided digital resources for support as well as hands on materials through monthly materials distributions. Grade level STEM challenges will continue to be showcased within the weekly parent newsletter.

Fenton STEM Academy will continue to seek ways to integrate and promote a STEM infused approach through all distance learning lessons. Hands-on learning continues to be an essential part of a well-balanced instructional program.

Edgenuity Student Enrollment: Approximately 17 students from Fenton STEM Academy are enrolled in the Edgenuity Online Program (Fenton’s option for fully remote instruction). Parents were informed of this option throughout summer, provided assistance with registration, and offered a virtual parent orientation to ensure successful understanding of the program and its components. Students continue to be supported by Fenton teachers through daily check-ins and tracking engagement, and through ongoing support with the FCPS Independent Study Learning Lead Teachers. Thank you to Dr. Riddick and Rolando Gutierrez for their efforts and support with this option for remote learning.

i-Ready Beginning of Year Assessments: The majority of K-6th grade students have completed their beginning of year i-Ready assessments for both reading and mathematics. Approximately 60% of students placed in Tiers 1 & 2, with 40% considered Tier 3 “at-risk” in the area of Reading. Approximately 54% of students placed in Tiers 1 & 2, with 46% considered Tier 3 “at-risk” in the area of Mathematics. Students are provided individualized lessons at their i-Ready level for ongoing intervention and learning acceleration. Staff will receive a more in depth training on analysis of student progress during the upcoming September 20th professional development day. Building upon this day,

staff will meet one on one with the FCLA/STEM Director to review student data, set goals for targeted instruction, and discuss best practices.

ELPAC Initial Assessments: Fenton STEM Academy has completed all initial English Language Proficiency Assessments for California (ELPAC) for the 2021-2022 school year. Thank you to Jennifer Pimentel and Virginia Palma for their assistance with ensuring all test administrators were properly trained, the testing material was organized and prepared, and testing was completed within required timelines. We look forward to analyzing the progress and growth of our English Learners once results are received.

Covid-19 Safety

The Fenton Academies continue to follow the FCPS Exposure Management plan with strict screening protocols, cleaning/sanitization practices, social distancing, and mask wearing. In addition, weekly covid testing of all staff and students provides immediate feedback regarding positive covid status and allows prompt identification of close contacts, quarantine mandates, and communication to impacted families, general exposure school notifications, and Los Angeles Department of Public Health Reporting. All staff and students were required to present a negative Covid-19 baseline test prior to in person attendance. As of September 10, 2021,

Fenton STEM Academy has conducted over 2,000 tests with approximately 1 individual with a positive result with no evidence of community spread. All positive cases were promptly identified, reported, and provided quarantine timelines per county guidelines. The Fenton Academies are currently exploring working with a new testing company for weekly Covid testing. Reasons for a possible transition include options for an oral swab vs. saliva sample, limited outsourcing of partners such as lab processing, and timeliness of reporting results. The first pilot of working with the new vendor will take place the week of September 13th.

Personnel

Kelley Christenson reassigned to FCPS Independent Study Learning Lead Teacher: Congratulations to Kelley Christenson as she joins Yesenia Fuentes as one of the FCPS Independent Study Lead Teachers! Kelley has been with Fenton STEM since opening in 2015. She served as our first kindergarten teacher - bridging both schools, one of our first focus leads, and has held faculty representative and lead teacher for the past several years. She has been instrumental regarding trauma informed practices, student centered instruction, and collaborative strategies. The impacted families have been notified and all students have been reassigned to the remaining first grade classrooms per the team's input which will impact STEM's budget in a positive manner. We look forward to working with Ms. Christenson in this new capacity.

Professional Goal Setting Meetings: Professional goal setting meetings will take place September 24th – 30th. These 30 minute meetings are used to review current i-Ready data, identify students for targeted instruction, access online resources and data reports, review the Evaluation Cycle, as well as set professional goals for the 2021-2022 school year. Historical trends indicate these opportunities to set targets for short term and long term goals have yielded positive results as demonstrated through publisher assessment and CAASPP outcomes

California State University Northridge Student Teachers: The Fenton Academies are working alongside California State University Northridge for teacher development. Dr. Kaylie Gomez and Jennifer Miller have met several times to align instructional programs and outcomes. Beginning the

week of September 13th, three CSUN student teachers will join the Academies for their student teaching assignments. Thank you to the mentor teachers: Veronica Palazzola, Elizabeth Marquez, and Dominica Yasuda for volunteering to host these aspiring educators. We continue to remain dedicated to our field and look for ways to develop future educators.

School Community

Virtual Annual Meet and Greet: Fenton STEM Academy held its annual Meet and Greet for new and returning families on Monday, August 9, 2021. Students were able to virtually tour the school and meet their teacher for the new school year. Parents expressed their appreciation for this “sneak peek” prior to the first day of school. This was a great event to build community and reduce anxiety for first day worries.

Virtual Parent Orientation Meetings: Fenton STEM Academy held parent orientation meetings for all grade levels within the first two weeks of school. These meetings were well attended and provided parents with an overview of the STEM instructional program and schoolwide updates. Parents had many positive things to say about the school and we look forward to more opportunities to provide parent involvement.

Spirit Day Assemblies: In an effort to promote schoolwide attendance incentives and positive behavior, Fenton STEM Academy will hold a Spirit Day assembly on the second Friday of every month. The Spirit Day assembly consists of a schoolwide flag salute, school song, and attendance/behavior incentives. The class with the best monthly ADA at each grade level will be recognized during this assembly with the Perfect Attendance door banner. The banners will be displayed throughout the month. In addition, students with perfect attendance for the month will be eligible for monthly themed brag tags and free dress on selected days. Classes that have been recognized for the week with excellent behavior will be awarded the MPR VIP and shining star raffle prizes. The Spirit Day Assembly is a great way to build upon our school culture and promote a positive school environment. Thank you to Cecilia Quijano for her work in ensuring a positive school culture exists by assisting with these assemblies as well as other schoolwide initiatives.

Social Media Outreach: The Fenton Academies launched a social media growth campaign during July 2021. This effort was aimed at increasing follower count on the school Instagram account. Over the course of 7/23 – 8/31, the FCLA/STEM school Instagram account gained 175 followers (36% growth). Total followers as of September 10th are 489. Content posted included a back to school giveaway, virtual tour of the new building (the Annex), schoolwide updates, and reopening efforts. Media used primarily consisted of IG Reels. Some posts boasted over 1,000 views with most viewers being non-followers. The use of social media continues to be an effective way to engage stakeholders, promote positive aspects of our program, and attract potential families for enrollment purposes. Any students featured have a completed Media Release Form on file. A special thank you to Kate Hetu for her assistance with recording and posting of content.

School Site Council (SSC): Fenton STEM Academy will need to conduct School Site Council (SSC) meetings in the 2021-2022 school year as a subcommittee of the Parent Advocacy Committee/School Community Relations Council. School Site Council is responsible for approving federal funds and working together to review the school’s instructional program. This council acts as an advisory committee to the Fenton Board of Directors and will meet throughout the year. Nominations were distributed for both staff and parents. Ballots and voting will occur in late September with the first official meeting planned for October 7th. Fenton STEM Academy looks forward to establishing this wonderful opportunity for stakeholder involvement and engagement.

School Facility

Expansion Project “The Annex”: The Fenton Academies welcomed approximately 100 6th grade students and 6 staff members to occupy the new building internally called “The Annex.” This new state of the art facility offers 11 large instructional spaces, spacious staff lounge, a staff lactation room, multiple restrooms, storage, offices, and an expansive multipurpose room for student lunch distribution. Plans for completion of the phone/PA system, and projection units are within the next two weeks with the second phase of the project to begin the week of September 13th. Blackwell construction, guided by Pacific Charter School Development will complete all work related to the courtyard renovation and construction of a three story elevator tower. A special thank you to Jason Gonzalez and Juan Alvarez for their support and oversight during this project.

Playground Asphalt Repair & Restriping: Throughout August and September, the Fenton Academies have completed asphalt repair and restriping of the main student playground. This repair ensures a safe and damage free area for student play during recess, lunch, and psychomotor. Restriping stations include new interactive playground games. Thank you to Cecilia Quijano, Sal Morales, and Juan Alvarez for ensuring this highly anticipated project would be complete for student use.

Upcoming Events:

- 9/16 Earthquake Drill
- 9/17 Spirit Day Assembly
- 9/20 Minimum Day – iReady Assessment Analysis
- 9/24 Fire Drill
- 9/24-9/30 Professional Goal Setting Meetings
- 10/8 Fall Break
- 10/18-10/22 Earned Increase Walkthroughs

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

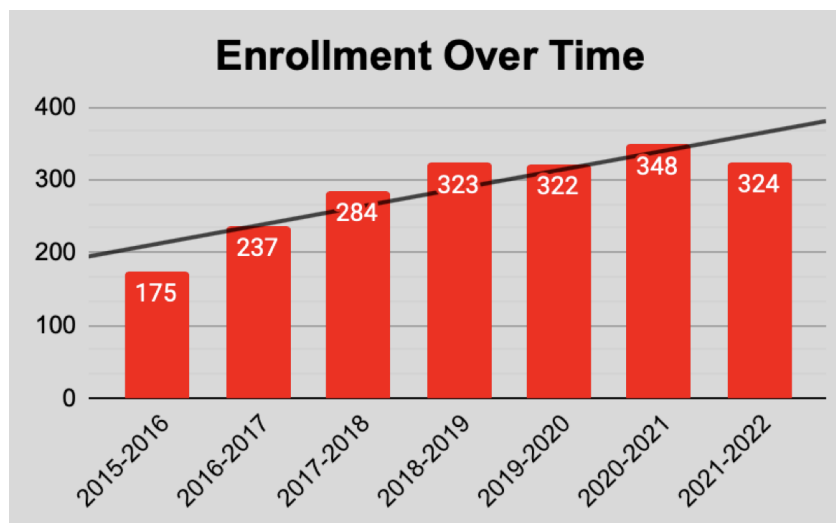
September 16, 2021

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	1st	2nd	3rd	4th	5th	6th	Total	Monthly ADA	Cumulative ADA
9/16/21	47	48	40	45	54	43	47	324	97.45%	97.45%



Fenton Charter Leadership Academy has maintained enrollment growth over time since opening in August 2015. Due to COVID-19 and relating factors, primary enrollment was slightly lower than originally projected for 21-22. Overall student counts continue to increase over time and enrollment is ongoing. Fenton Charter Leadership Academy continues to maintain teacher to student ratios of 24:1 in all TK-6th grade classrooms.

Instruction

Leadership Focus for 2020-2021: Under the guidance and expertise of the FCLA Focus Lead Teacher, Stephanie Garcia and the grade level lead teachers, Fenton Charter Leadership Academy has refined the Leadership integrated focus for the 2021-2022 school year with **four key components:** Schoolwide Initiatives, Service Learning Projects, Leaders Studies, and After School Clubs.

Below is a brief description of each component:

Schoolwide Initiatives: Fenton Charter Leadership Academy students will participate in several schoolwide initiatives during the 2021-2022 school year.

- *Student led events* – Student council will continue to organize career week, kindness challenges, and additional opportunities for the student body.
- *Guest Speakers* – Guest speakers who represent leaders in the real world will be invited to speak to the student community. Plans for local politicians, business and school leaders are in the works.
- *Service Initiatives* – The Jester and Pharley Read-a-thon and Shelter Heroes will be two very critical schoolwide service initiatives during the 21-22 school year.
- *Mutt-i-grees Curriculum* – The Mutt-i-grees Curriculum will continue to provide lessons, activities, and standards aligned to SEL development. Teachers will be provided access to website and binder resources.

Service Learning Projects (SLP): Fenton Charter Leadership Academy students will continue to participate in service learning projects in an effort to promote leadership traits and encourage a sense of civic duty. All grade levels will choose a service learning project that is *developmentally appropriate* and *feasible* to complete. Students will expand on the project by adding their own input, helping to plan and taking action. Students will reflect and share their work with a larger audience. The SLP cycle will begin with pre-service in fall, service implementation during winter, and post service by Spring 2022.

Leader Study – All students will have the opportunity to study a leader throughout the 21-22 school year. Grade levels will discuss which leaders would be *developmentally appropriate* and connect to *grade level content*. Teachers will ensure there is enough content to conduct an in-depth study. This could include discussions, read-alouds, videos, drawings, journal reflections, crafts. Connecting the topic to other people and events is also encouraged.

Extracurricular Activities – Fenton Charter Leadership Academy students will have the opportunity to join after school clubs in the areas of Drama, Art, Math, Journalism, Robotics, and Student Council

Fenton Charter Leadership Academy will continue to seek ways to integrate and promote a Leadership infused approach through all distance learning lessons. Social emotional development and character building continues to be an essential part of a well-balanced instructional program.

Edgenuity Student Enrollment: Approximately 9 students from Fenton Charter Leadership Academy are enrolled in the Edgenuity Online Program (Fenton’s option for fully remote instruction). Parents were informed of this option throughout summer, provided assistance with registration, and offered a virtual parent orientation to ensure successful understanding of the program and its components. Students continue to be supported by Fenton teachers through daily check-ins and tracking engagement, and through ongoing support with the FCPS Independent Study Learning Lead Teachers. Thank you to Dr. Riddick and Rolando Gutierrez for their efforts and support with this option for remote learning.

i-Ready Beginning of Year Assessments: The majority of K-6th grade students have completed their beginning of year i-Ready assessments for both reading and mathematics. Approximately 63% of students placed in Tiers 1 & 2, with 38% considered Tier 3 “at-risk” in the area of Reading.

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Personnel

Yesenia Fuentes reassigned to FCPS Independent Study Learning Lead Teacher: Congratulations to Yesenia Fuentes as she embarks on a new journey. Yesenia has been selected to serve as an Independent Study Lead Teacher supporting Tier 3 students. Mrs. Fuentes has demonstrated exceptionalism in every aspect of the word. She has consistently demonstrated impressive student growth, models professionalism, and continually volunteers to collaborate within our school as well as the larger Fenton community. We are beyond proud to see her in this new and exciting role. The impacted families have been notified and all students have been reassigned to Mrs. Silva and Ms. Badro per the team’s input which will impact FCLA’s budget in a positive manner. We look forward to working with Mrs. Fuentes in this new capacity.

Professional Goal Setting Meetings: Professional goal setting meetings will take place September 24th – 30th. These 30 minute meetings are used to review current iReady data, identify students for targeted instruction, access online resources and data reports, review the Evaluation Cycle, as well as set professional goals for the 2021-2022 school year. Historical trends indicate these opportunities to set targets for short term and long term goals have yielded positive results as demonstrated through publisher assessment and CAASPP outcomes

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advisory committee to the Fenton Board of Directors and will meet throughout the year. Nominations were distributed for both staff and parents. Ballots and voting will occur in late September with the first official meeting planned for October 7th. Fenton Charter Leadership Academy looks forward to establishing this wonderful opportunity for stakeholder involvement and engagement.

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II. E.

Chief Operating Officer's Report
(See presentation slides)

II. F.

Chief Executive Officer's Report

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

September 16, 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.

National State District FCPS

National:

President Biden's COVID-19 Plan | The White House
<https://www.whitehouse.gov › covidplan>
September 9, 2021

President Biden is implementing a six-pronged, comprehensive national strategy that employs the same science-based approach that was used to successfully combat previous variants of COVID-19 earlier this year.

1. Vaccinating the Unvaccinated
2. Further Protecting the Vaccinated
3. Keeping Schools Safely Open
4. Increasing Testing & Requiring Masking
5. Protecting Our Economic Recovery
6. Improving Care for those with COVID-19

Vaccinating the Unvaccinated: Since January, the Administration has taken actions to make vaccination conveniently available to all. COVID vaccines have been available to every individual age 16 and older since April 19th and to those age 12 and older since May. The Administration took steps to make vaccines available at over 80,000 locations nationwide, worked with pharmacies to offer walk-in appointments, and put out a call to action to businesses and organizations across the nation.

Keeping Schools Safely Open: As we work to ensure our children are protected, we know that vaccination remains the best line of defense against COVID-19. For those adolescents aged 12 and above who are eligible for vaccination, the most important step parents can take is to get them vaccinated. To date, over half of the nation's adolescents have been vaccinated. For those too young to be vaccinated, it is especially critical that they are surrounded by vaccinated people and mask in public indoor spaces, including schools. Studies released by the CDC found that the rate of hospitalization for children was nearly four times higher in states with the lowest vaccination rates compared to states with high vaccination rates.

The FDA is undergoing a process now to evaluate a vaccine for children under the age of 12, and under the President's plan, the Administration will do whatever it takes to support those efforts, while continuing to respect and defer to the scientific decision-making of the agency.

Requiring All Employers with 100+ Employees to Ensure their Workers are Vaccinated or Tested Weekly: The Department of Labor’s Occupational Safety and Health Administration (OSHA) is developing a rule that will require all employers with 100 or more employees to ensure their workforce is fully vaccinated or require any workers who remain unvaccinated to produce a negative test result on at least a weekly basis before coming to work. OSHA will issue an Emergency Temporary Standard (ETS) to implement this requirement. This requirement will impact over 80 million workers in private sector businesses with 100+ employees.

Calling on All States to Adopt Vaccine Requirements for All School Employees: Scientific studies have shown that even one unvaccinated teacher can lead to dozens of sick school children. This is a completely avoidable outcome, and we can protect kids—especially those in elementary schools and early childhood education and child care centers where children are not yet eligible for the vaccine—by surrounding them with fully vaccinated adults as the first line of defense against COVID-19. In order to keep all children safely learning in school, the President’s plan calls for Governors to require vaccinations for teachers and school staff. Currently, nine states, as well as the District of Columbia and Puerto Rico, have vaccination requirements for K-12 school staff, including California, Connecticut, Hawaii, Illinois, New Jersey, New Mexico, New York, Oregon, and Washington. Building on Administration policies to require vaccination among federal employees, including those serving children in DOD and BIE schools, the President is asking more states to join in requiring the vaccine for school employees to make sure we are keeping students safe.

State:

From School Services of California –

Education Budget Cleanup Bill
September 7, 2021

The education budget cleanup trailer bill for the 2021–22 State Budget was made public over the weekend, officially coming into print and being heard by the Legislature today, September 7, 2021. Assembly Bill (AB)/Senate Bill (SB) 167 make changes both minor and significant, including to several funding streams and programmatic areas. For more information about proposed changes to independent study, see [“Budget Trailer Bill Reinforces Independent Study for Quarantine”](#) in the September 2021 *Fiscal Report*. The more significant changes are summarized below.

LCAP Supplement/LCFF Concentration Grant Funds

Clarification is added for local educational agencies (LEAs) that receive the additional Local Control Funding Formula (LCFF) concentration grants funds this year to hire additional school site staff. The funds must be used to increase the number of school site staff that provide direct services at high-poverty schools compared to low-poverty schools. A description of how these funds are used must be included in the LEA’s one-time Local Control and Accountability Plan (LCAP) Supplement for the 2021–22 LCAP.

Prekindergarten Planning and Implementation Grant Program

The PreKindergarten Planning and Implementation Grant Program funding is comprised of three grants, each of which has been amended:

- Base grants will be determined using 2020–21 certified Fall 1 California Longitudinal Pupil Achievement Data System (CALPADS) kindergarten enrollment for LEAs with kindergarten enrollment as follows:
 - 1-23: \$25,000
 - 24-99: \$50,000
 - 100+: \$100,000
 - County offices of education (COEs): \$15,000 per LEA in their county that operates kindergarten programs
- Enrollment grants are computed using 2019–20 Fall 1 CALPADS data
- Success grants are computed using 2019–20 Fall 1 CALPADS data and unduplicated pupil percentage as of the Second Principal Apportionment

A-G Completion Grant

AB/SB 167 clarifies the data used for LEAs receiving an allocation from the A-G Completion Improvement Grant Program. Funds will be distributed using enrollment of unduplicated students in grades 9–12 based on CALPADS 2020–21 Fall 1 data. More importantly, LEAs receiving grant funds will get a bit of a reprieve as the required plan describing how funds will be used will be due April 1, 2022, rather than in January.

Expanded Learning Opportunities (ELO) Program

The cleanup language tightens implementation of the ELO Program in the 2021–22 school year such that all school districts and charter schools receiving funds must implement the program in the current school year. Funds received this year must be expended by June 30, 2023, and may only be used to develop the ELO Program or provide services as required by the program.

Kitchen Infrastructure

AB/SB 167 makes several significant changes to how the \$150 million investment for kitchen infrastructure will be allocated to LEAs. Originally, all LEAs were slated to receive funds for this purpose; however, the cleanup language narrows the LEAs (school districts, COEs, and charter schools) that are eligible to those that participate in the federal School Breakfast Program or the federal National School Lunch Program.

The bill also amends the language that states all LEAs “shall” receive a \$25,000 base grant for kitchen infrastructure upgrades and a \$2,000 base grant for food service staff trainings to “may” receive a base grant for these purposes. This means that LEAs are no longer guaranteed to receive funding for kitchen upgrades and staff training. Additionally, the bill would make the \$30 million earmarked for food

service staff training based on the number of lunches served in October 2020 rather than the number of classified school employees employed by the LEA.

Assembly Bill 104 Window

AB/SB 167 provides additional time for students to be able to request grade changes from letter-based grading to a Pass/No Pass grade:

- LEAs must accept grade change applications received on or before October 1, 2021
- LEAs may accept grade change applications after October 1, 2021, for the 2020–21 school year.

Substitutes

Until July 1, 2022, extends to 60 cumulative days the length of time that substitute teachers may serve in any one assignment. Currently general education substitutes may only serve for up to 30 days, and substitutes in special education classrooms are capped at 20 days.

Next Steps

Providing very little time for stakeholder review, AB/SB 167 were heard in both houses' budget committees, which sets the bill up for approval by the Legislature by the end of session, September 10, 2021.

From School Services of California –

U.S. Department of Education Releases “Return to School Roadmap”
September 7, 2021

The U.S. Department of Education released its “Return to School Roadmap” (Roadmap) to help On Sunday, September 5, 2021, the Legislature amended Senate Bill (SB) 167—a 2021–22 budget trailer bill that makes technical changes to Assembly Bill 130 enacted earlier this summer. Among the significant changes are changes to independent study statutes and availability of a J-13A waiver.

Independent Study

The common thread weaving through SB 167 with respect to students subject to COVID-19 quarantines is that the state expects local educational agencies (LEAs) to maintain continuity of their educational programs while they cannot attend school in person. To buttress this expectation, SB 167 makes several clarifying and a few substantive changes to independent study, which we summarize.

Foremost, SB 167 clarifies that LEAs can receive apportionment through independent study for students that are subject to quarantine, and that for the 2021–22 school year only signed written agreements can be collected within 30 days after the first day of independent study or by October 15, whichever occurs later. This clarification fortifies earlier guidance the School Services of California, Inc. team provided (see “*Ask SSC . . . How Do I Protect ADA When Students Quarantine?*” and “*Ask SSC . . . Executing Written Agreements for Quarantined Students*” in the August 2021 *Fiscal Report*).

More substantive changes to independent study require that teachers evaluating student assignments and other work products must be LEA employees, as well as applying comprehensive program audit requirements to course-based independent study along with the requirement to notify parents of their student’s educational options for this school year and their right to a conference with the LEA.

But one of the more notable amendments in SB 167 relates to the conditions that would lead an LEA to identifying an independent study student for tiered reengagement. Specifically, SB 167 would include among the criteria for determining when a student requires intervention are:

- In lieu of lacking attendance for three school days (or 60% of instructional days) in a school week, when students do not meet 10% of the required instructional time over four continuous weeks would be subject to tiered reengagement.
- When a student does not participate in live interaction or synchronous instruction for the greater of more than three school days or 60% of the scheduled days of synchronous instruction in a school month.

J-13A Protection for Material Losses in Attendance Due to Quarantine

SB 167 would also prohibit LEAs from filing J-13A waiver requests from September 2, 2021, to June 30, 2022, for material losses in average daily attendance (ADA) or school closures due to student quarantines. LEAs may file J-13A requests for quarantined students with special needs whose individualized educational program does not provide for independent study and for students attending community schools.

In addition to this limited authority, the bill would offer some protection against ADA losses due to COVID-19 staffing shortages during the same time period as long as LEAs satisfy the following conditions to the State Superintendent of Public Instruction (SSPI) by affidavit of its governing board members:

- Shortages are because of staff quarantines as a result of exposure to or infection with COVID-19.
- The LEA has exhausted all staffing options, including using all existing staffing options, and for certificated positions substitute teacher options, and has consulted with their county office of education and the SSPI to determine that their staffing needs cannot be met.

For ADA losses due to student quarantines through September 1 (see “Help! I’ve Quarantined and I Can’t Get (My ADA) Up!” in the August 2021 Fiscal Report).

SB 167 also proposes changes to J-13A requests for emergency events occurring after September 1, 2021, such as fires and earthquakes, clarifying that affidavits must be accompanied by a plan to offer independent study to all impacted students within ten days after the first day of the qualifying event. If an LEA obtained a waiver from the mandate to offer independent study for the 2021–22 school year, the plan submitted along with the J-13A request does not need to include live interaction, synchronous instruction, tiered reengagement, and a plan to transition students back to in-person instruction. In essence, LEAs with an approved waiver must offer limited independent study to students impacted by the emergency.

Minimum Instructional Days and Instructional Minutes

Finally, SB 167 clarifies that LEAs are not exempt from meeting annual minimum instructional days and minutes between September 1, 2021, and June 30, 2022, except in narrow circumstances. Specifically, SB 167 would bar LEAs from receiving credit for lost instructional days and minutes that were scheduled for in-person instruction for COVID-19 reasons unless it offered independent study to all affected students and certified the offering to the SSPI.

Similar to the J-13A processes to protect against funding losses due to COVID-19 staffing shortages, SB 167 would authorize LEAs to receive the same apportionment for school closures as a result of shortages stemming from staff quarantines as long as they have exhausted all staffing options.

What's Next?

SB 167 must still be approved by the Legislature, which adjourns for the 2021 legislative session at midnight on Friday, September 10, 2021, before it can be presented to Governor Gavin Newsom for action. Given the expedited timeframe, it is not likely that SB 167 will be significantly amended, so we expect that the changes in the bill will become law in the next few weeks.

From School Services of California –

Top Legislative Issues for 2021
September 3, 2021

The last dash to the end of the legislative year kicked off last Thursday, August 27, 2021, with the Senate and Assembly Appropriations Committees taking up their suspense files and dispensing with more than 500 bills (see “Assembly and Senate Appropriations Committees Take Up Suspense Files” in the August 2021 *Fiscal Report*).

Of the bills that did pass the Appropriations Committees, hundreds have been amended over the past few days to address cost concerns or any issues that would make them potentially less successful in seeking Governor Gavin Newsom’s signature. Bills will get a full floor vote in the second house and, if they have been amended during their time there, will go back to their house of origin for a concurrence vote on amendments, and then it’s off to Governor Newsom’s desk.

This all must be done before Friday, September 10, 2021—the deadline for bills to be sent to Governor Newsom in the regular session. Due to the passage of Proposition 54 in 2016, all bills must be published in print and online for at least 72 hours before each house of the Legislature can vote on them. This means that all amended bills must be in print by Tuesday, September 7, 2021, in order to comply with the 72-hour rule in the California Constitution.

Employees

Assembly Bill (AB) 438 (Reyes, D-Grand Terrace)—School Employees: Classified Employees: Layoff Notice and Hearing. This bill would apply to classified employees a layoff process that is similar to the process that currently applies for certificated employees. If enacted, local educational agencies (LEAs) would need to provide by March 15 layoff notices to classified employees that take effect June 30. As

amended, LEAs would retain the ability to provide 60 days' notice for layoffs resulting from the expiration of a specially funded program. AB 438 is currently on the Senate floor for consideration.

AB 1041 (Wicks, D-Oakland)—Employment: Leave. This bill expands the list of individuals for which an employee can take leave under the California Family Rights Act (CFRA) and the Healthy Workplaces, Healthy Families Act of 2014 to include a person designated by the employee. A “designated person” is defined as a person identified by the employee at the time the employee requests CFRA leave or paid sick days. Employers may limit employees to one designated person per a 12-month period. AB 438 is currently on the Senate floor for consideration.

Governance and District Operations

AB 361 (Rivas, R., D-Hollister)—Local Agencies: Teleconferences. This bill would authorize, until January 1, 2024, a local agency to use teleconferencing, without complying with certain Brown Act teleconferencing requirements in any of the following circumstances:

- The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing
- The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining by majority vote whether, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees
- The legislative body holds a meeting during a proclaimed state of emergency and has determined by majority vote that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees

AB 361 specifies that if a local legislative body determines it is entitled to use the exemptions afforded to it in this bill, it still must abide by the following requirements:

- Notice the meeting and post agendas as the Brown Act requires
- Allow the public to access the meeting and give notice for how the public can access the meeting and provide public comment
- Identify and include in the agenda an opportunity for all persons to attend via a call-in or an internet-based service option (the legislative body is not required to provide a physical location for the public to attend or provide comments)
- Stop the meeting until public access is restored in the event of a service disruption that prevents the local agency from broadcasting the meeting to the public using the call-in
- Not require comments be submitted in advance
- Provide adequate time for public comment

The bill also specifies that if the state of emergency remains active for more than 30 days that a local agency must make several findings (reconsideration of the circumstance of the emergency and if the emergency continue to directly impact the ability for members to meet in person or if state local officials

continue to impose or recommend social distancing) by majority vote every 30 days to continue using the bill’s exemption to the Brown Act teleconferencing rules.

The bill was amended on August 30, 2021, to make it an urgency measure, meaning it will take effect immediately upon the Governor’s signature but requires that both houses approve the measure by a two-thirds margin.

Senate Bill (SB) 400 (Jones, R-Santee)—Homeless Children and Youths: Local Educational Agencies: Collaboration, Training, and Reporting. In order to provide additional supports for children and youth experiencing homelessness, this bill requires LEAs to:

- Collaborate with other organizations that provide services to homeless children and youth to enhance the identification of, and the provision of services to, those children and youth
- Work with organizations that provide counseling services, social welfare services, meal services, and housing services

The bill also requires the California Department of Education (CDE) to:

- Verify that LEAs are providing school personnel who provide services to youth experiencing homelessness with training on the proper identification and reporting procedures at least once a year
- Verify key information submitted by LEAs comply with federal law

SSC Comment: This bill implements some of the recommendations included in the “Youth Experiencing Homelessness: California’s Education System for K–12 Inadequately Identifies and Supports These Youth” State Auditor’s report that came out in November 2019.

Instruction

AB 101 (Medina, D-Riverside)—Pupil Instruction: High School Graduation Requirements: Ethnic Studies. As amended on August 31, 2021, this bill would add the completion of a semester-long course in ethnic studies to the list of state high school graduation requirements, beginning with the graduating class of 2029–30, and would require LEAs to begin offering a course in ethnic studies by the 2025–26 school year.

Additionally, the bill prohibits a course that does not use ethnic studies content as the primary content to be used to satisfy the ethnic studies course requirement.

SSC Comment: Governor Newsom vetoed this same bill last year, expressing concern about the uncertainty of the ethnic studies model curriculum. The State Board of Education (SBE) officially approved the ethnic studies model curriculum on March 18, 2021, increasing the pressure for Governor Newsom to sign AB 101 into law should it reach his desk (see “SBE Approves Ethnic Studies Model Curriculum” in the March 2021 *Fiscal Report*). Additionally, the 2021–22 State Budget includes \$50 million (one-time Proposition 98) to LEAs serving grades 9–12 to support the creation or expansion of ethnic studies course offerings if AB 101 is signed into law.

Miscellaneous

AB 27 (Rivas, L., D-Arleta)—Homeless Children and Youths and Unaccompanied Youths: Reporting. As amended on August 26, 2021, this bill would require LEAs to ensure that each of their schools identify all enrolled homeless and unaccompanied students.

The bill would also require any LEA that receives funding from the American Rescue Plan Elementary and Secondary School Emergency Relief—Homeless Children and Youth Fund to administer an annual housing questionnaire to identify homeless children and unaccompanied youths with the following requirements:

- Commencing with the 2021–22 school year, ensure that the housing questionnaire is based on best practices developed by the CDE and includes an explanation of the rights and protections a student has as a homeless child or youth or as an unaccompanied youth
- Require, if the primary language of a student’s parent or guardian or an unaccompanied youth is not English, that the housing questionnaire be made available in the primary language of the unaccompanied youth or the student’s parent/guardian or that an appropriate translation of the housing questionnaire is provided upon request of a student’s parent or guardian or an unaccompanied youth
- Require LEAs to collect the completed housing questionnaires that they administered, and annually report to the CDE the number of homeless children and youths and unaccompanied youths enrolled

The bill would require the CDE to develop best practices that LEAs may use to identify and obtain accurate data on all homeless children and youths and unaccompanied youths, develop a model housing questionnaire based on those best practices, and requires the CDE to post the best practices and model housing questionnaire on its website.

As an urgency measure, this bill would take effect immediately upon signature by Governor Newsom.

SSC Comment: AB 27 looks to adopt several of the recommendations from the 2019 California State Auditor’s report, which found LEAs are not doing enough to identify youth experiencing homelessness and that the CDE has not provided adequate oversight and leadership over LEAs’ homeless education programs (see “Audit Report Finds LEAs Underidentified Homeless Students” in the November 2019 *Fiscal Report*).

AB 1560 (Daly, D-Anaheim)—Distance Learning: Pupil Access: Computing Devices and Broadband Internet Service. The bill would require the State Superintendent of Public Instruction (SSPI) to survey each LEA and report to the Legislature on the number of pupils without computing devices that meet the minimum performance standard for distance learning, as determined by the SSPI. The bill would authorize the SSPI, contingent upon an appropriation, to provide each eligible student with a computing device that meets the standard and authorizes the California Department of Technology, upon an appropriation, to enter into a sponsored service agreement on behalf of any LEA with a broadband service provider for the purpose of providing free or reduced-cost residential broadband service to eligible students.

Student Health and Nutrition

AB 367 (Garcia, D-Bell Gardens)—Menstrual Products. Current law requires public schools serving students in any grades 6–12, which meet the 40% pupil poverty threshold required to operate a federal Title I schoolwide program, to stock at least half of the schools’ restrooms with feminine hygiene products at no charge.

As amended on August 26, 2021, this bill would require all public schools serving a combination of grades 6–12 to stock, at all times, an adequate supply of menstrual products, available/accessible and free of cost, in all women’s restrooms and all-gender restrooms, as well as in at least one men’s restroom. The bill specifies that current law for public schools serving students in grades 6–12 would remain in effect until July 1, 2022, and then would be replaced by the new language in AB 367.

The bill would also require the California State University and each community college district to stock an adequate supply of menstrual products, available and accessible, free of cost, at no fewer than one designated and accessible central location on each campus. Each campus is required to post a notice regarding the location of these menstrual products in all women’s restrooms, all-gender restrooms, and at least one men’s restroom.

District:

Requiring COVID-19 Vaccinations for Eligible Students
September 9, 2021

Los Angeles Unified School District is the second largest school district in the country, enrolling more than 600,000 students from Pre-K through the adult education, operating approximately 1,200 schools throughout the Los Angeles area, overseeing 278 affiliated and independent charter schools within its jurisdiction, and sharing LAUSD facilities with charter schools that serve tens of thousands of students in TK/K through grade 12.

The COVID-19 pandemic and the national, state, and local orders have caused considerable challenges for public schools, including but not limited to the closure of all LAUSD school facilities for in-person instruction and resulting in distance learning for most of the 2020-21 school year. Although LAUSD returned to full-time, in-person instruction for all LAUSD and charter school students choosing to return to LAUSD school facilities for the 2021-22 school year, COVID-19 continues to pose a material threat to the health and safety of all students within the LAUSD community despite the implementation of layered mitigation measures, including, but not limited to, COVID-19 testing and masking. The surge of the Delta variant and community transmission of COVID-19, including among school age children, has proven to be disruptive to full-time, in-person instruction and student learning. In light of the effectiveness and safety of the COVID-19 vaccines, the CDC, CDPH, and LACDPH have deemed the vaccine appropriate by unanimously recommending that all eligible persons be vaccinated, including children 12 years of age and older. Accordingly, although LAUSD has implemented the highest safety measures to mitigate the spread of COVID-19 at schools, vaccination of all eligible and non-exempt students provides the strongest protection to the health and safety of all students and staff in the LAUSD school communities.

The Superintendent and her designees will implement reasonably necessary measures requiring all LAUSD and charter school students on co-located LAUSD facilities who are eligible to receive the COVID-19 vaccine, excluding those students with qualified and approved exemptions under LAUSD’s existing immunization policies, to become vaccinated as a mandatory precondition to accessing LAUSD

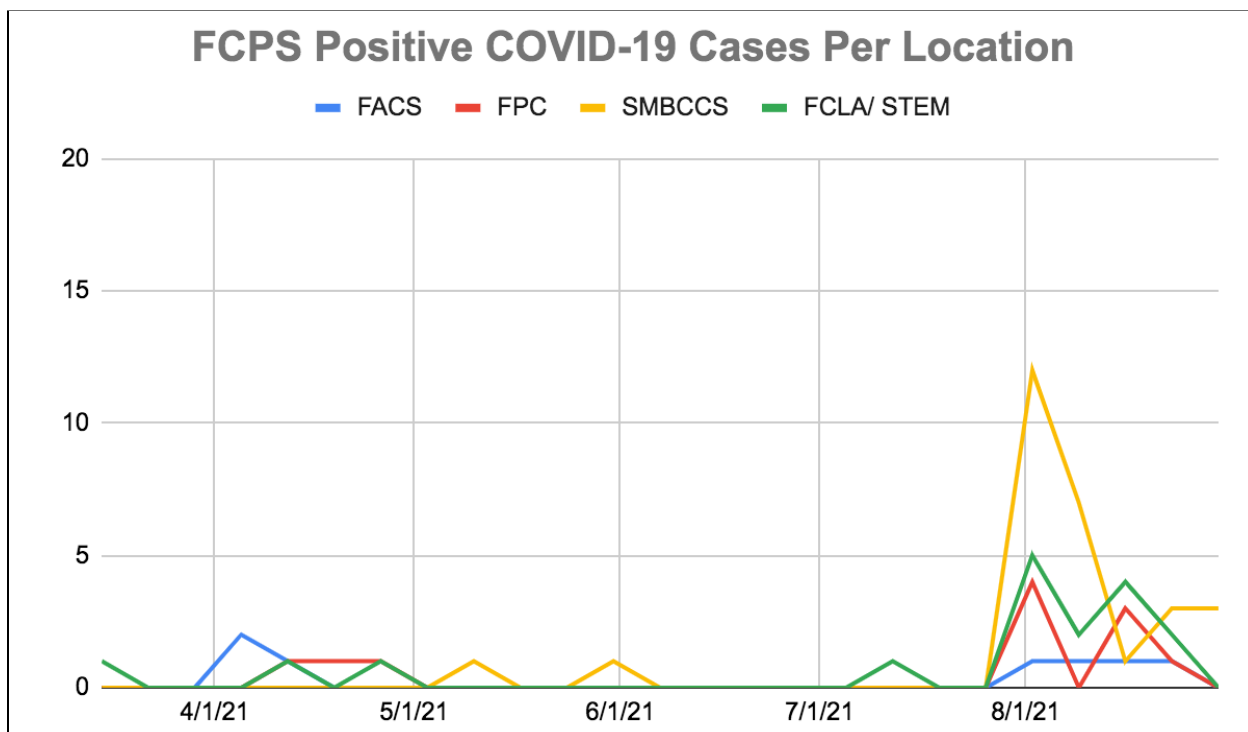
school facilities, as follows:

- All students who are 12 years of age and older and are part of in-person extracurricular programs must receive their first vaccine dose by no later than October 3, and their second dose by no later than October 31, 2021;
- All students who are 12 years of age and older must receive their first vaccine dose by no later than November 21, 2021 and their second dose by no later than December 19, 2021;
- All other students must receive their first vaccine dose by no later than 30 days after their 12th birthday, and their second dose by no later than 8 weeks after their 12th birthday.

[LAUSD Frequently Asked Questions](https://achieve.lausd.net/covid) - LAUSD has a website dedicated to questions about vaccination requirements (<https://achieve.lausd.net/covid>).

FCPS:

The Fenton Charter Public Schools have been testing all students on campus for COVID-19 since March 15, 2021. The following data indicates the number of positive cases across the Fenton Charter Public Schools. The number of positive COVID-19 cases was very low during the Spring and Summer. We did notice an increase in the number of positive COVID-19 cases during baseline testing on March 2, 2021. Students that tested positive for COVID-19 were not allowed to attend school until after they met quarantine expectations. Last week was our lowest number of positive COVID-19 cases with three (3) positive cases at SMBCCS. Currently, we have not experienced an outbreak of COVID-19 at any of our schools. An outbreak is defined as three or more cases in non-related households in which the source of infection occurred at the school, and not another setting.



Number of positive COVID-19 cases across the Fenton schools since March 15, 2021.

	FACS	FPC	SMBCCS	FCLA/ STEM
8/30/21	0	0	3	0
8/23/21	1	1	3	2
8/16/21	1	3	1	4
8/9/21	1	0	7	2
8/2/21* Baseline Testing	1	4	12	5
7/26/21	0	0	0	0
7/19/21	0	0	0	0
7/12/21	0	0	0	1
7/5/21	0	0	0	0
6/28/21	0	0	0	0
6/21/21	0	0	0	0
6/14/21	0	0	0	0
6/7/21	0	0	0	0
5/31/21	0	0	1	0
5/24/21	0	0	0	0
5/17/21	0	0	0	0
5/10/21	0	0	1	0
5/3/21	0	0	0	0
4/26/21	0	1	0	1
4/19/21	0	1	0	0
4/12/21	1	1	0	1
4/5/21	2	0	0	0
3/29/21	0	0	0	0
3/22/21	0	0	0	0
3/15/21	0	0	0	1

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 Chief Executive Officer recommends approval of all consent agenda items.

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

IV. ITEMS SCHEDULED FOR ACTION



FENTON CHARTER PUBLIC SCHOOLS

September 16, 2021

TO: Fenton Charter Public Schools
Board of Directors

FROM: David Riddick
Chief Executive Officer/President

SUBJECT: Recommendation to to ratify and accept executive action on the assignment of Yesenia Fuentes and Kelley Christenson to serve as Distance Learning Lead Teachers for Fenton Avenue Charter School, Santa Monica Boulevard Community Charter School, Fenton Primary Center, Fenton STEM Academy and Fenton Charter Leadership Academy

BACKGROUND

On July 22, 2021, the Fenton Board of Directors approved the ability for FCPS students seeking a remote option for learning to be serviced by Edgenuity for the fall semester. Although Edgenuity is one of the most popular online instructional options for families seeking a remote option, Fenton staff are not involved in the creation of the curriculum nor explicit instruction through this platform. As of August 19th, FCPS had 69 students enrolled in Edgenuity. Roughly half of these students were actively engaged in the software. FCPS had students disenroll from the platform due to lack of connectivity with a Fenton teacher. It is believed the lack of involvement from Fenton staff has caused anxiety among our students and families that are having difficulty navigating the Edgenuity platform.

ANALYSIS

Fenton lost 167 students across the Fenton schools at the beginning of the year compared to the 2020-2021 school year. Our enrollment for students requesting an online option has stabilized at about 66 students. FCPS had an urgent need for two highly qualified and experienced teachers to serve as “Distance Learning Lead Teachers” to address the dynamic needs of our families enrolled in our remote learning platform. Distance Learning Lead Teachers are responsible for the connectivity, engagement and enhancement of all aspects of the distance learning instructional program at all Fenton schools. The need to hire Distance Learning Lead Teachers is urgent to prevent additional students from disenrolling in our online option.

Yesenia Fuentes: On August 30th, I reassigned Yesenia Fuentes from her position as a 5th Grade Teacher at Fenton Charter Leadership Academy (FLCA). Yesenia is one of the most respected teachers across the organization with a track record of increasing student achievement. Yesenia is fluent in

Spanish and will be able to make an immediate impact on the success of our students and their families as they engage in remote learning as early as next week. This move will also have a positive impact on the fiscal condition of FCLA as Yesenia's class is under enrolled.

Kelley Christenson: On September 1st, a Hiring Committee composed of David Riddick (CEO), Jason Gongalez (COO), Angie Castellana Ferri (Instructional Coach), Rolando Gutierrez (FCPS Attendance Manager), Yesenia Fuentes (Distance Learning Lead Teacher) along with Faculty Representatives and Administrators from across the Fenton schools selected Kelley Christenson to serve as a Distance Learning Lead Teacher. Similar to Yesenia, the reassignment of Kelley will have a positive fiscal impact on Fenton STEM Academy as her class and grade level are under enrolled.

Distance Learning Lead Teacher Details

- \$5,000 stipend for fulfilling responsibilities of a Lead Teacher
- 194 Day Calendar

Yesenia and Kelley have had a dramatic impact on engaging students in the online platform. They have allowed us to reenroll students that have left Fenton alleviate challenges teachers were having in meeting the needs of students working remotely. Yesenia and Kelley will meet with students in all grade levels on a daily basis providing students with live synchronous instruction.

RECOMMENDATION

It is recommended that the Board of Directors ratify and accept executive action on the assignment of Yesenia Fuentes and Kelley Christenson to serve as Distance Learning Lead Teachers for Fenton Avenue Charter School, Santa Monica Boulevard Community Charter School, Fenton Primary Center, Fenton STEM Academy and Fenton Charter Leadership Academy.

Separate Attachment: [Job Description: Distance Learning Lead Teacher](#)



**FENTON CHARTER PUBLIC SCHOOLS
DISTANCE LEARNING LEAD TEACHER (CERTIFICATED)
JOB DESCRIPTION**

Qualifications and Experience:

Education:

1. An Elementary Teaching Credential with EL authorization;
2. Meets qualifications for “highly qualified” (ESSA compliance) status (CBEST, CSET or equivalent as approved by the California Commission on Teacher Credentialing).

Experience:

1. At least three to five years of elementary teaching experience in multiple grade levels;
2. Experience at various FCPS sites (*preferred*);
3. Successful experience in a variety of leadership roles at FCPS (e.g., council/committee co-chair; Lead Teacher; Faculty Representative, etc.);
4. At least 1 year of experience as a Fenton teacher leading a fully remote, online classroom;
5. Proven track record of increasing student achievement.

Knowledge, Skills, Abilities, and Personal Characteristics:

1. Ability to deal effectively with and be responsive to stakeholders who are representative of many and varied points of view.
2. Oriented toward service and desire to assist staff and Fenton schools to improve and excel.
3. Exceptional planning and organization skills.
4. Ability to quickly learn learning management systems, and manipulate the interface to suit the needs of students.
5. In-depth knowledge of Zoom video conferencing software.
6. Skilled in identifying problems and brainstorming potential solutions with a diverse group of stakeholders.
7. Personal characteristics necessary to work constructively and effectively with the Board of Directors and all stakeholders: empathetic and sociable.
8. Thorough knowledge of content and pedagogy necessary for effective instruction; enthusiasm for, and imagination and creativity in teaching the necessary skills for academic success; commitment to the education of all students; and ability to communicate this knowledge and enthusiasm to all stakeholders.
9. Understanding of the physical, intellectual, social, and emotional development growth patterns of students.
10. Ability to communicate effectively including giving clear concise instructions, using academic language, and appropriate level of delivery, and listening without bias and providing appropriate feedback/reinforcement.
11. Ability to compose and comprehend written communication.
12. Appropriate personal appearance, cleanliness, and manner.

13. Poise, tact, and good judgment, and commitment to the education of all students at all Fenton schools.
14. Ability to work effectively with all racial, ethnic, language, disability and socioeconomic groups, and to work effectively with other personnel, parents and students.
15. Ability to work independently and collaboratively with other team members.
16. Careful and thorough documentation as necessary.
17. Able to meet critical deadlines.
18. Mobility to traverse all areas of the work site.
19. Health: Physical and mental fitness as certified by a licensed physician and surgeon or medical officer pursuant to Education Code Section 44839 and evidence of freedom from active tuberculosis pursuant to Education Code Section 49406.
20. SPECIAL PHYSICAL REQUIREMENTS: Physical stamina sufficient to sit, stand or walk for prolonged periods of time.

Job Purpose:

Serve as a Distance Learning Lead Teacher under the direct supervision of the Chief Executive Officer (CEO) and Chief Operating Officer (COO) to ensure maximum efficiency and effectiveness in the implementation of the FCPS Distance Learning program.

Responsible to:

The Chief Executive Officer (CEO) and Chief Operating Officer (COO). This individual will work closely with the FCPS Instructional Coach and FCPS Attendance Manager.

Major Job Responsibilities:

1. Assists teachers in transitional kindergarten through sixth grade to improve and enhance all aspects of the distance learning instructional program at all Fenton sites.
2. Oversee, direct and coordinate activities related to Distance Learning.
3. Closely monitors student learning online in order to understand how students are progressing toward learning mastery and provides teachers with instructive and timely feedback that will move their students forward.
4. Assist teachers with the completion and documentation of work on the “Engagement Tracker” during the 2021-2022 school year.
5. Recommends the most efficient use of resources to promote high levels of learning and improve student engagement for distance learning.
6. Promotes a professional school culture at each Fenton site.
7. Works to create a culture of collaboration across the Fenton schools.
8. Supervises daily instruction and manages the delivery of training for faculty on distance learning applications and teaching strategies and collaborates to provide cohesive services to support online students.
9. Remains current on relevant federal and state education policy.
10. Utilize Dr. Ruben R. Puentedura’s model for enhancing technology integration, which moves technology use from enhancement to transformation.
11. Examine and interpret student achievement data to improve online instruction.
12. Facilitate workshops and meetings to provide teachers with the resources to share, collaborate and explore effective strategies to implement distance learning.
13. Conduct vertical planning and cross-curricular planning meetings for grade level articulation.
14. Assist with the development of lesson plans for teachers to implement online instruction.

15. Provide resources and materials to supplement the curriculum.
16. Be an agent of change, actively engage in curriculum development and lesson planning.
17. Partner with teachers in the planning and implementation of projects, units and activities to increase student engagement online.
18. Actively search for resources to support curricular goals that are based in research-based teaching pedagogy and methodology.
19. Utilize the essential instructional practices of inquiry-based classroom discussion and cooperative groupings to develop and promote the social learning context needed by students to support English language development.
20. Ensure students construct meaning from their learning by explaining and justifying their thinking using evidence based explanations.
21. Adapt teaching methods and instructional materials to meet students' varying needs and interests online.
22. Provide lessons and materials for students to practice and prepare for the Smarter Balanced Assessment.
23. Conduct individual or small group teacher conferences on appropriate use of instructional technology in all content areas.
24. Collaborate with teachers to align academic achievement and technology initiatives.
25. Identify staff development needs related to remote learning..
26. Technology training and assistance in using appropriate educational hardware, software, and web-based tools for online instruction.
27. Model lessons for teachers using appropriate teaching strategies and team teaching lessons integrating technology use.
28. Provide support to teachers, who are at every point of the technology integration continuum to meet teaching and learning goals online.
29. Model, observe, and facilitate the implementation of best practices for online instruction.
30. Meet and collaborate with grade levels to explore needs and expectations.
31. Work collaboratively with Lead Teachers and Administration.
32. Promote a climate of life-long learning by actively seeking the latest research and sharing this information with the staff.
33. Performs other related duties as assigned.



FENTON CHARTER PUBLIC SCHOOLS

September 16, 2021

TO: Fenton Charter Public Schools
Board of Directors

FROM: Jason Gonzalez
Chief Operating Officer

SUBJECT: Recommendation to approve the hiring of Richard Pearson as IT Manager for the Fenton Charter Public Schools

BACKGROUND

The need to hire an IT Manager for the Fenton Charter Public Schools was shared with the Board of Directors on July 22, 2021. The IT Manager will oversee all aspects of technology for FCPS. This individual will implement, refine, and upgrade systems and platforms to create efficient, engaging, and frictionless environments for staff and students. The IT Manager will provide a high quality environment in which data systems are protected from loss and malicious threat, and children are able to safely access instructional content. This leader will ensure all users have access to technical support and are provided with timely resolutions.

ANALYSIS

On July 26, 2021, FCPS posted the IT Manager position to both internal and external applicants. Highlights of the position include:

- Position details
 - 249 day calendar
 - Classified position
 - PERS member
 - Tier 3 (medical, dental, and vision for employee only)
 - Salary range \$85,000 - \$110,000

- All applicants that meet the criteria specified in the application were considered
 - Technical expertise and in-depth knowledge of MDM, networking, and scripting
 - 5 years of management experience in a leadership role

On August 19, 2021, a Hiring Committee composed of David Riddick (CEO), Jason Gonzalez (COO), Cedric Ramirez (Classified Representative) and FCPS Managers interviewed candidates that met the criteria for the position. The Hiring Committee was impressed with Richard Pearson. On August 31st, Mr. Pearson was invited to the FCPS Business for an informal meeting with FCPS leadership and the IT team.

Mr. Pearson has a wealth of experience as the IT Director of Clayton High Charter School (east of Berkeley, California). He possesses the education, experience, knowledge and skills of a highly effective IT Manager. We look forward to having Richard Pearson serve as the IT Manager for the Fenton Charter Public Schools.

RECOMMENDATION

It is recommended that the Board of Directors approve the hiring of Richard Pearson as IT Manager for the Fenton Charter Public Schools.

Separate Attachment: [IT Manager Job Description](#), [Richard Pearson Resume](#)



**FENTON CHARTER PUBLIC SCHOOLS
IT Manager – Full-Time (Classified, Exempt)
Job Description**

Qualifications

Education:

An earned bachelor's degree in Computer Science, Information Technology, Information Systems, Systems Management, Engineering, or related field.

Other:

Valid California driver's license required. Must have an accessible vehicle. Traveling to other Fenton schools within a 20-mile radius is required on occasion.

Experience:

No fewer than five (5) years in an Information Technology role with direct reports and increasingly responsible supervisory experience in information systems, services and support, preferably in an educational setting.

Highly desirable certification:

- Jamf 350 and/or Jamf 400 certification
- Cisco Certified Network Associate or higher
- CompTIA Network+
- Microsoft Certified Azure Administrator Associate

Knowledge, Skills, Abilities and Personal Characteristics

Technical - software and platforms

1. In-depth knowledge of Jamf Pro and Jamf Connect with a track record of successful large-scale, zero-touch macOS and/or iPadOS deployments.
2. Deep understanding of the macOS provisioning process using Automated Enrollment/DEP.
3. Strong knowledge of policies, configuration profiles, and scoping in Jamf Pro.
4. Familiarity with all recent releases of macOS (High Sierra, Mojave, Catalina, Big Sur) and how they interact with Jamf Pro.
5. Experience with Azure Active Directory and SAML-based SSO.
6. Knowledge of G-Suite Enterprise for Education.
7. Working knowledge of PowerShell scripting and/or UNIX shell (Bash) scripting.

Technical - networking

8. Solid understanding of the TCP/IP and OSI models.
9. Ability to understand, manipulate, and modify configurations in Comware, ProVision, and Aruba OS command line interfaces.
10. Knowledge of MAC address tables, ARP, NAT, DNS, VLANs and other fundamental networking concepts.

Technical – physical cabling

11. Strong knowledge of specifications of fiber optic and copper cabling, such as transfer speeds, distance limitations, connectors, and the appropriate installation method given the intended environment (e.g. plenum, riser, OSP etc.).
12. General knowledge of construction as it relates to structured cabling, such as pathways, J-hooks, conduits (galvanized, EMT, and PVC rigid etc.), and sleeves.

General

13. Ability to shift gears between resolving technically complex issues, to lending a hand with moving desktops and assisting staff and students with printer issues.
14. Ability to efficiently and effectively manage simultaneous, multi-faceted projects.
15. Able to excel in a fast-paced environment, where small teams share a broad variety of duties
16. Ability to look ahead to avoid risks, recognize opportunities, and create a strategic path for the team's success.
17. Ability to communicate effectively orally and in writing.
18. Ability to adapt, prioritize and multi-task.
19. Ability to use appropriate techniques in interactions in person and on the phone.
20. Ability to maintain confidentiality.
21. Ability to write legibly, organize files and keep accurate records.
22. Knowledge of English composition and basic arithmetic.
23. Ability to work effectively with all racial, ethnic, language, disability and socioeconomic groups, and to work effectively with other personnel, parents and students.
24. Health: Physical and mental fitness as certified by a licensed physician and surgeon or medical officer pursuant to Education Code Section 44839 and evidence of freedom from active tuberculosis pursuant to Education Code Section 49406.
25. SPECIAL PHYSICAL REQUIREMENTS: Physical stamina sufficient to sit, stand or walk for prolonged periods of time. Lift and/or carry up to 40 lbs. Reach overhead, above the shoulders to horizontally pull/push, and grasp. Dexterity of hands and fingers to operate a computer keyboard.

Job Purpose

Oversee all aspects of technology in an organization with roughly 2,900 TK-6th grade students. Implement, refine, and upgrade systems and platforms to create efficient, engaging, and frictionless environments for staff and students. Provide a high quality environment in which data systems are protected from loss and malicious threat, and children are able to safely access instructional content. Ensure all users have access to technical support and are provided with timely resolutions.

Responsible to

The Chief Executive Officer and Chief Operating Officer

Major Job Responsibilities

1. Lead the analysis of issues/problems and development of technical solutions as it relates to macOS and iPadOS and Jamf.
2. Provide technical expertise, guidance and strategic recommendations to the organization.
3. Automate processes via Jamf Pro and bash scripting.
4. Plan and coordinate large-scale projects involving networking equipment (firewall, switches, routers, wireless controllers and access points), IP-based public address/intercom and security camera systems, and audiovisual systems such as projectors, document cameras, and voice amplification systems.
5. Create SQL queries to allow for integration and automation between SIS systems, Email, Authentication, and MDM platforms.
6. Plan, coordinate, and manage installation and upgrades of networking infrastructure and other IP-based systems.
7. Manage and maintain a LAN/WAN of primarily HP and Aruba-based switches and routers.
8. Provide maintenance/support for Internet/WAN, firewalls, DNS, NAT, policies, IP routing, ACLs, and VLAN topologies.
9. Maximize network performance through ongoing monitoring and troubleshooting.
10. Oversee technical support helpdesk to observe trouble ticket trends and quickly develop solutions to improve user experience.
11. Manage third-party vendor relationships and hold them accountable for delivery of service functions.
12. Maintain detailed inventory database of equipment and hardware.
13. Manage and report on allocation of IT budget to CEO and COO.
14. Prepare and keep detailed records of purchases for reference, as well as for auditing and compliance purposes.
15. Co-author E-rate documentation and plans, and coordinate and manage awarded projects with vendors.
16. Oversee new construction as it relates to technical systems and infrastructure. Coordinate and supervise projects involving the installation of conduits, cabling, racks, and end point devices in both indoor and outdoor applications.
17. Work with utility companies to maintain Internet and phone connectivity from the street to the MPOE. Orchestrate installation of services in new construction.
18. Ensure staff is provided with fast and efficient technology. Always looking for ways to enhance and improve current systems while considering the financial impact, as well as the impact on the user experience.
19. Communicate with the staff via Zoom, in-person meetings, and emails about future implementations, status updates of pending roll outs, observed security trends, and any other helpful communications that promulgate a culture of technical knowledge and empowerment.
20. Manually assist the team with physically moving laptop and desktop computers, changing out UPS batteries, replacing networking switches and projectors, and any/ all other manual tasks commonly associated with system admin work.

Calendar: 249 days (year round; In-person).

Benefits:

- Illness: Will earn up to 13 illness days (earned as calendar is worked).
- Vacation: Will earn up to 5 days a year (earned as calendar is worked) and increased yearly as follows.

Year	Days Earned
YEAR 1	5
YEAR 2	10
YEAR 3	15
YEAR 4	20
After year 4, 20 days each year, which may be accrued up to, but no more than 40 days.	

- Medical: (Kaiser Permanente or HealthNet), dental (Delta Dental), and vision (VSP) for employee only (unless current Fenton employee, then the same coverage continues) – paid by Fenton
- Term life insurance of \$50,000 – paid by Fenton
- Short and long-term disability insurance (UNUM) – paid by Fenton
- Pension plan - member of Public Employee Retirement System (CalPERS)

Salary Range: \$85,000 - \$110,000

V. ITEMS SCHEDULED FOR INFORMATION



FENTON CHARTER PUBLIC SCHOOLS

September 16, 2021

TO: Fenton Charter Public Schools
Board of Directors

FROM: Joe Lucente
Chairman of the FCPS Board of Directors

David Riddick
Chief Executive Officer/President

SUBJECT: Update on FCPS OPEB Trust

BACKGROUND

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

ANALYSIS

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

RECOMMENDATION

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



FENTON CHARTER PUBLIC SCHOOLS

September 16, 2021

TO: Fenton Charter Public Schools
Board of Directors

FROM: Joe Lucente
Chairman of the FCPS Board of Directors

Jason Gonzalez
Chief Operating Officer

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 in 2019, and a CSFA conduit bond procured on February 26, 2020 to refinance the New Market Tax Credit Loan on the Fenton Primary Center and renovation and expansion of STEM and FCLA.

The renovation of the 8928 A Sunland Boulevard building was completed in late July 2021 and 6th grade classes from STEM and FCLA have been in the building since the opening of the 2021-2022 school year.

ANALYSIS

Board Chair Joe Lucente and Chief Operating Officer, Jason Gonzalez, will present an update on the final steps to project completion, which includes the construction of an elevator and new stairs.

RECOMMENDATION

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



FENTON CHARTER PUBLIC SCHOOLS

September 16, 2021

TO: Fenton Charter Public Schools
Board of Directors

FROM: David Riddick
Chief Executive Officer/President

Jason Gonzalez
Chief Operating Officer

SUBJECT: Ad Hoc Committee to study revising the FCPS salary schedules for certificated and classified staff and the feasibility of an increase in compensation

BACKGROUND

Due to concerns with the possibility of significant negative ending fund balances in future years, the Board approved budget reduction items for the 2021-2022 school year on March 4, 2021. This is a discussion that began at the September 2020 board meeting, and continued at the October, December, and January meetings. In order to ensure balanced school budgets and continued strong cash reserves, the board approved changes to health benefits for “actives” and “retirees” along with changes to personnel “norms” and special education guidelines.

On April 15, 2021, the Board approved differentiated stipends to recognize and honor the efforts of staff to reopen the Fenton Schools for in-person instruction. A stipend was approved for all employees in the amounts listed below.

- **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** (in additional stipend of \$500 added to the amount displayed above in recognition of volunteering to assist with the implementation of the pilot program): **\$1,750 (if working 5.5 hours); \$1,500 (if working less than 5.5 hours)**

On May 20, 2021, the Board approved stipends for staff to recognize their efforts to fully reopen the Fenton schools in the 2021-2022 school year. A stipend will be provided each semester to all staff

members following the structure established for the stipends which were distributed on the last paycheck of the 2020-2021 school year.

Here is the formula approved for the 2021-2022 school year:

- **All Full-Time Certificated and Classified Staff: \$2,500 per semester; total of \$5,000 for the year**
- **TAs currently working 5.5 hours: \$1,250 per semester; total of \$2,500 for the year**
- **Part-Time TAs (less than 5.5 hours) and Other Part-time Staff: \$1,000 per semester; total of \$2,000 for the year**
- **Employees who take a leave of absence or take extended time off will not be eligible.**

Stipends will be paid mid school year (to be determined by the LACOE payroll calendar) and at the end of the school year.

Funding for these stipends will come from the one-time funds awarded by the state and federal government for in-person instruction, professional development, and expanded learning opportunities for students.

ANALYSIS

FCPS, along with district and charter schools across the state of California, are experiencing a decline in enrollment. FCPS will receive one-time funding through ESSER to support in-person instruction through September 2024. These funds may be used to provide staff with stipends as we have done in the past to support in-person instruction. An Ad Hoc Committee composed of board members, Irene Sumida (Executive Consultant), David Riddick (Chief Executive Officer), Jason Gonzalez (Chief Operating Officer), school administrators, and faculty representatives will meet to explore the feasibility of making changes to the salary schedules for certificated and classified staff and the feasibility of an increase in compensation.

Recommendations related to compensation need to be justified by research and financial facts. Due to quorum issues, we can only have two board members on this committee. We are fortunate to have an experienced board composed of executive school leaders and experts on school finance.

RECOMMENDATION

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

Separate Attachment: [Budget reduction items for the 2021-2022 school year;](#) [Update on Medical Insurance Premiums;](#) [In-person stipends for 2020-2021 school year;](#) [In-person stipends for 2021-2022 school year.](#)



FENTON CHARTER PUBLIC SCHOOLS

September 16, 2021

TO: Fenton Charter Public Schools
Board of Directors

FROM: David Riddick
Chief Executive Officer/President

SUBJECT: Update on Material Revisions for Fenton Avenue Charter School and Fenton Primary Center

BACKGROUND

FCPS received notice from the LAUSD Charter Schools Division that the Superintendent's Office will place the material revisions for Fenton Avenue Charter School and Fenton Primary Center on the board agenda for the first board meeting on charter items, September 28, 2021.

As a precaution to help prevent the spread of COVID-19, LAUSD will not allow speakers or visitors into the Boardroom. Only a limited number of staff along with Board Members who choose to attend in person, are allowed to be in the Boardroom.

Speakers must sign up in advance using the website. Individuals wishing to address the LAUSD Board can sign up to speak on specific items for action on this agenda using the Speaker Sign Up website: <https://boardmeeting.lausd.net/speakers>. The website will be open 24 hours before the meeting. Each item will allow for at least 7 speakers.

ANALYSIS

FCPS will have the opportunity to have at least fourteen (14) speakers with seven (7) speakers for FACS and seven (7) speakers for FPC as these are two separate material revisions. A special thank you to Irene Sumida and Yvette King-Berg for volunteering to speak at the LAUSD Board meeting. Board members and Fenton staff are encouraged to volunteer to speak and/or watch the LAUSD Board meeting remotely.

RECOMMENDATION

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

Separate Attachment: [FPC and FACS Sequence of Events for Submission of Material Revisions](#)