

APPROVED MINUTES
FENTON CHARTER PUBLIC SCHOOLS
BOARD OF DIRECTORS MEETING

October 27, 2022

A meeting of the Board of Directors of the Fenton Charter Public Schools was held on Thursday, October 27, 2022, at 4:30 p.m. via Zoom (<https://us02web.zoom.us/j/87479668758>).

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*
Erin Studer, *Community Representative*
Carrie Wagner, *Community Representative*

Board Members Not Present

Jed Wallace, *Community Representative*
Walter Wallace, *Community Representative*

C. Approval of the Agenda – Chair Lucente

On **MOTION** of Yvette King-Berg, **SECONDED** by Daniel Laughlin 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,
Erin Studer, Carrie Wagner

Nay: (0)

Abstentions: (0)

D. Approval of Minutes of Previous Regular Meeting – Chair Lucente

On **MOTION** of Daniel Laughlin **SECONDED** by Yvette King-Berg and **CARRIED** by a vote of 4 (YES), 0 (NO), and 1 (ABSTENTION), the minutes of the September 15, 2022 Regular Meeting (Item I.D.) were approved as presented.

Aye: (4) Yvette King-Berg, Daniel Laughlin, Joe Lucente,
Carrie Wagner

Nay: (0)
Abstentions: (1) Erin Studer

II. COMMUNICATIONS

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

There were no presentations from the public.

B. **Committee/Council Reports**

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

There were no further reports by committees/councils.

C. **Financial Business Manager’s Report**

Erik Okazaki, Associate Client Manager and colleague to Kristin Dietz, Vice President of EdTec, and Financial Business Manager of the FCPS, presented the following information:

- Ending fund balances remain strong as an organization.
- One-time funds have a significant impact on the financial outlook. All schools would be in a negative situation without one-time funds (noted in red):
 - FACS Operating Income
 - Current forecast - \$854,996
 - **Without one-time funds – \$1,192,721**
 - FPC Operating Income
 - Current forecast - \$255,239
 - **Without one-time funds - \$1,704,966**
 - SMBCCS
 - Current forecast - \$1,320,699
 - **Without one-time funds - \$1,352,164**
 - STEM
 - Current forecast - \$137,537
 - **Without one-time funds - \$553,541**
 - FCLA
 - Current forecast - \$104,983
 - **Without one-time funds - \$552,624**

- Previous vs. current forecast: All sites experienced a positive change, and only STEM and FCLA have not reached the 4 months “cash on hand” as per Board-policy.
 - FACS – Positive change driven by decrease in CMO fee expense (from forecast of \$842,000 last month to \$855,000 this month)
Months Cash on Hand – 6.0
 - FPC – Positive change driven by increase in enrollment with addition of 9 students (from forecast of \$5,000 last month to \$255,000 this month)
Months Cash on Hand – 5.4
 - SMBCCS – Positive change driven by increase in enrollment with addition of 17 students (from forecast of \$1,126,000 last month to \$1,321,000 with month)
Months Cash on Hand – 8.0
 - STEM – Positive change driven by increase in enrollment with addition of 8 students (from forecast of \$5,000 last month to \$138,000 this month)
Months Cash on Hand – 1.9
 - FCLA – Positive change driven by increase in enrollment with addition of 3 students (from forecast of \$5,000 last month to \$105,000 this month)
Months Cash on Hand – 1.3
- Bond Covenants: The obligated group (FPC, STEM and FCLA) is expected to meet both bond covenants:
 - Liquidity – Minimum requirement is 45 days of cash on hand
 - Forecast for obligated group (including FPC) – 116 days
 - STEM and FCLA only – 68 days
 - Debt Service – Minimum requirement ratio of 1.10
 - Forecast for obligated group (including FPC) – 2.07
 - STEM and FCLA only – 1.03

D. Directors’ Reports

Fenton Avenue Charter School (FACS) – Ms. Monica Castañeda, Director, reported.

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

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

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

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

E. Chief Operating Officer’s Report

Fenton Charter Public Schools (FCPS) – Mr. Jason Gonzalez, Chief Operating Officer, reported.

F. Chief Executive Officer’s Report

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

III. CONSENT AGENDA ITEMS

Board member Walter Wallace joined the meeting at 5:00 pm.

A. Recommendation to approve continued remote viewing option via tele/video conferencing meetings for the Fenton Charter Public Schools Board of Directors and for all Brown Act Committees Under AB 361 and Executive Order N-15-21

On **MOTION** of Yvette King-Berg, **SECONDED** by Erin Studer and **CARRIED** by a vote of 6 (YES) and 0 (NO), the recommendation to approve the Consent Agenda (Items III.A.) was approved as presented.

Aye: (6) Yvette King-Berg, Daniel Laughlin, Joe Lucente,
Erin Studer, Carrie Wagner, Walter Wallace
Nay: (0)
Abstentions: (0)

IV. ITEMS SCHEDULED FOR ACTION

A. Recommendation to approve expenditures for items above the spending authority of the Chief Executive Officer

On **MOTION** of Daniel Laughlin, **SECONDED** by Carrie Wagner and **CARRIED** by a vote of 6 (YES) and 0 (NO), the recommendation to approve expenditures for items above the spending authority of the Chief Executive Officer (Item IV.A.) was approved as presented. *Specific expenditures approved:*

Think Together: \$812,887.93 - Think Together will provide non-instructional day services for up to 900 students across five program sites for the 2022/23 school year as listed below. This amount was

included in the ELO-P Budget approved by the board on September 15, 2022.

- Fenton Primary Center: Serving 220 students, six hours a day for nine program days and nine hours a day for 21 program days.
- Fenton Ave Charter School: Serving 200 students, six hours a day for nine program days and nine hours a day for 17 program days.
- Santa Monica Blvd. Community Charter School: Serving 240 students, six hours a day for nine program days and nine hours a day for 17 program days.
- Fenton STEM Academy: Serving 120 students, five hours a day for nine program days and nine hours a day for 16 program days.
- Fenton Charter Leadership Academy: Serving 120 students, five hours a day for nine program days and nine hours a day for 16 program days.

Think Together will assign 45 Program Leaders to deliver the services at a supervision ratio of not more than one staff member to 20 students (1:20) and a supervision ratio of not more than one staff member to 10 students (1:10) for Transitional Kinder/Kinder students, incorporating 14 “floaters” to help maintain ratios. Each Site will be supervised by a Site Coordinator. The project will be managed by a Quality Assurance Coach. Think Together will pay for all curricular materials, consumable supplies and personal protective equipment required to deliver the services. Think Together will apply a 15% administrative fee to cover the additional costs involved in ramping up our staffing capacity to meet this request.

Think Together: \$62,077.76 - Think Together will accommodate up to 40 additional students at Fenton Avenue Charter School in selected 21st CCLC and/or ASES programs for the remaining number of school days in the school year. This amount is equal to \$37,000 per additional Program Leader annually. Think Together will hire additional Program Leaders to supervise the additional students, at a ratio of 1:20, and assign them accordingly under the supervision of 21st CCLC and/or ASES Site Coordinator(s).

Think Together: \$114,253.00 - Think Together will provide student supervision services for up to 70 students at Santa Monica Boulevard Community Charter School for 3.25 hours a day over 142 school days. Think Together will assign five Program Leaders to deliver the services at a supervision ratio of not more than one staff member to 20 students (1:20) (1:10 supervision ratio for Transitional Kinder/Kinder students). The site will be supervised by a Site Coordinator, and the project will be managed by a Quality Assurance Coach. Think Together will apply a 15% administrative fee to cover the additional costs involved in ramping up our staffing capacity to meet this request.

Defoe Furniture 4 Kids: \$100,798.94 - Defoe Furniture 4 Kids will provide classrooms at Santa Monica Boulevard Community Charter School with cabinets to replace outdated computer countertops that are in need of repair. The original computer countertops were installed in 2012. These new cabinets will be used to provide additional storage to teachers and will house classroom technology (ipads and laptops) via customized shelving. All cabinet doors will have locks as well as customized cut-outs to assist with wire management. Larger classrooms in the main building will receive two cabinets (left side and right side) that will span the back of the room. Smaller classrooms and bungalows will receive one due to available space.

Aye: (6) Yvette King-Berg, Daniel Laughlin, Joe Lucente,
Erin Studer, Carrie Wagner, Walter Wallace

Nay: (0)

Abstentions: (0)

B. Recommendation to approve the updated FCPS Volunteer Handbook

On **MOTION** of Yvette King-Berg, **SECONDED** by Carrie Wagner and **CARRIED** by a vote of 6 (YES) and 0 (NO), the recommendation to approve the updated FCPS Volunteer Handbook (Item IV.B.) was approved as presented.

Aye: (6) Yvette King-Berg, Daniel Laughlin, Joe Lucente,
Erin Studer, Carrie Wagner, Walter Wallace

Nay: (0)

Abstentions: (0)

C. Recommendation to ratify the contract with Kate Dove funded through the LAUSD Charter Operated Programs Impact Grant

On **MOTION** of Yvette King-Berg, **SECONDED** by Walter Wallace and **CARRIED** by a vote of 6 (YES) and 0 (NO), the recommendation to ratify the contract with Kate Dove to provide consulting services related to Special Education programs and policies funded through the LAUSD Charter Operated Programs Impact Grant (Item IV.C.) was approved as presented.

Aye: (6) Yvette King-Berg, Daniel Laughlin, Joe Lucente,
Erin Studer, Carrie Wagner, Walter Wallace

Nay: (0)

Abstentions: (0)

V. ITEMS SCHEDULED FOR INFORMATION

A. Update on OPEB Trust

B. Fenton Academies Fiscal Improvement Plan

C. LCAP Update and Instructional Report

D. Acceleration Program Update

E. ELO-P Program Update

These were information items only and no action was taken.

VI. CLOSED SESSION

Chair Lucente made the following announcement:

“The Board of Directors will now be moving into closed session to discuss matters described in Section VI. Matters to be discussed are those permitted by Government Code Section 54956.9 – Conference with Legal Counsel – Anticipated Litigation.”

A. Government Code 54956.9

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

The Board convened to Closed Session at 6:10 p.m.

VII. RETURN TO OPEN SESSION - ITEMS SCHEDULED FOR ACTION

The Board reconvened to Open Session at 6:25 p.m..

Chair Lucente announced that no action had been taken in Closed Session.

VIII. FUTURE MEETINGS

December 1, 2022

January 26, 2023

March 2, 2023

April 13, 2023

May 18, 2023

June 15, 2023

IX. ANNOUNCEMENTS

The next regular meeting of the Board of Directors of the Fenton Charter Public Schools will be held on Thursday, December 1, 2022 at 4:30 p.m. via Zoom.

X. ADJOURNMENT

The meeting was adjourned at 6:26 p.m.

Respectfully submitted:

Irene Sumida

Irene Sumida, Secretary of the Board