

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

**April 13, 2023**

A meeting of the Board of Directors of the Fenton Charter Public Schools was held on Thursday, April 13, 2023, at 4:30 p.m. in the Boardroom of the FCPS Business Office, 8929 B Sunland Blvd., Sun Valley, CA 91532, and 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 4:32 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*  
Joe Lucente, *Community Representative*  
Erin Studer, *Community Representative*  
Carrie Wagner, *Community Representative*  
Jed Wallace, *Community Representative*  
Walter Wallace, *Community Representative*

**Board Members Not Present**

Daniel Laughlin, *Parent Representative*

**C. Flag Salute** – Chair Lucente

Chair Lucente led the Board and members of the public in the Pledge of Allegiance.

**D. Approval of the Agenda** – Chair Lucente

On **MOTION** of Walter Wallace, **SECONDED** by Yvette King-Berg, and **CARRIED** by a vote of 6 (YES) and 0 (NO), the Agenda (Item I.D.) was approved as presented.

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

**E. Approval of Minutes of Previous Regular Meeting** – Chair Lucente

On **MOTION** of Jed Wallace, **SECONDED** by Carrie Wagner, and **CARRIED** by a vote of 6 (YES) and 0 (NO), the minutes of the March 2, 2023 Regular Meeting (Item I.E.) were approved as presented.

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

Nay: (0)

Abstentions: (0)

## **II. COMMUNICATIONS**

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

*There were no presentations from the public.*

### **B. Committee/Council Reports**

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

*There were no further reports by committees/councils.*

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

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 position without one-time funds (noted in red):
  - FACS Operating Income
    - Current forecast - \$418,816
    - **Without one-time funds - \$773,905**
  - FPC Operating Income
    - Current forecast - \$327,135
    - **Without one-time funds - \$1,571,340**
  - SMBCCS Operating Income
    - Current forecast - \$1,315,205
    - **Without one-time funds - \$36,959**
  - STEM Operating Income
    - Current forecast - \$100,233
    - **Without one-time funds - \$597,575**
  - FCLA Operating Income

- Current forecast - \$89,603
  - **Without one-time funds - \$814,363**
- Previous vs. current forecast: FACS, FPC and SMBCCS experienced a decrease since the previous update, and STEM and FCLA have remained stable although they have not reached the 4 months “cash on hand” as per Board-policy.
  - FACS – Operating income decreased by \$87K  
Months Cash on Hand – 6.9
  - FPC – Operating income decreased by \$1K  
Months Cash on Hand – 5.5
  - SMBCCS – Operating income decreased by \$52K  
Months Cash on Hand – 10.1
  - STEM – Operating income remained unchanged since previous update  
Months Cash on Hand – 3.1
  - FCLA – Operating income remained unchanged since previous update  
Months Cash on Hand – 1.6
- 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) – 111 days
    - STEM and FCLA only – 54 days
  - Debt Service – Minimum requirement ratio of 1.10
    - Forecast for obligated group (including FPC) – 2.08
    - 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**

**A. Recommendation to approve the contract with The Knowledge Mill funded through the LAUSD Charter Operated Programs Impact Grant**

**B. Recommendation to approve the position of Assistant Director for Mary E. Henschel and Nicole Langlois**

**C. Recommendation to approve hiring of FCPS Compliance Specialist**

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 Consent Agenda (Items III.A, B., and C.) was approved as presented.

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

Nay: (0)

Abstentions: (0)

**IV. ITEMS SCHEDULED FOR ACTION**

**A. Recommendation to approve salary increase on salary schedules for all employees**

On **MOTION** of Walter Wallace, **SECONDED** by Jed Wallace, and **CARRIED** by a vote of 6 (YES) and 0 (NO), the recommendation to approve a salary increase on salary schedules for all employees (Item IV.A.) was approved as presented.

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

Nay: (0)

Abstentions: (0)

**B. Recommendation to approve Kaiser Permanente and Health Net for medical benefits**

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 Kaiser Permanente and Health Net for medical benefits (Item IV.B.) was approved as presented.

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

Nay: (0)

Abstentions: (0)

**C. Recommendation to approve hiring of Director of Community Schools**

On **MOTION** of Yvette King-Berg, **SECONDED** by Walter Wallace, and **CARRIED** by a vote of 6 (YES) and 0 (NO), the recommendation to approve the hiring of the Director of Community Schools (Item IV.C.) was approved as presented.

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

Nay: (0)

Abstentions: (0)

**D. Recommendation to approve Family/Parent Center Director positions at each Fenton school site**

On **MOTION** of Carrie Wagner, **SECONDED** by Jed Wallace, and **CARRIED** by a vote of 6 (YES) and 0 (NO), the recommendation to approve Family/Parent Center Director positions at each Fenton school site (Item IV.D.) was approved as presented.

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

Nay: (0)

Abstentions: (0)

**E. Recommendation to approve hiring of the Director at Fenton Primary Center**

On **MOTION** of Jed Wallace, **SECONDED** by Walter Wallace, and **CARRIED** by a vote of 6 (YES) and 0 (NO), the recommendation to approve the hiring of the Director at Fenton Primary Center (Item IV.E.) was approved as presented.

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

Nay: (0)

Abstentions: (0)

**F. Recommendation to approve the revised FCPS General Accounting Policies and Procedures Manual**

On **MOTION** of Carrie Wagner, **SECONDED** by Erin Studer, and **CARRIED** by a vote of 6 (YES) and 0 (NO), the recommendation to approve the revised FCPS General Accounting Policies and Procedures Manual (Item IV.F.) was approved as presented.

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

**G. Recommendation to approve the FCPS Technology Budget for the 2023-2024 school year**

On **MOTION** of Yvette King-Berg, **SECONDED** by Jed Wallace, and **CARRIED** by a vote of 6 (YES) and 0 (NO), the recommendation to approve the FCPS Technology Budget for the 2023-2024 school year (Item IV.G.) was approved as presented.

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

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

On **MOTION** of Carrie Wagner, **SECONDED** by Erin Studer, 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.H.) was approved as presented. *Specific items approved:*

**Disney Imagination Campus Education Workshop: \$55,400 (FACS)**

This expense is for a comprehensive collection of workshops across a range of performing arts and academic subjects tiered to different grade levels to help students learn how to apply their imaginations to solve a lifetime of challenges. These workshops will be paid for exclusively through Expanded Learning (ELO-P) Funds and will provide students with an enriching and engaging experience.

**Villa's Roofing: \$79,460 (FACS)**

This expense is for the entire re-roofing of two-story building at FACS.

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

**V. ITEMS SCHEDULED FOR INFORMATION**

- A. **FCPS Board Approved Staffing Norms**
- B. **Update on FCPS OPEB Trust**
- C. **CCSA Presentation (Transitional Kindergarten: The Hidden Jewel)**
- D. **LCAP Update and Instructional Report**
- E. **ELO-P Program Update**

*These were information items only and no action was taken.*

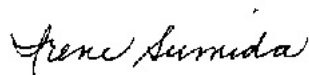
**VI. ANNOUNCEMENTS**

The next regular meeting of the Board of Directors of the Fenton Charter Public Schools will be held on Thursday, May 25, 2023, at 4:30 p.m. in the Boardroom of the FCPS Business Office, 8928 B Sunland Blvd., Sun Valley, CA 91352, and via Zoom.

**VII. ADJOURNMENT**

The meeting was adjourned at 6:11 p.m.

Respectfully submitted:



Irene Sumida  
Secretary of the Board