



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.

Meeting teleconference locations:

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

May 25, 2023 – 4:30 P.M.
FCPS Business Office Boardroom
8928 B Sunland Blvd.
Sun Valley, CA 91352
and
via Zoom: <https://us02web.zoom.us/j/87479668758>
Meeting ID: 874 7966 8758

AGENDA

The Fenton Charter Public Schools (“Charter Schools”) welcome your participation at the meetings of the Board of Directors (“Board”). The purpose of a public meeting of the Board is to conduct the affairs of the Fenton Charter Schools in public and encourage continued community interest in our organization.

END OF STATE OF EMERGENCY AND NEW REMOTE PARTICIPATION RULES - Assembly Bill 2449

Governor Newsom announced that the COVID-19 state of emergency ended on February 28, 2023. With the end of the state of emergency, agencies are no longer able to utilize pandemic-era virtual meeting procedures. However, board members may continue to participate remotely by telephone and/or videoconference under traditional Ralph M. Brown Act teleconference rules. Effective January 1, 2023, Assembly Bill 2449 (AB 2449) allows individual board members to participate in meetings remotely during “emergency circumstances” or for “just cause.” Specific requirements may be found in the full text of AB2449 (posted on the FCPS website: www.fentoncharter.net). *All requirements for attendance by the FCPS Board of Directors are adhered to in accordance with the Ralph M. Brown Act.*

Instructions for Presentations to the Board by Parents and Citizens

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

1. The public may attend in person or may join via Zoom. If joining in person, the public may complete a “Request to Address the Board” (on an agenda item or non-agenda item) card which will be available at the door. If joining via Zoom, the following procedures should be followed:
2. Speakers may attend the board meeting virtually through the Zoom invitation link on the top of the agenda.
3. 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>
4. 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.
5. 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.
6. Speakers should rename their Zoom profile with their real name to expedite this process.
7. 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. Flag Salute** - Chair Lucente
- D. Approval of the Agenda** – Chair Lucente

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

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

Minutes of the April 13, 2023 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. Public Hearing: Local Control and Accountability Plans (LCAPs)** - Chair Lucente

The FCPS Board of Directors invites parents, community members and staff to comment on and present recommendations regarding the Local Control and Accountability Plans (LCAPs) for Fenton Avenue Charter School, Santa Monica Boulevard Community Charter School, Fenton Primary Center, Fenton STEM Academy and Fenton Charter Leadership Academy.

- C. Committee/Council Reports**

1. **Finance Committee:** Sarah Ananta, Maria Patrón (FPC); Donald Ausherman, Kristine Khachian (SMBCCS); Jennifer Hines (FCLA); Dominica Chong (STEM)
Budget, Facilities and Safety Council: Martin Penner (FACS)
2. **Instruction Committee:** Brianna Ellis, Jackie Penner (FPC); Carmen Solis, Bunny Wolfer (SMBCCS); Yesenia Fuentes (FCLA); Elisa Vallejo (STEM)

Curriculum and Assessment Council: *Christopher Torres (FACS)*

3. **Personnel Committee:** *Karen Knapp, Judy Lee (FPC); Marie Kirakossian, Megan Rol (SMBCCS); Kate Marrelli (FCLA); Priscilla Gentry (STEM)*
Human Resource and Personnel Council: *Leanna Hendrix (FACS)*

4. **Parent/Community Advocacy Committee:** *Gurpreet Gill, Bridget Ruiz (FPC); Evelia Manzo, Aaron Veals (SMBCCS); Brennan Mack (FCLA); Melissa Katchen (STEM)*
School-Community Relations Council: *Tony Peña (FACS)*

- a. **School Site Council:** *Paige Piper (FACS); Karen Knapp and Richard Parra (FPC); Danielle Arce (SMBCCS); Lesmi Mendez (FCLA/STEM)*
b. **English Learner Advisory Committee:** *Juan Gomez (FACS); Sirui Thomassian and Sandra Valle (FPC); Jennifer Flynn (SMBCCS); (FCLA/STEM)*

D. Financial Business Manager's Report:

Erik Okazaki, Financial Manager of the FCPS, will update the most current financial statements, cash flow position, and any variations in revenues and expenditures from the approved 2022-2023 budgets for all sites.

E. 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*

F. Chief Operating Officer's Report – Mr. Jason Gonzalez

G. 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.

- A. [Recommendation to approve third contract extension with Food Service Management Company School Nutrition Plus](#)
- B. [Recommendation to approve Ad Hoc Board Member Nominating Committee to review expiring board terms and recommend slate of directors for the 2023-2024 school year](#)
- C. [Recommendation to approve Revised Procurement and Purchasing Procedures Handbook](#)
- D. [Recommendation to approve the position of Administrative Coordinator for Ariana Gomez at SMBCCS, and move of newly appointed Assistant Director, Nicole Langlois, to FPC](#)
- E. [Recommendation to approve hiring of Family Center Directors](#)
- F. [Recommendation to approve renewal of contracts with Infinite Campus and Renaissance \(formerly Illuminate\)](#)
- G. [Recommendation to approve contracts for i-Ready](#)

IV. [ITEMS SCHEDULED FOR ACTION](#)

- A. [Recommendation to approve revised salary increases on salary schedules for all employees](#)
- B. [Recommendation to approve revised Kaiser Permanente and Health Net for medical benefits](#)
- C. [Recommendation to approve acknowledgement of teachers who meet or exceed ADA rate of 98.5%](#)
- D. [Recommendation to receive and file 2022-2023 Annual Performance-Based Oversight Visit Reports for Fenton schools](#)
- E. [Recommendation to approve presenting notice to authorizing district, LAUSD, to reserve the right of Fenton schools to leave LAUSD SELPA at the end of the 2023-2024 school year](#)
- F. [Recommendation to receive and file tax returns for the calendar year 2021 and year ending June 30, 2022 for FCPS, SFV Education and FCPS Foundation](#)
- G. [Recommendation to approve incentives for retention and retainment of Fenton staff](#)
- H. [Recommendation to approve expenditures for items above the spending authority of the Chief Executive Officer](#)
- I. [Recommendation to approve Fenton Summer School Academy](#)

- J. [Recommendation to approve the Employer Retention Tax Credit retainer agreement at 8% contingency fee](#)

V. [ITEMS SCHEDULED FOR INFORMATION](#)

- A. [LCAP Update and instructional Report](#)
- B. [FCPS Staffing Norms](#)
- C. [2023-2024 and 2024-2025 FCPS Instructional Calendars](#)

VI. [CLOSED SESSION](#)

Chair Lucente will make 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 54957 - Public Employee Performance Evaluation and Public Employee Appointment.”

Convene to closed session

- A. **Government Code 54957**
PUBLIC EMPLOYEE PERFORMANCE EVALUATION - Evaluation of CEO
- B. **Government Code 54957**
PUBLIC EMPLOYEE PERFORMANCE EVALUATION - Evaluation of COO
- C. **Government Code 54957**
PUBLIC EMPLOYEE PERFORMANCE EVALUATION - Evaluation of Executive Advisor

VII. [RETURN TO OPEN SESSION - ITEMS SCHEDULED FOR ACTION](#)

Reconvene to Open Session.

Chair Lucente will announce any action taken in Closed Session.

VIII. [ANNOUNCEMENTS](#)

The next regular meeting of the Board of Directors of the Fenton Charter Public Schools will be held on Thursday, June 15, 2023 at 4:30 pm in the FCPS Business Office Boardroom (8928 B Sunland Boulevard, Sun Valley, CA 91352) and via Zoom.

IX. [FUTURE MEETINGS](#)

June 15, 2023

X. [ADJOURNMENT](#)

Chair Lucente will adjourn the 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**

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.

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

II.B.

Public Hearing: Local Control and Accountability Plans (LCAPs) - Chair Lucente

The FCPS Board of Directors invites parents, community members and staff to comment on and present recommendations regarding the Local Control and Accountability Plans (LCAPs) for Fenton Avenue Charter School, Santa Monica Boulevard Community Charter School, Fenton Primary Center, Fenton STEM Academy and Fenton Charter Leadership Academy.

II. C.

Committee and Council Reports

**FENTON CHARTER PUBLIC SCHOOLS
Santa Monica Blvd. Community Charter School**

Unapproved Minutes of the Finance Committee

May 10, 2023

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

Roll Call: Kristine Khachian and Donald Ausherman, Co-Chairs

Finance Committee Members Present: Holly Putnam, Donald Ausherman, Kristine Khachian, Emily Aaronson, Jordan Jones, Jennifer Nishimoto, Aleeya Culhane, Walter Gomez, Cary Rabinowitz, Isabella Rodriguez, Patience Reinicke

Excused Members: Erick Lazo and Richard Castro

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

There were no additions/corrections to the agenda.

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

Item #1 **Approval of Minutes from the February 22, 2023 meeting of the Finance Committee** - Kristine Khachian and Donald Ausherman, Co-Chairs (*Motion to Approve*)

On **MOTION** of Holly Putnam, **SECONDED** by Kristine Khachian, and **CARRIED**, the minutes of the Finance Committee Meeting on Wednesday, February 22, 2023 were approved as submitted.

Presentations from the Public

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

There were no presentations from the public.

Old Business:

There was no old business.

New Business:

Item #3 **Financial Update (LCAP Goal 3)** - Cary Rabinowitz, Director (*Informational Item*)

The informational item was presented by Mr. Rabinowitz. Both Mr. Rabinowitz and Dr. Riddick will be meeting with EdTec to look at SMBCCS current financials and financials for the coming school

year. SMBCCS continues to have a healthy operating income. We are doing an excellent job with Independent Studies. Our ADA rate was over 99% last month. It is important to keep in mind that one-time funds which are still available make a large difference in the overall budget. Mr. Rabinowitz highlighted Universal PreK as an additional source of funding. There is currently a large push to get children into schools by age 4. The coming Head Start Program provides SMBCCS the flexibility and opportunity to bring in more students. Mr. Rabinowitz discussed other revenue streams including ESSER funds, upcoming designated arts funds and ELOP funds. Mr. Rabinowitz mentioned that while SMBCCS maintains a healthy operating income, it is important to keep an eye on operating income for coming years.

Item #4 Facilities Update (LCAP Goal 3, AMO 5-6) - Cary Rabinowitz, Director
(Informational Item)

Mr. Rabinowitz shared the spreadsheet with ongoing campus projects. He highlighted the new cabinets and cubbies, the installation of a bulletproof façade in the office, roofing in the two-story building and redoing the fence around the campus. Lock blocks have also been ordered for classroom doors. Many projects are on-going. We need to be cautious about how many changes we make to the campus because we are on LAUSD property.

Item #5 Enrollment Update (LCAP Goal 3) - Cary Rabinowitz, Director
(Informational Item)

Mr. Rabinowitz presented the update on enrollment. SMBCCS has sent out 18 TK enrollment packets and 27 kindergarten packets. There are also 58 kindergarten students already enrolled. Enrollment tends to come in trends at different times of the year. More enrollment is expected in the summer and closer to the start of the school year.

Announcements:

There were no announcements.

Next Regular Meeting:

TBD

Adjournment:

On **MOTION** of Holly Putnam, **SECONDED** by Jennifer Nishimoto, and **CARRIED**, the Finance Committee adjourned at 7:36 a.m.

Finance Committee minutes respectfully submitted by: Emily Aaronson.

FENTON CHARTER PUBLIC SCHOOLS
Fenton Avenue Charter School

Unapproved Minutes of the Budget, Facilities, and Safety Council

May 19, 2023

A meeting of the Budget, Facilities, and Safety Council was held on May 19, 2023, at 7:15 a.m. in the conference room at Fenton Avenue Charter School.

Call to Order: Martin Penner, Chair

The Budget, Facilities, and Safety Council was called to order at 7:15 a.m. by Chair Martin Penner.

Roll Call: Geina Addison, Secretary

Members Present: Jose Aceves, Geina Addison, Araceli Caro, Monica Castañeda, Elena Durghalli, Vanessa Ettleman, Juan Gomez, Mary Ann McPherson, Martin Penner, Cheryl Perkins, and Ann Velasco

Members Excused: Fanny Adnitt

Non-Committee Members Present: Paige Piper

Additions/Corrections to the Agenda: Martin Penner, Chair

There were no additions/corrections to the agenda.

Item #1 **Minutes from the March 31, 2023 meeting of the Budget, Facilities, and Safety Council** (*Motion to Approve*)

On **MOTION** of Vanessa Ettleman, **SECONDED** by Mary Ann McPherson, and **CARRIED**, the minutes of the Budget, Facilities, and Safety Council from March 31, 2023 were approved as submitted.

Presentations from the Public: Martin Penner, Chair

Item #2 **Any persons desiring to address the Budget, Facilities and Safety Council on any proper matter**

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #3 **Facilities Update (LCAP Goal 3, AMO 1) - Jose Aceves, Plant Manager**
(Informational Item)

Plant Manager Jose Aceves updated the council about projects that will be completed over the summer. They are currently waiting for a quote for the auditorium remodel which will include the addition of the Fenton logo in the middle. The remodel will hopefully include new auditorium seats rather than repurposing the current ones, but the decision will be made once a quote is received. The team is awaiting a quote for re-tiling of six classrooms, and is looking into getting quotes for replacing sinks throughout most of the campus (except for the 5th grade, two-story building), as well as a full remodel (including plumbing) of staff bathrooms and select student bathrooms.

As of yesterday (5/18) afternoon, the J building bathroom became backed up and will be closed until further notice. The contractor concluded that a “trenchless repipe” was the best option and will provide a quote as soon as possible. All three J building bathrooms will be off-limits and the team is unsure which/how many other classrooms may also be affected.

In addition, on a prior date, there was a significant leak in room 59 which also affected the room below (room 52). As a result, room 52 sustained water damage in all of the cabinets and needs to be completely redone. Ms. Fisher’s class was relocated to room 58 and will remain there for the rest of this school year as well as for the beginning of the 23-24 school year.

Director Monica Castañeda presented the ESSER Facilities Projects spreadsheet which listed projects that have been completed, are in progress, or will be completed using ESSER II funds. Projects include installation of an electric gate, refacing of cabinets, sanding and re-applying floor texture on ramps, resealing the staff parking lot, remodeling the library and repurposing it as a second conference room, and replacing teacher stations with new desks. FACS has currently utilized \$270,000 of the \$1,200,000 ESSER funds and is projected to use \$700,000 with updates and improvements that have been discussed so far. Funds may also be utilized for Professional Development and classroom needs.

Item #4 **Student Enrollment Update (LCAP Goal 3, AMO 1) - Monica Castañeda,**
Director (Informational Item)

Director Monica Castañeda provided the council with an update on student enrollment for the 23-24 school year. Current projections are for 36 Transitional Kindergarten students with 2 teachers, 40 Kindergarten students with 2 teachers, 22 2nd grade students with 1 teacher, 168 3rd grade students with 7 teachers, 168 4th grade students with 7 teachers, and 176 5th grade students with 7 teachers. An eighth 5th grade teacher may be added if all other teacher openings are filled and there is need for an additional class.

Item #5 **Budget Update (LCAP Goal 3, AMO 1) - Monica Castañeda, Director**
(Informational Item)

Director Monica Castañeda shared several documents detailing the projected budget for the 23-24 school year. She reviewed the FCPS Staffing Norms spreadsheet which showed the staffing norms provided by the Ad Hoc Committee and FCPS Board and compared it to the current staffing at FACS. The current projected budget shows an operating income of \$296,000 assuming the projected enrollment and a 98.6% ADA.

Announcements:

There were no announcements.

Next Regular Meeting:

TBD

Adjournment:

On **MOTION** of Vanessa Ettleman, **SECONDED** by Cheryl Perkins, and **CARRIED**, the Budget, Facilities and Safety Council adjourned at 7:48 a.m.

Respectfully Submitted by Geina Addison

FENTON CHARTER PUBLIC SCHOOLS
Fenton STEM Academy

Unapproved Minutes of the Instruction Committee

April 12, 2023

A meeting of the Instruction Committee was held on Wednesday, April 12, 2023, at 7:22 am in the Hands-On Lab at Fenton STEM Academy at 8926 Sunland Blvd., Sun Valley, CA 91352.

Call to Order: Elisa Vallejo, Chairperson

The Instruction Committee Meeting was called to order at 7:22 am by Chairperson, Elisa Vallejo.

Roll Call: Krista Casanova, Secretary

Members Present: Elisa Vallejo, Krista Casanova, Alyssa Cutting, Lilia Padilla-Zuniga, Jennifer Miller, Elizabeth Marquez, Joanna Tepper, Jennifer Pimentel

Members Excused: Virginia Palma, Alejandra Muñoz

Non-committee Members: Melissa Andrade, Mikki Raxlin, Yesenia Fuentes, Cecilia Quijano, Stephanie Garcia

Additions/Corrections to the Agenda: Elisa Vallejo, Chairperson

There were no additions or corrections to the agenda.

Approval of Minutes from: Elisa Vallejo, Chairperson

Item #1 **Minutes from the February 14, 2023 meeting of the Instruction Committee** (*Motion to Approve*)

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

Presentations from the Public: Elisa Vallejo, Chairperson

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.

Item #3 **Summer Programming (LCAP Goal 1, AMO 1-2)** - Jennifer Miller,
Director (*Informational Item*)

Mrs. Miller informed the committee about our upcoming summer programs for the 2022-2023 school year. Summer school will be limited to nine days in June. Think Together will continue to offer summer school in July to ensure we meet the 30-day requirement for next year. The proposed dates for summer school are June 20th to June 30th. The reason the program has been shortened is due to the fact that we will not be employing a summer school principal. Summer school will now be coordinated by our ELO-P administrator Alejandra Muñoz. Ms. Muñoz will be sending an interest survey to staff within the next week. The number of teachers participating will be determined based on the number of students able to attend. The hours for summer school for staff will be 7:30 am to 12:30 pm. The students who attend summer school will attend from 8:00 am to 12:00 pm with afterschool Think Together programming from 12:00-5:00 p.m. Teachers who participate will be provided with paid planning periods with a time and date of their choosing. The Fenton Academies will also provide additional summer school days in July. These summer school days will be coordinated by vendors such as Think Together, BEAR, and other organizations affiliated with the Academies. These vendor days will ensure that the 30-day ELO-P requirement is met. Teachers will also be provided with opportunities to attend field trips for the same hourly rate.

Item #4 **STEM and Leadership Focus Programs for 2023-2024 (LCAP Goal 1, AMO 1-2)** - Jennifer Miller, Director (*Informational Item*)

Mrs. Miller discussed the focus programs for the 2023-2024 school year. Mrs. Miller thanked the focus leads for their hard work this year. Due to the pandemic, PLC, AIM, and new curriculum, the schools have kept our activities to a manageable level. Mrs. Miller plans to work with the new focus leads for the upcoming school year to bring our focus into the spotlight. This will include beginning robotics clubs, cultivating relationships with the public, and STEM-specialized companies and organizations. Ensuring that our focus is strongly developed will continue to improve our enrollment and keep our school unique from others. Mrs. Miller was also mindful of the incredible tasks that staff has taken on this year, and the focus should not become overwhelming to our teachers. Mrs. Miller also advised the committee to think thoughtfully about a candidate to nominate and elect as focus lead. Any feedback regarding programs or activities is welcomed and encouraged.

Item #5 **State Testing Dates and Staff Training (LCAP Goal 1, AMO 1-2)** - Jennifer Pimentel, Assistant Director, (*Informational Item*)

Mrs. Pimentel spoke to the committee regarding the SBAC testing dates and planned training for staff. SBAC testing will take place in two sessions with 3rd and 5th-grade testing first from May 8th until May 15th and 4th and 6th-grade testing from May 16th until May 23rd. Make-up testing will take place from 5/30 to 6/2 and school-wide cheering will take place at the beginning of each session (May 8th and May 16th). Staff training will take place during the staff meeting on Wednesday, April 19th for all 3rd to 6th-grade teachers and Education Specialists. Test administrators will electronically sign the security affidavit, practice creating a testing session, receive the testing schedule, and review accommodations and designated supports for students.

Item #6 **Instructional Materials for 2023-2024 (LCAP Goal 1, AMO 1-2)** - Jennifer Pimentel, Assistant Director, (*Informational Item*)

Mrs. Pimentel informed the committee about the instructional materials planned for the 2023-2024 school year. During the March 22nd lead teacher meeting, we discussed the instructional materials

that each grade level would like to continue with next school year. The main curriculum will remain the same with Benchmark for ELA, i-Ready Common Core Math for math, and TWIG for Science. We will also continue with the following supplemental materials or online resources: Scholastic News, Studies Weekly, Reflex Math, BrainPop, ESGI, Seesaw, Nearpod, Flocabulary, Book Widgets for 6th grade, and Secret Stories and Heggerty for the primary grades.

Next Regular Meeting:

TBD

Announcements

Mrs. Miller spoke to the committee about the work of Angie Castellana Ferri, Yesenia Fuentes, and Kelley Christenson to end the school year strong. Some of the end-of-the-year items include meeting with each school site's guiding coalition for reflection, vision planning, and other goals to accomplish during our upcoming 2023-2024 school year. The guiding coalition will meet with Lead Teachers and Ms. Castellana Ferri, Ms. Fuentes, and Ms. Christenson next Wednesday, April 19th, 2023. The meeting will also be discussing the plans for our remaining minimum days as well as our upcoming professional development day on May 26th. The academies will be hosting Dr. Cruz for our professional development day. Mrs. Miller spoke to the committee about the wealth of knowledge Dr. Cruz will bring to our schools, and how much of a privilege it will be to hear him speak.

Adjournment:

On **MOTION** of Krista Casanova, **SECONDED** by Elizabeth Marquez, and **CARRIED**, the Instruction Committee meeting adjourned at 7:53 a.m.

Minutes respectfully submitted by: Krista Casanova

FENTON CHARTER PUBLIC SCHOOLS
Fenton Charter Leadership Academy

Unapproved Minutes for the Instruction Committee

April 12, 2023

A meeting of the Instruction Committee was held on Wednesday, April 12, 2023, at 7:20 am in the Hands-On Lab at Fenton Charter Leadership Academy at 8926 Sunland Blvd., Sun Valley, CA 91352.

Call to Order: Yesenia Fuentes, Chairperson

The Instruction Committee Meeting was called to order at 7:20 am by Chairperson, Yesenia Fuentes.

Roll Call: Stephanie Garcia and Martha May, Secretary

Members Present: Yesenia Fuentes, Melissa Andrade, Stephanie Garcia, Mikki Raxlin, Martha May, Jennifer Miller, Jennifer Pimentel

Members Excused: Susana Orozco, Alejandra Muñoz

Non-Committee Members: Cecilia Quijano, Elisa Vallejo, Krista Casanova, Alyssa Cutting, Lilia Padilla-Zuniga, Elizabeth Marquez, Joanna Tepper

Additions/Corrections to the Agenda: Yesenia Fuentes, Chairperson

There were no additions or corrections to the agenda.

Approval of Minutes from February 14, 2023: Yesenia Fuentes, Chairperson

Item #1 **Minutes from the February 14, 2023 meeting of the Instruction Committee** (*Motion to Approve*)

On **MOTION** of Mikki Raxlin, **SECONDED** by Stephanie Garcia, and **CARRIED**, the minutes were approved as submitted.

Presentations from the Public: Yesenia Fuentes, Chairperson

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 **Summer Programming (LCAP Goal 1, AMO 1-2)** - Jennifer Miller, Director (*Informational Item*)

Mrs. Miller shared that Dr. Riddick held an FCPS informational meeting on April 10th at 3:00 pm. The recording will be shared with the entire organization. During the meeting it was discussed that Fenton teachers will have the opportunity to teach summer school for nine days from June 20th to June 30th. Teachers will receive two hours of planning time for every five hours of work. FCLA will not assign a Summer School Principal this year, but instead, summer school will be run by the ELO-P Coordinator, Ms. Alejandra Muñoz. Teachers will be paid \$75/hr to attend summer field trips. FCLA will provide three weeks of summer school in July that will be run by vendors (Think Together, BEAR, etc.)

Item #4 **STEM and Leadership Focus Programs for 2023-2024 (LCAP Goal 1, AMO 1-2)** - Jennifer Miller, Director (*Informational Item*)

Mrs. Miller thanked and complimented the focus leads for their hard work this year. Mrs. Miller discussed the focus programs for the 2023-2024 school year. Due to the pandemic, PLC, AIM, and new curriculum, the schools have kept their Focus Program activities to a manageable level. Mrs. Miller plans to work with the new Focus Leads for the upcoming school year to bring each school's focus into the spotlight. For FCLA, this will include leadership projects that cultivate relationships with the community, for example, visiting the Sun Valley convalescent home, and working with the local library and animal shelter. Any feedback regarding programs or activities are welcomed and encouraged.

Item #5 **State Testing Dates and Staff Training (LCAP Goal 1, AMO 1-2)** - Jennifer Pimentel, Assistant Director (*Informational Item*)

Mrs. Pimentel shared that SBAC testing will take place in two sessions with 3rd and 5th grade testing first from May 8th until May 15th and 4th-grade and 6th-grade testing from May 16th until May 23rd. Make up testing will take place from May 30th to June 2nd and school-wide cheering will take place at the beginning of each session (May 8th and May 16th). Staff training will take place during the staff meeting on Wednesday, April 19th for all 3rd to 6th grade teachers and Education Specialists. Test administrators will electronically sign the security affidavit, practice creating a testing session, receive the testing schedule, and review accommodations and designated supports for students.

Item #6 **Instructional Materials for 2023-2024 (LCAP Goal 1, AMO 1-2)** - Jennifer Pimentel, Assistant Director (*Informational Item*)

Mrs. Pimentel went over the instructional materials that each grade level has elected to continue using for the 2023-2024 school year. The main curriculum will remain the same with the use of Benchmark Advance for ELA, i-Ready Math, and TWIG for Science. FCLA will continue using the following supplemental materials or online resources: Scholastic News, Studies Weekly, Reflex Math, BrainPop, ESGI, Seesaw, Nearpod, Flocabulary, Book Widgets for 6th grade, and Secret Stories, and Heggerty for the primary grades.

Announcements:

Mrs. Miller made the committee aware that the FCPS Instructional Coach and TOSAs are working on several projects to wrap up the year. Some of the end-of-the-year items include meeting with each school site's Guiding Coalition for reflection, vision planning, and other goals to accomplish during

our upcoming 2023-2024 school year. The Guiding Coalition will meet with Ms. Castellana Ferri, Mrs. Fuentes, and Ms. Christenson next Wednesday, April 19th, 2023. During this meeting, the Guiding Coalition will also be discussing plans for our remaining minimum days as well as our upcoming professional development day on May 26th. The Academies will be hosting Dr. Cruz for our professional development Day 7.

Next Regular Meeting:

TBD

Adjournment:

On **MOTION** of Martha May, **SECONDED** by Mikki Raxlin, and **CARRIED**, the Instruction Committee meeting adjourned at 7:53 a.m.

Minutes respectfully submitted by: Martha May

FENTON CHARTER PUBLIC SCHOOLS
Santa Monica Boulevard Community Charter School

Unapproved Minutes of the Instruction Committee

May 3, 2023

Call to Order: Carmen Solis and Bunny Wolfer, Co-Chairs

Roll Call: Jennifer Flynn and Zoe Weiss, Secretaries

Members present: Diana Ramos, Jennifer Flynn, Jocelyn Condo, Bunny Wolfer, Zoe Weiss, Sandra Hernandez, Carmen Solis, Tidarart Lot, Amanda Hill, Grisel Benn

Non-Members in Attendance: Walter Gomez

Members Excused: Ariana Gomez, Nicole Langlois

Additions/Corrections to the Agenda: Carmen Solis and Bunny Wolfer, Co-Chairs

Approval of Minutes: Carmen Solis and Bunny Wolfer, Co-Chairs

Item #1 **Minutes from the March 15, 2023 meeting of the Instruction Committee**
(Motion to Approve)

On **MOTION** of Jocelyn Condo , **SECONDED** by Jennifer Flynn, and **CARRIED**, the minutes were approved as submitted.

Presentations from the Public: Carmen Solis and Bunny Wolfer, Co-Chairs

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 **SMBCCS Benchmark Advance Phonics Programming (LCAP Goal 1, AMO 1-2) - Cary Rabinowitz, Director** *(Discussion Item)*

The Instruction Committee members shared thoughts on the Benchmark Advance phonics program. The conversation focused on the necessity of a designated phonics program at the school. It is essential that the program is streamlined and consistent across grade levels. Teachers may be asked to pilot programs in the upcoming year.

Item #4 **Student Reorganization for the 2023-2024 School Year (LCAP Goal 3) -**
Cary Rabinowitz, Director (*Discussion Item*)

The Instruction Committee reviewed the Student Reorganization Memo. Teachers were reminded to be on time and prepared for all Student Reorganization meetings. A spreadsheet identifying student iReady scores and their proficiency placement will be placed in teacher's boxes.

Item #5 **EOY i-Ready Diagnostics Assessments (LCAP Goal 1, AMO 1-2) -** Walter
Gomez, Assistant Director (*Informational Item*)

Walter Gomez presented information about i-Ready testing. The i-Ready window for lower grades opens May 1st and closes May 19th. For upper grades, the window opens on May 22nd and ends on June 19th. Teachers are reminded to be mindful of proctoring strategies to ensure meaningful and accurate data.

Item #6 **Curriculum Inventorying and Supply Ordering for 2023-2024 -** Walter
Gomez, Assistant Director (*Informational Item*)

The school will be ordering classroom supplies for the 2023-2024 school year. The majority of items will be ordered through LAUSD. Staff is asked to be specific on information like color and size when placing orders. The closing bulletin with the supply ordering memo will be shared on May 15th. Supply lists should be submitted by May 26th.

Item #7 **Staff Professional Development Day #7: Professional Learning**
Communities, Luis Cruz (LCAP Goal 3, AMO 2) - Cary Rabinowitz,
Director (*Information Item*)

Luis Cruz, a presenter at many PLC conferences, will be attending the PD #7 on May 26th. His presentation will focus on the RTI model as it pertains to ELs.

Announcements:

There were no announcements.

Next Regular Meeting:

TBD

Adjournment:

On **MOTION** of Sandra Hernandez , **SECONDED** by Jocelyn Condo, and **CARRIED**, the meeting is adjourned at 7:56am.

FENTON CHARTER PUBLIC SCHOOLS
Fenton Avenue Charter School

Unapproved Minutes of the Curriculum and Assessment Council

May 16, 2023

MINUTES

A meeting of the Curriculum and Assessment Council was held on May 16th, 2023, at 7:19 a.m. in the Conference Room of Fenton Avenue Charter School.

Call to Order: Christopher Torres–Chairperson

Roll Call: Robin McNutt

Members Present: Patricia Aparicio, Barbara Ausherman, Monica Castañeda, Emily Gillmore, Hayley Martin, Robin McNutt, Lorena Sanchez, Christopher Torres, Tiffany Walker, Rebecca Williamson

Members Absent: None

Non-Members Present: Juan Gomez, Leanna Hendrix

Members Excused: Paige Piper, Myriam Arechiga

Additions/Corrections to the Agenda: Christopher Torres– Chairperson

Item #1 **Minutes from the March 31st, 2023 meeting of the Curriculum and Assessment Council** (*Motion to Approve*)

On **MOTION** of Lorena Sanchez, **SECONDED** by Rebecca Williamson, and **CARRIED**, the Minutes of the Curriculum and Assessment Council Meeting March 31st, 2023, were approved as submitted.

Presentations from the Public: Christopher Torres-Chairperson

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

There were no presentations from the public.

New Business:

Item #3 **Student Reorganization for the 2023-2024 School Year (LCAP Goal 2, AMO 1)** – Monica Castaneda, FACS Director (*Informational Item*)

Student reorganization has been completed for the 2023-2024 school year for upper grade students. The primary teachers have also worked on reorganization and are awaiting FPC pinks and blues to place the second grade group for next year. Cumulative records will also be bundled for the groupings next year once class groups are finalized. The current plan for next school year allows for seven 3rd-5th grade classes each, two TK- 1st grade classes, and one 2nd grade class.

Item #4 **EOY i-Ready Diagnostic Assessments (LCAP Goal 1, AMO 1-2) –**
Monica Castaneda, FACS Director (*Informational Item*)

Grades TK-2nd have begun the end of year i-Ready diagnostic assessments in Reading and Math. So far, the data is exciting to look at! The assessment window closes this Friday May 19th. 3rd-5th grades will begin the diagnostic assessments after SBAC testing, on the week of May 30th.

Item #5 **Staff Professional Development #7 Professional Learning Communities,**
Luis Cruz (LCAP Goal 3, AMO 2) - Monica Castaneda, FACS Director
(*Informational Item*)

On Friday May 26th, there will be an organization-wide PD at the Academies with Luis Cruz, from Solution Tree, addressing PLCs. Ms. Castaneda has asked him to coordinate with the message Paula Maeker delivered at FACS at the PD from April 21st. Fenton will also celebrate 30 years of commitment to the communities we've served. A survey was shared by Mrs. Miller for staff to share their favorite memories from over the years.

Item #6 **PLC Coaching with Paula Maeker (LCAP Goal 3, AMO 2) -** Monica
Castaneda, FACS Director (*Informational Item*)

Paula Maeker has been invited back to FACS, ideally once a month, to work with grade levels on committing to the PLC process for the 2023-2024 school year. These days will be planned as minimum days to allow for planning time. The current planned dates are as follows: September 15th, October 27th, December 8th, and February 2nd.

Item #7 **TK Creative Curriculum Program (LCAP Goal 1, AMO1-2) –** Monica
Castaneda, FACS Director (*Informational Item*)

For the 23-24 school year, the TK Leads decided to utilize the Creative Curriculum Program. A training will be held on June 7th for all TK teachers to prepare. Representatives from the company will present for the first half of the day, with planning time allotted for the second half. TK will no longer be using the ESGI assessment platform due to this new adoption.

Item #8 **Benchmark Advance Phonics (LCAP Goal 1, AMO1-2) –** Monica
Castaneda, FACS Director (*Discussion Item*)

Primary leads reviewed the Benchmark Phonics program with representatives from the company. i-Ready also has a program, Magnetic Reading, that they offer and Leads will review and weigh both options for use in K-2nd grades. The idea is to select a program now to pilot for next school year. For 3rd-5th grades, i-Ready Intervention will be emphasized as a supplement to the i-Ready program that upper grade is already using.

Announcements:

There were no announcements.

Next Regular Meeting:

TBA

Adjournment:

By order of **GENERAL CONSENSUS**, the Curriculum and Assessment Council Meeting was adjourned at 7:38am.

FENTON CHARTER PUBLIC SCHOOLS
Fenton Primary Center

Unapproved Minutes of the Personnel Committee

April 13, 2023

A meeting of the Personnel Committee was held on April 13, 2023, at 7:17 a.m. in Room 201 of the Fenton Primary Center at 11351 Dronfield Avenue, Pacoima, CA 91331.

Call to Order: Karen Knapp, Co-Chair

The Personnel Committee Meeting was called to order at 7:17 a.m. by Co-Chair, Karen Knapp.

Roll Call: Shirley Saetang, Secretary

Members Present: Karen Knapp, Judy Lee, Shirley Saetang, Jeanette Hernandez, Sandra Valle, Nina Ferman, Nitima Angus, Laura Vasquez, Sarah Lin, Cristina Moran, Richard Parra, Sirui Thomassian

Excused: Caitlin McMabell, Wendy Kaufman, Jessi Tello

Additions/Corrections to the Agenda: Judy Lee, Co-Chair

There were no additions or corrections to the agenda.

Approval of Minutes from March 30, 2023: Karen Knapp, Co-Chair

Item #1 **Minutes from the March 30, 2023 meeting of the Personnel Committee**
(Motion to Approve)

On **MOTION** of Sandra Valle, **SECONDED** by Nitima Angus, and **CARRIED**, the Minutes of the FPC Personnel Committee Meeting of March 30, 2023 were approved as submitted.

Presentations from the Public: Judy Lee, Co-Chair

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

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #3 **Community of Schools Director (LCAP Goal 2, AMO 1) - Richard Parra, FPC Director** (*Motion to Approve*)

Mr. Parra informed the committee on the Community Schools Director's role. He will serve as the senior leader responsible for leading and launching the core components of a full service community school program in alignment with the Four Pillars of Community School work. It will be presented for approval at the Board of Directors meeting on April 13, 2023.

On **MOTION** of Laura Vasquez, **SECONDED** by Nitima Angus, and **CARRIED**, the Community of Schools Director has been approved.

Item #4 **2023-2024 Lead Teacher Selection Process (LCAP Goal 3, AMO 1) - Richard Parra FPC Director** (*Motion to Approve*)

Mr. Parra informed the committee that voting for the lead teacher(s) for the 2023-2024 school year will take place next week.

On **MOTION** of Jeanette Hernandez, **SECONDED** by Sandra Valle, and **CARRIED**, the 2023-2024 Lead Teacher Selection Process has been approved.

Item #5 **2023-2024 Faculty Representative Selection Process (LCAP Goal 3, AMO 1) - Richard Parra, FPC Director** (*Motion to Approve*)

Mr. Parra will email staff regarding the 2023-2024 Faculty Representative Selection Process.

On **MOTION** of Nina Ferman, **SECONDED** by Sandra Valle, and **CARRIED**, the 2023-2024 Faculty Representative Selection Process has been approved.

Item #6 **Recommendation for Regular Status (Magaly Ponce, Jennifer Daugherty, and Gina Garci) (LCAP Goal 3, AMO 1) - Richard Parra, FPC Director** (*Motion to Approve*)

Mr. Parra informed the committee on recommending Magaly Ponce, Jennifer Daugherty, and Gina Garcia for regular status. All three teachers have successfully completed their second year of observations.

On **MOTION** of Karen Knapp, **SECONDED** by Laura Vasquez, and **CARRIED**, the Recommendation for Regular Status (Magaly Ponce, Jennifer Daugherty, and Gina Garcia) has been approved.

Item #7 **2023-2024 Committee Placement Process (LCAP Goal 2, AMO 2) - Richard Parra, FPC Director** (*Motion to Approve*)

Mr. Parra will email staff regarding the 2023-2024 Committee Placement Process.

On **MOTION** of Sandra Valle, **SECONDED** by Sarah Lin, and **CARRIED**, the 2023-2024 Committee Placement Process has been approved.

Item #8 **Final FPC Staff Roster 2023-2024 (LCAP Goal 2, AMO 2) - Richard Parra,**
FPC Director (*Motion to Approve*)

The 2023-2024 FPC staff roster was sent to all staff. This is the final round of reorganization and is the final FPC roster.

On **MOTION** of Karen Knapp, **SECONDED** by Laura Vasquez, and **CARRIED**, the Final FPC Staff Roster for 2023-2024 has been approved.

Announcements:

Mr. Parra reminded staff to look over the email sent by Dr. Riddick regarding Salary and Benefits.

Next Regular Meeting:

TBD

Adjournment:

On **MOTION** of Nina Ferman, **SECONDED** by Karen Knapp, and **CARRIED**, the FPC Personnel Committee Meeting was adjourned at 7:55 a.m.

FENTON CHARTER PUBLIC SCHOOLS
Fenton STEM Academy

Unapproved Minutes of the Personnel Committee

May 17, 2023

A meeting of the Personnel Committee was held on Wednesday, May 17, 2023 at 7:18 a.m. in the Hands-on Lab at Fenton STEM Academy at 8926 Sunland Blvd., Sun Valley, CA 91352.

Call to Order: Priscilla Gentry, Chair

Roll Call: Julie Nguyen, Secretary

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

Personnel Committee Members Present: Jennifer Miller, Priscilla Gentry, Deborah Allan, Ana Soto Gutierrez, Kelley Christenson, and Julie Nguyen.

Excused Members: Cedric Ramirez

Non-Committee Members: Kate Marrelli, Loren Caballero, Abigail Gillmore, Cecilia Quijano, and Lindsey Western.

Additions/Corrections to the Agenda: Priscilla Gentry, Chair

Item #10 **Resignation of Crissy Ismail** - Jennifer Miller, Director (*Informational Item*)

Item #11 **Open Sixth Grade Position** - Jennifer Miller, Director (*Informational Item*)

Approval of Minutes from March 31, 2023: Priscilla Gentry, Chair

Item #1 **Minutes from the March 31, 2023 meeting of the Personnel Committee**
(*Motion to Approve*)

On **MOTION** of Julie Nguyen, **SECONDED** by Deborah Allan, and **CARRIED**, the minutes were approved as submitted.

Presentations from the Public: Priscilla Gentry, Chair

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

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #3 Hiring of Virginia Palma/FCLA/STEM Family Center Director - Jennifer Miller, Director (*Motion to Approve*)

Mrs. Miller is thrilled for the return of the Family Center Director position. She shared that it started with Tony Peña and through the years it changed as Mr. Peña began to work and help across all four Valley Fenton schools. With the Community Schools grant, we have been able to hire an FCLA/STEM Family Center Director. We will be able to better serve the parents this way. Similar to how the afterschool programs are available for students now, we will have programs available for the parents. Ms. Palma shared her vision and goals and the team is confident she will bring a wealth of creativity and experience to this new role.

On **MOTION** of Julie Nguyen, **SECONDED** by Kelley Christenson, and **CARRIED**, the hiring of Virginia Palma as the FCLA/STEM Family Center Director was approved.

Item #4 Hiring of Laurie Perez/FCLA/STEM Education Specialist - Jennifer Miller, Director (*Motion to Approve*)

The hiring committee is thrilled to offer the position of shared Education Specialist to Laurie Perez. Ms. Perez worked for Fenton Primary Center from 2015-2018 prior to taking a leave for family related matters. She is eager to return to Fenton and currently serves as a parent of one of our TK students. Laurie's interview and demonstration lesson proved she will be a valuable addition to our team.

On **MOTION** of Julie Nguyen, **SECONDED** by Kelley Christenson, and **CARRIED**, the hiring of Laurie Perez as the FCLA/STEM Education Specialist was approved.

Item #5 2023-2024 FCLA/STEM Grade Level Lead Teachers (LCAP 3, AMO 1-2) - Jennifer Miller, Director (*Motion to Approve*)

Mrs. Miller shared that Lead Teacher presentations were held and each grade voted after presentations were done. The following staff were voted to be the Lead Teachers for the 2023-2024 school year. In TK/Kindergarten is Priscilla Gentry, First grade is Veronica McCaughin, Second grade is Kate Marrelli, Third grade is Lilia Padilla-Zuniga, Fourth grade is Elizabeth Marquez, Fifth grade is Joanna Tepper, Sixth grade is Martha May, and Sped is Alexis Sheppard. Congratulations to the lead teachers for the 2023-2024 school year.

On **MOTION** of Deborah Allan, **SECONDED** by Kelley Christenson, and **CARRIED**, the 2023-2024 Lead Teachers were approved.

Item #6 2023-2024 FCLA and STEM Focus Lead Teachers (LCAP 3, AMO 1-2) - Jennifer Miller, Director (*Motion to Approve*)

Mrs. Miller is excited to have Bianca Bell-Reed as our STEM Focus Lead. She has so many ideas and even recently published a children's book. We are excited to see what Mrs. Bell-Reed has planned for Fenton STEM for the 2023 – 2024 school year.

On **MOTION** of Deborah Allan, **SECONDED** by Kelley Christenson, and **CARRIED**, the 2023-2024 Focus Lead Teacher was approved.

Item #7 **2023-2024 FCLA/STEM Committee Placements and Committee Chair Selection (LCAP 2, AMO 2)** - Jennifer Miller, Director (*Motion to Approve*)

Mrs. Miller shared her excitement for the returning committee chairs. The Chairs went through a formal nomination process. The Chairs were eligible for the positions, nominated by their fellow committee members, accepted the nomination, and expressed interest in the Chair position. The returning committee Chairs are - Personnel: Priscilla Gentry, Finance: Dominica Chong, Parent Advocacy: Melissa Katchen, and Instruction: Elisa Vallejo. She thanked all who were chair candidates and appreciated their willingness to be the chair.

On **MOTION** of Kelley Christenson, **SECONDED** by Deborah Allan, and **CARRIED**, the 2023-2024 STEM Committee Placements and Committee Chair Selection has been approved.

Item #8 **2023-2024 FCLA and STEM Faculty Representatives (LCAP 3, AMO 1-2)** - Jennifer Miller, Director (*Motion to Approve*)

Mrs. Miller shared that the Faculty Representatives need to have been nominated and voted by their peers. This role is a non-compensated role. The Faculty Representative determined by a schoolwide vote is Kelley Christenson. Mrs. Miller thanked Ms. Christenson for all that she does representing the school and attending any required meetings. Ms. Christenson has held this position in previous years and her contribution is greatly appreciated. She consistently represents the faculty well. She is reasonable and direct. Mrs. Miller also wanted to introduce our classified representative, Virginia Palma. She went through the same process and was voted in by the classified staff. For the STEM TA representative, we have Brianna Vazquez.

On **MOTION** of Deborah Allan, **SECONDED** by Julie Nguyen, and **CARRIED**, the 2023-2024 Faculty Representative was approved.

Item #9 **Hiring of Sienna Wescott, STEM Kindergarten Teacher** - Jennifer Miller, Director (*Motion to Approve*)

On Friday May 12th, the Interview Committee held our second round of interviews. Based on enrollment trends, STEM will hire for the open kindergarten position. The hiring committee was impressed with Sienna Wescott who interviewed and provided a demonstration lesson. Sienna Wescott is new to teaching, but has worked with children throughout the years. She attended the CSUN's Education Expo where Mrs. Quijano and Ms. Muñoz attended. She had presented herself well then and also during her interview. She was a candidate that seems to have a lot of heart. She seems to be thorough and wants to learn and do well as a new teacher. We are excited to welcome Sienna Wescott to Fenton STEM as a kindergarten teacher.

On **MOTION** of Deborah Allan, **SECONDED** by Kelley Christenson, and **CARRIED**, the hiring of Sienna Wescott as a STEM Kindergarten Teacher was approved.

Item #10 **Resignation of Crissy Ismail** - Jennifer Miller, Director (*Informational Item*)

Mrs. Miller shared that Crissy Ismail has been with Fenton for about 30 years and began as a classroom TA. When the Fenton Academies first opened, she joined the school as a founding lead teacher. Crissy has added so much to Fenton and the Academies. She was the pioneer who began the start of our annual Family Math Night. Mrs. Ismail is moving on to a new school closer to home. We

are sad to see her go, but wish her well. We are thankful and grateful for Crissy's ongoing contributions to Fenton Charter Public Schools.

Item #11 Open Sixth Grade Position - Jennifer Miller, Director (*Informational Item*)

With the resignation of Crissy Ismail, an opening for 6th grade will be posted on Edjoin. The post will clearly state that the position is for 6th grade. We hope to attract those who would like to teach 6th grade specifically. The date of the interviews for the 6th grade position is to be determined pending interest in the position.

Announcements:

There are no announcements.

Next Regular Meeting:

TBD

Adjournment:

On **MOTION** of Deborah Allan, **SECONDED** by Kelley Christenson, and **CARRIED**, the Personnel Committee was adjourned at 7:54 a.m.

Minutes respectfully submitted by: Julie Nguyen

FENTON CHARTER PUBLIC SCHOOLS
Fenton Charter Leadership Academy

Unapproved Minutes of the Personnel Committee

May 17, 2023

A meeting of the Personnel Committee was held on Wednesday, May 17, 2023 at 7:17 a.m. in the Hands-on Lab at Fenton Charter Leadership Academy at 8926 Sunland Blvd., Sun Valley, CA 91352.

Call to Order: Kate Marrelli, Chair

The Personnel Committee meeting was called to order at 7:17 a.m. by Chair, Kate Marrelli.

Roll Call: Loren Caballero, Secretary

Personnel Committee Members Present: Kate Marrelli, Loren Caballero, Lindsey Western, Abigail Gillmore, Jennifer Miller, Jennifer Pimentel

Excused Members: Cedric Ramirez, Veronica McCaughin

Non-Committee Members: Priscilla Gentry, Julie Nguyen, Deborah Allan, Ana Gutierrez, Kelley Christenson, Cecilia Quijano

Additions/Corrections to the Agenda: Kate Marrelli, Chair

There were no additions or corrections to the agenda.

Approval of Minutes from March 31, 2023: Kate Marrelli, Chair

Item #1 **Minutes from the March 31, 2023 meeting of the Personnel Committee**
(Motion to Approve)

On **MOTION** of Abigail Gillmore, **SECONDED** by Loren Caballero, and **CARRIED**, the minutes were approved as corrected.

Presentations from the Public: Kate Marrelli, 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 Hiring of Virginia Palma/FCLA/STEM Family Center Director - Jennifer Miller, Director (*Motion to Approve*)

Mrs. Miller informed the committee on the hiring of Virginia Palma as the FCLA/STEM Family Center Director. Mrs. Miller shared that parent involvement has been a very important aspect across the Fenton schools in the past. With incoming grant money, the Academies are able to hire a full-time Family Center Director to expand how we are currently working alongside the parent community. The hiring committee selected Virginia Palma to serve in this role, and is confident she will do an amazing job in this position. Virginia has been with Fenton for 10 years in different capacities, and is currently at the Academies serving as the Compliance Assistant. We are very excited to see Virginia in this new role!

This leaves an opening for the Compliance Assistant. The job has been made available to internal candidates and applications are due by Friday, 5/19.

On **MOTION** of Lindsey Western, **SECONDED** by Abigail Gillmore, and **CARRIED**, the Personnel Committee approved the hiring of Virginia Palma as FCLA/STEM Family Center Director.

Item #4 Hiring of Laurie Perez/FCLA/STEM Education Specialist - Jennifer Miller, Director (*Motion to Approve*)

Mrs. Miller presented the committee with information regarding the hiring of Laurie Perez as the FCLA/STEM Education Specialist. Laurie worked as an Education Specialist at Fenton Primary Center from 2015-2018, before taking time off to be with her family. She will start working with students at both FCLA and STEM in the 2023-2024 school year. The Academies are happy to welcome Laurie back to Fenton!

On **MOTION** of Abigail Gillmore, **SECONDED** by Lindsey Western, and **CARRIED**, the Personnel Committee approved the hiring of Laurie Perez as FCLA/STEM Education Specialist.

Item #5 2023-2024 FCLA/STEM Grade Level Lead Teachers (LCAP 3, AMO 1-2) - Jennifer Miller, Director (*Motion to Approve*)

Mrs. Miller presented information to the committee regarding FCLA/STEM Grade Level Lead Teachers. After the nomination, and voting process, the following staff were chosen to be the lead teachers for the 2023-2024 school year. Priscilla Gentry will serve as the TK/Kindergarten Lead Teacher, Veronica McCaughin will serve as the First Grade Lead Teacher, Kate Marrelli will serve as the Second Grade Lead Teacher, Lillia Padilla-Zuniga will serve as the Third Grade Lead Teacher, Elizabeth Marquez will serve as the Fourth Grade Lead Teacher, Joanna Tepper will serve as the Fifth Grade Lead Teacher, and Martha May will serve as the Sixth Grade Lead Teacher. Alexis Sheppard will serve as SPED Lead Teacher. Congratulations to these teachers!

On **MOTION** of Abigail Gillmore, **SECONDED** by Loren Caballero, and **CARRIED**, the Personnel Committee approved the 2023-2024 FCLA/STEM Lead Teachers.

Item #6 2023-2024 FCLA and STEM Focus Lead Teachers (LCAP 3, AMO 1) - Jennifer Miller, Director (*Motion to Approve*)

Mrs. Miller presented the committee information on the FCLA Focus Lead Teacher for the 2023-2024 school year. Mrs. Miller formally recognized and thanked the former Focus Lead at FCLA, Mikki Raxlin, for her work and dedication to the leadership focus. During the 2023-2024 school year, Lindsey Western will serve as the FCLA Focus Lead. Congratulations, Ms. Western!

On **MOTION** of Abigail Gillmore, **SECONDED** by Loren Caballero, and **CARRIED**, the Personnel Committee approved the 2023-2024 FCLA Focus Lead Teacher.

Item #7 **2023-2024 FCLA/STEM Committee Placements and Committee Chair Selection (LCAP 2, AMO 2)** - Jennifer Miller, Director (*Motion to Approve*)

Mrs. Miller presented the committee with the 2023-2024 committee roster with chair assignments. Mrs. Miller acknowledges, and thanks all staff who have taken on the responsibilities that accompany being the chair and secretary of a committee. Committee chairs are first nominated, and then voted in by their peers. Jennifer Hines will serve as the Finance Committee Chair. Kate Marrelli will serve as the Personnel Committee Chair. Stephanie Garcia will serve as the Chair for the Instruction Committee. Brennan Mack will serve as the Chair of the Parent Advocacy Committee. If any changes in staffing arise, there may be modifications to the committee roster.

On **MOTION** of Abigail Gillmore, **SECONDED** by Loren Caballero, and **CARRIED**, the Personnel Committee approved the 2023-2024 FCLA Committee Placements with Chair Selection.

Item #8 **2023-2024 FCLA and STEM Faculty Representatives (LCAP 3, AMO 1-2)** - Jennifer Miller, Director (*Motion to Approve*)

The process of selecting the FCLA Faculty Representative for the 2023-2024 school year has successfully been completed. The Faculty Representative plays a crucial role for our school. The teacher nominated into this role acts as a liaison between teaching staff and the organization. They must professionally and objectively handle delicate topics and must be able to represent the opinions and concerns in a professional and unbiased manner. After the nomination, application, and voting process, Veronica McCaughin has been confirmed as the 2023-2024 FCLA Faculty Representative for Certificated staff. Virginia Palma will serve as Classified Representative and Zitlaly Castillo will serve as T.A. Representative for FCLA paraprofessionals.

On **MOTION** of Abigail Gillmore, **SECONDED** by Loren Caballero, and **CARRIED**, the Personnel Committee approved the 2023-2024 FCLA Faculty Representatives.

Item #9 **Hiring of Vanessa Dwyer, FCLA 4th Grade Teacher** - Jennifer Miller, Director (*Motion to Approve*)

Mrs. Miller presented the committee information on the hiring of Vanessa Dwyer as FCLA 4th grade teacher. There were many qualified candidates, but the team believes that Vanessa Dwyer is the perfect fit for 4th grade. She was offered the position and happily accepted. The Academies are excited to welcome Ms. Dwyer to our staff!

On **MOTION** of Lindsey Western, **SECONDED** by Abigail Gillmore, and **CARRIED**, the Personnel Committee approved the hiring of Vanessa Dwyer as FCLA 4th Grade Teacher.

Announcements:

There are no announcements.

Next Regular Meeting:

TBD

Adjournment:

On **MOTION** of Abigail Gillmore, **SECONDED** by Lindsey Western, and **CARRIED**, the Personnel Committee was adjourned at 7:50 a.m.

Minutes respectfully submitted by: Loren Caballero

FENTON CHARTER PUBLIC SCHOOLS
Fenton Avenue Charter School

Unapproved Minutes of the Human Resource and Personnel Council

May 17, 2023

A meeting of the Human Resource and Personnel Council was held on Wednesday, May 17, 2023, at 7:15 A.M., in the conference room at Fenton Avenue Charter School, 11828 Gain St., Lake View Terrace, CA 91342.

Call to Order: Leanna Hendrix, Chair

The Human Resource and Personnel Council meeting was called to order at 7:19 a.m. by Chair, Leanna Hendrix.

Roll Call: Bernite Oandasan, Co-Secretary

Personnel Committee Members Present: Lizette Adkisson, Jann Manorothkul, Katherine Sheppard, Leanna Hendrix, Elsie Orellana, Bernite Oandasan, Monet Hendricks, Lillian De La Torre, Barbara Aragón, Monica Castañeda.

Excused Members: Feather Gentry, Paige Piper, Juan Gomez.

Non-Committee Members: none

Additions/Corrections to the Agenda: Leanna Hendrix, Chair

Approval of Minutes from March 31, 2023: Leanna Hendrix, Chair

Item #1 **Minutes from the March 31, 2023 meeting of the Human Resource and Personnel Council** (*Motion to Approve*)

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

Presentations from the Public: Leanna Hendrix, Chair

Item #2 **Any persons desiring to address the Human Resource and Personnel Council on any proper matter**

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #3 **2023-2024 Updated Staff Roster (LCAP Goal 3, AMO 1) - Monica Castañeda, FACS Director** (*Informational Item*)

Ms. Castañeda, presented the updated staff roster. She informed the council there will be two TK classes for the 2023-2034 school year. Lisa Morales from FPC will be transferring over to fill one of the TK classes. Araceli Caro will be teaching the other TK classroom. FACS is currently looking to hire a second Kindergarten teacher. Additionally, Mrs. Fanny Adnitt, Mrs. Lizette Adkisson, and Mrs. Vanessa Ettleman have been approved to transfer to SMBCCS, which has created three additional teacher vacancies at FACS.

Item #4 **Resignation of Emily Waterbury (LCAP Goal 1, AMO 1) - Monica Castañeda, FACS Director** (*Informational Item*)

Ms. Castañeda informed the council of Emily Waterbur's resignation. The Special Day Class teacher position is currently posted on Indeed and Edjoin.

Item #5 **Hiring Updates (LCAP Goal 3, AMO 1) - Monica Castañeda, FACS Director** (*Informational Item*)

Ms. Castañeda shared with the council that FACS currently has six open teacher positions. Three teachers have been hired and are pending processing. The three teachers that are processing will fill openings in 1st, 4th, and 5th grade. The hiring committee has interviewed teacher candidates to fill the remainder openings in 4th and 5th grade.

Item #6 **Paraprofessional Assignments for the 2023-2024 School Year (LCAP Goal 3, AMO 1) - Monica Castañeda, FACS Director** (*Informational Item*)

Ms. Castañeda reviewed the board approved staffing norms. Paraprofessionals will be updated of the norms before the end of the 2022-2023 school year.

Item #7 **2023-2024 Faculty Representatives, Classified Representatives, and Grade Level Leads (LCAP Goal 3, AMO 1) - Monica Castañeda, FACS Director** (*Informational Item*)

Ms. Castañeda shared with the council that Ann Velasco and Evelyn Martinez have been selected as Faculty Representatives for the 2023-2024 school year. She announced that Lisa Morales and Leanna Hendrix will share the primary lead teacher role for the primary grade levels. Additionally, Ms. Castañeda informed the council that Vivian Matute Rojas has been hired as the office assistant. Miss Matute will begin her new position on Monday, May 22nd.

Item #8 **Focus Lead Update (LCAP Goal 3, AMO 1) - Monica Castañeda, FACS Director** (*Informational Item*)

Ms. Castañeda informed the council that the Focus Lead position for 2023-2024 will be placed on hold. The school plans to reinstate the Focus Lead in the future.

Item #9 **Recommendation of Probationary Teachers for Regular Status (LCAP Goal 3, AMO 1) - Monica Castañeda, FACS Director** (*Motion to Approve*)

Ms. Castañeda informed the council of the recommendation that probationary teachers to be moved to regular status. These teachers have completed two years of probation and have had four successful observations. The teachers being recommended for regular status are: Miss Tiffany Fisher, Miss Andrea Cuba, Mrs. Elsie Orellana, and Miss Christina Melkonian.

On **MOTION** of Lizette. Adkisson, **SECONDED** by Jann Manorothkul, and **CARRIED**, Miss Tiffany Fisher, Miss Andrea Cuba, Mrs. Elsie Orellana, and Miss Christina Melkonian were approved for regular status.

Announcements:

There were no announcements.

Next Regular Meeting:

TBA

Adjournment:

The meeting consensus adjourned the meeting at 7:55 A.M.

Minutes respectfully submitted by: Bernite Oandasan

**FENTON CHARTER PUBLIC SCHOOLS
Fenton Charter Leadership Academy**

Unapproved Minutes of the Parent Advocacy Committee

April 14, 2023

A meeting of the Parent Advocacy Committee was held on Friday, April 14, 2023 at 7:21 am.

Call to Order: Brennan Mack, Chair

Roll Call: Bridget Badro, Secretary

Parent Advocacy Committee Members Present: Bridget Badro, Kalea Wright, Jennifer Miller, Cecilia Quijano, Alejandra Munoz, Brennan Mack, Adriana Baez

Non-committee Members: Melissa Katchen, Deanna Weiss, Sofia Carias

Members Excused: Raquel Contreras, Siranush Akopyan

Additions/Corrections to the Agenda: Brennan Mack, Chair

Item #10 Dodger Fundraiser presented by Alex Munoz

Approval of Minutes from February 15, 2023: Brennan Mack, Chair

Item #1 **Minutes from the February 15, 2023 meeting of the Parent Advocacy Committee** (*Motion to Approve*)

On **MOTION** of Cecilia Quijano, **SECONDED** by Kalea Wright, and **CARRIED**, the minutes were approved as submitted.

Presentations from the Public: Brennan Mack, 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 **Expanded Learning Update (LCAP 2, AMO 1)** - Alex Muñoz, Expanded Learning Coordinator (*Informational Item*)

This final session of Expanded Learning began on March 20th, and is scheduled to run until May 25th. Some first-time offerings include: Pokémon Art Academy, Drone Flight Academy, Marine Biology, TK-3rd Music Adventures, Magic Academy, Animation, and Photography. Some brand-new teacher clubs include: Hula Class, Origami Club, Zumba Class, and 5th Grade Math Acceleration. There are 353 FCLA and STEM students participating in one or more clubs.

Afterschool staff have noticed a significant decline in student behaviors during weeks when clubs are offered, which demonstrates that the program not only serves to ignite student interest, but also keeps students actively involved within our school. Additionally, plans are now underway to prepare for our Summer School program. A survey will be sent out to teachers shortly after this meeting. Based on the amount of teacher interest, we will be able to develop an effective program and will determine the number of students we can accommodate. The first session of summer school will run from June 20 – June 30. Participating teachers will be compensated \$75/hour. For every 5 hours worked, they will receive 2 additional paid planning hours (also at \$75/hour). Based on the success of Think Together spring break field trips, we plan to also have field trips offered during summer school. Students will also have an option to participate in a second session from July 17th – August 4th. This session will be led by Think Together and outside vendors.

Item #4 **Spring Concert (LCAP 2, AMO 1)** - Alex Muñoz, Expanded Learning Coordinator (*Informational Item*)

Our Musical Club, Ballet Club, and Hula Class students will be partnering to put on another spectacular performance. Musical Club and Ballet Club previously put on an amazing show which celebrated the spirit of the holidays. The performance was incredibly well-received by families, teachers, and students. Our Spring Concert is scheduled for Thursday, June 1st, and is being called a “Disney Spectacular” Spring Show! The Musical Club will be showcasing a variety of Disney songs from beloved movies such as “Aladdin,” “Beauty, and the Beast” and “The Little Mermaid.” Ballet Club students will be doing their rendition of “Sleeping Beauty,” and Hula Club plans to perform a small performance featuring music from “Lilo and Stitch.” The performance schedule for the day will be similar to the last performance time, with several student performances throughout the morning, and one parent performance in the evening (3:00 – 4:00 pm). A finalized schedule will be shared closer to the performance date.

Item #5 **Environmental Defenders Assembly (LCAP 2, AMO 1)** - Mikki Raxlin, FCLA Focus Lead Teacher (*Informational Item*)

On Friday, April 14, there will be an assembly offered to TK-6 FCLA students. The assembly will focus on environmental awareness and ways to keep our planet clean. It aligns with Earth Day, as well as the school’s Environmental Club. This is something that could be offered to both FCLA and STEM next year.

Item #6 **Semester Awards Assemblies (LCAP 2, AMO 2)** - Cecilia Quijano, Assistant Director (*Informational Item*)

Semester Awards Assemblies will be held the week of June 5th to the 9th. Similar to last year, teachers will hold their assemblies on their own and in their classrooms. Teachers will create a Zoom link for parents to view the assembly remotely. Last year, teachers appreciated the flexibility of being able to host their assembly at their preferred time and choosing a time that works best for their class. To avoid any overlap in times, a master schedule of all the assemblies will be shared with staff members. That way, families with multiple children can attend all assemblies. Mrs. Quijano wanted

to recognize and appreciate Jennifer Pimentel for the work she puts into creating the awards packet and the certificates that our students receive. They magically appear in everyone's box, but we see the time and effort that goes into making it all happen.

Item #7 **6th Grade Culmination (LCAP 2, AMO 2)** - Cecilia Quijano, Assistant Director (*Informational Item*)

6th Grade Culmination will be held on Thursday, June 15 at 9:00 am in the Annex. Our amazing 6th grade teachers have been super busy planning fun, memorable activities that our 6th grade students get to participate in. Here are a few:

- April 20, 2023 – 6th Grade Spring Celebration from 1:15-2:30 pm in the main building MPR
- May 19, 2023 – Luncheon and Dance from 1:15 - 2:30 pm in the main building MPR
- June 5, 2023 – Autograph Signing Day (during all recesses)
- June 13, 2023 – Picnic from 10:00 am -1:00 pm

Item #8 **Open House (LCAP 2, AMO 2)** - Alex Muñoz, Expanded Learning Coordinator (*Informational Item*)

Open House at the Academies will occur in June. Due to the playground construction, the final date has not been determined. If the construction continues to progress and the new ramp is completed, Open House will occur on Friday, June 9. If Open House needs to occur over multiple days, June 8 and 9 or June 6-9 are potential options. More information will be given once there is an update on the playground construction.

Item #9 **Playground Renovation (LCAP 2, AMO 2)** - Jennifer Miller, Director (*Informational Item*)

Playground construction began on Friday, March 31. The construction will occur in three different phases and take about 3 to 4 months to complete. Phase 1, currently happening, consists of creating a dedicated path way to the main office from Sunland Blvd. This will ensure a secure entry point to the school. Phases 2 and 3 consists of revamping the play space by adding artificial turf, taking down fencing, and updating the flooring. This will certify there are less injuries and more space. Mrs. Miller wants to thank all staff members for their flexibility and Ms. Munoz and Mrs. Quijano for continuing to update play areas for classrooms.

Item #10 **Dodger Fundraiser (LCAP 2, AMO 1-2)** - Alex Muñoz, Expanded Learning Coordinator (*Motion to Approve*)

The Academies are excited to announce that for the first time ever, we will be partnering with the Los Angeles Dodgers for a spring fundraiser. A special sign-up link has been created for families to use to purchase tickets for upcoming Dodgers' games. By using our special link, a portion of the ticket proceeds will go back to our schools. Families will be able to enter in their student's name, and top-selling students will be eligible to win some fun prizes. The fundraiser will run from now until May 19th. The sign-up link may be shared with family, friends, neighbors, coworkers, and any and all Dodger fans. A flier with all pertinent information will be sent home today, and we will be promoting the fundraiser through our social media platforms as well.

On **MOTION** of Cecilia Quijano, **SECONDED** by Kalea Wright, and **CARRIED**, the Dodger Fundraiser has been approved.

Announcements:

There are no announcements.

Next Regular Meeting:

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

Adjournment:

On **MOTION** of Kalea Wright, **SECONDED** by Cecilia Quijan, and **CARRIED**, the Parent Advocacy Committee adjourned at 8:00 AM.

Minutes respectfully submitted by: Bridget Badro, Secretary

FENTON CHARTER PUBLIC SCHOOLS
Fenton STEM Academy

Unapproved Minutes of the Parent Advocacy Committee

April 14, 2023

A meeting of the Parent Advocacy Committee was held on Friday, April 14, 2023 at 7:23am in the Hands-On-Lab

Call to Order: Melissa Katchen, Chair

The Parent Advocacy Committee meeting was called to order at 7:23am by Chair, Melissa Katchen

Roll Call: Sofia Carias, Secretary

Parent Advocacy Committee Members Present: Sofia Carias, Melissa Katchen, Deanna Weiss, Jennifer Miller, Cecilia Quijano, Alex Muñoz

Non-committee Members: Bridget Badro, Adriana Baez, Brennan Mack, Kalea Wright

Members Excused: Tony Peña, Kelli Thompson

Additions/Corrections to the Agenda: Melissa Katchen, Chair

Item #10 Dodgers Fundraiser was added to the agenda.

Item #1 **Minutes from the February 15, 2023 meeting of the Parent Advocacy Committee** (*Motion to Approve*)

On **MOTION** of Cecilia Quijano **SECONDED** by Deanna Weiss, 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 **Expanded Learning Update (LCAP 2, AMO 1)** - Alex Muñoz, Expanded Learning Coordinator (*Informational Item*)

The Fenton Academies Expanded Learning Program has entered its final session. This final session began on March 20th and is scheduled to run until May 25th. It is exciting to see a new array of partner and teacher programs. Some first-time offerings include: Pokemon Art Academy, Drone Flight Academy, Marine Biology, TK-3rd Music Adventures, Magic Academy, Animation, and Photography. Some brand-new teacher clubs include: Hula Class, Origami Club, Zumba Class, and 5th Grade Math Acceleration. It is incredibly exciting to see that we currently have 353 of our FCLA and STEM students participating in one or more of our afterschool club offerings. (This is over half of our student population). Afterschool staff have noticed a significant decline in student behaviors during weeks when clubs are offered, which demonstrates that the program not only serves to ignite student interest, but also keeps students actively involved within our school. Students are excited to participate, and consistently seek out new opportunities. All program offerings are based on student, parent, and staff surveys.

Additionally, plans are now underway to prepare for our Summer School program. A survey will be sent out to teachers shortly after this meeting. Based on the amount of teacher interest, we will be able to develop an effective program and will determine the amount of students we can accommodate. The first session of summer school will run from June 20 – June 30. Participating teachers will be compensated \$75/hour. For every 5 hours worked, they will receive 2 additional paid planning hours (also at \$75/hour). Based on the success of Think Together spring break field trips, we plan to also have field trips offered during summer school. Students will also have an option to participate in a second session from July 17th – August 4th. This session will be led by Think Together and outside vendors.

Item #4 **Spring Concert LCAP 2, AMO 1) - Alex Muñoz, Expanded Learning Coordinator (*Informational Item*)**

We are excited to share that our Musical Club, Ballet Club, and Hula Class students will be partnering to put on another spectacular performance. Musical Club and Ballet Club previously put on an amazing show which celebrated the spirit of the holidays. The performance was incredibly well-received by families, teachers, and students. Families were beaming with pride to see their children perform, teachers were thrilled to see their students in action, and students cheered on their classmates (and several more enrolled in these clubs in hopes of also getting their chance in the limelight)! Our Spring Concert is scheduled for Thursday, June 1st, and is being called a “Disney Spectacular” Spring Show! The Musical Club will be showcasing a variety of Disney songs from beloved movies such as “*Aladdin*,” “*Beauty and the Beast*” and “*The Little Mermaid*.” Ballet Club students will be doing their rendition of “*Sleeping Beauty*,” and Hula Club plans to perform a small performance featuring music from “*Lilo and Stitch*.” The performance schedule for the day will be similar to the last performance times, with several student performances throughout the morning, and one parent performance in the evening (3:00 – 4:00 pm). A finalized schedule will be shared closer to the performance date. We have no doubt that this will be an unforgettable and magical sight to see!

Item #5 **Environmental Defenders Assembly (LCAP 2, AMO 1) - Mikki Raxlin, FCLA Focus Lead Teacher (*Informational Item*)**

This Friday, April 14th, FCLA K-5th grade students will participate in a 30-minute, interactive, musical Environmental Defenders Assembly! The show will cover the 4 R's (Reduce, Reuse, Recycle, Rethink), Stormwater Pollution Prevention, Household Hazardous Waste, and Water Conservation.

4/14 Main Building MPR:

K-2 @ 8:30 am

3-5 @ 9:15 am

Teachers are encouraged to have their students visit the website EnvironmentalDefendersLA.com prior to the assembly for a quick and fun introduction to the environmental concepts covered in the assembly. Students who have not yet seen the assembly can earn an Environmental Defenders certificate by watching a short video on each topic and correctly answering quiz questions about each one. After seeing the assembly, students who return a completed pledge card will receive a Super Environmental Defenders membership card to access the members-only section of the website with games, music and more.

Item #6 **Semester Awards Assemblies (LCAP 2, AMO 2)** - Cecilia Quijano, Assistant Director (*Informational Item*)

Semester Awards Assemblies will be held the week of June 5th to the 9th. Similar to last year, teachers will hold their assemblies on their own in their classrooms. Teachers will create a Zoom link for parents to view the assemblies remotely. Last year, teachers appreciated the flexibility of being able to host their assemblies at their preferred times and choosing a time that works best for their classes and families. Mrs. Quijano recognized and appreciated Jennifer Pimentel for the work she puts into creating the awards packet and the certificates that our students receive. They magically appear in everyone's box, but the time and effort that goes into making sure that our students and their families receive the awards and certificates to celebrate their achievement and hard work this semester are recognized.

Item #7 **6th Grade Culmination (LCAP 2, AMO 2)** - Cecilia Quijano, Assistant Director (*Informational Item*)

6th Grade Culmination will be held on Thursday, June 15 at 9:00am in the Annex. Before the big day, our 6th grade teachers have been very busy dedicating planning time to create special activities that our 6th grade students are going to remember and treasure as they spend their last moments here at the Academies. Just to name a few --

4/20/23 6th Grade Spring Celebration

5/19/23 Luncheon and Dance

6/5/23 Autograph Signing Day

6/13/23 Picnic

Item #8 **Open House (LCAP 2, AMO 2)** - Alex Muñoz, Expanded Learning Coordinator (*Informational Item*)

This year's Open House is tentatively being scheduled for multiple days, due to the playground construction that is impeding entrance to the main building. Possible dates are June 7th to June 9th. More details will be finalized as the renovation continues to progress.

Item #9 **Playground Renovation (LCAP 2, AMO 2)** - Jennifer Miller, Director (*Informational Item*)

The renovation project began over spring break! It is exciting to see the beginnings of a brand new play space for our students. The school is working closely with the construction company to ensure

drop off, dismissal, and play times have minimal disruptions. We will continue to share progress photos and updates in the coming weeks. The project is expected to run about three months. The final product will bring new beauty and functionality to the space.

Item #10 **Dodgers Fundraiser** - Alex Muñoz, Expanded Learning Coordinator
(*Informational Item*)

We are excited to announce that for the first time ever, we will be partnering with the Los Angeles Dodgers for a spring fundraiser. A special sign-up link has been created for families to use to purchase tickets for upcoming Dodgers' games. By using our special link, a portion of the ticket proceeds will go back to our schools. Families will be able to enter in their student's name, and top-selling students will be eligible to win some fun prizes. The fundraiser will run from now until May 19th. The sign-up link may be shared with family, friends, neighbors, coworkers, and any and all Dodger fans. A flier with all pertinent information will be sent home today, and we will be promoting the fundraiser through our social media platforms as well. Teachers and staff are also welcome to share the fundraising link with their family and friends. It's time for Dodger baseball!

Announcements:

There were no announcements.

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 Cecilia Quijano, and **CARRIED**, the Parent Advocacy Committee adjourned at 7:59am.

Minutes respectfully submitted by: Sofia Carias, Secretary

FENTON CHARTER PUBLIC SCHOOLS
Fenton Primary Center

Unapproved Minutes of the Parent Advocacy Committee

April 19, 2023

A meeting of the Parent Advocacy Committee was held on April 19, 2023, at 7:15 a.m. in the Fenton Primary Center Conference Room (Room 201).

Call to Order: Bridget Ruiz, Co-Chair

The Parent Advocacy Committee Meeting was called to order at 7:17 a.m. by Co-Chair, Bridget Ruiz.

Roll Call: Coco Salazar, Secretary

Members Present: Bridget Ruiz, Gurpreet Gill, Coco Salazar, Diana Lucas, Jennifer Daugherty, Magaly Ponce, Richard Parra, Sirui Thomassian, Gloria Rangel, Paola Ramirez

Members Excused: Tony Peña, Lisa Morales, Wendy Kaufman, Jessi Tello

Members Absent: None

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

There were no additions or corrections to the agenda.

Approval of Minutes from March 9, 2023: Bridget Ruiz, Co-Chair

Item #1 **Minutes from the March 9, 2023 meeting of the Parent Advocacy Committee** (*Motion to Approve*)

On **MOTION** of Diana Lucas, **SECONDED** by Gloria Rangel, and **CARRIED**, the Minutes of the Parent Advocacy Committee Meeting of March 9, 2023, 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:

Item #3 **Enrollment/Recruitment Committee Update (LCAP 2, AMO 2)** - Sirui Thomassian, FPC Assistant Director (*Informational*)

FPC continues to work on enrollment and recruitment. The FPC Community Carnival flier and Enrollment Flier have been pinned on Instagram. Postcards are being sent out to residents in the area. Mrs. Thomassian has met with an advertising agency, Marketing 360, and discussed efforts to advertise online.

We have also found that “word of mouth” is very beneficial and our former and current parents are one of the best forms of bringing in new students. Mrs. Thomassian is also planning a coffee gathering where she will introduce herself as the future director of Fenton Primary Center.

All staff will be encouraged to continue spreading the word and distributing flyers. It was also recommended that someone attend the upcoming San Fernando Outdoor Market on Saturday, April 22.

Item #4 **Open House Update (LCAP 2, AMO 2)** - Gurpreet Gill, FPC PAC Co-Chair
(Informational)

TK and Kindergarten will have their Open House on Thursday, April 20 from 5:00 – 6:00 p.m. Kindergarten classes will have their second music performance of the year as part of the Education Through Music – Los Angeles (ETM-LA) grant. Three classes will perform in the MPR and 3 classes will perform in the atrium simultaneously at 5:00 p.m. TK classrooms will open at 5:00 PM and Kindergarten classrooms will open immediately after the performances.

First grade Open House is scheduled for Wednesday, May 3 and second grade Open House will be on Thursday, May 4. Both grades will have their Open Houses from 5:00 – 6:00 p.m.

New Business:

Item #5 **May Spirit Week (LCAP 2, AMO 1)** - Coco Salazar, Kindergarten Lead Teacher
(Motion to Approve)

May is Mental Health Awareness Month. To kick off Mental Health Awareness Month, we will have a Spirit Week the first week of May. The themed days will be as follows:

Monday, May 1 – May Day – Wear flowers

Tuesday, May 2 – National Teacher Appreciation Day – Dress up like your teacher

Wednesday, May 3 – Two Different Colored Shoes Day – Wear two different colored shoes

Thursday, May 4 – National Star Wars Day – Dress up like a Star Wars character or wear Star Wars attire

Friday, May 5 – Cinco de Mayo – Wear red, white, and green

In addition, we will have a special live author reading on Tuesday, May 2nd to promote mental health awareness. Thanks to our connection with MagicBeans Bookstore, they were able to schedule grade level assemblies where author Andrea Sonneberg will read her newly released children’s book, *Panda’s Helping Paw*. Mrs. Sonneberg has made it her mission to work to increase awareness and destigmatize mental health issues since the untimely death of her son, Bradley. Mrs. Sonneberg believes that by teaching young children about mental health, we can normalize the condition and teach them to understand their own feelings and those of their friends to aid in healthy living. As the founder of a literacy program for underserved students, she is committed to the power of books and education.

The assemblies will be by grade level and are scheduled at the following times:

TK: 8:35 - 8:55 a.m.

Kindergarten: 9:00 - 9:20 a.m.

First Grade: 9:25 - 9:45 a.m.

Second Grade: 9:50 - 10:10 a.m.

On **MOTION** of Sirui Thomassian, **SECONDED** by Magaly Ponce, and **CARRIED**, the **May Spirit Week** was approved.

Item #6 **Scholastic Book Fair (LCAP 2, AMO 2)** - Bridget Ruiz, FPC PAC Co-Chair
(Motion to Approve)

This year's Scholastic Book Fair will take place from Saturday, April 29th to Friday May 5th. The book fair will open up during the FPC Community Carnival. The book fair will be set up on Friday, April 28 in room 104. A sign up will be shared on Google for staff to sign up to work the book fair.

Students will also be able to preview the book fair on Monday, May 1st. Miss Daugherty has volunteered to be the Book Fairy and host the preview for all classes.

On **MOTION** of Bridget Ruiz, **SECONDED** by Paola Ramirez, and **CARRIED**, the **Scholastic Book Fair** was approved.

Item #7 **RIF 3rd Literacy Event (LCAP 2, AMO 1)** - Coco Salazar, Kindergarten
Lead Teacher *(Motion to Approve)*

Our third and final literacy event of the year will be held on Friday, April 28 in honor of National Superhero Day. Students and staff will be invited to dress up as a superhero or wear superhero attire. Students will be able to self-select their third free book from our grant with Reading is Fundamental to add to their at-home libraries. All grade levels will be asked to provide a literacy activity for their students.

On **MOTION** of Diana Lucas, **SECONDED** by Gurpreet Gill, and **CARRIED**, the **RIF 3rd Literacy Event** was approved.

Item #8 **FPC Community Carnival (LCAP 2, AMO 2)** - Coco Salazar, Kindergarten
Lead Teacher *(Informational)*

The FPC Community Carnival will take place on Saturday, April 29 from 9:00 AM – 12:30 PM. This event will provide acceleration activities for all grade levels and help serve as a community event to showcase our school and help with recruitment and enrollment for the upcoming school year. A Google sign-up sheet has been shared out so that staff can sign up to work the carnival. Each grade level will host an acceleration activity as well as a grade level booth with activities and prizes. Current students will be able to pre-register for the grade level acceleration activity in order to get an approximate count of how many students will participate in the classroom activity.

The flier will be posted throughout the community and showcased on Instagram. Mr. Tello has confirmed various food vendors and community resources who will set up a booth. There will be a magic show and virtual reality roller coaster along with many fun activity booths.

Announcements:

There were no announcements.

Next Regular Meeting:

TBD

Adjournment:

By order of **GENERAL CONSENSUS**, the Parent Advocacy Committee Meeting was adjourned at 7:55 a.m.

Minutes respectfully submitted by: Coco Salazar

FENTON CHARTER PUBLIC SCHOOLS
Santa Monica Boulevard Community Charter School

Unapproved Minutes of the Parent Advocacy Committee

May 9, 2023

Call to Order: Evelia Manzo and Aaron Veals, Co-Chairs

Roll Call: Christian Hidalgo, Secretary

Members Present: David Levinson, Christian Hidalgo (Secretary), Sandra Campos, Xareni Robledo, Lisa DeFrancesco, Evelia Manzo (Chair), Christy Namkung, Johana Juarez, Aaron Veals (Chair), Shae Ortega Padilla, Alexis Ribakoff, Cary Rabinowitz

Excuse Members: Walter Gomez

Absences: None

Additions/Corrections to the Agenda: Evelia Manzo and Aaron Veals, Co-Chairs

There were no additions or corrections to the agenda.

Approval of Minutes: Evelia Manzo and Aaron Veals, Co-Chairs

Item #1 **Approval of Minutes from the March 21, 2023 meeting of the Parent Advocacy Committee** (*Motion to Approve*)

On **MOTION** of Shae Ortega Padilla, **SECONDED** by Christy Namkung, and **CARRIED**, the minutes from the March 21, 2023 meeting of the Parent Advocacy Committee were approved.

Presentations from the Public: Evelia Manzo and Aaron Veals, Co-Chairs

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 **Head Start Programming Update** - Cary Rabinowitz, Director
(*Informational Item*)

Item #3 was tabled. (Information will be emailed to staff.)

Item #4 **ELOP Program Updates (LCAP Goal 2, AMO 2)** - Cary Rabinowitz,
Director (*Informational Item*)

Mr. Rabinowitz provided summer school updates. Links for summer school interest forms were posted on Class Dojo and dispersed through paper forms on April 21st. Families had until Wednesday, May 3rd to fill out surveys. As of now, we have about 130 students for each session.

If parents are interested, they need to message Ms. Luna directly on Class Dojo or call the school and leave a voicemail if unavailable (ext. 2172). Their child will be put on a waiting list unless spaces are open for that particular grade level.

Confirmation letters will be sent next week by Friday, May 26th.

Enrollment for Think Together and LA's Best are through the site coordinator. Parents need to contact them after school. Both programs will run from June 20-July 28 (6 weeks).

Session 1

June 20-30 (9 days)

SMBCCS Teachers & Outside Vendors 8-12pm

Think Together 12-4pm

Session 2

July 5-28 (18 days)

Outside Vendors 8-12pm

Think Together 12-4pm

Item #5 **School Climate Survey Distribution (LCAP Goal 3)** - Cary Rabinowitz,
Director (*Informational Item*)

Item #5 was tabled. (Information will be emailed to staff.)

Item #6 **Mental Health Awareness Month** - Xareni Robledo, School Counselor
(*Informational Item*)

Ms. Robledo provided information on Mental Health Awareness Month.

Week of May 1st - 5th: Ms. Robledo will be sending weekly emails for this month to promote mindfulness, wellness, and self-care among other things.

Week of May 8th - 12th: California Student Mental Health Week and Teacher Appreciation Week! A Kindness Committee student will lead us over the PA with a coping technique that helps their mental health as students begin SBAC and i-Ready testing. The Kindness Committee created activities to alleviate testing stress for students to participate in during their lunch.

Week of May 15th - 19th: Staff and students will receive a mental health BINGO card for the week. Staff, if you complete it, you can turn it in for a raffle prize!

Week of May 22nd - 26th: The Kindness Committee will lead lunch activities for students who want to participate.

Week of May 29th - June 2nd: There will be positive affirmations in the staff bathrooms to encourage self-love and care to wrap the month up.

Item #7 **Independent School Alliance Updates** - David Levinson, 6th Grade Teacher
(*Informational Item*)

Mr. Levinson provided information and updates on the Independent School Alliance. He stated the Alliance Program is an organization that has been working closely with SMBCCS for over 20 years helping provide scholarships for students who are high-performing achievers. He added that there is a strong need for private schools to expand the diversity of their schools. SMBCCS demographics are primarily made up of Hispanic/Latino, African American, and Native Americans making our students perfect candidates to be considered for these scholarships. Mr. Levinson also provided an example of the letter he sent out to students that he will be recommending and helping apply for the Independent Alliance for Minority Affairs prior to the meeting via Zoom. The meeting is intended to provide in-depth information about the program and the process to apply. During the meeting via Zoom, 12 students expressed interest in the program and one student is already familiarized with the program and started the program.

Mr. Rabinowitz mentioned the importance of bringing the program to the forefront and making it as visible as possible to everyone in the school. The Alliance program is extremely important to our students as they greatly benefit from and change their lives as millions of dollars of tuition go out to support the students who go into this program. Mr. Rabinowitz also mentioned they are looking for staff who are interested in learning the process or being part of the process to reach out to David Levinson.

Item #8 **Student Council Update (LCAP Goal 2, AMO 2)** - David Levinson,
Teacher (*Informational Item*)

Mr. Levinson provided information about Student Council. He mentioned students are working hard and diligently with all their tasks and looking forward to earning their field trip to Knott's Berry Farm.

Item #9 **Parent Center Update (LCAP Goal 2, AMO 1)** - Johana Juarez, Parent
Center Director (*Informational Item*)

Ms. Juarez provided updates about the Parent Center. She mentioned the 2022-2023 school year started with 65 parents enrolled, but as the learning program started, 31 parents remained present in school and 6 via Zoom. Ms. Juarez also stated the importance of the parents being a bridge of communication and live advertisement to attract other parents to enroll students in our school or parents being part of the Parent Center.

Ms. Juarez mentioned the learning this school year used a mixed model to help serve as many parents as possible who were committed to learning various strategies to help support their children with their learning. Also, the model was designed for parents to become successful learners themselves.

Parents continued throughout the school year to be active participants in school activities, meetings, school shows, community walks, and volunteering their time.

Next school year, the Fenton organization will have a parent center director for each school. Updates will be provided once all Parent Center Directors meet with Mr. Parra who will be overseeing all Parent Centers.

Ms. Juarez also provided a link to show an overview of SMBCCS's Parent Center regarding attendance, classes, and activities.

Link

<https://docs.google.com/document/d/1LvHxW13t9djypeEkI3LaxAdYpw3D7MiFmpTiapdisOA/edit>

Announcements:

Open House Scheduled for June 1st, Open House Snake Scheduled for June 2nd

Story Tellers Performance in the Auditorium May 10, 2023

Next Regular Meeting:

TBD

Adjournment:

On **MOTION** of Christy Namkung, **SECONDED** by Lisa Defrancesco, and **CARRIED**, the Parent Advocacy Committee adjourned at 7:40 a.m.

Minutes respectfully submitted by: Christian Hidalgo

FENTON CHARTER PUBLIC SCHOOLS
Fenton Charter Leadership Academy

Unapproved Minutes of the Parent Advocacy Committee

May 15, 2023

A meeting of the Parent Advocacy Committee was held on Monday, May 15, 2023 at 7:18 am.

Call to Order: Melissa Katchen, Sub Chair

Roll Call: Bridget Badro, Secretary

Parent Advocacy Committee Members Present: Bridget Badro, Kalea Wright, Jennifer Miller, Alejandra Munoz, Adriana Baez

Non-committee Members: Melissa Katchen, Sofia Carias, Jennifer Pimentel

Members Excused: Raquel Contreras, Brennan Mack, Cecilia Quijano, Siranush Akopyan

Additions/Corrections to the Agenda: Melissa Katchen, Sub Chair

Approval of Minutes from April 14, 2023: Melissa Katchen, Sub Chair

Item #1 **Minutes from the April 14, 2023 meeting of the Parent Advocacy Committee** (*Motion to Approve*)

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

Presentations from the Public: Melissa Katchen, Sub 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 **Open House Event (LCAP 2, AMO 2)** - Jennifer Miller, Director (*Informational Item*)

Open House will take place Friday, June 9 from 4:30 to 6:00 pm. Tentative plans have been made:

· 3:00 - 4:30 pm - (Teachers will use this time to set up classrooms)

- 4:30 pm - (Doors will open to families)
- 5:00 pm - (Student performances will be available to watch. These performances may include dance, ukulele, ballet, or music.)
- 4:30 -6:00 pm - (Classrooms will open to families)
- 4:30 -5:30 pm - (Food vendors will be available.)

We would like to have a chance to display student work from various after school programs.

Item #4 **Final Spirit Week (LCAP 2, AMO 2)** - Jennifer Pimentel, Assistant Director
(*Informational Item*)

Spirit week will take place Monday, June 12 to Friday, June 16. Students and staff will have an opportunity to dress up each day of the week. Flyers will be sent home to notify families.

- Monday: Mad Hatter Monday (wear a wacky hat)
- Tuesday: Twin Tuesday (dress the same as a friend)
- Wednesday: Wacky Sock Wednesday (wear wacky socks)
- Thursday: Tropical Hawaiian Thursday (Wear tropical clothes)
- Friday: Our Future is Bright Friday (wear sunglasses)

Item #5 **Sixth Grade Culmination Event, (LCAP 2, AMO 2)** - Jennifer Miller,
Director (*Informational Item*)

Sixth Grade Culmination will be Thursday, June 15 at 8:30 am. It will take place in the Annex MPR. In order to follow occupancy rules, students will get two tickets each. Sixth grade students had an opportunity to come up with different slogans/themes and voted on one. The Toy Story theme received the most votes. Culmination will be live streamed via Zoom so families and staff can view remotely. Siblings are invited to the dress rehearsal on Wednesday, June 14. This will ensure they have an opportunity to see their sibling culminate without missing school on Thursday.

Item #6 **School Climate Surveys (Staff, Student, Parents) (LCAP 2, AMO 2)** -
Jennifer Miller, Director (*Informational Item*)

Students and staff complete a climate survey every year. They are due at the end of the year. The questions are tied to our Specific Learning Outcomes from our WASC accreditation and Charter Petition. Questions relate to academics, strategies, assessment data, parent engagement, and cultural community.

Item #7 **FCLA/STEM Family Center Director** - Jennifer Miller, Director
(*Informational Item*)

Currently, Tony Peña is the Family Center Director of the Academies, FPC and FACS. He will solely be dedicated to FACS next year. After interviews were conducted, Virginia Palma was offered the Family Center Director position at the Academies. She is currently our Compliance Assistant, so this position will now be open. Ms. Palma has established a lot of great relationships with families and will be a great person for this position. We know she is going to be wonderful!

Item #8 **Summer Programming Update** - Alex Muñoz, Expanded Learning
Coordinator (*Informational Item*)

Summer School 2023 is just around the corner! This summer, we will have two sessions offered to students. Session 1 will take place from June 20 to June 30, and will be run by our Fenton staff, with students having the option to attend “after school” Think Together programming. Thus far, we have 13 staff members who have expressed interest in participating. Participating teachers will work 7:30 – 12:30 pm daily, and will receive 2 additional hours of compensated planning time, all at an hourly rate of \$75/hour. Students will be in school from 8:00 – 12:00 pm, and will have the opportunity to participate in Think Together from 12:00 – 5:00 pm, daily. Some of the proposed Summer School activities include, Music Mondays (Music Center assemblies), Kona Ice Days, Water Play Wednesdays, STEAM assemblies, and even a field trip (tentatively scheduled to go to the Moorpark Learning Zoo). All interested staff have been sent a feedback survey to gauge their initial thoughts on these proposed activities. Ms. Muñoz will meet with participating teachers next Tuesday, May 23 to go over additional questions and planning.

Session 2 will take place July 17 to August 4, and will be led by Think Together. Students will be in school from 8:00 – 3:30 pm, daily. This session will also include fun opportunities, such as assemblies, field trips, and water play! The Student Interest Survey was sent home to families and is available from now until Friday, May 19. Thus far, we have 161 interested responses, with over half of the families expressing interest in participating in both sessions. Any 6th grade students who are interested in Summer School are able to participate in Session 1, but will not be able to attend in Session 2, as they are no longer rostered to us after June 30. Student confirmation letters will be sent home at the end of this month.

Announcements:

The Fenton Academies are hosting the next PD Day on Friday, May 26. The theme is “Cheers to 30.” Mrs. Miller created a survey for all staff members. The survey is designed to share your favorite memory at the Fenton Academies. These memories will be shared at the PD. Mrs. Miller reminds everyone to please fill out the survey.

Next Regular Meeting:

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

Adjournment:

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

Minutes respectfully submitted by: Bridget Badro, Secretary

FENTON CHARTER PUBLIC SCHOOLS
Fenton Charter STEM Academy

Unapproved Minutes of the Parent Advocacy Committee

May 15, 2023

A meeting of the Parent Advocacy Committee was held on Monday, May 15, 2023 at 7:19 am.

Call to Order: Melissa Katchen, Chair

Roll Call: Sofia Carias, Secretary

Parent Advocacy Committee Members Present: Melissa Katchen, Sofia Carias, Jennifer Miller, Alejandra Munoz

Non-committee Members: Jennifer Pimentel, Bridget Badro, Adrianna Baez, Kalea Wright

Members Excused: Cecilia Quijano, Tony Pena, Kelli Thompson, Deanna Weiss

Additions/Corrections to the Agenda: None

There were no additions/corrections to the agenda.

Approval of Minutes from April 14, 2023: Melissa Katchen, Chair

Item #1 **Minutes from the April 14, 2023 meeting of the Parent Advocacy Committee** (*Motion to Approve*)

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

Presentations from the Public: 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 **Open House Event, (LCAP 2, AMO 2) - Jennifer Miller, Director,**
(Informational Item)

Open House will take place Friday, June 9 from 4:30 to 6:00 pm. See tentative schedule below. We would like to showcase work from various after school programs.

- 3:00 - 4:30 pm - (Teachers will use this time to set up classrooms)
- 4:30 pm - (Doors will open to families)
- 5:00 pm - (Student performances will be available to watch. These performances may include dance, ukulele, ballet, or music.)
- 4:30 -6:00 pm - (Classrooms will open to families)
- 4:30 -5:30 pm - (Food vendors will be available.)

Item #4 **Final Spirit Week (LCAP 2, AMO 2)** - Jennifer Pimentel, Assistant Director, *(Informational Item)*

Spirit week will take place Monday, June 12 to Friday, June 16. Students and staff will have an opportunity to dress up each day of the week. Flyers will be sent home to notify families. Proposed themes are listed below.

- Monday: Mad Hatter Monday (wear a wacky hat)
- Tuesday: Twin Tuesday (dress the same as a friend)
- Wednesday: Wacky Sock Wednesday (wear wacky socks)
- Thursday: Tropical Hawaiian Thursday (Wear tropical clothes)
- Friday: Our Future is Bright Friday (wear sunglasses)

Item #5 **Sixth Grade Culmination Event, (LCAP 2, AMO 2)** - Jennifer Miller, Director, *(Informational Item)*

Sixth Grade Culmination will be Thursday, June 15 at 8:30 am. It will take place in the Annex MPR. In order to follow occupancy rules, students will receive two tickets each. Sixth grade students had an opportunity to come up with different slogans/themes. Toy Story theme received the most votes! Culmination will be live streamed via Zoom so families and staff can view remotely. Siblings are invited to the dress rehearsal on Wednesday, June 14. This will ensure they have an opportunity to see their sibling culminate without missing school on Thursday.

Item #6 **School Climate Surveys (Staff, Student, Parents), (LCAP 2, AMO 2)** - Jennifer Miller, Director, *(Informational Item)*

Students and staff complete a climate survey every year. They are due at the end of the year. The questions are tied to our Specific Learning Outcomes from our WASC accreditation and Charter Petition. Questions relate to academics, strategies, assessment data, parent engagement, and cultural community.

Item #7 **FCLA/STEM Family Center Director** - Jennifer Miller, Director, *(Informational Item)*

Currently, Tony Peña is the Family Center Director of the Academies, FPC and FACS. He will solely be dedicated to FACS next year. After interviews were conducted, and Virginia Palma was offered the Family Center Director position at the Academies. She is currently our Compliance Assistant, so this position will now be open. Ms. Palma has established great relationships with families during her time here, and will be just as good in this new position. We are excited for this opportunity to grow and strengthen community outreach.

Item #8**Summer Programming Update - Alex Muñoz, Expanded Learning Coordinator, (*Informational Item*)**

Summer School 2023 is just around the corner! This summer, we will have two sessions offered to students. Session 1 will take place from June 20 to June 30, and will be run by our Fenton staff, with students having the option to attend “after school” Think Together programming. Thus far, we have 13 staff members who have expressed interest in participating. Participating teachers will work 7:30 – 12:30 pm daily, and will receive 2 additional hours of compensated planning time, all at an hourly rate of \$75/hour. Students will be in school from 8:00 – 12:00 pm, and will have the opportunity to participate in Think Together from 12:00 – 5:00 pm, daily. Some of the proposed Summer School activities include, Music Mondays (Music Center assemblies), Kona Ice Days, Water Play Wednesdays, STEAM assemblies, and even a field trip (tentatively scheduled to go the Moorpark Learning Zoo). All interested staff have been sent a feedback survey to gauge their initial thoughts on these proposed activities. Ms. Muñoz will meet with participating teachers next Tuesday, May 23 to go over additional questions and planning.

Session 2 will take place July 17 to August 4, and will be led by Think Together. Students will be in school from 8:00 – 3:30 pm, daily. This session will also include fun opportunities, such as assemblies, field trips, and water play! The Student Interest Survey was sent home to families and is available from now until Friday, May 19. Thus far, we have 161 interested responses, with over half of the families expressing interest in participating in both sessions. Any 6th grade students who are interested in Summer School are able to participate in Session 1, but will not be able to attend in Session 2, as they are no longer rostered to us after June 30. Student confirmation letters will be sent home at the end of this month.

Announcements:

The Fenton Academies are hosting the next Professional Development (PD) Day on Friday, May 26. The theme is “Cheers to 30.” Mrs. Miller created a survey for all staff members. The survey is designed to share your favorite Fenton memory. These memories will be displayed at the PD Day. Mrs. Miller reminds everyone to please fill out the survey.

Next Regular Meeting:

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

Adjournment:

On **MOTION** of Sofia Carias **SECONDED** by Melissa Katchen and **CARRIED**, the Parent Advocacy Committee adjourned at 7:49 AM

Minutes respectfully submitted by: Sofia Carias, Secretary

FENTON CHARTER PUBLIC SCHOOLS
Fenton Avenue Charter School

Unapproved Minutes of the School-Community Relations Council

Thursday, May 18, 2023

A meeting of the School-Community Relations Council was held on Thursday, May 18, 2023, at 7:15 a.m. at Fenton Avenue Charter School at 11828 Gain Street, Lakeview Terrace, CA 91342.

Call to Order: Tony Peña, Chair

The School-Community Relations Council Meeting was called to order at 7:17am . by Chair, Tony Peña.

Roll Call: Tony Peña, Chair

Members Present: Tony Peña, Christina Melkonian, Emily Waterbury, Andrea Cuba, Tiffany Fisher, Evelyn Martinez, Saul Ulloa, Ileana Venegas

Members Excused: NA

Additions/Corrections to the Agenda: Tony Peña, Chair

Approval of Minutes: Tony Peña, Chair

Item #1 **Minutes from the March 31, 2023 meeting of the School, Community Relations Council** *(Motion to Approve)*

On **MOTION** of Tiffany Fisher, **SECONDED** by Christina Melkonian, and **CARRIED**, the Minutes of the School-Community Relations Council Meeting of March 31, 2023 were approved as submitted.

Presentations from the Public: Tony Peña, Chair

Item #2 **Any persons desiring to address the School, Community Relations Council on any proper matter**

Old Business:

There was no Old Business.

New Business:

Item #3 **LAUSD CSD Oversight Results (LCAP Goal 1, AMO 2)** - Monica Castañeda, Director *(Informational Item)*

Monica Castaneda presented on the LAUSD CSD Oversight results. Fenton Avenue earned the following scores: 4 in Governance, 4 in Fiscal Services, 4 Organizational Management and a 3 in

Student Achievement. The “3” in Student Achievement is a huge accomplishment and is a testament to the efforts of the teachers and leading the students to perform well on the state test. FACS is looking forward to this year’s CAASPP scores to maintain the “3” during next year’s oversight visit.

Item #4 Official WASC Accreditation (LCAP Goal 1, AMO 2) - Monica Castañeda, Director
(Informational Item)

Monica Castañeda presented on the Official WASC Accreditation. As a school we did a great job and were awarded a six year accreditation with a three year mid-year cycle review. We will analyze our action plan and evaluate how we will address our goals over the coming years.

Item #5 School Climate Surveys (LCAP 2, AMO 2) - Monica Castaneda, Director
(Informational Item)

Monica Castañeda presented on School Climate Surveys. Surveys will be sent to staff, students and parents next week. Students will have time in class to take the survey on their iPads. Fliers will be sent home with students that include QR codes for parents to easily take the survey. It was also sent out via Class Dojo. The survey data will be used to address and improve the school programming.

Item #6 5th Grade Culmination (LCAP 2, AMO 2) - Lorena Sanchez, 5th Grade Lead Teacher
(Informational Item)

Lorena Sanchez presented on 5th Grade Culmination. She shared that this year's culmination will take place in the evening on Friday, June 9th at 5pm. Students will each receive two tickets for their families to attend. Families will have the option to pick up tickets in the office on June 2nd. If they do not pick up tickets they will be sent home with the student on June 5th. This will be a minimum day for all students.

Item #7 5th Grade Fundraiser (LCAP 2, AMO 2) - Lorena Sanchez, 5th Grade Lead Teacher
(Informational Item)

Lorena Sanchez presented the 5th Grade Fundraiser. A Smencils fundraiser was held the week of May 1st. A profit of \$1,060 was made in sales. The profit will be used to assist with culmination and end of the year activities. This includes a field trip to the LA Zoo. The grade-level invites all to attend the kick ball game on Friday, June 16th.

Item #8 Kids Ocean Day (LCAP Goal 1, AMO 2) - Paige Piper, Administrative Coordinator
(Informational Item)

Paige Piper presented on the Kids Ocean Day Field Trip. More than 400 students will be participating in the Malibu Foundation Kids Ocean Day Cleanup. The students participated in an Ocean Day Assembly in March to prepare them for this day. Teachers attending will be provided with shirts. Nine buses are needed to transport the students. One bus was paid for by Councilwoman Monica Rodriguez’s office and the remaining buses will be paid by FACS and the Malibu Foundation. All attendees will be participating in the wave for change aerial art.

Item #9 Summer Programming Update - Mercedes Cordoba Meeks, ELOP Coordinator
(Informational Item)

Mercedes Cordoba Meeks presented on the Summer Programming Update that will take place from June 20th-30th. So far, there are about 100 students and 10 teachers that are interested in joining the summer program with different focus areas in academics. Classes will be held from 8:00 am-12:00 pm and Think Together will be providing services from 12:00 pm-4:00 pm. Parents have requested a workshop to help sign up for the program, which will be provided on May 18th after school. During the summer program, FACS TAs and additional Think Together staff will be assisting teachers in the classroom.

Announcements:

There were no announcements.

Next Regular Meeting:

TBD

Adjournment:

By order of **GENERAL CONSENSUS**, the School-Community Relations Council Meeting was adjourned at 7:37 a.m.

Minutes respectfully submitted by: Tiffany Fisher and Christina Melkonian, Co-Secretaries

No meetings of the School Site Councils were conducted this past month.

FENTON CHARTER PUBLIC SCHOOLS
Fenton Avenue Charter School

Unapproved Minutes of the English Learner Advisory Council Meeting

April 20, 2023

Call to Order: Juan Gomez, Chair

A meeting of the English Learner Advisory Council was held on April 20, 2023 at 7:17 a.m. via Zoom at Fenton Avenue Charter School.

Roll Call: Lorena Sanchez, Secretary

Members Present: Monica Castañeda, Juan Gomez, Lorena Sanchez, Ivan Hernandez, Dulce Rojo

Members Absent: None

Additions/Corrections to the Agenda: Juan Gomez, Chair

There were no additions or corrections to the agenda.

Approval of Minutes: Juan Gomez, Chair

On **MOTION** of Monica Castañeda, **SECONDED** by Cindy Soto, and **CARRIED**, the minutes from the January 24, 2023 meeting of the English Learner Advisory Council were approved.

Presentations from the Public: Juan Gomez, Chair

Item #1 Any persons desiring to address the English Learner Advisory Council on any proper matter

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #2 Summative ELPAC Administration Update (LCAP Goal 1, AMO 3)
- Juan Gomez, FACS Administrative Coordinator (*Informational Item*)

The Summative ELPAC was administered beginning the week of February 15th. Teachers were able to review and select the designated supports for students, during the duration of the Summative ELPAC. We would like to thank Ms. Sarnecki, and Ms. Ramos, for helping students complete the

Speaking portion of the ELPAC assessment. There were a total of 201 students who were assessed. In addition, there was one student who was assessed on the Alternate Summative ELPAC. Scores have been submitted and entered. We are predicting the student score results to be received and sent to families before the end of summer.

Item #3 Annual Performance Based Oversight Update - Monica Castañeda, FACS Director (*Informational Item*)

Fenton Avenue Charter School had the LAUSD Oversight Visit on Tuesday, February 8th. We received a perfect score of "4" in three categories: Governance, Organizational Management, Programs and Operations, and Fiscal Operations. A score of "3" was received for Student Achievement and Educational Performance. This score was received with only one year of state testing results. Teachers were recognized and thanked for their unwavering efforts in ensuring academic excellence for all students. We are confident that the work we are doing will result in a perfect score, in the near future, as we stand by our school mantra, "Together We Can, Together We Will!"

Item #4 WASC Self-Study Update (LCAP Goal 3, AMO 3) - Monica Castañeda, FACS Director (*Informational Item*)

The WASC team visited Fenton Avenue Charter the week of March 27th. The WASC Leads took the time to meet with the committee, and they were so impressed with the discussion, that they decided one meeting was sufficient. The WASC team also met with staff, in groups. The discussions consisted of clarifying questions about the self-study, specific questions about our program and school. On the last day of the visit, the WASC team shared their findings with all staff. We are waiting to receive the final report from the visiting committee.

Announcements:

There were no announcements.

Next Regular Meeting:

TBD

Adjournment:

On **MOTION** of Lorena Sanchez, **SECONDED** by Ivan Hernandez, and **CARRIED**, the meeting was adjourned at 7:30 a.m.

Minutes respectfully submitted by Lorena Sanchez, Secretary

II. D.

Financial Business Manager's Report
(See presentation slides)

II.E.

Directors' Reports

FENTON AVENUE CHARTER SCHOOL (FACS)
DIRECTOR'S REPORT

May 25, 2023

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

AVG. Monthly ADA – 99.07%

Cumulative ADA – 98.21%

Date	TK	K	1st	2nd	3rd	4th	5th	Total
5/19/23	18	38	24	25	168	186	185	644

ADA - 9th Reporting Period

Congratulations to those teachers who earned **100% ADA** between April 17th and May 12:

Patricia Aparicio - 3rd

Bernite Oandasan - TK

Barbara Aragón - 3rd

Martin Penner - 3rd

Andrea Cuba - 4th

Christopher Torres - 3rd

Tiffany Fisher - 5th

Lorena Sanchez - 5th

Leanna Hendrix - 1st

Rebecca Williamson - 4th

Evelyn Martinez - 3rd

CURRICULUM AND INSTRUCTION

Student Reorganization

During the weeks of May 8th and May 15th, the primary, 3rd, and 4th-grade teachers participated in student reorganization for the 2023-2024 school year. Teachers completed their Student Profile Cards to identify each student's various needs and concerns to place them equitably and accordingly for the upcoming school year. The profile information includes the academic progress of each student. These considerations are necessary to assist with creating homogenous groupings for next year's acceleration program (GLOW Time). The Special Education Team also participated in these meetings to ensure proper placement for students with IEPs in their respective classrooms for next year to adequately meet their needs.

iReady End of Year Testing

The end-of-year testing window opened on May 8th for primary grades, Kinder to 2nd, and closed on Friday, May 19th. The data is already showing significant growth in both ELA and Math in these grade levels. Additionally, the data indicates numerous students growing in grade level bands, many performing at grade level and above. So far, the data is promising, and we are excited to see the diagnostic results from the 3rd to 5th-grade students. The testing window for these grade levels begins on Tuesday, May 30th.

Paula Maeker, Solution Tree Consultant



On April 21st, FACS was honored to work with Paula Maeker from Solution Tree. She spent the day working with each grade level, allowing them to ask questions to help support their RTI efforts. During the second half of the day, the entire staff participated in PD with Paula to summarize the work of PLCs and RTI and how we can continue to utilize and incorporate various strategies and ideas to help strengthen our GLOW program. The feedback received from the staff was seen as

highly beneficial, with many requesting her ongoing support. Paula Maeker has graciously agreed to work with FACS next year to continue guiding our work. She will work with FACS monthly throughout the 2023-2024 school year. We are very excited to welcome her and her expertise to FACS.

Wild About SBAC

On Friday, May 12th, FACS students participated in a Wild About SBAC Pep Rally. Ms. Piper prepared a fun-filled rally with competitive games for students to participate in. During the rally, students showed their enthusiasm and excitement for taking on the test. Students have completed the ELA portion of the test the week of May 15th and will complete the Math portion the week of May 22nd. Fifth-grade students will take the California Science Test (CAST) on May 30th and 31st.



BUDGET, FACILITIES, AND SAFETY

Facilities Update

FACS has requested quotes to renovate the school auditorium. The scope of the work will include retiling with the incorporation of the Fenton logo similar to the one at Santa Monica Blvd. The work also consists of replacing the auditorium seating as the current seats are very old. As well as a fresh coat of paint throughout. Richard Pearson and his team have already begun work on the projection and sound system with a complete upgrade of the audio and visual equipment upgrade.

Additional quotes have been requested to retile six classrooms throughout the campus. Contractors have also visited the campus to provide quotes on replacing all classroom sinks in the TK-4th grade classrooms. A quote is being provided for a remodel of the student and staff restrooms. These projects will be paid through ESSER II funding.

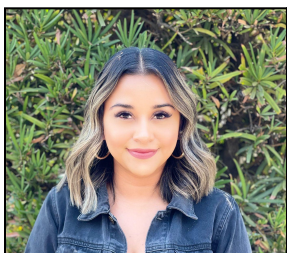
On May 18th, the J-building bathrooms became backed up and will be closed until further notice. It was found to be a large piece of asphalt that caused the backup. The contractor concluded that a “trenchless repipe” was the best option and will provide a quote as soon as possible. All three J-building bathrooms will be closed until further notice, and the team is unsure which/how many other classrooms may also be affected.

Lastly, there was a significant leak in room 59 which also affected the room below (room 52). As a result, room 52 sustained water damage in all the cabinets and must be completely redone. There was damage to Ms. Fisher’s personal items and the school curriculum. A claim has been submitted through ASCIP to cover all damages and repairs. Due to the amount of damage and need for repair, the class was relocated to room 58 and will remain there for the rest of this school year and through the 2023-2024 school year. We appreciate the understanding and flexibility of Miss Fisher and her class.

HUMAN RESOURCE AND PERSONNEL

Staffing Update

As a result of the additional FCPS reorganization round, three of Fenton Avenue’s veteran teachers, Fanny Adnitt, Lizette Adkisson, and Vanessa Ettleman, will be transferring to Santa Monica Blvd. Community Charter School. This has created three additional classroom teacher openings at FACS. This brings the total number of vacancies to seven. The interview committee has diligently been seeking qualified candidates and holding interviews. Three candidates have been offered a teaching position and are completing the employment process. Interviews will continue to be held to fill the additional four openings. The most recent roster can be viewed [here](#).



Fenton Avenue Office Assistant

Fenton is excited to announce that **Vivian Matute** has been selected as the new Office Assistant at FACS. Vivian has worked at both FPC and FACS as an adult assistant for several years. Her time working as the Nurse Assistant here has provided her with various experiences with the runnings of the main office because of her willingness to always step up and support when needed.

She is eager and ready to step into her new role. Interviews to fill the vacancy Nurse's Assistant position will be held the week of May 22nd. Amy and Vivian have worked closely to ensure a smooth transition into their new roles. The business office is fortunate to receive Amy as their compliance assistant. She will be sorely missed at Fenton Avenue.

2023-2024 Lead Teacher and Representatives

The following staff members have been voted on by their peers to serve in the identified roles:

Grade Level Lead Teachers

Leanna Hendrix and Lisa Morales - Primary

Christopher Torres - 3rd Grade

Christina Melkonian and Rebecca Williamson - 4th Grade

Lorena Sanchez - 5th Grade

Myriam Arechiga and Elsie Orellana - Special Education

Faculty Representatives

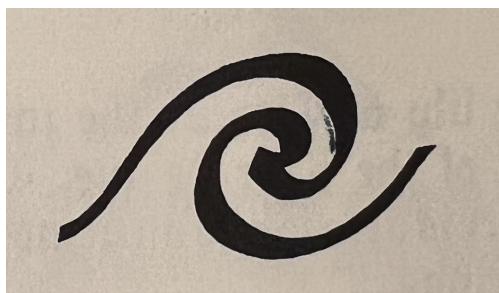
Evelyn Martinez and Ann Velasco

Classified Representatives

Vivian Matute and Veronica Ramos

SCHOOL-COMMUNITY RELATIONS

Kids Ocean Day



On Thursday, May 25th, over 400 FACS scholars in grades 3-5 attended the Malibu Foundations' annual Kids Ocean Day cleanup event at Dockweiler State Beach. Students worked in teams to clean up a section of the beach and calculated the amount of trash collected. The day concluded with lunch on the beach and participation in creating an aerial art piece depicting a "wave of change for the ocean." This event will serve as a culminating activity for the Environmental Studies learning that FACS students have completed this school year.

Upcoming Events:

- 5/26 FCPS PD Day #7
- 5/30 Memorial Day - No School
iReady Testing Window Opens (3-5)
- 6/5 Semester Awards Begin
- 6/9 5th Grade Culmination
- 6/16 Last Day of School

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

May 25, 2023

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

Grade Level Enrollment

Date	TK	K	1 st	2 nd	3 rd	4 th	5 th	6 th	Total
April 2023	55	97	88	122	122	110	114	79	787

Cumulative Average Daily Attendance (ADA) – 98.95%

Monthly Average Daily Attendance (ADA) – September - 98.70%; October – 99.10%; November – 98.78%; December – 98.64%; January – 98.41%; February – 99.12%; March – 99.27%; April 99.20%; May 99.33%

New Enrollment for the 2023-2024 School Year

The table below provides an update on new enrollment applications as of Friday, May 19, 2023. Santa Monica's main office has done a great job following up with families to ensure overdue packets are returned. 6th grade is not included in the table as new enrollment inquiries are added to our current waitlist of 9 students.

Grade Level	Total Enrollment Applications Sent and Received	Expected Continuing Enrollment	Applications + Continuing Enrollment	23-24 Enrollment Projections	Additional Applications Needed
TK	24	---	24	48	24
K	28	55	83	117	34
1	2	97	99	95	0
2	1	88	89	90	1
3	4	122	126	120	0
4	0	122	122	120	0
5	4	110	114	110	0

24 total enrollment applications have been distributed to new TK families. The school is projecting 48 total TK students across three classrooms. Approximately 24 additional new enrollments are needed.

28 total enrollment applications have been distributed to new Kindergarten families. The school is projecting 117 total Kindergarten students. With continued enrollment from 55 TK students, 34 additional new enrollments are needed.

INSTRUCTION

LAUSD Annual Performance Based Oversight Visit Results

SMBCCS continues to receive stellar scores in the majority of categories audited by the Los Angeles Unified School District with 4's (Accomplished) in 3 out of 4 categories. The school received a 2 (Developing) in Student Achievement and Educational Performance as this marked the first year the Charter Schools Division has firmly put into place new benchmarks as spelled out in AB 1505 which match school results against the State.

Despite several "schoolwide" benchmarks that were lower than the State, we are pleased to see English learners, Socioeconomically disadvantaged students, and Latino students **outperform** the State in Math. Special education students are 5 points away from the State and our students schoolwide are less than 10 points away in Math.

English learners are the only student group to **outperform** the State in ELA, however Latino students are less than 5 points away, Special Education students are less than 20 points away and Socio Economically Disadvantaged students are less than 1 point away. With a very high percentage of Socio Economically Disadvantaged and EL students at our school, their ability to challenge and outperform the State in these areas is truly astounding.

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

WASC Mid Cycle Review

Santa Monica participated in what was a very positive and successful WASC Mid-Cycle Review on April 20, 2023. Our visiting committee chair and WASC Vice President of Educational Partnerships, Nancy Brownell, was very pleased to virtually share the day with our staff, parents and students.

A considerable amount of discussion centered around current efforts and programming such as the installation of WIN Time, Expanded Learning Programming, the utilization of the Teach - Assess Cycle, Common Formative Assessments, and the transfer from NWEA into i-Ready. Nancy was particularly impressed with our student group's ability to articulate the purpose of WIN Time and how it meets the needs of all students.

Thank you to Johana Juarez, our Parent Center Director, for organizing a group of parents to meet with Nancy as well. Our parents reported being very pleased with the school, specifically noting the efficiency of communication via Class Dojo and generally the many programs and partnerships the school offers.

As we ended the day, knowing the immense paperwork that comes with being an independent Charter school, Nancy encouraged us to streamline our efforts and ensure coherence between our many schoolwide plans such as the LCAP, WASC Action Plan, and Charter Petition. She also encouraged the team to consistently reflect on the **impact** of our efforts; And take time to consider how programming and processes better the school community over time.

The visiting committee summary report was received on Wednesday, April 26th. Board members may review the document [here](#). Progress on Growth Areas, Schoolwide Strengths, Growth Areas for Continuous Improvement and Additional Areas for Growth can be found on pages 5-7.

End-of-Year i-Ready Diagnostic Testing for K-2nd Grade Students – Participation Rates

K-2nd grade students have completed end of year i-Ready testing. Participation rates were very high with 99% of K-2nd grade students completing their testing in Reading and Math. This meets LAUSD requirement of 95%. Initial data looks promising in Math with Kindergarten and 2nd grade students meeting the Charter School Division requirement of 50% of students meeting their Annual Typical Growth. 2nd Grade students met this requirement in Reading as well.

CAASPP Summative Assessment – ELA and Mathematics

The majority of State Testing has completed in ELA and Mathematics. Students tested the week of May 8th and May 15th on Tuesday, Wednesday and Thursday. Students were focused and engaged and teachers and proctors did an excellent job ensuring our testing environments were conducive to student success. A very special thank you to Mr. Gomez for overseeing and organizing testing for all 3rd-6th grade students (approximately 425 students). 5th grade will be taking the California Science Test on May 23-24th.

Make up testing is scheduled over the next two weeks. All testing should be complete by June 1st.

Student Reorganization

Students have been reorganized into new classrooms for the 2023-2024 school year. Santa Monica follows a comprehensive process to place students in their new rooms with their new teachers. Several factors are considered including gender, language acquisition status, special needs, behavior and academic ability. Reorganization occurs over two sessions. First, academic and social factors are considered to place students into new rooms. Once complete, teachers are randomly placed with classroom groupings, parent requests are considered, and lastly, grade level teams organize and re-roster students. The entire process is completed via Google Sheets which allows for an organized and efficient process. Teachers should receive their 2023-2024 classroom rosters before June 1st.

PERSONNEL

Ariana Gomez Named Administrative Coordinator for the 2023-2024 School Year

The FCPS Hiring Committee had the pleasure of interviewing several very highly qualified and impressive candidates on Thursday, May 4th for the open Administrative Coordinator position at Santa Monica in the 2023-2024 school year. The FCPS Hiring Committee selected Ariana Gomez to serve as the Administrative Coordinator at Santa Monica Boulevard Community Charter School.

Ariana Gomez began her teaching career at Santa Monica Boulevard Community Charter School in the Fall of 2013. Over the years, Ariana has taught 3rd and 4th grades. Ariana has served Fenton as a Lead Teacher, STEAM Lead Teacher, Parent Advocacy Committee Co-Chair and Secretary, Front Row Math Program Pilot Teacher, 9Dots Coding Pilot Teacher, and i-Ready Math Learning Walk volunteer. In addition, she has helped launch a number of community events and initiatives at Santa

Monica including a Multicultural Festival, Pear Deck Professional Development, Best Practices for Technology in the Classroom Professional Development, Kids 4 Dodger Baseball, Pink Christmas for Children, and a Running Club. Ariana has a Bilingual Authorization from the University of Riverside. In 2019, Ariana received a Masters in Educational Technology. In 2022, Ariana received her second Masters in Educational Administration through the Charter Autonomous School Leadership Academy (CASLA) at California State University Dominguez Hills. She currently holds a certificate of eligibility for a preliminary administrative services credential.

Staff Leadership Roles for the 2023-2024 School Year

Santa Monica has confirmed staff leadership assignments for the 2023-2024 school year. We have several teachers continuing in their positions from the prior year and some new faces. Thank you to staff for participating in the process to determine each of our positions and for your professionalism in meeting all required deadlines along the way:

Grade Level and SPED Leads

TK: Jennifer Flynn

Kindergarten: Diana Ramos

1st Grade: Megan Stevenson and Tidarart Lot

2nd Grade: Evelia Manzo and Jocelyn Condo

3rd Grade: Zoe Weiss

4th Grade: *Vacant (formerly held by Ariana Gomez)*

5th Grade: Jordan Jones

6th Grade: *Vacant*

Special Education: Angela Boyd

STEAM Focus Leads

Gaby Arroyo, Christy Namkung, and Jennifer Nishimoto

Committee Co-Chairs

Instruction: Carmen Solis and Zoe Weiss

Finance: Kristine Khachian and Isabella Rodriguez

Personnel: Megan Rol and Marie Kirakossian

Parent Advocacy: Aaron Veals

Faculty Representatives

Gaby Arroyo and Xareni Robledo

Updated Staff Roster for the 2023-2024 School Year and Staff Needs

Santa Monica's teacher interview committee interviewed several candidates on Wednesday, May 3rd and has offered employment to a candidate to fill our 6th grade opening and a candidate to fill one Kindergarten opening. An additional candidate has also been placed in one of two open Special Day Classrooms. These placements paired with teacher transfers from the Fenton Primary Center and Fenton Avenue Charter School have filled 7 openings at the school. Positions are still open in Transitional Kindergarten (1), Kindergarten (2), 3rd Grade (1), 4th Grade (1), and for a Special Day Classroom teacher.

Introducing Jose Felix and Sarai Sanchez

Santa Monica is pleased to welcome Jose Felix from the Fenton Academies to serve as a full-time Maintenance Team member and Sarai Sanchez to join the custodian team! Both are doing a fantastic job in their new roles!

COMMUNITY RELATIONS

Expanded Learning Opportunities Program (ELOP) Updates

Summer School planning is underway at SMBCCS. Ms. Luna has been hard at work planning two separate sessions for students.

Session 1 will take place from June 20th-30th. Students will participate in a 4-hour morning program that will include 2 hours of core instruction from Santa Monica teachers and 2 hours of extracurricular activity with Jazz Empowers and Science of Sport, two very popular vendors from this school year. Students in the summer program may stay after 12:00pm and continue into extended programming with Think Together until 4:00pm.

Session 2 will take place from July 5th- July 28th. Students will again participate in a 4-hour morning program that will include 4 hours of extracurricular activity overseen by Think Together staff. Vendors will include Jazz Empowers, Gabriella Dance, Science of Sport, and Parker-Anderson Enrichment. Students in the summer program may stay after 12:00pm and continue into extended programming with Think Together until 4:00pm.

Links for summer school interest forms were posted on Class Dojo and dispersed through paper forms on April 21st. 130 students are currently enrolled in each session. Confirmation letters will be sent by Friday, May 26th.

Field Trips and Special Events

Saturday field trips and events are going very well and are highly attended by both students and teachers. Students have attended such event as college volleyball games and their own soccer competitions.



Multicultural Festival: On Friday, April 28th Santa Monica held a Multicultural Festival at the school. A minimum day was planned to allow teachers time to set up for the event. Our Multicultural Festival Team included Ariana Gomez, Christy Namkung, Sarah Zeleznick, Christian Hidalgo, Johana Juarez, Carmen Solis, Beth Henschel, Jazmin Luna, Sandra Campos, and Christopher Phipps.

The event began at 2:00pm and closed at 5:00pm. It included games and activities for students such as Henna Tattoos and Korean Ddakji making, our Book Fair was open to families, the Parent Center, Mathnasium, Saban Community Clinic, and Vista Middle School all had booths set up to provide information to families, and a large stage was rented and placed in the middle of the main yard for performances that would take place every 15-30 minutes. Performances included:

- Singing and Motivational Hip Hop
- Muay Thai Demonstrations
- Dance Alongs
- SMBCCS Drill Team
- Folklorico
- Bachata

Students, under the guidance of Mr. Hidalgo, also created a wax museum where students dressed up as influential culture figures, prepared iMovie presentations, and displayed their various art pieces. Food trucks that arrived early and stayed late offered families a variety of food choices from beginning to end.

The event was an incredible success with several hundred families attending. [Please view a video of the event created by Elvira Media.](#)

Robotics Competition:

On Saturday, May 20th Santa Monica's Robotics Team competed against Encino Charter Elementary, Sylmar Leadership Academy, and Pacoima Charter Elementary on Encino Charter Elementary School's campus. Several teams from each school competed across four events - Color Run, Sumo, Obstacle Course and the Artemis Research Project. Santa Monica students performed well showing high levels of preparation and knowledge. SMBCCS students found success taking **1st Place** in the "Color Run," which required participants to program robots to move colored Lego pieces from one location to another within a specified time; And **2nd Place** in "Sumo," which required students to program robots in such a way to push an opposing team's robot outside the boundaries of a sumo mat, or knock them over.

Thank you to all of our teachers for joining us in Encino, to our Robotics Team teachers, Mrs. Arroyo, Ms. Nishimoto and Mrs. Wolfer, and a second thank you to Ms. Nishimoto for her determination in continuing to cultivate partnerships that rebooted this event post-pandemic.



Head Start Preschool Update

Preschool programming via Head Start continues full speed ahead with a projected start day with the new school year. Final preparations are being made between SMBCCS and Head Start to prepare classrooms and our Kindergarten yard. Once licensing is complete and a formal lease is signed, we will begin advertising for students to fill an 18 month – 3 year-old classroom (Early Head Start) and a 4 year old classroom.

Additional Events this Month!

Other events this month included 6th grade's walking trip to Joseph Le Conte Middle School, our Scholastic Book Fair which raised over \$10,000, the Young Storyteller's BIG SHOW event for 5th grade students and Dental Screenings at Santa Monica provided by Saban Community Clinic on Wednesday, May 17th.

FACILITIES AND SAFETY

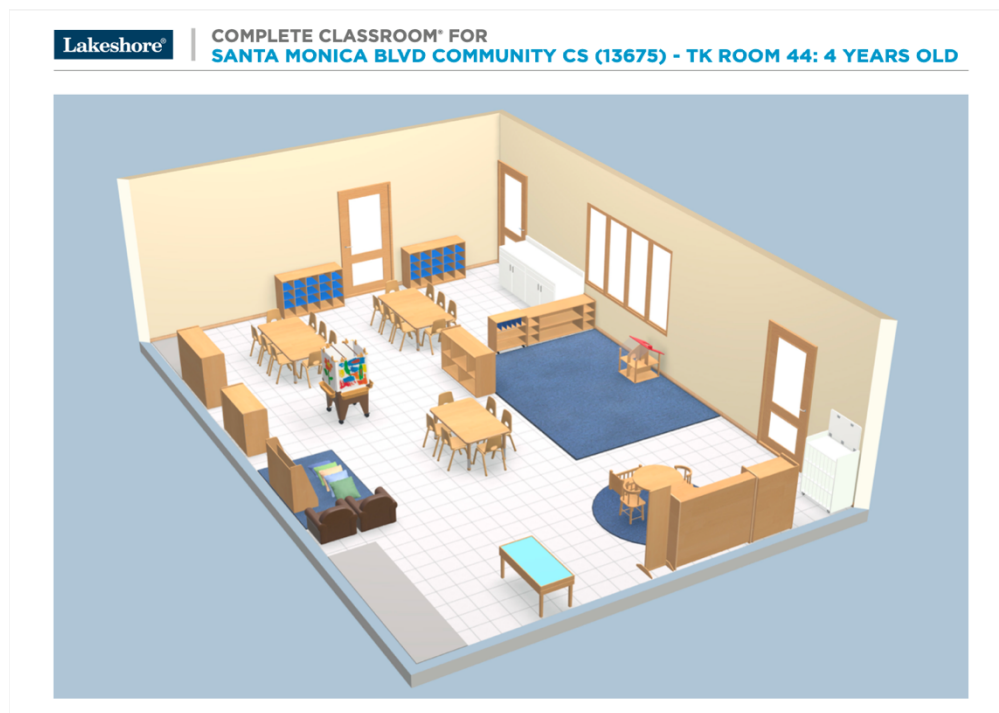
DeFoe Furniture 4 Kids

SMBCCS has been working closely with DeFoe Furniture 4 Kids to develop several pieces of furniture throughout the school. With our Health Office moving back into the Main Office at the front of the school, we've requested DeFoe's assistance in installing new cabinetry in the Health Office. New cabinetry is also being developed for our current copy room and paraprofessional locker room area. Total costs are approximately \$25,000.

Lakeshore “Complete Classrooms” for Transition Kindergarten

With the expansion of Santa Monica's TK program and widening of the enrollment window, the addition of a Head Start preschool in 2023-2024, and the possible adoption of a new TK curriculum, the TK team at SMBCCS is in talks with representatives from Lakeshore's Complete Classroom division to renovate our TK classrooms and make them more age and developmentally appropriate.

The layouts below have been developed by the Lakeshore Team in collaboration with TK Lead Teacher Jennifer Flynn. They take into account the exact size of classrooms to be used next year as well as materials available. Total pricing for three classrooms is expected to reach \$75,000-80,000. It will include a “white glove” service that will cover the complete delivery and set up of all classrooms.





Upcoming Events:

- 5/27 Saturday ELOP Field Trip: Disneyland (Physics of Disney) (7:30-3:30)
- 5/29 Memorial Day - School Closed
- 6/1 Open House (4:30 - 5:30pm) ([Shortened Day Schedule](#))
- 6/2 Open House Snake
- FCPS EOY Lead Teacher Meeting (3-6)
- Saturday ELOP Assembly: America's Multicultural Music (K-3) (2:45)
- 6/5-6/9 End of Year Semester Awards

FENTON PRIMARY CENTER (FPC) DIRECTOR'S REPORT

May 25, 2023

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

State Charter Number: 911

General Information on Enrollment and Attendance:

May 2023 Enrollment Report (TK-2):

Unfunded T Students	Funded TK Students	Kinder	1 st Grade	2 nd Grade	Total	Monthly ADA	Cumulative ADA
23	61	141	161	175	561	99.2%	99.6%

April 2023 Enrollment Report (TK-2):

Unfunded Tk Students	Funded TK Students	Kinder	1 st Grade	2 nd Grade	Total	Monthly ADA	Cumulative ADA
26	57	136	161	170	550	99.9%	99.5%

Attendance, Enrollment, and Recruitment

Recruitment and Enrollment Update for 2023-2024: Last month the FPC enrollment projection for 2023-2024 was 550. FPC has updated that number and is now projecting 563 for the 2023-2024 school year. As of May 19, 2023, FPC has enrolled a total of 68 new students for next school year which is up 43 students from April 7, 2023. The school continues to implement its plan to increase enrollment and recruitment in the final weeks of school by distributing flyers at events in the community and by mailing postcards to targeted Sylmar, Arleta, and San Fernando neighborhoods.

FPC's enrollment projections for 2023-2024 are as follows:

Unfunded TK	Funded TK	K	1 st	2 nd	Total
	95 (19)	138 (23)	154 (22)	176 (22)	563

**Italic is average per teacher/classroom.*

FPC current enrollment for 2023-2024 are as follows:

Unfunded TK	Funded TK	K	1 st	2 nd	Total
	42 (-53)	106 (-32)	145 (-9)	174 (-2)	467 (-96)

**Numbers in RED indicate the number of students needed to reach the projection.*

Instruction

Lead Teacher Selection: The lead teacher selection process took place at FPC at the end of April. FPC teachers nominated and voted for their 2023-2024 Lead Teachers. Votes were unanimous for the following teachers to fill the extremely important role of Lead Teachers for the 2023-2024 school year:

TK/K - Coco Salazar
1st Grade – Lisa Ibarra and Laura Holmes (Shared)
2nd Grade – Judy Lee and Sarah Lin (Shared)
Communication Focus Lead – Nina Ferman

Student Reorganization: Each year FPC carefully analyzes the placement of students into classrooms for the following school year. This process of reorganizing begins by carefully placing students in classrooms where a placement committee feels they will be most successful. The school has completed the placement of all students and class rosters will be distributed to teachers the week of May 29th.

Environmental Defenders: On May 9 and 10, FPC students learned about taking care of planet earth through presentations from the [Environmental Defenders](#) team. The Environmental Defenders are a team of actors that perform for students to teach them that by placing trash in its proper place and finding ways to reduce pollution they can help to protect our earth. Many classrooms continued to learn about protecting our planet by planting seeds and used the activity books left by the Environmental Defenders team. The Environmental Defenders presentation is sponsored by Los Angeles County Public Works.



i-Ready End-of Year Testing: FPC completed their end-of-year reading and mathematics diagnostic test on i-Ready this past week with the final day of the testing window being Friday, May 19th. The teachers and administrators are currently reviewing the data and noticing very positive results. A detailed analysis will be presented at the next board of directors meeting. FPC is planning an *Ice Cream Sundae Party* on June 8th for all the students who met their growth targets on either of their diagnostic assessments. This was mentioned to all students before they began testing to motivate them to do their best on the test.

Equitas Charter Schools Visit FPC: FPC TK teachers did an amazing job at the CCSA conference in April and the Chief School Officer of Equitas Charter Schools, Robert Spencer, has visited FPC twice since then. First, Equitas K and TK teachers visited on April 19 followed by the school's directors on May 12. Both visits were set-up to create a partnership with TK teachers and help Equitas start their stand-alone TK classrooms. It was a rewarding experience for the FPC TK teachers as they assisted by sharing best practices.

Personnel and Compliance

FCPS Final Staff Roster: FCPS opened an additional round to this year's staff reorganization with the intent to allow teachers to transfer between schools with some incentives. This has helped Fenton Primary Center as they were three teachers over the number of teachers needed as determined by the estimated enrollment for the 2023-2024 school year. FPC would like to thank Lisa Morales and Annie Hai for submitting their request to transfer. Both teachers will be extremely missed at FPC. Ms. Morales has requested to move to FACS and Mrs. Hai has submitted a request to move to SMBCCS. [HERE](#) is FPC's final roster. The final roster and the requests to transfer will be submitted for board approval. With the increase in projected enrollment for FPC, the school will not need to move a third teacher from its roster.

FPC also welcomes Nicole Langlois as Assistant Director to join Sirui Thomassian and Jessi Tello as the FPC administrative team for the 2023-2024 school year.

Parent Advocacy and Community Outreach

The past six weeks have been extremely busy at FPC. The school has made it a goal to bring as many families on campus to see the school and get a glimpse of the wonderful and rich learning environment provided to children at FPC. The following events are also part of the school's plan to increase enrollment.

FPC Open House: FPC welcomed its school community and families to visit the campus and classrooms for Open House. Each grade hosted an evening Open House. TK and Kindergarten hosted their Open House on April 20 and combined it with National Kindergarten Day. All eleven classrooms opened their doors to well over 250 visitors. On May 3, first grade classrooms hosted their Open House and they had over 150 visitors. Second grade classrooms had their Open House the evening of May 4. All the teachers did a fabulous job of displaying student projects and assignments that highlighted the rigorous standards taught at each of their respective grade levels. Many classrooms had presentations in the classrooms along with various scavenger hunts to allow families to see all the learning that happens at the school.



Saturday Community Carnival and Recruitment Event: FPC held a very successful community event on Saturday, April 29. Mr. Tello and the carnival team did a fantastic job of preparing for this event. Most FPC teachers and staff participated in the event by hosting workshops, helping prepare grade level booths, and opening classrooms for specific grade level activities. The families enjoyed seeing the various activities including face painting, a balloon artist, and a magician. All the children received free prizes at each of the booths and were given popcorn and cotton candy.



Teacher and Staff Appreciation Week: During the week of May 8 FPC celebrated teachers, TAs, and school nurses. It was an exciting week filled with events and fun activities. Most importantly, teachers and staff were appreciated for the work they do on a daily basis. FPC parents also provided the staff with treats and sent inspirational messages of support for teachers and staff. It was a special week for everyone!

Live Author Reading: On May 2 FPC welcomed author Andrea Sonnenberg. She visited the campus and read her book, *Panda's Helping Paw*, to all the students. She also stayed for a tour of FPC. She was very impressed by the classrooms and the environment at FPC. Mrs. Sonnenberg is also a strong advocate for mental health in schools. For more information about Andrea and her work, and *Panda's Helping Paw*, please visit their website at <http://www.gettingthrugether.com>.



Scholastic Book Fair: FPC, along with Scholastic, held a book fair that began on Saturday, April 28th and ended Friday May 5th. Students and families had an opportunity to visit the school book fair and purchase books for students. It was a very successful event. The school would like to thank the coordinators of the event, Mrs. Bridget Ruiz and Miss Gurpreet Gill, for all of their hard work. FPC sold over \$10,000 in books.



Spring Concerts: Education Through Music – Los Angeles requires that all students participate in at least two concerts or performances a year. FPC held its final concerts for first and second grade on May 11, 12, 18, and 19. FPC also concluded the Music Concerts on May 19 with a small reception. A few of ETM-LA leaders and donors came to visit the school and watch the concert. The school will continue its partnership next year and continue to receive the 50% grant to pay for the music program at FPC.



Additional Activities: In addition to all of the activities above, FPC also had a Cinco de Mayo celebration, Star Wars May the 4th celebration, Mental Health Month celebrations, field trips to Discovery Cube, Science Center, and the Cayton Museum. Big Smiles Dental Visits for student dental cleanings also took place.

Upcoming Events:

May 25	Shortened Day – Final Student Reorganization
May 26	Staff PD Day #7 – FCPS Presentation from Dr. Luis Cruz
May 29	Memorial Day
May 30-June 2	FPC Career Week
June 12-16	Final FPC Spirit Week
June 15	Shortened Day
	FCPS Board Meeting

FENTON STEM ACADEMY (STEM) DIRECTOR'S REPORT

May 25, 2023

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

	Unfunded TK	Funded TK	K	1 st	2 nd	3 rd	4 th	5 th	6 th	Total	Monthly ADA	Cumulative ADA
5/25/2023		21	23	40	47	45	71	43	24	314	99.67%	99.22%

Enrollment and Average Daily Attendance (ADA) – (Fiscal Improvement Plan Goal 2)

Fenton STEM Academy continues to implement effective strategies and incentives to maintain an average cumulative daily attendance rate of 99.22%. The school continues to enroll for the current school year as well as the 2023-2024 school year. School tours, in person recruitment events, social media marketing campaigns, and postcard mailings are expected to yield positive results.

Instruction

CAASPP in Progress: All Fenton Academies 3rd-6th grade students participated in CAASPP testing May 8-23, 2023. Fifth grade students participated in the CAST (California Science Test), May 16-17, 2023. Approximately 400 students were assessed during the month of May. The Fenton Academies TK-6th students and staff participated in schoolwide cheering on the first day of each testing session. This beloved tradition empowers students to feel more confident, brings awareness to TK-2nd grade students, and creates a schoolwide feeling of community. Thank you to Dr. Riddick for making a surprise appearance.

Click to view SBAC Schoolwide Cheering (May 8, 2023): [SBAC Schoolwide Cheering Recap Video](#)

“You’ll Rock SBAC” New this year was the addition of a staff parody video. Facilitated by the FCLA/STEM Administrative Team, upper grade teachers performed a Queen, rock themed motivational video. The content was shared on social media and received over 2,400 views.

Click to view: [“You’ll Rock SBAC” Staff Parody Video](#)

Thank you to Jennifer Pimentel for her work to organize, train, and oversee CAASPP testing. We look forward to sharing preliminary results once received.

Acceleration Program: During the past month, the Acceleration Program has been transitioning to review and reteach essential standards from this school year to help prepare for CAASPP testing. In the upper grades, the Acceleration Specialist worked alongside grade-level teams to collaborate and plan 3-4 weeks of “SBAC Bootcamp,” where teams prepared students for testing using i-Ready and CAASPP resources, as well as many metacognitive and social-emotional strategies to help students feel confident and focus their efforts while testing. The Acceleration Specialist saw groups of students needing tier 2 support in both reading and math during the grade level AIM time. They were selected using assessment data and teacher input and were grouped by specifically targeted domains such as informational text or number and operations.

After CAASPP testing was underway for grades 3-6, the Acceleration Specialist transitioned to administering primary support. Since the goal of acceleration with primary grades is on prevention, the teams and the Acceleration Specialist focused on the identification of students that need extra support to prevent them from becoming far below grade level in future grades. Using current end-of-year i-Ready data as well as one-on-one literacy task assessments, students were selected for targeted support in foundational skills. Starting the week of May 15th, the Acceleration Specialist began seeing 8 primary groups. Of those 8 groups, 2 are kindergarten, 4 are first grade, and 2 are 2nd-grade groups. There are approximately 80 students currently receiving tier 2 and 3 support from the Acceleration Specialist.

Since planning for next year is already underway, the Acceleration Specialist is also providing support for groups and planning for our models for the coming school year. Elisa Vallejo has been attending COST meetings, grade-level meetings, and student reorganization meetings, and she also attended an RTI at Work conference in Pasadena with Jennifer Miller and many others from the FCPS Acceleration teams. This week, she will be attending and collaborating with grade levels for FCPS lead teacher meetings to review data and collaborate for next year's Acceleration planning. In addition, the guiding coalition team is meeting this week to refine the support model for next year to make sure schedules support the Acceleration model for all tiers of support. It is incredible to see the level of commitment of the teams toward supporting students at all levels, and the program looks forward to refining in a manner in which all students are able to achieve high levels of learning.

RTI at Work Workshop: On May 1-2, 2023 Jennifer Miller and Elisa Vallejo joined fellow Fenton colleagues at the Response to Intervention (RTI) at Work Workshop held in Pasadena, CA, hosted by Solution Tree. The two day workshop centered on collective responsibility, concentrated instruction, and convergent assessment. The team plans to utilize information gained during this workshop to refine Acceleration in the coming year. Discussion has centered around shifting to a more focused Tier 3 support model with homogenous groupings at every grade level.

Expanded Learning Programming at the Fenton Academies: It has been an exciting year for the Fenton Academies Expanded Learning Program, as we have been able to offer a wide variety of fun and engaging partner and teacher programs. This final session included some first-time offerings, such as, Pokemon Art Academy, Drone Flight Academy, Marine Biology, Photography, Hula Class, Origami Club, Zumba Class, and 5th Grade Math Acceleration. It was rewarding to see that our final session had 353 of our Academies students participating in 1 or more of our afterschool club offerings. (*Over half of our student population*). Afterschool staff noticed a significant decline in student behaviors during weeks when clubs are offered, which demonstrates that the program not only serves to ignite student interest, but also keeps students actively involved within our school

community. Although our final ELOP session is coming to a close, we still have many exciting end of year events to showcase a year's worth of engagement, learning, and fun!

Musical Club Spring Concert: Our Spring Concert is scheduled for Thursday, June 1st, and will be a "Disney Spectacular!" The *Musical Club* will showcase a variety of Disney songs from beloved movies such as "*Aladdin*," "*Beauty, and the Beast*" and "*The Little Mermaid*." *Ballet Club* students will be doing their rendition of "*Sleeping Beauty*," and *Hula Club* plans to perform a dance featuring music from "*Lilo and Stitch*." The performance schedule for the day will be similar to our Winter Show, with several student performances throughout the morning, and one parent performance in the evening (3:00 – 4:00 pm). We have no doubt that this will be an unforgettable and magical sight to see! Additionally, we plan to showcase accomplishments from our ELOP programs during our Open House, on Friday, June 9th. Some clubs will have a small performance, and student work and photos will be displayed. Another culminating event will take place on Sunday, June 4th, as our Musical Club, Ballet Club, and Student Council students will embark on a magical trip to Disney for an Immersive Storytelling workshop. Here, they will learn about how to strengthen their already incredible storytelling, speaking, and leadership skills.

Summer Programming: The ELOP fun doesn't stop when school ends, but will continue into summer! This summer, we will have two sessions offered to students. Session 1 will take place June 20 – June 30th, and will be run by our Fenton staff, with students having the option to attend "after school" Think Together programming. Session 2 will take place July 17th – August 4th, and will be led by Think Together. Some of the proposed Summer School activities include, Music Mondays (Music Center assemblies), Kona Ice Days, Water Play Wednesdays, STEAM assemblies, and even a field trip (*tentatively scheduled to go the Moorpark Learning Zoo*). The Student Interest Survey indicated close to 200 student sign-ups! It is evident that students and families have really enjoyed participating in our Expanded Learning programming. We can't wait for an even more opportunities in the new school year!

Student Reorganization: Fenton Academy educators in grades TK-5th participated in reorganization of students for the 23-24 school year during the week of May 15th. The process included reviewing each child's student profile card and equally distributing students based on academic, behavioral, emotional, special education, and language factors. Thank you to Elisa Vallejo and the Special Education Team for attending every reorganization meeting. Classes have been finalized for the coming year.

i-Ready End of Year Assessments (K-6): The Fenton Academies are currently administering i-Ready End of Year Assessments for all K-6 students. Students will complete both Reading and Mathematics assessments. Student progress will be measured from middle of the year assessments and further analyzed for instructional practices. The FCPS Leadership Team will meet with iReady trainers on June 22nd for an in depth review of yearlong academic growth.

Personnel (Fiscal Improvement Plan Goals 3 & 4)

Staffing Needs for 2023 – 2024: The FCLA/STEM interview committee held two days of interviews and demonstration lessons throughout April and May. The team was impressed with the level of high quality candidates and those who would be an excellent fit for the Fenton Academy culture. Employment offers have been made to three candidates. These candidates will be processed in June and offered contracts for the new year. Offers have been made to the following individuals:

STEM

Kindergarten – Sienna Wescott

FCLA

Fourth Grade – Vanessa Dwyer

FCLA/STEM

Education Specialist – Laurie Perez

A final day of interviews will be scheduled for late May/early June for one outstanding position in 6th grade.

FCLA/STEM Family Center Director: The Fenton Academies are thrilled for the return of the Family Center Director position. With the community schools grant, this position will serve as a way to improve communication between home and school, provide access to resources and training, and promote community involvement. Fenton Charter Public Schools held interviews and selected Virginia Palma to serve in this role for the Fenton Academies. Ms. Palma has worked with Fenton for ten years, currently serving as the Fenton Academies Compliance Assistant. Ms. Palma has a wonderful vision and goals for this role, and the team is confident she will bring a wealth of creativity and experience to this position.

Teacher Appreciation Week: The Fenton Academies celebrated our outstanding educators the week of May 8, 2023. Educators were treated to daily “Rock Star” themed snacks with a culminating nacho bar. Local organizations and businesses visited with additional treats and parents continued to recognize teachers daily with small tokens of appreciation. We are fortunate to have educators who continue to inspire one another and demonstrate the highest level of professionalism. Thank you to all those who serve students during this week, and all the weeks of a year!

Teacher Leadership Assignments for the 2023-2024 School Year: Fenton STEM Academy finalized all leadership roles and assignments for the upcoming school year. The following individuals participated in a rigorous process including peer nominations, a formal presentation to staff, and vote of confidence from school stakeholders. Pending FCPS Board approval, we are pleased to announce the following teacher leaders:

Grade Level Lead Teachers (FCLA/STEM)

TK/Kindergarten – Priscilla Gentry
First Grade – Veronica McCaughin
Second Grade – Kate Marrelli
Third Grade – Lilia Padilla Zuniga
Fourth Grade – Elizabeth Marquez
Fifth Grade – Joanna Tepper
Sixth Grade – Martha May
Special Education – Alexis Sheppard

Focus Lead

Bianca Bell-Reed

Faculty Representative

Kelley Christenson

Committee Chairs

Finance - Dominica Chong
Instruction – Elisa Vallejo
Personnel – Priscilla Gentry
Parent Advocacy – Melissa Katchen

Develop a Dynamic Community Engagement Plan– (Fiscal Improvement Plan Goal 1)

End of Year Semester Awards: End of Year Semester Awards assemblies will take place June 5-9, 2023. Assemblies will be held in person for staff and students with a zoom link for parents to view remotely. The categories will include: Academic Achievement, Improvement, Citizenship, STEM Mastery, Leadership Excellence, Reflex Math Fluency, and Excellent Attendance.

Open House Community Event: The Fenton Academies will offer families an in person Open House event on Friday, June 9th from 5:00-6:00 p.m. Families will have the opportunity to tour the school, their child's classroom, view yearlong projects, and visit next year's classrooms. We are thrilled to offer the community this invitation to celebrate the hard work of staff and students during the 2022-2023 school year! Kona Ice and other various food trucks will be on site to serve refreshments.

6th Grade Culmination: The Fenton Academies will host an in person culmination on Thursday, June 15th at 8:30 a.m. The event will take place in our Annex Multipurpose room and celebrate our outstanding sixth grade scholars. All students will be recognized with awards, culmination certificates, and student speakers. Thank you to the sixth grade team: Martha May, Crissy Ismail, and Nikole De La Rosa for their work to prepare a meaningful experience.

Playground Renovation Project: The Fenton Academies are currently in phase 2 of the playground renovation project which includes full demolition of existing turf fencing, grading, new concrete pouring, installing new turf, fences, and painting. Due to the scope of work involved during this phase, the schools needed to reroute all students and families for a modified student drop off and dismissal system. In addition, students must follow a modified inclement recess, lunch, and psychomotor schedule. Thank you to the FCLA/STEM teachers for their patience and flexibility during an already hectic time of year.

The past few weeks have been challenging with designing new systems to ensure student safety, while communicating to all families. A very special thank you to Sal Morales, Jennifer Pimentel, Cecilia Quijano, and Alex Muñoz for assisting daily, as well as FCPS support from Jason Gonzalez, Juan Alvarez and the FCPS maintenance team. With a few more weeks of the school year, we are close to moving to the next phase which involves new asphalt for the vehicle valet. The entire project will be finished July 2023.



*Playground (Front View) – August 2015
2023*



Demolition of playground - May



Architect Rendering of Final Playground – Estimated July 2023

Upcoming Events:

- June 2-5 – End of Year Awards Assemblies
- June 9 – Open House (4:30pm)
- June 15 – Sixth Grade Culmination (8:30am)
- June 16 – Last Day of School
- June 20 – First Day of Summer Program

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

May 25, 2023

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

State Charter Number: 1613

ENROLLMENT

	TK	K	1 st	2 nd	3 rd	4 th	5 th	6 th	Total	Monthly ADA	Cumulative ADA
05/25/2023	19	37	41	41	39	48	51	48	324	98.59%	98.62%

Enrollment and Average Daily Attendance (ADA) – (Fiscal Improvement Plan Goal 2)

Fenton Charter Leadership Academy continues to implement effective strategies and incentives to maintain an average cumulative daily attendance rate of 98.62%. The school continues to enroll for the current school year as well as the 2023-2024 school year. School tours, in person recruitment events, social media marketing campaigns, and postcard mailings are expected to yield positive results.

Instruction

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FCLA/STEM

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Focus Lead

Lindsey Western

Faculty Representative

Veronica McCaughin

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6th Grade Culmination: The Fenton Academies will host an in person culmination on Thursday, June 15th at 8:30 a.m. The event will take place in our Annex Multipurpose room and celebrate our outstanding sixth grade scholars. All students will be recognized with awards, culmination certificates, and student speakers. Thank you to the sixth grade team: Martha May, Crissy Ismail, and Nikole De La Rosa for their work to prepare a meaningful experience.

Playground Renovation Project: The Fenton Academies are currently in phase 2 of the playground renovation project which includes full demolition of existing turf fencing, grading, new concrete pouring, installing new turf, fences, and painting. Due to the scope of work involved during this phase, the schools needed to reroute all students and families for a modified student drop off and dismissal system. In addition, students must follow a modified inclement recess, lunch, and psychomotor schedule. Thank you to the FCLA/STEM teachers for their patience and flexibility during an already hectic time of year.

The past few weeks have been challenging with designing new systems to ensure student safety, while communicating to all families. A very special thank you to Sal Morales, Jennifer Pimentel, Cecilia Quijano, and Alex Muñoz for assisting daily, as well as FCPS support from Jason Gonzalez, Juan Alvarez and the FCPS maintenance team. With a few more weeks of the school year, we are close to moving to the next phase which involves new asphalt for the vehicle valet. The entire project will be finished July 2023.



*Playground (Front View) – August 2015
2023*



Demolition of playground - May



Architect Rendering of Final Playground – Estimated July 2023

Upcoming Events:

- June 2-5 – End of Year Awards Assemblies
- June 9 – Open House (4:30pm)
- June 15 – Sixth Grade Culmination (8:30am)
- June 16 – Last Day of School
- June 20 – First Day of Summer Program

II. F.

Chief Operating Officer's Report

FENTON CHARTER PUBLIC SCHOOLS (FCPS)

CHIEF OPERATING OFFICER'S REPORT

May 25, 2023

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.

This report contains information related to [State](#), [Finance](#), [Facilities](#), and [Marketing](#)

State ([Back to Top](#))

Overview of the Governor's May Revision Proposals (Excerpt)

From School Services of California

Posted May 12, 2023

The Economy and Revenues

Revenues have continued to underperform since the release of the Governor's proposals in January, forcing the Administration to now recognize a \$31.5 billion budget shortfall, an increase of \$9.3 billion since January 2023. A near 20% decline in the S&P 500 is reflected in significantly less personal income tax withholdings late in 2022. What was a \$22.5 billion budget deficit in January now stands at \$31.5 billion at the May Revision, or a net reduction of \$8.5 billion in state revenues from January.

In Millions	2021-22		2022-23		2023-24	
	Governor's Budget	May Revision	Governor's Budget	May Revision	Governor's Budget	May Revision
Personal Income Tax	\$136,762	\$137,144	\$128,905	\$122,769	\$126,695	\$118,166
Corporation Tax	\$45,298	\$45,128	\$38,482	\$42,091	\$39,308	\$42,081
Sales Tax	\$32,915	\$33,026	\$32,851	\$33,072	\$33,599	\$33,366
Total	\$214,975	\$215,298	\$200,238	\$197,932	\$199,602	\$193,583

While a sizable share of the revenues upon which the May Revision is built remains on the horizon, the Governor does not assume a recession. In fact, he projects that the U.S. economy will continue to grow (albeit at a slower pace), averaging 0.5% growth in the last half of 2023. The May Revision retains \$37.2 billion in budget reserves, including \$22.3 billion in the Budget Stabilization Account and \$10.7 billion in reserves for K-12 agencies and community colleges. The May Revision instead relies on a combination of borrowing, deferring implementation of planned investments, and, in the case of K-12, reductions in one-time funding.

Proposition 98 Minimum Guarantee, Reserve, and Local Reserve Cap

In Millions	2021-22			2022-23			2023-24			Change from 2021-22
	Governor's Budget	May Revision	Change	Governor's Budget	May Revision	Change	Governor's Budget	May Revision	Change	
General Fund	\$83,630	\$83,754	\$124	\$79,103	\$78,115	(\$988)	\$79,613	\$77,435	(\$2,178)	(\$6,319)
Property Tax	\$26,785	\$26,800	\$15	\$27,889	\$28,656	\$767	\$29,204	\$29,404	\$200	\$2,604
TOTAL	\$110,415	\$110,554	\$139	\$106,992	\$106,771	(\$221)	\$108,817	\$106,839	(\$1,978)	(\$3,715)

Notably, property tax estimates have increased significantly since January, and increase throughout the budget window. While the General Fund portion of the minimum guarantee decreases by \$3.2 billion across 2022-23 and 2023-24, the decline is offset by \$967 million in unanticipated property taxes. While it seems counterintuitive that, as state revenues and education funding decline, the state would have a higher obligation to deposit funds into the Proposition 98 reserve, the May Revision increases deposits to achieve a fund balance of \$10.7 billion in 2023-24.

Local Control Funding Formula and Cost-of-Living Adjustment

As part of the January Governor's Budget, the Governor proposed increasing funding for the Local Control Funding Formula (LCFF) by the then-estimated statutory COLA of 8.13%. With the May Revision, the statutory COLA for the LCFF has increased to 8.22%,

LCFF Entitlements for School Districts and Charter Schools

Grade Span	2022-23 Base Grant per ADA*	8.22% COLA	2023-24 Base Grant per ADA
TK-3	\$9,166	\$753	\$9,919
4-6	\$9,304	\$765	\$10,069
7-8	\$9,580	\$787	\$10,367
9-12	\$11,102	\$913	\$12,015
*Average daily attendance (ADA)			

The TK-3 base grant increase for the class-size reduction (CSR) grade span adjustment is \$1,032 per ADA in 2023-24. School districts and charter schools are entitled to supplemental grant increases equal to 20% of the adjusted base grant (including CSR and CTE funding) for the percentage of enrolled students who are English learners, eligible for the free or reduced-price meals program, or in foster care. An additional 65% per-pupil increase is provided as a concentration grant for each percentage of eligible students enrolled beyond 55% of total enrollment, with 15% of the concentration grant to be used to increase the number of adults providing direct services (nurses, teachers, counselors, paraprofessionals, and others) to students.

Universal Transitional Kindergarten

The Governor continues to prioritize implementation of universal transitional kindergarten (UTK), maintaining the target of 2025-26 for full implementation. The May Revision recognizes some savings in the first year of implementation, in which transitional kindergarten (TK) was expanded to fund children who turn five years old by February 2 in 2022-23. Because of reduced TK enrollment, first-year costs are revised from \$604 million Proposition 98 funds to approximately \$357 million at the May Revision. In addition, first-year costs associated with a required TK ratio of 12 students per adult are reduced from \$337 million Proposition 98 funds to approximately \$283 million at the May Revision. Similarly, second-year estimates of UTK implementation are also adjusted because of updated enrollment projections. In 2023-24, TK is expanded to fund children who turn five years old by April 2. The cost of this expansion was revised from approximately \$690 million in the Governor's Budget to approximately \$597 million in the May Revision. The cost of the 12:1 TK ratio for 2023-24 is unchanged from the Governor's Budget..

Expanded Learning Opportunities Program

The May Revision does not propose any funding or programmatic changes to the Expanded Learning Opportunities Program (ELO-P) but does propose a one-year abeyance so that funding apportioned in 2021-22 must now be spent by June 30, 2024, the same deadline that applies to 2022-23 ELO-P funds.

One-Time Reductions Proposition 28

The voter-approved Proposition 28 requires the state to provide arts and music funding for schools outside of the Proposition 98 minimum guarantee beginning with the 2023-24 fiscal year. Annual Proposition 28 funding is required to be equal to 1% of the K-12 share of the minimum guarantee from the prior fiscal year. The Administration estimates that it will cost \$933 million to fully fund the Proposition 28 obligation for the 2023-24 fiscal year, a decrease of \$8 million from the estimate provided in January.

Arts, Music, and Instructional Materials Discretionary Block Grant

The Governor proposes an additional decrease of \$607 million in one-time funding to the Arts, Music, and Instructional Materials Discretionary Block Grant. This reduction is on top of the \$1.2 billion reduction proposed in January, bringing the total reduction to \$1.8 billion, or 51% of the amount provided in 2022-23 Enacted Budget for this program.

Learning Recovery Emergency Block Grant

The Governor proposes with his May Revision to reduce funding for the Learning Recovery Emergency Block Grant by \$2.5 billion in one-time Proposition 98 funding. This would bring total funding for this program to \$5.4 billion, a decrease of about 32%.

Finance ([Back to Top](#))

Employee Retention Credit Application

After several months of discussion with recognized charter leaders and careful consideration of risks and potential upsides associated with the Employee Retention Credit (ERC), the CEO and COO recommends the board of directors to approve the retainer application for Michael Williams, a California-licensed tax attorney, to prepare documentation required for filling for the ERC on behalf of Fenton Charter Public Schools. Mr. William's firm has worked with hundreds of Charter schools across the nation. The financial methodology used by Mr. Williams has also been audited by Procopio Cory Hargreaves & Savitch LLP, a trusted law firm with a legal arm specializing in the educational sector routinely used by Fenton. Based on the analysis conducted by Mr. Williams, Fenton could potentially receive a credit of \$5,090,700.

The structure of the contingency fee by which Mr. Williams receives compensation for his services ensures that the organization only pays a success-based fee that is proportional to the amount that the organization is refunded (8% of the credit received). Furthermore, the same firm will cover attorney fees and costs that may arise from an audit in the years that follow.

The ERC is a refundable tax credit created as part of the CARES Act to encourage employers to keep their employees on payroll. The ERC is available to qualifying employers for qualifying wages paid during the periods March 13, 2020 – September 30, 2021; it can be obtained whether or not an employer was deemed "essential" or previously received one or more PPP loans from the SBA. The total amount of the ERC is up to \$26,000 total per employee, equivalent to 50% of qualified wages up to \$10,000 paid to each employee in calendar year 2020 and 70% of qualified wages up to \$10,000 paid to each employee in the first three quarters of 2021. The ERC is available to both for-profit and tax-exempt employers that either 1) fully or partially suspended operations due to federal, state or local governmental orders or proclamations limiting commerce, travel, or group meetings due to COVID-19; or 2) a significant decline in gross receipts during the calendar quarter.

Facilities: ([Back to Top](#))

FCLA-STEM Playground Expansion

The ramp on the west side of the playground has been completed. All foot traffic has been diverted to this ramp since the rest of the playground is inaccessible due to construction. The COO, School Director, and Plant Manager continue to closely monitor the area to ensure it is free of any hazards. Safety measures, such as temporary anti-slip surfaces, warning signs, and orange cones have been placed along the path leading to the main office entrance. To allow for continued school operations, a narrow lane has been left open for student drop off and pick up. Additionally, an area designated for walk ups (parents without cars) has been opened on the west side of campus on Sunland Blvd. to relieve congestion during peak times.

The construction project continues on schedule and without any foreseeable delays. The new rubber surface surrounding the apparatus will be poured over the next two weeks. Also, a commercial-grade artificial turf with a 16-year warranty and cooling infill has been selected. The turf will cover the majority of the future playground surface. The third phase of the project, which involves the demolition of existing asphalt and a pour of new asphalt, has been scheduled to take place after June 16, 2023 (the last day of school) to lessen the impact of the construction on the school's operations. The third phase will require the closure of the drop off lane for up to a week while the work is underway.

The contingency for the project remains unchanged at \$80,000, and the overall cost of the project remains the same at \$921,000.

Project Costs Summary

Budget Summary - Uses	Approved Budget	Tracking Budget	Variance
Acquisition Cost Subtotal	-	-	-
Hard Costs Subtotal	748,313.39	748,313.39	-
Soft Costs Subtotal	62,690.29	62,690.29	-
Financing Costs Subtotal	-	-	-
Management Costs Subtotal	30,000.00	30,000.00	-
Subtotal Project Costs	841,003.68	841,003.68	-
Budget Contingencies	80,000.00	80,000.00	-
Total Project Budget - Uses	921,003.68	921,003.68	-

Project Budget Percentages - Incurred and Remaining

Invoices received to Date	Left-to-Pay	% budget incurred	% budget remaining
-	-		
8,964.00	739,349.39	1%	99%
10,682.91	52,007.38	17%	83%
-	-		
21,000.00	9,000.00	70%	30%
40,646.91	800,356.77	5%	95%
-	80,000.00	0%	100%
40,646.91	880,356.77	4%	96%

Marketing [\(Back to Top\)](#)

Strategies 360 Advertising Campaign

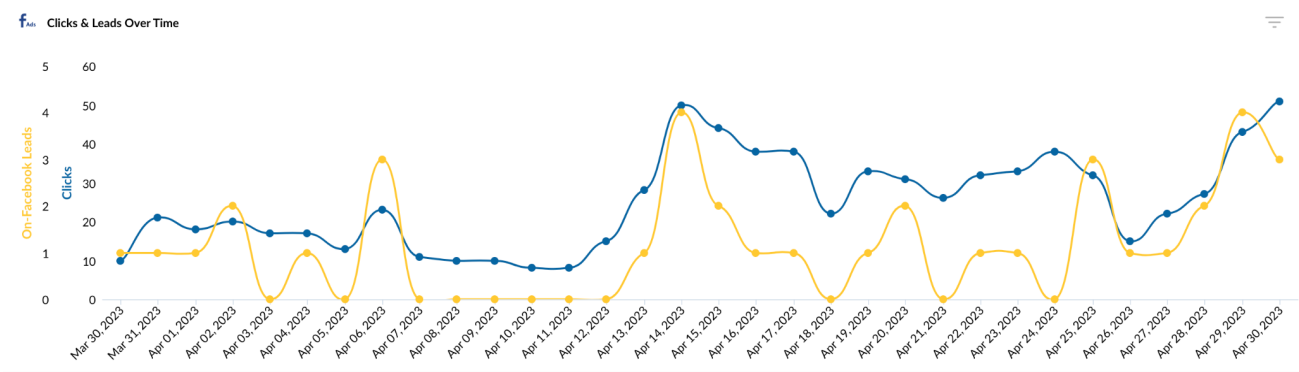
The School Directors, CEO and COO continue to meet with Gina Plate and the Strategies 360 team on a weekly basis. A 50-page audit of Fenton's website, social media presence, and branding will be delivered within the next two weeks. Fenton administrators will meet with Strategies to address high priority items and develop a plan of action based on audit findings. There are currently 3 advertisement sets that are promoted on Facebook and Instagram for each school. All schools are also running Spanish versions of advertisements on the social media platforms. Additionally, SMBCCS is currently running recruitment ads for educators.

Since the launch of the advertisement campaign, Fenton has successfully converted 15 leads to actual enrollees. As viewers grow accustomed to the advertisements, the clickthrough rate (CTR) and leads diminish. To combat this inevitable aspect of advertising, we will actively replace old advertising with new imagery and tag lines on a routine basis. The tables and graphs below illustrate the respectable yet declining CTR rates and leads over the past two months.

Fenton Charter Public Schools Ad Metrics						
	Total Ad Reach	Impressions	Clicks	CTR	On-Facebook Leads	Lead/Click Rate
April 2023	57,591	66,428	773	1.16%	35	4.53%

May 2023	46,773	55,446	616	1.11%	19	3.08%
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Fenton Charter Public Schools Social Media Ads - Clicks and Leads from April 2023 - May 2023



II.G.

Chief Executive Officer's Report

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

May 25, 2023

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: [Student Loans](#)

State: [2023-2024 Budget Update](#)

FCPS

Operations - [Enrollment](#); [ADA Rates](#); [Budget Review](#); [Three Year Calendar](#)
Instruction - [Expanded Learning](#)

National

Student Loans ([Back to Top](#))

[U.S. Department of Education Announces \\$42 Billion in Approved Public Service Loan Forgiveness for More Than 615,000 Borrowers Since October 2021](#)

- Posted By US. Department of Education
May 8, 2023

As of May 19, 2023, the Biden administration has approved the discharge of student borrowers since October 2021 under temporary changes to the public service loan forgiveness ([PSLF](#)) program. The discharged amount totals \$42 billion in debt and is a big increase from the previous administration's record, which approved just 7,000 borrowers under the PSLF program or only 2% of PSLF applicants. The temporary changes to [PSLF](#) have expired. However, the U.S. Department of Education continues to make adjustments for long-term improvements to the PSLF program. Anyone who has not applied for the PSLF is strongly encouraged to apply.

Employees who have worked at least 10 years in the public service jobs with federal, state, local, or certain non-profit organizations are eligible for the public service loan forgiveness (PSLF) program.

[New Proposed Regulations Would Transform Income-Driven Repayment by Cutting Undergraduate Loan Payments in Half and Preventing Unpaid Interest Accumulation](#)

- Posted By US. Department of Education
January 10, 2023

The U.S. Department of Education (Department) proposed regulations to reduce the cost of federal student loan payments. The proposed regulations would create the most affordable income-driven repayment (IDR) plan that has ever been made available to student loan borrowers, simplify the

program, and eliminate common pitfalls that have historically delayed borrowers' progress toward forgiveness.

The proposed regulations would amend the terms of the Revised Pay As You Earn (REPAYE) plan to offer \$0 monthly payments for any individual borrower who makes less than roughly \$30,600 annually and any borrower in a family of four who makes less than about \$62,400. The regulations would also cut in half monthly payments on undergraduate loans for borrowers who do not otherwise have a \$0 payment in this plan. The proposed regulations would also ensure that borrowers stop seeing their balances grow due to the accumulation of unpaid interest after making their monthly payments

State

2023-2024 Budget Update ([Back to Top](#))

2023 May Revision Budget Brief (Excerpt)

- Posted By California Charter Schools Association

May 18, 2023

On May 12, 2023, Governor Gavin Newsom released his May Revision to the budget for the 2023-24 fiscal year. The May Revision kicks off the final phase of the state budget process for 2023-24 with an update to the initial [January Governor's Budget Proposal](#). The Legislature must pass a final version of the budget by June 15th, and may approve, amend, or reject any of the proposals and priorities offered by the Governor in his May Revision. [The Governor's full May Revision Budget Summary and detail can be found here.](#)

Since the release of the Governor's Budget in January, revenue declines have continued, adding \$9.3 billion (B) to the budget shortfall. When combined with the \$22.5B shortfall identified in the January Governor's Budget, California is now facing a \$31.5B shortfall. Overall, the May Revision continues a balanced approach using spending reductions, trigger reductions, delayed spending, fund shifts and borrowing to fill the gap- but does not draw from Rainy Day funds.

Despite the deficit, the May Revision does not propose any base cuts or deferrals for K-12 education. However, it does reduce two previously committed allocations from one-time funding:

- **Arts and Music Block Grant:** The May Revision proposes a further decrease of \$607 million (M) to the one-time Block Grant enacted in 2022-23. This reduction would be on top of the \$1.2B reduction proposed in January, essentially cutting the block grant in half to approximately \$1.78B.
- **Learning Recovery Emergency Block Grant:** The May Revision proposes a decrease of approximately \$2.5B one-time funds for this Block Grant taking funding from \$7.9B at the Governor's Budget in January down to \$5.4B at the May Revision.

Other Highlights of the May Revision include:

- **LCFF and COLA:** The May Revision fully funds an 8.22 percent cost-of-living adjustment (COLA), up slightly from 8.13 percent in January, for LCFF and other categoricals. This provides about \$3.4B more for LCFF compared to the current year budget.
- **SB 740 Facilities:** Maintains the January proposal for facility grants.
- **Transitional Kindergarten (TK):** Retains continued expansion per current law, but adjusts overall TK allocation due to reduced TK enrollment projections at May Revision.
- **Extended Learning (ELOP):** Maintains current implementation, but proposes to extend the expenditure deadline for ELOP planning funds received in 2021-22 and 2022-23 from June 30, 2023, to June 30, 2024.
- **Nutrition:** Provides additional \$300M to fully fund increased program demand in the 2022-23 and 2023-24 fiscal years.
- **Equity Multiplier:** Maintains \$300M for the Equity Multiplier proposed in January, with clarifying changes to strengthen accountability.
- **Dyslexia Screening:** The May Revision requires LEAs to begin screening pupils in kindergarten through second grade for risk of reading difficulties, including dyslexia, by the 2025-26 school year.

OPERATIONS

Enrollment ([Back to Top](#))

We are pleased to share enrollment has stabilized across the Fenton schools. We will continue to monitor the enrollment of students across the Fenton schools closely throughout the year. Please see the [Director's Reports](#) for specific details on enrollment trends.

	September (2022)	January (2023)	March (2023)	April (2023)	May (2023)
FACS	634	637	639	643	644
FPC	525	547	552	550	561
SMBCCS	763	777	779	785	787
STEM	300	312	315	312	314
FCLA	308	318	323	321	324

ADA Rates ([Back to Top](#))

All Fenton schools have currently met the ADA target of 98.5%. The following are the cumulative ADA Rates for the School Year.

	September (2022)	January (2023)	March (2023)	April (2023)	May (2023)
FACS	98.49%	98%	98.21%	97.18%	98.21%
FPC	99.20%	99.6%	99.9%	99.9%	99.60%
SMBCCS	98.70%	98.64%	99.12%	99.27%	98.95%
STEM	98.68%	99.16%	99.17%	99.27%	99.22%
FCLA	98.17%	98.54%	98.57%	98.37%	98.62%

Budget Review ([Back to Top](#))

The following is an update on the operating income for the Fenton schools.

	September (2022)	January (2023)	March (2023)	April (2023)	May (2023)
FACS	\$841,690	\$859,901	\$831,184	\$418,816	\$359,851
FPC	\$5,384	\$344,094	\$328,277	\$327,135	\$100,000
SMBCCS	\$1,126,179	\$1,402,220	\$1,367,399	\$1,315,205	\$896,018
STEM	\$4,726	\$100,600	\$100,302	\$100,233	
FCLA	\$5,444	\$102,067	\$89,750	\$89,603	

Please see the [Financial Business Manager's Report](#) for additional information. An item we will need to follow is the unexpected rise in costs associated with contractors. We will need to break down this expense as all schools have seen a dramatic increase in either contracted substitutes or in contracted special education services.

Possible Three Year Instructional Calendar ([Back to Top](#))

On January 26, 2023, the Board of Directors approved the FCPS Instructional Calendar for the [2023-2024](#) school year. The staff overwhelmingly voted for the calendar option that contains a 15 day winter break and ends the second week of June.

On March 27, 2023, LAUSD approved calendars for the next three years. The calendar for [2023-2024](#) is very similar to the traditional LAUSD calendar and the Fenton calendar. However, the calendars for [2024-2025](#) and [2025-2026](#) shorten the traditional winter break from 13 days to 10 days in order to end the school year by the end of May.

The Fenton schools offer students four (4) more days than LAUSD. Our calendar is typically close to LAUSD, but we do not mirror their calendar. Offering families a calendar option that contains a 15 day winter break and ends the second week of June would be challenging given the wide difference between the LAUSD calendar. Our goal is to work with staff and families to present the Board of Directors with a calendar for 2024-2025 and 2025-2026. Please see the detailed [comparison between Fenton and the LAUSD calendars](#) for the next three years.

INSTRUCTION -

Expanded Learning ([Back to Top](#))

The Expanded Learning Opportunities Program (ELO-P) provides funding for after school and summer school enrichment programs for transitional kindergarten (TK) through sixth grade. “Expanded learning” means before school, after school, summer, or intersession learning programs that focus on developing the academic, social, emotional, and physical needs and interests of pupils through hands-on, engaging learning experiences. Expanded learning programs are pupil-centered; results-driven; include community partners; and complement, but do not replicate, learning activities in the regular school day and school year.

The following is an update on the [budget for ELO-P](#) across the schools. Next year, schools will receive an audit finding if the ELO-P is not implemented and if funds are not spent.

ELO-P	FACS	FPC	SMB	STEM	FCLA	Total
ELO-P Revenue	1,838,633	1,953,654	2,772,123	976,976	948,613	8,489,999
ELO-P Expenses	(656,474)	(859,605)	(852,194)	(304,530)	(528,030)	(3,200,833)
Total Remaining	1,182,159	1,094,049	1,919,929	672,446	420,583	5,289,166
Total % Remaining	64%	56%	69%	69%	44%	62%

The proposed legislation contains dozens of other changes. Most are technical in nature, but some more substantive ones of interest to charter schools include the following:

- Clarifies penalties for not offering Expanded Learning under the state’s new Expanded Learning Opportunities Program (ELOP).
- It would clarify the interaction of penalties for (1) failing to serve eligible students and (2) penalties for failing to operate the program for all the required hours or days.

The law would call for pro-rata penalties based on the proportion of eligible students not served. Any additional penalties for failing to operate the program for the required number of hours or days would be assessed after the first type of penalty is assessed (if any) and would reduce funding by 0.0049 times the number of days a charter school failed to meet the daily/hourly offering requirement.

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.



FENTON CHARTER PUBLIC SCHOOLS

May 25, 2023

TO: Fenton Charter Public Schools
Board of Directors

FROM: Jason Gonzalez
Chief Operating Officer

David Riddick
Chief Executive Officer/President

SUBJECT: Recommendation to approve third contract extension with Food Service Management Company *School Nutrition Plus on Plus*

BACKGROUND

At the April 16, 2020 meeting of the FCPS Board of Directors, a new five-year contract with the Food Service Management Company, School Nutrition Plus, was unanimously approved.

As per CDE policy, contract extensions must be approved yearly, even after the selection and approval of a new five-year contract. Prior to board approval, extensions must be approved first by the California Department of Education (CDE), School Nutrition Services for continued use of the FSMC vendor into the new school year. Once approved by the CDE, as a good practice, contracts are brought to the FCPS Board of Directors to share the CDE approval and request formal FCPS Board approval of new meal rates.

ANALYSIS

The CDE, School Nutrition Services, Contract Division, approved the third extension of the contract between the Fenton Charter Public Schools and School Nutrition Plus, our selected FSMC, in April 2023 for the 2023-2024 school year.

Here are the rates for meals for 2023-2024:

Meal	Units	Amount	Total
Breakfast	310,000	\$2.13	\$660,300
Lunch	430,000	\$3.87	\$1,664,100
Snack	75,000	\$0.97	\$72,7500

RECOMMENDATION

It is recommended that the Board of Directors approve the first contract extension for School Nutrition Plus.

Attachment: [*Contract Extension for School Nutrition Plus*](#)



FENTON CHARTER PUBLIC SCHOOLS

May 25, 2023

TO: Fenton Charter Public Schools
Board of Directors

FROM: David Riddick
Chief Executive Officer/President

SUBJECT: Recommendation to approve Ad Hoc Board Member Nominating Committee to review expiring board terms and recommend slate of directors for the 2023-2024 school year

BACKGROUND

Terms of office for the following board members will expire on June 30, 2023:

Yvette King-Berg
Joe Lucente

ANALYSIS

Each year, the Board has established an Ad Hoc Nominating Committee to identify prospective board members and establish a recommended slate of members for the new school year. The board chair and vice chair are typically part of this committee, along with faculty and classified representatives.

RECOMMENDATION

It is recommended that the Board of Directors appoint Board Chair Joe Lucente as the chair of the Ad Hoc Board Nominating Committee. Additionally, it is recommended the Board appoint Faculty Representatives Leanna Hendrix (FACS); Gaby Arroyo and Zoe Weiss (SMBCCS); Nitima Angus and Karen Knapp (FPC); Kelley Christenson (STEM); Veronica Palazzola (FCLA); and Classified Representatives Amy Salazar (FACS) and Laura Vasquez (FPC) to the Ad Hoc Committee.

It is further recommended that the Board request the committee convene remotely prior to June 13th to discuss recommendations to be presented to the Board on June 15, 2023 for formal approval. Board officers for the new school year will be elected at the first meeting of the 2023-2024 school year.



FENTON CHARTER PUBLIC SCHOOLS

May 25, 2023

TO: Fenton Charter Public Schools
Board of Directors

FROM: David Riddick
Chief Executive Officer/President

SUBJECT: Recommendation to approve Revised Procurement and Purchasing Procedures Handbook

BACKGROUND

On April 13, 2023, the Board of Directors approved a revision to the General Accounting Policies and Procedures Manual providing the Chief Executive Officer with the authority to approve expenditures up to \$50,000. All expenditures over \$50,000 must be approved by the Board of Directors.

ANALYSIS

This item seeks to revise the FCPS Procurement and Purchasing Procedures Handbook by providing the Chief Executive Officer with the authority to approve expenditures up to \$50,000 in alignment with the board approved General Accounting Policies and Procedures Manual. The Handbook was reviewed by FCPS Financial Manager, Erik Okazaki, for accuracy and completeness.

RECOMMENDATION

It is recommended that the Board of Directors approve the revised FCPS Procurement and Purchasing Procedures Handbook.

Attachment: [FCPS Procurement and Purchasing Procedures Handbook](#)



FENTON CHARTER PUBLIC SCHOOLS

May 25, 2023

TO: Fenton Charter Public Schools
Board of Directors

FROM: David Riddick
Chief Executive Officer/President

SUBJECT: Recommendation to approve the position of Administrative Coordinator for Ariana Gomez at SMBCCS, and move of newly appointed Assistant Director, Nicole Langlois, to FPC

BACKGROUND

On April 13, 2023, the Board of Directors approved the selection of Richard Parra as the Director of Community Schools and Sirui Thomassian as the Director of Fenton Primary Center. Wendy Kaufman, Assistant Director at Fenton Primary Center, applied, interviewed, and was selected to be the Acceleration Specialist at Fenton Avenue Charter School for the 2023-2024 school year.

With Sirui Thomassian being assigned as Director of Fenton Primary Center and Wendy Kaufman serving as the Acceleration Specialist at Fenton Avenue Charter School, the school will be without an Assistant Director/Administrative Coordinator. Fenton Primary Center had the need for an experienced administrator to serve as a member of the administrative team.

On April 13, 2023, the Board of Directors approved the promotion of Nicole Langlois to serve as an Assistant Director at Santa Monica Boulevard Community Charter School for the 2023-2024 school year. On April 24, 2023, members of the FCPS Hiring Committee selected Nicole Langlois to serve as the Assistant Director of the Fenton Primary Center beginning in the 2023-2024 school year. This movement created an opening for an administrative position at Santa Monica Boulevard Community Charter School.

ANALYSIS

On May 4, 2023, members of the FCPS Hiring Committee interviewed a number of exceptional and highly qualified candidates. Ariana Gomez was selected to serve as an Administrative Coordinator for the 2023-2024 school year at Santa Monica Boulevard Community Charter School.

Ariana Gomez began her teaching career at Santa Monica Boulevard Community Charter School in the Fall of 2013. Over the years, Ariana has taught 3rd and 4th grades. Ariana has served Fenton as a Lead Teacher, STEAM Lead Teacher, Parent Advocacy Committee Co-Chair and Secretary, Front

Row Math Program Pilot Teacher, 9Dots Coding Pilot Teacher, and i-Ready Math Learning Walk volunteer. In addition, she has helped launch a number of community events and initiatives at Santa Monica including a Multicultural Festival, Pear Deck Professional Development, Best Practices for Technology in the Classroom Professional Development, Kids 4 Dodger Baseball, Pink Christmas for Children, and a Running Club. Ariana has a Bilingual Authorization from the University of Riverside. In 2019, Ariana received a Masters in Educational Technology. In 2022, Ariana received her second Masters in Educational Administration through the Charter and Autonomous Schools Leadership Academy (CASLA) at California State University Dominguez Hills.

The following is an overview of the Fenton administrators across the schools. The assignment of administrators is in alignment with the FCPS Board Norms established on March 4, 2021. Board Norms for administrators are 1 administrator for every 225 students.

	FPC	FACS	SMBCCS	STEM	FCLA
Projected Enrollment	569	667	778	334	326
Director	Sirui Thomassian	Monica Castañeda	Cary Rabinowitz	Jennifer Miller	
Assistant Director	Nicole Langlois		Walter Gomez and Beth Henschel	Jennifer Pimentel and Cecilia Quijano	
Administrative Coordinator		Juan Gomez and Paige Piper	Ariana Gomez		
Expanded Learning Coordinator	Jessi Tello	Mercedes Meeks	Jazmin Luna	Alejandra Muñoz	

The final roster for the Fenton Charter Public Schools will be presented to the Board of Directors at the board meeting on June 15, 2023.

Additional Information

Administrative Coordinator Job Description

Daily Hours: 8 hours

Calendar: 224 Days

Salary Range: \$99,161 - \$120,141

RECOMMENDATION

It is recommended that the Board of Directors approve the position of Administrative Coordinator for Ariana Gomez at SMBCCS, and move the newly appointed Assistant Director, Nicole Langlois, to FPC.

Attachment: [Ariana Gomez - Resume](#)



FENTON CHARTER PUBLIC SCHOOLS

May 25, 2023

TO: Fenton Charter Public Schools
Board of Directors

FROM: Jason Gonzalez
Chief Operating Officer

David Riddick
Chief Executive Officer/President

SUBJECT: Recommendation to approve hiring of Family Center Directors

BACKGROUND

On December 1, 2022, the Board of Directors approved the submission of applications for the 2022-2023 California Community Schools Partnership Program: Planning Grant for Fenton Avenue Charter School, Fenton Primary Center, Santa Monica Boulevard Community Charter School, Fenton STEM Academy and Fenton Charter Leadership Academy.

On April 13, 2023, the Board of Directors approved the selection of Richard Parra as the Director of Community Schools along with the ability to hire two (2) additional Family Center Directors to ensure all of the Fenton schools in the San Fernando Valley are able to fully staff a Family/Community Center on site.

ANALYSIS

On May 7, 2023, Richard Parra led a Hiring Committee consisting of Alejandra Muñoz, Jennifer Miller, Jason Gonzalez, Johana Juarez, and Sirui Thomassian. The committee interviewed a number of exceptional and highly qualified candidates. Laura Vasquez was selected to serve at Fenton Primary Center and Virginia Palma was selected to serve at the Fenton Academies. The following is an overview of the assignment of Family Center Director positions across the Fenton schools.

	FPC	FACS	SMBCCS	Fenton Academies
Family Center Director	Laura Vasquez	Tony Peña	Johana Juarez	Virginia Palma

The final roster for the Fenton Charter Public Schools will be presented to the Board of Directors at the board meeting on June 15, 2023.

Additional Information

Family Center Job Description

Daily Hours: 8 hours

Calendar: 224 Days

Salary Range: \$60,000 - \$70,000

RECOMMENDATION

It is recommended that the Board of Directors approve the selection of Laura Vasquez at Fenton Primary Center and Virginia Palma at the Fenton Academies.

Attachment: [Laura Vasquez - Resume; Virginia Palma - Resume](#)



FENTON CHARTER PUBLIC SCHOOLS

May 25, 2023

TO: Fenton Charter Public Schools
Board of Directors

FROM: David Riddick
Chief Executive Officer/President

SUBJECT: Recommendation to approve renewal of contracts with Infinite Campus and Renaissance (formerly Illuminate)

BACKGROUND

Illuminate was the Student Information Systems (SIS) and data and assessment software of choice for the Fenton schools for several years. In 2019, Fenton was notified that Illuminate would no longer provide support in the area of SIS. After careful consideration, Fenton selected Infinite Campus to serve as the SIS software for the 2020-2021 school year. Fenton continued to use Illuminate for data and assessment.

The Board of Directors approved the renewal of contracts with Infinite Campus and Illuminate for 2021-2022 and 2022-2023. On November 2, 2022, Fenton was notified that Illuminate was acquired by Renaissance Learning. The data and assessment features of Illuminate remain relatively unchanged thus far. Currently, the Illuminate logo and name appears on the data and assessment software despite being acquired by Renaissance Learning.

ANALYSIS

The use of Infinite Campus and continued use of Illuminate (Renaissance) during the pandemic and following the re-opening of our schools to in-person instruction provided critical support for our data team. Consistency and reliability are key components to the software programs, and both have proved to be effective tools. For the 2023-2024 school year, the Chief Executive Officer recommends the continued purchase of both software programs and related support services. Contracts for both companies are attached. The costs for both are listed below.

	2022-2023	2023-2024
Infinite Campus	\$46,996	\$53,311.40
Renaissance (Formerly Illuminate)	\$21,855	\$22,526.40

RECOMMENDATION

It is recommended that the Board of Directors approve the contract and purchase of software and related services with Infinite Campus and Illuminate.

Attachments: [*Contract with Infinite Campus and Contract with Renaissance*](#)



FENTON CHARTER PUBLIC SCHOOLS

May 25, 2023

TO: Fenton Charter Public Schools
Board of Directors

FROM: David Riddick
Chief Executive Officer/President

SUBJECT: Recommendation to approve contracts for i-Ready

BACKGROUND

On May 19, 2022, the Board of Directors approved a contract with i-Ready consisting of Math Curriculum (i-Ready Classroom Mathematics), i-Ready Assessment and Personalized Instruction Math and Reading Site License (i-Ready), Professional Development, and i-Ready Partner Services.

ANALYSIS

The following is the annual cost for the 2023-2024 school year.

i-Ready Annual Cost		
	2022-2023	2023-2024
Fenton Avenue Charter School	\$79,830 ¹	\$4,000
Fenton Primary Center	\$40,033	\$47,084.59
Santa Monica Boulevard Community Charter School	\$48,214	\$52,067.18
Fenton STEM Academy	\$30,523	\$24,978
Fenton Charter Leadership	\$25,808	\$24,978
Total	\$182,598	\$153,108

RECOMMENDATION

It is recommended that the Board of Directors approve the renewal contract with i-Ready.

¹ FACS purchased for two years in 2022-2023.

Separate Attachments: [*i-Ready Contracts*](#)

IV. ITEMS SCHEDULED FOR ACTION



FENTON CHARTER PUBLIC SCHOOLS

May 25, 2023

TO: Fenton Charter Public Schools
Board of Directors

FROM: David Riddick
Chief Executive Officer/President

SUBJECT: Recommendation to approve revised salary increases on salary schedules for all employees

BACKGROUND

On April 13, 2023, the Board of Directors approved salary increases for all Fenton employees. The following table reflects the increase in teacher salaries between Fenton and the District.

	Fenton	LAUSD²
	<i>All Full Time Staff</i>	<i>Estimate for salary of \$100K</i>
20-21	\$2,500 ³	\$0
21-22	\$10,000 ⁴	\$5,000 (5%)
22-23	\$15,000 ⁵	\$7,000 (7%)
23-24	\$15,000 ⁶	\$7,000 (7%)
24-25	<i>(Pending)</i>	\$7,000 (7%)

Fenton teachers have made about two times the amount in salary increases (\$42,500) compared to teachers in LAUSD. This does not include additional options for salary, including the \$75 per hour rate for Expanded Learning available to all Fenton staff.

² LAUSD Tentative Agreement - ABC News - April 18, 2023 (Retrieved May 18, 2023)

<https://abc7.com/lausd-teachers-union-labor-agreement-utla/13149284/#:~:text=According%20to%20the%20LAUSD%2C%20the,1%2C%202025.>

³ FCPS In-Person Stipends - [Board Approval April 5, 2021](#)

⁴ FCPS In-Person Stipends - [Original - Board Approval May 20, 2021](#); **REVISED** - [Board Approval October 21, 2021](#)

⁵ FCPS In-Person & Acceleration Stipends - [Board Approval August 18, 2022](#)

⁶ FCPS \$10K Salary Increase & Acceleration Stipends - [Board Approval April 13, 2023](#)

The following are recommended adjustments to the salary increases approved at the last meeting.

1. Correction to the required **201 calendar days** for the Instructional Coach position;
2. Name change of the Family/Parent Center Director to **Family Center Director**;
3. Adjustment to Veteran Teacher Salaries to **increase between 2% to 3%** depending on step/column.

The board approved Fenton Salary Schedules reflect the "In-Person" stipends on all certificated and classified salary schedules. For example, the starting salary for a teacher at the beginning of the salary schedule would be \$63,123 as opposed to \$53,123. See the attached [FCPS Salary Schedules](#) for more information.

The following is a rough estimate on the impact to the classified hourly salary schedules.

Position	Hourly Rate (22-23)	Hourly Rate Increase	Proposed Hourly Rate (23-24)
Teacher Assistant/Paraprofessional	\$16.5	\$5.98	\$22.48
Resource Room Aide	\$16.5	\$5.98	\$22.48
Supply Room Aide	\$16.5	\$5.98	\$22.48
Pre-K Teacher Assistant	\$17.25	\$5.98	\$23.23
Special Education Teacher Assistant I	\$17.5	\$5.98	\$23.48
Adult Assistant	\$17.25	\$5.98	\$23.23
Psychomotor Aide	\$16.5	\$5.98	\$22.48
Psychomotor Lead	\$17.25	\$5.98	\$23.23
Playground Supervisor	\$17	\$5.98	\$22.98
Supervision Aide II	\$16.2	\$5.98	\$22.18
Supervision Aide I	\$16.2	\$5.98	\$22.18
Cafeteria Clerk	\$16.2	\$5.98	\$22.18
Supper/After School Playground	\$16.2	\$5.98	\$22.18
Library Media Clerk	\$18.5	\$5.98	\$24.48
Library Aide	\$16.2	\$5.98	\$22.18
Traffic Aide	\$16.2	\$5.98	\$22.18
Campus Security and Maintenance	\$16.2	\$5.98	\$22.18
Custodian	\$16.2	\$5.98	\$22.18

In addition to the salary increase, the Fenton Charter Public Schools will continue the “Acceleration Stipend” into the 2023-2024 school year. The following chart indicates the “Acceleration Stipend” for Fenton staff.

	<i>Acceleration Stipend</i>
Full-Time Certificated & Classified Staff	\$5,000
TAs Working 5.5 Hours	\$2,500
Part-Time TAs (Working Less Than 5.5 Hours)	\$2,000

In-depth Analysis Comparing Wages and Benefits

This was our first attempt to show staff we are focused on salary and health benefits. We are working with **School Services of California (SSC)** and **Edgility** to complete an in-depth analysis comparing our wages and benefits with our neighboring district and charter schools. We want to ensure our salary schedule and health benefits are competitive with our neighboring districts like LAUSD and charter partners to ensure we are competitive.

ANALYSIS

We have compared Fenton's teacher salary schedule with LAUSD's salary schedule. We are noticing that on the lower step/column ranges FCPS is ranges between 11% to 5% higher than the District salary schedule. However, on the higher step/column the salary comparison is not as high. This is to offset the significantly higher costs Fenton pays in benefits for those on the higher step/column. The following is the comparison in how costs that Fenton pays for employees on the lower step/columns compared to those on the higher step/column.

	<i>Annual Benefits</i>
Lower Step/Column (Hired after June 30, 2012) (Employee Only)	\$8,976.60
Higher Step/Column (Hired before June 30, 2012) (Employee +2)	\$26,481.12
Difference	\$17,504.52

While Fenton contributes significantly more to the overall compensation package for our veterans, our goal is to ensure the salaries/benefits for our veteran teachers remain competitive with our neighboring districts. Increasing the step/column for teachers on Step 10, Column 6 and above will ensure all Fenton staff members are compensated above LAUSD's salary schedule for the 2023-2024 school year.

	<i>Additional Increase %</i>
Step 10, Column 6 and Above	+2%
Step 11	+2%
Step 13 and Above	+3%

RECOMMENDATION

It is recommended that the Board of Directors approve the revised salary increases on salary schedules for all employees.

Attachments: [FCPS Salary Schedules](#)



FENTON CHARTER PUBLIC SCHOOLS

May 25, 2023

TO: Fenton Charter Public Schools
Board of Directors

FROM: David Riddick
Chief Executive Officer/President

SUBJECT: **Recommendation to approve revised Kaiser Permanente and Health Net for medical benefits**

BACKGROUND

On April 13, 2023, the Board of Directors approved Kaiser Permanente and Health Net for medical benefits. The following are recommended adjustments to the plans approved at the last meeting.

1. Correction to the approved baseline rate of **\$748.05** approved by the Board of Directors on March 4, 2021 as a cap on medical insurance benefits to be used as a 'baseline' moving forward.
2. Applying the **\$748.05** as the baseline for employees hired after June 30, 2012 that are interested in adding dependents to a High-Deductible Kaiser Permanente Health Plan.
3. Changing the High-Deductible Kaiser Permanente Health Plan to \$3,500 for Employee +1 and a \$7,000 deductible for Employee +2.
4. Enabling a Health Saving Account (HSA) option. This would be beneficial to Fenton staff that were hired after June 30, 2012 and are interested in adding dependents to a high deductible Kaiser Health Plan.
5. Change of rate for Kaiser High Deductible Health Plan: Employee Only - **\$433.07**; Employee + 1 Dependent - **\$866.15**; Employee + 2 or more Dependents - **\$1,225.60**.
6. Change of rate Fenton's traditional Health Net EOA POS plan should be as follows:
7. Employee Only - **\$920.80**; Employee + 1 Dependent - **\$1,979.03**; EE + 2 or more Dependents - **\$2,715.43**.

ANALYSIS

The following are the renewal rates for 2023-2024. The “difference” between the baseline approved by the Board at the April 15, 2021 regular meeting and 2023-2024 rates is the amount active employees receiving “Employee + 1” or “Employee + 2 or more” will contribute monthly through payroll deduction. Early retirees who retired at the end of the 2020-2021 school year are responsible for the same amount. (Payments from Early Retirees are to be received in the Business Office by the first of every month.)

For Kaiser Permanente, rates have not reached/surpassed the board approved baseline and no contribution is required from employees. Health Net rates continue to increase and a higher co-premium payment will be required of those who receive “Employee + 1” and “Employee + 2 or more” for the 2023-2024 school year (*see the chart on the next page*).

For Kaiser Permanente members hired after June 30, 2012, and who therefore do not qualify for “Employee + 1” or “Employee + 2 or more” benefits paid by FCPS, a second option is available which implements a yearly calendar deductible to decrease the cost of premiums (*see the chart that follows*). If this option is selected, the plan is for the employee and qualified dependents; the employee cannot select the “no deductible” option for himself/herself, and purchase the deductible plan for qualified dependents. If employees elect to purchase either the non-deductible plan or deductible plan for qualified dependents, payments are contributed through monthly payroll deduction.

#1 Kaiser Permanente No Deductible Plan (increase of 8.42% for 2023-2024 school year)

This is Fenton’s traditional no deductible plan.

Kaiser	New Rates for 2023-2024	Board Approved Baseline (2020-2021 Rates)	Difference (monthly contribution)
Employee Only	\$706.89*	\$748.05	N/A
Employee + 1	\$1,413.77*	\$1,608.31	N/A
Employee + 2 or more	\$2,000.49*	\$2,206.76	N/A

*These rates are less than the “Board Approved Baseline” and NO co-payment is required.

#2 Kaiser Permanente High Deductible Health Plan (HDHP)

This plan is an option that may be beneficial for those hired after June 30, 2012 who desire to cover one or more qualified dependents. Employees may elect this plan for themselves and pay the indicated amounts for their qualified dependents – either 1 dependent or 2 or more.) This is the monthly premium to be paid by the employee for adding qualified dependents to their health plan for the 2023-2024 school year. This plan has a deductible of \$3,500 for Employee +1 and a \$7,000 deductible for Employee +2.

# of Dependents	New Rate 2023-2024	FCPS Board Approved Contribution	Difference (monthly contribution)
Employee Only	\$433.07	\$748.05	N/A
Employee + 1	\$866.15	\$748.05	\$118.10
Employee + 2	\$1,225.60	\$748.05	\$477.55

#3 Health Net (increase of 11.9% for the 2023-2024 school year)

This is Fenton's traditional Health Net (EOA POS) Plan No Deductible Health Net plan.

# of Dependents	New Rate 2023-2024	FCPS Board Approved Contribution	Difference (monthly contribution)
<i>Employee Only</i>	\$920.80	\$748.05	N/A
<i>Employee + 1</i>	\$1,979.03*	\$1,608.31	\$370.72
<i>Employee + 2</i>	\$2,715.43*	\$2,206.76	\$508.67

*The traditional Health Net rates continue to surpass the "Board Approved Baseline".

#4 Alternative Health Net (decrease of 6.13% for the 2023-2024 school year)

The Alternative Plan Health Net (EOA POS) Plan is a No Deductible plan that is very similar to the current No deductible plan, but it provides a slightly smaller Network of Providers. This option would remove Cedars, Pomona Valley, and Scripps Health.

# of Dependents	New Rate 2023-2024	FCPS Board Approved Contribution	Difference (monthly contribution)
<i>Employee Only</i>	\$800.16	\$748.05	N/A
<i>Employee + 1</i>	\$1,720.37*	\$1,608.31	\$112.06
<i>Employee + 2</i>	\$2,360.50*	\$2,206.76	\$153.74

Health Saving Account (HSA) Option

Enabling a Health Saving Account (HSA) option would be beneficial to Fenton staff that were hired after June 30, 2012 and are interested in adding dependents to a high deductible Kaiser Health Plan.

An HSA is a type of savings account that lets an employee set aside money on a pre-tax basis to pay for qualified medical expenses. By using untaxed dollars in an HSA to pay for deductibles, copayments, coinsurance, and some other expenses, employees are able to lower their overall health care costs. An HSA is used to pay for qualified medical expenses for individuals that have a High Deductible Health Plan.

RECOMMENDATION

It is recommended that the Board of Directors approve the Kaiser and Health Net medical plans for benefited employees.

Attachments: [Kaiser Permanente and Health Net Medical Benefits - \(Staff Presentation\)](#)



FENTON CHARTER PUBLIC SCHOOLS

May 25, 2023

TO: Fenton Charter Public Schools
Board of Directors

FROM: David Riddick
Chief Executive Officer/President

Jason Gonzalez
Chief Operating Officer

Joe Lucente
Chairman of the FCPS Board of Directors

**SUBJECT: Recommendation to approve acknowledgement of teachers who meet or exceed
ADA rate of 98.5%**

BACKGROUND

On July 21, 2022, the Board of Directors approved the Independent Study Board Policy inclusive of new guidelines enacted with the final state budget (AB 130). The CEO and COO along with Rolando Gutierrez, FCPS Attendance Manager, have participated in numerous webinars hosted by law firms and public school advisory organizations to ensure precise and specific information regarding the changes to Independent Study initiated by AB 130 are clearly understood by all school participants and properly implemented. AB 130 For a student participating in independent study that is scheduled for fourteen (14) or less schooldays, we have ten (10) school days to obtain a parent/guardian signature.

One of the provisions in AB 130 enables a child to participate in an Independent Study for a day the absence occurs. The parent/guardian has up to ten (10) days to sign the Independent Study. We have set a local deadline of 9:30 am to be notified of their child's absence in order to participate in an Independent Study for the day of the absence. This 9:30 am time frame is the time of day set by Fenton and is intended to be used as a guideline, but is not a legal mandate. If the school is notified of an absence outside of the 9:30 am, the Attendance Manager, or a member of his team are notified if the completion of an Independent Study for the day of absence is warranted. We don't want to create a technical barrier that will prevent a child from receiving an Independent Study.

The provisions in AB 130 regarding Independent Studies have dramatically increased our ability to offer Independent Studies. Teachers are creating significantly more Independent Studies this year than they have in the past. Regulations have made it easier for a parent to request an Independent

Study and parents are more likely to keep their children at home as we return to pre-pandemic conditions. We are noticing a rather wide range in the completion and offering of Independent Studies across the schools. The budgets of the schools are based on an ADA rate of 98.5%.

ANALYSIS

This action item seeks to acknowledge teachers who have ADA rates of 98.5% or higher each month by adding illness hours to their bank of hours. The number of hours added each month will be minimal, and will be based on the ADA percentage the teacher achieved that month.

The following illness hours will be added as follows:

- 100%: 3 hours of illness time added to the teacher's bank of hours
- 99.9% - 99.5%: 2 hours added
- 99.4% - 98.5%: 0.5 hours

Because the goal of 98.5% was well publicized to all staff and is the goal upon which the budgets of each site are based, illness hours will be **retroactive** for this school year and hours of illness time may be added to the teacher's bank of hours based on their ADA percentage going back to the beginning of the year and for each month this school year.

RECOMMENDATION

It is recommended that the Board of Directors approve acknowledgement of teachers who meet or exceed ADA rate of 98.5%.



FENTON CHARTER PUBLIC SCHOOLS

May 25, 2023

TO: Fenton Charter Public Schools
Board of Directors

FROM: David Riddick
Chief Executive Officer/President

SUBJECT: Recommendation to receive and file 2022-2023 Annual Performance-Based Oversight Visit Reports for the Fenton schools

BACKGROUND

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

ANALYSIS

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

Final reports for the Fenton schools are presented here for Board review and discussion. The reports indicate the following:

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

Santa Monica Boulevard Community Charter School	4	2	4	4
Fenton Primary Center	4	2	4	4
Fenton STEM Academy	4	3	4	4
Fenton Charter Leadership Academy	4	3	4	4

The summary pages and scores are attached.

RECOMMENDATION

It is recommended that the Board of Directors receive and file the 2022-2023 Annual Performance-Based Oversight Visit Reports for the Fenton schools.

Separate Attachments: [*2022-2023 Annual Performance-Based Oversight Visit Reports for FACS, SMBCCS, FPC, STEM and FCLA*](#)



FENTON CHARTER PUBLIC SCHOOLS

May 25, 2023

TO: Fenton Charter Public Schools
Board of Directors

FROM: David Riddick
Chief Executive Officer/President

SUBJECT: Recommendation to approve presenting notice to authorizing district, LAUSD, to reserve the right of Fenton schools to leave LAUSD SELPA at the end of the 2023-2024 school year

BACKGROUND

In 2011, the Los Angeles Unified School District (LAUSD) reorganized its Special Education Local Plan Area (SELPA) to provide charter schools with a continuum of options for serving students with disabilities. The continuum spans from the least autonomous Option 1 to the most autonomous Charter Operated Program: Option 3 (COP3).

Since the reorganization, over 200 independent charter schools have embraced autonomy and responsibility in special education through COP3. This new autonomy has resulted in a steady increase in the percentage and range of students with disabilities enrolled in LAUSD charter schools.

ANALYSIS

Although the relationship with the District and the results achieved by the charter schools in COP3 have been positive, the COP3 members recognize that special education arrangements with the LAUSD SELPA are subject to change. For this reason, charter schools must take steps necessary to preserve their autonomy and infrastructure by maintaining the ability to exit the SELPA should such action be in the best interest of the charter school and their students.

The Fenton Charter Public Schools, along with the other COP3 member schools, will submit a letter of notification that all (or selected) schools in COP3 reserve the right to exit the LAUSD SELPA effective July 1, 2024.

RECOMMENDATION

It is recommended that the Board of Directors approve the submission of the notice to the authorizing district, LAUSD, to reserve the right of Fenton schools to leave the LAUSD SELPA at the end of the 2023-2024 school year.

Attachment: [Annual Collective SELPA Notice to LAUSD](#)



FENTON CHARTER PUBLIC SCHOOLS

May 25, 2023

TO: Fenton Charter Public Schools
Board of Directors

FROM: David Riddick
Chief Executive Officer/President

SUBJECT: Recommendation to receive and file tax returns for the calendar year 2021 and year ending June 30, 2022 for FCPS, SFV Education and FCPS Foundation

BACKGROUND

The Fenton Charter Public Schools, SFV Education and FCPS Foundations are all recognized as non-profit benefit corporations – 501(c)(3)s – and have tax exemption as authorized by the Internal Revenue Service (IRS) and California State Franchise Tax Board (FTB). Nevertheless, each of these entities file annual tax returns, similar to individuals with the IRS and FTB.

ANALYSIS

Copies of the e-file authorizations and reports are attached below.

RECOMMENDATION

It is recommended that the Board of Directors receive and file the tax returns for FCPS and SFV Education. The FCPS Foundation tax returns were signed and filed by the Chairman of the Board of the entity, Rolando Gutierrez, and will be forwarded once a copy is received.

Attachments: [IRS e-file Signature Authorization for FCPS; California e-file Return Authorization for FCPS; California e-file Return Authorization for SFV Education; California e-file Return Authorization for SFV Fenton Facilities](#)



FENTON CHARTER PUBLIC SCHOOLS

May 25, 2023

TO: Fenton Charter Public Schools
Board of Directors

FROM: David Riddick
Chief Executive Officer/President

SUBJECT: Recommendation to approve incentives for retention and retainment of Fenton staff

BACKGROUND

On Wednesday, March 22, 2023, Fenton held an Ad Hoc Committee meeting to discuss salaries and benefits along with staffing needs for the 2023-2024 school year. Members of the Ad Hoc Committee include: David Riddick (CEO), Jason Gonzalez (COO), Joe Lucente (Board Chairman), Irene Sumida (Executive Advisor), Fenton Directors, Fenton Faculty Representatives, and Fenton Classified Representatives. The following are the number of new hires anticipated across the Fenton Schools.

	Anticipated # of New Hires
Fenton Primary Center	0
Fenton Avenue Charter School	3
Santa Monica Blvd. Community Charter School	9
Fenton Charter Leadership Academy	1
Fenton STEM Academy	1

During the Ad Hoc Committee meetings, the committee identified a need to ensure all schools are staffed appropriately with veteran teachers. The following is an overview of recommendations to incentivize transfer of veterans and retain current Fenton staff.

School	Transfer Stipend	Benefits Stipend
Santa Monica Blvd. Community Charter School	\$7,500	\$3,500 \$7,000
Fenton Avenue Charter School	\$2,500	N/A

ANALYSIS

Santa Monica Boulevard Community Charter School (SMBCCS)

SMBCCS has the most need in terms of anticipated new hires. Based on projections, SMBCCS will need to hire 9 new teachers. SMBCCS has substantial needs requiring significant action. SMBCCS has the highest rates of Free/Reduced Meals (96%) and English Learners (56%) of any school in the Fenton organization, and correspondingly, receives significantly higher funding rates than the other Fenton schools. Additionally, the staff turnover rate for SMBCCS has been considerably higher than the other Fenton schools. The goal of this round of reorganization is to incentivize some of our experienced teachers to transfer to SMBCCS. The following incentives will apply to those transferring to SMBCCS.

Stipends

Transfer Stipend - \$7,500 per year stipend for three (3) years

Benefit Stipend - Santa Monica will provide all full time staff that was hired after June 30, 2012 (Employee Only Benefits) with a \$3,500 stipend for Employee +1 and \$7,000 for Employee +2. This stipend amount is available each year for three (3) years for those hired after June 30, 2012 and have employee only benefits. The benefit stipend will require proof of excess payment coverage through Fenton, Covered California, or another 3rd party vendor.

These stipends are exclusive to employees currently at SMBCCS and employees that transfer to the school for the 2023-2024 school year. Santa Monica has the funds to cover the expense and it gives the organization a test run on the viability and affordability of running this type of pilot program.

Qualifications for Transfer:

Regular Status with at least 2 years of experience prior to the 2023-2024 school year.
Commitment to stay at SMBCCS for three (3) years.

Fenton Avenue Charter School

Fenton Avenue Charter School currently has three (3) openings. The following incentives will apply to those transferring to FACS.

Benefits

Transfer Stipend - \$2,500 per year stipend for three (3) years

Qualifications for Transfer:

Regular Status with at least 2 years of experience prior to the 2023-2024 school year.
Commitment to stay at FACS for three (3) years.

Individuals Requesting Transfer

The following individuals have been approved to transfer schools. These teachers have completed the necessary documentation for transfer and have been approved for transfer by the sending and receiving school. Transfer stipends will be added to the monthly payment.

Moving from Fenton Primary Center

Annie Hai to SMBCCS (K)

Lisa Morales to FACS (TK)

Moving from Fenton Avenue Charter School

Vanessa Ettleman to SMBCCS (TK)

Fanny Adnitt to SMBCCS (4th)

Lizette Adkisson to SMBCCS (4th)

RECOMMENDATION

It is recommended that the Board of Directors approve incentives for retention and retainment of Fenton staff.



FENTON CHARTER PUBLIC SCHOOLS

May 25, 2023

TO: Fenton Charter Public Schools
Board of Directors

FROM: David Riddick
Chief Executive Officer/ President

SUBJECT: Recommendation to approve expenditures for items above the spending authority of the Chief Executive Officer

BACKGROUND

The Chief Executive Officer has the authority to approve expenditures up to \$50,000. All expenditures over \$50,000 must be approved by the Board of Directors.

ANALYSIS

The following expenditures exceed the Chief Executive Officer's spending authority, and the Board is asked to review and approve the items, which will be funded by ESSER III funds and Expanded Learning.

Villa's Roofing: \$56,320 (SMBCCS)

Classrooms 33, 34, 35, 50, and 51 are in need of roof repair at Santa Monica Boulevard Community Charter School.

Edgility Consulting: \$55,000 (FACS, FPC, SMBCCS, STEM, FCLA)

The CEO and COO would like to work with **School Services of California (SSC)** and **Edgility** to complete an in-depth analysis comparing our wages and benefits with our neighboring district and charter schools. The estimated cost of Edgility Consulting is \$55,000. Please see the [attached](#) document for detailed information about Edgility Consulting.

Creative Curriculum: \$60,000 (FACS, FPC, SMBCCS, STEM, FCLA)

The Fenton schools are experiencing a dramatic increase in Transitional Kindergarten (TK) students. With the increase in funding for TK next year as the state fully funds students born April 2, we anticipate more students enrolling. Currently, TK teachers are modifying their curriculum based on Benchmark Advance. Creative Curriculum has created a comprehensive program inclusive of ELA and Mathematics specifically for TK. The cost per classroom is listed below.

Creative Curriculum for Transitional Kindergarten		
	# of Classrooms	Total
Fenton Avenue Charter School	2	\$10,000
Fenton Primary Center	5	\$25,000
Santa Monica Blvd. Community Charter School	3	\$15,000
Fenton STEM Academy	1	\$5,000
Fenton Charter Leadership	1	\$5,000
Total	5	\$60,000

Lakeshore: \$83,632 (SMBCCS)

SMBCCS is using ESSER III funds to develop a dynamic learning environment for their 3 TK classrooms. With the partnership of TK Lead Teacher, Jennifer Flynn, the design is innovative and creative. Classroom set up includes white glove delivery and setup by Lakeshore. Please see the [attached](#) for classroom layouts and specifications.

Parker Anderson Enrichment (\$285,175) (FACS, FPC, SMBCCS, STEM, FCLA)

Parker Anderson Enrichment (PAE) has become a very popular vendor across the Fenton schools. PAE provides after school sessions that educate and entertain through hands-on learning. Click on the following [link](#) for the classes offered. The following are the estimated costs of PAE for the 2022-2023 school year. Expanded Learning funds will be used to cover these funds in alignment with our ELO-P program.

Parker Anderson Enrichment (ELO-P Vendor)	
Fenton Avenue Charter School	\$130,125
Fenton Primary Center	\$20,250
Santa Monica Blvd. Community Charter School	\$73,800
Fenton STEM Academy/Fenton Charter Leadership	\$61,000
Total	\$285,175

RECOMMENDATION

It is recommended that the Board of Directors approve the expenditures for Villa's Roofing in the amount of **\$56,320**, Edgility Consulting in the amount of **\$55,000**, Creative Curriculum in the amount of **\$60,000**, Lakeshore in the amount of **\$83,632**, and Parker Anderson Enrichment in the amount of **\$285,175**.

Attached: [CEO Expenditures](#)



FENTON CHARTER PUBLIC SCHOOLS

May 25, 2023

TO: Fenton Charter Public Schools
Board of Directors

FROM: David Riddick
Chief Executive Officer/President

Jason Gonzalez
Chief Operating Officer

SUBJECT: Recommendation to approve Fenton Summer School Academy

BACKGROUND

Every Fenton Charter Public School has a strong commitment to offering an array of extracurricular activities to deepen each student's overall school experience that compliment classroom learning. These options include, but are not limited to, before and after school programs and summer programs. The Fenton schools received \$8.5 million in Expanded Learning funds that have enabled us to expand the school day by three hours, and extend schooling into holidays and the spring and summer breaks for interested families.

The Expanded Learning Opportunities program is run by Fenton teachers and reputable vendors with a history serving our community. Students are able to attend after school assemblies and field trips. Each Fenton school has an administrator assigned to the afterschool program. The following are programs offered using the Expanded Learning funds.

Classes Offered by Fenton Teachers:

Crafting, Knitting, Art Projects, Art Projects Around the World, Foundational Skills, Tutoring, Crazy 8's Math, Multiplication Fluency, Muay Thai & Fitness, Robotics, Dream A World, Indi Robot, Thinking Strategically, Cursive, Physical Fitness, Drill Team, Animation, Cooking Academy, Drone Flight Academy, Hula Class, Origami, Photography, Zumba, Book Club, Theater & Acting Workshop.

Classes Offered by Reputable Vendors:

Think Together, Read, Set, Go!, LA's Best, Jazz Empowers, Gabriella Dance Foundation, Science of Sports, Parker Anderson Enrichment, Great Knights Chess, Building Equity, Aspiration, Resilience, Mad Science, Reptacular Animals, Marine Biology, Music Adventures, Photography, Pokemon Art Academy, Recorder Music Class, Science Surprise,

Ukulele, Tech Kids: Game Design, Cheer and Fitness, Jewelry Making, Clay Sculpting, Choral Singing, Gymnastics, Mathnasium, Sylvan Learning.

After School Assemblies:

Los Angeles School of Music, Animal Encounters, Mad Science, Magic Academy, L.A. Troupe Theater, Music Center.

Field Trips:

Aquarium of the Pacific, LA Zoo, Santa Barbara Zoo, Underwood Family Farms, Discovery Cube, Kids Space, El Capitan Theater, La Brea Tar Pits, Universal Studios STEM Lab, Disneyland Imagination Campus Workshops, Field Day, Camp CIMI.

Fenton has offered a Summer School Academy for the past three years. The program continues to grow each year. This [link](#) shows the increase in enrollment from 2020-21 and 2021-22. The following illustrates the increase in enrollment and staffing comparing 2020-21 and 2021-22.

Summer School Staff/Student Increase (2021-22 versus 2020-21)									
	Session 1			Session 2			Session 3		
	# of Teachers	# of TAs	# of Students	# of Teachers	# of TAs	# of Students	# of Teachers	# of TAs	# of Students
FACS	3	10	34	4	11	36	5	12	41
FPC	9	8	45	14	7	66	15	13	63
SMBCCS	4	-1	46	6	2	54	7	1	57
STEM	1	0	44	4	3	66	4	3	60
FCLA	5	5	69	3	3	41	3	3	36

ANALYSIS

Each Fenton school will offer components for the Summer School Academy. Schools may add additional days, but the following minimum requirements will be implemented across all schools.

- Summer school will be 9 days, 5 hours a day 7:30 - 12:30 (staff time);
- Summer school will take place June 20 - June 30, 2023 (8am-12pm)
- Certificated Teachers (General Education and Special Education) will make \$75 an hour;
- Paraprofessional rate will be remain the same as their hourly rate;
- Think Together will provide an additional five (5) hours to ensure students receive nine (9) hours for the day.

RECOMMENDATION

It is recommended that the Board of Directors approve the Fenton Summer School Academy.



FENTON CHARTER PUBLIC SCHOOLS

May 25, 2023

TO: Fenton Charter Public Schools
Board of Directors

FROM: Jason Gonzalez
Chief Operating Officer

SUBJECT: Recommendation to approve the Employer Retention Tax Credit retainer agreement at 8% contingency fee.

BACKGROUND

The Employee Retention Credit (ERC) is a refundable tax credit for businesses that continued to pay employees while shut down due to the COVID-19 pandemic or had significant declines in gross receipts from March 13, 2020 to Dec. 31, 2021. Eligible employers can claim the ERC on an original or adjusted employment tax return for a period within those dates. Only recovery startup businesses are eligible for the ERC in the fourth quarter of 2021.

An employer is eligible for the ERC if it:

- Sustained a full or partial suspension of operations limiting commerce, travel or group meetings due to COVID-19 and orders from an appropriate government authority, or
- Experienced a significant decline in gross receipts during 2020 or a decline in gross receipts during the first three quarters of 2021 or
- Qualified in the third or fourth quarters of 2021 as a recovery startup business.

ANALYSIS

This action item seeks the approval of the Employer Retention Tax Credit retainer agreement through Michael Williams, a California-licensed attorney. His firm focuses its practice on tax planning and credits; he is the tax attorney proposing to provide this service. We review whether there is any risk to (1) being denied a refund and whether that presents issues of cash flow or charges of frivolous filings, (2) media concerns, and (3) potential costs. In sum, we believe there is minimal to no risk from (1) and (2), and the risk of (3) can be mitigated by cost structure of attorney fees. Regarding (1), some of the risk is already mitigated because we are seeking a refund. If we had applied for the ERC as many companies did during the early part of the pandemic, we would withhold our requested amount. The danger is if the IRS denied the request, then we would have to pay the money back to the IRS. However, this period is past and now the only option under the ERC is to request a refund. There is less risk here because if the IRS denies a refund from the IRS, there

is nothing to pay back. They either send you a check, or deny the request (from which we could appeal if we so chose).

There is minimal risk of fraudulent or frivolous filings. This risk is largely borne by the attorney filing the returns, but, regardless, we have done our due diligence with not just the attorney himself, but also I have reviewed the FAQs on eligibility. Regarding the risk associated with (3) described above, we can mitigate this in a couple of ways. One, by paying our fees on a contingency basis, we don't pay any fees if we do not get the refund. Two, we can ask our attorney to cover possible appeal and audit costs under this contingency fee arrangement. Thus, the most likely downside risk is not paying anything at all, as if the IRS disagrees with our claim at a later date, we can abate any potential penalties as we can clearly demonstrate that we've done our due diligence and relied on the advice of an experienced tax attorney who has filed a substantial number of claims for charter schools in California and around the country. The attorney charges a success-based fee for his services; at our credit size his rate is **8%**, which is in line with other schools that we have discussed regarding their ERC filings. If all quarters are approved for which we qualify, the total credit would be in excess of **\$5,009,700**. It is possible that not all quarters receive approval, as each is judged on its own merit. As such, the refund amount will only be known if and when the IRS approves the refund claim.

RECOMMENDATION

It is recommended that the Board of Directors approve the Employer Retention Tax Credit retainer agreement at 8% contingency fee.

Attached: [Fenton Charter Public School ERC Calculation.](#)

V. ITEMS SCHEDULED FOR INFORMATION



FENTON CHARTER PUBLIC SCHOOLS

May 25, 2023

TO: Fenton Charter Public Schools
Board of Directors

FROM: David Riddick
Chief Executive Officer/ President

SUBJECT: LCAP Update and Instructional Report

BACKGROUND

As per Education Code sections 52060, 52066, 47605, 47605.5, and 47606.5:

The LCAP is intended to be a comprehensive planning tool. LEAs may reference and describe actions and expenditures in other plans, and funded by a variety of other fund sources, when detailing goals, actions, and expenditures related to the state and local priorities. LCAPs must be consistent with school plans submitted pursuant to Education Code section 64001. The information contained in the LCAP, or annual update, may be supplemented by information contained in other plans (including the LEA plan pursuant to Section 1112 of Subpart 1 of Part A of Title I of Public Law 107-110) that are incorporated or referenced as relevant in this document.

Charter schools, pursuant to Education Code sections 47605, 47605.5, and 47606.5, must describe goals and specific actions to achieve those goals for all pupils and each subgroup of pupils identified in Education Code section 52052, including pupils with disabilities, for each of the state priorities as applicable and any locally identified priorities. For charter schools, the inclusion and description of goals for state priorities in the LCAP may be modified to meet the grade levels served and the nature of the programs provided, including modifications to reflect only the statutory requirements explicitly applicable to charter schools in the Education Code.

ANALYSIS

The 2022-2023 Local Control and Accountability Plans for the Fenton Schools were approved by the Board on June 23, 2022. We will continue to monitor the growth of our students throughout the year during the Middle of Year (MOY) Assessments and End of Year (EOY) Assessments to gauge the success of our students throughout the year.

This [link](#) contains an update of the LCAP financials and LCAP Benchmark Data. The final LCAP will be submitted for approval at the June 16, 2022 Board meeting. Evidence of stakeholder

engagement is documented through [Council/Committee](#) minutes presented to the board each month. LCAP Goals and Annual Measurable Objectives (Actions) are identified next to the item number in the minutes for each council/committee.

RECOMMENDATION

This is an information item only and no action is required. The item will be brought to the Board for action at the June meeting



FENTON CHARTER PUBLIC SCHOOLS

May 25, 2023

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: FCPS Board Approved Staffing Norms

BACKGROUND

The following are the FCPS Staffing Norms approved by the Board of Directors on March 4, 2021.

T.A.s:

- *One per every three classrooms*
- *T.A.s only work with students; no supervision*

Office Staff:

- *Maximum of one per every 200 students. (Office staff includes Office Manager, Office Assistant, Compliance Assistant, and Nurse's Aide.)*
- *If the school's ending fund balance is above \$200,000 additional "office staff" such as additional Office Assistants, Compliance Assistants, Nurse's Aide, and Supply Room Clerks may be hired.*

Custodial Staff:

- *Maximum of four (4) full-time per site or 3 full-time plus 2 part-time.*

Security:

- *When schools return to "normal", 1.5 per site with no contracted services.*

Administration:

- *Consider changing the norm to 1 administrator for every 225 students. Schools have until August 2022 when the new norm may be implemented by Board action.*

Special Education Guidelines:

- *Consistent use of data to determine placements.*
- *Consistent use of data and research to determine programs necessary at any given Fenton site.*
- *Well-developed and communicated specific procedures and protocols to determine assignment of Adult Assistants (AAs), the number of hours an AA is assigned, and regular review of the necessity of the assignment.*
- *More in-depth and regular review of adherence to protocols at each site, including monthly review and evaluation of Special Education spending.*

ANALYSIS

As we consider increases to salary and benefits, we must ensure that our staffing norms are in alignment with FCPS Board Norms. After a review of our current staff rosters compared to board approved norms, we are significantly higher in the area of paraprofessionals. The Board of Directors will receive the 2023-2024 Staff Roster for approval once board norms are followed and implemented to ensure fiscal stability.

On Monday, April 10, 2023 the FCPS Board Finance Subcommittee met to discuss minimum thresholds for annual operating income. The following minimum thresholds were established.

FCLA - \$75K
 STEM - \$75K
 FPC - \$100K
 FACS - \$150K
 SMBCCS - \$150K

The FCPS Ad Hoc Finance Committee met on Monday, April 17, 2023 to discuss recommendations for the board norms and the impact to the 2023-2024 Staff Roster. Schools that exceed the minimum thresholds without the inclusion of one-time funds will have greater flexibility in terms of site specific expenditures and supplemental staffing needs including paraprofessionals.

RECOMMENDATION

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



FENTON CHARTER PUBLIC SCHOOLS

May 25, 2023

TO: Fenton Charter Public Schools
Board of Directors

FROM: David Riddick
Chief Executive Officer/ President

SUBJECT: 2023-2024 and 2024-2025 FCPS Instructional Calendars

BACKGROUND

On January 26, 2023, the Board of Directors approved the FCPS Instructional Calendar for the [2023-2024](#) school year. The staff overwhelmingly voted for the calendar option that contains a 15 day winter break and ends the second week of June. On March 27, 2023, LAUSD approved calendars for the next three years. The calendar for [2023-2024](#) is very similar to the traditional LAUSD calendar and the Fenton calendar. However, the calendars for [2024-2025](#) and [2025-2026](#) shorten the traditional winter break from 13 days to 10 days in order to end the school year by the end of May.

ANALYSIS

The Fenton schools offer students four (4) more days than LAUSD. Our calendar is typically close to LAUSD, but we do not mirror their calendar. Offering families a calendar option that contains a 15 day winter break and ends the second week of June would be challenging given the wide difference between the LAUSD calendar. Our goal is to work with staff and families to present the Board of Directors with a calendar for 2024-2025 and 2025-2026. Please see the detailed [comparison between Fenton and the LAUSD calendars](#) for the next three years. Fenton is currently accepting feedback on three (3) options for the 2024-2025 and 2025-2026 school years. A final version of the calendars will be presented to the Board for approval on June 15, 2023.

RECOMMENDATION

This is an information item only and no action is required. The item will be brought to the Board for action at the June meeting.

VI. CLOSED SESSION

Chair Lucente 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 54957 - Public Employee Performance Evaluation and Public Employee Appointment.”

VII. RETURN TO OPEN SESSION

Chair Lucente will announce any action taken in Closed Session.