



FENTON CHARTER PUBLIC SCHOOLS

The mission of the Fenton Charter Public Schools is to offer a high-quality innovative education to all students in a safe, secure, nurturing environment where students, parents and staff become a community of learners achieving collaborative and successful outcomes.

FCPS: 8928 B Sunland Boulevard, Sun Valley, CA 91352 • (818) 962-3630

FACS: 11828 Gain Street, Lake View Terrace, CA 91342 • (818) 896-7482

SMBCCS: 1022 North Van Ness Avenue, Los Angeles, CA 90038 • (323) 469-0971

FPC: 11351 Dronfield Avenue, Pacoima, CA 91331 • (818) 485-5900

STEM and FCLA: 8926 Sunland Boulevard, Sun Valley, CA 91352 • (818) 962-3636

REGULAR MEETING - BOARD OF DIRECTORS

July 13, 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

Remote Attendee Videoconference Location:

10660 White Oak Avenue, Granada Hills, CA 91344

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 June 15, 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** – Chair Lucente

Independent Study – *California Education Code (EC) Section 51747:* The Board will encourage participation from parents, teachers and community members prior to the adoption of written policies related to independent study to be implemented at the Fenton schools beginning in the 2023-2024 school year.

- C. **Committee/Council Reports**

1. **Finance Committee:** *Sarah Ananta, Maria Patrón (FPC); Isabella Rodriguez (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, Zoe Weiss (SMBCCS); Stephanie Garcia (FCLA); Elisa Vallejo (STEM)*
Curriculum and Assessment Council: *Christopher Torres (FACS)*
3. **Personnel Committee:** *Karen Knapp, Laura Vasquez (FPC); Megan Rol, Marie Kirakossian (SMBCCS); Kate Marrelli (FCLA); Priscilla Gentry (STEM)*
Human Resource and Personnel Council: *Ann Velasco (FACS)*
4. **Parent/Community Advocacy Committee:** *Gurpreet Gill, Bridget Ruiz (FPC); Aaron Veals (SMBCCS); Brenna Mack (FCLA); Melissa Katchen (STEM)*
School-Community Relations Council: *Tony Peña (FACS)*
 - a. **School Site Council:** *(FACS); (FPC); (SMBCCS); (FCLA/STEM)*
 - b. **English Learner Advisory Committee:** *(FACS); (FPC); (SMBCCS); (FCLA/STEM)*

D. Financial Business Manager's Report:

Erik Okazaki, Financial Manager of the FCPS, will report on changes and necessary revisions to the 2023-2024 approved budgets at the August meeting.

E. Directors' Reports

Directors' reports will resume in September. The Directors and their respective schools are listed below:

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) – *Mrs. Sirui Thomassian*
4. Fenton STEM Academy (STEM) – *Mrs. Jennifer Miller*
5. Fenton Charter Leadership Academy (FCLA) – *Mrs. Jennifer Miller*
6. Community Schools - *Mr. Richard Parra*

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 the 2023-2024 Board Resolution regarding council and committee responsibilities and membership](#)

IV. ITEMS SCHEDULED FOR ACTION

- A. [Recommendation to approve slate of FCPS Board Officers for the 2023-2024 school year](#)
- B. [Recommendation to approve Independent Study Agreement for 2023-2024 school year](#)
- C. [Recommendation to approve expenditures for items above the spending authority of the Chief Executive Officer](#)

V. ITEMS SCHEDULED FOR INFORMATION

- A. [LCAP Update and Instructional Report](#)

VI. ANNOUNCEMENTS

VIII. ADJOURNMENT

The next regular meeting of the Board of Directors of the Fenton Charter Public Schools will be held on Thursday, August 17, 2023 at 4:30 pm in the boardroom of the FCPS Business Office and via Zoom.

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

UNAPPROVED MINUTES
FENTON CHARTER PUBLIC SCHOOLS
BOARD OF DIRECTORS MEETING

June 15, 2023

A meeting of the Board of Directors of the Fenton Charter Public Schools was held on Thursday, June 15, 2023, at 4:30 p.m. in the boardroom of the FCPS Business Office (8928B Sunland Blvd., Sun Valley, CA 91352) 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 4:40 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*

Board Members Not Present

Daniel Laughlin, *Parent Representative*
Walter Wallace, *Community Representative*

C. Flag Salute - Chair Lucente

D. Approval of the Agenda - Chair Lucente

On **MOTION** of Carrie Wagner, **SECONDED** by Erin Studer, and **CARRIED** by a vote of 5 (YES) and 0 (NO), the Agenda (Item I.D.) was approved as presented.

Aye: (5) Yvette King-Berg, Joe Lucente, Erin Studer, Carrie Wagner, Jed Wallace
Nay: (0)
Abstentions: (0)

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

On **MOTION** of Yvette King-Berg, **SECONDED** by Jed Wallace, and **CARRIED** by a vote of 5 (YES) and 0 (NO), the minutes of the May 18, 2023 Regular Meeting (Item I.E.) were approved as presented.

Aye: (5) Yvette King-Berg, Joe Lucente, Erin Studer, Carrie Wagner, Jed 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, 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 - \$408,442
 - § **Without one-time funds - \$784,279**
 - FPC Operating Income
 - § Current forecast - \$100,000
 - § **Without one-time funds - \$2,237,912**
 - SMBCCS Operating Income
 - § Current forecast - \$886,211
 - § **Without one-time funds - \$465,953**
 - STEM Operating Income
 - § Current forecast - \$73,714
 - § **Without one-time funds - \$578,572**
 - FCLA Operating Income

§ Current forecast - \$74,529
§ Without one-time funds - \$779,372

- Previous vs. current forecast:
 - FACS – Positive change with increase of \$47K since previous update driven by rebates from ASCIP (\$41,000) and savings for services and other operating expenses (\$21K).
Months Cash on Hand – 8.6 (compared to 6.0 last month)
 - FPC – Operating income remained stable since the last update.
Months Cash on Hand – 6.5 (compared to 5.4 last month)
 - SMBCCS – Operating income decreased by \$12K since the previous update. \$33K in rebates from ASCIP and \$13K in other local revenue, with \$56K increase in spending for services and other operating expenses.
Months Cash on Hand – 11.7 (compared to 8.0 last month)
 - STEM – Operating income remained stable since the last update.
Months Cash on Hand – 3.8 (compared to 1.9 last month)
 - FCLA – Operating income remained stable since the previous update.
Months Cash on Hand – 2.7 (compared to 1.3 last month)
- 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) – 117 days
 - § STEM and FCLA only – 65 days
 - Debt Service – Minimum requirement ratio of 1.10
 - § Forecast for obligated group (including FPC) – 1.94
 - § STEM and FCLA only – 1.00
- 2023-2024 Proposed Budget (based on 98.5% ADA for all sites, LCFF COLA of 8.22%, and implementation of FCPS board-approved personnel norms):
 - FACS
 - § Total revenue: \$16,306,697
 - § Operating income: \$761,265
 - § Enrollment: 674
 - FPC
 - § Total revenue: \$13,726,430
 - § Operating income: \$230,105
 - § Enrollment: 552
 - SMBCCS
 - § Total revenue: \$19,054,130
 - § Operating income: \$150,437
 - § Enrollment: 768

- STEM
 - § Total revenue: \$7,370,709
 - § Operating income: \$190,034
 - § Enrollment: 334
- FCLA
 - § Total revenue: \$5,038,081
 - § Operating income: \$232,262
 - § Enrollment: 326

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 2023-2024 Homeless Education Policies for FACS, FPC, SMBCCS, FCLA and STEM**
- B. Recommendation to approve E-Rate Consulting Renewal Proposal for Fiscal Year 2023-2024 from Learningtech.org**
- C. Recommendation to approve Delta Dental and VSP plans for benefited employees**
- D. Recommendation to renew accounting services with EdTec**
- E. Recommendation to approve continued membership in CharterSAFE for Workers' Compensation Insurance and membership in the Alliance of Schools for Cooperative Insurance Programs (ASCIP) for Property and Liability Insurance**

- F. Recommendation to approve vendor schedule of agreements**
- G. Recommendation to ratify conference attendance in 2022-2023 and approve conference attendance for selected FCPS staff during the 2023-2024 school year**
- H. Recommendation to approve Board of Directors for 2023-2024**
- I. Recommendation to approve revised FCPS Employee Handbook**
- J. Recommendation to receive and file rebates for Fenton's participation in ASCIP's Workers' Compensation and Health Benefits programs**
- K. Recommendation to approve continued membership in California Charter Schools Association**

No Consent Agenda items were requested for removal for further discussion, but Chair Lucente requested that Item III.B. be separated from the remaining agenda due to a personal conflict of interest (Mr. Lucente is on the board of Learningtech.org, the entity whose contract is up for renewal). Vice Chair King-Berg assumed the chair for Item III.B. and the action is noted below.

On **MOTION** of Erin Studer, **SECONDED** by Carrie Wagner, and **CARRIED** by a vote of 4 (YES) and 0 (NO), the recommendation to approve the Consent Agenda, Item III.B., was approved as presented.

Aye: (4) Yvette King-Berg, Erin Studer, Carrie Wagner, Jed Wallace
 Nay: (0)
 Abstentions: (0)

Vice Chair King-Berg handed the meeting back to Chair Lucente, and the remaining items on the Consent Agenda were approved as noted below.

On **MOTION** of Yvette King-Berg, **SECONDED** by Jed Wallace, and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to approve the Consent Agenda (Items III.A., C., D., E., F., G., H., I., J., and K.) was approved as presented.

Aye: (5) Yvette King-Berg, Joe Lucente, Erin Studer, Carrie Wagner, Jed Wallace
 Nay: (0)
 Abstentions: (0)

IV. ITEMS SCHEDULED FOR ACTION

A. Recommendation to approve Transitional Kindergarten enrollment to allow a child who will have their fourth birthday by September 1st to be eligible for a full year of Transitional Kindergarten

On **MOTION** of Carrie Wagner, **SECONDED** by Yvette King-Berg, and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to approve Transitional Kindergarten enrollment to allow a child who will have their fourth birthday by September 1st to be eligible for a full year of Transitional Kindergarten (Item IV.A.) was approved as presented.

Aye: (5) Yvette King-Berg, Joe Lucente, Erin Studer, Carrie Wagner, Jed Wallace

Nay: (0)

Abstentions: (0)

B. Recommendation to approve certification of professional experience in a classroom setting with preschool-age children comparable to 24 units of education in early childhood education and/or childhood development

On **MOTION** of Yvette King-Berg, **SECONDED** by Erin Studer, and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to approve certification of professional experience in a classroom setting with preschool-age children comparable to 24 units of education in early childhood education and/or childhood development (Item IV.B.) was approved as presented.

Aye: (5) Yvette King-Berg, Joe Lucente, Erin Studer, Carrie Wagner, Jed Wallace

Nay: (0)

Abstentions: (0)

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

On **MOTION** of Yvette King-Berg, **SECONDED** by Carrie Wagner, and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to approve expenditures for items above the spending authority of the Chief Executive Officer (Item IV.C.) was approved as presented. *Specific expenditures approved:*

Curriculum Associates: \$148,055 (FCPS)

Magnetic Reading is a supplemental phonics program that aligns with the i-Ready curriculum. In addition, Curriculum Associates has a supplemental phonics program for students in the upper grades. *(See chart below for cost of materials per school.)*

<i>Curriculum Associates</i>		
	<i>Magnetic Reading (K-2)</i>	<i>Phonics for Reaching (3-6)</i>
<i>FACS</i>	<i>\$9,500</i>	<i>\$7,000</i>
<i>FPC</i>	<i>\$30,000</i>	<i>-</i>
<i>SMBCCS</i>	<i>\$60,000</i>	<i>\$7,000</i>
<i>STEM</i>	<i>\$16,000</i>	<i>\$1,300</i>
<i>FCLA</i>	<i>\$15,955</i>	<i>\$1,300</i>
<i>Total</i>	<i>\$131,455</i>	<i>\$16,600</i>

Lakeshore: \$55,754 (FACS)

Fenton Avenue Charter School is using ESSER III funds to develop a dynamic learning environment for their 2 TK classrooms. Classroom set up includes white glove delivery and setup by Lakeshore.

Mathnasium: \$119,808 (FCLA/STEM)

The Fenton Academies would like to provide their students with tutoring using Expanded Learning funds with Mathnasium for the 2023-2024 school year. Mathnasium is currently being used by Santa Monica Boulevard Community Charter School, Fenton Avenue Charter School, and Fenton Primary Center.

Aye: (5) Yvette King-Berg, Joe Lucente, Erin Studer, Carrie Wagner, Jed Wallace
 Nay: (0)
 Abstentions: (0)

D. Recommendation to approve 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

On **MOTION** of Yvette King-Berg, **SECONDED** by Carrie Wagner, and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to approve 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 (Item IV.D.) was approved as presented.

Aye: (5) Yvette King-Berg, Joe Lucente, Erin Studer, Carrie Wagner, Jed Wallace
 Nay: (0)

Abstentions: (0)

E. Recommendation to approve Local Indicators for the California School Dashboard for Fenton Avenue Charter School, Santa Monica Boulevard Community Charter School, Fenton Primary Center, Fenton STEM Academy and Fenton Charter Leadership Academy

On **MOTION** of Erin Studer, **SECONDED** by Yvette King-Berg, and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to approve the Local Indicators for the California School Dashboard for Fenton Avenue Charter School, Santa Monica Boulevard Community Charter School, Fenton Primary Center, Fenton STEM Academy and Fenton Charter Leadership Academy (Item IV.E.) was approved as presented.

Aye: (5) Yvette King-Berg, Joe Lucente, Erin Studer, Carrie Wagner, Jed Wallace
Nay: (0)
Abstentions: (0)

F. Recommendation to approve 2023-2024 budgets for Fenton Avenue Charter School, Santa Monica Boulevard Community Charter School, Fenton Primary Center, Fenton STEM Academy and Fenton Charter Leadership Academy

On **MOTION** of Carrie Wagner, **SECONDED** by Jed Wallace, and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to approve the 2023-2024 budgets for Fenton Avenue Charter School, Santa Monica Boulevard Community Charter School, Fenton Primary Center, Fenton STEM Academy and Fenton Charter Leadership Academy (Item IV.F.) was approved as presented.

Aye: (5) Yvette King-Berg, Joe Lucente, Erin Studer, Carrie Wagner, Jed Wallace
Nay: (0)
Abstentions: (0)

G. Recommendation to approve Education Protection Act spending resolutions for 2023-2024 school year

On **MOTION** of Jed Wallace, **SECONDED** by Erin Studer, and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to approve the Education Protection Act spending resolutions for 2023-2024 school year (Item IV.G.) was approved as presented.

Aye: (5) Yvette King-Berg, Joe Lucente, Erin Studer, Carrie Wagner, Jed Wallace
Nay: (0)
Abstentions: (0)

H. Recommendation to approve facility upgrades at selected Fenton schools

On **MOTION** of Erin Studer, **SECONDED** by Carrie Wagner, and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to approve facility upgrades at selected Fenton schools (Item IV.H.) was approved as presented.

Aye: (5) Yvette King-Berg, Joe Lucente, Erin Studer, Carrie Wagner, Jed Wallace

Nay: (0)

Abstentions: (0)

I. Recommendation to approve Kristine Khachian to serve as the Director of Special Education for the Fenton Charter Public Schools

On **MOTION** of Carrie Wagner, **SECONDED** by Erin Studer, and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to approve Kristine Khachian to serve as the Director of Special Education for the Fenton Charter Public Schools (Item IV.I.) was approved as presented.

Aye: (5) Yvette King-Berg, Joe Lucente, Erin Studer, Carrie Wagner, Jed Wallace

Nay: (0)

Abstentions: (0)

J. Recommendation to approve 2023-2024 staff rosters, stipends for specific positions, recommendations for regular status, and FCPS employee contracts

On **MOTION** of Carrie Wagner, **SECONDED** by Jed Wallace, and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to approve 2023-2024 staff rosters, stipends for specific positions, recommendations for regular status, and FCPS employee contracts (Item IV.J.) was approved as presented.

Aye: (5) Yvette King-Berg, Joe Lucente, Erin Studer, Carrie Wagner, Jed Wallace

Nay: (0)

Abstentions: (0)

K. Recommendation to approve 2023-2024 salary schedules for all staff

On **MOTION** Yvette King-Berg, **SECONDED** by Erin Studer, and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to approve the 2023-2024 salary schedules for all staff (Item IV.K.) was approved as presented.

Aye: (5) Yvette King-Berg, Joe Lucente, Erin Studer, Carrie Wagner, Jed Wallace

Nay: (0)

Abstentions: (0)

L. Recommendation to approve submission of the Charter Renewal Petitions to the LAUSD Charter Schools Division for Fenton Avenue Charter School, Santa Monica Boulevard Community Charter School, and Fenton Primary Center

On **MOTION** of Carrie Wagner, **SECONDED** by Jed Wallace, and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to approve the submission of the Charter Renewal Petitions to the LAUSD Charter Schools Division for Fenton Avenue Charter School, Santa Monica Boulevard Community Charter School, and Fenton Primary Center (Item IV.L.) was approved as presented.

Aye: (5) Yvette King-Berg, Joe Lucente, Erin Studer, Carrie Wagner, Jed Wallace

Nay: (0)

Abstentions: (0)

V. ITEMS SCHEDULED FOR INFORMATION

A. Update on OPEB Trust

John Coury, Financial Advisor and First Vice President of Cathay Wealth Management, reported on the standing of the Fenton OPEB Trust and the FCPS Investment Account. Both accounts are following the prudent and cautious investment strategy of the FCPS Investment Policy and have increased their holdings.

B. FCPS Board of Directors' Meetings for 2023-2024

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, July 13, 2023 at 4:30 p.m. in the boardroom of the FCPS Business Office and via Zoom.

VII. FUTURE MEETINGS

July 13, 2023
August 17, 2023
September 21, 2023
October 26, 2023
December 7, 2023
January 25, 2024
March 7, 2024
April 11, 2024
May 16, 2024
June 13, 2024

VIII. ADJOURNMENT

The meeting was adjourned at 6:30 p.m.

Respectfully submitted:

Irene Sumida
Secretary of the Board

II. B.

Public Hearing

Independent Study - *California Education Code (EC)* Section 51747: The Board will encourage participation from parents, teachers and community members prior to the adoption of written policies related to independent study to be implemented at the Fenton schools beginning in the 2023-2024 school year.

II. C.

Committee and Council Reports

Committee and Council Reports will resume in September.

II. D.

Financial Business Manager's Report

The Financial Business Manager's Report will resume in August.

II.D.

Directors' Reports

Directors' Reports will resume when the schools are back in session.

II. E.

Chief Operating Officer's Report

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

July 13, 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](#), [Facilities](#), [Personnel](#)

State ([Back to Top](#))

Charter Schools in the 2023-2024 State Budget

From School Services of California

Posted June 29, 2023

While not yet signed by Governor Gavin Newsom, the education omnibus budget trailer bill ([Senate Bill \[SB\] 114](#)) makes numerous changes to charter school law. The following provides an overview of those changes.

Renewal Extension

Due to the COVID-19 pandemic and suspension of the California School Dashboard (Dashboard) in 2020, Assembly Bill (AB) 130 (Committee on Budget, Statutes of 2021) provided all charter schools whose petitions would have expired on or between January 1, 2022, and June 30, 2025, an automatic two-year extension of their charter petition term. SB 114 extends the term by another year for those charter schools whose term expires on or between January 1, 2024, and June 30, 2027.

Abuse of Discretion

[AB 1505](#) (O'Donnell, Statutes of 2019) took effect January 1, 2020. In combination with [AB 1507](#) (Smith, Statutes of 2019), these bills provided the first comprehensive changes to charter school law since the inception of the Charter School Act of 1992. Among the changes was a new process for charter petition appeals.

Prior to AB 1505, the typical charter school would apply to a school district and, if denied, submit an appeal to the county board of education. If denied by the county board, it would then submit an appeal to the State Board of Education (SBE). In each case, the county board and SBE were effectively conducting their own independent review of the charter petition. With the implementation of AB 1505, this process changed drastically. While charter schools still submit the appeal to the applicable county board, if the county board denies the appeal and it is submitted to the SBE on appeal, the SBE can only reverse the denial of the charter petition if it determines that the school district and/or county board of education abused their discretion when denying the petition.

SB 114 makes a change to this language. Upon enactment, SB 114 states that the SBE can only reverse the denial of a charter petition if it determines that *both* the county board and school district abused their discretion. In other words, the denial stands if one or the other is not found to have abused their

discretion. Further, SB 114 clarifies that abuse of discretion is the most deferential standard of review and, therefore, the SBE must give deference to the decisions of the two governing boards to deny the petition.

Local Control and Accountability Plan

Along with a similar change for school districts and county offices of education, beginning with the Local Control and Accountability Plan (LCAP) adopted for the 2023-24 school year, charter schools will be required to present a midyear report on the LCAP Annual Update and Local Control Funding Formula Budget Overview for Parents on or before February 28 of each year. The report must be made at a regularly scheduled meeting of the governing board and will include an update on: 1) all available midyear outcome data related to the metrics identified in the current year's LCAP; and 2) all available midyear expenditure data on all actions identified in the current year's LCAP.

Nonclassroom-Based Charter School Moratorium

AB 1505 also placed a two-year moratorium on the approval of petitions for the establishment of new nonclassroom-based charter schools—from January 1, 2020, to January 1, 2022. AB 130 extended this moratorium for an additional three years to January 1, 2025. Now, SB 114 is extending the moratorium for another year to January 1, 2026.

In addition, by October 1, 2023, the Legislative Analyst's Office (LAO) and the Fiscal Crisis and Management Assistance Team (FCMAT) must study the processes used to determine funding for nonclassroom-based charter schools. The study is meant to identify and make recommendations on potential improvements to the process, including enhancing oversight and reducing fraud, waste, and abuse. Further, by March 1, 2024, the LAO and FCMAT must report their observations and recommendations to the Legislature, the Department of Finance, the California Department of Education, and the executive director of the SBE.

Charter School Definitions

As a result of AB 1507, which required that charter schools—and any resource centers, satellite facilities, and/or meeting spaces—be located within the boundaries of their chartering authorities, new language was needed to address numerous newly configured charter schools (see “[The 2020-21 State Budget and Charter Schools—Part 2](#)” in the July 2020 *Fiscal Report*). Definitions were created as part of SB 98 (Committee on Budget and Fiscal Review, Statutes of 2020) to address the newly configured charter schools and the impacts to school funding. One of these definitions was an “acquiring charter school,” which is a state charter school that is deemed a continuing charter school because it was wholly combined with one or more other affected state charter school(s). This language was originally operational through June 30, 2023, from which point any charter school meeting the definition would no longer be regarded as a continuing charter school. AB 181 (Committee on Budget, Statutes of 2022) extended the operational date through June 30, 2025. SB 114 extends the operational date by another year to June 30, 2026, and applies the extension to the various sections of the Education Code to which the definition applies.

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

FCLA-STEM Playground Expansion

The rubber flooring surrounding the apparatus has been poured. This was done ahead of schedule to prevent delays that were anticipated for work scheduled over the summer break. The poles for the fence that make up the perimeter are being installed and painted blue to match the color palette of the annex. The structural supports for the covered walkway have also been painted blue. New gray foam padding will be installed on each support to ensure optimal safety. The anti-ram bollards positioned at the front

of the student pick up/drop off have been installed, and each of their respective concrete footings have been poured. The weather has been favorable for the construction project, and no delays have been encountered as a result of unexpected weather conditions. A small residential-grade shed has been demolished to provide room for a future commercial-grade shed that will house emergency supplies for the school. Several concrete curbs being constructed throughout the playground will be poured over the next two weeks. The playground surface is being compacted, leveled, and prepared for artificial grass installation.

Two additional change orders increased the projected total by \$8,414 (foam pads for supports) and \$10,012 (higher quality turf with 15 year warranty). The change orders have reduced the total soft and hard contingency from \$80,000 to \$61,574. The total project budget remains unchanged at \$921,003.

Personnel ([Back to Top](#))

Edgility Compensation Study

The Chief Executive Officer and Chief Operating Officer met with Edgility on June 9, 2023 to kick off the compensation study. The project (from kickoff to completion) is expected to last until November 2023, with several deliverables scheduled along the way. Edgility's holistic approach involves numerous discussions with Fenton leadership and various types of employees serving in different capacities at specific points throughout the process. The table below provides a timeline and description of the phases of the project. The beginning of the project will focus on the collection of data through in-depth interviews and focus groups. The data will then be synthesized and discussed at length.

Meeting Name and Purpose	Ideal Date Range
Talent Acquisition Study	6/26 - 7/07
Focus Groups (two 60 min. calls) <i>We will ask your team about their experiences with your compensation system.</i>	6/20 - 7/14
3-5 Leadership Interviews (3-5 45-min. calls) <i>We will speak to your org leaders about their pain points and aspirations for compensation policies and vision.</i>	6/20-7/14
Internal Findings (one 90-min. call) <i>Share what we learned from our discovery phase. Synthesize results from the survey, focus groups and 1:1s.</i>	7/18-7/21
Benchmarking Support <i>If needed, we can walk through a couple of your unique roles to discuss the benchmarking process.</i>	8/4
Facilitated Task Force Session (one 60-min. call and one 90-min. call) <i>We convene a diverse cross-section of leaders and influencers to deep dive into key design choice points. We get a sense of where</i>	7/24-7/28

<i>your organization falls across a couple of continuums to inform the philosophy we design for you. We also discuss implications of shifts (ex: where new policies are needed to deliver on the philosophy)</i>	
Compensation Philosophy (one 90-min, call) <i>We will coach your team through key philosophy and policy decision points. We will share what we learned from your advisory task force. We will use your feedback in this call to draft your compensation philosophy (and policies).</i>	8/1-8/4
Market and Equity Analysis (one 90-min. call) <i>We will share the results of our benchmarking study. We will clarify your market positioning and whether there is variance that seems to correlate with identity. We will discuss the livable wage data and review your budget for wage adjustments if needed.</i>	8/16-8/18
Structure Design (two 90-min. calls) <i>In our first call, we will discuss our initial recommendation for your job levels, salary ranges and range placement factors. We will leverage your feedback to inform our final recommendations. In our second call, we will share updates based on your feedback and walk you through the range placement tool. After this call, the point of contact should touch base with any other decision makers to surface questions and concerns. Feel free to share those via email so we can be prepared to support in our last coaching call. In between our first and second sessions, we can schedule a progress check to answer any model/structure questions that are coming up.</i>	Structure Design (1): 8/22-8/25 Progress Check: 9/14-9/15 Structure Design (2): 9/26-9-29
Close out/Final Report (one 90-min. call) <i>We will review our progress, clarify any questions and discuss how you'd like to leverage your implementation support hours (if applicable). Oftentimes, clients prefer to leverage the time for additional coaching around range placements and finalizing policies.</i>	10/11-10/13
Implementation Support (two 60-min. call) <i>We can help you plan to roll out the new program transparently by equipping managers with training and toolkits and ensuring all staff members are provided with consistent and clear information with respect to compensation.</i> <i>Options for Staff Training</i> Board Redelivery (60 min) - focus on our methodology, the philosophy, key policy shifts and the financial implications for the organization Leadership Team Redelivery (60 min) - focus on our methodology, philosophy, key policy shifts and timeline to walk the talk	10/23-11/03

<p>Manager Training (60 min) - focus on the philosophy, policy shifts, how to set salaries for new hires and answer questions about salary adjustments for current staff.</p> <p>Staff Redelivery (60 min) - focus on the philosophy, policy shifts and timeline for implementation.</p>	
--	--

Offboarding Interviews for Certificated Staff

The organization implemented onboarding interviews starting in 2021-22 school year. The goal of the offboarding interviews is to gain insight through dialogue with staff members leaving the organization. The data from interviews will be analyzed to gain insights on trends based on percentages and statistical inferences. The results will then be shared with the Fenton leadership. The 7 offboard questions are simple and straightforward for the sake of efficiency, and to ensure the reliability and validity of the collected data. The data garnered from interviews will become increasingly impactful over time, as trends between years will become easier to establish. Please see the [attached script](#) used for the interviews. Only certificated staff are currently asked to participate in offboarding interviews due to resource and time constraints.

As of June 13, 2023, 11 of 19 certificated staff members leaving the organization at the end of the 2022-23 school year have participated in the offboard interviews.

II. F.

Chief Executive Officer's Report

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

July 13, 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 the following:

Enrollment; ADA Rates; Budget Review; Expanded Learning; Strategic Planning with Thrive

Enrollment

We are pleased to share enrollment has stabilized across the Fenton schools. Please see the Director's Reports, which will return in the August agenda, for specific details on enrollment trends.

	September (2022)	January (2023)	March (2023)	May (2023)	June (2023)
FACS	634	637	639	644	638*
FPC	525	547	552	561	537*
SMBCCS	763	777	779	787	776*
STEM	300	312	315	314	313*
FCLA	308	318	323	324	314*

**Enrollment does not include unfunded TK.*

ADA Rates

The following are the monthly ADA Rates throughout the school year.

	September (2022)	January (2023)	March (2023)	May (2023)	June (2023)
FACS	98.49%	98%	98.21%	98.21%	99.14%
FPC	99.20%	99.60%	99.90%	99.20%	99.70%
SMBCCS	98.70%	98.41%	99.27%	99.33%	99.22%
STEM	98.68%	99.16%	99.17%	99.22%	99.31%
FCLA	98.17%	98.54%	98.57%	98.62%	98.26%

Budget Review

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

	September (2022)	January (2023)	March (2023)	May (2023)	June (2023)
FACS	\$841,690	\$859,901	\$831,184	\$361,242	\$408,442
FPC	\$5,384	\$344,094	\$328,277	\$100,000	\$100,000
SMBCCS	\$1,126,179	\$1,402,220	\$1,367,399	\$897,771	\$886,211
STEM	\$4,726	\$100,600	\$100,302	\$75,347	\$73,714
FCLA	\$5,444	\$102,067	\$89,750	\$74,986	\$74,529

Expanded Learning

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	(878,826)	(1,035,741)	(1,075,724)	(348,628)	(637,401)	(3,976,319)
Total Remaining	959,807	917,913	1,696,399	628,348	311,212	4,513,680
Total % Remaining	52%	47%	61%	64%	33%	53%

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 (ELO-P).
- 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.

Strategic Planning with Thrive

Over the past couple of years, we have been asked for our Strategic Plan on a number of occasions. Based on the dynamic needs of our time, it is in the best interest of the Fenton Charter Public Schools to revise and update our Strategic Plan.

During the Charter Schools Development Center (CSDC) Conference, the CEO attended a variety of conferences related to Community Schools and Strategic Planning. Nicole Assisi and Shelli Kurth of “Thrive” did a presentation with Casey Taylor, CEO of Achieve Charter School, “From Vision to Victory: The Power of Strategic Planning and Iteration Cycles.” “Thrive” partners with educators to envision, design, implement and sustain better education for children and adults. After due diligence researching “Thrive” and completing reference checks, “Thrive” appears to be skilled at Strategic Planning, Community Schools, Leadership Coaching, Implementation Support, and Tool Development. The Fenton schools will work with “Thrive” during the 2023-2024 school year to develop our Strategic Plan and frame the new LCAP plan design to align our espoused values with our actionable plans. Here is a timeline for the completion of our Strategic Plan with “Thrive”.

July	Planning Committee (<i>Wednesday, July 19, 2023 - 9am</i>)
Aug	Planning Committee and Ad Hoc Leadership Team
Sept/Oct	Planning Committee, Ad Hoc Team, Staff, Board, Families, Community (Tentative Introduction - Thursday, September 21, 2023)
Jan/Feb	Planning Committee, Ad Hoc Team, Staff, Families, Community
April/May	Planning Committee, Ad Hoc Team, Staff, Board, Families, Community

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

July 13, 2023

TO: Fenton Charter Public Schools
Board of Directors

FROM: David Riddick
Chief Executive Officer/President

SUBJECT: **Recommendation to approve the 2023-2024 Board Resolution regarding council and committee responsibilities and membership**

BACKGROUND

Since charter conversion in 1993, all full-time Fenton Avenue Charter School staff members have participated in the governance structure consisting of originally seven, and now four, councils. This system has ensured a well-informed staff that has a vested interest in and knowledge of all aspects of the school's organization and operations.

This same structure has been implemented at each of the Fenton schools with committees, rather than councils, at Fenton Primary Center, Santa Monica Boulevard, Fenton STEM Academy and Fenton Charter Leadership Academy, with the committees serving in the same capacity as the councils.

ANALYSIS

Membership and active and regular participation on one of the four councils (FACS) or committees (FPC, SMBCCS, FCLA and STEM) are conditions of employment for all full-time, exempt staff. With the incorporation of the Fenton schools, the Board of Directors has final decision-making authority relating to all aspects of the operations of the Fenton Charter Public Schools. Each year, the Board is asked to approve a resolution establishing the advisory councils and committees and their role in providing input and recommendations to the Board.

RECOMMENDATION

It is recommended that the Board of Directors approve the attached resolution calling for the continued implementation of the advisory councils for FACS and committees for FPC, SMBCCS, FCLA and STEM, and receive the attached list of council and committees.

Attachments: *Board Resolution regarding council and committee responsibilities; roster of council (FACS) and committee (FPC, SMBCCS, FCLA, STEM) members*



By resolution of the Board of Directors of the Fenton Charter Public Schools, the following structure for staff, parent and community participation will be implemented.

This resolution will be reviewed and approved yearly as appropriate and documented within the minutes of the first yearly meeting of the Board of Directors.

Council/Committee Responsibilities

All councils and committees are advisory and report to the Board of Directors, the final decision-making body of Fenton Avenue Charter School, Fenton Primary Center, Santa Monica Boulevard Community Charter School, Fenton STEM Academy and Fenton Charter Leadership Academy. All councils/committees will post their agendas at least seventy-two hours prior to the scheduled time of the meeting to allow for maximum inclusion and participation.

Budget, Facilities and Safety Council/Finance Committee:

- Review yearly budget;
- Review expenditures and cash flow;
- Review budget adjustments as needed;
- Review interim and year-end fiscal reports;
- Recommend commission of annual fiscal audit;
- Review the monitoring of ADA (student enrollment) and revenues;
- Recommend fund reserves utilization;
- Apply for grants and funds;
- Solicit private and corporate donations;
- Review Mandated Cost Reimbursement Program;
- Review E-Rate Program;
- Review contracts with outside vendors and agencies;
- Review medical, dental and vision plan rates and any necessary changes to how the program is funded;

- Review facilities utilization and insure a safe campus;
- Review long-range facilities plan;
- Coordinate and oversee school emergency plans;
- Review maintenance needs.

Curriculum and Assessment Council/Instruction Committee:

- Review the implementation of State Board of Education-approved standards;
- Ensure ongoing articulation among teachers and across grade levels:
 - Monitor scheduling of grade level meetings;
 - Monitor EL progress documentation;
 - Ensure the use of adopted materials, i-Ready and other assessments, and any online tools as designated by the council/committee;
- Review student outcomes annually and design action plans centered around the following assessment tools:
 - SBAC results
 - ELPAC or other EL assessments;
 - i-Ready; and
 - Online tools that are purchased by FCPS
- Recommend instructional materials, including all state adoptions;
- Recommend a yearly plan and schedule for staff development activities;
- Coordinate parent education activities related to instructional program with the Family Center;
- Review ongoing implementation of the FCPS Technology Plans with the Chief Operating Officer as needed;
- Review the Special Education program:
 - Recommend a plan and schedule for staff development related to serving students with disabilities;
 - Review compliance with federal and state regulations;
 - Review student assessment, placement, and mainstreaming of special education students;
 - Review expenditures and ongoing costs
- Review the continuous implementation of a differentiated instructional program for English Language Learners, Title I, Special Education and GATE students.

Human Resource and Personnel Council/Personnel Committee:

- Design and review the recruitment and selection process for personnel;
- Review employee job descriptions and contracts;
- Design the development of schedules and organization of classes;
- Review and recommend grade assignments (with Curriculum and Assessment Council/Instruction Committee);
- Recommend policies related to leaves of absence, staff attendance, illness and vacation days;
- Review and recommend all decisions related to hiring;
- Review and recommend annual school-wide salary adjustments and benefits (with Budget, Facilities and Safety Council/Finance Committee);
- Review staff evaluation process;
- Review all personnel policies to determine they are in compliance with existing law.

School-Community Relations Council/Parent Community Advocacy Committee:

- Encourage community activities and recruitment of volunteers;
- Function as the School Site Council, English Learner Advisory Council and Parent/Teacher/Student Association;
- Monitor school-wide incentive programs;
- Monitor and review policies for student and parent activities;
- Advise the Family/Parent Center on parent education and related activities;
- Review and revise the Home-School Agreement and Volunteer Handbook as needed.

Composition of Councils/Committees

1. Staff, parents and community members may participate in any council or committee, but may only serve as a voting member on one council or committee.
2. Staff, parents and community members will apply for a council/committee of their choice on an annual basis. Placement of staff members will be made by the prior year's representatives based on the employee's/parent's preference and the additional responsibilities of each individual. Every attempt will be made to proportionally distribute the membership of each council.

3. Each full-time exempt employee must be a participating member of a council or committee. All other employees will be encouraged to participate.

Election of Council Chairpersons/Committee Chairpersons

1. At the end of each school year, and after council/committee assignments are finalized for returning employees, ballots will be distributed with the names of those who meet the qualifications and are willing to accept the responsibilities of council/committee chair. All returning full-time staff members will vote for their choice of council/committee chairpersons for all four councils or committees (school affiliation will determine if staff/parents will vote for council or committee chairs).
2. Minimum requirements for Council/Committee Chairpersons:
 - Two years of active participation at a Fenton school;
 - One year of active participation on the council/committee for which the individual is nominated;
 - Employee members must have regular status;
 - The individual must be willing to attend all meetings of the Board of Directors and report on behalf of their respective council or committee as needed.
3. In the event of the resignation of a chairperson during the school year, the respective council/committee will nominate and elect a new chair. This process will be conducted solely within the respective council/committee.

Election of Representatives

Representatives will be elected yearly. At least one faculty member will be assigned to the Human Resource and Personnel Council from Fenton Avenue Charter School and one faculty representative will be assigned to the Personnel Committee of Fenton Primary Center, Santa Monica Boulevard Community Charter School, Fenton STEM Academy and Fenton Charter Leadership Academy respectively; one Classified Representative will be assigned to the Human Resource and Personnel Council and Personnel Committees respectively, if possible.

Faculty Representatives represent all certificated employees.

1. Qualifications
 - a. Certificated employee with regular status
 - b. Employed at the Fenton Charter Public Schools for a minimum of two years
 - c. Has had satisfactory performance evaluations for the last two years

2. One representative for each 250 students from each school will be elected by a vote of all returning certificated employees from each school prior to the beginning of the new school year. (e.g., 250 students = 1 representative; 500 students = 2 representatives, etc.)
3. Faculty representatives will attend meetings of the Board of Directors, and represent the interests of certificated staff.

Classified Representatives represent all classified employees.

1. Qualifications
 - a. Classified employee with regular status
 - b. Employed at the Fenton Charter Public Schools for a minimum of two years
 - c. Has had satisfactory performance evaluations for the last two years
2. One representative per school will be elected by a vote of all returning classified staff prior to the beginning of the new school year.
3. Classified representatives will attend meetings of the Board of Directors and represent the interests of classified staff.

T.A. Representatives represent all paraprofessionals.

1. Qualifications
 - a. Employed at the Fenton Charter Public Schools for a minimum of one year
 - c. Has had satisfactory performance evaluations
2. One representative per school will be elected by a vote of all returning paraprofessional staff prior to the beginning of the new school year.
3. Paraprofessional representatives are encouraged to attend meetings of the Board of Directors and represent the interests of the paraprofessional staff.

Duties of the Council/Committee Chairs and Representatives:

- Facilitate the communication among the four councils/committees.
- Council/committee chairs will report on the activities of their council/committee at each meeting of the Board of Directors through the published minutes of their respective councils/committees, and publicly at the regular board meeting as requested by the Board of Directors. Minutes of council/committee meetings will be sent to the Chief Executive Officer and Board Secretary within 72 hours of the conclusion of council/committee meetings to ensure efficient and ongoing communication with the Board of Directors.

- Elected chairs and representatives will attend each meeting of the Board of Directors as advisors to the Board.
- Advise the Directors of the Fenton schools.

Process for Recommending Policies and Practices

1. Council/committee chairpersons will present any recommendations proposed by their respective councils/committees to the Chief Executive Officer for presentation to the Board of Directors.
2. The Chief Executive Officer will review the request and either recommend or not recommend the item to the Board of Directors.
3. The Board of Directors will review the Chief Executive Officer's recommendation and take action as determined by thorough analysis of data related to the recommendation.
4. Chairpersons will report back to their respective councils/committees to share results from the Board of Directors meetings. All minutes from meetings of the Board of Directors are sent via email to all FCPS employees and board members.
5. Any council/committee member may petition in writing through his/her council/committee chair that a particular decision/policy be revisited by the Board of Directors. The Board of Directors will notify the individual when the item will be placed on the Board agenda, and the individual will be invited to present his/her position to the Board of Directors.

IV. ITEMS SCHEDULED FOR ACTION



FENTON CHARTER PUBLIC SCHOOLS

July 13, 2023

TO: Fenton Charter Public Schools
Board of Directors

FROM: David Riddick
Chief Executive Officer/President

SUBJECT: Recommendation to approve slate of FCPS Board officers for 2023-2024 school year

BACKGROUND

The officers of the Fenton Charter Public Schools consist of a President, Vice Presidents, Secretaries, and Chief Financial Officer, or Treasurer. The Chief Executive Officer serves as the President and the elected Faculty and Classified Representatives serve as the Vice Presidents and Secretaries as needed. The Financial Business Manager is the Treasurer.

Board meetings are run by the Board Chair, or Vice Chair as necessary, and both are elected by the Board of Directors.

ANALYSIS

The by-laws of the Fenton Charter Public Schools, revised and approved at the May 20, 2021 regular meeting of the FCPS Board of Directors, specify the officers of the corporation and their duties:

ARTICLE VIII OFFICERS OF THE CORPORATION

Section 1. OFFICES HELD. The officers of this corporation shall be a President, a Secretary, and a Chief Financial Officer, who shall be known as the “Treasurer.” The corporation, at the Board’s direction, may also have a Chairman of the Board, one or more Vice-Presidents, one or more assistant secretaries, one or more assistant treasurers, and such other officers as may be appointed under Article VIII, Section 4, of these bylaws. The officers in addition to the corporate duties set forth in this Article VIII shall also have administrative duties as set forth in any applicable contract for employment or job specification.

Section 2. **DUPLICATION OF OFFICE HOLDERS.** Any number of offices may be held by the same person, except that neither the Secretary nor the Treasurer may serve concurrently as either the President or the Chairman of the Board.

Section 3. **ELECTION OF OFFICERS.** The officers of this corporation shall be chosen annually by the Board of Directors and shall serve at the pleasure of the Board, subject to the rights of any officer under any employment contract.

Section 4. **APPOINTMENT OF OTHER OFFICERS.** The Board of Directors may appoint and authorize the Chairman of the Board, the President, or another officer to appoint any other officers that the corporation may require. Each appointed officer shall have the title and authority, hold office for the period, and perform the duties specified in the bylaws or established by the Board.

Section 5. **REMOVAL OF OFFICERS.** Without prejudice to the rights of any officer under an employment contract, the Board of Directors may remove any officer with or without cause. An officer who was not chosen by the Board of Directors may be removed by any other officer on whom the Board of Directors confers the power of removal.

Section 6. **RESIGNATION OF OFFICERS.** Any officer may resign at any time by giving written notice to the Board. The resignation shall take effect on the date the notice is received or at any later time specified in the notice. Unless otherwise specified in the notice, the resignation need not be accepted to be effective. Any resignation shall be without prejudice to any rights of the corporation under any contract to which the officer is a party.

Section 7. **VACANCIES IN OFFICE.** A vacancy in any office because of death, resignation, removal, disqualification, or any other cause shall be filled in the manner prescribed in these bylaws for normal appointment to that office, provided, however, that vacancies need not be filled on an annual basis.

Section 8. **CHAIRMAN OF THE BOARD.** If a Chairman of the Board of Directors is elected, he or she shall preside at the Board of Directors' meetings and shall exercise and perform such other powers and duties as the Board of Directors may assign from time to time. If a Chairman of the Board of Directors is elected, there shall also be a Vice-Chairman of the Board of Directors. In the absence of the Chairman, the Vice-Chairman shall preside at Board of Directors meetings and shall exercise and perform such other powers and duties as the Board of Directors may assign from time to time.

Section 9. **PRESIDENT.** The President shall be the general manager of the corporation and shall supervise, direct, and control the corporation's activities, affairs, and officers as fully described in any applicable employment contract, agreement, or job specification. The President shall have such other powers and duties as the Board of Directors or the bylaws may require.

Section 10. **SECRETARY.** The Secretary shall keep or cause to be kept, at the corporation's principal office or such other place as the Board of Directors may direct, a book of minutes of all meetings, proceedings, and actions of the Board and of committees of the Board. The minutes of meetings shall include the time and place that the meeting was held; whether the meeting was annual, regular, special, or emergency and, if special or emergency, how authorized; the notice given; the names of the directors present at Board of Directors and committee meetings; and the vote or abstention of each Board member present for each action taken.

The Secretary shall keep or cause to be kept, at the principal California office, a copy of the articles of incorporation and bylaws, as amended to date.

The Secretary shall give, or cause to be given, notice of all meetings of the Board and of committees of the Board of Directors that these bylaws require to be given. The Secretary shall keep the corporate seal, if any, in safe custody and shall have such other powers and perform such other duties as the Board of Directors or the bylaws may require.

Section 11. TREASURER. The Treasurer shall keep and maintain, or cause to be kept and maintained, adequate and correct books and accounts of the corporation's properties and transactions. The Treasurer shall send or cause to be given to directors such financial statements and reports as are required to be given by law, by these bylaws, or by the Board. The books of account shall be open to inspection by any director at all reasonable times.

The Treasurer shall (a) deposit, or cause to be deposited, all money and other valuables in the name and to the credit of the corporation with such depositories as the Board of Directors may designate; (b) disburse the corporation's funds as the Board of Directors may order; (c) render to the President, Chairman of the Board, if any, and the Board, when requested, an account of all transactions as Treasurer and of the financial condition of the corporation; and (d) have such other powers and perform such other duties as the Board, contract, job specification, or the bylaws may require.

If required by the Board, the Treasurer shall give the corporation a bond in the amount and with the surety or sureties specified by the Board of Directors for faithful performance of the duties of the office and for restoration to the corporation of all of its books, papers, vouchers, money, and other property of every kind in the possession or under the control of the Treasurer on his or her death, resignation, retirement, or removal from office.

The Board was asked to nominate a Chair and Vice Chair to serve for the 2023-2024 school year. Joe Lucente was nominated to continue as Chairman of the Board and Yvette King-Berg was nominated to serve as Vice Chair.

RECOMMENDATION

It is recommended that the Board of Directors approve the recommended slate of officers (Joe Lucente as Board Chair; Yvette King-Berg as Vice Chair) of the Fenton Charter Public Schools for the 2023-2024 school year.



FENTON CHARTER PUBLIC SCHOOLS

July 13, 2023

TO: Fenton Charter Public Schools
Board of Directors

FROM: David Riddick
Chief Executive Officer/President

SUBJECT: Recommendation to approve Independent Study Agreement for 2023-2024 school year

BACKGROUND

The legislation authorizing independent study was enacted in 1976, and originally was designed to serve child actors, aspiring Olympic athletes, and other students whose schedules precluded regular classroom attendance. Over the years, independent study has evolved to serve a wide range of students.

Independent study (California *Education Code [EC]* sections 51745–51749.3) is provided as an alternative instructional strategy, not an alternative curriculum. Independent study students work independently, according to a written agreement and under the general supervision of a credentialed teacher or teachers.

Independent study can be used on a short-term or long-term basis.

ANALYSIS

Currently, there are no changes in the education omnibus budget trailer bill from FY2023 in regards to the implementation of Independent Studies. Under the guidelines of AB 181 (2022), Fenton Charter Public Schools are able to provide a child with an Independent Study and claim ADA for the day if we receive notification from the parent prior to 9:30 a.m. This is a dramatic change in that previous years we were required to obtain parent notification by midnight the night before the absence. For the 2023-2024 school year, we are able to offer an Independent Study and claim ADA for the day as long as we are notified by 9:30 a.m. the same day for students that will be on an Independent Study for 14 Days or less.

Independent Study 14 Days or Less

Parent/Guardian can sign a written agreement within 10 days of program commencement. However, the parent/guardian must notify the school prior to 9:30 a.m. the day of the absence to complete an Independent Study and claim ADA for the day of the absence.

Independent Study 15 Days or More

Parent/Guardian must sign the written agreement prior to commencement for students that will be out 15 days or more consecutive days.

These changes were made by the state of California to enable students that were previously unable to receive an Independent Study during previous years because the school was notified the same day of the absence. This change in procedure is expected to increase the number of students eligible to participate in an Independent Study.

ADA Target Rate

The ADA Target of 98.5% may need to be adjusted to ensure student's performance on student-level measures of student achievement and student engagement is not hindered by an Independent Study. The CEO, COO, Fenton Directors, Attendance Manager, and Attendance Officers will work with staff and families across the Fenton schools to monitor progress toward successful completion of an independent study. Our goal is to increase in-seat attendance over the completion of Independent Studies.

Independent Study for TK Students

Starting in the 2022-23 school year, in each year from 2022-23 to 2025-26, the eligibility date for TK students will expand by three months until all four-year-olds born by September 1 are eligible for a full year of TK before kindergarten. The following are the Eligibility Threshold requirements by school year.

- In **2022-23** school year, extends eligibility to any child who will have their fifth birthday between **September 2 and February 2**.
- In **2023-24** school year, extends eligibility to any child who will have their fifth birthday between **September 2 and April 2**.
- In **2024-25** school year, extends eligibility to any child who will have their fifth birthday between **September 2 and June 2**.
- In the **2025-26** school year, and in each school year thereafter, extends eligibility to any child who will have their **fourth** birthday by **September 1**.

No Independent Studies for “Unpaid TK Students” (*Born After April 2*)

On June 15, 2023, the FCPS Board of Directors approved the expansion of Transitional Kindergarten enrollment beyond the eligibility threshold set by the state of California. School Site Directors have the discretion to enroll a child who will have their **fourth** birthday by **September 1st** to be eligible for a full year of Transitional Kindergarten. However, children enrolled in a California school are not generating ADA for the school if they have a birth date after February 2nd. “Free TK Students” that are born after February 2nd will not be eligible for an Independent Study. Their numbers will not be included in the ADA Rates for their assigned school/teacher.

RECOMMENDATION

It is recommended that the Board of Directors approve the Independent Study Agreement for 2023-2024.

Attachment: [Sample Revised Independent Study Agreement and Log Notice of Public Hearing \(posted on July 1, 2024\)](#)



FENTON CHARTER PUBLIC SCHOOLS

Notice of Public Hearing

The Fenton Charter Public Schools will conduct a Public Hearing on Thursday, July 13, 2023, at 4:30 P.M. in the FCPS Business Office Boardroom and remotely via Zoom meeting:

July 13, 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

The purpose of the hearing is to present information related to the Independent Study Agreement to be utilized at the Fenton schools for the 2023-2024 school year. Encouraging input from parents, teachers and community members prior to Board approval is required by Education Code Section 51747.

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.

The Public Hearing will be conducted in English. Persons interested in attending the hearing who have special communication or accommodation needs, or need an interpreter, are encouraged to contact either Chief Executive Officer David Riddick at (818) 962-3630, extension 5128, or Chief Operating Officer Jason Gonzalez at (818) 962-3630, extension 5113.



FENTON CHARTER PUBLIC SCHOOLS

July 13, 2023

TO: Fenton Charter Public Schools
Board of Directors

FROM: David Riddick
Chief Executive Officer/President

SUBJECT: Recommendation to approve expenditures for items above spending authority of 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. The

ANALYSIS

The following expenditures exceed the Chief Executive Officer's spending authority, and the Board is asked to review and approve the items. These expenditures are related to FCPS Expanded Learning Opportunities Programs (ELO-P), Fenton's Independent Study protocols, and asbestos abatement.

Think Together: \$1,140,828.52 (FCPS) - Fenton will contract again with Think Together to provide After School Education and Safety (ASES) services across all of the Fenton schools and non-instructional day services for the 2023-2024 school year as listed below through ELO-P funds.

Think Together: \$144,981.52 (FCLA ASES Grant) - This contract will enable Think Together to provide After School Education and Safety (ASES) Services to all of the Fenton Charter Public Schools. Fenton Charter Leadership Academy (FCLA): FCLA's FRM percentage increased to 77.92% and was awarded an ASES award of \$152,612.13. This amount will be paid through the ASES grant FCLA received from the California Department of Education.

Think Together: \$359,672 (ELO-P) - Think Together will accommodate up to 220 additional students across three school sites (FPC, FACS, SMBCCS) in selected 21st CCLC and/or ASES programs for the 2023/24 school year over 184 school days as listed below. Think Together will hire additional Program Leaders to supervise the additional students, at a ratio of 1:20, and

assign them accordingly under the supervision of 21st CCLC and/or ASES Site Coordinator(s). This amount will be paid through E-LOP funds.

- **Fenton Primary Center (\$119,674):** *Serving 80 students*
- **Fenton Avenue Charter School (\$69,614):** *Serving 40 students*
- **Santa Monica Blvd. Community Charter School (\$170,384):** *Serving 100 students*

Think Together: \$636,175 [Non-Instructional Days (NID) (ELO-P)] - Think Together will provide non-instructional day services for the 2023-2024 school year as listed below. Think Together will provide six hours a day for 9 program days in June 2024 after Fenton's Summer Academy (4 hours) to ensure students receive at least a full nine hour day. In addition, Think Together will provide at least 21 program days at nine hours a day. Think Together will assign Program Leaders to deliver the services at a supervision ratio of not more than one staff member to 20 students (1:20). The project will be managed by a Quality Assurance Coach. Think Together will pay for all curricular materials, field trip experiences and consumable supplies required to deliver the services. Think Together will apply a 15% administrative fee. These expenses will be paid for exclusively out of the ELO-P budgets for each school.

- **Fenton Primary Center (\$180,053):** *Serving 160 students, six hours a day for nine program days and nine hours a day for 21 program days.*
- **Fenton Ave Charter School (\$124,620):** *Serving 100 students, six hours a day for nine program days and nine hours a day for 21 program days.*
- **Santa Monica Blvd. Community Charter School (\$211,476):** *Serving 200 students, six hours a day for nine program days and nine hours a day for 21 program days.*
- **Fenton STEM Academy (\$60,013):** *Serving 50 students, six hours a day for nine program days and nine hours a day for 21 program days.*
- **Fenton Charter Leadership Academy (\$60,013):** *Serving 50 students, six hours a day for nine program days and nine hours a day for 21 program days.*

Salesforce: \$119,475 (FCPS) - Fenton will contract with Salesforce to meet the critical needs of our students, parents, and teachers for attendance and scheduling purposes in ELO-P programs and with the completion of Independent Studies. The Independent Study format will be similar to Illuminate, but will allow for a feature to have parents provide a digital signature from their phone or digital device. The following is the breakdown in the annual cost between ELO-P funds and ESSER III funds.

- **\$84,037.50** - ELO-P
- **\$35,437.50** - ESSER III

Elevation Solutions: \$129,375 (FACS and SMBCCS) - Elevation Solutions is a consultant with Salesforce and will be responsible for creating the After School Enrollment & Portal program along with the Independent Study portal. The following is the breakdown of the one-time set up cost between ELO-P funds and ESSER III funds.

- **\$91,001.06** - ELO-P
- **\$38,373.94** - ESSER III (SMBCCS and FACS)

Victorious R.E.D Inc. (\$71,371) (FACS)

Asbestos abatement necessary for facility renovations at Fenton Avenue Charter School (FACS). Asbestos abatement is required for the removal of VCT vinyl flooring in the auditorium, staff cafeteria, and the following classrooms (#3, #34, #35).

RECOMMENDATION

It is recommended that the Board of Directors approve the expenditures for **Think Together (\$1,140,828.52)**, **Salesforce (\$119,475)**, **Elevation Solutions (129,375)**, and **Victorious R.E.D Inc. (\$71,371)**.

Attachments: [Expenditures Above the Spending Authority of Chief Executive Officer](#)

ITEMS SCHEDULED FOR INFORMATION



FENTON CHARTER PUBLIC SCHOOLS

July 13, 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

Assessment data for the Fenton LCAPs was updated to reflect the most recent assessment data from the End of Year (EOY) i-Ready summative assessments and the 2023 California Assessment of Student Performance and Progress (CAASPP). There were no changes to the financials of the LCAP. The updated LCAPs are included for your review. A detailed analysis of Fenton goals will be provided at the next board meeting in August.

RECOMMENDATION

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

Attachment: [2023-2024 LCAP Parent Overview Documents for FACS, FPC, SMBCCS, STEM and FCLA](#)