

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

**August 17, 2023**

A meeting of the Board of Directors of the Fenton Charter Public Schools was held on Thursday, August 17, 2023, at 4:30 p.m. in the FCPS Business Office Boardroom 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 4:33 p.m. by the Board Chair, Joe Lucente.

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

**Board Members Present**

Yvette King-Berg, *Community Representative*

Daniel Laughlin, *Parent Representative*

Joe Lucente, *Community Representative*

Erin Studer, *Community Representative*

Carrie Wagner, *Community Representative*

Jed Wallace, *Community Representative*

Walter Wallace, *Community Representative*

**Board Members Not Present**

N/A

**C. Flag Salute** – Chair Lucente

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

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

On **MOTION** of Yvette King-Berg, **SECONDED** by Erin Studer, and **CARRIED** by a vote of 7 (YES) and 0 (NO), the Agenda (Item I.D.) was approved as as amended to include Item IV.H., “Recommendation to approve employment of Barbara Williams on a Provisional Internship Permit”.

Aye: (7) Yvette King-Berg, Daniel Laughlin, 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 Yvette King- Berg, **SECONDED** by Carrie Wagner, and **CARRIED** by a vote of 7 (YES) and 0 (NO), the minutes of the June 15, 2023 Regular Meeting (Item I.E.) were approved as presented.

Aye: (7) Yvette King-Berg, Daniel Laughlin, Joe Lucente, Erin Studer, Carrie Wagner, Jed Wallace, Walter Wallace

Nay: (0)

Abstentions: (0)

## **II. COMMUNICATIONS**

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

Executive Advisor Irene Sumida expressed her appreciation for the efforts of the entire Fenton staff in preparation for the opening of the schools for the 2023-2024 school year:

- Dr. Riddick and Mr. Gonzalez for utilizing one-time funds thoughtfully for much needed one-time expenses as the schools updated and upgraded technology tools for students and staff.
- Dr. Riddick and Mr. Gonzalez for ensuring salary increases for all staff became a reality in July 2023 by continually monitoring expenses, all aspects of risk management, and ensuring all procedures and protocols established over 30 years were followed.
- The administrative teams from each site for implementing the board-approved personnel norms and committing to their continued implementation to ensure the financial strength of each of their schools.
- The classroom teachers at each site for their work on Independent Studies to bring ADA rates to the highest percentage possible. (All the above items contributed to the organization’s ability to provide a salary increase of \$10,000 for all full-time staff and a proportionate raise for all part-time staff.)
- The Technology, Maintenance and Facilities Teams for their efforts to ensure every site was prepared to showcase the exceptional standards for safety, security and cleanliness for which Fenton is known.
- The outstanding efforts of the Instructional Coaches (Angie Castellana Ferri, Yesenia Fuentes and Bunny Wolfer) to prepare the many new teachers for the first weeks of school. Their presentation was exceptional and Mrs. Sumida recommended that the Board receive copies of the slides.
- As always, the Fenton Family did everything in their power to welcome families, new staff and the community to the Fenton Charter Public Schools. 2023-2024 will be an exceptional year!

### **B. Public Hearing - Sufficiency of Instructional Materials - Education Code Section 60119**

A notice of public hearing regarding *California Education Code 60119, Sufficiency of Instructional Materials*, was posted on the Fenton website beginning on August 7, 2023. Interested parties were invited to sign up for comment via the Google Survey sign-up link (<https://bit.ly/2wDdxrM>) or to join via Zoom meeting (<https://us02web.zoom.us/j/87479668758>, meeting ID 874 7966 8758).

*No requests for public comment were received.*

**C. Committee/Council Reports**

*Committee and Council reports for meetings conducted since the official start of the 2023-2024 school year will be posted in the September agenda.*

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

Erik Okazaki, Financial Business Manager of the FCPS, presented information related to the new Financial Accounting Standards Board Accounting Standard Codification 842 (FASB ASC 842) and the Unaudited Actual Reports for June 30, 2023. The following update was presented:

***FASB ASC 842 (Financial Accounting Standards Board Accounting Standard Codification 842):***

On July 19, 2021, the Financial Accounting Standards Board (FASB) issued Accounting Standards Update No. 2021-05, Leases (Topic 842). The Financial Accounting Standards Board created this new standard to foster more transparency by requiring sharing of information related to all assets and all financial commitments of an organization (non-profit, for-profit, LLCs, etc.). This standard will also bring requirements closer to international standards. The new standard makes the following changes to ASC 840:

- Lease liabilities will now be recorded on the balance sheet
- Corresponding ROU (right-of-use) assets will be recorded on the balance sheet
- Interest expense and amortization expenses will be recorded on the income statement

This new standard will impact operating income for the three obligated schools (FPC, STEM and FCLA) as lease payments will not match the annual recorded expense. (Expense recorded is higher at the start of the lease when cash payments are lower. The three leases began on February 1, 2020 and will end on June 30, 2052 for STEM and FCLA, and June 30, 2058 for FPC.)

FASB ASC 842 must be implemented in FY23 and will be recorded in the audit report.

**2022-2023 Unaudited Actuals by Site:**

- Ending fund balances remain strong as an organization.
- Unaudited Actuals vs. Theoretical Comparison: 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:
    - § \$587,627 (increase of \$180K since previous update mainly due to lower OPEB expense)
    - § **Without one-time funds: (\$605,094)**
  - FPC Operating Income:
    - § \$9,518 (decrease of \$90K since previous update mainly due to implementation of FASB ASC 842)
    - § **Without one-time funds: (\$2,328,395)**
  - SMBCCS Operating Income:
    - § \$99,257 (increase of \$113K since previous update primarily due to lower OPEB expense)
    - § **Without one-time funds: (\$1,352,164)**
  - STEM Operating Income:
    - § \$9,998 (decrease of \$64K since previous update due primarily to FASB ASC 842 implementation)
    - § **Without one-time funds: (\$652,286)**
  - FCLA Operating Income:
    - § \$9,278 (decrease of \$66K since previous update primarily due to implementation of FASB ASC 842)
    - § **Without one-time funds: (\$853,901)**
- Note: One-time funds captured in the 2022-2023 Unaudited Actuals include ESSER II (all schools), ESSER III (FPC, STEM and FCLA), and UPK Grant (FCLA).
- Previous vs. Current Forecast: Only STEM and FCLA have not reached the 4 months “cash on hand” as per Board-policy.
  - FACS - 8.9 months

- FPC - 6.3 months
- SMBCCS - 10.6 months
- STEM - 3.1 months
- FCLA - 1.3 months

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) – 134 days
  - § STEM and FCLA only – 77 days
- Debt Service – Minimum requirement ratio of 1.10
  - § Forecast for obligated group (including FPC) – 1.27
  - § STEM and FCLA only – 1.11

**E. Directors’ Reports**

Fenton Charter Public Schools (FCPS) - Mr. Richard Parra, Director of Community Schools, reported.

*All other Directors’ reports will resume in September.*

**F. Chief Operating Officer’s Report**

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

**G. Chief Executive Officer’s Report**

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

**III. CONSENT AGENDA ITEMS**

- A. Recommendation to approve final staff rosters and employee contracts for FACS, SMBCCS, FPC, STEM, FCLA and FCPS for the 2023-2024 school year**
- B. Recommendation to approve 2023-2024 Parent Involvement Policies for Fenton Avenue Charter School, Santa Monica Boulevard Community Charter School, Fenton Primary Center, Fenton STEM**

**Academy and Fenton Charter Leadership Academy, and FCPS Student Handbook**

- C. Recommendation to approve 2023-2024 Consolidated Application Certification of Assurances Statement and Application for Categorical Programs for FACS, FPC, SMBCCS, STEM and FCLA**
- D. Recommendation to approve Special Education Lead Teacher Stipend at Fenton Primary Center**
- E. Recommendation to approve the revised conference attendance for the 2023-2024 school year**

On **MOTION** of Daniel Laughlin, **SECONDED** by Carrie Wagner, and **CARRIED** by a vote of 7 (YES) and 0 (NO), the recommendation to approve the Consent Agenda (Items III.A., B., C., D., and E.) was approved as presented.

Aye: (7) Yvette King-Berg, Daniel Laughlin, Joe Lucente,  
Erin Studer, Carrie Wagner, Jed Wallace, Walter  
Wallace  
Nay: (0)  
Abstentions: (0)

**IV. ITEMS SCHEDULED FOR ACTION**

- A. Recommendation to approve Resolution #52: Sufficiency of Instructional Materials**

On **MOTION** of Walter Wallace, **SECONDED** by Yvette King-Berg, and **CARRIED** by a vote of 7 (YES) and 0 (NO), the recommendation to approve Resolution #52: Sufficiency of Instructional Materials (Item IV.A.) was approved as presented.

Aye: (7) Yvette King-Berg, Daniel Laughlin, Joe Lucente,  
Erin Studer, Carrie Wagner, Jed Wallace, Walter  
Wallace  
Nay: (0)  
Abstentions: (0)

- B. Recommendation to approve slate of directors and officers for the FCPS Foundation Board of Directors for 2023-2024**

On **MOTION** of Carrie Wagner, **SECONDED** by Daniel Laughlin, and **CARRIED** by a vote of 7 (YES) and 0 (NO), the recommendation to approve the slate of directors and officers for the FCPS Foundation Board of Directors for the 2023-2024 school year (Item IV.B.) was approved as presented.

Aye: (7) Yvette King-Berg, Daniel Laughlin, Joe Lucente,

Erin Studer, Carrie Wagner, Jed Wallace, Walter Wallace

Nay: (0)  
Abstentions: (0)

**C. Recommendation to receive June 30, 2023 Unaudited Actual Reports for Fenton Avenue Charter School, Fenton Primary Center, Santa Monica Boulevard Community Charter School, Fenton STEM Academy and Fenton Charter Leadership Academy**

On **MOTION** of Yvette King-Berg, **SECONDED** by Erin Studer, and **CARRIED** by a vote of 7 (YES) and 0 (NO), the recommendation to receive the June 30, 2023 Unaudited Actual Reports for Fenton Avenue Charter School, Fenton Primary Center, Santa Monica Boulevard Community Charter School, Fenton STEM Academy and Fenton Charter Leadership Academy (Item IV.C.) was approved as presented.

Aye: (7) Yvette King-Berg, Daniel Laughlin, Joe Lucente, Erin Studer, Carrie Wagner, Jed Wallace, Walter Wallace

Nay: (0)  
Abstentions: (0)

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

On **MOTION** of Walter Wallace, **SECONDED** by Daniel Laughlin, and **CARRIED** by a vote of 7 (YES) and 0 (NO), the recommendation to approve expenditures for items above the spending authority of the Chief Executive Officer (Item IV.D.) was approved as presented. *Specific expenditures approved:*

***Strategies 360: \$181,000 (FCPS) – Strategies 360 Quote***

This action approved the contract with Strategies 360 for FY2024 to build upon services rendered during FY2023. The following services will be provided by Strategies 360 through a combination of ELO-P (70%) and ESSER III (30%) funds (the first three bulleted items), and CCSP Planning Grant funds for the last bulleted item. *The entire bulleted list below details the expenses for all Strategies 360 items which total \$181,000:*

- ***Strategies 360: \$20,000 (Site Specific)***

The Fenton schools will use Strategies 360 for a digital marketing campaign and teacher recruitment campaign through September (2023). The following services will be provided by Strategies 360 through a combination of ELO-P (70%) and ESSER III (30%) funds.

- ***Strategies 360: \$65,000 (Site Specific)***

The Fenton schools will use Strategies 360 for a Branding Proposal. These services will be provided by Strategies 360 through a combination of ELO-P (70%) and ESSER III (30%) funds.

- ***Strategies 360: \$60,000 (Site Specific)***

The Fenton Schools will use Strategies 360 for consultation services and crisis communication. This includes weekly communication with Fenton’s communications teams, communication strategic advice, content creation for monthly events, monthly newsletter content, blog posts, press relations, and content planning. These services will be provided by Strategies 360 through a combination of ELO-P (70%) and ESSER III (30%) funds.

- ***Strategies 360: \$36,000 (Site Specific)***

The Fenton schools will use Strategies 360 for educational consultations for Community Schools Implementation Support. These services include the Needs Assessment and Asset Map required for the CCSPP Implementation Grant. The total amount will be split evenly between all five Fenton schools (\$7,200 per school) as each school will apply for their individual CCSPP Implementation Grant. These services will be paid through the CCSPP Planning Grant.

***Lakeshore: \$62,632 (FACS)***

On June 15, 2023, the Board approved the classroom set-ups of FACS’ TK classrooms by Lakeshore. FACS was approved for \$55,754, but spent \$20,559. This action approved FACS’ work with Lakeshore to redesign a K-2 and 3-5 hands-on lab for \$37,775. Additionally, Lakeshore will redesign FACS’ Acceleration Room for \$24,856.

Aye: (7) Yvette King-Berg, Daniel Laughlin, Joe Lucente,  
Erin Studer, Carrie Wagner, Jed Wallace, Walter  
Wallace

Nay: (0)

Abstentions: (0)

**E. Recommendation to receive FASB ASC 715 OPEB report for FCPS as of June 30, 2023**



On **MOTION** of Carrie Wagner, **SECONDED** by Erin Studer, and **CARRIED** by a vote of 7 (YES) and 0 (NO), the recommendation to receive FASB ASC 715 OPEB report for FCPS as of June 30, 2023 (Item IV.E.) was approved as presented. *Fenton Charter Public Schools will contribute \$617,542 to the OPEB Trust for the 2023-2024 school year.*

Aye: (7) Yvette King-Berg, Daniel Laughlin, Joe Lucente,  
Erin Studer, Carrie Wagner, Jed Wallace, Walter  
Wallace

Nay: (0)

Abstentions: (0)

**F. Recommendation to approve the Expanded Learning Opportunities Program budget for the Fenton Charter Public Schools**

On **MOTION** of Yvette King-Berg, **SECONDED** by Daniel Laughlin, and **CARRIED** by a vote of 7 (YES) and 0 (NO), the recommendation to approve the Expanded Learning Opportunities Program budget for the Fenton Charter Public Schools (Item IV.F.) was approved as presented.

Aye: (7) Yvette King-Berg, Daniel Laughlin, Joe Lucente,  
Erin Studer, Carrie Wagner, Jed Wallace, Walter  
Wallace

Nay: (0)

Abstentions: (0)

**G. Recommendation to approve the California Community Charter Schools Partnership Program budget for the Fenton Charter Public Schools**

On **MOTION** of Yvette King-Berg, **SECONDED** by Carrie Wagner, and **CARRIED** by a vote of 7 (YES) and 0 (NO), the recommendation to approve the California Community Charter Schools Partnership Program budget for the Fenton Charter Public Schools (Item IV.G.) was approved as presented.

Aye: (7) Yvette King-Berg, Daniel Laughlin, Joe Lucente,  
Erin Studer, Carrie Wagner, Jed Wallace, Walter  
Wallace

Nay: (0)

Abstentions: (0)

**H. Recommendation to approve employment of Barbara Williams on a Provisional Internship Permit**

On **MOTION** of Yvette King-Berg, **SECONDED** by Erin Studer, and **CARRIED** by a vote of 7 (YES) and 0 (NO), the recommendation to approve the employment of Barbara Williams on a Provisional Internship Permit (Item IV.H.) was approved as presented.

Aye: (7) Yvette King-Berg, Daniel Laughlin, Joe Lucente,  
Erin Studer, Carrie Wagner, Jed Wallace, Walter  
Wallace  
Nay: (0)  
Abstentions: (0)

**V. ITEMS SCHEDULED FOR INFORMATION**

**A. LCAP Update and instructional Report**

**B. Parent Education Classes**

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

**VI. ANNOUNCEMENTS**

The next regular meeting of the Board of Directors of the Fenton Charter Public Schools will be held on Thursday, September 21, 2023 at 4:30 p.m. in the FCPS Business Office Boardroom and via Zoom.

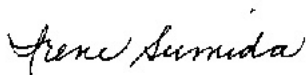
**VII. FUTURE MEETINGS**

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 6:09 p.m.

Respectfully submitted:



Irene Sumida  
Secretary of the Board