

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

March 7, 2024

A meeting of the Board of Directors of the Fenton Charter Public Schools was held on Thursday, March 7, 2024, 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 _____ 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

C. Flag Salute

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

D. Approval of the Agenda – Chair Lucente

On **MOTION** of _____, **SECONDED** by _____ and **CARRIED** by a vote of 7 (YES) and 0 (NO), the Agenda (Item I.D.) 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)

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

On **MOTION** of _____, **SECONDED** by _____ and **CARRIED** by a vote of 7 (YES) and 0

(NO), the minutes of the January 25, 2024 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

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 with positive operating income for each site:

- FACS: \$456,180
- FPC: \$54,835
- SMBCCS: \$286,866
- STEM: \$2,171
- FCLA: \$935

Most one-time funds are used for one-time expenses with the following differences between the current forecast (which includes one-time funds) and the theoretical forecast (without one-time funds):

- FACS: Net difference – 0
- FPC: Net difference - <\$706,064>
- SMBCCS: Net difference - <\$635,220>
- STEM: Net difference – 0
- FCLA: net difference – 0

Details of previous and current forecasts:

- FACS: Operating income increased by \$21K primarily due to increase in local revenue which offset the loss of enrollment and ADA

- FPC: Operating income increased by \$54K primarily due to increase in local revenue which offset increased expenses for legal fees and security
- SMBCCS: Operating income increased by \$48K primarily due to decreased expense for student activities and increased local revenue which offset increased costs for substitutes
- STEM: Operating income decreased by \$122K primarily due to increased costs for equipment, contracted Special Education services, and substitutes
- FCLA: Operating income decreased by \$10K primary due to increase in equipment, contracted Special Education services, and substitutes

Balance sheet as of January 31, 2024: *As per Board policy, each site should have 4 months cash on hand. All schools in the “obligated group” (FPC, STEM and FCLA) are below this goal.*

- FACS: 234 days cash on hand (7.8 months)
- FPC: 75 days cash on hand (2.5 months)
- SMBCCS: 155 days cash on hand (5.2 months)
- STEM: 89 days cash on hand (3.0 months)
- FCLA: 27 days cash on hand (0.9 months)

The Obligated Group (FPC, STEM and FCLA) are expected to meet both bond covenants:

- Liquidity: Days cash on hand – 45 days required; forecast is 126 days for the group (90 days with only STEM and FCLA)
- Debt Service: Minimum ratio required – 1.10; forecast is 2.19 (1.17 with only STEM and FCLA)

D. Directors’ Reports

Directors’ Reports were distributed to Board members 72 hours prior to the regular meeting. All Board members were asked to submit any questions or requests for clarification to Board Chair Lucente prior to the beginning of the meeting. Chair Lucente called upon individual Directors as needed.

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

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

Fenton Primary Center (FPC) – Mrs. Sirui Thomassian, Director.

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

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

E. Director of Special Education Update

Fenton Charter Public Schools (FCPS) - Mrs. Kristine Khachian, Director of Special Education, submitted the monthly update which was received by the Board as published.

F. Director of Community Schools Update

Fenton Charter Public Schools (FCPS) - Mr. Richard Parra, Director of Community Schools, submitted the monthly update which was received by the Board as published.

G. Chief Operating Officer's Report

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

H. Chief Executive Officer's Report

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

III. CONSENT AGENDA ITEMS

There were no items scheduled for the Consent Agenda this month.

IV. ITEMS SCHEDULED FOR ACTION

A. Recommendation to certify Second Interim Report

On **MOTION** of _____, **SECONDED** by _____ and **CARRIED** by a vote of 7 (YES) and 0 (NO), the recommendation to certify the Second Interim Report (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 expenditures for items above the spending authority of the Chief Executive Officer

On **MOTION** of _____, **SECONDED** by _____ 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.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)

Specific expenditures approved:

Mathnasium: (\$124,608) (FCLA/STEM) - Fenton Avenue Charter School and Santa Monica Boulevard Community Charter School currently use Mathnasium for after school tutoring. With the approval of this action item, Fenton Charter Leadership Academy and Fenton STEM Academy will offer students after school tutoring in math through Mathnasium. Expanded Learning Opportunities Program (ELO-P) funds will be used exclusively to fund this program.

Lakeshore: PENDING - \$728,457.76 (SMBCCS) - On June 15, 2023 and August 17, 2023, the Board of Directors approved Lakeshore to redesign classrooms at Fenton Avenue Charter School and Santa Monica Boulevard Community Charter School. This action for SMBCCS approves the redesign of the remaining classrooms using ESSER III funds.

C. Recommendation to approve the addition of one more Illness Day for a total of 12 Illness Days

On **MOTION** of _____, **SECONDED** by _____ and **CARRIED** by a vote of 7 (YES) and 0 (NO), the recommendation to approve the addition of one more illness day for a total of 12 illness days (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 hiring of Director for the Fenton Academies

On **MOTION** of _____, **SECONDED** by _____ and **CARRIED** by a vote of 7 (YES) and 0 (NO), the recommendation to approve the hiring of Beth Henschel as the Director for the Fenton Academies effective July 1, 2024 (Item IV.D.) 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)

E. Recommendation to approve hiring of Administrative Coordinator

On **MOTION** of _____, **SECONDED** by _____ and **CARRIED** by a vote of 7 (YES) and 0 (NO), the recommendation to approve the hiring of Carmen Solis as an Administrative Coordinator at Santa Monica Boulevard Community Charter School effective July 1, 2024 (Item IV.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)

V. ITEMS SCHEDULED FOR INFORMATION

A. LCAP Update and Instructional Report

B. Proposition 28 – Arts and Music in Schools

C. Fenton Collaborative Commitments - Building Consensus

These were information items only and no action was taken.

VI. CLOSED SESSION

Chair Lucente made the following announcement:

“The Board of Directors will now be moving into closed session to discuss matters described in Item VI. Matters to be discussed are those permitted by Government Code Section 54957 - Public Employee Performance Evaluation and Public Employee Appointment.”

The Board moved into Closed Session at _____ p.m. to review the following:

A. Government Code 54957 – PUBLIC EMPLOYEE PERFORMANCE EVALUATION AND PUBLIC EMPLOYEE APPOINTMENT

VII. RETURN TO OPEN SESSION

The Board reconvened to Open Session at ___ p.m., and Chair Lucente made the following announcement:

The Board took the following action on Item VI.A.:

A. Government Code 54957 - PUBLIC EMPLOYEE PERFORMANCE EVALUATION AND PUBLIC EMPLOYEE APPOINTMENT

On **MOTION** of _____, **SECONDED** by _____, and **CARRIED** by a vote of 7 (YES) and 0 (NO), the Board received and reviewed the evaluations of all current FCPS administrators and recommended the following actions:

- 1) Extending one-year contracts, and corresponding earned salary increases as per the guidelines outlined in the FCPS Employee Handbook and following the Administrative Salary Schedule, to all of the following:

Monica Castañeda, Director, FACS
Juan Gomez, Administrative Coordinator, FACS
Paige Piper, Administrative Coordinator, FACS
Mercedes Cordoba, ELOP Coordinator, FACS
Cary Rabinowitz, Director, SMBCCS
Walter Gomez, Assistant Director, SMBCCS
Beth Henschel, Assistant Director, SMBCCS*
Ariana Gomez, Administrative Coordinator, SMBCCS
Jazmin Luna, ELOP Coordinator, SMBCCS
Sirui Thomassian, Director, FPC
Nicole Langlois, Assistant Director, FPC
Jessi Tello, ELOP Coordinator, FPC
Jennifer Miller, Director, STEM and FCLA*
Jennifer Pimentel, Assistant Director, STEM and FCLA
Cecilia Quijano, Assistant Director, STEM and FCLA
Alejandra Muñoz, ELOP Coordinator, STEM and FCLA

- 2) Promoting current Administrative Coordinators Juan Gomez and Paige Piper to the position of Assistant Directors at Fenton Avenue Charter School as of July 1, 2024.

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

(It should be noted that the Board approved the selection of Jennifer Miller as the FCPS Director of Instruction at the January 25, 2024 regular meeting. Additionally, the Board took action on the selection of Beth Henschel as the Director of STEM and FCLA, and the selection of Carmen Solis as an Administrative Coordinator at SMBCCS during Open Session at this meeting. These actions will commence on July 1, 2024.)

VIII. FUTURE MEETINGS

April 11, 2024
May 23, 2024 - *note change of date*
June 13, 2024

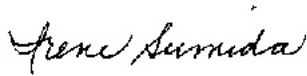
IX. ANNOUNCEMENTS

The next regular meeting of the Board of Directors of the Fenton Charter Public Schools will be held on Thursday, April 11, 2024 at 4:30 p.m. in the FCPS Business Office Boardroom and via Zoom.

X. ADJOURNMENT

The meeting was adjourned at _____ p.m.

Respectfully submitted:



Irene Sumida
Secretary of the Board