



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

April 25, 2024 – 4:30 P.M.

FCPS Business Office Boardroom

8928 B Sunland Blvd.

Sun Valley, CA 91352

and

via Zoom: <https://us02web.zoom.us/j/87479668758>

Meeting ID: 874 7966 8758

AGENDA

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

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

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

Instructions for Presentations to the Board by Parents and Citizens

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

1. The public may attend in person or may join via Zoom. If joining in person, the public may complete a “Request to Address the Board” (on an agenda item or non-agenda item) card which will be available at the door. If joining via Zoom, the following procedures should be followed:
2. Speakers may attend the board meeting virtually through the Zoom invitation link on the top of the agenda.
3. A Google survey “sign-up” will be open to members of the public 30 minutes prior to the public meeting. This survey will take the place of the “speaker cards” available at meetings. <https://bit.ly/2wDdxrM>
4. Speakers will fill in their names and select if they wish to address the board regarding a specific agenda item or a non-agenda item.
5. When it is time for the speaker to address the board, his/her name will be called by the Board Chair and the requesting speaker’s microphone will be activated.
6. Speakers should rename their Zoom profile with their real name to expedite this process.

7. After the comment has been given, the microphone for the speaker's Zoom profile will be mute

I. PRELIMINARY

- A. Call to Order** – Vice Chairperson of the Board – Yvette King-Berg
- B. Roll Call** – Secretary of the Board – Irene Sumida
- C. Flag Salute** – Vice Chair King-Berg
- D. Approval of the Agenda** – Vice Chair King-Berg

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

- E. Minutes of Previous Regular Meeting** - Vice Chair King-Berg

Minutes of the March 7, 2024 Regular Meeting of the Board of Directors will be presented for approval.

II. COMMUNICATIONS

- A. Presentations from the Public** – Vice Chair King-Berg

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. Committee/Council Reports**

- 1. Finance Committee:** *Sarah Ananta, Maria Patrón (FPC); Jennifer Nishimoto, Isabella Rodriguez (SMBCCS); Jennifer Hines (FCLA); Christian Fuentes (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); Christian Hidalgo, Aaron Veals (SMBCCS); Brenna Mack (FCLA); Melissa Katchen (STEM)*

School-Community Relations Council: *Tony Peña (FACS)*

a. **School Site Council:** *Paige Piper (FACS); (FPC); Jaslyne Garcia (SMBCCS); (FCLA/STEM)*

b. **English Learner Advisory Committee:** *Juan Gomez (FACS); (FPC); Cary Rabinowitz (SMBCCS); (FCLA/STEM)*

C. Financial Business Manager’s Report:

Erik Okazaki, Financial Business Manager of the FCPS, will update the most current financial statements, cash flow position, and any variations in revenues and expenditures from the approved 2023-2024 budgets for all sites.

D. Directors’ Reports

1. Fenton Avenue Charter School (FACS) – *Ms. Monica Castañeda*
2. Santa Monica Boulevard Community Charter School (SMBCCS) – *Mr. Cary Rabinowitz*
3. Fenton Primary Center (FPC) – *Mrs. Sirui Thomassian*
4. Fenton STEM Academy (STEM) – *Mrs. Jennifer Miller*
5. Fenton Charter Leadership Academy (FCLA) – *Mrs. Jennifer Miller*

E. Director of Special Education - *Mrs. Kristine Khachian*

F. Director of Community Schools - *Mr. Richard Parra*

G. Chief Operating Officer’s Report – *Mr. Jason Gonzalez*

H. 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.

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

IV. ITEMS SCHEDULED FOR ACTION

- A. [Recommendation approve Kaiser Permanente and Health Net for medical benefits](#)
- B. [Recommendation to approve expenditures for items above spending authority of the Chief Executive Officer](#)
- C. [Recommendation to approve new Master Services Agreement with EdTec, Inc.](#)
- D. [Recommendation to approve the revision of language pertaining to vacation accrual for year-round staff](#)
- E. [Recommendation to approve the FCPS Technology Budget for the 2024-2025 school year](#)

V. [ITEMS SCHEDULED FOR INFORMATION](#)

- A. [LCAP Update and Instructional Report](#)
- B. [ELO-P Update](#)
- C. [FCPS OPEB Trust and Investment Update](#)

VI. [ANNOUNCEMENTS](#)

The next regular meeting of the Board of Directors of the Fenton Charter Public Schools will be held on Thursday, May 23, 2024 in the FCPS Business Office Boardroom and via Zoom.

VII. [FUTURE MEETINGS](#)

May 23, 2024
June 13, 2024

VIII. [ADJOURNMENT](#)

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**

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 4:38 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*

Carrie Wagner, *Community Representative*

Jed Wallace, *Community Representative*

Via Zoom: 3817 Halcon Place, Davis, CA 95618

Walter Wallace, *Community Representative*

Board Members Not Present

Daniel Laughlin, *Parent Representative*

Erin Studer, *Community Representative*

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 Yvette King-Berg, **SECONDED** by Carrie Wagner. 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, Carrie Wagner, Jed Wallace,
Walter Wallace

Nay: (0)

Abstentions: (0)

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

On **MOTION** of Walter Wallace, **SECONDED** by Yvette King-Berg, and **CARRIED** by a vote of 4 (YES), 1 (ABSTENTION), and 0 (NO), the minutes of the January 25, 2024 Regular Meeting (Item I.E.) were approved as presented.

Aye: (4) Yvette King-Berg, Joe Lucente, Jed Wallace, Walter Wallace
Nay: (0)
Abstentions: (1) Carrie Wagner

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 - <\$509,064>
- SMBCCS: Net difference - 0
- 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 (interest from LACOE account and sale of iPads) which offset the loss of enrollment and ADA

- FPC: Operating income increased by \$54K primarily due to increase in local revenue (interest from LACOE account and sale of iPads) 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 (interest from LACOE account and sale of iPads) 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.

F. 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 Carrie Wagner, **SECONDED** by Walter Wallace, and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to certify the Second Interim Report (Item IV.A.) was approved as presented.

Aye: (5) Yvette King-Berg, Joe Lucente, 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 Yvette King-Berg, **SECONDED** by Jed Wallace, 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.B.) was approved as presented.

Aye: (5) Yvette King-Berg, Joe Lucente, 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 also 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: \$726,515.28 (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 Yvette King-Berg, **SECONDED** by Carrie Wagner, and **CARRIED** by a vote of 5 (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: (5) Yvette King-Berg, Joe Lucente, Carrie Wagner, Jed Wallace,
Walter Wallace

Nay: (0)

Abstentions: (0)

D. Recommendation to approve hiring of Director for the Fenton Academies

On **MOTION** of Walter Wallace, **SECONDED** by Jed Wallace, and **CARRIED** by a vote of 5 (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: (5) Yvette King-Berg, Joe Lucente, Carrie Wagner, Jed Wallace,
Walter Wallace

Nay: (0)

Abstentions: (0)

E. Recommendation to approve hiring of Administrative Coordinator

On **MOTION** of Carrie Wagner, **SECONDED** by Walter Wallace, and **CARRIED** by a vote of 5 (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: (5) Yvette King-Berg, Joe Lucente, 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 5:58 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 6:12 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 Carrie Wagner, **SECONDED** by Walter Wallace, and **CARRIED** by a vote of 5 (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 effective July 1, 2024.

Aye: (5) Yvette King-Berg, Joe Lucente, 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. 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.

IX. FUTURE MEETINGS

April 11, 2024

May 23, 2024 – *note the change of date*

June 13, 2024

X. ADJOURNMENT

The meeting was adjourned at 6:15 p.m.

Respectfully submitted:

Irene Sumida
Secretary of the Board

II. B.

Committee and Council Reports

FENTON CHARTER PUBLIC SCHOOLS
Fenton Avenue Charter School

Unapproved Minutes of the Budget, Facilities, and Safety Council

April 5, 2024

Call to Order: Martin Penner, Chair, 7:17 am

Roll Call: Elena Durghalli, Jann Manorothkul – Secretaries

Members Present: Jose Aceves, Jann Manorothkul, Martin Penner, Juan Gomez, Elena Durghalli, Bridget Moreno, Patricia Aparicio, DeeAnne Drake Ferraro, Araceli Caro, Elijah Lee

Non-members Present: Paige Piper

Members Excused: Monica Castañeda, Belen Santiago

Additions/Corrections to the Agenda: Martin Penner, Chair

There were no additions or corrections to the agenda.

Approval of Minutes from March 1, 2024: Martin Penner, Chair

Item #1 **Minutes from the March 1, 2024 meeting of the Budget, Facilities and Safety Council - Martin Penner, Chair (*Motion to Approve*)**

On **MOTION** of Bridget Moreno, **SECONDED** by DeeAnne Drake Ferraro, and **CARRIED**, the minutes were approved as submitted.

Presentations from the Public: Martin Penner, Chair

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

Old Business:

There was no Old Business.

New Business:

Item #3 **Review of Lockdown Procedures (LCAP Goal 3, AMO 6) - Mercedes Cordoba Meeks, ELOP Coordinator (*Informational Item*)**

Mrs. Meeks addressed the council regarding lockdown procedures. An upcoming lockdown drill is scheduled to take place by the end of April. Mrs. Meeks enforced that all doors should be locked during

a drill in addition to classroom doors needing to be locked throughout the school day. In the event of a lockdown, it will be announced over the PA system saying, “lockdown” and there will not be a bell as there is one for other drills. Doors should not be opened until an “all clear” is announced. In addition, Mrs. Meeks reinforced the importance of staff wearing their school ID badges. Ms. Manorothkul along with other council members suggested lock-blocks for doors to ensure that all doors remain locked throughout the day. Mrs. Meeks shared that a lockdown protocol will be sent in a memo to teachers to prepare for the lockdown drill. The council shared concerns and suggestions with regards to door locks. Ms. Piper added that staff members are able to contact the office should they notice anything that may warrant a lockdown. Mr. Gomez along with Mr. Aceves addressed some concerns and reassured the council these suggestions will be taken into consideration when planning for safety.

Item #4 **Facilities Updates (LCAP Goal 3, AMO 5) - Jose Aceves, Plant Manager**
(Informational Item)

Mr. Aceves reported on updates from over spring break. The asphalt was resealed behind the main office due to tripping hazards. He also provided updates on the following: paint, auditorium, rekeying rooms. Currently, he is waiting on the quote approval for the painting of the interior of the classrooms and the trim. With regards to the auditorium, Mr. Aceves shared a projected time frame for mid-late May to install the chairs in the auditorium. In addition, the 5th grade building and storage rooms are still in the process of being rekeyed. The delay is due to pending approval on the revised quote. There is no exact date yet, however, Mr. Aveves reassured the council that it is being worked on. Ms. Durghalli inquired about removal of shelves in the 5th grade classrooms. Mr. Aceves predicts that it will most likely occur over the summer when classes are not in session to avoid disruption during the instructional day.

Item #5 **Enrollment Projections 2024-2025 (LCAP Goal 3, AMO 1) - Moncia Castañeda, Director**
(Informational Item)

Ms. Piper reported on behalf of Ms. Castaneda regarding the enrollment projection for next school year. At this time, 746 students are projected for the 2024-2025 school year. There is currently a waitlist for 2nd grade and kindergarten. In comparison to our current enrollment, Fenton Avenue has a current enrollment of 722 students for this school year. A second 2nd grade classroom will be opening for next school year.

Item #6 **Budget Projections 2024-2025 (LCAP Goal 3, AMO 1) - Monica Castañeda, Director**
(Informational Item)

Ms. Piper shared on behalf of Ms. Castaneda regarding budget projections for next year. Every year, FACS has always budgeted conservatively, however there are some things to consider with budget projections, such as continuing with the current ADA rate. She updated the council that they are currently waiting on May revision for funding, but should have a more accurate projection then. She also announced a two-year grant for an art/music teacher position. No other details were available at this meeting in regards to the position. Additional information regarding qualifications for the position is pending updates from the FCPS board. Ms. Piper concluded that this position is to place an art/music teacher at each Fenton campus to build in more planning time for teachers during the instructional day.

Announcements:

There were no announcements.

Next Regular Meeting:

May 2024

Adjournment:

By general consensus, the Budget, Facilities and Safety council meeting adjourned at 7:41 a.m.

Minutes respectfully submitted: Jann Manorothkul, Elena Durghalli

FENTON CHARTER PUBLIC SCHOOLS
Fenton Avenue Charter School

Unapproved Minutes of the Budget, Facilities, and Safety Council

April 17, 2024

Call to Order: Martin Penner, Chair 7:20am

Roll Call: Elena Durghalli, Jann Manorothkul – Secretaries

Members Present: Jose Aceves, Jann Manorothkul, Martin Penner, Juan Gomez, Elena Durghalli, Bridget Moreno, Patricia Aparicio, Araceli Caro, Elijah Lee, Monica Castaneda

Members Excused: Belen Santiago, DeeAnn Drake Ferraro

Additions/Corrections to the Agenda: Martin Penner, Chair

(Item # 4) Enrollment update, Ms. Castaneda

Approval of Minutes from April 5, 2024 Martin Penner, Chair

Item #1 Minutes from the April 5, 2024 meeting of the Budget, Facilities and Safety Council - Martin Penner, Chair

The approval of minutes was tabled until the next regular meeting.

Presentations from the Public: Martin Penner, Chair

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

Old Business:

There was no Old Business.

New Business:

Item #3 Team Teaching Model (LCAP Goal 3, AMO 1-3) - Monica Castañeda, Director (*Discussion Item*)

Ms. Castaneda addressed the council regarding the proposed team teaching model for the 24-25 academic year. She provided updates and clarity regarding the team teaching model and what it would look like for our 5th grade team. She explained how two teachers from the 5th grade team would divide a self-contained class while sharing the instructional responsibility with another teacher. Considering it is a new model for FACS, 5th grade would pilot the team-teaching next school year with the approval of the board. Although the 4th grade team did express interest in also implementing this model, it may not be appropriate at this time given the number of new teachers joining this grade level next year.

Administrators, 4th grade teachers, and 5th grade teachers held a parent meeting on Tuesday April 16, 2024 to overview the vision and framework of this team teaching model. It was reported that parents received the presentation well and were provided an opportunity to get their questions answered. Parents believe that this model is appropriate for 5th grade as this team teaching model will support students transition well to a middle school setting. In addition, Ms. Castaneda provided a sample schedule along with data supporting the success of student achievement with this framework. Some of the benefits of this model would include teacher clarity, collective teacher efficacy, and embedded professional learning. With approval of the board, the guiding coalition would then meet to discuss next steps to implement the model for 5th grade in the 2024-2025 school year.

Ms. Castaneda presented this item to this council because of the possible impact this may have on facilities since teachers may possibly need to move classrooms to create partner teachers.

Ms. Castaneda opened the floor for questions.

Q: Would this impact the stipend for lead teachers?

A: The stipend would be split between the two lead teachers.

There were no other questions from the council.

Item #4 **Enrollment Projections 2024-2025 (LCAP Goal 3, AMO 1) - Ms. Castaneda, Director (*Informational Item*)**

Ms. Castaneda provided an update for next year's enrollment. As of this meeting, the final staff roster has some new additions with the anticipation of our large kindergarten enrollment. Our TK grade level is almost 40 students and continues to receive enrollment packets for next year. The board approved for FACS to open another Kindergarten class, totaling 3 Kinder classes for the 24-25 academic year. First grade is full with second grade having a waiting list. Student enrollment projections for next year is 788 students. The council members celebrated the growing numbers of FACS. Ms. Castaneda also shared with the council that we will be hosting teacher interviews that will continue to take place throughout the remainder of the school year to fill open positions.

Announcements:

There were no announcements.

Next Regular Meeting:

May 17, 2024

Adjournment:

By general consensus, the Budget, Facilities and Safety council meeting adjourned at 7:38 a.m.

Minutes respectfully submitted: Jann Manorothkul and Elena Durghalli

FENTON CHARTER PUBLIC SCHOOLS
Fenton Avenue Charter School

Unapproved Minutes of the Curriculum and Assessment Council

April 2, 2024

A meeting of the Curriculum and Assessment Council was held on Tuesday, April 2, 2024 at 7:15 A.M., in the Conference Room of Fenton Avenue Charter School, 11828 Gain St., Lake View Terrace, CA 91342.

Call to Order: Christopher Torres, Chair

The Curriculum and Assessment Council meeting was called to order at 7:21 A.M. by Chair, Christopher Torres.

Roll Call: Leanna Hendrix, Co-Secretary

Council Members Present: Myriam Arechiga, Feather Gentry, Leanna Hendrix, Wendy Kaufman, Evelyn Martinez, Christina Melkonian, Lisa Morales, Elsie Orellana, Lorena Sanchez, Christopher Torres, Rebecca Williamson, Monica Castañeda, Paige Piper

Excused Members: none

Non-Council Members: Juan Gomez

Additions/Corrections to the Agenda: Christopher Torres, Chair

Item #6, Open House, was removed from the agenda.

Approval of Minutes from February 27, 2024: Christopher Torres, Chair

Item #1 **Minutes from the February 27, 2024 meeting of the Curriculum and Assessment Council - Christopher Torres, Chair** (*Motion to Approve*)

On **MOTION** of Feather Gentry, **SECONDED** by Lisa Morales, and **CARRIED**, the minutes were approved as submitted.

Presentations from the Public: Christopher Torres, Chairperson

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

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #3 **LAUSD Oversight Visit (LCAP Goal 3, AMO 1) - Monica Castaneda, FACS Director** (*Informational Item*)

Ms. Castaneda presented the council with information regarding our upcoming LAUSD Oversight Visit on April 12, 2024. The administrative team has completed the compilation of artifacts requested by the district. The guiding questions provided by the district include discussing strategies our school has utilized to help us perform higher than the state average in English Language Arts and Mathematics as indicated by our 2023 CA Dashboard, policies that have helped lower our suspension rate and chronic absenteeism, as well as areas of strengths and improvements in regards to our LCAP. Council members were encouraged to review the guiding questions to provide feedback. The council identified the following instructional strategies for the oversight team to focus on during their classroom observations: explicit direct instruction, Kagan structures, and small group instruction. Ms. Castaneda will review expectations for our Oversight Visit further during our staff meeting on April 3, 2024.

Item #4 **CAASPP Update (LCAP Goal 1, AMO 1) - Paige Piper, Administrative Coordinator** (*Informational Item*)

Ms. Piper shared that SBAC testing will be from May 14 – 24, 2024. Students will test on English Language Arts during the week of 5/13, and they will test on Mathematics during the week of 5/20. The 5th grade CAST test, along with make-up testing will be administered during the week of 5/27. Our theme for CAASPP testing this year is “Slam the Exam”. We will have a pep rally, an attendance incentive, and a tee shirt sale to encourage students to do their best. Testing resources have been shared on a Google drive. Ms. Piper will present more information regarding SBAC testing at our staff meeting on April 3rd, 2024.

Item #5 **Supplemental Curriculum 2024-2025 (LCAP Goal 1, AMO 1-3) - Paige Piper, Administrative Coordinator** (*Discussion Item*)

Ms. Piper shared a list of supplemental curriculum currently being used by grade levels. She asked lead teachers to review the [list](#) with their teams to see if we need to make any changes for the 2024-2025 school year. The council was informed that our Instructional Coaches are also looking into additional resources being offered by Benchmark Advance.

Announcements:

There were no announcements.

Next Regular Meeting: TBA

Adjournment:

On **MOTION** of Elsie Orellana, **SECONDED** by Juan Gomez, and **CARRIED**, the Curriculum and Assessment meeting adjourned at 7:58 a.m.

Minutes respectfully submitted by: Leanna Hendrix

FENTON CHARTER PUBLIC SCHOOLS
Fenton Avenue Charter School
Curriculum and Assessment Council

April 8, 2024

A meeting of the Curriculum and Assessment Council was held on Tuesday, April 8, 2024 at 2:45 P.M., in the Conference Room of Fenton Avenue Charter School, 11828 Gain St., Lake View Terrace, CA 91342.

Call to Order: Christopher Torres, Chair

The Curriculum and Assessment Council meeting was called to order at 2:46 P.M. by Chair, Christopher Torres.

Roll Call: Leanna Hendrix, Co-Secretary

Council Members Present: Myriam Arechiga, Feather Gentry, Leanna Hendrix, Wendy Kaufman, Evelyn Martinez, Christina Melkonian, Lisa Morales, Elsie Orellana, Lorena Sanchez, Christopher Torres, Rebecca Williamson, Monica Castañeda, Paige Piper

Excused Members: None

Non-Council Members: Elena Durghali, Tiffany Fisher, Juan Gomez, Veronica Ramos, Kristen TzinTzun, Tiffany Walker

Additions/Corrections to the Agenda: Christopher Torres, Chair

There were no additions or corrections to the agenda.

Presentations from the Public: Christopher Torres-Chairperson

Item #1 Any persons desiring to address the Curriculum and Assessment Council on any proper matter

There were no presentations from the public.

Old Business: None

New Business:

Item #2 Team Teaching Model (LCAP Goal 3, AMO 1-3) - Monica Castañeda, FACS Director (*Discussion Item*)

Ms. Castañeda informed the council that she recently met with board chairman Joe Lucente and executive consultant Irene Sumida to discuss our plans for team teaching next school year. She shared

that under the team teaching model, two teachers from the same grade level will partner up and share instructional responsibilities by teaching both classes of students within their specific subject areas. Across a grade level, there will be two teams of 4 teachers each who will work collaboratively to teach math, science, and writing *or* language arts, social studies, and writing. This model will allow for teachers to delve more deeply into their subject area, while also providing students with a greater amount of instructional minutes per subject than what is minimally required by the state. Some of the benefits of this model are teacher clarity, collective teacher efficacy, and embedded professional learning. The board members' main concern was that we would continue to be in compliance.

The floor was opened up for questions and discussion. The following are questions, comments, and concerns brought up by those present:

Q: What will happen if we have an odd number of classes within the grade level?

A: We would not be able to team teach as the state requirements allow for students to only switch for two subject areas.

Q: Would the 5th grade team be able to receive a tentative schedule for the instructional blocks?

A: Yes, a tentative schedule will be shared with the team. Ms. Castañeda will work with the 5th grade team to develop a schedule that will fit around the school's master schedule.

Q: Will this instructional model allow us to meet the required instructional minutes per subject?

A: Yes, we will exceed the instructional minutes per subject.

Q: Can the Educational Specialists be considered to take part in a rotation?

A: Yes, that is a possible consideration.

Q: How will we decide who is the homeroom teacher?

A: Students will stay with their homeroom teacher during their first block.

Q: Will we be able to switch the schedule for instructional blocks so that students do not study the same subject area in the morning/afternoon all year?

A: This is a possibility, although research has not shown a big impact on when students receive instruction for a particular subject and their progress.

Q: Is it possible to reconsider the terminology of "homeroom teacher" as the students may feel less attached to their 2nd teacher?

A: Yes, we can take this under consideration. This model will require much collaboration and alignment between the teacher teams so that students will not feel a significant difference when they switch classrooms. Ms. Piper mentioned how aligning things such as classroom rules, usage of supplies, procedural guidelines for movement around the room and transitions will help the students have more ownership in both classrooms.

Q: Will this model only be for 5th grade, or is 4th grade also up for consideration?

A: A concern brought up by the board is that there may be difficulties piloting this model with four new teachers in 4th grade. Council/staff members spoke of how new teachers may feel more supported as they will be buddied up with two experienced teachers to mentor them. They will have both a teacher partner, and another experienced teacher within their collaborative team for their assigned subject area. This can ease some of the stress new teachers have felt while acclimating to a new school culture & environment, as well as learning to teach multiple new curriculums. The 4th grade team will

have a separate meeting to determine if they would like to proceed with this model. The initial response from the current teachers in the grade level is one of enthusiasm.

Q: How did new teachers feel this year, having to plan and teach across all subject areas?

A: One new teacher with prior teaching experience shared how it was challenging to learn two new curriculums for language arts and mathematics. Another staff member shared that with this model, teachers can have more focused training on one subject area, rather than receiving broad training on two core subjects. This targeted training can draw candidates in as we recruit new teachers to fill our open positions.

Ms. Castañeda will meet with the other councils to discuss all aspects of implementing this team teaching model with regards to budget, parent feedback, and personnel concerns. The council is in agreement with piloting this model, pending board approval.

Announcements:

There were no announcements.

Next Regular Meeting:

TBA

Adjournment:

By general consensus, the Curriculum and Assessment meeting adjourned at 3:40 p.m.

Minutes respectfully submitted by: Leanna Hendrix

FENTON CHARTER PUBLIC SCHOOLS
Fenton STEM Academy

Unapproved Minutes of the Personnel Committee

March 22, 2024

A meeting of the Personnel Committee was held on Friday, March 22, 2024 at 7:20 a.m. in the Hands-on Lab at Fenton STEM Academy at 8926 Sunland Blvd., Sun Valley, CA 91352.

Call to Order: Priscilla Gentry, Chair

Roll Call: Julie Nguyen & Kelley Christenson, Co-Secretary

The Personnel Committee meeting was called to order at 7:20 a.m. by Chair, Priscilla Gentry.

Personnel Committee Members Present: Jennifer Miller, Priscilla Gentry, Lilia Padilla Zuñiga, and Julie Nguyen.

Excused Members: Cedric Ramirez, Jennifer Pimentel, Deborah Allan, and Kelley Christenson

Non-Committee Members: Cecilia Quijano, Veronica McCaughin, Abigail Gillmore, Kalea Wright, and Alex Muñoz

Additions/Corrections to the Agenda: Priscilla Gentry, Chair

There were no additions or corrections to the agenda.

Approval of Minutes from February 28, 2024: Priscilla Gentry, Chair

Item #1 **Minutes from the February 28, 2024 meeting of the Personnel Committee -**
Priscilla Gentry, Chair (*Motion to Approve*)

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

Presentations from the Public: Priscilla Gentry, Chair

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

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #3 Recommendation of Regular Status Teachers, (LCAP 3, AMO 1) - Jennifer Miller, Director (*Informational Item*)

At the beginning of the school year, there were nine probationary teachers across FCLA and STEM. Mrs. Miller was happy to announce that after very successful observation lessons this year, all five probationary teachers that were in their second year are being recommended for regular status. Out of the five recommended from both schools, the following three Fenton STEM Academy teachers are recommended for regular status: Deborah Allan, Christian Fuentes, and Deanna Weiss. Congratulations to these three educators for successfully completing their probationary term.

Item #4 Staff Roster for 2024-2025, (LCAP 3, AMO 1) - Jennifer Miller, Director (*Informational Item*)

The final roster was emailed out to the schools on Friday, March 15th. Fenton STEM Academy is currently fully staffed with zero openings. Mrs. Miller shared the following staff roster highlights:

Krystal Rodriguez will be joining Fenton STEM Academy as a third grade teacher. She brings 12 years of experience with her, split between 1st and 2nd grades. Deanna Weiss will transition from STEM fifth grade to FCLA fifth grade. Room assignments will allow for fourth and fifth grade teacher teams to be located near one another.

Item #5 Teacher Interviews, (LCAP Goal 1, AMO 1-2) - Jennifer Miller, (*Informational Item*)

Teacher interviews are scheduled for Tuesday April 16th, 2024. There is currently an Edjoin post listed. April 10th is also the CSUN Education Expo where the team hopes to recruit some potential candidates. Currently there is no second interview date scheduled, but more can be added if there is a need to find a great candidate.

Item #6 2024-2025 Lead Teacher Selection Process (LCAP 3, AMO 1) - Jennifer Miller, Director (*Informational Item*)

Mrs. Miller presented the updated lead teacher packet to the committee prior to sending it out to the staff. We are expected to have 9 lead teachers next school year. TK and Kindergarten will be separated this upcoming school year, as TK has expanded.

Mrs. Miller also highlighted some new changes to the lead teacher packet. One addition is that there will be a leadership development opportunity over the summer from August 1st through August 2nd. It will not be required, but is recommended to attend if in the leadership role. Important to the lead role is that leads must attend all meetings, such as FCPS Leadership and FCPS board meetings to remain informed. Another addition is that the candidates must show commitment to the implementation of quality academic standards through the Professional Learning Community process to ensure student achievement. Lastly, leads must maintain updated agendas and minutes in the school Google Drive Folder. These new additions have been highlighted in the lead teachers application packet so that all staff can easily see the new additions to the lead teachers' role expectations.

The Lead Teacher role is a compensated role of \$5,000. Packets were sent on March 22nd with nominations due April 3rd. Applications for Lead Teachers following nominations will be due on April 8th. Presentations and voting for Lead Teachers will take place on April 10th and results will be announced April 12th. Lead Teachers will be approved pending board approval at the May 23rd Board Meeting.

Announcements:

Have a great Spring Break!

Next Regular Meeting:

TBD

Adjournment:

On **MOTION** of Julie Nguyen, **SECONDED** by Lilia Padilla Zuñiga, and **CARRIED**, the Personnel Committee was adjourned at 7:59 a.m.

Minutes respectfully submitted by: Julie Nguyen

FENTON CHARTER PUBLIC SCHOOLS
Fenton Charter Leadership Academy

Unapproved Minutes of the Personnel Committee

March 22, 2024

A meeting of the Personnel Committee was held on Friday, March 22, 2024 at 7:21 a.m. at Fenton Charter Leadership Academy at 8926 Sunland Blvd., Sun Valley, CA 91352.

Call to Order: Veronica McCaughin, Interim Chair

The Personnel Committee meeting was called to order at 7:17 a.m. by Interim Chair, Veronica McCaughin.

Roll Call: Abigail Gillmore, Secretary

Personnel Committee Members Present: Abigail Gillmore, Veronica McCaughin, Kalea Wright, Jennifer Miller

Excused Members: Cedric Ramirez, Jennifer Pimentel,

Non-Committee Members: Priscilla Gentry, Julie Nguyen, Lilia Padilla Zuniga, Alejandra Munoz, Cecilia Quijano

Additions/Corrections to the Agenda:

There were no additions or corrections to the agenda.

Approval of Minutes from February 28, 2024: Veronica McCaughin, Interim Chair

Item #1 **Minutes from the February 28, 2024 meeting of the Personnel Committee -**
Veronica McCaughin, Interim Chair (*Motion to Approve*)

On **MOTION** of Kalea Wright, **SECONDED** by Veronica McCaughin, and **CARRIED**, the minutes were approved as corrected.

Presentations from the Public: Veronica McCaughin, Interim Chair

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

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #3 Recommendation of Regular Status Teachers (LCAP 3, AMO 1) - Jennifer Miller, Director (Informational Item)

Mrs. Miller is happy to recommend the advancement of Adriana Baez and Kalea Wright from probationary to regular status, pending board approval. In order to reach regular status, teachers must complete two years of successful lesson observations, reflecting on the Charlotte Danielson framework. Thank you to Lead Teachers and all those who support our probationary teachers.

Item #4 Staff Roster for 2024-2025 (LCAP 3, AMO 1) - Jennifer Miller, Director (Informational Item)

The final 2024-2025 FCLA Staff Reorganization Roster was emailed to all staff on Friday, March 13th. FCLA currently has one opening in 4th grade. The reorganization committee held a thoughtful discussion about classroom assignments for next year. Historically grade level team members are in proximity to each other, helping build grade-level culture and alignment. Mrs. Deanna Weiss will be re-coded as an FCLA teacher as part of the first steps toward bringing grade-level teams physically closer together. The reorganization committee worked to draft a long-term plan for future classroom movement toward the eventual connection of each grade level team.

Item #5 Teacher Interviews, (LCAP Goal 1, AMO 1-2) - Jennifer Miller, Director (Informational Item)

In an effort to collect a pool of qualified candidates for the remaining 4th grade position, as well as any additional openings that may arise, an Edjoin posting has been created. A team will be attending the CSUN education exposition in April as well. Interviews with applicants are scheduled for Tuesday, April 16th with the hiring committee.

Item #6 2024-2025 Lead Teacher Selection Process (LCAP 3, AMO 1) - Jennifer Miller, Director (Informational Item)

The Lead Teacher Nomination Packet was sent to all staff on March 22nd. Mrs. Miller noted the importance of the Lead Teacher selection process, and how the presence of leadership at each grade level directly impacts student achievement. Staff may submit their nominations to Mrs. Miller by Wednesday, April 3rd at 9:00 a.m.. Lead Teacher candidates must be nominated by at least one person in order to be considered. Nominated teachers must submit their application for the position by the following Monday, April 8th at 9:00 a.m.. A complete application must include evidence of planning, grade book evidence, and a professional portfolio. Grade level presentations will occur on Wednesday April 10th in lieu of a staff meeting. In order to qualify, Lead Teacher candidates should hold a clear credential, attain regular status, and have a commitment to the PLC model. Lead Teachers will attend summer leadership development on August 1st and 2nd. See the timeline of the entire process below.

24-25 Lead Teacher Process Due Dates

March 22 - Lead Teacher Packet Distributed

April 3 - Lead Teacher Nominations Due to Jennifer Miller (9am)

April 8 - Lead Teacher Applications Due to Jennifer Miller (9am)

April 10 - Lead Teacher Presentations (2:50-3:30pm)

April 10-11 - Lead Teacher Online Voting (Ends 4/11 @3pm)

April 12 - Lead Teacher Results Announced

May 23 - Lead Teachers Recommend to the FCPS Board of Directors

Announcements:

Have a great Spring Break!

Next Regular Meeting:

TBD

Adjournment:

On **MOTION** of Kalea Wright, **SECONDED** by Abigail Gillmore, and **CARRIED**, the Personnel Committee adjourned at 7:59 am.

Minutes respectfully submitted by: Abigail Gillmore

FENTON CHARTER PUBLIC SCHOOLS
Fenton Avenue Charter School

Unapproved Minutes of the Human Resource and Personnel Council

April 3, 2024

Call to Order: Ann M. Velasco, Chairperson

The Human Resource and Personnel Council meeting was called to order at 7:17 a.m. by Chair, Ann M. Velasco.

Roll Call: Gladys Ramirez, Secretary

Personnel Committee Members Present: Monica Castañeda, Juan Gomez, Paige Piper, Barbara Aragon, Bernite Oandasan, Gladys Ramirez, Lainey Yanez, Lillian De La Torre, Veronica Ramos. Katherine Sheppard, Tiffany Walker, Vivian Matute

Excused Members: All members were present

Additions/Corrections to the Agenda: Ann M. Velasco, Chairperson

Item #3 was changed to an action item.

Item #1 **Minutes from the February 28, 2024 meeting of the Human Resource and Personnel Council** - Ann M. Velasco, Chairperson *(Motion to Approve)*

On **MOTION** of Paige piper, **SECONDED** by Tiffany Walker, and **CARRIED**, the minutes were approved as submitted.

Presentations from the Public: Ann M. Velasco - Chairperson

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

There were no persons who wished to address the council.

Old Business:

There was no Old Business.

New Business:

Item #3 **Recommendation of Regular Status Teachers (LCAP Goal 3, AMO 1)** - Monica Castañeda, Director *(Action Item)*

Ms. Castaneda presented the committee with teachers who will be recommended to the FCPS Board for regular status. These teachers have completed their second year of probation, and have met all other

requirements necessary for regular status. The teachers recommended for regular status are: Feather Gentry, Elena Durghalli, and Jann Manorohtkul.

On **MOTION** of Tiffany Walker, **SECONDED** by Veronica Ramos, and **CARRIED**, Item #3 has been approved.

Item #4 **Staff Roster for 2024-2025 (LCAP Goal 3, AMO 1)** - Monica Castañeda, Director (*Action Item*)

The final roster for the '24-25 school year was presented. Ms. Castañeda highlighted some changes from the current roster, such as Juan Gomez and Paige Piper receiving the title of Assistant Director. Additionally, Barbara Aragon is moving from 3rd to 2nd grade, Patricia Aparicio is moving from 3rd to 4th grade, and Kristin Tzintzun is moving from 3rd to 5th grade. With these changes, FACS currently has three openings in 3rd grade, two openings in 4th grade and two openings in 5th grade. There are currently no openings in the primary grades. There may be an opening for a second SDC class depending on enrollment. All specialist roles are filled. All other campus support roles are filled. There were no questions regarding the FACS roster for the 2024-2025 school year.

On **MOTION** of Lilly Torres, **SECONDED** by Paige Piper, and **CARRIED**, Item #4 has been approved.

Item #5 **Teacher Interviews (LCAP Goal 1, AMO 1-2)** - Monica Castañeda, Director (*Informational Item*)

Ms. Castañeda shared that teacher interviews will begin the week of April 15, 2024. Ms. Piper and Mr. Gomez will be attending CSUN's Education Expo in hopes of recruiting teacher candidates on April 10, 2024. Ms. Castañeda is hoping to hold interviews during one full day, prior to the end of April. All interviews will include a demonstration lesson. Additional information on the composition of the hiring committee will be sent to all staff once interviews have been scheduled.

Item #6 **2024-2025 Lead Teacher Selection Process (LCAP Goal 3, AMO 1)** - Moncia Castañeda, Director (*Informational Item*)

Ms. Castañeda shared that Lead Teacher selection has been put on hold due to ongoing discussion regarding the possible departmentalization of upper grades for next school year. Once more information is available, Lead Teacher packets and a corresponding timeline will be sent out. Lead Teacher recommendations will be presented during the May Leadership and FCPS board Meeting.

Item #7 **Teacher Candidate Recruitment (LCAP Goal 1, AMO 1-2)** - Monica Castaneda, Director (*Informational Item*)

Ms. Piper and Mr. Gomez have been traveling to local universities in hopes of recruiting prospective teacher candidates. They have attended the Cal State Dominguez Hills Education Expo, where they spoke with representatives from the Dean's Office, and Education Department about the possibility of incorporating student teachers at FACS. Additionally, they will be attending CSUN's Education Expo next week and a Job Fair at College of the Canyons later in April. They are also working to develop partnerships with The Master's University and Cal Lutheran in order to have a broad candidate pool to choose from.

Item #8 **Resignation of Monet Hendricks (LCAP Goal 3, AMO 1)** - Monica Castañeda, Director (*Informational Item*)

Ms. Castañeda shared that Monet Hendricks officially resigned from the school psychologist position in March. Her final day was March 29th, 2024. A prior conversation was held with Mrs. Hendricks regarding the budget restricting the school to only one school psychologist position, instead of two, for the 2024-2025 school year. Mrs. Hendricks was seeking a position with more opportunities for growth, and has since found a new position elsewhere. We thank her for her time here and recognize how much she helped with organization for the SPED team. Our current school psychologist, Ileana Venegas, is located in room 11. Staff can use her current phone extension to reach her.

Announcements:

There are no announcements.

Next Regular Meeting:

TBA

Adjournment:

On **MOTION** of Paige Piper, **SECONDED** by Bernite Oandasan, and **CARRIED**, the Human Resource and Personnel Council was adjourned at 7:37 A.M.

Minutes respectfully submitted by: Gladys Ramirez-Perez

FENTON CHARTER PUBLIC SCHOOLS
Fenton Primary Center

Unapproved Minutes of the Personnel Committee

April 4, 2024

Call to Order: Karen Knapp, Co-Chair

The Fenton Primary Center Personnel Committee meeting was called to order at 7:19 am.

Roll Call: Caitlin McMabell, Secretary

Members Present: Sirui Thomassian, Karen Knapp, Laura Vasquez, Caitlin McMabell, Shirley Saetang, Jeanette Hernandez, Nitima Angus, Angie Salceda, Sandra Valle

Members Excused: Jessie Tello, Krystal Rodriguez, Nicole Langlois

Additions/Corrections to the Agenda: Laura Vasquez, Co-Chair

There were no additions or corrections to the agenda.

Approval of Minutes from February 26, 2024: Karen Knapp, Co-Chair

Item #1 **Minutes from the February 26, 2024 meeting of the Personnel Committee -**
Karen Knapp, Co-Chair (*Motion to Approve*)

On **MOTION** of Sandra Valle, **SECONDED** by Angie Salceda, and **CARRIED**, the Minutes of the FPC Personnel Committee Meeting on February 26, 2024 were approved as submitted.

Presentations from the Public: Laura Vasquez, Co-Chair

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

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #3 **Enrollment Projections 2024-2025 (LCAP Goal 3, AMO1) -** Sirui Thomassian,
Director (*Informational Item*)

Estimated enrollment is 532 for the 24/25 school year. TK will need 82 students. We currently have 79 students enrolled for kindergarten, but are expecting 100 students by the start of the year. 138 kindergarten students will be moving into 1st grade and 134 1st graders will be moving into 2nd grade. We are hoping to add more students as approximately 100 new enrollment packets have been distributed.

Item #4 **Staff Roster for 2024-2025 (LCAP Goal 3, AMO 1)** - Sirui Thomassian, Director (*Motion to Approve*)

The final staff roster for the 2024-2025 school year has been sent to staff. We have one teacher moving schools, one teacher changing grade levels, and one teacher taking a leave of absence. Several teachers are moving classrooms to ensure continuity of grade levels among hallways.

On **MOTION** of Sandra Valle, **SECONDED** by Nitima Angus, and **CARRIED**, the Staff Roster for 2024-2025 was approved.

Item #5 **Teacher Interviews (LCAP Goal 1, AMO 1-2)** - Sirui Thomassian, Director (*Informational Item*)

There will be a possible teacher interview if one of our current teachers moves into the art position for the 2024-2025 school year. A timeline still needs to be set.

Item #6 **2024-2025 Lead Teacher Selection Process (LCAP Goal 3, AMO 1)** - Sirui Thomassian, Director (*Informational Item*)

Nominations for Lead Teacher were due 4/2. There is the recommendation for Lead Teacher participation in summer leadership preparation 8/1 and 8/2.

Lead Teachers should exhibit commitment to quality education standards through the PLC model, articulate instructional material at grade level, and keep updated grade level minutes on Google Drive.

Item #7 **Paraprofessional Update (LCAP Goal 3, AMO 1)** - Nicole Langlois, Assistant Director (*Informational Item*)

FPC is currently looking to hire two additional supervision aides: one morning and one afternoon. We have recently had some supervision aides resign. FPC is looking to restructure supervision at recess and lunch and improve yard safety.

AAs recently participated in CPI and restraint training. Multiple students have enrolled at the school and their current level of support is being evaluated. AA assignment for these students is being considered based on individual student needs.

There have been changes to support in the resource room. Administration is working with Mr. Garcia to create teacher codes to allow for teachers to make their own copies if they are time sensitive.

Item #8 **ELOP Update (LCAP Goal 3, AMO 1)** - Jessi Tello, ELOP Coordinator (*Informational Item*)

The final session of ELOP will begin 4/18. We have several new teachers teaching ELOP for the first time. TK students will be participating in gardening and science classes. Kindergarten will be learning

about cute, cuddly animals, as well as fun STEM and physical outside activities. First grade will be taking music (ukulele), visual arts, Mad Science, and Kids Cooking. Second grade will be offered a performing arts club, STEAM club, Hooked on Phonics, sports club, sculpture, and photography. Mathnasium will continue to be offered to select 2nd grade students.

ELOP clubs will continue at Hope Gardens on Tuesdays and Thursdays focusing on sculpture and engineering.

Between March 30th-April 20th, there are five ELOP field trips planned. Kindergarten will be attending a puppet show at Bob Baker Marionette theater and 1st and 2nd grade students will be going to the California Science Center.

Announcements:

There were no announcements.

Next Regular Meeting:

The next Personnel Committee meeting is TBD.

Adjournment:

On **MOTION** of Nitima Angus, **SECONDED** by Jeanette Hernandez, and **CARRIED**, the Personnel Committee Meeting of 4/4/24 was adjourned at 7:52 am.

FENTON CHARTER PUBLIC SCHOOLS
Fenton Avenue Charter School

Unapproved Minutes of the Human Resource and Personnel Council

April 15, 2024

A meeting of the Human Resource and Personnel Council was held on Monday, April 15th, 2023, at 7:20 a.m., in the conference room at Fenton Avenue Charter School, 11828 Gain St., Lake View Terrace, CA 91342.

Call to Order: Ann M. Velasco – Chairperson

The Human Resource and Personnel Council meeting was called to order at 7:20 a.m. by Chair, Ann M. Velasco.

Roll Call: Gladys Ramirez – Secretary

Personnel Committee Members Present: Monica Castañeda, Juan Gomez, Paige Piper, Ann Velasco, Barbara Aragon, Bernite Oandasan, Gladys Ramirez, Lainey Yanez, Veronica Ramos, Katherine Sheppard, and Tiffany Walker

Excused Members: Vivian Matute and Lillian De La Torre

Additions/Corrections to the Agenda: Ann M. Velasco – Chairperson

Item #3 Updated Staff Roster

Presentations from the Public: Ann M. Velasco - Chairperson

Item #1 Any persons desiring to address the Human Resource and Personnel Council on any proper matter

There were no persons who wished to address the council.

New Business:

Item #2 Team teaching Model (LCAP Goal 3, AMO 1) - Monica Castañeda, Director
(Discussion Item)

A meeting was held with Joe Lucente and Irene Sumida on April 5th, 2024, to discuss the proposal of a team-teaching instructional model in the fourth and fifth grades for the 2024-2025 school year. Joe and Irene shared concerns about the term “departmentalization” as the term brought up discussions regarding the need for single subject credentials or additional qualifications for new and current teachers. Based on this feedback, Ms. Castañeda recommends transitioning from the term “departmentalization” to the term “team teaching” which is an instructional model recognized by the CDE at the elementary level. Joe Lucente and Irene Sumida gave consent to proceed with the proposal for 5th grade for the 2024-2025 school year and 4th grade for the 2025-2026 school year. An informational parent meeting regarding this instructional model is scheduled for Tuesday, April 16th at 5 pm via zoom. The proposal will be presented to the FCPS board on April 25th to be approved. The format of the program, how teachers would be

assigned to subject areas, and a sample schedule was presented to the committee. One goal of this instructional program is for teachers to specialize in one subject area with the support of Paula Maker or Cristine Davis. Another goal is to close the learning gap between students needing more support and higher achieving students. Following a staff meeting, where the proposal was first presented, 87% of the staff voted in favor of the team teaching model. An upcoming meeting will be held with the guiding coalition to discuss teachers' subject preferences. Although teachers will still have the option to request a different grade level every year, it is recommended that teachers remain in one grade and subject area for a minimum of two years in order to build experience and expertise.

Item #3 **Updated staff roster - Monica Castañeda, Director** (*Informational Item*)

First grade teacher, Daisy Perez, is moving to Lancaster and has turned in her resignation letter. Additionally, fourth grade teacher, Mr. Lee, is stepping away from teaching. There are currently three teacher interviews scheduled for Wednesday April 17, 2024. Active measures are being taken to fill grade level positions before the 2024-2025 school year begins.

Announcements :

There are no announcements.

Next Regular Meeting:

TBA

Adjournment:

On **MOTION** of Paige Piper, **SECONDED** by Veronica Ramos, and **CARRIED**, the Human Resource and Personnel Council was adjourned at 7:35 A.M.

Minutes respectfully submitted by: Gladys Ramirez-Perez

FENTON CHARTER PUBLIC SCHOOLS
Fenton STEM Academy

Unapproved Minutes of the Personnel Committee

April 19, 2024

A meeting of the Personnel Committee was held on Friday, April 19, 2024 at 7:24 a.m. in the Hands-on Lab at Fenton STEM Academy at 8926 Sunland Blvd., Sun Valley, CA 91352.

Call to Order: Priscilla Gentry, Chair

Roll Call: Julie Nguyen & Kelley Christenson, Co-Secretary

The Personnel Committee meeting was called to order at 7:24 a.m. by Chair, Priscilla Gentry.

Personnel Committee Members Present: Jennifer Miller, Priscilla Gentry, Kelley Christenson, Lilia Padilla Zuñiga, Deborah Allan, and Julie Nguyen.

Excused Members: Cedric Ramirez and Jennifer Pimentel

Non-Committee Members: Cecilia Quijano, Veronica McCaughin, Abigail Gillmore, and Kalea Wright

Additions/Corrections to the Agenda: Priscilla Gentry, Chair

Approval of Minutes from March 22, 2024: Priscilla Gentry, Chair

Item #1 Minutes from the March 22, 2024 meeting of the Personnel Committee - Priscilla Gentry, Chair (*Motion to Approve*)

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

Presentations from the Public: Priscilla Gentry, Chair

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

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #3 **2024-2025 Certificated Faculty Representative Selection Process (LCAP 3, AMO 1)** - Jennifer Miller, Director (*Informational Item*)

Mrs. Miller shared that the Faculty Representative nomination packet was distributed on Monday, April 15th. All nominations were due on Friday, April 19th at 3 p.m. Nominations were due to Romy Lagunas. Romy will reach out and contact all who were nominated to find out their acceptance status. Beginning on Wednesday, April 24th through April 25th, online voting will take place and close on April 25th at 4 p.m. On Friday, April 26th the voting results will be shared with staff. Mrs. Miller also took some time to thank the current faculty representatives for all that they do in this non compensated role.

Item #4 **2024-2025 Classified Faculty and Teacher Assistant Representative Selection Process (LCAP 3, AMO 1)** - Cecilia Quijano, Assistant Director (*Informational Item*)

Mrs. Quijano shared that the Classified Faculty and Teacher Assistant Representative timeline is the same as the certificated Faculty Representative. The only addition is, the candidate must have had a satisfactory performance for the past 2 years. The Classified Faculty Representative is also a part of the Personnel Committee. The Classified Faculty Representative also represents the TAs and AAs and helps if any situations arise. This year, Virginia Palma was the Classified Faculty Representative and worked well with the paraprofessionals throughout the year. Mrs. Quijano wanted to thank her for all that she did this year. The Classified Representative is also included in the Ad Hoc Committee and also helps review administrative evaluations.

Item #5 **2024-2025 Focus Lead Teacher Selection Process (LCAP 3, AMO 1)** - Jennifer Miller, Director (*Informational Item*)

Mrs. Miller shared that the Focus Lead Teacher packets were sent out on April 15th with nominations due on Wednesday, April 17th at 9 a.m. to Mrs. Miller. All nominated teachers who choose to accept their nomination must submit a written application. Applications are due on Monday, April 22nd at 9 a.m. The Focus Lead applications will be presented to staff on Wednesday April 24th via email. Online voting will take place on April 24th through April 25th with results being announced to staff on Friday April 26th at 4 p.m.

Item #6 **2024-2025 Committees and Committee Chair Selection Process (LCAP 2, AMO 2)** - Jennifer Miller, Director (*Informational Item*)

Mrs. Miller shared that the packet for the 2024-2025 Committees and Committee Chair Selection will be sent out on April 26th. The committee selection form will be due to Romy Lagunas by 9 a.m. on May 3rd. The finalized committee placement will be dispersed with the nomination form on May 6th. Nominations are due to Romy Lagunas by 9 a.m. on May 10th. Nominees will be contacted. Voting for the committee chairs will take place online from May 15th through May 16th and results for the Committee Chairs will be announced on May 17th. Mrs. Miller reminded the committee that Lead Teachers should select the Instruction Committee as their first choice, while Faculty Representatives should select the Personnel Committee as their first selection.

Mrs. Miller reminded the committee that all of the due dates have been marked on the school's master calendar for staff to reference.

Item #7 **Potential Music Specialist Position, (LCAP 2, AMO 2) - Jennifer Miller,**
Director (*Informational Item*)

Mrs. Miller shared a drafted memo regarding the potential of having a music specialist for the 2024-2025 school year, pending board approval. At the March 7th board meeting, Dr. Riddick presented to the board about Prop 28 which revolved around having Art and Music in schools. California voted to approve Prop 28 and Fenton has been given limited time funding to have their own employee hold a specialist position in art or music. The Academies have decided to focus on music. If the board approves the plan, we will be able to search for a potential music specialist to start up a music program at The Academies. The music program will be based on five pillars:

1. Teacher follows standards-based curriculum
2. Designated and ample arts instructional time
3. Functional and aesthetic dedicated arts spaces
4. Availability of quality materials school wide (including musical instruments)
5. Long term community arts partnerships.

Mrs. Miller mentioned that there are technically risks for the position beyond the 2025-2026 school year due to the funding, but said that if the program is successful, the school can try to budget to keep the program for our students. Mrs. Miller shared that if a current Fenton teacher would like to take the position, they can keep their current salary. If it is a new hire, they will come in at the starting Fenton teacher salary. For classified staff, it would be less as they do not have a credential. Mrs. Miller shared that, pending board approval, the position will be shared with FCPS staff and posted externally on Friday, April 26th.

Announcements:

There were no announcements.

Next Regular Meeting:

May 3rd, 2024

Adjournment:

On **MOTION** of Kelley Christenson, **SECONDED** by Deborah Allan, and **CARRIED**, the Personnel Committee was adjourned at 8:01 a.m.

Minutes respectfully submitted by: Julie Nguyen

FENTON CHARTER PUBLIC SCHOOLS
Fenton Primary Center

Unapproved Minutes of the Parent Advocacy Committee

March 14, 2024

A meeting of the Parent Advocacy Committee was held on March 14, 2024, at 5:00 p.m. via Zoom (<http://us02web.zoom.us/j/82333110381>).

Call to Order: Bridget Ruiz, Co-Chair

The Parent Advocacy Committee Meeting was called to order at 5:00 p.m. by Co-Chair, Bridget Ruiz.

Roll Call: Jennifer Daugherty, Secretary

Members Present: Bridget Ruiz, Gurpreet Gill, Diana Lucas, Jennifer Daugherty, Magaly Ponce, Sirui Thomassian, Laura Vasquez, Cindy Soto, Brianne Beeman

Non-Members in Attendance: Lisa Ibarra, Maria Cardenas, Coco Salazar

Members Excused: Nicole Langlois

Members Absent: Paola Ramirez, Gloria Rangel

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

There were no additions or corrections made to the agenda.

Approval of Minutes: Bridget Ruiz, Co-Chair

Item #1 **Minutes from the January 11, 2024 meeting of the Parent Advocacy Committee - Bridget Ruiz, Co-Chair** (*Motion to Approve*)

One correction was made to the January 11, 2024 minutes: Day 5 of the Great Kindness Challenge was switched to Kindness ‘Ties us’ Together (wear a bow or a tie to show you are tied to kindness) instead of Anything But a Backpack Day (carry your school supplies in any type of container) as stated.

On **MOTION** of Bridget Ruiz, **SECONDED** by Jennifer Daugherty, and **CARRIED**, the Minutes of the Parent Advocacy Committee Meeting of January 11, 2024, were approved as corrected.

Presentations from the Public: Bridget Ruiz, Co-Chair

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

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #3 **Upcoming Events/Important Dates (LCAP 2, AMO 1)** - Bridget Ruiz, FPC PAC Co-Chair (*Informational Item*)

The following Upcoming Events and Important Dates were shared:

- March 15th - Shortened Day
- March 18th - 22nd - Parent Conference Week (Shortened day schedule all week)
- March 20th - Student of the Month assembly
- March 25th - 29th - Spring Break
- April 2nd - Students will return from Spring Break
- April 4th - Shortened Day
- April 22nd - FPC Kindness Quest Laser Show
- April 25th -Kindergarten Spring Performance and TK/Kindergarten Open House (Shortened Day)
- May 4th -Spring Carnival/Community Fair

Item #4 **Student of the Month Assemblies (LCAP 2, AMO 1)** - Sirui Thomassian, FPC Director (*Informational Item*)

FPC will be hosting the March Student of the Month assemblies on Wednesday, March 20th. TK's assembly will be from 8:10-8:40. Kindergarten will be from 8:50-9:20. First grade will be from 10:10-10:40. Second grade will be from 9:30-10:00. Assemblies will be held in the MPR. Parents of recipients will be contacted by their classroom teacher with information to attend.

Item #5 **Expanded Learning Opportunity Program Update (LCAP 2, AMO 2)** - Jessi Tello, FPC Expanded Learning Coordinator (*Informational Item*)

The second session of ELOP after school clubs included a lot of new classes and experiences for FPC students. TK students participated for the first time in the Winter Theme Projects Club with Mrs. Calvillo and Mrs. Lucas. Kindergarten students participated in S.T.E.A.M. and comprehension related activities with Ms. Salazar, Ms. Hernandez, Mrs. Martinez, and Ms. Gill. Students also partook in the Creative Sculpture class once a week. First grade students rotated through the following four clubs: Yoga Class with Mrs. Shaghoian, Young Engineers with Mrs. Holmes and Ms. Saetang, Ukulele Lessons, and Cuddly Animals or Mad Science. Students in second grade participated in Mathnasium, Game Design with Mrs. Angus, Digital Drawing, Theater, Dance, Cooking Academy, LEGO Robotics, Science Experiments with Mrs. Rodriguez, and S.T.E.A.M. Club with Mrs. Lee. A special thank you to Mrs. Salceda for assisting with the cooking class, Ms. Daugherty for assisting with the Cuddly Animals class, and to Mrs. Valle and Mrs. Ruiz for assisting in the kindergarten clubs.

We look forward to providing quality after school clubs for our students and exposing them to as many different experiences that might spark an interest or talent our students might have. Parents were reminded to please look out for the next ELOP session parent surveys, which will be going home the week of March 18th.

Item #6 **English Language Proficiency Assessments of California (ELPAC) Update (LCAP 1, AMO 3 & 4 - , Sirui Thomassian, FPC Director (Informational Item)**

The Summative English Language Proficiency Assessments for California (ELPAC) measures how well English Learner students are progressing with English language development in each of the four domains. The assessment helps inform proper educational placement, and also helps determine if the student is ready to be reclassified. The four domains are Listening, Speaking, Reading, and Writing. The test is administered on the computer, except for the Writing Domain in TK-2nd grade, which remains as a paper-based test. Testing is taking place between February 1, 2024 and May 31, 2024. 195 FPC students were eligible for Summative ELPAC testing this school year. Summative ELPAC testing is being administered with the help of our FPC ELPAC Test Examiners led by Ms. Maria Reyes. Summative ELPAC Score Notifications will be sent to parents as soon as they are made available.

Item #7 **Parent Center Updates (LCAP 2, AMO 2) - Laura Vasquez, FPC Parent Center Director (Informational Item)**

FPC is currently offering ESL Classes to parents and community members on Tuesdays, as well as technology classes on Thursdays. It was noted that you do not need to have a student enrolled at FPC to participate in the classes and/or workshops. Everyone is welcome to attend. The Family Center is partnering with Parent Education Bridge to host the various classes. In addition, we are looking forward to offering nutrition workshops and mental health classes in the spring. These workshops are offered through Providence and the City of Los Angeles. Information on all parent center events will be communicated via ClassDojo, Instagram, and/or fliers.

Fenton Primary Center is happy to announce and thank everyone who participated in the World's Finest fundraiser. FPC sold \$21,400. We have an invoice for \$13,140.00 and our net profit is \$8,260.00. These profits go to our student body funds to help pay for student uniforms, glasses, field trips, etc. The top selling class was Mrs. Penner's 2nd grade. Her class sold \$1,892.00. Her class will be receiving a Happy Meal Party. The top selling student was David Rizo from Mrs. Holmes' class. He sold \$800.00 worth of chocolate, and will be receiving the \$100.00 gift card. The raffle for the 5lb. chocolate bar will be announced when we return from Spring Break.

Item #8 **Enrollment (LCAP 2, AMO 1) - Sirui Thomassian, FPC Director (Informational Item)**

Fenton Primary Center is currently enrolling for the 2024 to 2025 school year. FPC is proud to specialize in educating our youngest learners in grades TK-2nd. Students turning four years old by August 1, 2024 are invited to enroll for Transitional Kindergarten. There are spaces available for all grade levels. Tours of FPC are offered daily upon request. Families are encouraged to contact the office to schedule a tour and pick up an enrollment packet. Fliers will be sent home with students and families during spring parent conferences to help advertise the school. Additional fliers are being sent to surrounding neighborhoods to showcase and highlight FPC's strong instructional program.

Announcements:

There were no announcements.

Next Regular Meeting:

TBD

Adjournment:

By order of **GENERAL CONSENSUS**, the Parent Advocacy Committee Meeting was adjourned at 6:00 p.m.

Minutes respectfully submitted by: Jennifer Daugherty

FENTON CHARTER PUBLIC SCHOOLS
Fenton Charter Leadership Academy

Unapproved Minutes of the Parent Advocacy Committee

April 2, 2024

A meeting of the Parent Advocacy Committee was held on Tuesday, April 2, 2024 at 7:19am.

Call to Order: Brennan Mack, Chair

Roll Call: Bridget Badro, Secretary

Parent Advocacy Committee Members Present: Bridget Badro, Jennifer Miller, Cecilia Quijano, Alex Muñoz, Siranush Akopyan, Brennan Mack, Vanessa Dwyer

Non-committee Members: Sofia Carias, Melissa Allender, Robin McNutt, Michelle Menjivar, Virginia Palma, Deanna Weiss, Laurie Perez, Martha May, Elizabeth Marquez

Members Excused: Raquel Contreras

Additions/Corrections to the Agenda: Brennan Mack, Chair

There were no additions or corrections to the agenda.

Approval of Minutes from February 23, 2024: Brennan Mack, Chair

Item #1 **Minutes from the February 23, 2024 meeting of the Parent Advocacy Committee** - Brennan Mack, Chair (*Motion to Approve*)

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

Presentations from the Public: Brennan Mack, Chair

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

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #3 **Open House School-wide Event (LCAP 2, AMO 1)** - Alex Muñoz, Expanded Learning Coordinator (*Informational Item*)

Open House is scheduled to take place on Friday, April 12 from 4:00 – 6:00 PM. It will be split up into two parts so families can enjoy activities and tour classrooms. The pre-event will be from 4:00 - 5:00 PM. During the pre-event, families will have an opportunity to interact with community partners including: Dental Smiles Heroes, Sun Valley Parks & Recreation, and Sun Valley Library. There will also be interactive science booths and a fabulous showcase from our Robotics Club. Additionally, families will have an opportunity to support our students through fundraisers. Our sixth-grade team will be selling snacks and our fourth-grade team will be selling pizza. For the first time, we will be having raffles, in which families will be able to purchase tickets for \$1 and place them in jars to win an experience/item of their choice. Some ideas include: VIP Culmination Seating, VIP Culmination Parking, Art Class with a Teacher, Book Giveaways, and more. We will also have Photo Spots located throughout where families will be encouraged to take a photo with the background, post it on Instagram, and tag us, for a chance to spin the prize wheel to win some Fenton swag. The event officially begins at 5:00 PM and will end at 6:00 PM. Families will be able to visit student classrooms and get a chance to see all of the amazing work completed by their child. They will also be invited to visit the Annex MPR to see a showcase of the FCLA and STEM focus initiatives: STEM will showcase their STEM Expo Projects and FCLA will display their class books. Families are encouraged to not only visit their child's current classroom, but to also stop by next year's grade level to see what type of work their student will be completing, and to say hello to prior year's teachers. Open house is a wonderful event in which we are able to showcase all of the incredible initiatives and incredible people at the Fenton Academies.

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

Expanded Learning session 3 is scheduled to start next Monday, April 8 and end on May 30th. All confirmation letters will be sent home this week for students and their families to be aware of their confirmed classes. We are excited to be able to offer some new engaging opportunities, such as Fashion Design, Volleyball, Origami and Amusement Park Engineering. We will continue to have over 300 students participating in the program, which is an excellent feat, as we continue to maintain over 50% of our student population participating in some form of expanded learning offering. As we approach the end of the school year, we look to have several expanded learning field trips to help celebrate the hard work of multiple year-long clubs. Field trips are being finalized for students to go to Disney California Adventure, Universal Studios, and the Burbank Animal Shelter, and a few more are being finalized. Additionally, plans are underway to finalize our Spring Showcase to once again highlight the hard work of our performing arts clubs, such as Ballet Club and Hula Club. Lastly, plans are already underway to begin planning for summer school, which will once again be broken up into two sessions, and will be done in partnership with Think Together.

Item #5 **Family Center Update (LCAP 2, AMO 1)** - Virginia Palma, Family Center Director (*Informational Item*)

Our World's Finest Chocolate fundraiser was a huge success. The sale ended on March 15th and we are happy to announce that we reached our goal of \$7,000. The Fenton Academies raised a total of \$22,288 and after deducting our invoices of \$14,472, our net profit was \$7,816. These profits go to our student body funds and help pay for student uniforms, field trips, etc. The top selling class was the fabulous FCLA fourth graders in Ms. Dwyer's class. They sold a total of \$2,128 and will be receiving a Happy Meal party. Isaiah Gonzalez, also from Ms. Dwyer's class, was the top selling student. He sold a total of \$1,040. He will be receiving a \$100 gift card for his amazing efforts. Ms. Palma will share information about the five pound Chocolate Bar raffle, as well as game truck participants at a later date.

There's been a modification to our parent workshops presented by [PEBSAF](#). Spanish Financial Education session has been canceled due to no participation. The remaining classes have been added to our ESL workshop. The ESL workshop was originally set to end on Tuesday, April 23rd, but has now been extended to Tuesday, May 21st. Flyers have been updated and shared on Class Dojo and Instagram. If parents attended four or more sessions of workshops provided, they will be entered into a drawing to win a \$50 Target gift card. The winner will be announced on Instagram.

Item #6 **Fourth Grade Fundraiser (LCAP 2, AMO 1)** - Elizabeth Marquez, Fourth Grade Lead Teacher (*Motion to Approve*)

Fourth Grade will be fundraising for their upcoming field trip to the Chumash Indian Museum on Wednesday, April 17. They will be selling pizza at our upcoming Open House on Friday, April 12. Pizza slices will be \$3 and they will be sold while supplies last.

On **MOTION** of Brennan Mack, **SECONDED** by Siranush Akopyan, and **CARRIED**, the Fourth Grade Fundraiser was approved unanimously.

Item #7 **Sixth Grade Fundraiser (LCAP 2, AMO 1)** - Martha May, Sixth Grade Lead Teacher, (*Motion to Approve*)

Sixth Grade will be selling snacks to raise money for upcoming sixth grade gifts and activities. Snacks include candy, chips, juice, and water. They will be \$1 each and sold at our upcoming Open House on Friday, April 12.

On **MOTION** of Bridget Badro, **SECONDED** by Cecilia Quijano, and **CARRIED**, the Sixth Grade Fundraiser was approved unanimously.

Item #8 **Twelve Days of SBAC Countdown (LCAP 2, AMO 1)** - Jennifer Pimentel, Assistant Director (*Informational Item*)

Testing season is approaching and the Academies always aim to provide a positive testing environment. Our goal is to make SBAC celebratory. We will continue with our annual school-wide cheering. Since 3rd – 6th grade students will test at the same time this year, TK – 2nd grade students will cheer on all upper grade students. “Twelve Days of SBAC Countdown” begins on April 19 and will end on May 6. Every day, a testing strategy will be shared via intercom, along with an inspirational song. These strategies come from our very own upper grade teachers.

Item #9 **Kind Coins for Kenyan Kids Global Service Project (LCAP 2, AMO 1)** - Melissa Allender, School Counselor (*Informational Item*)

All students, families, and staff were whole-heartedly invited to join Fenton Academies' Student Council in a Great Kindness Challenge global service project to help provide education to students at the Kids for Peace School of Kenya located in Mikei, a remote village in Kenya. Students collected spare change from March 4th - March 20th for a total of \$313.07. The money has been donated to the Kind Coins for Kenyan Kids Campaign. Thank you everyone for your kind and generous contributions.

Announcements:

There are no announcements.

Next Regular Meeting:

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

Adjournment:

On **MOTION** of Bridget Badro, **SECONDED** by Vanessa Dwyer, and **CARRIED**, the Parent Advocacy Committee adjourned at 7:45 am.

Minutes respectfully submitted by: Bridget Badro, Secretary

FENTON CHARTER PUBLIC SCHOOLS
Fenton STEM Academy

Unapproved Minutes of the Parent Advocacy Committee

April 2, 2024

A meeting of the Parent Advocacy Committee was held on Tuesday, April 2, 2024 at 7:17am.

Call to Order: Melissa Allender, Chair

Roll Call: Sofia Carias, Secretary

Parent Advocacy Committee Members Present: Sofia Carias, Melissa Allender, Robin McNutt, Michelle Menjivar, Virginia Palma, Deanna Weiss, Laurie Perez, Jennifer Miller, Cecilia Quijano, Alex Muñoz

Non-committee Members: Bridget Badro, Siranush Akopyan, Brennan Mack, Vanessa Dwyer, Martha May, Elizabeth Marquez

Members Excused: Raquel Contreras

Additions/Corrections to the Agenda: Melissa Allender, Chair

There are no additions or corrections to the agenda.

Approval of Minutes from February 23, 2024: Melissa Allender, Chair

Item #1 **Minutes from the February 23, 2024 meeting of the Parent Advocacy Committee - Melissa Allender, Chair (*Motion to Approve*)**

On **MOTION** of Deanna Weiss, **SECONDED** by Laurie Perez, and **CARRIED**, the minutes were approved as submitted.

Presentations from the Public: Melissa Allender, Chair

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

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #3 **Open House School-wide Event (LCAP 2, AMO 1) - Alex Muñoz, Expanded Learning Coordinator** (*Informational Item*)

Open House is scheduled to take place on Friday, April 12 from 4:00 – 6:00 PM. It will be split up into two parts so families can enjoy both activities and tour classrooms. The pre-event will be from 4:00 - 5:00 PM. During the pre-event, families will have an opportunity to interact with community partners including: Dental Smiles Heroes, Sun Valley Parks & Recreation, and Sun Valley Library. There will also be interactive science booths and a fabulous showcase from our Robotics Club. Additionally, families will have an opportunity to support our students through fundraisers. Our sixth-grade team will be selling snacks and our fourth-grade team will be selling pizza. For the first time, we will be having raffles, in which families will be able to purchase tickets for \$1 and place them in jars to win an experience/item of their choice. Some ideas include: VIP Culmination Seating, VIP Culmination Parking, Art Class with a Teacher, Book Giveaways, and more. We will also have Photo Spots located throughout where families will be encouraged to take a photo with the background, post it on Instagram, and tag us, for a chance to spin the prize wheel to win some Fenton swag. The event officially begins at 5:00 PM and will end at 6:00 PM. Families will be able to visit student classrooms and get a chance to see all of the amazing work completed by their child. They will also be invited to visit the Annex MPR to see a showcase of the FCLA and STEM focus initiatives: STEM will showcase their STEM Expo Projects and FCLA will display their class books. Families are encouraged to not only visit their child’s current classroom, but to also stop by next year’s grade level to see what type of work their student will be completing, and to say hello to prior year’s teachers. Open house is a wonderful event in which we are able to showcase all of the incredible initiatives and incredible people at the Fenton Academies.

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Our World's Finest Chocolate fundraiser was a huge success. The sale ended on March 15th and we are happy to announce that we reached our goal of \$7,000. The Fenton Academies raised a total of \$22,288 and after deducting our invoices of \$14,472, our net profit was \$7,816. These profits go to our student body funds and help pay for student uniforms, field trips, and etc. The top selling class was the fabulous FLCA fourth graders in Ms. Dwyer’s class. They sold a total of \$2,128 and will be receiving a

Happy Meal party. Isaiah Gonzalez, also from Ms. Dwyer’s class, was the top selling student. He sold a total of \$1,040. He will be receiving a \$100 gift card for his amazing efforts. Ms. Palma will share information about the five pound Chocolate Bar raffle, as well as game truck participants at a later date.

There’s been a modification to our parent workshops presented by [PEBSAF](#). The Spanish Financial Education session has been canceled due to no participation. The remaining classes have been added to our ESL workshop. The ESL workshop was originally set to end on Tuesday, April 23rd, but has now been extended to Tuesday, May 21st. Flyers have been updated and shared on Class Dojo and Instagram. If parents attended four or more sessions of workshops provided, they will be entered into a drawing to win a \$50 Target gift card. The winner will be announced on Instagram.

Item #6 **Fourth Grade Fundraiser (LCAP 2, AMO 1)** - Elizabeth Marquez, Fourth Grade Lead Teacher (*Motion to Approve*)

Fourth Grade will be fundraising for their upcoming field trip to the Chumash Indian Museum, on Wednesday, April 17. They will be selling pizza at our upcoming Open House on Friday, April 12. Pizza slices will be \$3 and they will be sold while supplies last.

On **MOTION** of Sofia Carias, **SECONDED** by Deanna Weiss, and **CARRIED**, the Fourth Grade Fundraiser was approved unanimously.

Item #7 **Sixth Grade Fundraiser (LCAP 2, AMO 1)** - Martha May, Sixth Grade Lead Teacher (*Motion to Approve*)

Sixth Grade will be selling snacks to raise money for upcoming sixth grade gifts and activities. Snacks include candy, chips, juice, and water. They will be \$1 each and sold at our upcoming Open House on Friday, April 12.

On **MOTION** Sofia Carias, **SECONDED** by Michelle Menjivar, and **CARRIED**, the Sixth Grade Fundraiser was approved unanimously.

Item #8 **12 Days of SBAC Countdown (LCAP 2, AMO 1)** - Jennifer Pimentel, Assistant Director (*Informational Item*)

Testing season is approaching and the Academies always aim to provide a positive testing environment. Our goal is to make SBAC celebratory. We will continue with our annual school wide cheering. Since 3rd – 6th grade students will test at the same time this year, TK – 2nd grade students will cheer on all upper grade students. “Twelve Days of SBAC Countdown” begins on April 19 and will end on May 6. Every day, a testing strategy will be shared via intercom, along with an inspirational song. These strategies come from our very own upper grade teachers.

Item #9 **Kind Coins for Kenyan Kids Global Service Project (LCAP 2, AMO 1)** - Melissa Allender, School Counselor (*Informational Item*)

All students, families, and staff were whole-heartedly invited to join Fenton Academies’ Student Council in a Great Kindness Challenge global service project to help provide education to students at the Kids for Peace School of Kenya located in Mikei, a remote village in Kenya. Students collected

spare change from March 4th - March 20th for a total of \$313.07. The money has been donated to the Kind Coins for Kenyan Kids Campaign. Thank you everyone for your kind and generous contributions.

Announcements:

There are no announcements.

Next Regular Meeting:

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

Adjournment:

On **MOTION** of Sofia Carias, **SECONDED** by Laurie Perez, and **CARRIED**, the Parent Advocacy Committee adjourned at 7:46 am.

Minutes respectfully submitted by: Sofia Carias, Secretary

FENTON CHARTER PUBLIC SCHOOLS
Fenton Avenue Charter School

Unapproved Minutes of the School-Community Relations Council

April 4, 2024

A meeting of the School-Community Relations Council was held on Thursday, April 4, 2024, at 7: 15 a.m. in the Conference Room at Fenton Avenue Charter School, located at 11828 Gain Street, Lakeview Terrace, CA 91342.

Call to Order: Tony Peña, Chair

The School-Community Relations Council Meeting was called to order at 7:18am by Chair, Tony Pena.

Roll Call: Tiffany Fisher, Secretary

Members Present: Tony Peña, Tiffany Fisher, Hayley Martin, Daisy Perez, Kristin Tzintzun, Saul Ulloa, Monica Castañeda, Illeana Venegas, Ivan Hernandez, and Juan Gomez.

Members Excused: Christopher Howell, Gricelda Mares

Members Absent: Mercedes Cordoba Meeks

Non-Members Present: Paige Piper, Araceli Caro

Additions/Corrections to the Agenda: Tony Peña, Chair

Item #10 Providence Flu Clinic (LCAP Goal 2, AMO 2) - Tony Peña, Family Center Director (Informational Item)

Approval of Minutes: Tony Peña, Chair

Item #1 Minutes from the January 18, 2024 meeting of the School Community Relations Council - Tony Peña, Chair (*Motion to Approve*)

On **MOTION** of Juan Gomez, **SECONDED** by Illeana Venegas, and **CARRIED**, the Minutes of the School Community Relations Council Meeting of January 18, 2024 were approved as submitted.

Presentations from the Public: Tony Peña, Chair

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

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #3 Lopez Canyon Landfill Partnership (LCAP Goal 2, AMO 1) - Tony Peña, Family Center Director (Informational Item)

Mr. Peña spoke about the partnership Fenton Avenue has with Lopez Canyon Landfill. Mr. Peña explained that the landfill is no longer in use, and they now focus on treating and bagging soil so that it can be repurposed in the community. A community leader (Josie Zarate) approached FACS about distributing some of the soil to FACS families. Participants of FACS' Family Center classes expressed interest, and worked with Ms. Zarate to identify a distribution date. Additionally, Ms. Zarate's family nursery donated plants and shrubs to go along with the donated soil. Many families and community members came to the soil and plant distribution event, and all bags of soil and plants were given away within a short time frame. We are very excited to continue building upon this partnership!

Item #4 Parent Teacher Conferences (LCAP Goal 2, AMO 2) - Monica Castañeda, Director (Informational Item)

Mrs. Castañeda shared that Parent Conferences were held the week of March 18-22, 2024. To facilitate conferences, each day FACS followed a minimum day schedule. Teachers asked Education Specialists to attend the conferences of students whom they support, and administrators attended conferences as requested. The school had a high participation rate in parent conferences. Overall, Spring Parent Conferences were very successful!

Item #5 Collaboration with Hope Gardens (LCAP Goal 2, AMO 1) - Ivan Hernandez, School Counselor (Informational Item)

Mr. Hernandez presented the committee with information regarding FACS' collaboration with Hope Gardens. He informed that committee that Hope Gardens is a local sanctuary shelter for women within our school's residential boundaries. Many FACS students are residents of Hope Gardens, and therefore FACS is working with the FCPS Community Schools Director to provide additional resources for these students. As Hope Gardens residents rely on bus transportation to and from school, they are currently not able to participate in ELOP classes before and after school. To address this, the counselor from FPC has started facilitating discussion between Hope Gardens and FPC to ensure all students can access ELOP programs. Mr. Hernandez is going to work with Mrs. Meeks and Mr. Parra to ensure FACS students have the same opportunity.

Item #6 Partnership with Lake View Terrace Library (LCAP Goal 2, AMO 1-2) - Ivan Hernandez, School Counselor (Informational Item)

Mr. Hernandez reported on the status of FACS' ongoing partnership with the Lake View Terrace Library. He reports that our local library is trying to provide FACS students and families with more additional opportunities. FACS was fortunate to have the librarians come and present during College and Career week. Also, our primary students were able to visit the Library. Representatives from the library will be attending FACS' Open House in order to increase awareness regarding programming opportunities.

Item #7 **Open House 2024 (LCAP Goal 2, AMO 1)** - Monica Castañeda, Director
(Informational Item)

Ms. Casteneda shared that FACS' annual Open House event will take place on Wednesday, April 17th, from 4:30-6:00. Classroom's will be open for visitation from 5:00-6:00. Additionally, Mrs. Meeks has planned many activities for the families to engage in during Open House, including: visiting food truck vendors, shopping at the Book Fair, and community partners. Last year FACS followed a similar model for Open House, and had an excellent turn out. We anticipate another large turn-out of current families, community members, and prospective families. FACS is inviting the 2nd grade families from FPC along with anyone who has completed an enrollment packet for next year. Flyers will be sent home at the end of this week. Additional reminders will be distributed leading up to the event.

Item #8 **Big Smiles Dental Visit (LCAP Goal 2, AMO 2)** - Tony Peña, Family Center
Director *(Informational Item)*

Tony Peña reported that the biannual Big Smiles Dental visit is scheduled to take place on June 11th starting at 8 am. FACS has 45 students who will be receiving their 6-month check up on this day. Big Smiles Dental will also be seeing any new students who have been enrolled in the program. Packets were sent home with the students this week. Big Smiles Dental is scheduled to continue treating FACS students during the 2024-2025 school year, and is scheduled to return to campus on December 12th, 2024.

Item #9 **Middle School Fair (LCAP Goal 2, AMO 2)** - Mercedes Cordoba Meeks,
ELOP Coordinator *(Informational Item)*

Mr. Gomez presented on behalf of Mercedes Cordoba Meeks regarding the middle school fair that took place on Thursday, February 29th. Fenton families and students participated in our Middle School Information Fair. This outreach program aimed to help Fenton students, specifically 5th grade students, meet with representatives from neighboring schools. Several schools in our neighborhood joined us to meet with parents and share information about programs offered in our community. It is great to have so many schools in our community join us in preparing our students for middle school and beyond! Some of the middle school representatives plan to join us again at our upcoming Open House. Fenton Avenue is eager to continue building and maintaining positive relationships with all of our community partners.

Item #10 **Providence Flu Clinic (LCAP Goal 2, AMO 2)** - Tony Peña, Family Center
Director *(Informational Item)*

Tony Peña reported that the Providence Flu Clinic visited FACS in November. They were very excited about the number of parents and students that were vaccinated at the clinic. They will be returning to the school next Fall on October 2nd from 3:00-6:00. Additionally, Providence will be hosting a vaccination clinic for school-aged children, targeting students who do not have the vaccinations required to attend school. They plan to administer these immunizations in mid-May, with a secondary opportunity in late July. This opportunity is open to all community members between the ages of 4-18. This comes as a result of FACS trying to provide support to families that don't have the proper insurance for the vaccinations. More information will be shared soon.

Announcements:

There were no announcements.

Next Regular Meeting:

May 16, 2024

Adjournment:

On **MOTION** of Monica Castañeda, **SECONDED** by Juan Gomez, and **CARRIED**, the School-Community Relations Council Meeting was adjourned at 7:41 am.

Minutes respectfully submitted by: Tiffany Fisher, Secretary

FENTON CHARTER PUBLIC SCHOOLS
Fenton Primary Center

Unapproved Minutes of the Parent Advocacy Committee

April 9, 2024

A meeting of the Parent Advocacy Committee was held on April 9, 2024, at 7:15 a.m. in the Conference Room (Room 201) of Fenton Primary Center at 11351 Dronfield Avenue, Pacoima, CA, 91331.

Call to Order: Bridget Ruiz, Co-Chair

The Parent Advocacy Committee Meeting was called to order at 7:15 a.m. by Co-Chair, Bridget Ruiz.

Roll Call: Jennifer Daugherty, Secretary

Members Present: Bridget Ruiz, Gurpreet Gill, Nicole Langlois, Diana Lucas, Jennifer Daugherty, Magaly Ponce, Gloria Rangel, Brianne Beeman, Laura Vasquez

Non-Members in Attendance: N/A

Members Excused: Jessi Tello, Sirui Thomassian, Cindy Soto

Members Absent: Paola Ramirez

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

There were two corrections and no additions made to the agenda.

Corrections:

Item #4 will be presented by Nicole Langlois, FPC Assistant Director, instead of FPC Director, Sirui Thomassian.

Item #9 will be presented by Nicole Langlois, FPC Assistant Director, instead of Jessi Tello, FPC ELOP Coordinator.

Additions:

There were no additions to the agenda.

Approval of Minutes from March 14, 2024: Bridget Ruiz, Co-Chair

The following correction was made to the March 14, 2024 minutes: Brianne Beeman was marked present when she should have been marked as excused.

Item #1 **Minutes from the March 14, 2024 meeting of the Parent Advocacy Committee - Bridget Ruiz, Co-Chair** (*Motion to Approve*)

On **MOTION** of Magaly Ponce, **SECONDED** by Laura Vasquez, and **CARRIED**, the Minutes of the Parent Advocacy Committee Meeting of March 14, 2024, were approved as corrected.

Presentations from the Public: Bridget Ruiz, Co-Chair

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

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #3 **Scholastic Book Fair (LCAP 3, AMO 3) - Bridget Ruiz, FPC PAC Co-Chair** (*Motion to Approve*)

The Scholastic Book Fair is coming to FPC! The Book Fair will begin at Fenton Primary Center's Community Carnival on Saturday, May 4th. Students and families are invited to attend and shop the Book Fair while attending the carnival. The Book Fair will continue from Monday, May 6th through Friday, May 10th. Scholastic will deliver the books the week of April 29th. Mrs. Ruiz will be the point of contact. As the date approaches, an email will be sent out for volunteers to sign up to help out with the Book Fair. Teachers can reach out to Mrs. Ruiz, Mrs. Gill, or Family Center Director, Ms. Vasquez, if they have any parent volunteers that would like to volunteer to help out with the book fair.

On **MOTION** of Jennifer Daugherty, **SECONDED** by Diana Lucas, the **Scholastic Book Fair** has been approved.

Item #4 **Recruitment (LCAP 2, AMO 2) - Sirui Thomassian, FPC Director** (*Informational Item*)

Fenton Primary Center has been working hard on recruitment efforts for the 2024-2025 school year. With efforts made by all staff members, FPC is delivering "Postcards Around Town". Staff members are delivering FPC postcards to local businesses and events in an effort to boost enrollment.

Currently, we have the following number of students who have enrolled for the next school year:

- 18 – TK
- 11 – Kindergarten (in addition to the 71 returning from TK)
- 1 – 1st Grade
- 0 – 2nd Grade

The estimated enrollment for the 2024-2025 school year is 532. Based on the current enrollment received, Transitional Kindergarten needs 82 more students. We currently have 71 TK students who will move onto kindergarten and need 62 more students to fill the 6 kindergarten classes at 24 capacity. There are currently 138

kindergarten students moving to 1st grade, and 134 1st graders moving to 2nd grade. This includes Ms. Garcia's students in the Intensive Learning Lab.

Item #5 **Upcoming Spirit Days (LCAP 2, AMO 1)** - Gurpreet Gill, FPC PAC Co-Chair
(Motion to Approve)

Fenton Primary Center will celebrate Earth Day on April 22nd. Students will be invited to wear green or Earth Day attire. Classroom teachers are welcome to complete projects, show videos, or do activities for Earth Day.

National Super Hero Day is on April 28th. Because it falls on a Saturday, students and staff will be invited to dress up as their favorite superhero on Friday, April 26th.

On May 3rd, FPC will celebrate School Lunch Hero Day and recognize our School Nutrition Plus staff. The board in the MPR by the serving window will be decorated with a “thank you” sign. Teachers are encouraged to have students write thank you cards or draw pictures for these staff members.

Students who get 100% attendance for the month of April will receive a Free Dress pass. Passes will be placed in teachers’ boxes.

On **MOTION** of Laura Vasquez, **SECONDED** by Nicole Langlois, the **Upcoming Spirit Days** have been approved.

Item #6 **Open House/RIF Event #3 (LCAP 2, AMO 2)** - Bridget Ruiz, FPC PAC
Co-Chair *(Motion to Approve)*

As part of the grant with Reading is Fundamental, FPC will have the third and final book distribution during each grade levels’ Open House. TK and Kindergarten will have their Open House on Thursday, April 25th. First grade will have their Open House on Wednesday, May 8th. Second grade will have their Open House on Thursday, May 9th. FPC will have shortened days on all these dates to prepare for these events.

TK and Kindergarten Open House will be held from 4:00 p.m. to 6:00 p.m. Kindergarten will have a music performance beginning at 4:00 p.m. Kindergarten classes will be open from 4:30 p.m. to 5:00 p.m. TK classrooms will be open from 5:00 p.m. to 6:00 p.m. Food vendors will be on campus for families to enjoy, allowing for less crowding in the classrooms, from 4:15 – 5:45 p.m. Community members are welcome to attend this event in a recruitment effort. Flyers with all the information have been posted on Instagram and distributed throughout the community.

Open House for 1st and 2nd grades will be from 5:00 p.m. to 6:00 p.m. The Book Fair will also be open during both 1st and 2nd grade’s open houses.

On **MOTION** of Diana Lucas, **SECONDED** by Gloria Rangel, and **CARRIED**, the **Open House/RIF Event #3** has been approved.

Item #7 **Family Center Events (LCAP 2, AMO 2)** - Laura Vasquez, FPC Family Center
Director *(Informational Item)*

The Providence Flu Clinic visited FPC in December. They were very excited about parents and students receiving vaccines at the clinic. They will be returning to FPC on September 30th from 3-6 pm. Additionally, Providence will be hosting a vaccination clinic for school-aged children, targeting students who do not have the vaccinations required to attend school. They plan to administer vaccinations to community members between the ages of 4-18. This comes as a result of FPC trying to provide support to families that don't have the proper insurance for the vaccinations. More information will be shared soon.

Big Smiles will be at FPC on May 16th in the Family Center. Applications were put in the teachers' boxes for parents to sign up for services. The applications are due April 25, 2024.

Item #8 **Education Through Music Spring Performances (LCAP 1, AMO 1)** - Nicole Langlois, FPC Assistant Director (*Informational Item*)

ETM-LA (Education through Music, LA) will host a Spring Concert for all grade levels. Kindergarten's spring concert will be held on April 25th at 4:00 p.m. during their Open House. TK will have their Spring Concert on May 9th. There will be two performances with two classes performing at 8:30 a.m. and three classes performing at 9:30 a.m. First grade will have their concert on May 16th. There will be two performances with half the first-grade classes performing at 8:30 a.m. and the other half at 9:30 a.m. Second grade classes will have their performances on May 17th. There will be two performances with half the second grade classes performing at 8:30 a.m. and the other half at 9:30 a.m. TK, 1st, and 2nd grade will also present their Student of the Month awards during their Spring Concert.

All classes will have a rehearsal day with the music teacher to prepare for their concert. The flier for the music concert will be created by music teachers and shared with teachers. FPC will distribute tickets for family members to attend the performance.

The final day of music class for FPC students will be on June 7th.

Item #9 **May Spring Carnival (LCAP 2, AMO 2)** - Jessi Tello, FPC Expanded Learning Coordinator (*Informational Item*)

Fenton Primary Center will be hosting their second annual Community Carnival on Saturday, May 4th from 9:00 a.m. – 12:30 p.m. Teachers and staff will be hosting enrichment activities for students in classrooms and carnival booths around campus to highlight our wonderful school. Food vendors and community sponsors will also be in attendance. The carnival will feature fun learning activities, games, prizes, a costume contest, Jedi training, a virtual roller coaster, food trucks, and so much more!

Item# 10 **March Madness (LCAP 2, AMO 2)** - Gurpreet Gill, FPC PAC Co-Chair (*Informational Item*)

FPC's counselor, Mrs. Ramirez, has been visiting classes and doing monthly social emotional lessons. In March, Mrs. Ramirez created a March Madness Coping Skills bracket to try and reach all students at a Tier I level as part of our PBIS and SEL efforts. This was a mock of the NCAA college basketball tournament that happens annually.

The brackets began with 16 coping skills. Each week, students voted on their favorite coping skills in each bracket until it was narrowed down to the FPC Coping Skill of the Year. The goal was for students to gain the ability to identify what a coping skill is and when to use it. Fenton Primary Center's favorite

coping skill was “petting a cuddly animal”. This great event culminated with Mrs. Ramirez scheduling a mobile petting zoo to come to school! On April 9th, students enjoyed spending time and petting a variety of animals that were brought with the petting zoo.

Announcements:

There were no announcements.

Next Regular Meeting:

TBD

Adjournment:

By order of **GENERAL CONSENSUS**, the Parent Advocacy Committee Meeting was adjourned at 7:40 a.m.

Minutes respectfully submitted by: Jennifer Daugherty

FENTON CHARTER PUBLIC SCHOOLS
Fenton Avenue Charter School

Unapproved Minutes of the School-Community Relations Council

April 16, 2024

A meeting of the School-Community Relations Council was held on Thursday, April 16, 2024, at 7: 15 a.m. in the Conference Room at Fenton Avenue Charter School, located at 11828 Gain Street, Lakeview Terrace, CA 91342.

Call to Order: Tony Pena, Chair

The School-Community Relations Council Meeting was called to order at 7:31am by Chair, Tony Pena.

Roll Call: Tiffany Fisher, Secretary

Members Present: Tony Peña, Tiffany Fisher, Kristin Tzintzun, Saul Ulloa, Monica Castañeda, Illeana Venegas, Christopher Howell, Juan Gomez, and Ivan Hernandez

Members Excused: None

Members Absent: Mercedes Cordoba Meeks, Hayley Martin, Daisy Perez, Gricelda Mares

Non-Members Present: Paige Piper

Additions/Corrections to the Agenda: Tony Peña, Chair

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

Approval of Minutes: Tony Peña, Chair

Item #1 Minutes from the April 4, 2024 meeting of the School-Community Relations Council - Tony Peña, Chair

Approval of the minutes of the April 4, 2024 meeting of the School-Community Relations Council was tabled until the next regular council meeting.

Presentations from the Public: Tony Peña, Chair

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

Old Business:

There was no Old Business.

New Business:

Item #3 **Team Teaching Model (LCAP Goal 3, AMO 1-3) - Monica Castañeda, Director** (*Discussion Item*)

Monica Casteneda presented on the team teaching model for the 2024-2025 school. Team teaching will be taking place in 5th grade only for next year. It is the school's intent to use the 2024-2025 school year to pilot this model, with the intent to have 4th grade transition to this model for the 2025-2026 school year. On Tuesday April 16th, 2024 at 5:00 pm, FACS will host an information meeting with the current 4th grade parents via Zoom. The purpose of this meeting is to inform parents and family members about the proposed instructional model for next year. At the end of the meeting, we will be sending a survey to the participants in order to gather their input regarding this teaching model. This instructional model will support students in their transition to middle school from the start of the year, as parents have identified this as a need. Team-Teaching is going to allow for increased integration of Social Studies and Science during ELA and Math. FACS will continue to provide more instructional minutes than the state requires.

FACS is excited about the added benefits of collaboration amongst the partner teachers and subject-alike teachers. Teachers have been polled to determine their subject area preference. The Guiding Coalition will be meeting to formalize teacher's subject areas. Once subject areas are determined, teachers will be moving classrooms to ensure partner teachers are room partners. Partner teachers will also be aligning their rules, expectations, and classroom routines to ensure clarity for students. During the FACS April School Site Council meeting, we were able to acquire feedback on this instructional model from parents in attendance. Parents were enthusiastic about this opportunity. The parents in attendance were representative of students in grades 3-5.

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

Monica Castañeda presented that FACS enrollment for the 2024-2025 school year continues to grow. As a result, FACS has been approved to open a third kindergarten classroom for next year. Currently our enrollment consists of: two transitional kindergarten classes at 20 students per classroom, three kindergarten classes at 20 students, two first grade classes at 24 students, two second grade classes at 24 students, eight third grade classes at 24 students, eight fourth grade classes at 24 students and eight fifth grade classes at 24 students. If these enrollment projections are realized, FACS will have 788 students enrolled for the 2024-2025 school year.

Announcements:

There were no announcements.

Next Regular Meeting:

May 16, 2024

Adjournment:

On **MOTION** of Monica Castañeda, **SECONDED** by Juan Gomez, and **CARRIED**, the School-Community Relations Council Meeting was adjourned at 7:51am.

Minutes respectfully submitted by: Tiffany Fisher, Secretary

**FENTON CHARTER PUBLIC SCHOOLS
Santa Monica Boulevard Community Charter School**

Unapproved Minutes of the School Site Council Meeting

March 22, 2024

Call to Order: Cary Rabinowitz, Interim Chair

Roll Call: Cary Rabinowitz, Interim Chair

Members Present: Sandra Hernandez, Camila Hernandez, Johana Juarez, Erlinda Gomez, Patricia Luis

Members Excused: Jazmin Luna, Ariana Gomez

Members Absent: Jaslyne Garcia

Non-Members Present: Karla Lara

Additions/Corrections to the Agenda:

There were no additions or corrections to the agenda.

Presentations from the Public: Cary Rabinowitz, Interim Chair

Item #1 **Any persons desiring to address the Instruction Committee on any proper matter**

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #2 **Comprehensive Needs Assessment (LCAP Goal 1-3) - Cary Rabinowitz, SMBCCS Director (*Discussion Item*)**

Mr. Rabinowitz shared ideas from the English Learner Advisory Council around supporting English Learner students as well as others in need at the school. Council members had the following additional input:

- (Karla Lara) All the ideas that have been presented are very good. Important for parents to be involved in programs. Extra homework packages were very helpful for students. If we

want our children to succeed, we have to get involved and complete that extra work at home.

- (Sandy Hernandez) Find a way to entice families to join workshops “Donuts with Dads”, “Muffins with Madre”.
- (Camila Rodriguez) liked the idea of students and children working together. Parents have trouble helping students with homework. Parents have to want to support their students.
- Good idea to motivate parents to attend Family Center to learn vocabulary, and understand.
- Tutoring availability to families via Zoom.

Item #3 **Review of LCAP Goal 3: Provide an Appropriate Basic Condition of Learning** - Cary Rabinowitz, SMBCCS Director (*Discussion Item*)

Mr. Rabinowitz showed the council a summary visual of the Local Control Accountability Plan and discussed LCAP Goal 3 - Basic Condition of Learning. Mr. Rabinowitz shared the Annual Measurable Objectives tied to the Plan and the school’s progress in meeting those objectives.

Announcements:

There were no announcements.

Next Regular Meeting:

April 19, 2024

Adjournment:

This meeting of the School Site Council was adjourned at 4:13pm.

FENTON CHARTER PUBLIC SCHOOLS
Fenton Avenue Charter School

Unapproved Minutes of the School Site Council Meeting

April 4, 2024

Call to Order: Paige Piper, Chair

The School Site Council Meeting was called to order at 3:01 p.m. by Chair, Paige Piper.

Roll Call: Juan Gomez and Lorena Sanchez, Co-Secretaries

Members Present: Monica Castañeda, Paige Piper, Juan Gomez, Lorena Sanchez, Christina Melkonian, Veronica Ramos, Cindy Soto, Angelica Ramos, Vivian Matute, Mercedes Meeks, Tony Pena, Gregoria Marcos

Members Absent: None

Members Excused: None

Non-Members in Attendance: None

Additions/Corrections to the Agenda: Paige Piper, Chair

There were no additions or corrections to the agenda.

Approval of Minutes: Paige Piper, Chair

On **MOTION** of Veronica Ramos, **SECONDED** by Cindy Soto, and **CARRIED**, the minutes of the FACS School Site Council Meeting of January 18th, 2024 were approved as submitted.

Presentations from the Public: Paige Piper, Chair

Item #1 **Any persons desiring to address the School Site Council on any proper matter**

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #2 **ELOP Updates (LCAP Goal 2, AMO 2) - Mercedes Cordoba-Meeks, ELOP Coordinator (Informational Item)**

Mrs. Meeks shared that the FACS ELOP program is about to begin the fourth and final session of before school and after school programming. Currently, FACS has about 150 students enrolled in different classes. Session 4 classes will begin on Monday, April 8th. A field trip to Disneyland is scheduled for April 6, 2024. Students will gather at 7:30 am and return to school at approximately 8:00 pm. The final ELOP field trip of the 2023-2024 school year will be to Medieval Times on Saturday, May 18, 2024. Summer school information will be shared later this month.

Item #3 **Review of LCAP Goal 3: Provide an Appropriate Basic Condition of Learning** - Monica Castañeda, Director (*Discussion Item*)

Ms Castañeda shared how parents and community members can access our Local Control and Accountability Plan (LCAP). The LCAP shows how the school plans how to utilize funds. It addresses how and why instructional programs are selected. There are 3 goals identified within our LCAP. Ms. Castaneda reviewed each goal briefly. Ms. Castaneda provided the committee with detailed information regarding LCAP Goal 3. She reports that Goal 3 is focused on providing appropriate basic conditions of learning. She reviewed the different metric systems required to ensure that we meet this goal. Some of the metrics embedded within the LCAP are: Professional Development, State approved standards-based curricular materials, English Learner access to CCSS aligned curricula, and ensuring that all FACS teachers have a valid California Teaching Credential.

Item #4 **CAASPP Update (LCAP Goal 1, AMO 1)** - Paige Piper, Administrative Coordinator (*Informational Item*)

Ms. Piper reports that in California, all students in grades 3-8 and 11 are assessed yearly in reading and math. FACS students will begin testing on May 14, 2024. To encourage our students, students will be participating in different activities to help increase motivation. Although the SBAC is not timed, FACS will be testing between 8:30-9:30 each day. Additionally, 5th grade students will be taking the CAST (Science Test). The CAST is a summative assessment that covers Science concepts taught at every grade level. Make-up testing is anticipated to take place through the end of the school year. Student Score Reports will be received by the school and sent to families over the summer.

Item #5 **Summative ELPAC Update (LCAP Goal 1, AMO 3)** - Juan Gomez, Administrative Coordinator (*Informational Item*)

Mr. Gomez shared that the Summative ELPAC administration began at FACS on February 8, 2024. FACS has completed administering the assessment for all 3rd, 4th, and 5th grade students in the Listening, Reading, and Writing domains. As of April 4, 2024, FACS has completed 92% of all assessments. Examiners continue to assess TK and Kinder students, however, these assessments require more time as they are conducted on a 1:1 basis. Ms. Veronica Ramos, Ms. Nancy Contreras, and Ms. Jade Sarnecki have been working with Mr. Gomez to ensure the completion of all of Summative ELPAC before the May 1, 2024 deadline. The school anticipates that we will begin receiving Student Score Reports beginning in May. Once Student Score Reports are received, students who receive an overall score of ‘4’ will be considered for reclassification.

Item #6 **2024-2025 Enrollment and Recruitment Update (LCAP Goal 3, AMO 1)** - Monica Castañeda, Director (*Informational Item*)

Ms. Castañeda reported that the FACS’ projected enrollment for the current school year was 645 students. Currently, Fenton Avenue has 722 students. The projected enrollment for the 2024-2025

school year is 744 students. This projection reflects the addition of a second grade 2 classroom. In order to further promote enrollment, postcards have been mailed to the local community. These postcard mailings have been well received by the community, and are resulting in new families enrolling at FACS. Currently, the school has a waiting list for fourth and fifth grades. A waiting list for the 2024-2025 school year has been started for students who will be in kindergarten and second grade.

Item #7 **Comprehensive Needs Assessment (LCAP Goal 1-3)** - Paige Piper,
Administrative Coordinator (*Discussion Item*)

Ms. Piper explained the purpose of a Comprehensive Needs Assessment. She shared that the Comprehensive Needs Assessment is a systematic approach to identifying, analyzing, and prioritizing the needs of the school site. This process involves gathering information on various facets, including: resources, strengths, challenges, and gaps in the services and programs provided by the school. Ms. Piper invited parents on the council to provide input on how Fenton Avenue could better support students.

Discussion was held, and parent council members provided recommendations such as: organizing events to promote awareness and inclusivity regarding autism and mental health. Additionally, they recommended updating the school website to relay information regarding Family Center programs.

Additionally, there was discussion regarding how the school could better prepare students for middle school. There was a conversation regarding implementing a team teaching instructional model. Ms. Castañeda explained that the model being considered would have upper grade students working with two teachers: one for English language arts and one for math. Parents were encouraged to express their thoughts regarding this concept. Parents felt that this would be incredibly valuable in helping prepare students for middle school and college/career readiness. Parents also felt that this would be especially beneficial for neurodiverse students. Overall, the concept of a team teaching model was perceived as a valuable opportunity to enhance student learning, increase student academic achievement, and prepare scholars for the transition to middle school.

Item #8 **Family Center Programming Updates (LCAP Goal 2, AMO 1)** - Tony Pena,
Family Center Director (*Informational Item*)

Mr. Pena provided the council with an update on current Family Center programming. He noted that the ESL class will be concluding on April 16th and the technology class will end on April 18th. These two classes were highly requested by families; however, attendance has been lower than anticipated. The ESL class primarily focuses on fostering purposeful discussions with teachers and navigating the school system. The technology class provided participants with instruction on how to utilize platforms such as Class Dojo.

Mr. Pena reports that during these classes, parents were eager to discuss personal struggles they are experiencing with their child in the home. Based on this, Mr. Pena has reached out to the county and arranged for a mental health class to occur at the Family Center. This class started on April 3rd. These classes will cover various topics related to mental health and will provide families with an opportunity to share about the challenges they are experiencing at home, and receive information on support and coping strategies.

Finally, Providence FEAST classes take place on Fridays and are well attended. These classes emphasize general nutrition, portion measurement, cooking, and include a cooking demonstration with

tasting. Plans are underway for a flu shot clinic on Saturday, October 2nd. Children's vaccination clinics are being scheduled for mid-May and late July. Parents are encouraged to bring their children to these clinics for vaccinations.

Announcements:

Open House will take place on Wednesday April 17, 2024 from 4:00-6:00. Ms. Meeks has organized several vendors and community resources to be in attendance. This event is open to the public, and community members are encouraged to attend.

Next Regular Meeting:

TBD

Adjournment:

On **MOTION** of Mr. Pena, **SECONDED** by Veronica Ramos, and **CARRIED**, the School Site Council Meeting adjourned at 3:47 p.m.

Minutes respectfully submitted by: Juan Gomez and Lorena Sanchez

FENTON CHARTER PUBLIC SCHOOLS
Santa Monica Boulevard Community Charter School

Unapproved Minutes of the English Learner Advisory Council Meeting

March 22, 2024

Call to Order: Cary Rabinowitz, Interim Chair

Roll Call: Cary Rabinowitz, Interim Chair

Members Present: Cary Rabinowitz, Bunny Wolfer, Beth Henschel, Karla Lara

Members Excused: None

Members Absent: Olga Camey, Ferner Uzias Lopez

Non-Members Present: Johana Juarez

Additions/Corrections to the Agenda:

There were no additions or corrections to the agenda.

Presentations from the Public: Cary Rabinowitz, Interim Chair

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

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #2 **Assisting SSC on a Schoolwide Needs Assessment (LCAP Goal 1-3) - Cary Rabinowitz, SMBCCS Director (*Informational Item*)**

The English Learner Advisory Council began brainstorming ways the school can support English learner students at the school. The following items were discussed:

- Literacy development through book pals program
- Build space in the Library to motivate teachers and students
- Strengthen programs to support English proficiency of EL students to strengthen ELPAC results
- Newcomer programming - strengthen programming

- Support of teachers to support students from outside the country
- Effective use of translated materials
- Additional Expanded Learning class for newcomer students
- Field Trips geared toward literacy development
- Saturday workshops with student and parents
- Weekday classes with parents, twice a week potentially
- Saturday programming geared toward ELs
- Continued programming in Family Center
- Growth of students of parents attending the Family Center

Item #3 Attendance Update and Future Incentives (LCAP Goal 2, AMO 3-4) - Cary Rabinowitz, SMBCCS Director (*Informational Item*)

Mr. Rabinowitz shared an update on current attendance at the school. We are pleased to see an increase in in-seat attendance at Santa Monica this year. The council brainstormed additional ways to incentive, motivate, and celebrate strong attendance. Some ideas were:

- Reaching out to community partners to join the School-Community Review Board meetings at the school
- Continue to incentivize with school-wide incentives
- Celebrate the growth of individual students
- Use Class Dojo to remind families of good habits for coming to school on time, posting incentives, videos of perfect attendance winners

Announcements:

There were no announcements.

Next Regular Meeting:

April 19, 2024

FENTON CHARTER PUBLIC SCHOOLS
Fenton Avenue Charter School

Unapproved Minutes of the English Learner Advisory Council Meeting

April 8, 2024

A meeting of the English Language Advisory Council was held on Monday, April 8, 2024 at 7:15am via Zoom.

Call to Order: Juan Gomez, Chair

The English Language Advisory Council meeting was called to order at 7:20am by Chair, Juan Gomez.

Roll Call: Paige Piper, Secretary

Members Present: Monica Castañeda, Juan Gomez, Paige Piper, Ivan Hernandez, Tony Pena, Veronica Ramos, Cindy Soto, and Gregoria Marcos

Members Excused: None

Members Absent: Lainey Yanez and Araceli Caro

Additions/Corrections to the Agenda: Juan Gomez, Chair

Item #1 Minutes from the January 26, 2024 meeting of the English Language Advisory Council (*Motion to Approve*)

Approval of Minutes:

Item #1 Minutes from the January 26, 2024 meeting of the English Language Advisory Council - Juan Gomez, Chair (*Motion to Approve*)

On **MOTION** of Paige Piper, **SECONDED** by Ivan Hernandez, and **CARRIED**, the Minutes of the English Language Advisory Council Meeting of January 26, 2024 were approved as submitted.

Presentations from the Public: Juan Gomez, Chair

Item #2 Any person desiring to address the English Learner Advisory Council on any proper matter

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

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

Mr. Gomez reported that Fenton Avenue has completed 97% of all Summative ELPAC assessments. Mr. Gomez has administered one alternate assessment. Ms. Veronica Ramos, Ms. Jade Sarnecki, and Ms. Nancy Contereas are currently administering the Summative ELPAC individually to Transitional Kindergarten and Kindergarten students. The deadline for the summative ELPAC is May 1, 2024. FACS will have all ELPAC assessments completed and submitted prior to the deadline. FACS anticipates that we will begin receiving Student Score Reports in May. Students who earn an overall score of '4' on the ELPAC will be considered for reclassification.

Item #4 **Assisting SSC on a Schoolwide Needs Assessment (LCAP Goal 1-3) - Monica Castañeda, Director** *(Informational Item)*

Ms. Castañeda shared that the School Site Council met on April 4, 2024 and conducted a Schoolwide Needs Assessment. She reports that this is an opportunity for stakeholders to identify areas the school can improve upon. Some areas identified at the School Site Council meeting included: team-teaching to better prepare students for middle school and enhance the instructional program, and improving awareness of autism and other disabilities. ELAC members were asked for any additional feedback or ideas. There were no additional recommendations made by any committee member.

Item #5 **CAASPP Update (LCAP Goal 1, AMO 1) - Paige Piper, Administrative Coordinator** *(Informational Item)*

Ms. Piper shared that SBAC testing will be administered between May 14 – 24, 2024. Students will test on English language arts during the week of May 13th, and they will test on mathematics during the week of May 20th. The 5th grade CAST test, along with make-up testing will be administered during the week of May 27th. We will have a pep rally and other incentives to motivate students to be in attendance and do their best on each day of testing.

Item #6 **2024-2025 Enrollment and Recruitment Update (LCAP Goal 3, AMO 1) - Monica Castañeda, Director** *(Informational Item)*

Ms. Castañeda shared that enrollment and student recruitment for the 2024-2025 school year is underway! We project having 746 Transitional Kindergarten-5th grade students at FACS next year. This number reflects the addition of a second grade 2 classroom. Ms. Castañeda attributes our high enrollment to having the best state assessment data out in the surrounding area, a robust offering of programs in the Family Center, and parents sharing their experiences with the school. FACS currently has a waitlist for the 2024-2024 school year for Kindergarten and 2nd grade.

Announcements:

Open House will be held from 4-6pm on Wednesday, April 17th. Families and community members are invited to attend.

Next Regular Meeting:

TBD

Adjournment:

On **MOTION** of Paige Piper, and seconded by Veronica Ramos, and **CARRIED**, the meeting was adjourned at 7:36am.

Respectfully submitted by Paige Piper

II. C.

Financial Business Manager's Report
(See presentation slides)

II.D.

Directors' Reports

Directors' Reports were published and received by the Board with the full agenda. Vice Chair King-Berg requests that Board Members send any questions, comments or need for clarification to her prior to the meeting. Directors will be present to answer all items.

**FENTON AVENUE CHARTER SCHOOL (FACS)
DIRECTOR’S REPORT**

April 25, 2024

The mission of Fenton Avenue Charter School is to further instill the joy of learning by creating an environment that promotes confident, self-reliant, interdependent learners who become productive, contributing citizens of the community.

State Charter Number: 30

ATTENDANCE AND ENROLLMENT

AVG. Monthly ADA – 98.97%

Cumulative ADA - 99.04%

Date	TK Unfunded	TK Funded	K	1st	2nd	3rd	4th	5th	Total Funded	Total w/ Unfunded
04/11/2024	9	31	47	49	25	184	188	185	709	718

Fenton Avenue participated in its yearly LAUSD CSD Oversight Visit on Friday, April 12th, and is happy to report that the visit was a success. FACS extends its sincere appreciation to each and every one of the staff members for their hard work, dedication, and professionalism. Their commitment to maintaining high standards of education and ensuring the well-being of our students was evident. Thank you to **Mr. Torres, Ms. Aragón, Ms. Kaufman, Mrs. Williamson, Ms. Sanchez, and Ms. Durghalli** for opening their classroom to our visitors.

The visiting team commended Fenton Avenue for the quality of teaching and learning experiences provided to our students, as seen through the classroom observations. They highlighted several observations that stood out, including:

1. The implementation of small group instruction. The team shared that the instruction observed is tailored to effectively meet the diverse needs of our students, specifically the curricular activities planned for each group, noting a clear alignment across individual grade levels. They shared that there is evidence that groups are organized purposefully through data analysis.
2. Utilizing engaging teaching strategies. The team appreciated several strategies observed, such as total physical response incorporated within math lessons, think-pair-shares, and the use of technology. They noted the number of resources utilized throughout instruction that are readily available for teachers and students.

It was an incredible feeling to showcase our strengths. The team mentioned the campus's vibrant and inviting classroom environments numerous times and commended the teachers on the rigor of work

displayed across the classrooms. Furthermore, the team was highly congratulatory on the “clear increase of performance in ELA and Math,” sharing that we are on the right track for a successful upcoming renewal.

Thank you to the custodial and maintenance teams for preparing and maintaining our beautiful campus for the visit. A heartfelt thank you also to Ms. Piper and Mr. Gomez, who played an integral role in preparing the digital binders that were recognized by the visiting team as “perfect.”

Everyone’s collaborative spirit and teamwork were instrumental in ensuring the visit was a success. The positive feedback from the visiting team is a testament to your hard work and professionalism. As we celebrate this achievement, let us remain committed to continuous improvement and excellence in all we do. Our success during the oversight visit serves as a testament to what we can accomplish together as a team. Your contributions are instrumental in maintaining Fenton Avenue’s reputation for excellence.

CURRICULUM AND INSTRUCTION

5th Grade Team Teaching Model

Over the past two years, Fenton Avenue has continued to increase its state test scores and overall academic achievement across the campus. However, the staff continually seeks innovative approaches to increase student achievement to ensure all students learn at high levels. In April of 2023, FACS began working with Paula Maeker, a renowned PLC coach, to begin the implementation process of Professional Learning Communities. Over the past year Paula has had the opportunity to work with the staff at FACS to significantly increase the collaborative practices within the teams. Throughout this time, team practices have shifted to the three big ideas of PLCs: a focus on learning, a collaborative culture, and a focus on results.

Since strengthening their collaborative efforts, the 5th grade team at Fenton Avenue have proposed a team teaching model across their grade level. This model aims to enhance student learning outcomes by leveraging the expertise of multiple teachers, fostering collaboration among educators, and providing a more diverse and engaging learning environment for students.

Team teaching involves two or more teachers working collaboratively to plan, deliver, and assess instruction. In a 5th-grade context, this approach can be particularly beneficial as it allows teachers to leverage their individual strengths, provide additional support to students, and create a more dynamic and interactive classroom environment, all while preparing students for middle school. Several goals of implementing this model include:

1. Enhance student learning outcomes by providing differentiated instruction tailored to individual student needs.
2. Foster collaboration among teachers to share best practices, resources, and instructional strategies.
3. Create a supportive learning environment where students feel valued, engaged, and motivated to learn.

The outline below details stakeholder engagement throughout the team teaching implementation process. (Surveys and presentations have been hyperlinked)

- Guiding Coalition (GC)
 - The FACS GC discussed, in depth, the team teaching model, developing a list of benefits and possible hurdles that would be encountered.
 - The GC met with Dr. Riddick to propose the new model.
 - The GC created a [presentation](#) with details of the model to share with the staff.

- Staff
 - The staff was presented the model by the guiding coalition.
 - The staff completed a [survey](#) indicating whether or not they were in support of this model.
 - 87% of the staff voted in favor of the model
 - An additional [presentation](#) was created and was included as a discussion item at each of the 4 council meetings.

- Parents
 - Parents who serve as members of the SSC and ELAC councils were presented with the team teaching model and shared their feedback, expressing their support of the model.
 - A 4th grade parent meeting was held to share the team teaching model.
 - Parents were provided with a detailed [presentation](#) and the opportunity to ask questions and pose concerns.
 - Parents participated in a [survey](#) to indicate whether or not they were in favor of the model.
 - 93.5% of parents voted in favor of the model

FACS is enthusiastic about the positive feedback this model has received thus far. The implementation of a team teaching model in 5th grade has the potential to significantly enhance student learning outcomes, foster collaboration among teachers, and create a more dynamic and engaging learning environment. The plan for implementing a team teaching model emphasizes collaboration, innovation, and ongoing support. By fostering a culture of shared responsibility and expertise, this approach aims to enhance student learning outcomes and create a dynamic and inclusive learning environment. Through continuous evaluation and refinement, the team teaching model will evolve to meet the evolving needs of educators and students alike.

HUMAN RESOURCE AND PERSONNEL

Fenton Avenue Instructional Coach Position Opening

For the past several years, the FCPS Instructional Coaches have played a pivotal role in supporting our teachers' professional growth and development, ultimately enhancing the quality of education delivered

to our students. As we continue to strive for excellence in our educational practices, Fenton Avenue is seeking an Instructional Coach to serve as a catalyst for instructional improvement, teacher empowerment, and student success at our school. FACS will hold interviews for this position on Thursday, April 25th. The chosen candidate will be presented to the board for approval at the April 25th board meeting.

Fenton Avenue ELOP Coordinator Position Opening

Fenton Avenue Charter School will be hiring an Expanded Learning Coordinator for the 2024-2025 school year. Mercedes Córdoba Meeks will be returning to a classroom assignment at a school to be determined. Mercedes has been a teacher at Fenton Avenue Charter School since 2002. Over her 22 years of service at FACS, she has taught students in 3rd, 4th, and 5th grade. We thank Mercedes for leadership as the inaugural Expanded Learning Coordinator at FACS. She has been able to inspire and motivate students through creative experiences in the Expanded Learning Opportunities Program. FACS will hold interviews for this position on Thursday, April 25th. The chosen candidate will be presented to the board for approval at the April 25th board meeting.

BUDGET, FACILITIES, AND SAFETY

Opening of Third Kindergarten Class

Fenton Avenue's enrollment continues to grow at an increasingly fast pace. Currently, there are two TK classrooms totaling 40 students. Additionally, FACS has already received 10 enrollment packets for Kindergarten for the 2024-2025 school year. We are projecting another 10 students to enroll before the beginning of the school year. In order to serve these students, Fenton Avenue needs to open a third Kindergarten classroom. With a projected Kinder enrollment of at least 60 students, three classrooms will be filled with 20 students each. We are very excited about our continued growth and the number of students we will be able to instill in Fenton's tradition of academic excellence.

SCHOOL-COMMUNITY RELATIONS

Fenton Avenue Open House

We want to express our heartfelt gratitude and congratulations to each and every staff member on the outstanding success of our recent school open house event.

Our open house was not just an event; it was a showcase of our collective dedication, passion, and commitment to providing an exceptional educational experience for our students and their families. From the warm welcome at the entrance to the engaging classroom activities and informative presentations, every aspect of the event reflected our staff's hard work and enthusiasm.

FACS is thrilled to report that the turnout exceeded our expectations, with a large number of prospective families in attendance. Your efforts in preparing our campus, classrooms, and materials truly paid off, as evidenced by the positive feedback we received from visitors. About 20 enrollment packets were handed out!

Moreover, we want to extend a special thank you to all the staff members who volunteered their time to ensure the smooth running of the event. Your willingness to go above and beyond your regular duties exemplifies the spirit of teamwork and collaboration that defines our school community.

As we reflect on the success of the open house, let us also take pride in the knowledge that we have played a vital role in shaping the future of our school. By showcasing the unique opportunities and supportive environment that our school offers, we have undoubtedly made a lasting impression on those who attended.

Upcoming Events:

5/6-12	Student Reorganization
5/13-31	CAASPP Testing
5/24	FCPS PD Day #7
6/3-7	Semester Awards

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

April 25, 2024

Santa Monica Boulevard Community Charter School promotes academic achievement in a collaborative environment that creates self-confident, self-reliant learners who will become positive contributors to their communities.

State Charter Number: 446

ENROLLMENT AND ATTENDANCE

Cumulative Average Daily Attendance (ADA) – 99.18%

Average Daily Attendance by Attendance Period (ADA):

Period 1 – 99.59%; Period 2– 99.14%; Period 3 – 99.05%; Period 4 – 99.13%; Period 5 – 99.28%; Period 6 - 98.48%; Period 7 – 99.15%

Date	TK		K	1 st	2 nd	3 rd	4 th	5 th	6 th	Total
	Funded	Unfunded								
Apr. 2024	44	10	89	107	80	128	124	113	76	771*
<i>Mar. 2024</i>	<i>39</i>	<i>11</i>	<i>90</i>	<i>106</i>	<i>82</i>	<i>127</i>	<i>122</i>	<i>114</i>	<i>77</i>	<i>768*</i>

*Totals include unfunded TK students

In-Seat Attendance Tracking by Attendance Period (w/o Independent Study):

Period 1 – 94.77%; Period 2– 93.80%; Period 3 – 94.18%; Period 4 – 91.87%; Period 5 – 92.08%; Period 6 – 89.17%; Period 7 – 91.66%

In-seat attendance is calculated using daily attendance numbers reported to School Nutrition Plus by 9:30 am each day. The school’s in-seat attendance average in Attendance Period 7 was 91.66%.

Independent Study Agreement Tracking – Attendance Period 7

The school continues to see a decrease in the number of independent study days taken by students as compared to the 2022-2023 school year. During Attendance Period 7, 1,003 independent study days were accumulated as compared to 1,404 last year. On average, across all attendance periods this year, the school is seeing a 29% decrease in the number of days of independent study.

LAUSD ANNUAL PERFORMANCE-BASED OVERSIGHT VISIT

We are pleased to share a successful visit by the Charter School Division on Tuesday, April 2nd. The visiting team, led by Yolanda Jordan, were very impressed with classroom observations, specifically pointing out the transfer of the school's PLC/RtI focus from teacher professional development into the classroom evidenced by "I Can" statements, instructional and language support and accountability among students. The unique and innovative projects, variety of student work posted, and effective use of WIN Time teacher assistants in classrooms was also a highlight for our visitors.

Conversations during our morning leadership meeting centered around Santa Monica's stellar Dashboard data as all student groups in both ELA and Math outperformed the State last year. A feat that the team's senior-most member noted was "extraordinary" given our high socio-economically disadvantaged and English learner populations. Our team did a fantastic job answering questions around Santa Monica's instructional model, operations and programs, our special education program and reports, and in being so forthcoming on areas that provide further opportunities for success. Erick Lazo, Santa Monica's Office Manager, was also interviewed during the day regarding fiscal practices at the school. His meeting went very smoothly with no follow up required.

Our visit was truly a team effort from the preparation of our physical campus to student work evidence in classrooms. We are optimistically awaiting this year's report from the District.

INSTRUCTION

Professional Learning Community Coaching Series with Solution Tree, April 2024

The school welcomed Paula Maeker to campus over five days in the beginning of April. During her visit, Paula met with all general education grade level teams, our special education team, acceleration specialists, our instructional coach, our administrative team and our leadership team members.

During their meeting with Paula, teachers analyzed the State's Content Standards and identified those that professional learning teams (grade level teams) would 1) collectively guarantee all students will learn, those that teachers would 2) respectively engage students in through individual classroom instruction, and those that teachers would 3) selectively introduce when possible and appropriate. As was presented by Mrs. Maeker, designating these standards and grouping them as described will allow teachers to prioritize concepts throughout the year and properly proportion their time thereby presenting a guaranteed and viable curriculum for our students.

Please use the links to review the Proficiency Maps in ELA and Math developed by professional learning teams:

[ELA Proficiency Mapping](#)

[Math Proficiency Mapping](#)

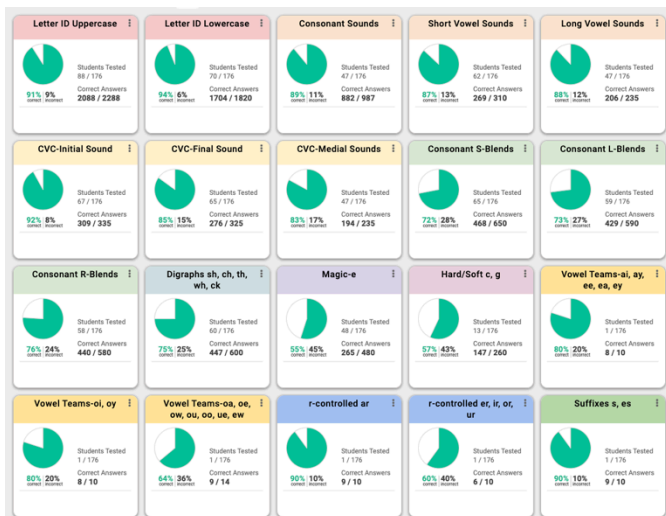
Master Schedule Development for the 2024-2025 School Year

In-line with identifying standards that we will guarantee all students learn by the end of the year, leadership members and school staff have provided feedback during recent meetings to build a master schedule for the new year that will prioritize essential Tier 1 and Tier 2 instruction and maintain our W.I.N. Tier 3 support blocks as well. Prioritizing this time will mean identifying uninterrupted instructional blocks in English Language Arts and Mathematics for each grade level throughout the day. Equally as critical will be ensuring weekly collaborative meetings for professional learning teams are held consistently and effectively throughout the year with minimal disruptions.

Through discussion with staff, several considerations are being discussed by leadership team members for the new year, including:

- Adjustments to Recess, Lunch and Psychomotor schedules
- Creating specialist blocks throughout the week that remain static across all grades (Psychomotor, iLab, Art/Music)
- Isolating Foundational Reading/Literacy Blocks schoolwide

- Adjustments to PLT and Staff Meeting scheduling
- Adjustments in IEP scheduling



Phonological and Phonemic Awareness Continuum

School site staff are working hard to develop a phonological and phonemic awareness continuum that will identify and monitor student growth across foundational literacy concepts from Transitional Kindergarten through 6th grade. With the leadership of our Acceleration Specialists, students are being assessed during W.I.N. periods. Data is being accumulated and will be provided to teachers in the new year to guide homogenous student literacy groupings within grade levels and support teachers in making comprehensive, data driven instructional decisions.

Thank you to Sandy Hernandez and Carmen Solis, who with the guidance of Mrs. Maeker, created and are overseeing the administration of these assessments across campus. The screenshot above gives an example of some of the data that is currently being collected.

Professional Development Day 6, April 1st

Santa Monica staff participated in one of two presentations on Professional Development 6.

TK-2nd grade teachers participated in a training developed by Sandy Hernandez that meshed instructional literacy strategies with the school-adopted Magnetic Reading program. It was a hands-on training that offered strategy and manipulative options to teachers as they embark on dedicated phonemic and phonological awareness instruction in the new year.

[Presentation Found Here](#)

3rd-6th grade teachers received CAASPP Summative Assessment training from Dr. Beth Henschel and Mr. Rabinowitz during the first half of the training. The assessment, and its many procedures and policies were reviewed with teachers. The second half of the training was used to review the State's [Smarter Tools for Teachers](#) resource. Teachers were asked to identify an activity in ELA and Math from the resource and corresponding academic language/vocabulary that they would use as they prepared students for testing in April.

[Presentation](#) and [Tools for Teachers](#) Documents Found Here

Professional Development

Santa Monica staff attended various trainings in March and April to support the school's focus on learning:

- **Behavior Solutions: A Practical Roadmap for Behavior Success in All Tiers Workshop, Naperville, Illinois (March 11th-12th)**

Attendees: Tidarart Lot, Sophie Bauer, Kimberlee Eggly, Jose Hernandez, Juliet Leman, Alexis Ribakoff, Walter Gomez, Dr. Beth Henschel

- **Professional Development Day 6: Literacy Development Strategies** (April 1st); Presenter: Sandy Hernandez, Acceleration Specialist
Attendees: TK-2nd Grade Teachers
- **Professional Development Day 6: CA Assessment of Student Performance and Progress** (April 1st). Presenter: Dr. Beth Henschel, Cary Rabinowitz
Attendees: 3rd-6th Grade Teachers
- **District Systems Collaborative, Sonoma County Office of Education** (April 19th)
Presenters: Eric Twadell, Debra Kubin
Attendee: Bunny Wolfer
- **Behavior Solutions: A Practical Roadmap for Behavior Success in All Tiers Workshop, San Francisco, CA** (April 22nd-23rd)
Attendees: Cary Rabinowitz, Viviana Fonseca

Expanded Learning Opportunities Program Update (ELOP)

Quarter 3 of Expanded Learning teacher clubs and vendor programs began on April 15th. Programming includes Science of Sport, Cheer and Fitness, Animal Invasion, and Cute and Cuddly Animals.

After school and weekend events continue as well and include:

- Dodger Stadium Field Trips, April 16th and May 7th
- Student Council Dance, April 26th
- Bye, Bye, Bully Assembly, May 17th
- Rally in the Valley Robotics Competition at the Fenton Academies, May 18th
- Universal Studios Field Trip for Mathnasium Students, June 1st
- Music Center: Got Rhythm Assembly, June 7th

Ms. Luna is in the process of developing Santa Monica's Summer Programming.

Session 1 is being planned for Monday, June 25th-Friday, June 29th. Session 1 will be open to Santa Monica staff to run both core content and extracurricular programs with students. Staff will be asked to arrive by 7:30am with student programs beginning at 8:00am. Activities will continue in the afternoon via Think Together until 4:30pm.

Session 2 will be composed of outside vendors overseen by Think Together and their program leaders. Session 2 will be about 4 weeks long and stretch through July. Programming in July will also begin at 7:30am and stretch until 4:30pm.

PERSONNEL

Teacher and Staff Recruitment for the 2024-2025 School Year

The school is currently seeking to fill the following certificated staff openings:

- 2nd Grade – 1
- 4th Grade – 2

- 5th Grade – 1
- Acceleration Specialist – 1
- Speech and Language Pathologist – 1

With Board approval, the school will open an Art specialist position for the 2024-2025 school year as well. The addition of this role and the potential placement of a new Acceleration Specialist from the school’s current general education staff, will likely result in additional classroom teacher openings.

Contingent on employee processing, the school has offered and the candidate has accepted one 4th grade position as of Friday, April 19th. The school has confirmed three additional candidates for their second round of interviews on Friday, April 26th.

The school is currently seeking to fill the following classified staff openings:

- Custodian – 1
- Security – 1
- Nurse/LVN - 1
- Paraprofessionals in various roles

Lead Teachers have presented to their peers and have been successfully voted on by their colleagues. Grade level lead teachers, along with Faculty Representatives, and Focus Leads are scheduled for approval by the SMBCCS Personnel Committee in May.

COMMUNITY RELATIONS

Independent Community School Admissions

We are thrilled to announce that SMBCCS, with support from its partnership with the Independent School Alliance and other neighboring schools such as the Episcopal School of Los Angeles, will be sending **10** current 5th and 6th grade students on scholarship to some of the most prestigious secondary schools in Los Angeles. These schools include Oakwood School, Archer School for the Girls, and The Episcopal School of Los Angeles (ESLA). Total scholarship awards reached \$474,619 this year!

We can’t thank our Independent Community School Admissions Facilitator, Mr. Levinson, enough for his continuing dedication to this program and the long-term success of our students. The impact this program and his efforts have had over the years is immeasurable.

2nd Annual SMBCCS Multicultural Festival, Friday, April 19th

We are overjoyed to share another successful Multicultural Festival at Santa Monica Blvd. Community Charter School. In its first two years, the festival has comprised 4 main components – informational booths, student activities, entertainment, and a food and refreshment area. Several community partners shared in this event with the school including – Vista Charter, Joseph Le Conte Middle, LA Public Library, LA County Department of Mental Health, Think Together, Saban Community Clinic, Pacific Clinics, California W.I.C., and the Sarmiento Family. Our Family Center also prepared a booth and a presentation themed after Encanto! Both last year and this year, we have found that this event is a true reflection of the SMBCCS community. There has been an incredibly welcoming and warm feeling at both events with attendees and presenters sharing together in celebration.

Thank you to our staff for preparing the event on our minimum day, those that stayed after contracted hours, and a very special thank you the following staff members that put the event together - Ms.

Namkung, Ms. Zeleznick, Mr. Hidalgo, Ms. Robledo, Mrs. Juarez, Ms. Dodson, Mrs. Arroyo, Ms. Nishimoto, and Mrs. Gomez.

[Find Our Festival on Instagram!](#)

6th Grade Lottery, Friday, March 15th

Santa Monica held its 6th Grade Lottery on Friday, March 15th to place approximately 78 students in our three 6th grade classrooms for the 2024-2025 school year. Fifth grade students with a sibling at the school receive preference for enrollment as do students that live within Santa Monica's former attendance boundary. 5th grade students enrolled in our Special Day Classroom also receive preference in correlation with IEP Team determinations. Thank you to our 5th grade teachers and Office Manager, Erick Lazo, for monitoring submissions to ensure all are received in time. Santa Monica currently does not have a wait list for 6th grade as we move into the new year.

2024 Spring Show

Thank you to staff and our parent center volunteers for their participation in the setup and facilitation of this year's Spring Show! It was a beautiful show and celebration of the community.



Spring Parent Conference Week, March 18th – 22nd

Teachers and staff did a fantastic job preparing for our Spring Parent Conferences held the Week of March 18th. During their meetings, teachers reviewed various items with parents including the FCPS Report Card and current middle of year i-Ready scores. A special thank you to all of our translators that assisted with conferences.

Partial Solar Eclipse Viewing, April 8th

On Monday, April 8, 2024, a partial solar eclipse crossed North America, passing over Mexico, United States, and Canada. The path of this eclipse was closest to the midwest. Some states such as Texas experienced full totality. In Los Angeles, we experienced a partial solar eclipse in which the Moon covers only a portion (about 49%) of the sun.

Students at Santa Monica had the opportunity to participate in a viewing of the eclipse. The following was planned to ensure a safe and structures event:

- Indoor Recess for students with Solar Eclipse viewing from 10:40 - 11:00 am
- NASA certified eclipse glasses were ordered for all students and staff
- Parent permission slips were sent home and collected beforehand (attached)
- Supervision was provided for non-participating students in the Auditorium

[Watch this Special Day on Instagram!](#)

6th Grade Trip to the Pali Institute, April 15th -17th

6th grade teachers and students attended the Pali Institute on April 15th-17th. *Pali Institute* is an innovative outdoor program offering educational experiences near California's gorgeous Lake Arrowhead and San Bernardino mountains. The event was two nights and three days and afforded students the opportunity to experience learning outside of the typical classrooms.

FACILITIES AND SAFETY

Just Right Painting – Schoolwide Painting Refresh (Excluding Classrooms)

The school is requesting the approval of a campus-wide paint refresh using the proposal submitted by Just Right Painting totaling \$154,974. The campus is in need of a complete refresh of all outside surfaces and interior hallways. Colors throughout the school will remain the same. Work is intended to be completed in several phases taking advantage of school vacations without students whenever possible.

Upcoming Events:

- | | |
|----------------|---|
| April 29-May 3 | Progress Reports Sent to Parents |
| May 1 | Finance Committee Meeting (In-Person) |
| May 2 | Instruction Committee Meeting (In-Person) |
| May 3 | Kindergarten Grade Field Trip: Discovery Cube |
| May 7 | California State Testing Begins (3rd-6th Grade) |
| | Expanded Learning Field Trip: Dodger Stadium (Mexican Heritage Night) |
| May 10 | Independent Study Deadline! |
| | Student of the Month Assembly |
| May 14 | Lockdown Drill |
| May 15 | Fire Drill |
| May 16 | California State Testing Ends (3rd-6th Grade) |

**FENTON PRIMARY CENTER (FPC)
DIRECTOR’S REPORT**

April 25, 2024

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

State Charter Number: 911

Charter Number: 911

General Information on Enrollment and Attendance:

March 2024 Enrollment (TK-2):

Unfunded TK	TK	K	1 st Grade	2 nd Grade	Funded Total	Monthly ADA	Cumulative ADA
21	58	139	138	175	531	99.50%	99.74%

Enrollment and Recruitment

FPC continues to recruit students for the 2024-2025 school year. We have accelerated our efforts considerably this month.

Estimated enrollment for the 24-25 school year is 532. TK needs about 80 students. Next year the current TKs will transfer to Kinder, and we currently have 79 TK students. We are expecting 100 Kinder students for the 24-25 school year. 139 Kindergartners are moving to 1st and 138 1st graders moving to 2nd.

More than 100 applications have been distributed for new enrollment so far. Given our strong recruitment efforts we hope to achieve and surpass our enrollment goals.

Additional Efforts to boost FPC's enrollment for the 2024-2025 school year:

Marketing FPC - PIP:

We have mailed out a total of 7200 + an additional 1000 cards were ordered for staff to pass out at events and businesses. These postcards will be reaching our nearby communities via mail, email, and in person. Please see the linked [report](#) for an overview of what is offered and the impact it will have.

The company assisting us with our marketing efforts:

PIP Marketing Signs Print
16525 Sherman Way
Van Nuys CA 91406

Marketing FPC - Staff Efforts:

We have created fliers for our Open House events as well as our May 4th (Saturday) ELOP Event: Star Wars Themed Carnival. These fliers are being distributed around town and are shared on all available online distribution methods. We have also made posters which are being displayed at numerous locations. We are also revisiting locations with our new fliers for the Open House and ELOP Carnival.

Teachers have signed up (see link: [Recruitment Efforts Link](#)) and have visited many locations around our community to help advertise our school. Our postcards, posters and numerous fliers have been dispersed all around Pacoima and the surrounding communities.

FAQs:

What did staff do after they signed up?

- Visit the location(s) and post our informational postcards
- Pass out postcards, posters and numerous fliers at community locations
- Ask vendors and businesses to display our postcards, posters and numerous fliers and leave some at a visible and accessible areas
- Staff signed up in teams of two or more, so that nobody visits locations alone
- Staff took photos of our efforts (see link: [here](#))

Instruction

Acceleration - BEE Time (Because Everyone Excels):

Throughout the previous cycles of tier 2 intervention, we've seen remarkable progress among our targeted students. Through tailored strategies and focused interventions, we've observed significant growth in both academic and socio-emotional domains. Students have demonstrated increased engagement, improved mastery of core concepts, and enhanced confidence in their abilities.

Our tier 2 interventions have been dynamic, addressing individual student needs comprehensively. By employing differentiated instruction techniques and leveraging various resources, we've been able to effectively support each student on their acceleration journey. The collaborative efforts of teachers, support staff, and specialists have been instrumental in achieving these positive outcomes.

As we transition into the final cycle of tier 2 intervention, I'm excited to announce the commencement of tier 3 intervention with our kindergarten cohort. Recognizing the importance of early intervention and personalized support, we are dedicated to ensuring that every student receives the targeted assistance they require to thrive academically and socially.

The Solar Eclipse at FPC:

On April 8th our FPC students enjoyed the solar eclipse activities. Teachers shared that students were so excited to observe the eclipse, and they were totally engaged as they learned about this interesting global event. Safety measures were followed and guidelines provided for an organized experience. The students will always remember this day. Science is fascinating!



To explain a solar eclipse to kindergarten, you can say that 12345:

- A solar eclipse happens when the Moon moves between Earth and the Sun.
- The Moon gradually blocks out the light from the Sun, making the daytime sky darker.
- If the Sun and Moon line up perfectly in the sky, we call it a total solar eclipse. The daytime sky becomes darker, until it feels just like night.
- Sometimes the Moon only blocks part of the Sun’s light. This is called a partial solar eclipse.
- The Moon appears to fit right over the Sun, like a glove, because it is 400 times closer to Earth than the Sun.

What Is a Solar Eclipse?: click [here](#)

Solar Eclipse Event at FPC Logistics and Safety Guidelines:

- Students will have indoor recess and indoor lunch during the time of the eclipse. Please see the [Full Inclement Weather schedule here](#). Supervision aides will go to their assigned classrooms for recess and lunch for supervision and to provide teacher breaks.
- Signed parent/guardian permission slips are required for students to participate.
- Students will receive approved eclipse safe viewing glasses.
- Students with completed permission forms will view the event on the playground with adult supervision for a short period of time (15-20 mins).
- Students **without** a signed permission form will watch a live NASA broadcast of the eclipse in a classroom of their grade level.

*Teachers will have to partner up, and some teachers may have to stay inside and supervise students without permission slips. These students can view the [NASA Broadcast](#) and other online videos that provide information on the event.



FPC Petting Zoo (Mutt-i-grees – SEL):

Thank you to Ms. Ramirez for hosting this wonderful event for our students with Mobile Zoo of Southern California. Our students chose this as their favorite way to celebrate their success and experience emotional well-being. We are enhancing our Tier 1 PBIS supports and offering incentives that students find most rewarding.

PLC at FPC: Solution Tree Training: Literacy in a PLC at Work® with Jacqueline Heller

We will continue to refine and give feedback to teams on the draft [Fenton Primary ELA essential Standards](#) by thinking about the standards from [CCSS for ELA](#) or [Preschool Learning Foundations](#)

Teach hard towards your new SMART goal and please have data entered on the new [Team Data Template](#) for our data discussion May 15

TK	TK: By May 10 80% of TK students will correctly form 17/26 upper case and 17/26 lower case letters (no reversals but ok if they refer to resources in the room unprompted)
K	By May 13 80% of kindergarteners will be able to read 50 high frequency words (proficiency=40-50, close=30-39, far=29 or less)
1st	By May 31 75% of 1st grade students will be able to describe characters, settings, and major events in a story, using key details and by May 13 will be able to tell at least 3 major events from the beginning, middle and end of the story

2nd	By June 1 65% of 2nd graders will be able to compare and contrast main idea and key details on a fresh read of two nonfiction texts and by May 13 students will master the first learning target of identifying topic and key details in a single nonfiction text (all teachers will read aloud the two texts)
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A challenge has been set forth to practice **intentional teaching** and provide as many opportunities as possible for FPC students to **practice essential standards** and become independent by implementing the following:

- Intentionally decide which aspects of focus lessons need to be recorded by students or if time spent copying/writing is better spent **modeling, practicing** or **sharing**
- Intentionally have **EVERY student EVERY hour of EVERY day share their thinking** through turn and talk or think pair share
- Intentionally provide ways to use materials, manipulatives and hands on resources **during centers** that are developmentally appropriate AND **practice essential standards**

When Jacquie returns on May 15th she will ask for evidence of:

Refine and Pace Essential Standards in team meetings by April 30:

1. Finish discussing (with extended team) and determining essentials based on new understanding of what it means to be essential. Color code pacing.
2. Open the state standards and see if there’s anything we’ve missed or need to substitute
3. Give & get feedback from grade level above and below

TK	Objective 16 Demonstrates knowledge of the alphabet a. Identifies and names letters a. Identifies letter-sound correspondences
K	RF.K.3 Know and apply grade-level phonics and word analysis skills in decoding words.
1st	RF1.3: Know and apply grade-level phonics and word analysis skills in decoding words both in isolation and in text. RF1.3C Know final -e for representing long vowel sounds.
2nd	RF.2.3.B Know spelling-sound correspondences for additional common vowel teams. RL.2.1 Ask and answer such questions as who, what, where, when, why, and how to demonstrate understanding of key details in a text.

Future PD Dates:

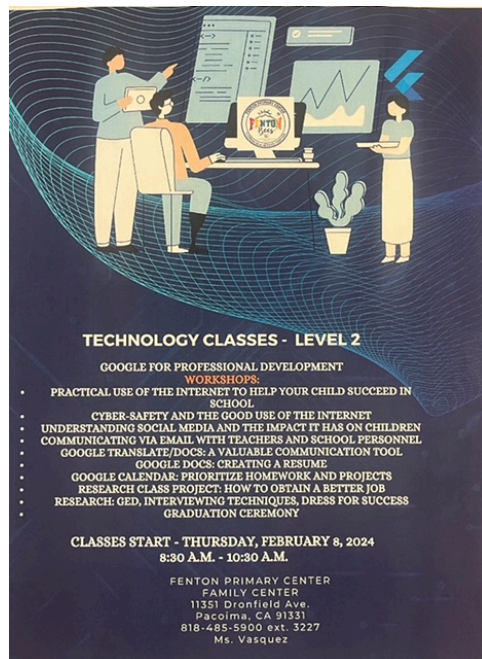
May 15, 2024 (Wed)

June 5, 2024 (Wed)

Community Relations

Family Center's Parent University:

We are so proud of our parents who successfully completed our second semester of Parent University courses. Below, you can see the photo of the Parent Technology Class Graduation, which includes the iPad award winner. We also experienced the celebration and incentive supplied for our WFC chocolate sales. The Game Bus was a big success!



Student of the Month Assemblies:

Our assemblies continue to be well attended. We are also sharing our photos on social media. Future FPC families will want to enroll at our school. It is evident that we create an environment of success and our aim is to exceed the expectations of our stakeholders. We celebrate the hard work of our students and staff!

Expanded Learning Opportunities Program (ELOP):

The final ELOP session began on April 15th. Although there are some teachers that taught during the first 2 sessions and will pause for the third, we have several new teachers that will teach an ELOP club for the first time.

In TK, Mrs. Ananta and Ms. Carr will be teaching gardening and Ms. Valle will be introducing science concepts to her little scientist. The smallest lab coats you can think of were purchased as well as different resources for her students to learn about magnets, states of matter and other fun science related topics. Mrs. Calvillo and Mrs. Lucas will also be teaching science to their own group of TK students.

In kindergarten, students will learn about a different cute cuddly animal each week and have the opportunity to hold and pet the animal as well. Mrs. Salazar, Mrs. Hernandez, Mrs. Martinez, and Mrs. Ruiz have fun STEM and physical outside activities planned for the last session as well.

Four groups of 20 students were formed in first grade and they will all participate in the following clubs: Music (Ukulele), Visual Arts, Mad Science, and Kids Cooking.

In second grade, we will continue to offer the Performing Arts club, and STEAM club taught by Mrs. Lee. The second-grade students that participated in Mathnasium for the first two sessions took their post assessment on March 11th and 12th. The results of the assessment will be shared with Mr. Tello on April 8th. Mathnasium will continue to be offered to the same students for the last session and Mrs. Angus will be piloting Hooked on Phonics with this same group of students. Mrs. Jackson will be teaching a sports club twice a week. Mrs. Jackson's club will also have sculpture and photography on the other two days.

Between March 30th-April 20th, there are 5 ELOP field trips planned. Session 2 ELOP kindergarten students will be going to see a puppet show at the Bob Baker Marionette Theater on April 6th and all first and second grade students will be going to the California Science Center on March 30th, April 6th, April 13th, and April 20th.

We will continue to offer ELOP enrichment at Hope Gardens on Tuesdays and Thursdays. On Tuesdays, they'll have a creative sculpture class and on Thursdays Intro to Engineering with Mr. Young. A special thank you to Mr. Young for being the first FPC teacher to teach ELOP at Hope Gardens and to Mrs. Ramirez for helping strengthen the communication and relationships with our Hope Garden students and parents.

Confirmation letters were distributed on April 11th.

Personnel

Paraprofessionals Update:

We are currently looking to hire two additional supervision aids. Due to personal circumstances, or gaining full-time employment, we have had some supervision aides resign. We are interviewing for one morning supervision, and one afternoon supervision aid.

Adult assistants recently participated in crisis prevention and intervention training. This is a training that teaches them a lot of strategies they can use to keep themselves and students safe if a student is having challenging behavior. We have also had multiple students join Fenton Primary Center, and we are evaluating the level of support they would need and will consider assigning adult assistants based on their IEP needs.

Lastly, there have been changes in regards to the support we have in the resource room. We realize it is a very important role that allows teachers to get copies made in a timely manner, so I am working with Mr. Garcia to create teacher codes for the copier, if we find that we do not have adequate staff in the resource room. The codes would allow for teachers to make their own copies if fast copies are needed.

Attendance and Independent Studies:

The FPC teachers continue offering excellent completion rates of independent studies following the revised guidelines. The goal is for the school to have above 98.5% all year. The seventh reporting period was recorded as 99.74%. We will continue our great work on attendance and independent studies. Administration has also made many calls to our families this month in order to improve in-seat attendance. Our aim is to increase in-seat attendance and decrease the need for the numerous independent studies.

Facilities

Campus:

Our facility has been impacted by the many recent rainstorms. We have completed the mold remediation project for Room# 209. The other classrooms that experienced leaks were also tested.

The following company completed the certified mold testing. <https://www.gpinspect.com/>

Project completion time: 2 - business days

Post remediation air polishing time: 24 - 48 hours. This process is done prior to post clearance testing.

Post mold remediation clearance testing time: Consult with your testing company (Usually 24 - 48 hours)

The follow-up repairs from the water damage were completed in-house by Tommy Ramirez. We have also received estimates for the needed roof repairs.



Upcoming Events:

Looking Ahead:

April

4/25 Shortened Day #24
 Interviews (AdHoc_Business Office)

Ad Hoc Committee Meeting (3:30 prior to Board Meeting)

FCPS Board Meeting (4:30-6:30)

12:40 IEP for LunLop (Garcia)

TK/K Open House

4/26

Shortened Day #25

Birthday Breakfast Celebration: Hosted by TK and K

Fire Drill

Student of the Month Assemblies:

- 8:10 am - 8:40 am (TK-76 students)
- 8:50 am - 9:20 am (K-136 students)
- 9:30 am - 10:00 am (2nd grade -173 students)
- 10:10 am - 10:40 am (1st grade -141 students)

Focus Lead results announced to staff

Faculty Rep. results announced to staff

iReady Zoom (Planning/Thomassian)

4/29-5/3

Progress Reports Sent Out This Week

4/29

Committee Selection Due

7:15 IEP for AlaHer (Calvillo)

4/30

Perfect Attendance Free Dress

12:40 IEP for VicPol (Garcia)

May

5/1

Staff Meeting 2:30

5/2

12:40 IEP for DomMir (Ellis)

12:40 SPED Meeting

5/3

12:40 IEP for AbrSer (Garcia)

5/4-5/10

Book Fair

5/4

FPC ELOP Annual Carnival

**FENTON STEM ACADEMY (STEM)
DIRECTOR’S REPORT**

April 25, 2024

The mission of the Fenton STEM Academy: Elementary Center for Science, Technology, Engineering and Math is successful student engagement and achievement through the implementation of a curriculum that interconnects science, technology, engineering, and math across all disciplines, including art, music, language arts and social studies.

State Charter Number: 1605

ENROLLMENT

	TK Unfunded	TK Funded	K	1st	2nd	3rd	4th	5th	6th	Total	Monthly ADA	Cumulative ADA
04/25/2024	0	18	32	34	41	49	45	71	39	329	99.29%	98.86%

Instruction

Literacy in a PLC at Work® with Jacqueline Heller – The Fenton Academies continue to partner with Jacqueline Heller for literacy coaching. During the April coaching sessions, grade level teams met with Mrs. Heller individually to finalize their English Language Arts essential standards. A staff meeting was held to provide opportunity for vertical articulation as a source of calibration of the chosen standards. All grade level teams successfully identified standards, as well as learning targets. This practice ensures the school is on target according to the Fenton Charter Public Schools Road Map (see below). Additionally, teams created Learning Targets and created a proficiency map.

Mrs. Heller will return the following dates during the 2023-2024 school year. Learning goals for these dates have been identified as well:

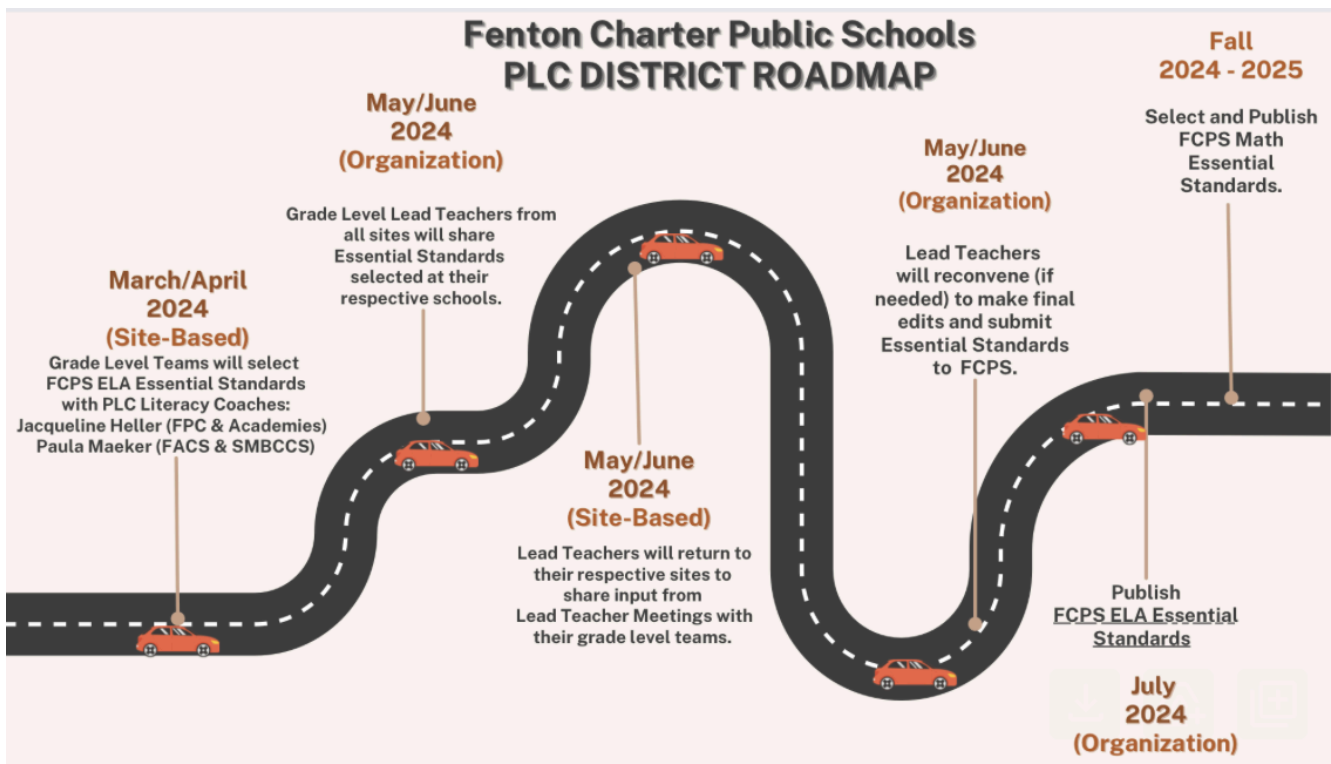
May 14, 2024 (TK-2, 6): Manage literacy essentials and begin to identify Math essential standards

June 5, 2024 (TK-2): Sort ELA Essential Standards, Unit Planning for Beginning of Year

June 6, 2024 (3-6): Sort ELA Essential Standards, Unit Planning for Beginning of Year

Click to view: [Fenton Academies TK-2 Essential Standards Proficiency Map](#)

Click to view: [Fenton Academies 3-6 Essential Standards Proficiency Map](#)



Acceleration/RTI Implementation: The Acceleration Specialist has been continuing to provide reading intensive support for a roster of 85 students across grades K-6th, 4 days a week for 30-minute sessions. The teams are currently working on systematic protocols for tracking progress in foundational skills. In addition to servicing students, the Acceleration Program has focused on communicating with the parent community to align with parent conferences. The Acceleration Specialist completed progress monitoring assessments that align with each learning target during March for all students that received intensive supports during the winter term. The assessments were administered over 4 days one-on-one with Mrs. Vallejo. The purpose of the assessment was to assess how effective current supports are for students and to plan for future interventions. As a result, the new data has allowed for restructured groups and adjusted learning targets to make sure that the learning is specific and tailored to current student needs. In addition, Elisa Vallejo provided progress reports for parents during parent conferences which included updated reading assessment data. The progress reports contained information for parents to support their child at home as well as general information for parents on the Acceleration Program at the Academies.

Click to view: [Fenton Academies Acceleration Program Website \(Instruction Cycle\)](#) - Prezi created by Elisa Vallejo

STEM Focus Implementation: Fenton STEM students completed the design and construct of their mechanical faces (2nd-6th) and Articulated Robots (TK-1st), for Open House on April 12th. These challenges are a stepping stone to bridging the gap with our dynamic Robotics team led by Elisa Vallejo. The robotics program has continued to run for our 5th and 6th grade teams following the Rally in the Valley Scrimmage Event with 10 other schools in February. They competed in 4 separate robotics events: The Sumo, The Color Run, The Obstacle Course, and The Soccer Kick. During this challenge, the students were able to use coding “on the fly” as well as get used to the feeling of competition. Since that event, the students have been working hard to improve their coding abilities. They have learned

how to use the color sensor, the distance sensor, and the touch sensor to improve their codes. They are also learning to take advantage of Boolean codes such as loops, repeats, and parameter block coding to create codes on their robots that will allow their robots to complete codes more efficiently. This April, the students will learn how to program the robot to make one-time decisions, repeated decisions, and detect obstacles. This will give them all the knowledge they will need to prepare for the main event: The Rally in the Valley competition that will take place on May 18th at the Academies. Teams are working hard as programmers with their Spike Prime Robots. Thank you to the STEM Focus Lead Teacher, Bianca Bell-Reed for continuing to oversee and guide these initiatives.

ELO-P/Expanded Learning at the Fenton Academies: The FCLA/STEM Expanded learning Session 3 will take place April 8th – May 30th. Confirmation letters were sent home for 325 students who are enrolled in one or more clubs, with about 50% of our student population participating. We are excited to offer some new engaging opportunities, such as Fashion Design (in which upper grade students will get a chance to actually utilize a real sewing machine), Volleyball (which has been long requested by our students), Origami (which is a returning teacher-club favorite) and Amusement Park Engineering (which is a new offering by one of our newer partners). As always, all club offerings have been decided upon based on attendance trends, informal student surveys, and parent feedback surveys. This ensures that we continue to have a highly engaging and well-attended program.

As we approach the end of the school year, we are excited to embark on several ELOP Field Trips, to help celebrate the hard work of students enrolled in year-long clubs. On May 4th, our 6th graders will visit Universal Studios for a STEAM Education Workshop. On June 1st, our Born to Read and Mutt-i-Grees clubs will visit the Burbank Animal Shelter, who we have been closely partnered with throughout the school year. On June 9th, Ballet, Student Council, and Homework Heroes students will visit Disneyland for an Education Workshop. Additional field trips are also being finalized. We are working on scheduling our Spring Showcase, which will once again highlight our performing arts clubs. We just completed our Spring Break Think Together Special, in which we had about 100 students participate, and now plans are already underway to begin planning our Summer School sessions, which will take place June 17 – June 28th and July 15th – August 2nd.

Click to View: [Expanded Learning at the Fenton Academies Website](#)

State Mandated Testing

CAASPP (SBAC): FCLA and STEM Students in 3rd – 6th grades will take the Smarter Balanced Assessment Consortium (SBAC) tests May 7th – May 16th. Each grade level will test for approximately 6 days. Teachers will expose students to training tests in an effort to familiarize them with the technological component of the rigorous online state tests. Students will take these tests on iPads and utilize designated supports as recommended from CAASPP. Staff received training on April 17, 2024 to prepare for administering the SBAC tests and grade levels have already begun their SBAC test preparation. Our annual SBAC Kick Off Rally is planned for Monday, May 6th. School-wide cheering will take place on the first day of school-wide testing. The 12 Days of SBAC Countdown will reinforce instructional strategies, test taking tips, and the importance of effort.

California Science Test (CAST): Students in 5th grade will take the California Science Test (CAST) May 21-22nd. This test includes Next Generation Science Standards covering grades K-5th and is computer adaptive. Fenton STEM Academy looks forward to receiving CAST scores in an effort to review our NGSS instructional practice.

Personnel

Staffing Needs for 2024 – 2025: The Fenton Academies completed all rounds of staff reorganization. Fenton STEM Academy has 0 openings and Fenton Charter Leadership has 1 opening; fourth grade teacher. The FCLA/STEM interview committee held teacher interviews for outstanding vacancies on April 16, 2024. A current Edjoin posting is listed to recruit potential employees. In addition, a small team participated in the California State University, Northridge Education Expo on April 10, 2024.

School Community

Open House Community Event: The Fenton Academies hosted a successful Open House event on Friday, April 12, 2024 from 5:00-6:00p.m. A pre-event began from 4:00-5:00 p.m. Families had access to food trucks, student activities, and community partners. From 5:00-6:00 p.m., families had the opportunity to tour the school, their child's classroom, view year-long projects, and visit next year's classrooms. ELO-P Club projects were on display throughout the Annex MPR. In addition, the FCLA STEM Robotics Team provided a demonstration in preparation for the upcoming Rally in the Valley Competition. We were thrilled to offer the community this invitation to celebrate the hard work of staff and students during the 2023-2024 school year!

6th Grade Culmination: The Fenton Academies will host the sixth grade culmination on Thursday, June 13th at 8:30 a.m. The event will take place in our Annex Multipurpose room and celebrate the hard work of our sixth grade scholars. All students will be recognized with awards, culmination certificates, and student speakers. Thank you to the sixth grade team: Martha May, Nikole De La Rosa, Robin McNutt, and Faith Coleman for their work to prepare a meaningful experience.

Family Center Update: Our World's Finest Chocolate fundraiser ended on March 15th and we are happy to share that we reached our goal. The Fenton Academies raised a total of \$22,288 and after deducting our invoices of \$14,472, our net profit was \$7,816. These profits go to our student body funds to help pay for student uniforms, field trips, and various grade level needs. Mrs. Dwyer's class from FCLA was the top selling class and her 4th graders who sold a total of \$2,128 worth of chocolate received a Happy Meal party. The top selling student is Isaiah Gonzalez from FCLA, also in Mrs. Dwyer's class, who sold a total of \$1,040 worth of chocolates. He received a \$100 gift card for his amazing efforts. Ms. Palma will be sharing information about the 5lb Chocolate Bar raffle and a list of students who will be participating in the game truck at a later date.

There has been a modification to our parent workshops that are presented by [PEBSAF](#) with additional ESL classes added. The ESL workshop was originally due to end on April 23rd but has now been extended to end on May 21st. Flyers have been updated and have been shared on Class Dojo & Instagram. Dates have also been updated on the Master calendar. Parents will be entered into a drawing to win a \$50 Target gift card if they have attended four or more sessions of the two programs that are coming to an end in mid-April. When the winners are revealed, a post will be made on Instagram to share with our followers.

Click to View: [Fenton Academies Family Center Website](#)

Upcoming Events:

- May 6-10 – Teacher Appreciation Week
- May 7 -22– CAASPP/CAST Testing
- May 14 - Literacy in a PLC at Work Coaching Sessions (TK-2)
- June 5-6 - Literacy in a PLC at Work Coaching Sessions (TK-6)
- June 13 – Sixth Grade Graduation
- June 14 – Last Day of School
- June 17 – Summer Programming begins

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

April 25, 2024

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

State Charter Number: 1613

ENROLLMENT

	TK Unfunded	TK Funded	K	1st	2nd	3rd	4th	5th	6th	Total	Monthly ADA	Cumulative ADA
04/25/2024	12	23	34	38	42	48	39	49	40	325	99.30%	98.93%

Instruction

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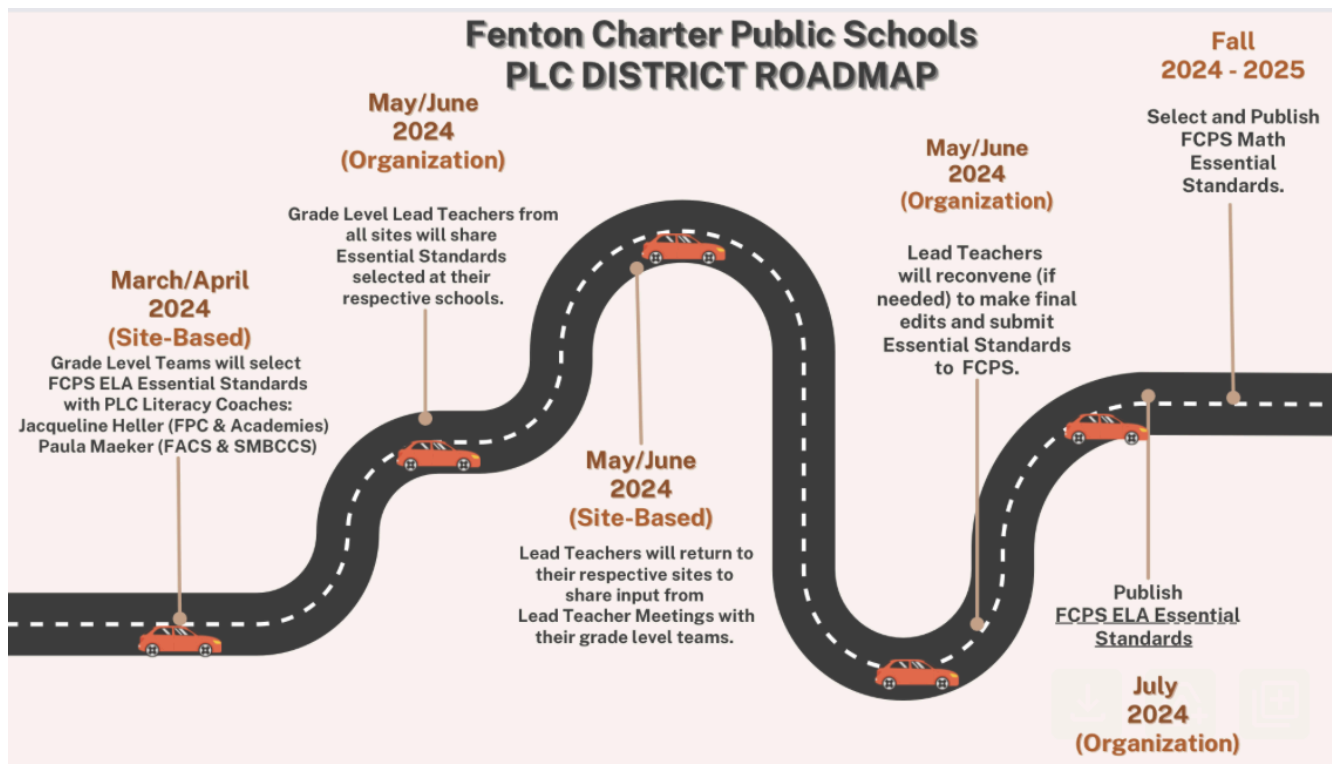
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Click to view: [Fenton Academies TK-2 Essential Standards Proficiency Map](#)

Click to view: [Fenton Academies 3-6 Essential Standards Proficiency Map](#)



Acceleration/RTI Implementation: The Acceleration Specialist has been continuing to provide reading intensive support for a roster of 85 students across grades K-6th, 4 days a week for 30-minute sessions. The teams are currently working on systematic protocols for tracking progress in foundational skills. In addition to servicing students, the Acceleration Program has focused on communicating with the parent community to align with parent conferences. The Acceleration Specialist completed progress monitoring assessments that align with each learning target during March for all students that received intensive supports during the winter term. The assessments were administered over 4 days one-on-one with Mrs. Vallejo. The purpose of the assessment was to assess how effective current supports are for students and to plan for future interventions. As a result, the new data has allowed for restructured groups and adjusted learning targets to make sure that the learning is specific and tailored to current student needs. In addition, Elisa Vallejo provided progress reports for parents during parent conferences which included updated reading assessment data. The progress reports contained information for parents to support their child at home as well as general information for parents on the Acceleration Program at the Academies.

Click to view: [Fenton Academies Acceleration Program Website \(Instruction Cycle\)](#) - Prezi created by Elisa Vallejo

Leadership/SEL Focus Implementation: FCLA Focus Lead Teacher, Lindsey Western continues to design and oversee the implementation of FCLA's Leadership/SEL focus. FCLA classes diligently prepared for April's Open House event. Ms. Western shared ideas and resources with teachers to aid in crafting leadership bulletin board displays and projects within individual classrooms. Most notably, after months of dedicated effort, research, and collaborative work, all FCLA classes received their published class books. These professionally printed and bound books showcased the hard work, dedication, and empathy of our student leaders in promoting animal adoption and care. Each class book was on display during Open House for families, friends, and guests to admire. In addition, each class

contributed a reflection summary and a class photograph to enhance their completed project. A representative from our partnering Burbank Animal Shelter was present to address inquiries and offer valuable information to families. This showcase was a successful representation of FCLA's commitment to implementing a Leadership driven focus.

ELO-P/Expanded Learning at the Fenton Academies: The FCLA/STEM Expanded learning Session 3 will take place April 8th – May 30th. Confirmation letters were sent home for 325 students who are enrolled in one or more clubs, with about 50% of our student population participating. We are excited to offer some new engaging opportunities, such as Fashion Design (in which upper grade students will get a chance to actually utilize a real sewing machine), Volleyball (which has been long requested by our students), Origami (which is a returning teacher-club favorite) and Amusement Park Engineering (which is a new offering by one of our newer partners). As always, all club offerings have been decided upon based on attendance trends, informal student surveys, and parent feedback surveys. This ensures that we continue to have a highly engaging and well-attended program.

As we approach the end of the school year, we are excited to embark on several ELOP Field Trips, to help celebrate the hard work of students enrolled in year-long clubs. On May 4th, our 6th graders will visit Universal Studios for a STEAM Education Workshop. On June 1st, our Born to Read and Mutt-i-Grees clubs will visit the Burbank Animal Shelter, who we have been closely partnered with throughout the school year. On June 9th, Ballet, Student Council, and Homework Heroes students will visit Disneyland for an Education Workshop. Additional field trips are also being finalized. We are working on scheduling our Spring Showcase, which will once again highlight our performing arts clubs. We just completed our Spring Break Think Together Special, in which we had about 100 students participate, and now plans are already underway to begin planning our Summer School sessions, which will take place June 17 – June 28th and July 15th – August 2nd.

Click to View: [Expanded Learning at the Fenton Academies Website](#)

State Mandated Testing

CAASPP (SBAC): FCLA and STEM Students in 3rd – 6th grades will take the Smarter Balanced Assessment Consortium (SBAC) tests May 7th – May 16th. Each grade level will test for approximately 6 days. Teachers will expose students to training tests in an effort to familiarize them with the technological component of the rigorous online state tests. Students will take these tests on iPads and utilize designated supports as recommended from CAASPP. Staff received training on April 17, 2024 to prepare for administering the SBAC tests and grade levels have already begun their SBAC test preparation. Our annual SBAC Kick Off Rally is planned for Monday, May 6th. School-wide cheering will take place on the first day of school-wide testing. The 12 Days of SBAC Countdown will reinforce instructional strategies, test taking tips, and the importance of effort.

California Science Test (CAST): Students in 5th grade will take the California Science Test (CAST) May 21-22nd. This test includes Next Generation Science Standards covering grades K-5th and is computer adaptive. Fenton Charter Leadership Academy looks forward to receiving CAST scores in an effort to review our NGSS instructional practice.

Personnel

Staffing Needs for 2024 – 2025: The Fenton Academies completed all rounds of staff reorganization. Fenton STEM Academy has 0 openings and Fenton Charter Leadership has 1 opening; fourth grade

teacher. The FCLA/STEM interview committee held teacher interviews for outstanding vacancies on April 16, 2024. A current Edjoin posting is listed to recruit potential employees. In addition, a small team participated in the California State University, Northridge Education Expo on April 10, 2024.

School Community

Open House Community Event: The Fenton Academies hosted a successful Open House event on Friday, April 12, 2024 from 5:00-6:00p.m. A pre-event began from 4:00-5:00 p.m. Families had access to food trucks, student activities, and community partners. From 5:00-6:00 p.m., families had the opportunity to tour the school, their child's classroom, view year-long projects, and visit next year's classrooms. ELO-P Club projects were on display throughout the Annex MPR. In addition, the FCLA STEM Robotics Team provided a demonstration in preparation for the upcoming Rally in the Valley Competition. We were thrilled to offer the community this invitation to celebrate the hard work of staff and students during the 2023-2024 school year!

6th Grade Culmination: The Fenton Academies will host the sixth grade culmination on Thursday, June 13th at 8:30 a.m. The event will take place in our Annex Multipurpose room and celebrate the hard work of our sixth grade scholars. All students will be recognized with awards, culmination certificates, and student speakers. Thank you to the sixth grade team: Martha May, Nikole De La Rosa, Robin McNutt, and Faith Coleman for their work to prepare a meaningful experience.

Family Center Update: Our World's Finest Chocolate fundraiser ended on March 15th and we are happy to share that we reached our goal. The Fenton Academies raised a total of \$22,288 and after deducting our invoices of \$14,472, our net profit was \$7,816. These profits go to our student body funds to help pay for student uniforms, field trips, and various grade level needs. Mrs. Dwyer's class from FCLA was the top selling class and her 4th graders who sold a total of \$2,128 worth of chocolate received a Happy Meal party. The top selling student is Isaiah Gonzalez from FCLA, also in Mrs. Dwyer's class, who sold a total of \$1,040 worth of chocolates. He received a \$100 gift card for his amazing efforts. Ms. Palma will be sharing information about the 5lb Chocolate Bar raffle and a list of students who will be participating in the game truck at a later date.

There has been a modification to our parent workshops that are presented by [PEBSAF](#) with additional ESL classes added. The ESL workshop was originally due to end on April 23rd but has now been extended to end on May 21st. Flyers have been updated and have been shared on Class Dojo & Instagram. Dates have also been updated on the Master calendar. Parents will be entered into a drawing to win a \$50 Target gift card if they have attended four or more sessions of the two programs that are coming to an end in mid-April. When the winners are revealed, a post will be made on Instagram to share with our followers.

Click to View: [Fenton Academies Family Center Website](#)

Upcoming Events:

- May 6-10 – Teacher Appreciation Week
- May 7 -22– CAASPP/CAST Testing
- May 14 - Literacy in a PLC at Work Coaching Sessions (TK-2)
- June 5-6 - Literacy in a PLC at Work Coaching Sessions (TK-6)
- June 13 – Sixth Grade Graduation
- June 14 – Last Day of School
- June 17 – Summer Programming begins

II. E.

Director of Special Education's Report

**FENTON CHARTER PUBLIC SCHOOLS (FCPS)
DIRECTOR OF SPECIAL EDUCATION'S REPORT**

April 25, 2024

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 Compliance, Professional Development and Research and Knowledge

COMPLIANCE

Enrollment of students with disabilities

The following displays the enrollment of students with disabilities ((SWD) as of April 4, 2024.

	# of SWD	# of SWD	# of SWD	# of SWD	# of SWD	# of SWD
	September 2023	October 2023	November 2023	January 2024	March 2024	April 2024
FACS	99	103	102	105	109	110
FPC	63	67	72	72	67	65
SMBCCS	129	130	135	135	138	134
STEM	49	49	51	51	51	52
FCLA	39	42	41	43	45	45

The following is the percentage of students identified as having a Low Incidence disability, which includes hearing loss, visual impairment and orthopedic impairment.

School	% Low Incidence	% Low Incidence	% Low Incidence	% Low Incidence	% Low Incidence	% Low Incidence
	September 2023	October 2023	November 2023	January 2024	March 2024	April 2024
FACS	<1% (MD-H)	<1% (MD-H, MD-O)	<1% (MD-H, MD-O)	<1% (MD-H, MD-O)	<1% (MD-H, MD-O)	<1% (MD-H, MD-O)
FPC	-	-	-	-	-	-
SMBCCS	<1% (HOH)	<1% (HOH)	<1% (HOH)	<1% (HOH)	<1% (HOH)	<1% (HOH)
STEM	<1% (VI, MD-O)	<1% (VI, MD-O)	<1% (VI, MD-O)	<1% (MD-O)	<1% (MD-O, EMD)	<1% (MD-O, EMD)
FCLA	-	-	-	<1% (VI)	<1% (VI)	<1% (VI)

The following is the percentage of students identified as having a High Incidence disability.

	% High Incidence	% High Incidence	% High Incidence	% High Incidence	% High Incidence	% High Incidence
School	September 2023	October 2023	November 2023	January 2024	March 2024	April 2024
FACS	14%	14%	14%	14%	15%	15%
FPC	11%	13%	13%	13%	12%	12%
SMBCCS	17%	17%	17%	17%	17%	17%
STEM	15%	15%	15%	15%	15%	15%
FCLA	12%	13%	12%	12%	13%	13%

The charts below reveals the number of students with disabilities by eligibility status.

September 2023

	AUT	ED	HOH	MD	OHI	SLD	SLI	VI	ID
FACS	16	-	-	1	26	39	15	-	2
FPC	20	-	-	-	5	6	27	-	5
SMBCCS	31	-	1	-	15	44	38	-	-
STEM	10			1	15	14	8	1	
FCLA	9	1	-	-	10	9	10	-	-

October 2023

	AUT	ED	HOH	MD	OHI	SLD	SLI	VI	ID
FACS	17	-	-	2	25	39	18	-	2
FPC	22	-	-	-	5	6	29	-	5
SMBCCS	32	-	1	-	15	43	39	-	1
STEM	10	-	-	1	16	13	8	1	-
FCLA	9	1	-	-	10	10	12	-	-

November 2023

	AUT	ED	HOH	MD	OHI	SLD	SLI	VI	ID
FACS	17	-	-	2	25	40	16	-	2
FPC	26	-	-	-	5	7	29	-	5
SMBCCS	33	-	1	-	15	46	39	-	1
STEM	13	-	-	1	15	13	8	1	-

FCLA	9	1	-	-	9	10	12	-	-
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January 2024

	AUT	ED	HOH	MD	OHI	SLD	SLI	VI	ID	EMD
FACS	18	-	-	2	25	43	15	-	2	-
FPC	26	-	-	-	5	7	29	-	5	-
SMBCCS	33	-	1	-	15	46	39	-	1	-
STEM	13	-	-	1	15	13	8	-	-	1
FCLA	9	1	-	-	9	10	12	-	-	-

March 2024

	AUT	ED	HOH	MD	OHI	SLD	SLI	VI	ID	EMD
FACS	18	1	-	1	26	44	16	-	2	-
FPC	25	-	-	-	5	9	23	-	5	-
SMBCCS	32	-	1	-	16	46	41	-	1	-
STEM	13	-	-	1	15	12	8	-	1	1
FCLA	12	1	-	-	10	9	12	1	-	-

April 2024

	AUT	ED	HOH	MDH	MDO	OHI	SLD	SLI	VI	ID	EMD
FACS	21	1	-	1	1	26	43	15	-	2	-
FPC	24	-	-	-	-	5	9	22	-	5	-
SMBCCS	32	-	1	-	-	16	44	40	-	1	-
STEM	14	-	-	-	1	15	12	8	-	1	1
FCLA	12	1	-	-		10	9	12	1	-	-

AUT - Autism

DEA - Deafness

DBL - Deaf Blindness

ED - Emotional Disturbance

HOH - Hard of Hearing

ID - Intellectual Disability

MD - Multiple Disabilities

OI - Orthopedic Impairment

OHI - Other Health Impairment

SLD - Specific Learning Disability

SLI - Speech or Language Impairment

TBI - Traumatic Brain Injury

VI - Visual Impairment

EMD - Established Medical Disability
(ages 3-5 only-non LAUSD eligibility)

Outside Vendors

The following is information on services provided to Fenton schools by outside vendors.

Vendor	Services
The Cruz Center	Occupational Therapy related services; Deaf and Hard of Hearing teacher
Pride Learning	Orton Gillingham based reading specialists
Dynamic Education Services, Inc.	Supplemental Academic Supports/Academic Instruction
Speech Improvement Center	Speech and Language Therapy services
Cross Country	Educational Services (APE, LAS, Case Management)
Total Education Solutions	Educational Services (Case Management)

Behavior Services-Outside Vendors

Vendor	Services
STAR (Stepping Stones Group)	Behavioral Services (BII-Behavior Implementation Intervention, BID-Behavior Intervention Development services)
Nurture & Nature	Behavioral Services (BII-Behavior Implementation Intervention, BID-Behavior Intervention Development services)
New Growth	Behavioral Services; Consultations with RBTs-Registered Behavior Technicians; BCBA-Board Certified Behavior Analyst supervision for RBTs; NCI-Nonviolent Crisis Intervention training for staff; SPED paraprofessional training
Scout	Providing adult assistants to work with students with significant behaviors

The following are the number of staff members for Behavior Intervention Implementation (BII) and Adult Assistants (AA).

School	Fenton	Nurture and Nature	STAR	New Growth	Cross Country	Scout
FACS	21					

FPC	9		1 (BII) 1 (BID)			
SMBCCS	12				1 (BII)	2 (Adult Assistants)
STEM	9	1 (BII) 1 (BID)		1 (BID) supporting 1 student		
FCLA	13		1 (BID) supporting 3 students; 3 (BIIs)			

COMPLIANCE MONITORING

The Fenton Charter schools including Fenton Primary Center, Fenton Charter Leadership Academy, Fenton STEM Academy and Fenton Avenue Charter participated in District Validation Review (DVR) in February. The DVR process ensures schools are in compliance with District, state, and federal mandates by providing effective education programs and services to students with disabilities.

All four schools have submitted their corrections to the Charter Operated Programs DVR team on March 22, 2024 and are awaiting their response.

PROFESSIONAL DEVELOPMENT

My PROFESSIONAL LEARNING NETWORK

My Professional Learning Network (MyPLN) is developed to offer district and charter school employees access to a myriad of training opportunities on various topics. The sessions include in-person, virtual and blended learning professional development. All special education staff are encouraged to browse the site regularly for upcoming professional development opportunities. Welligent login credentials are required to access the platform.

CALIFORNIA DYSLEXIA INITIATIVE CONFERENCE

This is a free virtual conference on June 11-12, 2024 featuring some of the most knowledgeable experts presenting on the topic of dyslexia. This opportunity is open to all staff members. You will get the opportunity to learn from the experts and implement the resources in your classrooms and with your students.

This month we are featuring Ms. Moreno's Special Day Class at FACS



Ms. Moreno teaches one of the special day classes at Fenton Avenue Charter School. This is Ms. Moreno's first year at Fenton and she has acclimated beautifully and has created a space for her students to foster safety, growth and independence.

Class Size: 8 students ranging from third through fifth grades

Adult to student ratio: 4 one-on-one assistants to 8 students. *This does not include the teacher.*

Abilities of the students: The students in the class have various disabilities ranging from mild to severe.

What is your favorite part of teaching this class?

My favorite part of teaching this class is being able to show the students their capabilities instead of their inabilities. Often parents aren't aware of how capable their children are. It's fulfilling to see their reactions to their child's progress and growth.

What is the classroom atmosphere like?

Typically structured. We stay on schedule as much as possible, however it can get hectic with the various services that the students have and the needs of the students.

What challenges do you face in your role?

Ms. Moreno is challenged with the varying needs of the students, especially the students with severe needs. Additionally, the adult assistants don't always have the knowledge or background for working with this population of students and require great support.

How do you tailor the curriculum to meet the needs of students with varying disabilities and skills?

Ms. Moreno administers informal assessments to determine the students' levels. She focuses mostly on phonics as most of her students are learning how to read. Her lesson topics are age-appropriate in order for students to maintain interest. Ms. Moreno embeds current events into the lessons. iReady is utilized for ELA and math. She also utilizes Magnetic Reading for ELA.

What materials do you utilize to supplement the curriculum?

For the students on the alternate curriculum, N2Y is used to supplement the curriculum. Occasionally, she creates her own worksheets and incorporates educational games.

How do you assess their progress?

Ms. Moreno uses the IEP goals to assess progress. Informal assessments are administered.

How much emphasis do you place on developing independence in students with disabilities?

Attempts are made with every opportunity to foster independence. Every student is different and their needs are different. Social emotional lessons are incorporated during the day to foster growth mindset, perseverance and conundrums.

What is your goal for the students while they are with you?

I want my students to become readers and to navigate their surroundings outside of school. To become successful community members.

II. F.

Director of Community School's Report

**FENTON CHARTER PUBLIC SCHOOLS (FCPS)
DIRECTOR OF COMMUNITY SCHOOLS' REPORT**

April 25, 2024

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.

Pillar 1 - Integrated Student Supports

Providence Health Vaccine Clinic for Enrolling Students: In early April, Fenton Family Center Directors met with Providence Health to discuss on-site vaccine clinics for students in need of mandatory vaccines to start school. This resource is valuable in our communities because many parents hesitate to enroll their children in school due to lack of vaccines. Providence Health will provide free vaccines for any child who qualifies by meeting the following requirements for vaccines for children:

- Must be between 4 years and 18 years old
- Medicaid (Medi-Cal/CHDP) eligible
- Uninsured – child has no health insurance
- American Indian or Alaska Native
- Under-insured – has private insurance, but the coverage does not include vaccines or only covers selected vaccines.

Laundromat Library League: During the past month, the community schools' initiative group has started looking into how literacy can be infused into our local communities. They came across the Laundromat Library League (<https://www.laundromatlibraryleague.org/home>) which provides a great opportunity for all our schools to make a connection in the community by having each school host a library at a nearby laundromat. The goal is to display our school information while also providing books for children who join their families while doing laundry at the laundromat. The Laundromat Library League will help by donating books but will also help by refilling as needed. The goal is to have the first libraries in place by the week of May 13th.

Parent Informational Meetings: On March 21, 2024, all Fenton families had an opportunity to learn about “Positive Behavior Management Strategies” through a session that was offered via Zoom. This was the sixth session offered this year. This session had the best attendance so far with over forty participants from all of the Fenton Schools. The next session is scheduled for Thursday, April 25th at 6:00 p.m. via Zoom and the topic will be “Autism Information for Parents.”



Literacy Coaches and Reading Specialists (LCRS) Program: Santa Monica Blvd. Charter School was granted \$683,738 to develop an LCRS program to improve their current literacy programs, employ and train literacy coaches and reading and literacy specialists, and develop and implement interventions for pupils in need of targeted literacy support. The grant can also fund the following for families:

Establishing an evidence-based family literacy initiative, which may include but is not limited to, the following:

- Family literacy plans that identify literacy and biliteracy goals, benchmarks, and roles for all family members.
- Family literacy home visiting programs, including, but not limited to, “promotora” family literacy outreach specialists. LEAs may establish literacy and biliteracy home visits to engage families in how to best support their pupils and every family member in reaching their literacy goals.
- Extended-day, summer, or weekend family institutes related to literacy and biliteracy. LEAs are encouraged to work with in-house expanded learning programs to establish literacy and biliteracy support programs and literacy enrichment programs during after school, weekend, and summer hours.
- Public library family literacy partnerships, including, but not limited to, digital tools to support whole family literacy.

Pillar 2 – Extended Learning Time & Opportunities

ELO-P Program: The Fenton ELO-P coordinators met on March 21st. One of the agenda topics discussed was preparing for summer programs. Four of our five schools will receive ESSER III Summer programming money in addition to the allocated ELO-P summer program money. Below are the amounts each school will receive for summer program:

Santa Monica: \$75,000 (via Think Together)
 Fenton Primary Center: \$75,000 (Direct from CDE)
 Fenton Stem Academy: \$60,000 (Direct from CDE)
 Fenton Ave: \$60,000 (via Think Together)

The ELO-P team will continue to meet to discuss and collaborate on the following topics: Finalize Summer programs, best practices, ELO-P enrollment, preparations for a possible audit of the ELO-P funds, calendar, budget, new programs, and monitoring expenses.

The following links are used by all ELO-P coordinators:

ELO-P Calendar: The ELO-P calendar of activities is updated monthly and discussed with the ELO-P coordinators. Please find the calendar [HERE](#).

ELO-P Budget and Expenditures: ELO-P expenses are documented using spreadsheets. Please find the budget for the ELO-P programs [HERE](#). The expenditures spreadsheet can be found [HERE](#).

ELO-P Attendance Tracker: This year's goal is to meet a minimum of 50% of the student enrollment participating in ELO-P programming. Please find the attendance tracker used to document attendance progress [HERE](#).

FCPS ELO-P Master Memo: The FCPS ELO-P Master Memo, which is reviewed frequently by ELO-P coordinators and updated by Dr. Riddick and Mr. Gonzalez can be found [HERE](#).

Pillar 3 - Family & Community Engagement

Parent Workshops: The family center directors have completed most of the parent workshops as listed on the following [spreadsheet](#). All campuses added additional pop-up in-person sessions such as finance and cooking that will continue until May. Below are some images from the past few weeks:



Fundraisers: Family center directors completed their World's Finest Chocolates fundraisers. The following are the amounts each school raised:

Fenton Primary Center sold \$21,400 with a net profit is \$8,260.00.

Fenton Avenue Charter School sold \$15,675 with a net profit is \$6,801.00.

Fenton Academies sold \$22,288 with a net profit of \$7,816.

Pillar 4 - Collaborative Leadership & Practices

LACOE Community School Visit: As mentioned before, LACOE requires that all first year CCSPP planning grant recipients attend monthly mandatory grantee meetings. During the March meeting, participants received an invitation to visit Carlos Santana Arts Academy as a model school for implementing the California Community Schools Partnership Program. Laura Vasquez, representing the Fenton family Center directors, and I attended as the Fenton Community Schools Director. We had the

opportunity to see what a model program looks like. Fenton schools currently provide similar services and will continue to strive to provide model programs at each school.



Community Engagement Initiative: Dr. Riddick was asked to apply to be part of the Community Engagement Initiative (<https://californiaengage.org/about/>) for the Fenton Schools. Fenton Charter Public Schools submitted an application and within a week we received an acceptance letter to cohort V with an introductory meeting held on April 15th. The acceptance comes with a grant not to exceed \$70,000 and the funds are unrestricted. The following commitments must be met:

- Attend and participate in all virtual and in-person Peer Leading and Learning Network (PLLN) meetings per year
- Requires team travel to all in-person sessions
- Read the CEI material provided to you before the meetings to engage in team dialogue and activities
- Engage with your Peer Leading and Learning Exchange (PLLX) partners to build relationships and share experiences in achieving authentic community engagement and shared decision-making processes
- Participate in all PLLN activities
- Complete the required asynchronous work
- Meet as a team at least once between all PLLN sessions
- Contribute input to the development and activities associated with LEA's Improvement Science efforts (ie Problem of Practice development)
- Engage and collaborate with PLLN participants from other LEA teams
- Identify and enact a team lead (and backup lead) for the LEA

Fenton Charter Public Schools Climate Surveys: All Fenton schools will be conducting the annual climate surveys (parents, staff, and student 3rd -5th) from May 6 through May 24. The directors of each school will review the final surveys before they are sent out to their respective schools. This year the surveys will align with the LCAP, community schools focus areas, and the California Healthy Kids Survey.

Upcoming Events:

- 4/29 Student Progress Reports Begin
- 5/4 FPC Spring Carnival
- 5/6 Teacher Appreciation Week
- 5/12 Mother's Day
- 5/15 Community School Visit Equitas Academy Charter
- 5/23 FCPS Board Meeting

II. G.

Chief Operating Officer's Report

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

April 25, 2024

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](#), [Technology](#), [Personnel](#)

State

Inflation Outpaces Predictions Again

From School Services of California

Posted April 12, 2024

The U.S. Bureau of Labor Statistics reported Wednesday, April 10, 2024, that the Consumer Price Index (CPI)—the U.S. measure of inflation—increased more than anticipated to 3.5% in March. The rise in the shelter and gasoline indexes are accountable for more than half of the increase. Inflation was also higher than expected in January and February.

March core inflation, which excludes the costs for food and energy, came in at 3.8% year over year, matching February's year over year rate. In addition to shelter, which saw a 5.7% increase and is the largest contributor to core inflation, index increases of note included motor vehicle insurance which rose by 22.2% and medical care, which is up 2.2%.

The Federal Reserve (Fed) continues to maintain its goal of 2% inflation to reduce the federal funds rate. Last week Fed Chair, Jerome Powell remarked that “the job of sustainably restoring 2% inflation is not yet done” and reiterated that greater confidence in inflation reaching 2% is needed for rate cuts to occur. As such, the March CPI figures have some economists predicting that interest rates will come down by the end of 2024, but the reduction will be more narrow than previously anticipated.

In response to the CPI report on Wednesday, all three major stock market indexes were down at the day's close. The Dow Jones Industrial Average was down 422 points, or 1.1%; S&P 500 was down about 0.9%; and the Nasdaq fell by 0.8%.

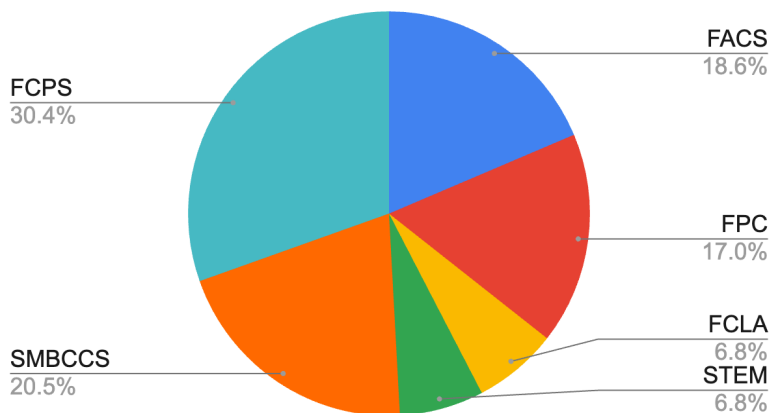
Technology

FCPS Technology Budget for 2023-2024

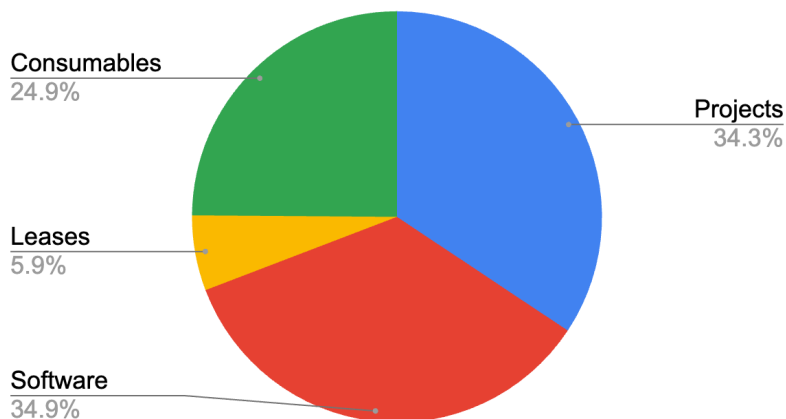
The proposed technology budget of \$999,351.77 (pending board approval) is the smallest technology budget since the 2020-2021 school year (see chart titled *Technology Budgets 2020-2025*). Whereas previous budgets benefited from one-time funds, the 2024-2025 does not leverage any ESSER funds. Fortunately, IT Manager Richard Pearson successfully upgraded major systems across the schools in

the years leading up to the 2024-2025 school year. The costs associated with these hardware systems, which included outfitting each classroom with new smart panels and voice amplification systems, boosted the 2023-2024 technology budget to a total of \$4,516,732. This year's budget focuses on upgrading software and cloud-based systems, which explains the cost of software surpassing the cost of projects (see chart titled *Technology Budget by Category 2024-2025*). As more systems move to a SaaS (software as a service) business model, the cost of software is expected to consume an increasing percentage of the technology budget in the future years. For example, the new phone system slated for roll out this summer, will no longer possess an on-premise hardware component. Instead the system will be cloud-based. The bulk of these systems are centrally managed systems, which explains why FCPS will be allotted the largest percentage of the 2024-2025 technology budget (see chart titled *Technology Budget by Schools 2024-2025*). However it is important to note that the campuses will be the primary beneficiaries of the system upgrades.

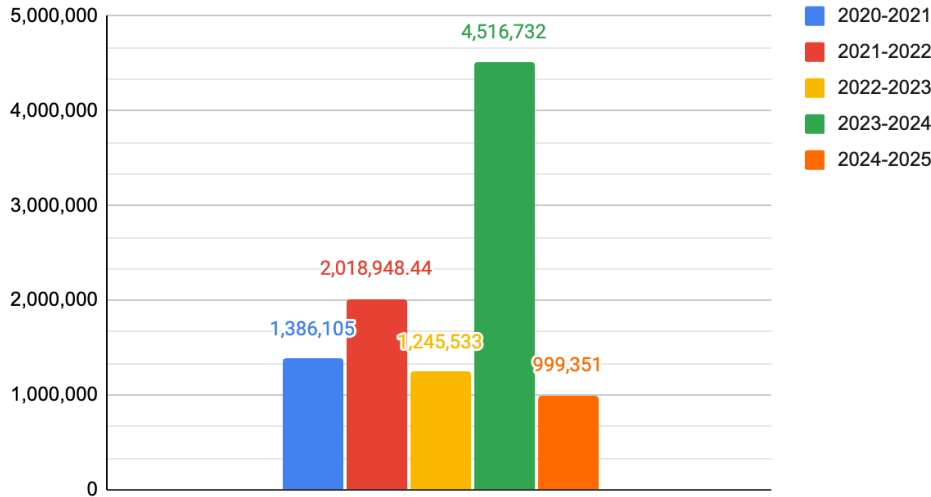
Technology Budget by Schools 2024-2025



Technology Budget by Category 2024-2025



Technology Budgets 2020-2025



Personnel

Payroll Transition - End of Earned Salary Advancement

The Los Angeles County Office of Education (LACOE) is migrating its payroll platform from the Human Resource System (HRS) to the Human Capital Management (HCM) system. This migration will bring changes, such as the end of Earned Salary Advancement (ESA). Despite these changes, Fenton Charter Public Schools will continue to use LACOE platforms for payroll due to their seamless integration of various deductions that apply to Fenton employees. Educational agencies have the option to issue an advanced payment as an advance against the future earnings yet to be recorded for the employee’s paychecks. The ESA amount is created by the HRS which calculates a simulated monthly payroll using the employee’s monthly base salary and reducing that amount by the deduction, which are pre-tax and called “reductions” in the HRS. The resulting “GROSS PAY” is divided by 2 and the cents dropped to arrive at the ESA amount. This is the amount paid to the employee as an advance.

Fenton will no longer apply ESA to payroll after January 1, 2025. Instead, employees will be paid for actual days/hours worked. After January 25, all Fenton employees will be paid on the 10th and 25th of each month. Whereas wages are currently issued on the 5th and 20th of every month, pay periods will follow the sequence starting on January 1, 2025:

*1/1/2025 - 1/15/2025 pay period, paid on 1/25/2025
1/16/2025- 1/31/2025 pay period, paid on 2/10/2025*

January will be a month of adjustment to retire ESA, so payment will be issued on the 5th and the 25th of January only. All months that follow will adhere to the new payment schedule of the 10th and 25th. Additionally, deductions (e.g., taxes, health benefits, retirement contributions/tax sheltered annuities, garnishments, and other miscellaneous deductions) will be taken semi-monthly. Typically, employees receive a larger check on the 5th when compared to the smaller check of the 25th. After January 1, employees can expect to receive two equal paychecks. Employees are encouraged to budget accordingly and consider the financial implications of the upcoming changes on their personal finances, such as personal auto-pay options scheduled for the 5th or 20th of every month. All pre-tax

contributions, such as those for tax-sheltered annuities like 403(b) plans, will automatically switch to the new pay period schedule starting in January. Employees do not need to take any action.

Finance

Quarterly Investment Update

Cathay Wealth Management continues to manage \$6,000,000 of Fenton funds. The total consists of two deposits: a \$1,500,000 deposit made in 2018, and a \$4,500,000 deposit made in 2022. Additionally, the latter deposit is broken into the two types of investment instruments: \$2,000,000 in 1-year short-term bonds that yield 1-2.5% at maturity, and \$2,500,000 in an actively managed account that yields 7-10% annually. The table below shows the growth of the investments.

Managed Liquid (opened 1/30/18)				Initial Investment	Short Term Funds (opened 3/5/22)			Initial Investment
				\$1,500,000				\$4,500,000
	Inception to Date Return	Current Market Value	Growth to Date		Inception to Date Return	Current Market Value	Growth to Date	
Oct 22	\$204,008	\$1,704,008	13.60%		\$6,500	\$4,506,550	0.14%	
Jan 23	\$360,593	\$1,860,593	24.04%		\$75,542	\$4,575,542	1.68%	
Feb 23	\$353,097	\$1,853,097	23.54%		\$82,527	\$4,582,527	1.83%	
June 23	\$484,409	\$1,984,409	32.29%		\$156,330	\$4,656,330	3.47%	
Oct 23	\$455,062	\$1,955,062	30.34%		\$174,975	\$4,674,975	3.89%	
Jan 23	\$679,317	\$2,179,317	45.29%		\$179,975	\$4,679,975	4.00%	
Mar 24	\$719,473	\$2,219,474	47.96%		\$262,350	\$4,762,350	5.83%	
Managed Liquid Growth YOY%			19.77		Short Term YOY %		3.92	

The year-over-year performance of the Standard & Poor's 500 Index is included as a point of reference. The S&P 500 grew by **22.56%** YOY.

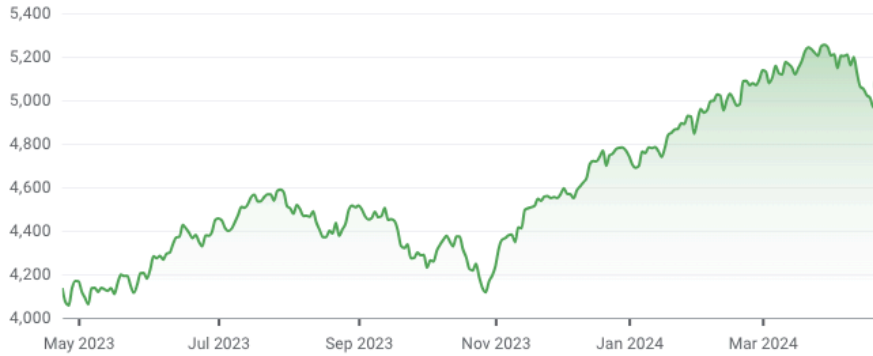
S&P 500

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1D 5D 1M 6M YTD 1Y 5Y MAX

[Key events](#)



The FCPS OPEB Trust was formally established at the East West Bank and an investment portfolio created on March 28, 2016. Funds are transferred twice a year, in December (mid-fiscal year) and June (at the end of the fiscal year), and the amount of the deposit is annually determined by the actuarial report completed as required by FASB ASC 715. The trust was established “...solely for the benefit of one or more specified public employee retirement healthcare benefits plans sponsored and provided to qualified public school employees and beneficiaries by Fenton Charter Public Schools. As an irrevocable trust, there are specific guidelines and regulations pertaining to the *exclusive* use of any funds. The OPEB total trust contribution currently has a market value of **\$11,182,600** and has grown **14.70%** year-over year.

OPEB Trust		
	Initial Purchase	Current Market Value
Oct 22	\$8,373,085	\$9,221,547
Jan 23	\$8,373,085	\$9,400,490
Mar 23	\$8,691,719	\$9,749,390
June 23	\$8,691,719	\$10,005,751
Oct 23	\$9,010,353	\$10,285,829
Jan 23	\$9,319,064	\$10,983,169
Mar 24	\$9,319,064	\$11,182,600
OPEB Trust YOY Growth %		14.70
OPEB Trust Quarterly Growth %		1.82

II. H.

Chief Executive Officer's Report

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

April 25, 2024

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](#); [Proposition 28 - Arts and Music in Schools](#); [Grade Level Configuration Between FACS and FPC](#); [Revision to Independent Study ADA Incentive](#); [Acceleration Specialist](#); [Instructional Coach](#); [Expanded Learning Coordinator](#)

Enrollment ([Back to Top](#))

The following is an overview of our enrollment from FY2019 to FY2024. The following numbers are based on financial presentations in June for each year. The chart compares enrollment prior to the COVID-19 pandemic to the current school year.

	FY2019 PrePande mic	FY2022 1st Year In-Person	FY2023 2nd Year In-Person	FY2024 (Budget)	September 2023	March 2024	April 2024
FACS	722	552	638*	674*	687*	709*	709*
FPC	710	610	537*	552*	530*	503*	510*
SMBCCS	890	779	776*	768*	746*	757*	761*
STEM	320	347	313*	334*	335*	330*	329*
FCLA	330	329	314*	326*	321*	315*	313*

*Does not include Unfunded TK.

	FACS		FPC		SMBCCS		STEM		FCLA		FCPS	
	22-23	23-24	22-23	23-24	22-23	23-24	22-23	23-24	22-23	23-24	22-23	23-24
UTK*	6	9	35	21	13	10	0	0	9	12	63	52
TK	12	31	61	58	43	44	21	18	11	23	148	174
K	38	47	140	139	98	89	23	32	37	34	336	341
1st	24	49	161	138	88	107	40	34	41	38	354	366
2nd	25	25	175	175	122	80	47	41	40	42	409	363
3rd	168	184			122	128	44	49	39	48	373	409
4th	186	188			110	124	71	45	48	39	415	396
5th	185	185			114	113	43	71	51	49	393	418

6th					79	76	24	39	47	40	150	155
TOTAL	644	718	572	531	789	771	313	329	323	325	2641	2674
+/-		74		-41		-18		16		2		33

The above chart compares 22-23 and 23-24 total enrollment (including Unfunded TK). Overall, enrollment for 2023-2024 is above the previous year. FPC and SMBCCS are facing declines from the previous year.

Resources: ([FCPS Enrollment & Staffing Trends](#))
([Enrollment Numbers and Percentage Increase/Decrease](#))

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

The following is an overview of our ADA rates from FY2019 to FY2024. The following numbers are based on Financials presentations in June for each year. The chart compares enrollment prior to the COVID-19 pandemic to the current school year.

	FY2019 <i>PrePandemic</i>	FY2022 <i>1st Year In-Person</i>	FY2023 <i>2nd Year In-Person</i>	<i>FY2024</i> <i>Month #1 ADA Rate</i>	<i>FY2024</i> <i>Month #5 ADA Rate</i>	<i>FY2024</i> <i>Month #7 ADA Rate</i>
FACS	97.1%	95.5%	97.75%	99.5%	98.45%	98.97%
FPC	96.2%	94.8%	99.39%	99.86%	99.76%	99.50%
SMBCCS	97.6%	94.3%	98.82%	99.59%	99.28%	99.15%
STEM	95.9%	92.7%	98.75%	98.98%	99.35%	99.29%
FCLA	96%	93.8%	98.14%	99.5%	99.36%	99.30%

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

The following is an update on the operating income for the Fenton schools based on the Unaudited Actuals for each year and current year forecasts.

	FY2019 <i>PrePandemic Unaudited Actuals</i>	FY2021 <i>August Remote April Hybrid Unaudited Actuals</i>	FY2022 <i>1st Year In-Person Unaudited Actuals</i>	FY2023 <i>2nd Year In-Person Forecast</i>	FY2024 <i>(Budget) March Forecast</i>	FY2024 <i>(Budget) April Forecast</i>
FACS	\$193,187	\$1,469,595	\$658,150	\$408,442	\$456,180	\$600,050
FPC	\$285,115	\$2,140,257	\$323,753	\$100,000	\$54,835	\$43,031
SMBCCS	\$1,024,492	\$2,123,799	\$1,621,028	\$886,211	\$286,866	\$386,072
STEM	\$238,871	\$816,254	\$219	\$73,714	\$2,171	\$12,499
FCLA	\$69,524	\$644,664	\$650	\$74,529	\$935	\$7,834

Please see the [Financial Business Manager’s Report](#) for additional information. An item we will need to follow is the unexpected rise in costs associated with contractors and substitute expenses associated with one-time professional development opportunities.

Proposition 28 - Arts and Music in Schools ([Back to Top](#))

On November 8, 2022, California voters approved Proposition 28: The Arts and Music in Schools (AMS) Funding Guarantee and Accountability Act. The measure required the state to establish a new, ongoing program supporting arts instruction in schools beginning in 2023–24. The Proposition 28: Arts and Music in Schools funding program provides funding to K-12 public schools, including charter schools, to supplement arts education programs.

The legislation allocates 1 percent of the kindergarten through grade twelve (K–12) portion of the Proposition 98 funding guarantee provided in the prior fiscal year, excluding funding appropriated for the AMS education program. Local educational agencies (LEAs) with 500 or more students are required to ensure that at least 80 percent of AMS funds to be expended are used to employ certificated or classified employees to provide arts education program instruction. The remaining funds must be used for training, supplies and materials, and arts educational partnership programs, with no more than 1 percent of funds received to be used for an LEA’s administrative expenses.

"Arts education program" includes (but is not limited to) instruction and training, supplies, materials, and arts educational partnership programs for instruction in dance, media arts, music, theatre, and visual arts including folk art, painting, sculpture, photography, craft arts, creative expression including graphic arts and design, computer coding, animation, music composition, ensembles, script writing, costume design, film, and video.

Each school can determine which program or programs it will offer. School administrators—in collaboration with teachers, families, and students—should together make the choice that best serves students in their local school community. LEAs that use AMS funds for arts program instruction as part of the regular school day should keep in mind that statute requires that students be under the immediate supervision and control of a certificated employee of the LEA in order to generate attendance for apportionment and receive instructional time credit.

As a condition of receipt of funds, a LEA shall annually

1. Certify that all AMS funds will be used to provide arts education programs and that AMS funds expended in the prior fiscal year were, in fact, used for those purposes;
2. For LEAs with an enrollment of 500 or more pupils, the certification shall also ensure that at least 80 percent of AMS funds to be expended will be used to employ certificated or classified employees to provide arts education program instruction and that the remaining funds will be used for training, supplies and materials, and arts educational partnership programs—unless a waiver has been granted (see FAQs 23 and 24 for information on waivers);
3. Certify that AMS funds received will be used to supplement funding for arts education programs and that AMS funds expended in the prior fiscal year were, in fact, used to supplement arts education programs;
4. Certify that no more than 1 percent of AMS funds received will be used for a LEA’s administrative expenses to implement this chapter and that AMS funds received in the prior fiscal year were, in fact, used within that limit; and
5. Submit an annual board- or body-approved report in a manner determined by the Superintendent, that shall be posted on the LEA’s and the CDE’s internet websites and that

details the type of arts education programs funded by the program, the number of full-time equivalent teachers, classified personnel, and teaching aides, the number of pupils served, and the number of school sites providing arts education programs with those funds.

LEAs have three fiscal years to spend their annual allocations before unused funds must be reverted to the state. EC Section 8820 indicates that allocated funds are available for use for up to three fiscal years. At the end of the third year, the amount of unexpended funds shall be reported to the CDE by October 1st. Unexpended funds will be collected by the CDE and allocated to all LEAs in the following fiscal year. The Fenton Charter Public Schools did not use any Proposition 28 funds for the 2023-2024 school year. These funds will need to be distributed among the following two years. The following are available for funds for either certificate or classified staff members to provide an art instructor.

	2023-2024	2024-2025 <i>(estimate)</i>	2025-2026 <i>(estimate)</i>
FPC	\$94,468	\$94,468	\$94,468
FACS	\$113,424	\$113,424	\$113,424
SMBCCS	\$145,084	\$145,084	\$145,084
FCLA	\$53,861	\$53,861	\$53,861
STEM	\$51,561	\$51,561	\$51,561

LEAs do not need to apply for AMS funds. Funding will be automatically allocated by the CDE to each K–12 LEA using the methodology outlined in subdivision (c) of Education Code Section 8820, which is based on the share of statewide total enrollment and the share of enrollment of economically disadvantaged pupils, as defined in Education Code Section 8821, at each eligible school site of the K–12 LEA. Funding will be calculated at the school site level and allocated to the LEA, which is required to allocate funds to eligible school sites in the amounts calculated by the CDE.

Each of the Fenton schools is working on a plan for their "Arts Education program" to be shared with the Board of Directors for the 2024-2025 school year. Each school will require those interested in the position to have a background in arts education and experience teaching art. The following is an overview of the various plans currently in place.

	Type of Arts Program	Possible Fenton Teacher	New Hire Outside of Fenton
FPC	Visual Arts	Yes	-
FACS	Visual Arts	-	Yes
SMBCCS	Visual Arts	Yes	-
FCLA	Music	-	Yes
STEM	Music	-	Yes

Grade Level Configuration Between FACS and FPC ([Back to Top](#))

On September 28, 2021, the LAUSD Board of Education approved the Material Revision for Fenton Avenue Charter School to serve students in grades TK-5 next school year. Unfortunately, we did not receive the support from LAUSD for the Material Revision for Fenton Primary Center to serve students beyond TK-2. We will explore the feasibility of a grade level change for the Fenton Primary Center when we submit our charter renewal petition for FPC. The main objection from LAUSD Board members opposed to the material revision was the potential impact to district schools. We argued this is simply a reconfiguration of existing students between FACS and FPC.

The good news is that we were able to get Fenton Avenue approved for TK-5 to align with expectations of AB 1505. Many of the questions brought up by the board members give you insight into how important it is for us to remain vigilant, united and supportive of one another to ensure enrollment stability across the organization. Overall, enrollment for the Fenton Charter Public Schools has increased this year amidst a climate of declining enrollment across the state of California.

The following is the enrollment “Roll-Out Plan” for Fenton Avenue Charter School (FACS). The plan for FACS calls for no more than two classes in the primary grades (TK-2).

- **Enrollment Roll-Out Plan.** On page 57 of the Charter, the Chart representing the enrollment roll-out plan of the Charter School, which includes a column for academic school year 2021-2022, shall be replaced with the column for Year 5 2021-2022 in the Chart below for the remainder of the Charter term.:

FACS						
Charter Term	Year 4	Year 5	Year 1	Year 2	Year 3	Year 4
Grade	2020-2021 (Actual)	2021-2022 (Current)	2022-2023	2023-2024	2024-2025	2025-2026
TK	-	-	20	20	40	40
K	-	-	48	48	48	48
1	-	-	48	48	48	48
2	-	-	-	48	48	48
3	209	180	220	220	224	224
4	184	200	190	220	224	224
5	216	180	200	200	200	200
TK-2	0	0	116	164	184	184
3-5	609	560	610	640	648	648
Total	609	560	726	804	832	832
# of Teachers	25	23	30	34	35	35

FACS is receiving requests from parents to expand the number of classes it serves to offer a third Kindergarten class. The creation of this third Kindergarten class may have an impact on the enrollment at FPC due to the close proximity of the school. However, if families are turned away from FACS, there is no guarantee that they will enroll at the Fenton Primary Center.

Board members are asked to consider if FACS should open another Kindergarten class. Per our legal counsel, the FACS Material Revision (MR) does not preclude the school from taking additional classes as the chart in the MR is a roll-out plan and does not define grade level caps. The biggest problem could be the overall cap in enrollment at FACS as all existing students are guaranteed admission in the following school year. In this way, it may be a challenge for the school to expand primary classes without going over its total enrollment capacity of 832 students. The current enrollment of the school is 718 students.

Revision to Independent Study ADA Incentive ([Back to Top](#))

On May 25, 2023, the Board of Directors approved the acknowledgement of teachers who meet or exceed ADA rate of 98.5% by adding illness hours to their bank of hours on a monthly basis.

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

The acknowledgement approved by the board was also due to the flexibility the State of California allowed through AB 130, which enables a child to participate in an Independent Study on the day the absence occurs. Like nearly all states in the nation, after the pandemic, public schools have experienced an unprecedented level of "chronic absenteeism" which the California legislature sought to mitigate. Allowing families, and schools, to decrease the number of absences recorded for each student each year, thereby reducing the number of students labeled as "chronically absent" (absent 10% or more during the school year), reduces the chronic absenteeism percentage for the state. Fenton's chronic absenteeism is remarkably low due to the hard work of our teachers. Please see this [memo](#) for additional information related to the [Acknowledgement of Teachers who Meet or Exceed the ADA rate of 98.5%](#).

On March 7, 2024, the Board of Directors approved this policy to add one more day to the current 11 Illness Days for a total of 12 Illness Days in a year for classroom teachers to ensure Fenton remains competitive in terms of offerings to staff for retention and recruitment.

As we reviewed the ADA Incentive, we want to make sure our policy is aligned with our Independent Study policy. Not all students should receive an Independent Study. There are advantages and disadvantages to allowing students to participate in an Independent Study.

Advantages	
1. Continuity of Learning	Allows the student to continue learning and stay on track with the curriculum.
2. Individualized Learning	Provides an opportunity for personalized learning tailored to the student's needs and interests.
3. Development of Skills	Encourages self-directed learning and fosters independence, organization, and time management skills.
4. Flexibility	Offers flexibility in scheduling and completion of assignments, accommodating diverse family circumstances.

5. Engagement	Keeps the student engaged in learning and connected to the school community during the absence.
Disadvantage	
1. Resource Accessibility	Requires access to technology, educational materials, and support resources, which may not be available to all families.
2. Monitoring and Support	Relies on effective communication and support from teachers and school staff to ensure successful completion.
3. Social Interaction	Limits opportunities for peer interaction and collaboration, potentially affecting social and emotional development.
4. Motivation	Requires self-motivation and discipline on the part of the student to stay focused and complete assignments independently.
5. Potential for Gaps	May result in gaps in learning or missed instruction if the independent study does not align closely with classroom curriculum.

On March 29, 2024, the CEO sent out an email announcing a temporary halt on Fenton’s ADA Incentive. Effective March 29, 2024, this program is being temporarily halted while Fenton evaluates the impact of this policy as our goal for the current school year was to increase in-seat attendance. All teachers will continue to be eligible for paid sick leave per the normal school policy.

To ensure we are in alignment with our Independent Study, the FCPS Board Finance Committee has lowered the ADA Rate to 98% for 2024-2025 schools budgets. We want all staff to be aware that the following are common abuses associated with independent studies. It is essential that all participants of an Independent Study uphold the academic integrity and ethical standards in education. Violations of our policy could lead to severe disciplinary actions.

Common abuses in the field of education associated with independent study documents:

- Banking Student Work - The practice of accumulating completed assignments or projects for submission at a later date;
- Plagiarism of Signatures;
- Allowing submission of work outside the deadlines.

Acceptable policies include the following:

- Ensure the student reads or does some form of work every night;
- Provide clear expectations and flexibility;
- Provide a weekly study packet;
- Provide access to technology;
- Offer support and guidance to students - assisting students at schools with the completion of work assigned at home;
- Facilitate collaboration with peers;
- Offer additional resources;
- Celebrate completion;

As we consider revisions to the ADA Incentive, the following should be considered:

- Incentive should be aligned with change in ADA rate of 98%;
- Incentive should be made available to all staff members for greater involvement;
- Family Center Directors and Community program should assist with in-seat attendance;
- Explore ways ways to utilize non classroom support staff to assist with independent study completion;
- Incentivize in-seat attendance as well as overall attendance;
- Ensure Illness hours are in alignment with STRS and PERS allotment;
- Analyze attendance data to identify students with chronic absenteeism;
- Use attendance software or spreadsheets to track trends and patterns;
- Develop individualized attendance improvement plans for at-risk students;
- Collaborate with teachers, counselors, and administrators to identify appropriate interventions;
- Conduct home visits or phone calls to engage parents/guardians of chronically absent students;
- Provide resources and support to address barriers to attendance, such as transportation or health issues;
- Implement peer mentorship programs where students support and encourage each other to attend school regularly;
- Pair at-risk students with responsible and reliable peer mentors who can provide support and encouragement;
- Create incentives for students with improved attendance, such as certificates, recognition, or small rewards;
- Implement attendance challenges with rewards for classes or grade levels with the highest attendance rates;
- Organize workshops or presentations for students and parents/guardians on the importance of attendance;
- Provide information on attendance policies, consequences, and resources available for support;
- Maintain regular communication with chronically absent students and their families;
- Conduct follow-up meetings to review progress, assess the effectiveness of interventions, and make adjustments as needed;
- Collaborate with community organizations, agencies, and service providers to expand support services available to students and families;
- Coordinate referrals and advocate for resources to address systemic barriers to attendance;
- Foster a positive and inclusive school climate that values attendance and engagement;
- Organize attendance awareness campaigns, recognition events, and celebrations to promote a culture of regular attendance;
- Provide training and professional development opportunities for school staff on strategies for improving attendance;
- Equip staff with skills and resources to effectively support students with chronic absenteeism;
- Contact parents of students approaching 10% Chronically Absent;
- Include Independent Study column on Report Card;
- ELO-P Field Trips to incentivize in-seat attendance;
- Consider adding an attendance flag to end of year student reorganization forms for those identified as chronically absent.

Suggestion for Revised Rate for Additional Illness Hours (Pending STRS & PERS Allotment)

- 98.9 - 98.6%: 3 hours of illness time added to the teacher's bank of hours
- 98.5% - 98%: 2 hours added

- 98%: 0.5 hour

Overall School ADA Rate for Selected Non-Classroom Full Time Staff
(Pending STRS & PERS Allotment)

- 98.9 - 98.6%: 1 hour of illness time added to the employee's bank of hours
- 98.5% - 98%: .5 hour added
- 98%: 0.25 hour

Additional Resources:

[Acknowledgement of Teachers who Meet or Exceed the ADA rate of 98.5%](#)
[ADA Rates Comparing 2022-2023 and 2023-2024 School Years](#) (Google Sheet)

Acceleration Specialist ([Back to Top](#))

Santa Monica Boulevard Community Charter School (SMBCCS) is seeking to hire an Acceleration Specialist. On March 3, 2022, the Board of Directors approved two Acceleration Specialists to serve at SMBCCS. SMBCCS was assigned Sandy Hernandez and Carmen Solis to serve as Acceleration Specialists beginning in the 2022-2023 school year to meet the significant needs of our school's population. With the Board's promotion of Carmen Solis to Administrative Coordinator at SMBCCS for the 2024-2025 school year, the school is seeking one qualified Fenton Charter Public School staff member to serve as Acceleration Specialist alongside Sandy Hernandez beginning in the 2024-2025 school year.

This position is open to all FCPS staff members who meet the qualifications outlined in the job description. Please see the linked [memo](#), [job description](#), [application](#) for additional information.

Instructional Coach ([Back to Top](#))

Fenton Avenue Charter School is anticipated to have a significant number of new hires due to the expansion in grade levels, retirements, and staff placements at other Fenton schools. To assist with the academic program at Fenton Avenue, the school would like an Instructional Coach placed at the school in a design similar to the Instructional Coach at Santa Monica Boulevard Community Charter School. Instructional Coaches play a pivotal role in supporting our teachers' professional growth and development, ultimately enhancing the quality of education delivered to our students. Fenton Avenue is seeking an Instructional Coach to serve as a catalyst for instructional improvement, teacher empowerment, and student success at our school.

This position is open to all FCPS staff members who meet the qualifications outlined in the job description. Please see the linked [memo](#), [job description](#), [application](#) for additional information.

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

Fenton Avenue Charter School will be hiring an Expanded Learning Coordinator for the 2024-2025 school year. Mercedes Córdoba Meeks will be returning to a classroom assignment at a school to be determined. Mercedes has been a teacher at Fenton Avenue Charter School since 2002. Over her 22 years of service at FACS, she has taught students in 3rd, 4th, and 5th grade. We thank Mercedes for leadership as the inaugural Expanded Learning Coordinator at FACS. She has been able to inspire and motivate students through creative experiences in the Expanded Learning Opportunities Program.

We are in need of a swift turnaround to fill this position to ensure our schools are fully staffed with highly qualified individuals as soon as possible. Please see the linked [memo](#), [job description](#), [application](#) for additional information.

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.

There are no items scheduled for the Consent Agenda.

IV. ITEMS SCHEDULED FOR ACTION



FENTON CHARTER PUBLIC SCHOOLS

April 25, 2024

TO: Fenton Charter Public Schools
Board of Directors

FROM: Jason Gonzalez
Chief Operating Officer/Vice President

David Riddick
Chief Executive Officer/President

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

BACKGROUND

Beginning with the 2020-2021 school year, in order to implement the most objective and comprehensive review of benefits, we engaged Gallagher Insurance Risk Management Consulting to negotiate on our behalf and oversee the management of all employee benefits, as well as reporting and documentation requirements as per the Affordable Care Act (ACA).

Traditionally, Fenton offers two medical plans: Kaiser and another HMO. Health Net has been the other choice for a number of years and the Chief Executive Officer recommends continuing to offer these two choices in 2024-2025.

ANALYSIS

Here are the renewal rates for 2024-2025. The “difference” between the baseline approved by the Board at the March 4, 2021 regular meeting and 2024-2025 rates is the amount active employees receiving “Employee + 1” or “Employee + 2 or more” will contribute monthly through payroll deduction. *(No contribution is required for employees receiving “Employee Only” coverage.)*

For employees hired after June 30, 2021, if the employee elects to purchase either of the Kaiser or Health Net plans to include a qualified dependent or dependents (“Employee + 1” or “Employee + 2 or more”), the cost indicated under “New Rates” is the monthly premium which will be paid through payroll deduction.

Early retirees who retired at the end of the 2020-2021 school year are responsible for the same amount until they reach retirement age (65) and enroll in Medicare. (Payments from Early Retirees are to be received in the Business Office by the first of every month.)

Kaiser Permanente

The rate for “Employee + 2 or more” has reached the board approved baseline and employees on this plan will pay a monthly contribution beginning on July 1, 2024. The monthly contribution for this plan is **\$61.08** (the difference between the new rate and the baseline).

**#1 Kaiser Permanente No Deductible Plan
(increase of 13.36% for 2024-2025 school year)**

Kaiser <i>No Deductible Plan</i>	New Rates for 2024-2025	Board Approved Baseline (2020-2021 Rates)	Difference (monthly contribution through payroll deduction)
<i>Employee Only</i>	\$801.36	\$748.05	N/A
<i>Employee + 1</i>	\$1,602.71*	\$1,608.31	N/A
<i>Employee + 2 or more</i>	\$2,267.84	\$2,206.76	\$61.08

*This rate is less than the “Board Approved Baseline” and NO co-payment is required for the “Employee + 1” plan for the 2024-2025 school year.

**#2 Kaiser Permanente Deductible Plan
(increase of 13.36% for 2024-2025 school year)**

This plan is an option that may be beneficial for those hired after June 30, 2012 who desire to cover one or more qualified dependents. Employees may elect this plan for themselves and pay the indicated amounts for their qualified dependents – either 1 dependent or 2 or more. The “New Rate” is the monthly premium to be paid by the employee for adding qualified dependents to their health plan for the 2024-2025 school year. This plan has a deductible of \$3,500 for Employee +1 and a \$7,000 deductible for Employee +2.

# of Dependents	Cost of Premium for 2024-2025	FCPS Board Approved Contribution	New Rates (difference between cost of premium and baseline = monthly contribution)
<i>Employee Only</i>	\$490.95	\$748.05	N/A
<i>Employee + 1</i>	\$981.90	\$748.05	\$233.85
<i>Employee + 2 or more</i>	\$1,389.39	\$748.05	\$641.34

Health Net

Health Net rates continue to increase and a higher co-premium payment will be required of those who receive “Employee + 1” and “Employee + 2 or more” for the 2024-2025 school year (*see the charts that follow*).

**#3 Health Net Elect Open Access POS - No Deductible Plan
(increase of 10.9% for the 2024-2025 school year)**

Health Net	New Rates for 2024-2025	Board approved Baseline (2020-2021 Rates)	Difference (monthly contribution through payroll deduction)
<i>Employee Only</i>	\$1,020.81	\$748.05	N/A
<i>Employee + 1</i>	\$2,194.74	\$1,608.31	\$586.43
<i>Employee + 2 or more</i>	\$3,011.41	\$2,206.76	\$804.65

The Health Net rates continue to surpass the “Board Approved Baseline” and monthly employee contributions will be required for “Employee + 1” and “Employee + 2 or more”.

**#4 Health Net ExcelCare POS - No Deductible Alternative Plan
(increase of 10.9% for the 2024-2025 school year)**

The ExcelCare POS Plan is a No Deductible Plan that is very similar to the current “no deductible plan”, but provides a smaller Network of Providers. This option would remove Cedars, Pomona Valley, and Scripps Health. It is important to note that an even smaller network was researched - Facey only - to further reduce costs further, but it is not possible to offer a single network option.

Health Net	New Rates for 2024-2025	Board approved Baseline (2020-2021 Rates)	Difference (monthly contribution through payroll deduction)
<i>Employee Only</i>	\$887.38	\$748.05	N/A
<i>Employee + 1</i>	\$1,907.89	\$1,608.31	\$299.58
<i>Employee + 2 or more</i>	\$2,617.79	\$2,206.76	\$411.03

RECOMMENDATION

It is recommended that the Board of Directors approve the Kaiser and Health Net medical plans for benefited employees for the 2024-2025 school year.

Attachment: [Health Benefits Rates \(April 22, 2024\)](#)

Board-approved change to employee benefits (March 4, 2021)

Board Approved Change to Health Benefits
Approved by FCPS Board at March 4, 2021 Regular Meeting

Changes to Health Benefits for “actives”:

Cap expenditures at 2020-2021 Health Net rates beginning in 2021-2022 and all succeeding years unless significant changes are realized. The 2020-2021 Health Net rates become the “baseline” moving forward. Any increase (difference between 2020-2021 rates and rates for the next school year) will be paid by members through payroll deduction.

Here are the proposed rates for Health Net (with a 9.9% increase) and Kaiser (with a 5.35% increase) for 2021-2022:

Health Net	Current rates (2020-2021)	2021-2022	Difference
Employee Only	\$748.05	\$822.11	\$74.06
Employee + 1	\$1,608.31	\$1,767.53	\$159.22
Employee + 2 or more	\$2,206.76	\$2,425.23	\$218.47
Kaiser	Current	2021-2022	Difference
Employee Only	\$586.16	\$617.50	\$31.34
Employee + 1	\$1,172.32	\$1,235.00	\$62.68
Employee + 2 or more	\$1,658.84	\$1,747.52	\$88.68

The “difference” displayed for Health Net is the amount Health Net members in ‘employee + 1’ or ‘employee +2 or more’ plans will contribute monthly beginning on July 1, 2021 through payroll deduction. Those covered for ‘employee only’ will NOT contribute.

Because the Kaiser rates continue to fall under the 2020-2021 Health Net rates, which becomes the “baseline” moving forward, as long as the Kaiser rates remain lower than what is displayed here as the “current” Health Net rates, there will be no contribution from Kaiser members other than a minimal monthly contribution. (This amount is to be determined, but will most likely be somewhere between \$10 and \$20 per month through payroll deduction.) If and when the Kaiser rates reach or exceed the 2020-2021 Health Net rates (the “current” rates displayed above), Kaiser members will also make a monthly payroll contribution to cover the difference between the established baseline and the new Kaiser rate.

- There will be no cap for ‘employee only’ benefits for either plan and those covered for ‘employee only’ benefits will not pay a co-payment even as a “baseline” is established. ALL Kaiser members will pay the monthly minimum \$10 to \$20 contribution beginning on July 1, 2021 no matter the plan level. (‘Employee Only’ members will pay this monthly, minimum amount also.)
- Health Net members covered for ‘Employee + 1 dependent’ and ‘Employee + 2 or more dependents (family)’ will pay the difference between this year’s rates for Health Net coverage

and any increase for the 2021-2022, and then subsequent years, through payroll deduction. (The baseline established from the 2020-2021 Health Net rates will remain the amount from which the employee's contribution is calculated each year and will be changed only by Board action.)

- Kaiser members will not incur a 'co-payment' (due to the difference between Health Net and Kaiser rates) until Kaiser rates reach the cap established by 2020-2021 Health Net rates. ALL Kaiser members will pay the minimum \$10 to \$20 monthly contribution in 2021-2022 no matter the plan level. This monthly contribution will change from year to year as per Board action.
- When the baseline established by 2020-2021 Health Net rates is reached or exceeded by Kaiser, Kaiser members ('Employee + 1' and 'Employee + 2 or more dependents' only) will also pay the difference through payroll deduction.
- If in any given year rates for any medical insurance plan falls below the established 2020-2021 baseline, there will be no co-pay on the premium.

Due to decreasing enrollment in the Health Net plan, it is predicted that Kaiser will eventually become the only plan that is available to eligible employees. If and when this occurs, the established "baseline" will continue in place even with the single Kaiser plan. If the Kaiser plan should exceed the established "baseline", monthly co-payments to the plan will be made by 'Employee + 1' and 'Employee + 2 more' members.

As a reminder, opting-out of Fenton health benefits is offered once a year, between June 1st and June 15th. The following conditions must be met in order to 'opt-out':

- For employees under 26 years of age who would like to opt-out, proof of medical insurance coverage from a parent is required. The opt-out agreement (and cash in lieu of stipend) ends immediately when the employee turns 26 and the employee must enroll in a Fenton plan.
- For employees covered by a spouse, proof of coverage and marriage must be presented. Verification of coverage and proof of marriage must be in place prior to July 1st.
- The opt-out includes and requires opting-out of all three health benefit plans: medical, dental, and vision insurance. There are no exceptions.
- For staff members eligible for retiree health benefits, enrollment in the Fenton health benefits plan is required for a full year before retirement. Non-enrollment will result in forfeiture of retirement health benefits.

Changes to health benefits for retirees:

- Tier 1 "early retirees" (beginning with those who retire at the end of the 2020-2021 school year) will carry the identified baseline into retirement until reaching Medicare age (65).
 - Early retirees will forward a check for the appropriate amount ("difference" between current and 2021-2022 rates for 'employee + 1') by the first of every month.
 - There will be no contribution for Tier 1 "early retirees" who are covered for 'employee only' benefits.
 - Additional dependents are not covered once an employee retires. Only the spouse is covered for benefits after retirement, even for 'early retirees,' and therefore, the maximum amount of the monthly co-payment will be the difference indicated for 'employee + 1' coverage.

- Tier 2: increased minimum years of service to qualify for benefits from 15 years to 20 years of service, and decreased cap of \$10,000 – difference to be paid by retiree; cap remains even if percentage reaches 100% (Fenton will pay 100% of premium up to \$10,000; retiree will pay the difference). Tier 2 “early retirees” (beginning with those who retire at the end of the 2020-2021 school year) will carry the identified baseline into retirement until reaching Medicare age (65).
 - Early retirees will forward a check for the appropriate amount (“difference” between current and 2021-2022 rates for ‘employee + 1’) by the first of every month.
 - The co-payment will be subtracted from the calculation of the annual cost of the retiree’s health benefits for purposes of determining the School’s contribution.
 - There will be no contribution for Tier 2 “early retirees” who are covered for ‘employee only’ benefits.
 - Only the spouse is covered for benefits after retirement, and only if the employee was hired prior to July 1, 2012. The maximum amount of the monthly co-payment will be the difference indicated for ‘employee + 1’ coverage. If the annual cost to the School exceeds \$10,000 (after subtracting the co-payment), the retiree will additionally pay this difference.

- Tier 3: decreased cap of \$10,000; cap remains even if percentage reaches 100% (Fenton would pay 100% of premium up to \$10,000; retiree would pay difference). Tier 3 “early retirees” (beginning with those who retire at the end of the 2020-2021 school year) will carry the identified baseline into retirement until reaching Medicare age (65) at which time all retiree health benefits end.
 - Early retirees will forward a check for the appropriate amount (“difference” between current and 2021-2022 rates for ‘employee + 1’) by the first of every month.
 - The co-payment will be subtracted from the calculation of the annual cost of the retiree’s health benefits for purposes of determining the School’s contribution.
 - There will be no contribution for Tier 3 “early retirees” who are covered for ‘employee only’ benefits.
 - Only the spouse is covered for benefits after retirement, and only if the employee was hired prior to July 1, 2012. The maximum amount of the monthly co-payment will be the difference indicated for ‘employee + 1’ coverage. If the annual cost to the School exceeds \$10,000 (after subtracting the co-payment), the retiree will additionally pay this difference.

Tier 3 membership closes on June 30, 2021. New hires (those hired on or after July 1, 2021) will not qualify for Fenton post-employment retirement health benefits.

Early Retirees have the same choice of plans as Actives, and therefore if Kaiser should become the only choice, Early Retirees, no matter when the date of retirement, will also have the one choice until the retiree is eligible for Medicare.

Retirees are reminded that selecting a Fenton plan at the time of retirement and continuing as a member of the Fenton retiree health benefits plan must be continuous. The retiree may not ‘opt-out’ of Fenton’s retiree health benefits plan and then ‘opt-in’ at some later date. Once a retiree leaves the Fenton retiree health benefits plan, the retiree cannot rejoin the plan in the future – the benefits have been forfeited.



FENTON CHARTER PUBLIC SCHOOLS

April 25, 2024

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.

ANALYSIS

The following expenditures exceed the Chief Executive Officer's spending authority, and the Board is asked to review and approve the items.

Lead Teacher Retreat (\$94,000) - FACS and SMBCCS will host a Lead Teacher Retreat for FCPS Lead Teachers and Directors on August 1-2, 2024. The price includes guest speakers Paula Maeker and Jacqueline Heller (\$26,000), lodging in Ventura (\$23,000), and a pay rate of \$75 an hour for six hours over two days. The prices listed are an estimate assuming all Lead Teachers attend. ESSER III funds will be used to cover the majority of this expense.

USA Premier Roofing (\$121,500) - Fenton Primary Center is in need of repairs to the roof of their building. This contract includes the cost of prep work and silicone roof coating.

Solution Tree - Behavior Solutions Customized Workshop (FCPS) (\$58,800) - The Fenton Charter Public Schools will contract with Jessica Djabrayan Hannigan and John Hannigan to provide onsite professional development for six days during the 2024-2025 school year to develop our internal capacity for implementing and sustaining behavioral interventions, as well as begin a focus on best practices in Behavior Solutions. ESSER III funds will be used to cover the majority of this expense.

RECOMMENDATION

It is recommended that the Board of Directors approve the expenditures for the Lead Teacher Retreat (\$94,000), USA Premier Roofing (121,500), and Solution Tree (\$58,000).

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



FENTON CHARTER PUBLIC SCHOOLS

April 25, 2024

TO: Fenton Charter Public Schools
Board of Directors

FROM: David Riddick
Chief Executive Officer/President

SUBJECT: Recommendation to approve new Master Services Agreement with EdTec, Inc.

BACKGROUND

EdTec, Inc. has provided back-office services for the Fenton Charter Public Schools since 2015. Kristin Dietz, our first Financial Business Manager, Cindy Frantz, and now Erik Okazaki, our current Financial Business Manager, have been reliable, consistent, and available at all hours to answer questions and support the financial work of the Fenton Charter Public Schools.

ANALYSIS

The Board is reminded that the LAUSD Charter Schools Division regularly commends the business office on how we conduct business, including the level of accuracy, timeliness, integrity, honesty, and innovative solutions implemented to ensure sustainability of the organization. This view, to a great extent, is a result of the support, guidance and assistance we receive from EdTec, Inc. It should be noted that Kristin Dietz, Ed Tec Vice President and Fenton’s first Financial Business Manager was Fenton Avenue Charter School’s first independent auditor in 1994. The relationship has continued to be outstanding in every way as Kristin left the auditing world, but continued to support Fenton for our back-office needs. Not only was the quality of the daily work exceptional, but she was instrumental in supporting the receipt of the New Market Tax Credit Loan to build the Fenton Primary Center as well as most recently the receipt of bond financing through the California School Finance Authority.

FCPS has been working on a contract for services from EdTec, Inc. with an annual fee of \$265,000. This contract was extended for three years and is now expiring. The proposed new services agreement for FCPS increases the annual contract for the 2024-2025 school year by \$5,000 to \$270,000.

There are three documents attached here:

- Fenton Charter Public Schools Statement of Work #5 (SOW#5): This document describes the services renewal agreement providing back-office support from EdTec, and reflecting a 1-year contract term at a fixed fee of \$270,000 for the 2024-2025 school

year and 1-year renewal pricing option. EdTec reserves the right to increase the fees payable by up to 5% upon the conclusion of this first term and will provide written notice of a fee increase at least thirty (30) days prior to the expiration of the term which is June 30, 2025.

- Web-Based Service Access Agreement for SOW #5: This document outlines the renewal agreement that provides school staff with access to transact in the EdTec School Portal (NetSuite) to process accounts payable and other related functions. There are no fees associated with this agreement.
- SFV Fenton Facilities LLC-Statement of Work #2 (SOW #2): This document is the renewal agreement for support of the LLC on an hourly billable basis. There is no change to the hourly rates under this 1-year services renewal agreement.

RECOMMENDATION

It is recommended that the Board of Directors approve the new one-year Master Services Agreement with EdTec which begins on July 1, 2024 and ends on June 30, 2025.

Attachments: [*Fenton Charter Public Schools Statement of Work #5 \(SOW#5\); Web-Based Service Access Agreement for SOW #5; SFV Fenton Facilities LLC-Statement of Work #2 \(SOW #2\)*](#)



FENTON CHARTER PUBLIC SCHOOLS

April 25, 2024

TO: Fenton Charter Public Schools
Board of Directors

FROM: Jason Gonzalez
Chief Operating Officer/Vice President

SUBJECT: Recommendation to approve the revision of language pertaining to vacation accrual for year-round staff

BACKGROUND

The employee handbook, which was last approved by the FCPS board of directors on June 15, 2023, contains the following information:

Pg. 63

Teachers, part-time employees, temporary employees, and non-year round (i.e., 12 month) employees do not earn paid vacation. All other regular and probationary full-time employees (as defined in this handbook) who work year round (249-day calendar) begin to earn and accrue vacation starting on the first day of employment at a rate determined by length of continuous service as a full-time employee. Vacation accrues on an as-worked basis per pay period worked. Vacation will not accrue during any unpaid leave of absence. Vacation accrual rates and maximums are as follows:

Length of Continuous Service as a Regular/Probationary Full-Time Employee (in Years)	Vacation Earned Per Pay Period Worked (in Hours)	Vacation Earned Per School Year Worked (in Days)	Maximum Accrual (in Days)
Year 1	3.33	5	5
Year 2	6.66	10	15
Year 3	9.99	15	30
Year 4+	13.33	20	40

As noted in the chart above, there is a cap on vacation accrual. Although employees are encouraged to use all earned vacation time each year, employees may accrue up to their maximum accrual as set forth above. Once the employee's vacation time reaches the maximum, further accrual of vacation time is suspended until the employee has reduced the vacation time balance below this limit. **If the employee later uses enough vacation time to fall below the maximum**, the employee will resume earning paid vacation time from that date forward. In such a case, no vacation time will be earned for the period in which the employee's vacation time was at the maximum.

ANALYSIS

The recommended revision to the existing language seeks to provide greater clarity on the employees' ability to accrue vacation. Employees only accrue vacation up to the maximum accrual. Once the limit is reached, any use of vacation lowers an employee's balance below the cap, and they are once again allowed to accrue vacation up until the maximum accrual.

Example: A year-round, 8-hour employee who has been with Fenton for 6 years has reached the maximum accrual cap of 40 days, or 320 hours in January. The employee takes a 2-day vacation which lowers the employee's vacation balance below the cap to 304 hours. From this date moving forward, the employee will continue to accrue vacation up to the maximum cap.

Although the accrual rate for the employee in the example is normally 20 vacation days earned per year (accrued at 13.33 hours per calendar month), the employee cannot accrue beyond the cap, and will only accrue an additional 2 days (or 16 hours), assuming no further days are consumed within the same calendar month.

The proposed revision excludes the following sentence:

Once the employee's vacation time reaches the maximum, further accrual of vacation time is suspended until the employee has reduced the vacation time balance below this limit. ~~**If the employee later uses enough vacation time to fall below the maximum**~~, the employee will resume earning paid vacation time from that date forward. In such a case, no vacation time will be earned for the period in which the employee's vacation time was at the maximum.

RECOMMENDATION

It is recommended that the Board of Directors approve the revision of language in the FCPS employee handbook pertaining to vacation accrual for year-round staff.



FENTON CHARTER PUBLIC SCHOOLS

April 25, 2024

TO: Fenton Charter Public Schools
Board of Directors

FROM: Jason Gonzalez
Chief Operating Officer

David Riddick
Chief Executive Officer/President

SUBJECT: Recommendation to approve the FCPS Technology Budget for the 2024-2025 school year

BACKGROUND

The Chief Executive Officer and Chief Operating Officer have conferred with the IT Manager and School Directors to identify technology and software needs for the 2024-2025 school year.

ANALYSIS

The attached document lists expenses associated with various technology-related projects and software licenses planned for each site and the FCPS office for the new school year. Unlike previous years, the software portion of the technology budget has surpassed the portion allocated to projects, at \$348,500 and \$343,000 respectively.

RECOMMENDATION

It is recommended that the Board of Directors thoroughly review the list of items attached and approve the technology upgrades. The proposed technology budget for the 2024-2025 school year is \$999,351.77

Attachment: [Summary of Projects for 2024-2025](#)

V. ITEMS SCHEDULED FOR INFORMATION



FENTON CHARTER PUBLIC SCHOOLS

April 25, 2024

TO: Fenton Charter Public Schools
Board of Directors

FROM: David Riddick
Chief Executive Officer/President

SUBJECT: LCAP Update and Instructional Report

BACKGROUND

As per Education Code sections 52060, 52066, 47605, 47605.5, and 47606.5:

The LCAP is intended to be a comprehensive planning tool. LEAs may reference and describe actions and expenditures in other plans, and funded by a variety of other fund sources, when detailing goals, actions, and expenditures related to the state and local priorities. LCAPs must be consistent with school plans submitted pursuant to Education Code section 64001. The information contained in the LCAP, or annual update, may be supplemented by information contained in other plans (including the LEA plan pursuant to Section 1112 of Subpart 1 of Part A of Title I of Public Law 107-110) that are incorporated or referenced as relevant in this document.

Charter schools, pursuant to Education Code sections 47605, 47605.5, and 47606.5, must describe goals and specific actions to achieve those goals for all pupils and each subgroup of pupils identified in Education Code section 52052, including pupils with disabilities, for each of the state priorities as applicable and any locally identified priorities. For charter schools, the inclusion and description of goals for state priorities in the LCAP may be modified to meet the grade levels served and the nature of the programs provided, including modifications to reflect only the statutory requirements explicitly applicable to charter schools in the Education Code.

ANALYSIS

The following is a detailed analysis of LCAP assessment data through a variety of lenses as reported for FY2023.

[LCAP Metric Data](#); [LCAP Combo Data](#); [CAASPP Data](#).

[LCAP Documents Board Approved - June 15, 2023](#)

The following are a variety of changes to the state's accountability system for FY2024.

- Revising the template for the LCAP to require a summary of the stakeholder engagement process, including stakeholders at schools generating Local Control Funding Formula Equity Multiplier funding.
- Specific actions to address lowest performing subgroups.
- Providing focused goals for schools receiving equity multiplier funding.
- Maintains the establishment of equity leads in the statewide system of support.
- A mid-year update on the local control and accountability plan on the progress at a public meeting.
- Providing information about the technical assistance it receives on LCAP.
- Allocating \$148,000, beginning in 2023-24, for the maintenance and support of the Local Control Accountability Plan Electronic Template System for reporting purposes.

RECOMMENDATION

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



FENTON CHARTER PUBLIC SCHOOLS

April 25, 2024

TO: Fenton Charter Public Schools
Board of Directors

FROM: David Riddick
Chief Executive Officer/President

SUBJECT: ELO-P Program Update

BACKGROUND

The Fenton Charter Public Schools are entering the third year of the Expanded Learning Opportunities Program. This will be the first year that the Expanded Learning Opportunities Program (ELOP) is audited. As such, EdTec prepared a guide to make sure that the correct records are kept and that the audit of the program proceeds smoothly. Here are additional resources: [ELO-P Audit Overview](#) (SSC); [Audit Guide \(2023-2024\)](#) www.eaap.ca.gov (pg-41-45).

Offer Access

Supporting documentation that shows communication was sent to all families about the available ELO-P opportunities and gave all students an opportunity to enroll (Grades TK-6).

Provide Access

Auditors will select a sample of students in the ELO-P and verify that the registration forms are on file, signed by a parent or guardian, and the student is on the master enrollment list.

School Schedule

1. School Calendar shows that the ELO-P program was offered on every school day;
2. Schedule shows that, when combined with the school day, no less than 9 hours per day were offered;
3. School Calendar shows that 30 nonschool days of at least 9 hours were offered (up to 3 of these days can be used for staff development).

Staff Ratios

Show that the required pupil-to-staff ratios of 10:1 (TK and K) and 20:1 (1st-6) were met. The school is responsible for being able to show that pupil-to-staff ratios were met even when using an outside contractor.

ELO-P Components

1. Show that the LEA provided an educational and literacy element in which tutoring or homework assistance was provided, and an education enrichment element;
2. Board approved program plans must be posted on the website.

ANALYSIS

The following is an overview of the FCPS Expanded Learning program. Three big ideas are the driving reason for the Expanded Learning Coordinator positions. The ELO-P program is to be run inclusive of all After School activities - Consider it to be an “After School Academy”.

Big Idea #1 - **Increase Enrollment** in “Expanded learning” 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.

Big Idea #2 - **Fiscal Responsibility** to ensure programs are sustainable and are an appropriate use of public funds.

Big Idea #3 - **Safe and Supportive** environments will be maintained to adopt, implement, and maintain at all times a comprehensive emergency plan, health and safety procedures, and Restorative Justice practices.

Out of the big ideas come a variety of questions to ensure compliance with our [Expanded Learning Opportunities Program Plans](#).

RECOMMENDATION

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



FENTON CHARTER PUBLIC SCHOOLS

April 25, 2024

TO: Fenton Charter Public Schools
Board of Directors

FROM: Jason Gonzalez
Chief Operating Officer

SUBJECT: FCPS OPEB Trust and FCPS Investment Update

BACKGROUND

FCPS OPEB Trust:

The *Fenton Charter Public Schools Public School Employee Retirement Healthcare Benefits Trust* (“FCPS OPEB Trust”) was formally established on September 17, 2015. Irene Sumida was named as the “Grantor,” and along with Joe Lucente, an “Initial Co-Trustee”. The trust was established “...solely for the benefit of one or more specified public employee retirement healthcare benefits plans sponsored and provided to qualified public school employees and beneficiaries by Fenton Charter Public Schools, a California nonprofit public benefit corporation...” As an irrevocable trust, there are specific guidelines and regulations pertaining to the *exclusive* use of any funds.

- Funds may be used to pay for the health benefits of qualified retirees
- Funds may be used to pay for actuarial services related to the trust¹
- Funds may be used for expenses for legal services and audits related to the trust

¹ An actuarial valuation report of other post-employment healthcare benefits (OPEB) offered by the Fenton Charter Public Schools is conducted annually as required by the accounting requirements of the *Financial Accounting Standards Board* (FASB) *Accounting Standards Codification No. 715* (ASC 715), specifically FASB ASC 715-60 and FASB ASC 715-20 (formerly known as SFAS 106, Employer’s Accounting for Postretirement Benefits Other Than Pensions and SFAS 158, Employer’s Accounting for Defined Benefit Pension and Other Postretirement Plans, respectively). The purpose of the annual valuation report is to provide measurements of the OPEB obligations, annual expense, and other disclosure items in accordance with FASB ASC 715. The annual valuation report is presented to the FCPS Board of Directors for discussion and review, and updates on OPEB Trust activity are included at all regular board meetings.

The FCPS OPEB Trust account was opened at the East West Bank and an investment portfolio created on March 28, 2016. The portfolio was transferred to Cathay Wealth Management on October 30, 2017.

FCPS Investment Account:

On March 24, 2011, the Board of Directors of the Fenton Primary Center (“FPC”) amended the FPC Articles of Incorporation to rename the nonprofit public benefit corporation [501(c)(3)] the *Fenton Charter Public Schools* (“FCPS”). With the name change and subsequent “Agreement of Merger” between Fenton Avenue Charter School and the Fenton Charter Public Schools, the renamed entity became a charter management organization (CMO), adding flexibility and new possibilities for growth and expansion to what was originally a single, year-round, multi-track conversion charter school. Santa Monica Boulevard Community Charter School was divested to the organization by LAUSD in May 2012, and Fenton STEM Academy and Fenton Charter Leadership Academy (originally Fenton Academy for Social and Emotional Learning) were opened by FCPS in August 2015.

With the flexibility 501(c)(3) status allows and the growth of the organization to five schools, the Board of Directors approved the opening of an investment account for the Fenton Charter Public Schools at the October 19, 2017 regular board meeting². \$1.5 million was approved as the initial investment, and an additional \$4.5M (\$1,000,000 from FACS; \$500,000 from FPC; and \$3,000,000 from SMBCCS) was approved for investment at the January 27, 2022 board meeting.

ANALYSIS

The President of the Trust, Walter Wallace, and Secretary of the Trust, Joe Lucente, will provide an update on the OPEB Trust, and FCPS Chief Operating Officer, Jason Gonzalez, will share an update on the FCPS Investment Account.

RECOMMENDATION

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

Attachment: [*OPEB Trust Investment Account - Updated Performance*](#)

² Activities of the FCPS Investment Account are reported to the FCPS Board of Directors at all regular board meetings to ensure active discussion, review and oversight, and are included within the annual independent consolidated audit of the Fenton Charter Public Schools.