



## 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

**August 8, 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](http://www.fentoncharter.net)). *All requirements for attendance by the FCPS Board of Directors are adhered to in accordance with the Ralph M. Brown Act.*

#### **Instructions for Presentations to the Board by Parents and Citizens**

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

1. The public may attend in person or may join via Zoom. If joining in person, the public may complete a “Request to Address the Board” (on an agenda item or non-agenda item) card which will be available at the door. If joining via Zoom, the following procedures should be followed:
2. Speakers may attend the board meeting virtually through the Zoom invitation link on the top of the agenda.
3. A Google survey “sign-up” will be open to members of the public 30 minutes prior to the public meeting. This survey will take the place of the “speaker cards” available at meetings. <https://bit.ly/2wDdxrM>
4. Speakers will fill in their names and select if they wish to address the board regarding a specific agenda item or a non-agenda item.

5. When it is time for the speaker to address the board, his/her name will be called by the Board Chair and the requesting speaker's microphone will be activated.
6. Speakers should rename their Zoom profile with their real name to expedite this process.
7. After the comment has been given, the microphone for the speaker's Zoom profile will be muted.

**I. PRELIMINARY**

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

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

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

Minutes of the July 18, 2024 Regular Meeting of the Board of Directors will be presented for approval.

**II. COMMUNICATIONS**

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

Any persons present desiring to address the Board of Directors on any proper matter.

*Agenda items:* No individual presentation shall be for more than five (5) minutes and the total time for this purpose shall not exceed thirty (30) minutes per agenda item.

*Non-agenda items:* No individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes.

Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

- B. **Public Hearing** – Chair Lucente

**Sufficiency of Instructional Materials** - *Education Code* Section 60119: The Board will encourage participation from parents, teachers and community members regarding the sufficiency of textbooks and instructional materials for each student.

- C. **Committee/Council Reports**

*Committee and Council reports will resume in September. Committee and Council chairs for the 2024-2025 school year for each site are listed below:*

1. **Finance Committee:** Sarah Ananta & Maria Patron (*FPC*); Isabela Rodriguez (*SMBCCS*); Jennifer Hines (*FCLA*); \_\_\_\_\_ (*STEM*)  
**Budget, Facilities and Safety Council:** Elena Durghalli (*FACS*)

2. **Instruction Committee:** Brianna Ellis & Michelle Shaghoian (*FPC*); Jocelyn Condo & Sandy Hernandez (*SMBCCS*); Melissa Andrade (*FCLA*); Elisa Vallejo (*STEM*)  
**Curriculum and Assessment Council:** Christopher Torres (*FACS*)
3. **Personnel Committee:** Judy Lee, Caitlin McMabell & Angie Salceda (*FPC*); Marie Kirakossian & Megan Stevenson (*SMBCCS*); Kate Marrelli (*FCLA*); Priscilla Gentry (*STEM*)  
**Human Resource and Personnel Council:** Lorena Sanchez (*FACS*)
4. **Parent/Community Advocacy Committee:** Gurpreet Gill & Bridget Ruiz (*FPC*); Christian Hidalgo & Aaron Veals (*SMBCCS*); Brennan Mack (*FCLA*); Sofia Carias (*STEM*)  
**School-Community Relations Council:** Tony Peña (*FACS*)
  - a. **School Site Council:** (*FACS*); (*FPC*); (*SMBCCS*); (*FCLA/STEM*)
  - b. **English Learner Advisory Committee:** (*FACS*); (*FPC*); (*SMBCCS*); (*FCLA/STEM*)

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

Erik Okazaki, Financial 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 2024-2025 budgets for all sites at the September meeting.

**E. Directors’ Reports**

*School Site Directors’ Reports will resume in September. The Directors and their respective schools are listed below:*

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

**F. Director of Instruction’s Report - Mrs. Jennifer Miller**

**G. Director of Special Education’s Report – Mrs. Kristine Khachian**

**H. Director of Community Schools’ Report – Mr. Richard Parra**

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

**J. Chief Executive Officer’s Report** – Dr. David Riddick

**III. CONSENT AGENDA ITEMS**

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board’s vote on them. The Chief Executive Officer recommends approval of all consent agenda items.

- A. Recommendation to approve final staff rosters, leadership positions, recommendations for regular status, and employee contracts for FACS, SMBCCS, FPC, STEM and FCLA for the 2024-2025 school year
- B. Recommendation to approve 2024-2025 Parental Involvement Policies, Student Handbook, and Volunteer Handbook for FACS, FPC, SMBCCS, STEM and FCLA

**IV. ITEMS SCHEDULED FOR ACTION**

- A. Recommendation to approve Resolution #56: Sufficiency of Instructional Materials
- B. Recommendation to approve expenditures for items above the spending authority of the Chief Executive Officer
- C. Recommendation to approve Resolution #57: Submission of Charter Renewal for Fenton Primary Center

**V. ITEMS SCHEDULED FOR INFORMATION**

- A. None

**VI. ANNOUNCEMENTS**

The next regular meeting of the Board of Directors of the Fenton Charter Public Schools will be held on Thursday, September 19, 2024 at 4:30 pm in the boardroom of the FCPS Business Office and via Zoom.

**VII. FUTURE MEETINGS**

September 19, 2024  
October 24, 2024  
December 12, 2024  
January 23, 2025  
March 6, 2025  
April 10, 2025  
May 22, 2025  
June 12, 2025

**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**

**July 18, 2024**

A meeting of the Board of Directors of the Fenton Charter Public Schools was held on Thursday, July 18, 2024, at 4:30 p.m. in the FCPS Business Office Boardroom and via Zoom (<https://us02web.zoom.us/j/874796687583>).

**I. PRELIMINARY**

**A. Call to Order** – Chairperson of the Board – Joe Lucente

The Board of Directors meeting was called to order at 4:36 p.m. by the Board Chair, Joe Lucente.

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

**Board Members Present**

Yvette King-Berg, *Community Representative*

Daniel Laughlin, *Parent Representative*

Joe Lucente, *Community Representative*

Carrie Wagner, *Community Representative*

Jed Wallace, *Community Representative*

*Via Zoom: 3817 Halcon Place, Davis, CA 95618*

Caprice Young, *Community Representative*

**Board Members Not Present**

Erin Studer, *Community Representative*

**C. Flag Salute** – Chair Lucente

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

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

On **MOTION** of Caprice Young, **SECONDED** by Yvette King-Berg, and **CARRIED** by a vote of 6 (YES) and 0 (NO), the Agenda (Item I.D.) was approved as presented.

Aye: (6) Yvette King-Berg, Daniel Laughlin, Joe Lucente, Carrie Wagner,  
Jed Wallace, Caprice Young

Nay: (0)

Abstentions: (0)

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

On **MOTION** of Daniel Laughlin, **SECONDED** by Yvette King-Berg, and **CARRIED** by a vote of 5 (YES), 0 (NO), and 1 (ABSTENTION), the minutes of the June 13, 2024 Regular Meeting (Item I.E.) were approved as presented.

Aye: (5) Yvette King-Berg, Daniel Laughlin, Joe Lucente, Carrie Wagner,  
Jed Wallace  
Nay: (0)  
Abstentions: (1) Caprice Young

## **II. COMMUNICATIONS**

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

*There were no presentations from the public.*

### **B. Public Hearing – Independent Study – California Education Code (EC) Section 51747**

A notice of public hearing regarding *California Education Code (EC) Section 51747, Independent Study*, was posted on the Fenton website beginning on July 1, 2024. The Board encouraged participation from parents, teachers and community members prior to the adoption of written policies related to independent study to be implemented at the Fenton schools beginning in the 2024-2025 school year.

*There were no presentations from the public.*

### **C. Committee/Council Reports**

*Committee and Council reports for meetings conducted since the official start of the 2024-2025 school year will be posted in the September agenda.*

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

*Erik Okazaki, Financial Business Manager of the FCPS, will present a review of the current financial standing of each school and the organization at the August meeting.*

### **E. Directors’ Reports**

*Directors’ reports will resume in August. The Directors and their respective schools are listed below:*

Fenton Avenue Charter School (FACS) - *Ms. Monica Castañeda*

Santa Monica Boulevard Community Charter School (SMBCCS) - *Mr. Cary Rabinowitz*

Fenton Primary Center (FPC) - *Mrs. Sirui Thomassian*

Fenton STEM Academy (STEM) - *Dr. Beth Henschel*

Fenton Charter Leadership Academy (FCLA) - *Dr. Beth Henschel*

**F. Director of Instruction’s Report - Mrs. Jennifer Miller**

*Mrs. Jennifer Miller, Director of Instruction, will report at the August meeting.*

**G. Director of Special Education’s Report - Mrs. Kristine Khachian**

*Mrs. Kristine Khachian, Director of Special Education, will report at the August meeting.*

**H. Director of Community Schools’ Report - Mr. Richard Parra**

*Mr. Richard Parra, Director of Community Schools, will report at the August meeting.*

**I. Chief Operating Officer’s Report - Mr. Jason Gonzalez**

Mr. Jason Gonzalez, Chief Operating Officer, reported.

**J. Chief Executive Officer’s Report - Dr. David Riddick**

Dr. David Riddick, Chief Executive Officer, reported.

**III. CONSENT AGENDA ITEMS**

**A. Recommendation to approve the 2024-2025 Board Resolution regarding council and committee responsibilities and membership**

**B. Recommendation to approve the reissue of stale LACOE Check for Employee: Gurpreet Gill**

On **MOTION** of Carrie Wagner, **SECONDED** by Caprice Young, and **CARRIED** by a vote of 6 (YES) and 0 (NO), the recommendation to approve the Consent Agenda (Items III.A. and B.) was approved as presented.

Aye: (6) Yvette King-Berg, Daniel Laughlin, Joe Lucente, Carrie Wagner, Jed Wallace, Caprice Young

Nay: (0)

Abstentions: (0)

**IV. ITEMS SCHEDULED FOR ACTION**

**A. Recommendation to approve slate of FCPS Board Officers for the 2024-2025 school year**

On **MOTION** of Yvette King-Berg, **SECONDED** by Caprice Young, and **CARRIED** by a vote of 6 (YES) and 0 (NO), the recommendation to approve the slate of FCPS Board Officers for the 2024-2025 school year (Item IV.A.) was approved as presented.

Aye: (6) Yvette King- Berg, Daniel Laughlin, Joe Lucente, Carrie Wagner, Jed Wallace, Caprice Young



Nay: (0)  
Abstentions: (0)

*Joe Lucente will continue as Chairman of the Board and Yvette King-Berg will continue as Vice Chair.*

**B. Recommendation to approve Independent Study Agreement for 2024-2025 school year**

On **MOTION** of Carrie Wagner, **SECONDED** by Daniel Laughlin, and **CARRIED** by a vote of 6 (YES) and 0 (NO), the recommendation to approve the Independent Study Agreement for the 2024-2025 school year (Item IV.B.) was approved as presented.

Aye: (6) Yvette King-Berg, Daniel Laughlin, Joe Lucente, Carrie Wagner,  
Jed Wallace, Caprice Young  
Nay: (0)  
Abstentions: (0)

**C. Recommendation to receive and file 2023-2024 Annual Performance-Based Oversight Visit Reports for Fenton schools**

On **MOTION** of Yvette King-Berg, **SECONDED** by Daniel Laughlin, and **CARRIED** by a vote of 6 (YES) and 0 (NO), the recommendation to receive and file the 2023-2024 Annual Performance-Based Oversight Visit Reports for the Fenton schools (Item IV.C.) was approved as presented.

Aye: (6) Yvette King-Berg, Daniel Laughlin, Joe Lucente, Carrie Wagner,  
Jed Wallace, Caprice Young  
Nay: (0)  
Abstentions: (0)

**D. Recommendation to receive FASB ASC 715 OPEB report for FCPS as of June 30, 2024**

On **MOTION** of Carrie Wagner, **SECONDED** by Jed Wallace, and **CARRIED** by a vote of 6 (YES) and 0 (NO), the recommendation to receive the FASB ASC 715 OPEB report for FCPS as of June 30, 2024 (Item IV.D.) was approved as presented.

Aye: (6) Yvette King-Berg, Daniel Laughlin, Joe Lucente, Carrie Wagner,  
Jed Wallace, Caprice Young  
Nay: (0)  
Abstentions: (0)

**E. Recommendation to receive and ratify the Fenton Charter Public Schools Workplace Violence Prevention Plan**

On **MOTION** of Caprice Young, **SECONDED** by Carrie Wagner, and **CARRIED** by a vote of 6 (YES) and 0 (NO), the recommendation to receive and ratify the Fenton Charter Public Schools Workplace Violence Prevention Plan (Item IV.E.) was approved as presented.

Aye: (6) Yvette King-Berg, Daniel Laughlin, Joe Lucente, Carrie Wagner,  
Jed Wallace, Caprice Young  
Nay: (0)  
Abstentions: (0)

**F. Recommendation to approve facility upgrades at selected FCPS schools**

On **MOTION** of Carrie Wagner, **SECONDED** by Caprice Young, and **CARRIED** by a vote of 6 (YES) and 0 (NO), the recommendation to approve the facility upgrades at selected FCPS schools (Item IV.F.) was approved as presented.

Aye: (6) Yvette King-Berg, Daniel Laughlin, Joe Lucente, Carrie Wagner,  
Jed Wallace, Caprice Young  
Nay: (0)  
Abstentions: (0)

**G. Recommendation to approve new Fenton Logo and Brand Guidelines**

On **MOTION** of Yvette King-Berg, **SECONDED** by Carrie Wagner, and **CARRIED** by a vote of 6 (YES) and 0 (NO), the recommendation to approve the new Fenton Logo and Brand Guidelines (Item IV.G.) was approved as presented.

Aye: (6) Yvette King-Berg, Daniel Laughlin, Joe Lucente, Carrie Wagner,  
Jed Wallace, Caprice Young  
Nay: (0)  
Abstentions: (0)

**V. ITEMS SCHEDULED FOR INFORMATION**

**A. Update on FCPS OPEB Trust**

*This was an information item 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 Discipline/Dismissal/Release” and Government Code Section 54956.8 – “Conference with Real Property Negotiations”.

**A. Government Code 54957**

**PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**

**B. Government Code Section 54956.8**

## CONFERENCE WITH REAL PROPERTY NEGOTIATIONS

*The Board convened to Closed Session at 5:32 p.m.*

### **VII. RETURN TO OPEN SESSION**

The Board reconvened to Open Session at 5:53 p.m. Chair Lucente stated that no action had been taken in Closed Session.

### **VIII. ANNOUNCEMENTS**

The next regular meeting of the Board of Directors of the Fenton Charter Public Schools will be held on Thursday, August 8, 2024 at 4:30 p.m. in the FCPS Business Office Boardroom and via Zoom.

### **IX. FUTURE MEETINGS**

August 8, 2024  
September 19, 2024  
October 24, 2024  
December 12, 2024  
January 23, 2025  
March 6, 2025  
April 10, 2025  
May 15, 2025  
June 12, 2025

### **X. ADJOURNMENT**

The meeting was adjourned at 5:54 p.m.

Respectfully submitted:

Irene Sumida  
Secretary of the Board

## **II.B. Public Hearing**

### **Sufficiency of Instructional Materials - *Education Code* Section 60119:**

The Board will encourage participation from parents, teachers and community members regarding the sufficiency of textbooks and instructional materials for each student.

**II. C.**

**Committee and Council Reports**

*Committee and Council Reports will resume in September.*

**II. D.**

**Financial Business Manager's Report**

*The Financial Business Manager's Report will be presented at the September meeting.*

**II. E.**

**Directors' Reports**

*School Site Directors' Reports will resume in September.*

**II. F.**

**Director of Instruction's Report**



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

**August 8, 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 Curriculum, Assessment, Instruction, English Language Learners, Compliance, Professional Development and Innovation.

**Instruction**

Fenton Charter Public Schools will continue to provide high quality instructional programming and ensure effective use of core curricular programs, instructional practices (Explicit Direct Instruction, Thinking Maps, etc.), and commitment to the Professional Learning Community (PLC) framework during the 2024-2025 school year. Fenton Charter Public Schools (FCPS) will prioritize instructional actions across two focus areas; to build capacity of all stakeholders and to align instructional practices across all schools. A comprehensive and detailed description can be found in the [FCPS Memo: Instructional Plan \(24-25\)](#).

Building the capacity of stakeholders involves equipping all staff with the knowledge, skills, resources, and abilities they need to effectively meet the diverse needs of our student population. Fenton Charter Public Schools utilizes a distributive leadership model. Leaders are developed from within and have direct responsibility for shared decision making. Teacher leaders serve as transformational figures who drive the behaviors of their team.

In an effort to ensure all stakeholders participate in continuous growth, it is critical that teams are included in the development and implementation of frequent, data driven, and outcome focused professional development.

Aligning instructional practices across the Fenton schools involves ensuring consistency and coherence in how teaching and learning are approached across varied campuses. Historical CAASPP and iReady data signal a need to calibrate and synchronize instructional practices across the organization. The Fenton schools are interdependent upon each other with interconnected relationships and dependencies which dictate our ability to sustain and thrive. From an external perspective, our schools are not viewed in isolation, but rather a shared network. It is essential we work to align critical elements, while honoring each site's unique history, culture, and traditions. The Fenton schools employ a comprehensive approach towards student and staff learning through ample resources, engagement, effective strategies, and systems of structure.

All Fenton schools will implement a master instructional schedule with tiers 1-3. Often many initiatives are unsuccessful due to scheduling conflicts. In addition, schools frequently develop schedules with prioritization to operational events such as recess, lunch, psychomotor, or dismissal. Allowing the

master schedule to be “loose” creates an environment that is not dependent on schoolwide tights to ensure equity for all students. In addition, Tier 3 intervention is dependent on the systemwide master schedule being followed. Overlapping Tier 2 and Tier 3 time does not ensure all kids receive the appropriate tiers of instruction. Tier 2 is intended for additional time to master grade level essentials; not to receive a tier 3 intervention. If Tier 2 is replaced with Tier 3, the student is not receiving all three layers of the intended framework.

A systematic master schedule is the foundation for all instructional decisions made by school leadership, Acceleration Specialist, and teachers. When categorizing tight and loose systems, a systemwide master schedule falls under a tight system, simply because everyone in the school must work from the same framework in order to meet the needs of all students. The PLC Framework recommends the following separated within a master schedule:

- Tier 1 instruction is grade level instruction that all students receive from their general education teacher. Think of this tier as a promise to every student. The adults in the building are committed to ensuring every student is given the opportunity to learn what has been identified as a Tier 1 essential curriculum utilizing district resources and state standards.
- Tier 2 Acceleration/Intervention is extra time to master grade level curriculum. This is the “bonus hour” for our essential standards. Students who need more time to master the essential standard in math or reading will be given an opportunity to receive intervention on a specific learning target that needs more practice. In addition, this time can also be seen as an extension block for those students who showed mastery of the essential standard.
- Tier 3 Acceleration/Special Education Services is a specialized intervention to fill gaps from previous years or an extension program.

The links below provide access to all 24-25 Fenton Master Instructional Schedules.  
[FPC](#); [FACS](#); [Academies](#); [SMBCCS](#)

### **Progress Monitoring of Student Outcomes**

Progress monitoring of student outcomes allows educators and leaders to assess whether students are mastering the essential standards. It provides insights into individual and group learning trajectories, providing time to adjust instructional strategies as needed. Data from progress monitoring informs decision-making at various levels, including school-wide policies, resource allocation, and professional development priorities. It ensures that decisions are based on evidence of student performance and needs.

Fenton progress monitors student outcomes in a variety of ways. Several key indicators are listed below and further explained in the [Progress Monitoring of Student Outcomes memo](#).

- All Fenton students will work to attain a usage rate of 30-49 minutes per subject (ELA and Math) per week utilizing the iReady Personalized Instruction platform. Teachers are expected to incorporate this time within their daily schedule. Site leaders are expected to monitor data on a weekly basis to review usage rates and lesson pass rate. It is encouraged to provide student incentives for students meeting usage and/or pass rates. iReady recommends students aim for 45 minutes per subject with a pass rate of 70-100%.

- iReady Diagnostic Assessments are implemented beginning, middle and end of year for all students K-6th . Data from diagnostic assessments are used to inform educator instructional decisions such as grouping students for targeted instruction, selecting appropriate learning materials, and adjusting the pace or depth of instruction. School leaders utilize this data to monitor progress towards student proficiency and growth. School leaders are responsible for summarizing data post assessment and providing guidance for shifts in instructional decisions.
- Grade level common formative assessments and unit assessments take place throughout the year. Educators utilize these assessments during data analysis team discussions to review student mastery for varied targets, identify effective instructional practices, establish areas for continued improvement, prescribe targeted interventions, and enrichment opportunities for all learners. School leaders are recommended to attend team data chats in an effort to promote their continued use, ensure alignment with schoolwide goals, and provide follow up as needed.
- Professional Goal Setting meetings with teachers are vital for fostering professional growth, aligning educational objectives, providing feedback and support, promoting collaboration, and ultimately improving student outcomes through effective teaching practices. Meetings should take place immediately following iReady Diagnostic Assessments and should provide direct guidance for responding to the student data trends. School leaders will provide additional direction prior to each goal setting window.

### **English Language Learners**

Fenton Charter Public Schools administrators met during July 2024 to calibrate understanding, strengthen relationships, and understanding in the area of English Language Learners. Teams were provided time to collaborate, align best practices, and work together on the following shared items; Reclassification of English Learners, Initial ELPAC Assessment Progress Monitoring of English Learners, and ELD Professional Development.

Fenton schools continue to monitor English Learner reclassification eligibility in alignment with the state criteria.

### **Reclassification Criteria:**

1. Assessment of ELP, using an objective assessment instrument, including, but not limited to, the state test of ELPAC; and (ELPAC overall score of 4)
2. Teacher evaluation, including, but not limited to, a review of the student’s curriculum mastery; and (Report Card Scores of a 3)
3. Parent opinion and consultation; and
4. Comparison of student performance in basic skills against an empirically established range of performance in basic skills based on the performance of English proficient students of the same age. Examples may include one of the following:
  - a. Smarter Balanced Summative Assessment Results (Score of a 3 or 4)
  - b. Local Assessments
    - i. i-Ready Assessments (Reading) (41 Percentile or Above)
    - ii. Publisher Assessments (Score comparable to native English speakers)

After reviewing 23-24 CAASPP scores and local assessments, the Fenton schools finalized their reclassification rates for the school year. Schools continue to utilize the Language Appraisal Team (LAT) process when an EL student in grade 1-6 meets the ELPAC and Basic Skills criteria, but not the Teacher Evaluation criterion.

## Reclassification Rates for 2023-2024

School	23-24 EL Numbers	#Reclassified 23-24	23-24 ELPAC Eligible Not Yet Reclassified	CURRENT-FCPS 23-24 RFEP #s	POSSIBLE - FCPS 23-24 RFEP #s	Unofficial FCPS 22-23 RFEP #s	LAUSD 20-21 RFEP #s	State 20-21 RFEP #s	19-20 RFEP Rates (Actual)
STEM	<a href="#">56</a>	5	1	8.93%	10.71%	16.33%	5.40%	6.90%	30.60%
FCLA	<a href="#">74</a>	20	0	27.03%	27.03%	16.67%	5.40%	6.90%	26.80%
FPC	<a href="#">196</a>	9	0	4.59%	4.59%	13.21%	5.40%	6.90%	24.10%
FACS	<a href="#">221</a>	39	0	17.65%	17.65%	13.99%	5.40%	6.90%	31.10%
SMBCCS	<a href="#">446</a>	19	5	4.26%	5.38%	10.53%	5.40%	6.90%	25.10%

[\\*RFEP Reclassification Policies Memo](#)

### Professional Development

Professional development is fundamental to the implementation of a cohesive instructional program due in large part because it requires a change not only in how teachers think, but what they do. Teachers become familiar with new change initiatives that require them to change the instruments in which they teach, but they typically do not alter their fundamental practice of teaching. A cohesive instructional program is even more complicated because it requires a second order change that exists outside of their current paradigm for meeting the needs of diverse learners. Sustained technical assistance is needed to enact school reform efforts. Allocating time and resources to equip teachers with targeted assistance during professional development helps to ensure the adoption and implementation of research based practices. Continual professional development is needed to ensure that a targeted and cohesive instructional program is implemented to meet the needs of all students. Lead teachers in each grade will guide the sharing of best practices on successful strategies to increase student learning. The [FCPS Professional Development Plan Memo](#) provides additional information for effective staff development.

Fenton Charter Public Schools implemented several effective and comprehensive professional development opportunities throughout July 2024 and August 2024.

#### July 15, 2024 - Instructional Approach for FCPS

Administrators discussed the [Instructional Plan \(24-25\)](#) and identified professional development opportunities for the 2024-2025 school year.

#### July 23, 2024 - Supporting English Learners

Administrators discussed compliance and innovation for English Learners. Teams worked in collaboration to develop shared systems for progress monitoring and promising practices.

#### July 25, 2024 - Supporting Student Behavior

Administrators discussed Tier 1 of the Behavior Solutions framework. Teams aligned essential behavior standards, student expectations, reinforcement and referral practices as well as various components of an effective Tier 1 approach.

### **August 1-2, 2024 - Collective Success & Embracing the Work of a PLC**

FCPS Lead Teachers, Acceleration Specialists, Site Directors, and CMO Directors attended a [two-day retreat](#) centered on critical components of a Professional Learning Community. [Training](#) was led by Paula Maeker and Jacqueline Heller, co-authors of [Literacy in a PLC at Work](#). Site teams reviewed and assessed their implementation level of an effective professional learning community across the TEAMS framework. All FCPS guiding coalition members developed an action plan for next steps within the following areas;

**T** - Take collective responsibility

**E** - Ensure a guaranteed and viable curriculum

**A** - Assess and monitor reading achievement

**M** - Measure evidence of effectiveness

**S** - Support systematically with accelerations, interventions & extensions

All site plans can be found within the [T.E.A.M.S. Framework Action Plan](#). It was a transformational experience to bring close to 60 leaders together focused on self-reflection, research-based practices, and a commitment to action. Thank you to Angie Castellana Ferri for her dedication and vision to this project. The T.E.A.M.S. action plans will drive the work of Fenton schools as we begin to embark upon the 2024-2025 school year.

### **August 5-6, 2024 - FCPS New Hire Workshop**

New Fenton educators attended a two-day professional development led by the Fenton Charter Public Schools Instructional Coaches. Topics included preparing for the first days of school, utilizing the iReady platform, Ready Math Program, Benchmark Advance ELA/ELD curriculum, as well as the Instructional Coaching Cycle. Thank you to Angie Castellana Ferri, Yesenia Fuentes, Bunny Wolfer, and Evelyn Neglia for their work to design and implement essential training for Fenton's newest team members.



**II. G.**

**Director of Special Education's Report**

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

**August 8, 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.*

**COMPLIANCE**

*Welligent student transfers are currently in place for those that are applicable, therefore accurate data is currently unavailable until school resumes.*

**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.

**Upcoming Welligent Webinars (MyPLN)**

Welligent is the District-wide web-based software system that is used both by the district as well as the charter schools to develop IEPs and tracking of related services for speech language, physical therapy, vision and hearing, RSP, BII, BID, nursing services, etc. The following courses are offered in the month of August to all Welligent users:

**August 21, 2024 Welligent Navigation Basics Webinar 9:00 AM - 11:00 AM**

**August 27, 2024 Welligent Navigation Basics Webinar 1:00 PM - 3:00 PM**

This course provides participants with a basic overview of the Welligent platform. Participants will learn how to navigate and use various features such as how to customize your Welligent desktop, send and receive messages, student search, view active IEPs, and how to access a report. This course does not cover how to create an IEP.

**August 22, 2024 Welligent 101a Create an Initial IEP Webinar 9:00 AM - 12:00 PM**

**August 28, 2024 Welligent 101a Create an Initial IEP Webinar 9:00 AM - 12:00 PM**



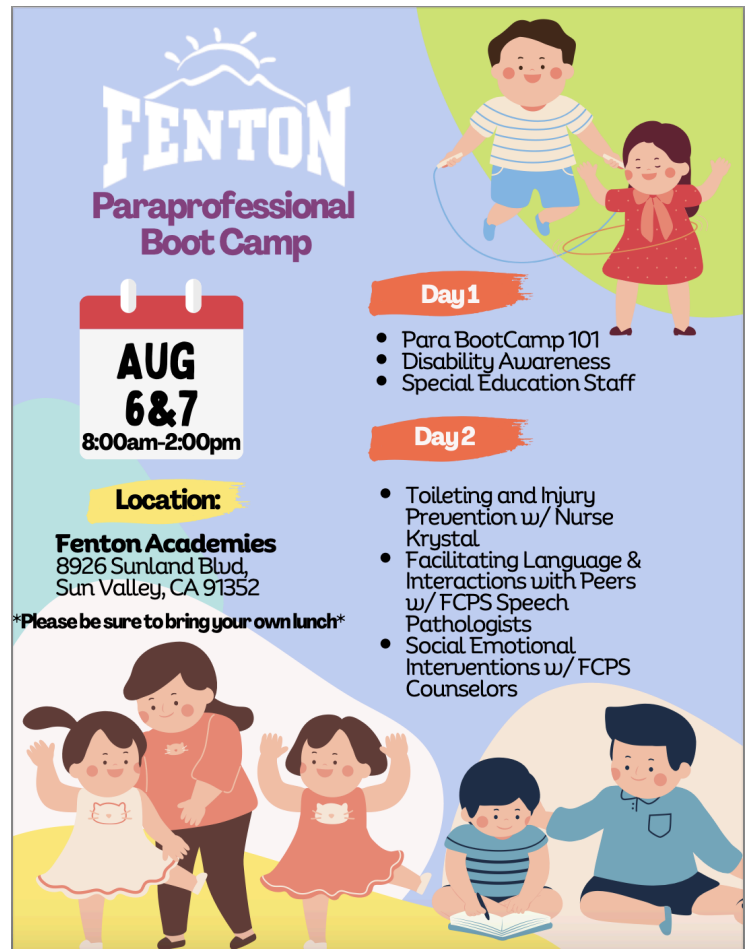
This course is for new users and those that require a refresher course in Welligent. In this class you will learn how to create an IEP, add Managers and Participants, create the Assessment Plan, create forms/notifications, schedule the meeting and create document pages.

**August 23, 2024 Welligent 101b Process of Locking an IEP Webinar 9:00 AM - 11:00 AM**

This course will focus on the process of locking the IEP in Welligent, per Special Education Division Policy and Procedure. There are two stages when locking the IEP; it must be locked and in an Active status in order for placement and services to begin for eligible students. In this class you will learn how to find, interpret and clear error messages in the IEP prior to locking; how to use the Electronic Signature option and the meaning of the IEP status at each stage of locking the IEP in order to be in compliance with policy and procedure.

**FCPS SPED Paraprofessional Bootcamp**

We will be hosting our annual special education Paraprofessional Bootcamp on Tuesday, August 6th and Wednesday, August 7th, 2024 at the Academies Multi-Purpose Room (MPR). This two day training prepares our special education paraprofessionals with skills and background information needed to support students with disabilities. On August 7th, the paraprofessionals will have FCPS guests including Nurse Krystal Garcia, our Speech and Language Pathologists and the Counselors to present on their respective topics.



**Charter Weekly**

As we embark on a new school year, I encourage all special education staff members to sign up to Charter Weekly, which is a weekly email from the Charter Operated Programs that is disseminated with updates, opportunities and general information. Staff may sign-up [here](#).

**II.H.**

**Director of Community Schools' Report**

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

August 8, 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**

**California Multi-Tiered System of Supports Professional Learning Institute July 16-18:** Fenton Charter Public School staff members, including myself, had the opportunity to attend the MTSS conference in July. It was well attended with over three thousand attendees. A few topics were covered in depth at the conference. One topic was the impact of artificial intelligence (AI) in education. Another topic with many sessions was implementing community schools and aligning supports to properly implement the program. There were also sessions on the MTSS Framework, Positive Behavior Interventions and Supports (PBIS), and an array of sessions on addressing mental health. It was an informative conference that provided assurance that Fenton Charter Public Schools is on the right track with our implementation of community schools grant.

**California Community Schools Implementation:** On July 15<sup>th</sup>, Fenton Charter Public Schools administrators participated in their first meeting of the 2024-2025 school year. One of the items presented was the community schools implementation grant presentation. The following [presentation](#) was shared and discussed with all administrators. This presentation will also be shared with all staff at each school during the first month of school.

**Behavior – Administrator Meeting:** On July 15, Mrs. Miller, Mrs. Khachian, and myself presented to all Fenton administrators a full day of behavior intervention and summary of the Solution Tree Behavior Solutions guide. The [agenda](#) included the major components for behavioral intervention. These were reviewed in preparation for implementation in the coming school year.

### **Pillar 2 – Extended Learning Time & Opportunities**

**ELO-P Program:** All Fenton ELO-P coordinators concluded their summer programs on Friday, August 2. Think Together was contracted to ensure that all Fenton students had access to the school campus for 9 hours per day throughout the summer. This [data chart](#) shows the attendance for the two weeks in June.

**ELO-P Coordinators:** As Fenton begins the third year of ELO-P implementation, the following team will be tasked with providing another successful year of ELO-P.

- Kelley Christenson – Fenton Avenue Charter School
- Jessi Tello – Fenton Primary Center
- Alejandra Muñoz – Fenton STEM and Fenton Leadership Academy
- Jazmin Luna – Santa Monica Blvd. Community Charter School

The first ELO-P coordinators meeting was held on July 18<sup>th</sup> and the [agenda](#) included some important updates to program documentation. One document that is being audited is the letter with parent signature approving their child be allowed to participate in ELO-P. The team has revised the document and created one ELO-P form for all FCPS. [Here](#) is the final confirmation letter that every parent will sign. The team

also discussed the following items below:

**ELO-P Calendar:** The ELO-P calendar of activities is updated monthly and discussed with the ELO-P coordinators. Please find the 2024-2025 calendar [HERE](#).

**ELO-P Budget and Expenditures:** All ELO-P expenses for the 2023-2024 school year were documented using the following spreadsheets. Please find the budget for the ELO-P programs [HERE](#). The expenditures spreadsheet can be found [HERE](#). These are currently in the process of being closed, and the 2024-2025 documents will be shared at the next FCPS board meeting.

**ELO-P Attendance Tracker:** This past year's goal was 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](#). The goal was met and exceeded. Attendance tracking will continue for the 2024-2025 school year using Salesforce software.

**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**

**Community School Coordinators:** The title of "Family Center Director" will be changed to "Community School Coordinator" beginning in the 2024-2025 school year. The reason for the change is to align with the implementation grant and provide support as written in the grant. The following is the team of Community School Coordinators for FCPS:

- Tony Peña – Fenton Avenue Charter School
- Johana Juarez – Santa Monica Boulevard Community Charter School
- Laura Vasquez – Fenton Primary Center
- Virginia Palma – Fenton Academies

The team met the goals for the year that were created last summer. Besides running a welcoming family center, each of our schools' family centers committed to the following:

- Goal 1: Provide in-person parent classes (Examples: parenting classes, technology classes)
- Goal 2: Provide support to increase in-seat attendance (Example: assisting with calls to parents and providing support)
- Goal 3: Facilitate at least one fundraiser for the site
- Goal 4: Increase communication between home and school (Examples: newsletter, parent portal)

The team met the four goals for 2023-2024. On Monday, August 5, the team will meet to discuss the goals and possibly add new goals for the 2024-2025 school year. In addition to these goals, the team also successfully helped with the documentation and created several parent surveys for the implementation grant.

**Parent Classes:** The four Community School Coordinators are busy preparing parent classes and schedules at each site. A variety of classes will be provided by the following organizations: Parent Education Bridge for Student Achievement Foundation (PEBSAF), Los Angeles Mental Health, and Los Angeles Community Colleges ESL.

## **Pillar 4 - Collaborative Leadership & Practices**

**FCPS Advisory Committee Meeting:** As we prepare for the 2024-2025 school year, the majority (12 of the 15 of the committee members have volunteered to continue on for next school year. The committee is currently recruiting a few members and a final roster will be available at the next FCPS board meeting.

The [calendar](#) has been created for the 6 meetings of the 2024-2025 school year.

**FCPS Foundation Board:** This school year, FCPS Foundation Board will assist in bringing awareness to the fact that community school implementation money received by the schools for the next five years and the FCPS will need to explore ideas for funding community schools in future years. Some ideas being discussed include hosting an annual gala fundraiser, a family fun run, and other fundraising events that may bring in additional funding. Current fundraisers at each school include World's Finest Chocolate sales, Popcornopolis, and Winter Catalog Sales. These fundraisers bring in about \$5,000 to \$15,000 per event. Fundraisers that have the potential to bring in over \$20,000 will be discussed at the Foundation board meetings. The first tentative date for the FCPS Foundation Board is September 12, 2024.

### **Upcoming Events:**

- 8/12 First Day of School
- 9/12 FCPS Foundation Board Meeting
- 9/19 FCPS Board Meeting
- 9/23 FCPS Community Schools Advisory Committee

**II. I.**

**Chief Operating Officer's Report**

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

**August 8, 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](#), [Personnel](#), [Facilities](#)

**State** ([Back to Top](#))

### **2023-24 State Revenue Slightly Above Recent Estimates**

*From School Services of California*

*Posted July 23, 2024*

#### Overview of the Governor’s May Revision Proposals

The Department of Finance (DOF) published its July 2024 Finance Bulletin (Bulletin), reflecting California economic data through June 2024. This month’s Bulletin includes the latest state revenue figures to close out the 2023-24 fiscal year. The year-to-date General Fund revenues were \$3.2 billion, or 1.5%, above the most recent forecast. Although June personal income tax (PIT) revenues fell below forecast for the month by \$145 million, PIT revenue outperformed estimates by \$1.3 billion or 1.1%, for the full 2023-24 fiscal year. Corporation taxes and sales and use tax exceeded forecasted figures for the month as well as for the full 2023-24 fiscal year (though just barely when it comes to sales and use tax). The “Big Three” tax collections for the 2023-24 fiscal year are listed in the table below.

#### 2023-24 Comparison of Actual and Forecast Year-to-Date “Big Three” Tax Revenues

(Dollars in Millions)

	<b>Forecast</b>	<b>Actual</b>	<b>Difference</b>	<b>Percent Difference</b>
<b>Personal Income</b>	\$119,740	\$121,066	\$1,326	1.1%
<b>Corporation</b>	\$40,411	\$41,428	\$1,017	2.5%
<b>Sales &amp; Use</b>	\$34,543	\$34,550	\$7	0.0%

Source: DOF Bulletin

The due date for second quarter estimated payment for personal and corporate income taxes falls in June, representing 40% of the estimated tax payments for the tax year. Personal income and corporation taxes exceeded projections for estimated payments in June by 5.6% and 2.1%, respectively. The prepayment for the Pass-Through Entity Elective Tax, also due in June, was 0.1% below forecast.

California is currently tied with Nevada for the second highest state unemployment rate at 5.2%. This rate remains unchanged since May. Only the District of Columbia surpasses California with an unemployment rate of 5.4%. In June, the state's labor force and household employment increased by 7,200 and 17,500 persons, respectively. Unemployment decreased by 10,300. Nonfarm payroll jobs increased by 22,500 in June. All sectors did not see an increase in jobs, however—manufacturing, other services, construction, and mining and logging all experienced job loss.

Building activity has increased by 2.4% since April 2024 and 5.1% since May 2023. Although the median sales price of existing single-family homes is up 7.5% since June 2023, there was a 0.8% month-to-month decline in the median sale price of existing single-family homes from a record high of \$908,040 in May 2024 to \$900,720 in June 2024. Clearly, housing affordability remains an ongoing concern in California.

## **Personnel** ([Back to Top](#))

### **Change in Timecard Process**

Fenton Charter Public Schools has traditionally relied on physical time cards to track employee work hours. This manual system has been in use for many years but has several inefficiencies due to manual data entry and the need for office employees to process these entries. The existing system also requires employees to fill out their time cards physically in the main office, which can lead to bottlenecks during peak times. Moreover, with Fenton's transition to the Los Angeles County Office of Education's new Human Capital Management (HCM) platform on January 1, 2025, the current software used for transferring data will become incompatible, necessitating a change.

To address these issues and leverage the benefits of digital accuracy, Fenton will implement the Frontline digital time card system starting August 12, 2024. This system will streamline processes, reduce errors, and support future organizational needs. Employees will have three methods to log their hours: a mobile or computer app connected to the FCPS Wifi guest network, a manual login via a kiosk in the main office, or a physical fob available upon request. The new system will require daily sign-ins and sign-outs to maintain accurate records for fiscal audits. While some minor bumps are anticipated during the transition, the system will be closely monitored and adjusted as needed. A comprehensive memo and FAQ has been provided to guide employees through the new procedures, ensuring a smooth transition to digital time tracking.

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

### **FCLA-STEM Annex Severy Expansion**

The FCLA-STEM annex severy will undergo significant upgrades, which will occur over the 2024- 25 winter break. The renovation aims to enhance the current capabilities of the severy, transforming it from counter space and warmers into a fully functional kitchen equipped with cooking capabilities. Currently, food served at FCLA-STEM is freshly prepared at Fenton Primary Center and transported



**Attachment:** [Change in Timecard Process Memo](#)

to FCLA-STEM for distribution.

Contracted architect Art Fernandez from Rafael Franco & Associates firm, has determined that the site can install gas lines for cooking; however, new California mandates require the installation of electrical outlets to facilitate a future transition from gas to electric. Restoring gas service to the annex will present some challenges, as the gas utility was removed during the annex renovation. Additionally, one key aspect of the upgrade will involve installing a grease interceptor, likely in the courtyard, to comply with code.

A preliminary list of equipment for the proposed build-out is being compiled, with the recommendations from Gina Fero, a representative from Dedicated Food Service Solutions. The planned upgrades include pushing out a wall by four feet into the multi-purpose room to create more space in the servery, and installing an 8 x 10 walk-in refrigerator on the existing concrete pad near the folding doors at the entrance of the servery. The placement of the refrigerator will necessitate some asphalt work to relocate an existing ramp. The ramp will also be widened to allow for palletized deliveries of food products and ingredients.

The expansion will be funded with KIT grants, while appliances and other integral parts of the upgrade listed on the CDE-approved eligible list of capital expenditures will be funded with NSLP funds.

<b>FACS (SFA)</b>	
<b>KIT Grants (as of 6/25/24)</b>	
KIT 2021 Revenue	112,084
KIT 2022 Revenue	370,577
KIT YTD Expenses	99,552
<b>Total KIT Balance</b>	<b>383,109</b>

<b>FCPS NSLP Program - As of 6/19/24</b>						
	FACS	FPC	SMBCCS	STEM	FCLA	Total
NSLP fund balance as of 6/30/23	765,587	1,222,215	1,028,984	333,757	398,961	3,749,504
Projected NSLP revenues for 2023-24	905,830	672,490	887,381	349,195	369,005	3,183,901
Projected NSLP food expenses for 2023-24	654,904	482,801	653,275	249,989	260,640	2,301,609
Projected NSLP staff expenses for 2023-24	22,469	34,427	47,641	15,359	11,514	131,410
Projected NSLP indirect costs for 2023-24	44,114	33,423	42,861	16,761	16,716	153,875
Total projected fund balance as of	949,930	1,344,054	1,172,588	400,843	479,096	4,346,511

6/30/24						
CDE approved indirect cost for 2023-24	4.87	4.97	4.83	4.80	4.53	
Months of school	10.00	10.00	10.00	10.00	10.00	
Average monthly NSLP expenses for 2023-24	72,149	55,065	74,378	28,211	28,887	258,690
Allowable carryover fund balance (6 months)	432,894	330,390	446,268	169,266	173,322	1,552,140
<b>Amount over (under) allowable carryover</b>	<b>517,036</b>	<b>1,013,664</b>	<b>726,320</b>	<b>231,577</b>	<b>305,774</b>	<b>2,794,371</b>

## **II. J.**

### **Chief Executive Officer's Report**

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

**August 8, 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 [Enrollment](#), [Staffing](#), [Budget](#), [ConApp](#), [Professional Development](#), [Charter Renewals for FPC, FACS, SMBCCS](#)

**Enrollment** [\(Back to Top\)](#)

The following is a comparison of our current enrollment “Forecast” with what was board approved in the budget in June. As of August, 8, 2024, FCPS is currently down about 5% compared to what was budgeted. We will likely receive more enrollment packets once the school year begins. As a comparison, we gained about 40 students after the school year began last year.

	FACS		FPC		SMBCCS		STEM		FCLA		FCPS	
	Budget	Forecast	Budget	Forecast	Budget	Forecast	Budget	Forecast	Budget	Forecast	Budget	Forecast
TK	40	<b>31</b>	100	<b>62</b>	50	<b>40</b>	18	<b>15</b>	36	<b>17</b>	244	<b>158</b>
K	48	<b>48</b>	144	<b>131</b>	92	<b>80</b>	36	<b>39</b>	36	<b>41</b>	356	<b>338</b>
1st	48	<b>48</b>	144	<b>150</b>	95	<b>92</b>	36	<b>33</b>	36	<b>34</b>	359	<b>359</b>
2nd	48	<b>48</b>	144	<b>135</b>	103	<b>103</b>	40	<b>35</b>	40	<b>34</b>	375	<b>353</b>
3rd	190	<b>196</b>			87	<b>82</b>	44	<b>43</b>	44	<b>41</b>	365	<b>367</b>
4th	180	<b>184</b>			123	<b>127</b>	48	<b>47</b>	48	<b>48</b>	399	<b>406</b>
5th	192	<b>193</b>			127	<b>123</b>	60	<b>46</b>	48	<b>35</b>	427	<b>398</b>
6th					75	<b>77</b>	60	<b>57</b>	50	<b>48</b>	185	<b>185</b>
TOTAL	746	<b>748</b>	532	<b>478</b>	752	<b>724</b>	342	<b>315</b>	338	<b>298</b>	2710	<b>2564</b>
+/-		<b>+2</b>		<b>-54</b>		<b>-28</b>		<b>-27</b>		<b>-40</b>		<b>-146</b>
% Diff.		<b>0%</b>		<b>-10%</b>		<b>-4%</b>		<b>-8%</b>		<b>-12%</b>		<b>-5%</b>

**FCPS Staffing Compared to Board Approval** [\(Back to Top\)](#)

Staffing for the 2024-2025 is fairly consistent with what was board approved in June. The areas in green indicate a decrease in staff. The areas in red indicate an increase in staff.

	FACS		FPC		SMB		STEM		FCLA		FCPS	
	Budget	Forecast	Budget	Forecast	Budget	Forecast	Budget	Forecast	Budget	Forecast	Budget	Forecast
1100 - Teacher	35	35	24	22	39	39	16	16	17	16	131	128
1148 - SPED	7.33	7	7.16	6	6.33	6.33	4.09	4	3.09	3	28	26.33
1200 - Cert. Support	2.5	3.5	1.5	0.5	5	5	0.5	0.5	0.5	0.5	10	10
1300 - Administrator	4.66	4	3.32	3	5.66	5	2.18	2	2.18	2	18	16
2100 - Instruct Aide	35	35	22	22	32	32	10.5	11.5	13.5	13	113	113.5
2200 - ELO-P Supervision	4	4	3	3	6	6	5.5	5.5	5.5	5.5	24	24
2201 - Cust, Security, & IT	10	10	7	6	5	6	4.75	4.75	4.75	4.75	31.5	31.5
2202 - Other Supervision	18	18	21	21	13	18	4	4	4	4	60	65
2401- Office Staff	5	5	5	5	5	5	2.5	2.5	2.5	2.5	20	20
<b>TOTAL</b>	<b>121.49</b>	<b>121.5</b>	<b>93.98</b>	<b>88.5</b>	<b>116.99</b>	<b>122.33</b>	<b>50.02</b>	<b>50.75</b>	<b>53.02</b>	<b>51.25</b>	<b>435.5</b>	<b>434.33</b>
% Difference		0%		-6%		+5%		+1%		-3%		0%

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

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

	<u><a href="#">FY2019</a></u> <i>PrePandemic Unaudited Actuals</i>	<u><a href="#">FY2021</a></u> <i>August Remote April Hybrid Unaudited Actuals</i>	<u><a href="#">FY2022</a></u> <i>1st Year In-Person Unaudited Actuals</i>	<u><a href="#">FY2023</a></u> <i>2nd Year In-Person Forecast</i>	<u><a href="#">FY2024</a></u> <i>(Budget) April Forecast</i>	<u><a href="#">FY2024</a></u> <i>(Budget) June Forecast</i>
FACS	\$193,187	\$1,469,595	\$658,150	\$408,442	\$600,050	\$916,967
FPC	\$285,115	\$2,140,257	\$323,753	\$100,000	\$43,031	\$1,780
SMBCCS	\$1,024,492	\$2,123,799	\$1,621,028	\$886,211	\$386,072	\$1,392,712
STEM	\$238,871	\$816,254	\$219	\$73,714	\$12,499	\$78,929
FCLA	\$69,524	\$644,664	\$650	\$74,529	\$7,834	\$307

Please see the [Financial Business Manager's Report](#) from June 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. Early indications show that our

OPEB contributions were less, which will enable us to push forward one-time expenses originally planned for the 2023-2024 school year. The unaudited actuals will be available for next week.

### **Consolidated Application (ConApp)** ([Back to Top](#))

The Consolidated Application (ConApp) is the annual fiscal companion to the LEA/SSD Plan. The SBE approves initial LEA Plans and subsequent ConApp submissions. The ConApp is used by the California Department of Education (CDE) to distribute categorical funds from various state and federal programs to county offices, school districts, and direct-funded charter schools throughout California. Local Education Agencies (LEAs) must have an approved ConApp before federal funds can be apportioned to LEAs. The [ConApps](#) for the FCPS were approved by the Board of Directors on June 13, 2024.

### **Professional Development** ([Back to Top](#))

Fenton has had a variety of professional development activities for our administrators and Lead Teachers during the months of July and August. Staff have been provided training in areas related to Instruction, English Language Learners, Behavior Solutions, Communication and Conflict Management (*Dr. Richard Moore*) and Professional Learning Communities (*Paula Maeker and Jacqui Heller*). Please see the Director of Instruction's Report for additional information.

On August 15 and 16, we are fortunate to have Dr. Anthony Muhammad conduct a professional development workshop for our administrators and entire staff. Dr. Anthony Muhammad is an internationally recognized expert on Professional Learning Communities (PLCs) and school culture. He is a former teacher, principal, and district administrator with extensive experience in implementing PLCs in various educational settings. Dr. Muhammad is a sought-after speaker, author, and consultant, known for his work on educational leadership, school reform, and closing the achievement gap. He has authored several books and articles on these topics, providing guidance and practical strategies for educators and school leaders. His work emphasizes the importance of collaboration, data-driven decision-making, and a focus on student learning.

**August 15th** - Dr. Muhammad will work with our Directors, Instructional Coaches, and Acceleration Specialists on his book "Time for Change".

**August 16th** - Dr. Muhammad will provide our entire staff with a workshop on his book, "The Way Forward".

### **Charter Renewal Submissions** ([Back to Top](#))

The charter petitions for Fenton Avenue Charter School, Santa Monica Boulevard Community Charter School, and Fenton Primary Center will expire on June 30, 2025. The Charter Schools Division of LAUSD provided guidance about the charter renewal template or guidance on the submission of the petitions. The [most recent guidance from LAUSD](#) is from May 22, 2024.

Based on a review of our current metrics, (i-Ready, CAASPP, RFEP), the Fenton schools will demonstrate strong academic gains and will be well positioned for renewal. Fenton is currently planning on submitting our charter petitions to LAUSD in August. We are working with Janelle Ruley of Young, Minney, Corr on the completion of our charter renewal petitions.

As we prepare to submit our renewal documents, we will need the following documents from each Board member per [LAUSD CSD guidelines](#). Please see the links below for what is required.

1. [Resumes](#) (Please see attached guidelines for format)
2. [Due Diligence Questionnaire](#)

### 3. [Board Member Questionnaire](#)

Because we are doing three renewals, we will need three (3) Due Diligence Questionnaires and three (3) Board Member Questionnaires from each board member.

**Due Date:** We would like to have these from all of you by **August 8, 2024.**

The following is the timeline for the submission of the charter renewals for FPC, FACS, and SMBCCS. We will wait to submit the Material Revision until January in order to fully engage and galvanize community support for Fenton Primary Center.

Aug. 8th - Final FCPS Board approval of items needed for renewals and material revision  
(Collection of Board Members Resumes, Due Diligence Questionnaires, and Board Member Questionnaires)

Aug. 21st - Submission of renewals for FPC, FACS, and SMBCCS to CSD at 9am

Sept. 10th - Public Hearing Date at LAUSD

Nov. 19th - Board Action on renewals

### **III. CONSENT AGENDA ITEMS**

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board's vote on them. The Chief Executive Officer recommends approval of all consent agenda items.





**FENTON CHARTER PUBLIC SCHOOLS**

August 8, 2024

**TO:** Fenton Charter Public Schools  
Board of Directors

**FROM:** David Riddick  
Chief Executive Officer/President

**SUBJECT: Recommendation to approve final staff rosters, leadership positions, regular status, and employee contracts for FACS, SMBCCS, FPC, STEM and FCLA for the 2024-2025 school year**

**BACKGROUND**

The Board of Directors yearly approves final staff rosters, leadership positions and recommendations for regular status for each school to ensure all critical positions are filled, regular status has been awarded to probationary employees, and hiring and staff ratios are in line with proposed budget expenditures as personnel costs are typically the most significant ongoing expense.

**ANALYSIS**

Since the June 13, 2024 meeting of the Board of Directors, the schools have revised their staff rosters to ensure the ratio of students to teachers (class size) is consistent and that the needs of all students are met. Additionally, leadership positions have been revised and final decisions related to regular status have been made.

Contracts for the newly hired staff have been written and approval of newly hired employees' contracts is also requested.

**RECOMMENDATION**

It is recommended that the Board of Directors approve the final staff rosters, leadership positions, recommendations for regular status and employee contracts for the 2024-2025 school year for FACS, SMBCCS, FPC, STEM, FCLA and FCPS.

**Separate Attachments:** *Final staff rosters for FACS, SMBCCS, FPC, STEM, FCLA and FCPS, leadership chart, list of those recommended for regular status*  
FINAL 2024-2025 FCPS Leadership Team

<b>Position</b>	<b>FCPS</b>				
<b>Chief Executive Officer</b>	David Riddick				
<b>Chief Operating Officer</b>	Jason Gonzalez				
<b>Director of Community Schools</b>	Richard Parra				
<b>Director of Instruction</b>	Jennifer Miller				
<b>Director of Special Education</b>	Kristine Khachian				
<b>Instructional Coaches</b>	Angie Castellana Ferri, Yesenia Fuentes, Evelyn Martinez (FACS) and Bunny Wolfer (SMBCCS)				
<b>Position</b>	<b>FACS</b>	<b>SMBCCS</b>	<b>FPC</b>	<b>STEM</b>	<b>FCLA</b>
<b>Directors</b>	Monica Castañeda	Cary Rabinowitz	Sirui Thomassian	Beth Henschel	
<b>Assistant Directors</b>	Juan Gomez and Paige Piper	Walter Gomez	Nicole Langlois	Jennifer Pimentel and Cecilia Quijano	
<b>Administrative Coordinators</b>		Ariana Gomez and Carmen Solis			
<b>ELOP Coordinators</b>	Kelley Christenson	Jazmin Luna	Jessi Tello	Alejandra Muñoz	
<b>Acceleration Specialists</b>	Wendy Kaufman	Sandra Hernandez and Jocelyn Condo		Elisa Vallejo	
<b>Family Center Directors</b>	Tony Peña	Johana Juarez	Laura Vasquez	Virginia Palma	
<b>Lead Teachers</b> <i>\$5,000 per grade level, TK/K-5 and Special Education; \$2,500 if shared</i>  <i>\$2,500 for 6<sup>th</sup> grade</i>	<b>TK/K:</b> Lisa Morales <b>1st/2nd grades:</b> Feather Gentry <b>3<sup>rd</sup> grade:</b> Christopher Torres <b>4<sup>th</sup> grade:</b> Christina Melkonian and Rebecca Williamson <b>5<sup>th</sup> grade:</b> Tiffany Fisher and Lorena Sanchez <b>Special Ed.:</b>	<b>TK:</b> Jennifer Flynn <b>K:</b> Diana Ramos and Alexis Ribakoff <b>1<sup>st</sup> grade:</b> Amanda Hill and Megan Rol <b>2<sup>nd</sup> grade:</b> Laura Gerow and Evelia Manzo <b>3<sup>rd</sup> grade:</b>	<b>TK:</b> Sarah Ananta and Bridget Ruiz <b>K:</b> Coco Salazar <b>1<sup>st</sup> grade:</b> Brianna Ellis and Laura Holmes <b>2<sup>nd</sup> grade:</b> Nitima Angus and Judy Lee <b>Special Ed.:</b>	<b>TK:</b> Priscilla Gentry <b>K:</b> Veronica McCaughin <b>1<sup>st</sup> grade:</b> Adriana Baez <b>2<sup>nd</sup> grade:</b> Alyssa Marygold <b>3<sup>rd</sup> grade:</b> Lilia Padilla Zúñiga <b>4<sup>th</sup> grade:</b> Elizabeth Marquez <b>5<sup>th</sup> grade:</b> Joanna Tepper	

	Jann Manorothkul	Alleeya Culhane <b>4<sup>th</sup> grade:</b> TBD <b>5<sup>th</sup> grade:</b> Jordan Jones <b>6<sup>th</sup> grade:</b> Patience Reinicke <b>Special Ed.:</b> Angela Boyd and Chrstian Hidalgo	Maria Cardenas	<b>6<sup>th</sup> grade:</b> Martha May <b>Special Ed.:</b> Alexis Sheppard	
<b>Focus Leads</b> <i>\$5,000; \$2,500 if shared</i>	<b>Environmental Studies:</b>	<b>ELD:</b> Zoe Weiss <b>STEAM:</b> Gaby Arroyo, Shanjana Hossain, and Christy Namkung	<b>Communication:</b> Celina Calvillo and Jennifer Daugherty	<b>STEM:</b> Bianca Bell-Reed	<b>Leadership:</b> Lindsey Western
<b>Faculty Representatives</b>	Evelyn Martinez and Lorena Sanchez	Gaby Arroyo and Xareni Robledo	Nitima Angus and Coco Salazar	Veronica MCAughlin	Melissa Allender
<b>Classified Rep.</b>	Nereyda Gonzaga	Gemini Guadamuz	Laura Vasquez	Virginia Palma	
<b>TA Representatives</b>					
<b>Council/Committee</b> <b>Co-Chairs</b>	<b>Budget, Facilities and Safety:</b> Elena Durghalli	<b>Finance:</b> Isabella Rodriguez	<b>Finance:</b> Sarah Ananta and Maria Patron	<b>Finance:</b> TBD	<b>Finance:</b> Jennifer Hines
	<b>Curriculum and Assessment:</b> Christopher Torres	<b>Instruction:</b> Jocelyn Condo and Sandy Hernandez	<b>Instruction:</b> Brianna Ellis	<b>Instruction:</b> Elisa Vallejo	<b>Instruction:</b> Melissa Andrade
	<b>Human Resource and Personnel:</b> Lorena Sanchez	<b>Personnel:</b> Marie Kirakossian and Megan Stevenson	<b>Personnel:</b> Judy Lee, Caitlin McMabell and Angie Salceda	<b>Personnel:</b> Priscilla Gentry	<b>Personnel:</b> Kate Marrelli
	<b>School-Community Relations:</b> Tony Peña	<b>Parent Advocacy:</b> Christian Hidalgo and Aaron Veals	<b>Parent Advocacy:</b> Gurpreet Gill and Bridget Ruiz	<b>Parent Advocacy:</b> Sofia Carias	<b>Parent Advocacy:</b> Brennan Mack
	<b>SSC and ELAC:</b>	<b>SSC and ELAC:</b>	<b>SSC and ELAC:</b>	<b>SSC and ELAC:</b>	<b>SSC and ELAC:</b>

*Certificated Staff Recommended for Regular Status*

<b>FACS</b>	<b>SMBCCS</b>	<b>FPC</b>	<b>STEM</b>	<b>FCLA</b>
Elena Durghalli	Aleeya Culhane		Deborah Allan	Adriana Baez
Feather Gentry	Patience Reinicke		Deanna Weiss	Kalea Wright
Jann Manorothkul	Alexis Ribakoff			



**FENTON CHARTER PUBLIC SCHOOLS**

August 8, 2024

**TO:** Fenton Charter Public Schools  
Board of Directors

**FROM:** Jason Gonzalez  
Chief Operating Officer

**SUBJECT: Recommendation to approve 2024-2025 Parental Involvement Policies, Student Handbook, and Volunteer Handbook for FACS, FPC, SMBCCS, STEM and FCLA**

**BACKGROUND**

The Elementary and Secondary Education Act (ESEA) of 1965 was reauthorized as the *Every Student Succeeds Act* (ESSA) and signed into law by President Barack Obama on December 10, 2015. The Local Educational Agency (LEA) Plan has transitioned to a Federal Addendum, which documents the use of federal funds such as Title I, Title II, Title III and Title IV.

Directly related to the Parent Involvement Policies is the Home-School Agreement developed initially at Fenton Avenue Charter School in 1993 to communicate the expectations and responsibilities the school would fulfill while working in partnership with families. Over the course of the 30+-year history of the Fenton schools, the agreement has been revised, refined, and clarified to ensure transparency.

**ANALYSIS**

Title I, Part A, ESEA section 1118(b) continues to define the requirements of the Parental Involvement Policy for schools participating in the federal *Every Student Succeeds Act*. Each year, the policies for each school must be approved by the Board of Directors.

The Parental Involvement Policies for each school and revised FCPS Home-School Agreement (renamed the FCPS Student Handbook) are included here for review and approval by the Board.

**RECOMMENDATION**

It is recommended that the Board of Directors approve the 2024-2025 Parental Involvement Policies for FACS, FPC, SMBCCS, STEM and FCLA, and FCPS Student Handbook.

**Attachments:** *2024-2025 Parental Involvement Policies*  
**Separate Attachment:** *FCPS Student Handbook; FCPS Volunteer Handbook*



## **FENTON CHARTER PUBLIC SCHOOLS**

### **Fenton Avenue Charter School**

#### **Parent Involvement Policy**

Fenton Avenue Charter School agrees to implement the following policy for involvement of parents, consistent with Section 1118 of the Elementary and Secondary Education Act (ESEA). The following policy will ensure that the requirements of section 1118 of the ESEA are met, describing broadly:

- how parents are involved in the development of the LEA plan and process for review of program improvement status
- how parent involvement activities are planned and implemented to improve student academic achievement and school performance
- how school and parent capacity for strong parental involvement is built
- how parent involvement strategies are coordinated and integrated across programs
- the process for annual evaluation of content and effectiveness of the parent involvement policy, and subsequent incorporation of findings to design more effective parent involvement
- how parents are involved in the development and revisions of this policy

Consistent with the requirements of section 1118(b) of the ESEA, Fenton Avenue Charter School will provide parents access to this parent involvement policy and subsequent changes in a timely manner. The school publishes the current parent-involvement policy at the following web address: [www.fentoncharter.net](http://www.fentoncharter.net). In addition, the school maintains a current copy of the parent-involvement policy on site and is available upon request.

Consistent with the requirements of section 1118(c) of the ESEA, Fenton Avenue Charter School will provide parents an opportunity to participate in the development of the overall policy. The school will host an annual meeting in the fall of each year with the specific purpose of reviewing this document.

Consistent with the requirements of section 1118(d) of the ESEA, Fenton Avenue Charter School will jointly develop a school-parent compact which outlines how parents, school staff, and students will share responsibility for student achievement. The school publishes the current school-parent compact at the following web address: [www.fentoncharter.net](http://www.fentoncharter.net). In addition, the school maintains a current copy of the school-parent compact on site and is available upon request.

Consistent with the requirements of section 1118(e) of the ESEA, Fenton Avenue Charter School will build capacity for parent involvement by providing assistance in understanding the national education goals, California's content standards, and California student performance standards. In addition, Fenton

Avenue Charter School will coordinate and integrate parent involvement programs to the extent feasible. Every year, the school hosts a parent meeting where academic performance data from the past year are reviewed and explained. These meetings are framed as part of the discussion on how Title I funding is being used to address student achievement, as well as other programs such as the school's after school programs

Consistent with the requirements of section 1118(f) of the ESEA, Fenton Avenue Charter School will provide opportunities for the participation of parents with limited English proficiency or with disabilities to the extent practical. The school has a volunteer translator available at all parent meetings.

This Parental Involvement Policy has been developed jointly with parents of children participating in Title I, Part A programs. The school contact for parent/family involvement is Tony Peña, [tpeña@fentoncharter.net](mailto:tpeña@fentoncharter.net).



## **FENTON CHARTER PUBLIC SCHOOLS**

### **Santa Monica Boulevard Community Charter School**

#### **Parent Involvement Policy**

Santa Monica Boulevard Community Charter School agrees to implement the following policy for involvement of parents, consistent with Section 1118 of the Elementary and Secondary Education Act (ESEA). The following policy will ensure that the requirements of section 1118 of the ESEA are met, describing broadly:

- how parents are involved in the development of the LEA plan and process for review of program improvement status
- how parent involvement activities are planned and implemented to improve student academic achievement and school performance
- how school and parent capacity for strong parental involvement is built
- how parent involvement strategies are coordinated and integrated across programs
- the process for annual evaluation of content and effectiveness of the parent involvement policy, and subsequent incorporation of findings to design more effective parent involvement
- how parents are involved in the development and revisions of this policy

Consistent with the requirements of section 1118(b) of the ESEA, Santa Monica Boulevard Community Charter School will provide parents access to this parent involvement policy and subsequent changes in a timely manner. The school publishes the current parent-involvement policy at the following web address: [www.fentoncharter.net](http://www.fentoncharter.net). In addition, the school maintains a current copy of the parent-involvement policy on site and is available upon request.

Consistent with the requirements of section 1118(c) of the ESEA, Santa Monica Boulevard Community Charter School will provide parents an opportunity to participate in the development of the overall policy. The school will host an annual meeting in the fall of each year with the specific purpose of reviewing this document.

Consistent with the requirements of section 1118(d) of the ESEA, Santa Monica Boulevard Community Charter School will jointly develop a school-parent compact which outlines how parents, school staff, and students will share responsibility for student achievement. The school publishes the current school-parent compact at the following web address: [www.fentoncharter.net](http://www.fentoncharter.net). In addition, the school maintains a current copy of the school-parent compact on site and is available upon request.



Consistent with the requirements of section 1118(e) of the ESEA, Santa Monica Boulevard Community Charter School will build capacity for parent involvement by providing assistance in understanding the national education goals, California's content standards, and California student performance standards. In addition, Santa Monica Boulevard Community Charter School will coordinate and integrate parent involvement programs to the extent feasible. Every year, the school hosts a parent meeting where academic performance data from the past year are reviewed and explained. These meetings are framed as part of the discussion on how Title I funding is being used to address student achievement, as well as other programs such as the school's after school programs.

Consistent with the requirements of section 1118(f) of the ESEA, Santa Monica Boulevard Community Charter School will provide opportunities for the participation of parents with limited English proficiency or with disabilities to the extent practical. The school has a volunteer translator available at all parent meetings.

This Parental Involvement Policy has been developed jointly with parents of children participating in Title I, Part A programs. The school contact for parent/family involvement is Johana Juarez, [jj Suarez@fentoncharter.net](mailto:jj Suarez@fentoncharter.net).



## **FENTON CHARTER PUBLIC SCHOOLS**

### **Fenton Primary Center**

### **Parent Involvement Policy**

Fenton Primary Center agrees to implement the following policy for involvement of parents, consistent with Section 1118 of the Elementary and Secondary Education Act (ESEA). The following policy will ensure that the requirements of section 1118 of the ESEA are met, describing broadly:

- how parents are involved in the development of the LEA plan and process for review of program improvement status
- how parent involvement activities are planned and implemented to improve student academic achievement and school performance
- how school and parent capacity for strong parental involvement is built
- how parent involvement strategies are coordinated and integrated across programs
- the process for annual evaluation of content and effectiveness of the parent involvement policy, and subsequent incorporation of findings to design more effective parent involvement
- how parents are involved in the development and revisions of this policy

Consistent with the requirements of section 1118(b) of the ESEA, Fenton Primary Center will provide parents access to this parent involvement policy and subsequent changes in a timely manner. The school publishes the current parent-involvement policy at the following web address: [www.fentoncharter.net](http://www.fentoncharter.net). In addition, the school maintains a current copy of the parent-involvement policy on site and is available upon request.

Consistent with the requirements of section 1118(c) of the ESEA, Fenton Primary Center will provide parents an opportunity to participate in the development of the overall policy. The school will host an annual meeting in the fall of each year with the specific purpose of reviewing this document.

Consistent with the requirements of section 1118(d) of the ESEA, Fenton Primary Center will jointly develop a school-parent compact which outlines how parents, school staff, and students will share responsibility for student achievement. The school publishes the current school-parent compact at the following web address: [www.fentoncharter.net](http://www.fentoncharter.net). In addition, the school maintains a current copy of the school-parent compact on site and is available upon request.

Consistent with the requirements of section 1118(e) of the ESEA, Fenton Primary Center will build capacity for parent involvement by providing assistance in understanding the national education goals,

California's content standards, and California student performance standards. In addition, Fenton Primary Center will coordinate and integrate parent involvement programs to the extent feasible. Every year, the school hosts a parent meeting where academic performance data from the past year are reviewed and explained. These meetings are framed as part of the discussion on how Title I funding is being used to address student achievement, as well as other programs such as the school's after school programs.

Consistent with the requirements of section 1118(f) of the ESEA, Fenton Primary Center will provide opportunities for the participation of parents with limited English proficiency or with disabilities to the extent practical. The school has a volunteer translator available at all parent meetings.

This Parental Involvement Policy has been developed jointly with parents of children participating in Title I, Part A programs. The school contact for parent/family involvement is Laura Vasquez, [lvasquez@fentoncharter.net](mailto:lvasquez@fentoncharter.net).



## **FENTON CHARTER PUBLIC SCHOOLS**

### **Fenton STEM Academy**

### **Parent Involvement Policy**

Fenton STEM Academy agrees to implement the following policy for involvement of parents, consistent with Section 1118 of the Elementary and Secondary Education Act (ESEA). The following policy will ensure that the requirements of section 1118 of the ESEA are met, describing broadly:

- how parents are involved in the development of the LEA plan and process for review of program improvement status
- how parent involvement activities are planned and implemented to improve student academic achievement and school performance
- how school and parent capacity for strong parental involvement is built
- how parent involvement strategies are coordinated and integrated across programs
- the process for annual evaluation of content and effectiveness of the parent involvement policy, and subsequent incorporation of findings to design more effective parent involvement
- how parents are involved in the development and revisions of this policy

Consistent with the requirements of section 1118(b) of the ESEA, Fenton STEM Academy will provide parents access to this parent involvement policy and subsequent changes in a timely manner. The school publishes the current parent-involvement policy at the following web address: [www.fentonstemacademy.com](http://www.fentonstemacademy.com). In addition, the school maintains a current copy of the parent-involvement policy on site and is available upon request.

Consistent with the requirements of section 1118(c) of the ESEA, Fenton STEM Academy will provide parents an opportunity to participate in the development of the overall policy. The school will host an annual meeting in the fall of each year with the specific purpose of reviewing this document.

Consistent with the requirements of section 1118(d) of the ESEA, Fenton STEM Academy will jointly develop a school-parent compact which outlines how parents, school staff, and students will share responsibility for student achievement. The school publishes the current school-parent compact at the following web address: [www.fentonstemacademy.com](http://www.fentonstemacademy.com). In addition, the school maintains a current copy of the school-parent compact on site and is available upon request.

Consistent with the requirements of section 1118(e) of the ESEA, Fenton STEM Academy will build capacity for parent involvement by providing assistance in understanding the national education goals,

California's content standards, and California student performance standards. In addition, Fenton STEM Academy will coordinate and integrate parent involvement programs to the extent feasible. Every year, the school hosts a parent meeting where academic performance data from the past year are reviewed and explained. These meetings are framed as part of the discussion on how Title I funding is being used to address student achievement, as well as other programs such as the school's after school programs.

Consistent with the requirements of section 1118(f) of the ESEA, Fenton STEM Academy will provide opportunities for the participation of parents with limited English proficiency or with disabilities to the extent practical. The school has a volunteer translator available at all parent meetings.

This Parental Involvement Policy has been developed jointly with parents of children participating in Title I, Part A programs. The school contact for parent/family involvement is Virginia Palma, [vpalma@fentoncharter.net](mailto:vpalma@fentoncharter.net).



## **FENTON CHARTER PUBLIC SCHOOLS**

### **Fenton Charter Leadership Academy**

#### **Parent Involvement Policy**

Fenton Charter Leadership Academy agrees to implement the following policy for involvement of parents, consistent with Section 1118 of the Elementary and Secondary Education Act (ESEA). The following policy will ensure that the requirements of section 1118 of the ESEA are met, describing broadly:

- how parents are involved in the development of the LEA plan and process for review of program improvement status
- how parent involvement activities are planned and implemented to improve student academic achievement and school performance
- how school and parent capacity for strong parental involvement is built
- how parent involvement strategies are coordinated and integrated across programs
- the process for annual evaluation of content and effectiveness of the parent involvement policy, and subsequent incorporation of findings to design more effective parent involvement
- how parents are involved in the development and revisions of this policy

Consistent with the requirements of section 1118(b) of the ESEA, Fenton Charter Leadership Academy will provide parents access to this parent involvement policy and subsequent changes in a timely manner. The school publishes the current parent-involvement policy at the following web address: [www.fentoncharter.net](http://www.fentoncharter.net). In addition, the school maintains a current copy of the parent-involvement policy on site and is available upon request.

Consistent with the requirements of section 1118(c) of the ESEA, Fenton Charter Leadership Academy will provide parents an opportunity to participate in the development of the overall policy. The school will host an annual meeting in the fall of each year with the specific purpose of reviewing this document.

Consistent with the requirements of section 1118(d) of the ESEA, Fenton Charter Leadership Academy will jointly develop a school-parent compact which outlines how parents, school staff, and students will share responsibility for student achievement. The school publishes the current school-parent compact at the following web address: [www.fentoncharter.net](http://www.fentoncharter.net). In addition, the school maintains a current copy of the school-parent compact on site and is available upon request.

Consistent with the requirements of section 1118(e) of the ESEA, Fenton Charter Leadership Academy will build capacity for parent involvement by providing assistance in understanding the national education goals, California's content standards, and California student performance standards. In addition, Fenton Charter Leadership Academy will coordinate and integrate parent involvement programs to the extent feasible. Every year, the school hosts a parent meeting where academic performance data from the past year are reviewed and explained. These meetings are framed as part of the discussion on how Title I funding is being used to address student achievement, as well as other programs such as the school's after school programs.

Consistent with the requirements of section 1118(f) of the ESEA, Fenton Charter Leadership Academy will provide opportunities for the participation of parents with limited English proficiency or with disabilities to the extent practical. The school has a volunteer translator available at all parent meetings.

This Parental Involvement Policy has been developed jointly with parents of children participating in Title I, Part A programs. The school contact for Parent/Family involvement is Virginia Palma, [vpalma@fentoncharter.net](mailto:vpalma@fentoncharter.net).

#### **IV. ITEMS SCHEDULED FOR ACTION**





**FENTON CHARTER PUBLIC SCHOOLS**

August 8, 2024

**TO:** Fenton Charter Public Schools  
Board of Directors

**FROM:** David Riddick  
Chief Executive Officer/President

**SUBJECT: Recommendation to approve Resolution #56: Sufficiency of Instructional Materials**

**BACKGROUND**

*Education Code* Section 60119 requires a public hearing and resolution approved by the Board certifying the sufficiency of instructional materials prior to the end of the 8<sup>th</sup> week from the first day pupils attend classes. The notice of the hearing must be posted at least ten (10) days in advance in at least three public places within the school district and must state the time, place and purpose of the hearing. The hearing may not be held during or immediately following school hours.

**ANALYSIS**

The materials purchased by the Fenton schools are all on the State Board of Education (SBE) list of approved instructional materials, and the Fenton schools continue to purchase sufficient materials to ensure a textbook or other related materials for each student at each grade level, TK – 6. It should be noted that in the area of history/social science, the SBE has not approved a list of instructional materials. The materials the schools are utilizing in all core subject areas (English language arts, mathematics, science, history/social science) are the most current. Where there is no updated approved list of materials, the schools have supplemented the last adoption with appropriate resources to ensure the relevancy of content.

SB 820 modifies the definition of “technology-based instructional materials” resulting in the inclusion of technology equipment necessary to access instructional materials. This includes any devices that provide Internet access. The bill also changes the sufficiency requirements of EC § 60119. To reflect these changes, “technology-based instructional materials” have been added to the resolution.

**RECOMMENDATION**

It is recommended that the Board of Directors approve Resolution #56: Sufficiency of Instructional Materials.

**Attachments:** *Notice of Public Hearing; Resolution #56: Sufficiency of Instructional Materials; Board Resolution #56*



**FENTON CHARTER PUBLIC SCHOOLS**

**Notice of Public Hearing**

The Fenton Charter Public Schools will conduct a Public Hearing on Thursday, August 8, 2024 at 4:30 P.M. in the FCPS Business Office Boardroom and remotely via Zoom meeting:

**August 8, 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**

The purpose of the hearing is to present information in support of the approval of Board Resolution #56, which attests to the sufficiency of textbooks and instructional materials at the Fenton schools as required by Education Code Section 60119. The yearly review and approval of such a resolution is required by all California public school governing boards.

**Instructions for Presentations to the Board by Parents and Citizens**

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

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

The Public Hearing will be conducted in English. Persons interested in attending the hearing who have special communication or accommodation needs, or need an interpreter, are encouraged to contact either Mr. Tony Peña, Fenton Avenue Charter School Family Center Director at (818) 896-7482, extension 1383; Ms. Johana Juarez, Santa Monica Boulevard Community Charter School Family Center Director at (323) 469-0971; Laura Vasquez, Fenton Primary Center Family Center Director Center at (818) 485-5900, ext. 3227; or Virginia Palma, Fenton STEM Academy and Fenton Charter Leadership Family Center Director at (818) 962-3636, ext. 4156 Every reasonable effort will be made to accommodate these needs. If you have general questions or concerns regarding the Public Hearing,

you may contact Dr. David Riddick, Chief Executive Officer at (818) 962-3630, extension 5128 or Jason Gonzalez, Chief Operating Officer at (818) 963-3630, extension 5113.



## Board Resolution #56

### RESOLUTION OF BOARD OF DIRECTORS OF THE FENTON CHARTER PUBLIC SCHOOLS

#### SUFFICIENCY OF INSTRUCTIONAL MATERIALS

**WHEREAS**, the governing board of the Fenton Charter Public Schools, in order to comply with the requirements of *Education Code* Section 60119, held a public hearing on August 15, 2024, at 4:30 p.m., which is on or before the eighth week of school (between the first day that students attend school and the end of the eighth week from that day) and which did not take place during or immediately following school hours, and;

**WHEREAS**, the Board provided at least 10 days' notice of the public hearing by posting it in at least three public places within the district stating the time, place and purpose of the hearing, and;

**WHEREAS**, the Board encouraged participation by parents/guardians, teachers, and members of the community, and;

**WHEREAS**, information provided at the public hearing and to the governing board at the public meeting detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the Fenton schools, and;

**WHEREAS**, the definition of "sufficient textbooks or instructional materials" means that each student, including each English learner, has a standards-aligned textbook and/or instructional materials, or both, to use in class and to take home, which may include materials in a digital format, but shall not include photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage, and;

**WHEREAS**, the definition of "sufficient textbooks or instructional materials" also means that all students are enrolled in the same course within the Fenton schools have standards-aligned textbooks or instructional materials from the same adoption cycle, and;

**WHEREAS**, sufficient textbooks and instructional materials were provided to each student, including English learners, that are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks in the following subjects and the Fenton schools have provided sufficient textbooks and materials as per the list below:

- Mathematics – *i-Ready Classroom Math*, adopted May 2022
- Science – continued use of the materials adopted by the SBE, November 2006 (supported with supplementary materials) for FPC, and the adoption of *Twig Science* by FCLA and STEM Academies on June 13, 2019, May 21, 2020 by SMBCCS, and July 22, 2021 by FACS
- History-Social Science – continued use of the materials last adopted by the SBE, November 2005 (supported with supplementary materials)
- English/language arts, including the English language development component of an adopted program – *Benchmark Advance* adopted July 2016 by FACS, SMBCCS, FCLA and STEM, and October 2018 by Fenton Primary Center
- Technology-Based Instructional Materials – iPads provided for each student, TK – 6, and a vast array of applications provided on all devices to support all curricular areas

**NOW THEREFORE**, it is resolved that for the 2024-2025 school year, the Fenton Charter Public Schools has provided each pupil with sufficient textbooks or instructional materials aligned to the academic content standards, consistent with the cycles and content of the curriculum frameworks, and the materials approved to date by the California State Board of Education.

**PASSED, APPROVED AND ADOPTED** this 8<sup>th</sup> day of August 2024 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

**Date: 8/8/2024**

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Joe Lucente, Chairman of the Board

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Irene Sumida, Secretary of the Board



**FENTON CHARTER PUBLIC SCHOOLS**

August 8, 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.

**Think Together: (\$1,248,443)** for Expanded Learning Opportunities Program. This is comparable to the amount spent on Think Together during the 2023-2024 school year. The following is the breakdown:

**Think Together: \$535,479 (Base ELO-P Program)** [Non-Instructional Days (NID) (ELO-P)] - Think Together will provide non-instructional day services for the 2024-2025 school year as listed below. Think Together will ensure Fenton students receive nine hours a day for 30 days through a combination of ELO-P funds, 21st Century Community Learning Centers (21st CCLC) and/or After School Education and Safety (ASES). The following amounts are the expense applied to ELO-P by location.

- ***Fenton Primary Center (\$117,849):*** Serving 30 students, six hours a day for nine program days and nine hours a day for 30 program days.
- ***Fenton Ave Charter School (\$82,301):*** Serving 60 students, six hours a day for nine program days and nine hours a day for 30 program days.
- ***Santa Monica Blvd. Community Charter School (\$100,206):*** Serving 80 students, six hours a day for nine program days and nine hours a day for 30 program days.

- ***Fenton STEM Academy (\$117,849)***: Serving 60 students, six hours a day for nine program days and nine hours a day for 30 program days.
- ***Fenton Charter Leadership Academy (\$117,849)***: Serving 60 students, six hours a day for nine program days and nine hours a day for 30 program days.

**Think Together: \$538,644 (Additional Classes)** Think Together will provide FACS, FPC, and SMBCCS an additional Site Coordinator using ELO-P funds. The following amounts are the expense applied to ELO-P by location.

- ***Fenton Primary Center (\$178,423)*** - Serving additional 60 students.
- ***Fenton Ave Charter School (\$163,737)*** - Serving additional 100 students.
- ***Santa Monica Blvd. Community Charter School (\$196,484)*** - Serving additional 120 students.

**Think Together: \$174,320 (Additional Site Coordinator)** Think Together will provide FACS, FPC, and SMBCCS an additional Site Coordinator using ELO-P funds. The following amounts are the expense applied to ELO-P by location.

- ***Fenton Ave Charter School (\$87,160)***
- ***Santa Monica Blvd. Community Charter School (\$87,160)***

**Mathnasium (\$129,456) (SMBCCS)** - Santa Monica Boulevard Community Charter School would like to offer Mathnasium again as an afterschool provider using ELO-P funds. This amount is for 72 students in grades 2nd-6th grade. SMBCCS will use ELO-P funds to cover this expense.

**Rafael Franco and Associates (\$65,120) (FCPS)** - Expansion of FCLA-STEM annex servery. Scope of work includes design and permit of a new kitchen and expanding the existing FCLA-STEM annex servery by approximately 800 square feet, with equipment layout provided by the owner's consultant. Plan Check Review will be submitted to the Los Angeles Department of Building and Safety and the Los Angeles County Department of Public Health. KIT grants and NSLP funds will be used to cover the expense.

## **RECOMMENDATION**

It is recommended that the Board of Directors approve the expenditures for Think Together (\$1,248,4430), Mathnasium (\$129,456) using ELO-P funds, and Rafael Franco and Associates (\$65,120).

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





**FENTON CHARTER PUBLIC SCHOOLS**

August 8, 2024

**TO:** Fenton Charter Public Schools  
Board of Directors

**FROM:** David Riddick  
Chief Executive Officer/ President

**SUBJECT: Recommendation to approve Resolution #57: Submission of Charter Renewal for Fenton Primary Center**

**BACKGROUND**

The history of the Fenton Charter Public Schools (“FCPS”) begins in March 1993, when the staff of Fenton Avenue Elementary unanimously affirmed the decision to write and submit a charter petition to the authorizing district, LAUSD. Using the twenty-two charter petitions which had been approved by the state, along with the District’s then-recently publicized LEARN document, the staff of Fenton Avenue Elementary worked for six weeks to address the 14 elements (later 16, and now 15) of California’s original charter school law, adopted as SB 1448. Approved by the Los Angeles City Board of Education in June 1993, Fenton Avenue Charter School (“FACS”) became LAUSD’s seventh charter school and charter number 30 in the state of California

Fenton Avenue Elementary was converted to charter in July 1993. Successfully renewed five times over the course of the last twenty-six (26) years, in addition to charter conversion, the school, and later the organization, have initiated and successfully implemented innovative solutions to best serve all students and their families.

In 2007, Fenton Primary Center, a start-up charter school that was created to move FACS off the year round, multi-track calendar, was approved, and in 2013, FPC moved to its own 55,000 square foot site just eight-tenths of a mile from FACS. At that time, Fenton Avenue Charter School moved off the Modified Concept Six 163-day calendar for the first time in 20 years, with the separation of grades kindergarten through second (to FPC) and third through fifth grades (remaining at FACS). Both charter schools serve the original attendance area of Fenton Avenue Elementary and nearly the same demographic population.

On January 31, 2020, the FCPS Board of Directors approved the submission of material revisions to the charters for Fenton Avenue Charter School and Fenton Primary Center. The intent of the Material Revision for FPC and FACS is to allow the following:

- 1) Align the grade level configuration of FPC and FACS with all of the other Fenton schools (TK-6);
- 2) Allow FPC to serve grades that take standardized tests;
- 3) Allow FACS to operate a Learning Lab program for students that are typically assigned to a non-public school setting in grades TK-6.

*For more information, please see [FPC and FACS Sequence of Events for Submission of Material Revisions](#).*

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 for the 2022-2023 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. The main objection from 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.

On June 15, 2023, the Board of Directors approved the submission of the Charter Renewal Petition for Fenton Avenue Charter School to serve students in grades TK-5. SB 114, education omnibus budget trailer bill, extended the term of all charter schools whose petitions expire between January 1, 2024, and June 30, 2027, by one additional year.

One year of renewal relief enabled all charter schools with charter terms expiring on or between January 1, 2024, and June 30, 2027 to have their renewals pushed back one more year. The one-year extension applied to all charter schools, not just those with terms expiring next year, to avoid a renewal “bottleneck” for authorizers. The following is the current charter expiration date for the Fenton Charter Public Schools.

<b>School</b>	<b>LAUSD Board Approved Terms</b>	<b>Charter Expiration Date</b>
FPC	<u>2017-2024</u>	June 30, 2025
FACS	<u>2017-2024</u>	June 30, 2025
SMBCCS	<u>2017-2024</u>	June 30, 2025
STEM	<u>2019-2026</u>	June 30, 2027
FCLA	<u>2019-2026</u>	June 30, 2027

## **ANALYSIS**

The charter petitions for Fenton Avenue Charter School, Santa Monica Boulevard Community Charter School, and Fenton Primary Center will expire on June 30, 2025. The Charter Schools Division of LAUSD provided guidance about the charter renewal template or guidance on the submission of the petitions. The [most recent guidance from LAUSD](#) is from May 22, 2024.

Based on a review of our current metrics, (i-Ready, CAASPP, RFEP), the Fenton schools will demonstrate strong academic gains and will be well positioned for renewal. Fenton is currently planning on submitting our charter petitions to LAUSD in August. We are working with Janelle Ruley of Young, Minney, Corr on the completion of our charter renewal petitions.

## **RECOMMENDATION**

It is recommended that the Board of Directors approve Resolution #57: Submission of Charter Renewal for Fenton Primary Center.

**Attachments: *Resolution #57: Charter Renewal for Fenton Primary Center***  
***(Charter Petition)***

**FENTON CHARTER PUBLIC SCHOOLS  
BOARD OF DIRECTORS**

**RESOLUTION #57 AUTHORIZING SUBMISSION OF CHARTER RENEWAL PETITION  
TO LOS ANGELES UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION**

WHEREAS, Fenton Charter Public Schools is a California nonprofit public benefit corporation that operates Fenton Primary Center (the “Charter School”), a California public charter school; and

WHEREAS, the Board of Directors (“Board”) of Fenton Charter Public Schools finds it in the best interest of the Charter School to submit a charter renewal petition application (“Renewal”) of the Fenton Primary Center charter as authorized by the Los Angeles Unified School District (“LAUSD”) and provided for in Education Code Sections 47605, 47607 and 47607.2.

NOW THEREFORE, BE IT RESOLVED that the Board authorizes the submission of the Fenton Primary Center Renewal to the LAUSD Board of Education for a term of July 1, 2025 to June 30, 2030; and

BE IT FURTHER RESOLVED that the Board authorizes the following individuals to take all steps necessary pursuant to their roles to seek the approval of the Renewal:

- Dr. David Riddick will serve as “Lead Petitioner” and is hereby authorized to make any additional changes or revisions to the Renewal as may be necessary to comply with applicable legal requirements and/or District policies and procedures, and to take all steps necessary for approval of same;
- Sirui Thomassian is the Director;
- Dr. David Riddick is the Chief Executive Officer; and
- Jason Gonzalez, Chief Operating Officer, is the Financial Manager.

\* \* \*

IN WITNESS WHEREOF, the Board of Directors has adopted the above resolution by the following vote at a regular Board meeting this 13<sup>th</sup> day of June, 2024.

AYES:

NOS:

ABSTENTIONS:

By: \_\_\_\_\_  
Joe Lucente, Chairman of the Board of Directors

By: \_\_\_\_\_  
Irene Sumida, Secretary

**V. ITEMS SCHEDULED FOR INFORMATION**

*There are no items scheduled for Information.*