



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

Remote Attendee Videoconference Location:

3817 Halcon Place, Davis, CA 95618
853 San Benito St. #60, Hollister, CA 95023
10660 White Oak Avenue, Granada Hills, CA 91344

REGULAR MEETING - BOARD OF DIRECTORS

October 24, 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/8747966875>
Meeting ID: 874 7966 875

AGENDA

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

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

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

Instructions for Presentations to the Board by Parents and Citizens

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

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

I. PRELIMINARY

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

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

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

Minutes of the September 19, 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. Committee/Council Reports**

1. **Finance Committee:** Sarah Ananta & Maria Patron (*FPC*); Isabela Rodriguez (*SMBCCS*); Jennifer Hines (*FCLA*); Ana Soto Gutierrez (*STEM*)
Budget, Facilities and Safety Council: Elena Durghalli (*FACS*)
2. **Instruction Committee:** Brianna Ellis & Coco Salazar (*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 Rol (*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)

C. Financial Business Manager’s Report:

Erik Okazaki, Financial Business Manager of the FCPS, will update the most current financial statements, cash flow position, and any variations in revenues and expenditures from the approved 2024-2025 budgets for all sites.

D. Directors’ Reports

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

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

E. Director of Instruction’s Report - Mrs. Jennifer Miller

Fenton Charter Public Schools (FCPS) - *The Director of Instruction’s report will be distributed to Board members 72 hours prior to the regular meeting. All Board members are asked to submit any questions or requests for clarification to Board Chair Lucente prior to the beginning of the meeting.*

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

Fenton Charter Public Schools (FCPS) - *The Director of Special Education’s report will be distributed to Board members 72 hours prior to the regular meeting. All Board members are asked to submit any questions or requests for clarification to Board Chair Lucente prior to the beginning of the meeting.*

G. Director of Community Schools’ Report – Mr. Richard Parra

Fenton Charter Public Schools (FCPS) - *The Director of Community Schools' report will be distributed to Board members 72 hours prior to the regular meeting. All Board members are asked to submit any questions or requests for clarification to Board Chair Lucente prior to the beginning of the meeting.*

H. [Chief Operating Officer's Report](#) – Mr. Jason Gonzalez

I. [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. None

IV. [ITEMS SCHEDULED FOR ACTION](#)

A. [Recommendation to approve the revised FCPS General Accounting Policies and Procedures Manual](#)

B. [Recommendation to approve the revised FCPS Procurement and Purchasing Procedures Handbook](#)

V. [ITEMS SCHEDULED FOR INFORMATION](#)

A. [Update on Charter Renewal Petitions for FPC, FACS, and SMBCCS](#)

B. [Update on FCPS OPEB Trust](#)

C. [LCAP Update and Instructional Report](#)

VI. [ANNOUNCEMENTS](#)

The next regular meeting of the Board of Directors of the Fenton Charter Public Schools will be held on Thursday, December 12, 2024 at 4:30 pm in the boardroom of the FCPS Business Office and via Zoom.

VII. [FUTURE MEETINGS](#)

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**

September 19, 2024

A meeting of the Board of Directors of the Fenton Charter Public Schools was held on Thursday, September 19, 2024, at 4:30 p.m. in the FCPS Business Office Boardroom and via Zoom (<https://us02web.zoom.us/j/87479668758>).

I. PRELIMINARY

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

The Board of Directors meeting was called to order at 4:31 p.m. by the Board Chair, Joe Lucente.

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

Board Members Present

Yvette King-Berg, *Community Representative*
Daniel Laughlin, *Parent Representative*
Joe Lucente, *Community Representative*
Erin Studer, *Community Representative*
Via Zoom: 19722 Collier Street, Woodland Hills, CA 91364
Jed Wallace, *Community Representative*
Via Zoom: 3817 Halcon Place, Davis, CA 95618
Caprice Young, *Community Representative*
Via Zoom: 853 San Benito Street #60, Hollister, CA 95023

Board Members Not Present

Carrie Wagner, *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 Yvette King-Berg, **SECONDED** by Caprice Young, 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, Erin Studer,
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 6 (YES) and 0 (NO), the minutes of the August 8, 2024 Regular Meeting (Item I.E.) were approved as presented.

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

Nay: (0)

Abstentions: (0)

II. COMMUNICATIONS

A. Presentations from the Public - Chair Lucente

There were no presentations from the public.

B. Committee/Council Reports

Minutes of all meetings held by any committee and/or council were sent to the Board Members prior to this meeting.

There were no further reports by committees/councils.

C. Financial Business Manager's Report

Erik Okazaki, Financial Business Manager of the FCPS, presented updates to the 2024-2025 approved budget. The following update was presented:

2024-2024 Unaudited Actuals

- Ending fund balances remained strong as an organization; operating income by site:
 - o FACS - \$1,426,857
 - o FPC - \$70,165
 - o SMBCCS - \$1,509,059
 - o STEM - \$116,745
 - o FCLA - \$0
- Unaudited Actuals vs. Theoretical Comparisons: Non-cash adjustments and one-time funds have had a significant impact on financials:
 - o FACS - \$1,426,857 adjusted operating income; \$1,231,566 operating income without one-time finds
 - o FPC - \$70,165 adjusted operating income; **negative \$365,922** operating income without one-time funds
 - o SMBCCS - \$1,509,059 adjusted operating income; \$1,084,912 operating income without one-time funds
 - o STEM - \$116,745 adjusted operating income; \$69,783 operating income without one-time funds
 - o FCLA - \$0 adjusted operating income; **negative \$419,622** operating income without one-time funds

- Consolidated UAR comparison versus prior forecast: Grant spending and additional gains in OPEB and investment returns drove positive increases.
- Bond Covenants: the obligated group met both bond covenants
 - o Liquidity: 45 days cash on hand is required minimum; obligated group ended year with 136 days of cash on hand (only 81 days without FPC)
 - o Debt Service: A ratio of 1.10 is the minimum required; the obligated group ended the year with a ratio of 2.37 (1.70 without FPC)
- Cash Analysis as of June 30, 2024: Excess cash can be invested to increase annual revenue for the schools

2024-2025 Forecast Update

- Ending fund balances remain strong as an organization; operating income by site:
 - o FACS - \$150,000
 - o FPC - \$100,000
 - o SMBCCS - \$150,000
 - o STEM - \$75,000
 - o FCLA - \$155,198
- Current Forecast vs. Theoretical Comparisons: Non-cash adjustments and one-time funds have had a significant impact on financials:
 - o FACS - \$150,000 adjusted operating income; \$47,666 operating income without one-time finds
 - o FPC - \$332,981 adjusted operating income; **negative \$1,294,651** operating income without one-time funds
 - o SMBCCS - \$150,000 adjusted operating income; **negative \$1,028,225** operating income without one-time funds
 - o STEM - \$263,251 adjusted operating income; **negative \$134,380** operating income without one-time funds
 - o FCLA - \$33,312 adjusted operating income; **negative \$255,467** operating income without one-time funds
- Enrollment Changes:
 - o FACS - 1 additional student above projection (+1)
 - o FPC - 56 less students than projected **(-56)**
 - o SMBCCS - 36 less students than projected **(-36)**
 - o STEM - 37 less students than projected **(-37)**
 - o FCLA - 36 less students than projected **(-36)**
- Approved Budgets vs. Current Forecast:
 - o FACS -
 - § Operating income decreased by \$234K since approved budget mainly due to increased costs for services and other operating expenses;
 - § \$159K more in one-time funds and \$75K more ongoing funds since approved budget;
 - § Expected to exceed 4-months cash on hand goal by \$2.1M
 - o FPC -
 - § Operating income increased by \$100K since approved budget mainly due to increased state revenue;
 - § \$929K more in one-time funds and \$68K less in ongoing funds since approved budget;

- § Expected to exceed 4-months cash on hand goal by \$3.4M
 - o SMBCCS -
 - § Operating income decreased by \$198K since approved budget mainly due to increased costs for services and other operating expenses;
 - § \$1.2M more in one-time funds and \$1.0M more in ongoing funds since approved budget;
 - § Expected to exceed 4-months cash on hand goal by \$7.2M
 - o STEM -
 - § Operating income decreased by \$392K since approved budget mainly due to lower LCFF revenue;
 - § \$69K more in one-time funds and \$99K more in ongoing funds since approved budget;
 - § Expected to be near 4-months cash on hand goal
 - o FCLA -
 - § Operating income decreased by \$494K since approved budget mainly due to decreased LCFF revenue;
 - § \$88K more in one-time funds and \$49K less in ongoing funds since approved budgets;
 - § Expected to remain below 4-months cash on hand goal
- Bond Covenants: the obligated group is expected to meet both bond covenants
 - o Liquidity: 45 days cash on hand is required minimum; obligated group has 141 days of cash on hand (only 74 days without FPC)
 - o Debt Service: A ratio of 1.10 is the minimum required; the obligated group is expected to reach a ratio of 1.86 (0.96 without FPC)

D. Directors’ Reports

Directors’ Reports were distributed to Board members 72 hours prior to the regular meeting. All Board members were asked to submit any questions or requests for clarification to Board Chair Lucente prior to the beginning of the meeting. There were no questions and Directors’ reports were received as published.

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

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

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

Fenton STEM Academy (STEM) - Dr. Beth Henschel, Director

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

E. Director of Instruction’s Report

Fenton Charter Public Schools (FCPS) - Mrs. Jennifer Miller, Director of Instruction, reported.

F. Director of Special Education’s Report

Fenton Charter Public Schools (FCPS) - *The Director of Special Education’s report was distributed to Board members 72 hours prior to the regular meeting. All Board members were asked to submit any questions or requests for clarification to Board Chair Lucente prior to the beginning of the meeting. There were no questions or comments.*

G. Director of Community Schools’ Report

Fenton Charter Public Schools (FCPS) - *The Director of Community Schools’ report was distributed to Board members 72 hours prior to the regular meeting. All Board members were asked to submit any questions or requests for clarification to Board Chair Lucente prior to the beginning of the meeting. There were no questions or comments.*

H. Chief Operating Officer’s Report

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

I. Chief Executive Officer’s Report

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

III. CONSENT AGENDA ITEMS

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

IV. ITEMS SCHEDULED FOR ACTION

A. Recommendation to approve submission of draft of Food Services Management Company Request for Proposal (RFP) and sample contract documents to the School Food Service Contract Unit, California Department of Education (CDE), Nutrition Services Division

On **MOTION** of Yvette King-Berg, **SECONDED** by Daniel Laughlin, and **CARRIED** by a vote of 6 (YES) and 0 (NO), the recommendation to approve the submission of draft of Food Services Management Company Request for Proposal (RFP) and sample contract documents to the School Food Service Contract Unit, California Department of Education (CDE), Nutrition Services Division (Item IV.A.) was approved as presented.

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

B. Recommendation to approve slate of directors and officers for the FCPS Foundation Board of Directors for 2024-2025

On **MOTION** of Jed Wallace, **SECONDED** by Daniel Laughlin, and **CARRIED** by a vote of 6 (YES) and 0 (NO), the recommendation to approve the slate of directors and officers for the FCPS Foundation Board of Directors for 2024-2025 (Item IV.B.) was approved as presented.

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

C. Recommendation to receive June 30, 2024 Unaudited Actual Reports for Fenton Avenue Charter School, Fenton Primary Center, Santa Monica Boulevard Community Charter School, Fenton STEM Academy and Fenton Charter Leadership Academy

On **MOTION** of Yvette King-Berg, **SECONDED** by Jed Wallace, and **CARRIED** by a vote of 6 (YES) and 0 (NO), the recommendation to receive the June 30, 2024 Unaudited Actual Reports for Fenton Avenue Charter School, Fenton Primary Center, Santa Monica Boulevard Community Charter School, Fenton STEM Academy and Fenton Charter Leadership Academy (Item IV.C.) was approved as presented.

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

D. Recommendation to approve revised FCPS Employee Handbook

On **MOTION** of Daniel Laughlin, **SECONDED** by Jed Wallace, and **CARRIED** by a vote of 6 (YES) and 0 (NO), the recommendation to approve the revised FCPS Employee Handbook (Item IV.D.) was approved as presented.

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

E. Recommendation to approve the revised Comprehensive School Safety Plans for Fenton Avenue Charter School, Santa Monica Boulevard Community Charter School, Fenton Primary Center, Fenton STEM Academy and Fenton Charter Leadership Academy

On **MOTION** of Yvette King-Berg, **SECONDED** by Daniel Laughlin, and **CARRIED** by a vote of 6 (YES) and 0 (NO), the recommendation to approve the revised Comprehensive School Safety Plans for Fenton Avenue Charter School, Santa Monica Boulevard Community Charter School, Fenton Primary Center, Fenton

STEM Academy and Fenton Charter Leadership Academy (Item IV.E.) was approved as presented.

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

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

On **MOTION** of Yvette King-Berg, **SECONDED** by Jed Wallace, and **CARRIED** by a vote of 6 (YES) and 0 (NO), the recommendation to approve the Expanded Learning Opportunities Program budget for the Fenton Charter Public Schools (Item IV.F.) was approved as presented.

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

G. Recommendation to approve the California Community Schools Partnership Program Planning and Implementation budgets for the Fenton Charter Public 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 approve the California Community Schools Partnership Program Planning and Implementation budgets for the Fenton Charter Public Schools (Item IV.G.) was approved as presented.

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

V. ITEMS SCHEDULED FOR INFORMATION

A. LCAP Update and Instructional Report

This was an information item only and no action was taken.

VI. ANNOUNCEMENTS

The next regular meeting of the Board of Directors of the Fenton Charter Public Schools will be held on Thursday, October 24, 2024 at 4:30 p.m. in the FCPS Business Office Boardroom and via Zoom.

VII. FUTURE MEETINGS

October 24, 2024

December 12, 2024
January 23, 2025
March 6, 2025
April 10, 2025
May 15, 2025
June 12, 2025

VIII. ADJOURNMENT

The meeting was adjourned at 6:12 p.m.

Respectfully submitted:

Irene Sumida
Secretary of the Board

II. B.

Committee and Council Reports

FENTON CHARTER PUBLIC SCHOOLS
Fenton Charter Leadership Academy

Unapproved Minutes of the Finance Committee Meeting

September 12th, 2024

A meeting of the Finance Committee was held on Thursday, September 12th, 2024 at 7:20 AM in the Hands-On Lab at Fenton Charter Leadership Academy at 8926 Sunland Blvd., Sun Valley, CA 91352.

Call to Order: Jennifer Hines, Chairperson

The Finance Committee meeting was called to order at 7:20 A.M by Chair, Jennifer Hines.

Roll Call: Jennifer Hines, Chairperson

Finance Committee Members Present: Adriana Baez, Bridget Qassis, Nikole De La Rosa, Jennifer Hines, Beth Henschel, and Cecilia Quijano

Members Excused: Daniel Pineiro, Leticia Padilla Parra

Non-committee Members: Joselin Casillas, Sarah Flores, Ana Soto Gutierrez, and Mercedes Meeks, Jennifer Pimentel

Additions/Corrections to the Agenda: Jennifer Hines, Chairperson

There were no additions or corrections to the agenda.

Approval of Minutes from January 12th, 2024: Jennifer Hines, Chairperson

Item #1 Minutes from the January 12, 2024, meeting of the Finance Committee - Jennifer Hines, Chair

On **MOTION** of Beth Henschel, **SECONDED** by Bridget Qassis, and **CARRIED**, the minutes from the January 12, 2024 meeting of the Finance Committee were approved as submitted.

Presentations from the Public: Jennifer Hines, Chairperson

Item #2 Any person desiring to address the Finance Committee on any proper matter

Old Business:

There was no Old Business.

New Business:

Item #3 Selection of Finance Committee Secretaries - Jennifer Hines, Chair

Bridget Qassis and Nikole De La Rosa volunteered to be co-secretaries for the Finance Committee. The secretaries will alternate taking minutes for each meeting.

On **MOTION** of Jennifer Hines, **SECONDED** by Cecilia Quijano, and **CARRIED**, the secretaries of the Finance Committee were approved as submitted.

Item #4 Enrollment and Attendance Update (LCAP 2, AMO Goal 3) - Dr. Beth Henschel, Director (Informational Item)

Fenton Charter Leadership Academy (FCLA) currently has 300 students enrolled. This is less than the projected enrollment of 338 students for FCLA. The Academies will continue to focus efforts on increasing enrollment and student attendance. As of today, FCLA has an ADA target rate of 98.5% or more. FCLA has four classes that have 100% ADA and seven classes at 98.5% or greater out of 15 teachers.

The Academies continue to encourage teachers and motivate students to come to school and return independent study contracts. The school is looking into additional incentives for students that come every day.

Item #5 Facilities Update (LCAP Goal 3, AMO 6) - Dr. Beth Henschel, Director (Informational Item)

There are a few items identified during the summer that need to be updated at the Academies. Some of the items include an additional drinking fountain with a water bottle refill station in the STEM hallway (the school is currently looking into a new water fountain with a refill station for the FCLA hallway), repainting of the Purple Hallway, and banners to replace outside of the school walls, which have already been ordered and will be installed within the upcoming weeks.

To mitigate costs, these repairs and replacements will be spaced out due to funding.

Item #6 Scholastic Fair Update (LCAP Goal 2, AMO 1) - Cecilia Quijano, Assistant Director (Informational Item)

The Scholastic Book Fair will be held from October 22nd to October 25th. Class previews will be on Friday, October 18th and Monday, October 21st. Previews will be 15 minutes per class, in which students can browse, but not purchase any items. However, they may purchase books online through a link that will be shared. We will definitely encourage families to set up a Scholastic eWallet account so their children can make cashless purchases. We will continue to purchase Scholastic News for all grade levels with the 50% profit we will earn from the book fair. Ms. Palma will reach out and coordinate with the parent volunteers, who will run the Book Fair during recess.

Last Fall 2023, we raised over \$14,000, and earned about \$7,000 towards the purchase of Scholastic News for all grade-levels. Ms. Western was also able to purchase some books for the library project initiative that will focus mainly on social-emotional learning tied with Mutt-i-grees. We are hoping and looking forward to raising the same if not more this year.

Announcements:

There were no announcements.

Next Regular Meeting:

TBD

Adjournment:

On **MOTION** of Bridget Qassis, **SECONDED** by Nikole De La Rosa, and **CARRIED**, the Finance Committee adjourned at 7:36 AM.

Minutes respectfully submitted by: Nikole De La Rosa, Secretary

FENTON CHARTER PUBLIC SCHOOLS
Fenton Avenue Charter School

Unapproved Minutes of the Budget, Facilities, and Safety Council

September 13, 2024

A meeting of the Budget, Facilities, and Safety Council was held on Friday, September 13, 2024, at 7:15 A.M., in the Conference Room of Fenton Avenue Charter School, 11828 Gain St., Lake View Terrace, CA 91342.

Call to Order: Elena Durghalli, Committee Chair

The Budget, Facilities, and Safety Council meeting was called to order at 7:16 A.M by Chair, Elena Durghalli.

Roll Call: Elena Durghalli – Committee Chair

Members Present: Monica Castañeda, Juan Gomez, Kelley Christenson, Elena Durghalli, Christian Fuentes, Nelson Funes, Bernite Oandasán, Bridget Moreno, Belen Santiago, Patricia Aparicio, Martin Penner, Nicole Melendez, Chelsea Figueroa

Members Excused: Jose Aceves, DeeAnne Drake Ferraro

Additions/Corrections to the Agenda: Elena Durghalli, Committee Chair

There were no additions or corrections to the agenda.

Approval of Minutes from June 7, 2024 Elena Durghalli, Committee Chair

Item #1 **Minutes from the June 7, 2024 meeting of the Budget, Facilities and Safety Council** - Elena Durghalli, Committee Chair (*Motion to Approve*)

On **MOTION** of Bridget Moreno, **SECONDED** by Martin Penner, and **CARRIED**, the minutes were approved as submitted.

Presentations from the Public: Elena Durghalli, Committee Chair

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

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #3 **Selection of Committee Secretary** - Elena Durghalli, Committee Chair
(*Motion to Approve*)

The secretary of Budget, Facilities, and Safety Council will be Christian Fuentes, who will be assisted by Bridget Moreno.

On **MOTION** from Patricia Aparicio, **SECONDED** Bridget Moreno, and **CARRIED**, the Personnel Council secretaries were approved.

Item #4 **Enrollment Update (LCAP Goal 2, AMO 3)** - Monica Castañeda, Director
(*Informational Item*)

Ms. Castañeda reported the current enrollment is at 740 students, and she is confident that additional students will be enrolled in the coming weeks to meet the projected enrollment of 746. Word of mouth from parents continues to be the driving force supporting FACS sustaining a healthy enrollment. Schools around the area are struggling with enrollment and are reported to be combining classes to form combo classes to meet their students' needs. Hopefully, this will result in families transferring their children to Fenton schools.

Item #5 **Average Daily Attendance (LCAP Goal 3, AMO 3)** - Monica Castañeda,
Director (*Informational Item*)

Ms. Castañeda reported the goal for FACS monthly ADA is 98.5% average daily attendance. The 1st reporting period was just completed and FACS' ADA is currently at 99.44% for the month of August. Questions regarding incentives for teachers having a 100% ADA were asked. Ms. Castañeda stated that teachers earn illness hours through the CMP as an incentive for their monthly ADA. However, classes with 100% in-seat attendance will earn an incentive at the monthly student assemblies.

Item #6 **Emergency Preparedness Plan (LCAP Goal 3, AMO 3)** - Kelley
Christenson, ELOP Coordinator (*Informational Item*)

Ms. Christenson reported that the fire drill that was scheduled for Monday, September 9th was rescheduled for a later date due to the heat. Ms. Christenson asked for teachers to ensure they have the following items:

- Lockdown bin
- Food
- Red bag
- Teacher sign

If there are any missing items, teachers are to contact Ms. Christenson and she will ensure each teacher gets the items they need. Lastly, the Great California Shakeout is scheduled for October 17th, 2024.

Item #7 **Facilities Update (LCAP Goal 3, AMO 5)** - Jose Aceves, Plant Manager
(*Informational Item*)

Mr. Gomez reported that 8-10 cameras were installed around campus to address blind spots. The installation of the additional cameras has eliminated blind spots and increased the safety of campus grounds. In addition, updated banners and signs around the outside of campus as well as the light poles will be installed with the new rebranding logo. Lastly, Mr. Gomez reports that as of today, all AC's on campus are working and are being actively monitored to ensure each classroom has a comfortable and safe learning environment. In addition, Mr. Gomez reports the kitchen's main fridge is no longer working and is in the process of being repaired.

Item #8 **Delivery and Installation of Lakeshore Media Towers (LCAP Goal 3, AMO 5) - Juan Gomez, Assistant Director (*Informational Item*)**

Mr. Gomez reported that Lakeshore had a backorder of media towers due the popularity of the gray color which caused a delay in the delivery to FACS. Forty-one gray media towers were ordered and have been installed in all classes. The black media towers were removed from all classrooms and have been donated to a local private school.

Announcements:

There were no announcements.

Next Regular Meeting:

Next meeting will be Friday, October 18th.

Adjournment:

Meeting was adjourned at 7:31 a.m.

Minutes were submitted by Christian Fuentes, Secretary

FENTON CHARTER PUBLIC SCHOOLS
Santa Monica Blvd. Community Charter School
Unapproved Minutes of the Finance Committee

Wednesday, October 9, 2024

Call to Order: Isabella Rodriguez, Co-Chair

Meeting was called to order at 7:15 am.

Roll Call: Victor Orellana, Secretary

Present Members: Emily Aaronson, Isabella Rodriguez, Jennifer Nishimoto, Richardo Castro, Fanny Admitt, Holly Putnam, Tidarart Lot, Maria Sanderson, Vanessa Marcoe and Victor Orellana

Absent Members: Yennizel Duran

Excused Members: Kimberlee Eggly, Erick Lazo, Lizette Adkisson, Walter Gomez

Non-Members: N/A

Additions/Corrections to the Agenda: Isabella Rodriguez, Co-Chair

There were no additions or corrections to the agenda.

Approval of Minutes: Isabella Rodriguez, Co-Chair

Item #1 **Approval of Minutes from the October 18, 2023 meeting of the Finance Committee - Isabella Rodriguez, Co-Chair (*Motion to Approve*)**

On **MOTION** of Holly Putnam, **SECONDED** by Jennifer Nishimoto, and **CARRIED**, the minutes from the September 11, 2024 meeting of the Finance Committee were approved as submitted.

Presentations from the Public: Isabella Rodriguez, Co-Chair

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

There were no presentations from the public.

Old Business:

Item #3 **Selection of Finance Committee Co-Chair - Isabella Rodriguez, Committee Chair (*Motion to Approve*)**

During the meeting, it was noted that there were no additional volunteers to take on the Finance Committee Co-Chair position. Currently, Isabella Rodriguez is serving as the Committee Chair.

Item #4 **Selection of Finance Committee Secretaries** - Isabella Rodriguez, Committee Chair (*Motion to Approve*)

During the meeting, it was noted that there were no additional volunteers to take on the Finance Committee Co-Secretary position. Currently, Victor Orellana is serving as the Committee Secretary.

New Business:

Item #5 **Enrollment Update (LCAP Goal 3)** - Cary Rabinowitz, Director (*Informational Item*)

Currently, there are 699 students enrolled, with 29 students having joined this year. This includes both new students and some returning students.

Item #6 **Facilities & Technology Update (LCAP Goal 3, AMO 5)** - Cary Rabinowitz, Director (*Informational Item*)

The assembly PA system has been repaired and ClearTech resolved the buzzing and feedback issues in four out of five classroom speakers. Three access points were nonfunctional last week, but Vector was called in to restore them, successfully completing the work. Two of these access points required wiring replacements. Additionally, it was emphasized to continue organizing student headphones to ensure their longevity. Additional IT projects are set for the last two weeks of October.

Item #7 **Review of Financials (LCAP Goal 3)** - Cary Rabinowitz, Director (*Informational Item*)

The budget was discussed both with and without one-time funds. It was noted that ESSER funding ended on September 30, 2024. Mr. Rabinowitz also reviewed additional one-time funding the school is receiving but emphasized the diminishing amount over time, the restrictions around those funds, and how that, and challenges with enrollment, will affect the budget moving forward.

Announcements:

There were no announcements.

Next Regular Meeting:

The next Finance Committee meeting will be held on November 13, 2024.

Adjournment:

On **MOTION** of Holly Putnam, **SECONDED** by Richard Castro, and **CARRIED**, the October 9, 2024 meeting of the Finance Committee was **ADJOURNED** at 7:37 am.

FENTON CHARTER PUBLIC SCHOOLS
Fenton Charter Leadership Academy

Unapproved Minutes of the Finance Committee

October 10, 2024

A meeting of the Finance Committee was held on Thursday, October 10, 2024 at 7:17 am.

Call to Order: Jennifer Hines, Chair

Roll Call: Bridget Qassis, Secretary

Finance Committee Members Present: Jennifer Hines, Adriana Baez, Leticia Padilla Parra, Bridget Qassis, Cecilia Quijano, Nikole De La Rosa

Non-committee Members: Ana Gutierrez, Mercedes Meeks, Sara Flores

Members Excused: Daniel Pineiro, Beth Henschel

Additions/Corrections to the Agenda: Jennifer Hines, Chair

There were no additions or corrections to the agenda.

Approval of Minutes from September 12, 2024: Jennifer Hines, Chair

Item #1 Minutes from the September 12, 2024 meeting of the Finance Committee - Jennifer Hines, Chair (*Motion to Approve*)

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

Presentations from the Public: Jennifer Hines, Chair

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

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #3 Enrollment Update (LCAP Goal 3) - Dr. Beth Henschel, Director (*Informational Item*)

Mrs. Pimentel presented on behalf of Dr. Henschel. As of October 8, 313 students are enrolled at Fenton Charter Leadership Academy. The enrollment increased due to a STEM Kindergarten class that closed. When that class was split, FCLA was able to gain students.

Item #4 **Facilities Update (LCAP Goal 3, AMO 5) - Dr. Beth Henschel, Director**
(Informational Item)

Mrs. Pimentel presented on behalf of Dr. Henschel. Due to health guidelines, staff are no longer allowed to enter or leave the facility through the servery. All staff members received a key to the black gate near the Hands On Lab. The gate will be open in the mornings, but then closed throughout the day, for safety reasons.

Item #5 **Review of Financials (LCAP Goal 3) - Dr. Beth Henschel, Director**
(Informational Item)

Mrs. Quijano presented on behalf of Dr. Henschel. Due to a decrease in student enrollment, our school budget has been reduced. To help maintain our budget, we are limiting purchases to only essentials. We are cutting costs where possible, such as not sending teachers to conferences and reducing planning days. There is a pause on hiring new staff, with the exception of AA's and Security. In the event that we need to hire an AA or Security, we can consider it.

Announcements:

There were no announcements.

Next Regular Meeting:

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

Adjournment:

On **MOTION** of Leticia Padilla Parra, **SECONDED** by Adriana Baez, and **CARRIED**, the Finance Committee adjourned at 7:35 am.

Minutes respectfully submitted by: Bridget Qassis, Secretary

FENTON CHARTER PUBLIC SCHOOLS
Fenton STEM Academy

Unapproved Minutes of the Finance Committee Meeting

Thursday, October 10, 2024

A meeting of the Finance Committee was held on Thursday, October 10, 2024 at 7:20 AM in the Hands-On Lab at Fenton STEM Academy at 8926 Sunland Blvd., Sun Valley, CA 91352.

Call to Order: Ana Soto Gutierrez, Chairperson

The Finance Committee meeting was called to order at 7:20 AM by the Chair Ana Soto Gutierrez.

Roll Call: Ana Soto Gutierrez, Chairperson

Members excused: Beth Henschel excused.

Non Committee members: Jennifer Pimentel

Additions/Corrections to the Agenda: Ana Soto Gutierrez, Chairperson

There are no additions or corrections to the agenda.

Approval of Minutes: Ana Soto Gutierrez, Chairperson

Item #1 **Approval of Minutes from the September 12, 2024 meeting of the Finance Committee - Ana Soto Gutierrez, Chair** (*Motion to Approve*)

On **MOTION** of Cecilia Quijano, **SECONDED** by Adrianna Baez, and **CARRIED**, the minutes from the September 12, 2024 meeting of the Finance Committee were approved as submitted.

Presentations from the Public: Ana Soto Gutierrez, Chairperson

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

There was no one desiring to address the Finance Committee on any proper matter.

Old Business:

There is no Old Business.

New Business:

Item #3 **Enrollment Update (LCAP Goal 3) - Dr. Beth Henschel, Director** (*Informational Item*)

As of October 8, 2024, STEM has 288 students enrolled. The number of students decreased by 13

due to the closing of one of the STEM kindergarten classes and redistributing the students between the two FCLA kinder classes and the other STEM kinder class.

Item #4 **Facilities Update (LCAP Goal 3, AMO 5) - Dr. Beth Henschel, Director**
(Informational Item)

Our FCPS Facilities Manager, Ziggy Del Toro, has provided keys for all teachers and is working on getting keys made for the rest of the staff so that all staff can enter through the black side gate, instead of the servery. The gate will be locked for student safety. To meet our L.A. County Health Department Guidelines and operating permit, we are not permitted to enter through the servery to the Annex unless you are cafeteria staff. We appreciate everyone's attention to this change.

Item #5 **Review of Financials (LCAP Goal 3) - Dr. Beth Henschel, Director**

Due to lower student enrollment, our school's budget has been reduced, and we are taking steps to spend more carefully. We are limiting purchases to essentials, freezing hiring new staff, and cutting costs where possible. This includes not sending teachers to conferences and reducing planning days that require substitutes. Essential hires will be made based on Academy needs. While these changes affect staffing, teacher development, and planning, they are necessary to keep the school financially stable. We will continue to monitor the situation and adjust as needed.

Announcements:

There were no announcements.

Next Regular Meeting:

The next Finance Committee meeting will be held on TBD.

Adjournment:

On **MOTION** of Mercedes Meeks, **SECONDED** by Sarah Flores, and **CARRIED**, the Finance Committee adjourned at 7:35 AM.

Minutes respectfully submitted by: Sarah Flores, Secretary.

FENTON CHARTER PUBLIC SCHOOLS

Fenton Avenue Charter School

Unapproved Minutes of the Budget, Facilities, and Safety Council

October 18, 2024

A meeting of the Budget, Facilities, and Safety Council was held on Friday, October 18, 2024, at 7:17 A.M., in the Conference Room of Fenton Avenue Charter School, 11828 Gain St., Lake View Terrace, CA 91342.

Call to Order: Elena Durghalli, Committee Chair

The Budget, Facilities, and Safety Council meeting was called to order at 7:17 A.M by Chair, Elena Durghalli

Roll Call: Elena Durghalli, Committee Chair

Members Present: Monica Castañeda, Paige Piper, Juan Gomez, Jose Aceves, Bernite Oandasan, Elena Durghalli, Christian Fuentes, Deanne Ferraro, Patricia Aparicio, Kelley Christenson

Additions/Corrections to the Agenda: Elena Durghalli, Committee Chair

There were no additions or corrections to the agenda.

Approval of Minutes from September 13, 2024 - Elena Durghalli, Committee Chair

Item #1 **Approval of Minutes from the September 13, 2024 meeting of the Budget, Facilities, and Safety Council** - Elena Durghalli, Council Chair (*Motion to Approve*)

On **MOTION** of Martin Penner, **SECONDED** by Deanne Ferraro, and **CARRIED**, the minutes were approved as submitted.

Presentations from the Public: Elena Durghalli, Committee Chair

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

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #3 **Great Shake-out (LCAP Goal 3, AMO 3)** - Kelley Christenson, ELOP Coordinator (*Informational Item*)

Ms. Christenson expressed her sincere appreciation for the participation in the Great Shake-Out Drill. She reported that on October 17, 2024, at 8:30 a.m., over 740 students and more than 100 staff members took part in this worldwide earthquake safety drill, successfully evacuating to their designated locations quickly and safely. During this drill, numerous safety protocols were practiced, including search and rescue procedures. Ms. Christenson noted that all individuals effectively fulfilled their roles and responsibilities, demonstrating strong communication through the use of walkie-talkies. The entire drill process was completed in precisely thirty minutes. Ms. Christenson extended her gratitude to everyone for their flexibility and dedication.

Item #4 **2024-2025 LCAP (LCAP Goal 2, AMO 1)** - Monica Castañeda, Director (*Informational Item*)

This item was tabled and will be discussed at the next Budget, Facilities, and Safety Council meeting.

Item #5 **Popcornopolis Fundraiser (LCAP 2, AMO 2)** - Tony Peña, Family Center Director (*Informational Item*)

Mr. Peña reported that a total of \$16,000 has been raised, from which we will receive 40%. The items are expected to arrive within the next week, and they will be distributed upon their arrival. Additionally, a special thank you is extended to Ms. Vasquez at FPC for her exceptional coordination of our fundraiser during Mr. Peña's absence.

Item #6 **Facilities Update (LCAP Goal 3, AMO 5)** - Jose Aceves, Plant Manager (*Informational Item*)

We are in the final stages of completing the re-keying project at FACS and are currently awaiting a few necessary adjustments. Additionally, we plan on putting keypads in high traffic areas such as the bathrooms and auditorium to minimize the amount of keys that would need to be distributed. It is worth noting that we have been working with LAUSD and third party vendors in order to trim several of our trees on campus. This initiative has been funded through their resources.

Item #7 **FCPS Hiring Freeze (LCAP Goal 3, AMO 1)** - Monica Castañeda, Director (*Informational Item*)

Ms. Castañeda informed the council of a hiring freeze that is effective as of the last September board meeting. This freeze is intended to facilitate an evaluation of the budget for the upcoming years. Concerns were raised about the potential depletion of one-time funds and how this may impact staffing levels in the next academic year. The hiring freeze will affect all positions, including supervision and support staff. If personnel are lost, those positions cannot be filled, necessitating a creative approach to supervision and the coverage of staff shortages.

Currently, there are seven Teaching Assistants (TAs) assigned in the morning and seven in the afternoon. However, we cannot fill any TA positions at this time. This situation has been communicated to the TAs to encourage them to remain motivated and continue their work. It was also noted that the supply room aide has resigned, with her last day being October 31st. Consequently, the afternoon supply room must remain accessible to staff, as there will be no personnel available to assist.

The only positions exempt from the hiring freeze are Adult Assistants, as they are required for

compliance with Individualized Education Programs (IEPs). Additionally, we have closed a fourth-grade classroom. Ideally, the class would be split among existing classes, but we have not received any applicants for the position. As a result, Ms. Cervantes has taken on the role of moving grade levels to accommodate this change. Currently, there are seven fourth-grade classes and eight third-grade classes. This decision has eliminated the need for further staffing changes for the upcoming year.

We are currently at budgeted enrollment with 741 students. However, families and students continue to relocate causing a decrease in enrollment. To maintain a steady budget, it is crucial to sustain our enrollment at 741 students. Maintaining a high Average Daily Attendance (ADA) is also essential for revenue, with the budget based on a target ADA mark of 98.5%. At the moment, we need five additional students to enroll, as the primary grade level is currently at capacity. An AD HOC committee will convene in November to review the budget for the next year and assess any necessary adjustments.

Adult Assistants are funded through the Local Control Accountability Plan (LCAP) allocation. There is also Title III funding available for Special Education (SPED), but these funds are limited. Mr. Fuentes inquired about the current ADA percentage and what achieving 100% would entail. It was noted that most staff members are currently meeting the ADA percentage goals.

A discussion ensued regarding chronic absences and their impact on low ADA percentages. Our Assistant Directors have been meeting frequently with parents to support the improvement of the ADA percentage. There have been numerous meetings aimed at building connections with families to increase parent involvement and participation.

Announcements:

There were no announcements.

Next Regular Meeting:

December 6th, 2024

Adjournment:

On **MOTION** of Patricia Aparicio, **SECONDED** by Deanne Ferraro, and **CARRIED**, the Budget, Facilities, and Safety council was adjourned at 7:40 am.

Minutes respectfully submitted by Bridget Moreno, Secretary

**FENTON CHARTER PUBLIC SCHOOLS
Santa Monica Blvd. Community Charter School**

Unapproved Minutes of the Instruction Committee

October 2, 2024

Call to Order: Jocelyn Condo and Sandy Hernandez, Co-Chairs

The Instruction Committee Meeting was called to order at 7:15 a.m. by council.

Roll Call: Jocelyn Condo and Sandy Hernandez, Co-Chairs

Present Members: Jocelyn Condo, Sandra Hernandez, Bunny Wolfer, Diana Ramos, Jennifer Flynn, Amanda Hill, Laura Gerow, Aleeya Culhane, Patience Reinicke, Izaro Telleria, Carmen Solis

Non-Members: Christian Hidalgo

Excused: Angela Boyd, Jordan Jones, Cary Rabinowitz, Myra Valenzuela

Absent: N/A

Additions/Corrections to the Agenda: Jocelyn Condo and Sandy Hernandez, Co-Chairs

There were no additions or corrections to the agenda.

Approval of Minutes: Jocelyn Condo and Sandy Hernandez, Co-Chairs

Item #1 **Approval of Minutes from the September 4, 2024 meeting of the Instruction Committee** - Jocelyn Condo and Sandy Hernandez, Co-Chairs
(Motion to Approve)

On **MOTION** of Jennifer Flynn, **SECONDED** by Bunny Wolfer, and **CARRIED**, the minutes of the Instruction Committee from September 4, 2024, were approved as submitted.

Presentations from the Public: Jocelyn Condo and Sandy Hernandez, Co-Chairs

Item #2 **Any person desiring to address the Instruction Committee on any proper matter**

There were no presentations to the public.

Old Business:

There is no Old Business.

New Business:

Item #3 **2024-2025 Professional Learning Team Lead - T.E.A.M.S. Monthly Share-Out (LCAP Goal 1, AMO 1-2) - PLT Lead Teachers** (*Discussion Item*)

This item is a new regular item that will allow grade level representatives to share what their team is working on and any concerns they may have. This item will support the committee and school on being updated on the progress of each PLT team on campus. Teacher representatives from each grade level shared their TEAMS updates ([PLT TEAMS Updates](#)). Common share outs by team members were their team's growth in planning common formative assessments (CFA), “I can” statements, data chats, WIN time, and gathering resources for Tier 2 time. All teams are currently conducting CFAs and are starting their data chats. SPED has been meeting in their grade level teams and decided to mirror what their appropriate level PLT is doing. Some professional learning teams presented concerns in data chats. Regarding a specific template to use and how the conversation can be more structured.

Item #4 **Acceleration Specialist Update (LCAP Goal 1, AMO 1-2) - Sandy Hernandez and Jocelyn Condo, Acceleration Specialists** (*Discussion Item*)

Ms. Hernandez presented information on the new Instructional Leadership Support Team. This team includes FCPS Acceleration Specialists, Instructional Coaches, and Mrs. Jennifer Miller, Director of Instruction. Once a month, the team meets to discuss updates. At their Monday meeting, the team discussed what the entrance and exit requirements for WIN time students will look like. The following criteria are requirements for entering WIN time: failure to pass the phonics sections in iReady, results from last year’s phonics tracker, and below grade level placement in iReady. There has been discussion about possibly adding a fluency assessment for the upper grades as another way of verifying WIN eligibility. The criteria for exiting Tier 3 services is still being decided. The method of measuring Tier 3 support is in the process of being revised. In the past, students received these supports in six week rotations. Instead, the team is looking at set instructional days a student is receiving due to holidays and meetings.

Ms. Condo discussed the new TA schedule. There are currently three TAs. The TA schedule is now posted as a link in the weekly bulletin under “This Week at Santa Monica” after the Art and iLab Schedules. TAs are scheduled to meet with grade level teams to plan for WIN time. Tier 3 support materials can be found in a shared document created and shared by Ms. Condo.

Acceleration Specialists are now able to pull a larger number of students since WIN time is now for 2nd-6th grade. This ensures teachers have smaller groups during WIN time. There has been positive feedback pertaining to this.

Item #5 **Instructional Materials Update (LCAP Goal 3) - Carmen Solis, Administrative Coordinator** (*Informational Item*)

Ms. Solis updated the committee on the delivery and distribution of iReady and Benchmark materials. During the summer, orders were made. Not everything was delivered on time, especially for grades 2-4. Materials have been delivered and are being distributed to their rightful classes. The following materials are still pending: student workbooks for Learning Without Tears and 2nd grade Benchmark decodables. Ms. Solis is currently taking orders for the new edition iReady phonics books and Twig student workbooks.

Ms. Solis provided an update on the new ESGI accounts. New accounts for six new teachers, four

RSP teachers, and the Instructional Coach are pending. She advises teachers to log in to ESGI through their Clever accounts.

Item #6 **i-Ready Beginning of Year Reading and Math Results (LCAP Goal 1, AMO 1-2)** - Cary Rabinowitz, Director (*Informational Item*)

This item was tabled.

Announcements:

There were no announcements.

Next Regular Meeting:

The next Instruction Committee meeting will be held on November 6, 2024

Adjournment:

On **MOTION** of Bunny Wolfer, **SECONDED** by Amanda Hill, and **CARRIED**, the Instruction Committee was adjourned at 7:45 a.m.

FENTON CHARTER PUBLIC SCHOOLS
Fenton STEM Academy

Unapproved Minutes of the Instruction Committee

October 11, 2024

A meeting of the Instruction Committee was held on Friday, October 11, 2024 at 7:19 am at Fenton STEM Academy at 8926 Sunland Blvd., Sun Valley, CA 91352.

Call to Order: Elisa Vallejo, Chair

Roll Call: Elizabeth Marquez and Joanna Tepper, Secretaries

Members Present: Bianca Bell-Reed, Elizabeth Marquez, Alyssa Marygold, Robin McNutt, Joanna Tepper, Beth Henschel, Cecelia Quijano, Jennifer Pimentel, Elisa Vallejo, Alex Munoz

Members Excused: Amarjeet Gonzalez

Non-committee Members: Melissa Andrade, Martha May, Alexis Sheppard, Brandy Mendoza

Additions/Corrections to the Agenda:

There were no additions or corrections to the agenda.

Approval of Minutes: Elisa Vallejo, Chair

Item #1 **Approval of Minutes from the September 5, 2024 meeting of the Instruction Committee - Elisa Vallejo, Chair (*Motion to Approve*)**

On **MOTION** of Bianca Bell Reed, **SECONDED** by Alyssa Marygold, and **CARRIED**, the minutes are approved as submitted.

Presentations from the Public: Elisa Vallejo, Chair

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

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #3 **Beginning of Year Diagnostic i-Ready Data (LCAP 1, AMO Goal 1-2) - Dr. Beth Henschel, Director (*Informational Item*)**

Students took the Beginning of Year i-Ready Diagnostic in September. As a school in ELA, 10% of the students scored at mid or above grade level. 15% of students scored early on. 41% of the students scored one grade level below. 19% of students scored two grade levels below, and 15% of students scored three or more grade levels below.

In Math, 4% of the students scored at mid or above-grade level. 13% of students scored early on. 52% of the students scored one grade level below. 20% of students scored two grade levels below, and 11% of students scored three or more grade levels below.

Grade-level teams need to review the data along with CFA and other assessments to create tier 2 and tier 3 instruction to support all students. Reminder to revisit groupings at least every 6 weeks to ensure students are getting what they need.

Item #4 **CAASPP 2024 Results (LCAP 1, AMO Goal 1-2)** - Dr. Beth Henschel, Director (*Informational Item*)

We received our 2024 CAASPP data. Both FCLA and STEM scored very well, averaging better than the local schools and LAUSD. In ELA, FCLA scored 51% of our students meeting or exceeding grade-level standards. STEM scored 46% of students meeting or exceeding grade-level standards. The nearby schools averaged 31.5%. LAUSD's ELA scored 43%. In Math, FCLA scored 38% of our students meeting or exceeding grade-level standards. STEM scored 39% of students meeting or exceeding grade-level standards. The nearby schools averaged 20%. LAUSD's Math scored 33%.

Item #5 **Materials Update - Rosetta Stone (LCAP 1, AMO Goal 1-2)** - Dr. Beth Henschel, Director (*Informational Item*)

The school purchased Rosetta Stone for our newcomers. Accounts are currently being created for the students identified by their teachers. If teachers receive any new students needing to be added, please email Dr. Henschel. The staff will be trained on Wednesday, October 16, during our scheduled staff meeting. The training will be held over Zoom. All teachers are asked to log into Zoom so that if in the future other students are added, we are all trained on using Rosetta Stone.

Item #6 **STEM Focus Program Update (LCAP Goal 1, AMO 2)** - Bianca Bell-Reed, Focus Lead Teacher (*Informational Item*)

Fenton STEM Academy scholars have their first STEM challenge under their belt! Very excitingly, with suggestions from last year's end of year Focus Lead survey, Mrs. Bell Reed was able to create the opportunity for students to engage in their first STEM challenge in a Makerspace in our Hands on Lab! The literary inspiration for the challenge was the book *Ada Twist, Scientist*. STEM students were engaged in the same challenge – to build a device to detect stinky smells, using recycled materials. Thanks to the efforts of Focus Leads in the past, we had various materials from “Trash for Teaching” in storage. That, coupled with Makerspace materials and other recyclable materials donated from STEM families, students were able to let their imaginations run free as they worked together in teams to build this smell detecting device! Students were truly engaged and enjoyed this opportunity to create in the HOL Makerspace! This challenge was the 1st of 3, as there are plans to integrate a challenge each trimester this year. Coming up in the winter, students will be challenged to harness the sun's energy to build a solar oven!

Item #7 **Accelerated Instruction Model (AIM) Update (LCAP Goal 1, AMO 2)** - Elisa Vallejo, Acceleration Specialist (*Informational Item*)

The Acceleration Specialist has been providing intensive support for students in grades one through six, focusing on foundational skills. Each group meets three times a week for 30 minutes. SMART goals for these groups have been established using multiple data sources, including the Basic Phonics Skills Assessment, the i-Ready Phonics placement test, i-Ready scores, fluency measures for second graders, and input from classroom teachers. Learning targets derived from these SMART goals are closely monitored through progress monitoring assessments, and teachers will receive updated reports on their students' progress in two weeks. This data will also be used to adjust group structures flexibly to meet targeted student needs.

The teacher teams have been diligently working through the instructional cycle in their Professional Learning Teams (PLTs). They have been unpacking essential standards for each unit to create learning progressions, analyzing data collaboratively from formative assessments, and using that data to structure Tier 2 intervention groups.

The guiding coalition, in collaboration with our literacy coach, Jackie Heller, and the entire teaching staff, has developed Fenton Academy's collective commitments to ensure high levels of learning for each student. Next week, Jackie Heller will revisit campuses to continue collaborating on our current instructional model. The staff is looking forward to working together as teams on these initiatives.

Item #8 **Expanded Learning Opportunity Program (ELOP) Update (LCAP Goal 1, AMO 2)** - Alex Muñoz, Expanded Learning Coordinator
(Informational Item)

ELOP Session 1 is well underway! We currently have a total of 338 total students participating. There is an average of 190 students attending daily. Week 4 of clubs just finished. It is exciting to have new teacher clubs such as Gardening, Crochet and Karaoke. New partner clubs include 3D Printing & Design, Green Energy Robotics, and Ninja Academy. All of our clubs are generally well attended, and students are still asking to join in any possible club openings. As our ELOP program grows, so do the needs of our attending students. We have hired our first ELOP AA to support a student with academic and behavior needs. Through Think Together, we're getting additional adult support. Discussion has begun to have a winter show focused on our performance-based clubs: ballet, fashion design and drama clubs. All of these clubs are run through our partner program, BEAR, and we are always so gracious to them for their willingness to prepare students for this type of showcase. Field trips and assemblies will be coming soon, however due to the ELOP budget review that was shared at the last board meeting, we have been asked to cut down on these activities, and focus more so on daily clubs. Nonetheless, we will still have our students attend the highly anticipated CIMI trip, as well as field trips for our teacher-run year-long clubs.

ELOP Session 1 Clubs will end the week before parent conferences. Planning for session 2 will soon begin, and families will receive interest surveys to see which clubs are in high demand. This, along with a review of club attendance and classroom observations will determine clubs for session 2, which begins in January.

Announcements:

There were no announcements.

Next Regular Meeting:

The next Instruction Committee meeting will be held as determined.

Adjournment:

On **MOTION** of Bianca Bell Reed, **SECONDED** by Robin McNutt, and **CARRIED**, the meeting adjourned at 7:37am.

FENTON CHARTER PUBLIC SCHOOLS
Fenton Charter Leadership Academy

Unapproved Minutes of the Instruction Committee

October 11, 2024

The meeting of the Instruction Committee was held on Friday, October 11, 2024, at 7:21 a.m. in the Hands-On Lab at Fenton Charter Leadership Academy at 8926 Sunland Blvd., Sun Valley, CA 91352.

Call to Order: Melissa Andrade, Chair

Roll Call: Martha May, Secretary

Members Present: Martha May, Alexis Sheppard, Brandy Mendoza, Beth Henschel, Jennifer Pimentel, Cecilia Quijano, Alex Muñoz

Members Excused: Stephanie Garcia, Susana Orozco

Non-committee Members: Bianca Bell-Reed, Elizabeth Marquez, Alyssa Marygold, Robin McNutt, Beth Henschel, Cecelia Quijano, Joanna Tepper

Additions/Corrections to the Agenda: Melissa Andrade, Chair

There were no additions or corrections to the agenda.

Approval of Minutes of September 5th, 2024: Melissa Andrade, Chair

Item #1 **Approval of Minutes from the September 5, 2024, meeting of the Instruction Committee - Melissa Andrade, Chair** (*Motion to Approve*)

One **MOTION** of Alexis Sheppard, **SECONDED** by Martha May, and **CARRIED**, the minutes were approved as submitted.

Presentations from the Public: Melissa Andrade, Chair

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

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #3 **Beginning of Year Diagnostic i-Ready Data (LCAP 1, AMO Goal 1-2) -**

Dr. Beth Henschel, Director (*Informational Item*)

Students took the Beginning of Year i-Ready Diagnostic in September. As a school in ELA, 10% of the students scored at mid or above grade level, 15% of students scored early, 41% of the students scored one grade level below, 19% of students scored two grade levels below, and 15% of students scored three or more grade levels below.

In Math, 4% of the students scored at mid-or above-grade-level, 13% of students scored early on, 52% of the students scored one grade level below, 20% of students scored two grade levels below, and 11% of students scored three or more grade levels below.

Grade-level teams need to review the data along with CFA and other assessments to create tier 2 and tier 3 instruction to support all students. Grade-levels are reminded to revisit groupings at least every 6 weeks to ensure students are getting what they need.

Item #4 **CAASPP 2024 Results (LCAP 1, AMO Goal 1-2)** - Dr. Beth Henschel, Director (*Informational Item*)

We have received our 2024 CAASPP data, and FCLA performed exceptionally well, surpassing the averages of both local schools and LAUSD. In English Language Arts (ELA), 51% of our students met or exceeded grade-level standards, compared to the local schools' average of 31.5% and LAUSD's 43%. In Math, 38% of FCLA students met or exceeded standards, while the local schools averaged 20% and LAUSD scored 33%. We're proud of our students' achievements and their continued progress.

Item #5 **Materials Update - Rosetta Stone (LCAP 1, AMO Goal 1-2)** - Dr. Beth Henschel, Director (*Informational Item*)

The school purchased Rosetta Stone for our newcomer students. Accounts are currently being created for the students identified by their teachers. If teachers receive any new students needing to be added, please email Dr. Henschel. The staff will be trained on Wednesday, October 16th, during our scheduled staff meeting. The training will be held over Zoom. All teachers are asked to log into Zoom so that if other students are added in the future, we will all be trained on using Rosetta Stone.

Item #6 **Accelerated Instruction Model (AIM) Update (LCAP Goal 1, AMO 2)** - Elisa Vallejo, Acceleration Specialist (*Informational Item*)

The Acceleration Specialist has been providing intensive support for students in grades one through six, focusing on foundational skills. Each group meets three times a week for 30 minutes. SMART goals for these groups have been established using multiple data sources, including the Basic Phonics Skills Assessment, the i-Ready Phonics placement test, i-Ready scores, fluency measures for second graders, and input from classroom teachers. Learning targets derived from these SMART goals are closely monitored through progress monitoring assessments, and teachers will receive updated reports on their students' progress in two weeks. This data will also be used to adjust group structures flexibly to meet targeted student needs.

The teacher teams have been diligently working through the instructional cycle in their Professional Learning Teams (PLTs). They have been unpacking essential standards for each unit to create learning progressions, analyzing data collaboratively from formative assessments, and using that data

to structure Tier 2 intervention groups.

The guiding coalition, in collaboration with our literacy coach, Jackie Heller, and the entire teaching staff, has developed Fenton Academy's collective commitments to ensure high levels of learning for each student. Next week, Jackie Heller will revisit campuses to continue collaborating on our current instructional model. The staff is looking forward to working together as teams on these initiatives.

Item #7 **Expanded Learning Opportunity Program (ELOP) Update (LCAP Goal 1, AMO 2)** - Alex Muñoz, Expanded Learning Coordinator (*Informational Item*)

ELOP Session 1 is off to a great start! We currently have 338 students participating, with an average daily attendance of 190 students.

We've just wrapped up Week 4 of our clubs, and it's been exciting to see new teacher-led clubs like Gardening, Crochet, and Karaoke. Our new partner clubs, including 3D Printing & Design, Green Energy Robotics, and Ninja Academy, have also been a hit. All of our clubs are generally well-attended, and there's ongoing interest from students eager to join any available openings.

As our ELOP program continues to grow, we're addressing the increasing needs of our students. We've hired our first ELOP AA to support a student with academic and behavioral needs, and we're receiving additional support from Think Together.

There's also discussion underway for a winter show featuring our performance-based clubs, including ballet, fashion design, and drama. These clubs are run by our partner program, BEAR, and we are so grateful for their commitment to preparing students for this exciting showcase.

While field trips and assemblies are on the horizon, we've been asked to scale back on these activities due to the ELOP budget review shared at the last board meeting. However, we're still moving forward with the highly anticipated CIMI trip and field trips for our teacher-led, year-long clubs.

ELOP Session 1 will conclude just before parent conferences. Planning for Session 2 is on the way, and families will soon receive interest surveys to help identify which clubs are in high demand. This feedback, along with club attendance data and classroom observations, will guide the selection of clubs for Session 2, which begins on January 13, 2025.

Announcements: There were no announcements.

Next Regular Meeting:

The next meeting of the Instruction Committee is to be determined at a later date.

Adjournment:

On **MOTION** of Martha May, **SECONDED** by Alexis Sheppard and **CARRIED**, the Instruction Committee meeting adjourned at 7:37 a.m.

Minutes respectfully submitted by: Alexis Sheppard

FENTON CHARTER PUBLIC SCHOOLS
Fenton Avenue Charter School

Unapproved Minutes of the Curriculum and Assessment Council

October 15, 2024

A meeting of the Curriculum and Assessment Council was held on Tuesday, October 15, 2024, at 7:19 A.M., in the Conference Room of Fenton Avenue Charter School, 11828 Gain St., Lake View Terrace, CA 91342.

Call to Order: Christopher Torres - Chairperson

The Curriculum and Assessment Council meeting was called to order at 7:19 A.M. by Chair, Christopher Torres.

Roll Call: Gurpreet Virdi

Council Members Present: Monica Castañeda, Paige Piper, Christopher Torres, Tiffany Fisher, Feather Gentry, Wendy Kaufman, Jann Manorothkul, Gladys Ramirez, Lorena Sanchez, Gurpreet Virdi, Rebecca Williamson, Evelyn Martinez

Excused Members: Christina Kaloutian

Absent Members:

N/A

Non-Council Members: Juan Gomez

Additions/Corrections to the Agenda: Christopher Torres, Chairperson

The notetaker was changed from Gladys Ramirez to Gurpreet Virdi and item #7 was added.

Item #1 **Minutes from the September 10, 2024 meeting of the Curriculum and Assessment Council - Christopher Torres, Chairperson** (*Motion to Approve*)

On **MOTION** of Tiffany Fisher, **SECONDED** by Rebecca Williamson, and **CARRIED**, the minutes were approved.

Presentations from the Public: Christopher Torres, Chairperson

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

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #3 **Paula Maeker Coaching Sessions (LCAP Goal 3, AMO 2)** - Monica Castañeda, FACS Director (*Informational Item*)

On November 1st, following Halloween, FCPS will hold its fourth professional development session, focusing on Response to Intervention (RTI). The presenter will dive deeper into RTI, Glow Time, and related organizational strategies. Paula Maeker will return on December 5th and 6th, with Friday being a minimum day for the entire staff to spend time with her. A Guiding Coalition meeting will be scheduled to discuss potential topics for the December session, and the council is open to suggestions and feedback. Further discussion on the meeting agenda will take place at a later date.

Item #4 **Grade Level Planning Days/Goal Setting Meetings (LCAP Goal 3, AMO 2)** - Monica Castañeda, FACS Director (*Informational Item*)

Last week, Monica Castañeda met with several grade-level teams and is continuing to meet with the remaining teams this week. All teams, except primary, received a planning day where i-Ready data was reviewed both as a group and in one-on-one goal-setting meetings with individual teachers. These sessions focused on analyzing i-Ready projections and previous SBAC data for returning teachers, with the aim of preparing for SBAC and improving student performance. The meetings have been productive, identifying specific strategies to implement in the classroom to support growth, especially in preparation for winter assessments. Each meeting typically lasts about 30 minutes, depending on the teacher's questions.

Item #5 **i-Ready Professional Development (LCAP Goal 3, AMO 2)** - Monica Castañeda, FACS Director (*Informational Item*)

Liz Steinhart, a representative from i-Ready, provided i-Ready training for new teachers. This session focused on preparing them with background knowledge and demonstrating how to use lesson planning templates to engage students effectively. The training highlighted the "Try, Discuss, Connect" strategy and explained how to use each section of the template. Feather Gentry shared that teachers will use their PLT time to explore i-Ready features further. However, Tiffany Fisher noted that the previous data was not helpful, as it didn't accurately reflect the growth students had made over the past three months. Teachers believe mid-year data will be more useful. Feather Gentry emphasized that it was positive and teachers now know how to access i-Ready resources for support. Christopher Torres mentioned that teachers can utilize these resources during unit planning.

The i-Ready PDs are part of the package purchased, with two more sessions scheduled for February 18th and 19th though these may need to be rescheduled due to the LAUSD oversight visit on February 20th. Additionally, walkthroughs are set for February 10th, and Open House may be scheduled the same week, as classrooms will already be prepared. Goal-setting meetings planned for the week of February 17th may also be rescheduled due to the oversight visit.

Item #6 **Behavior Solutions with the Hannigans (LCAP Goal 3, AMO 6)** - Paige Piper, FACS Assistant Director (*Informational Item*)

On Friday, September 20, 2024, John and Jessica Hannigan visited Fenton Avenue Charter School for an informal audit of the Tier 1 behavior system. They met with the task force, offering valuable

feedback and suggestions, and visited classrooms to speak with teachers. The visit was validating, providing assurance on the progress made and the direction moving forward. There was excitement about introducing the "Fenton 4" in January, and the next step will be addressing the behavior matrix during the upcoming staff meeting. The conversation also covered how to integrate Tier 2 and Tier 3 support systems alongside Tier 1. Currently, the Tier 3 team meets every Thursday morning to discuss students needing additional support, with a focus on data collection and adjusting strategies as needed.

The school is planning to recruit more teaching staff for the Tier 1 team and is working on a flow map to clearly define roles and responsibilities, aiming to bridge communication between the leadership and teacher teams. The next meeting is scheduled for next Thursday, between the end of the school day and the board meeting. The goal is to provide more clarity on team roles and encourage more teachers, including probationary staff, to participate. Recruitment efforts will focus on increasing interest and ensuring that new staff members understand their ability to join the teams. This will also be discussed further at the next staff meeting.

Item #7 **CAASPP Scores - Monica Castañeda, FACS Director** (*Informational Item*)

The recent state scores have been released, showing Fenton Avenue Charter School with an ELA score of 42, slightly below LAUSD's score of 43, and a math score of 36, which exceeds LAUSD's score of 33. While Fenton is above the LAUSD average in math, we are still striving to surpass both state and LAUSD benchmarks across the board. Last year, we performed better, and this year's results indicate a need to focus on improving ELA scores, which have shown growth but have regressed back to the scores seen in 2022.

Despite this, our math scores have consistently increased over the years, especially with the introduction of the i-Ready Math curriculum, and we are optimistic about further improvements in ELA this year. Although we are currently in good standing compared to surrounding public schools, including those with significantly lower proficiency rates, we must remain vigilant in boosting our ELA scores to maintain our standing above LAUSD.

Regular monthly meetings with Jennifer Miller have highlighted the proficiency rates of local schools around Fenton Academy, such as 9% in math and 26% in ELA at Vinedale Elementary School. We plan to conduct similar comparisons for our school against public schools in the surrounding area to showcase our performance as a point of pride and attract more students. While these local comparisons may not directly impact our renewal, which is assessed against state scores, they do provide valuable context for our progress and goals. As we move forward, the focus will remain on enhancing ELA performance while continuing to build on our math successes.

Announcements:

The LAUSD Oversight visit is scheduled for February 20, 2025.

Next Regular Meeting:

TBA

Adjournment:

On **MOTION** of Feather Gentry, **SECONDED** by Evelyn Martinez, and **CARRIED**, the meeting

adjourned at 7:49 A.M.

Minutes respectfully submitted by: Gurpreet Virdi

**FENTON CHARTER PUBLIC SCHOOLS
Fenton STEM Academy**

Unapproved Minutes of the Personnel Committee

October 1, 2024

A meeting of the Personnel Committee was held on Tuesday, October 1, 2024 at 7:21 a.m. in the Hands-on Lab at Fenton STEM Academy at 8926 Sunland Blvd., Sun Valley, CA 91352.

Call to Order: Priscilla Gentry, Chair

Roll Call: Priscilla Gentry, Chair

The Personnel Committee meeting was called to order at 7:21 a.m. by Chair, Priscilla Gentry.

Personnel Committee Members Present: Dr. Beth Henschel, Jennifer Pimentel, Priscilla Gentry, Veronica McCaughin, Lilia Padilla Zúñiga and Deborah Allen

Excused Members: Cedric Ramirez

Non-Committee Members: Kate Marrelli, Cecilia Quijano, Melissa Allender, Kalea Wright, Sofia Scaglione, and Lindsay Western

Additions/Corrections to the Agenda: Priscilla Gentry, Chair

Addition to the Agenda: Item #4 Resignation of Joselin Casillas

Approval of Minutes from September 3, 2024: Priscilla Gentry, Chair

Item #1 **Minutes from the September 3, 2024 meeting of the Personnel Committee**
- Priscilla Gentry, Chair (*Motion to Approve*)

On **MOTION** of Deborah Allen, **SECONDED** by Veronica McCaughin, and **CARRIED**, the minutes were approved as submitted.

Presentations from the Public: Priscilla Gentry, Chair

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

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #3 **Selection of Committee Secretary** - Priscilla Gentry, Chair (*Motion to Approve*)

The role of secretary for Fenton STEM Academy will be shared by Deborah Allen, Veronica McCaughin, and Lilia Padilla Zúñiga.

Item #4 **Resignation of Joselin Casillas** - Dr. Beth Henschel, Director (*Informational Item*)

Joselin Casillas was a new hire for the open kindergarten position. Dr. Henschel shared that Ms. Joselin Casillas resigned due to personal reasons.

Item #5 **2024-2025 Updated STEM Staff Roster (LCAP 3, AMO Goal 1)** - Dr. Beth Henschel, Director (*Informational Item*)

The resignation of Joselin Casillas left an opening in kindergarten. Since her departure, it has been challenging finding a viable credentialed teacher for the position. After consulting with leadership, Dr. Henschel made the decision to close this class and distribute the students among the three remaining kindergarten classes, which will each have approximately 23 students.

Item #6 **2024-2025 Updates on Hiring (LCAP Goal 3, AMO Goal 1)** - Dr. Beth Henschel, Director (*Informational Item*)

Dr. Henschel shared that with the closing of the kindergarten class, all certificated positions have been filled. At this time, there is a pause on hiring for any non-essential positions. There is one ELOP security guard currently being processed and an open ELOP custodian position.

Item #7 **Plans to Increase Enrollment for Sustainability (LCAP 3, AMO Goal 1)** - Dr. Beth Henschel, Director (*Informational Item*)

Dr. Henschel shared that school administrative teams and FCPS leadership met to discuss ways to increase student enrollment. They have deemed it essential to focus on community outreach. It is important for the community to be aware of what the schools represent by sharing test data and school resources in order to promote the school as a better option among other schools in the surrounding area.

A virtual cohort is also being discussed as an option to increase enrollment. Specific details will be decided at a later date.

The committee discussed the possibility of reaching out to the community by having the ELOP soccer team possibly play against other teams outside the school. This would be a way of interacting with other students and their families.

Dr. Henschel will share these ideas at the staff meeting and will be asking for input from teachers.

Announcements:

There were no announcements.

Next Regular Meeting:

The next meeting of the Personnel Committee is to be held on Tuesday, November 5, 2024

Adjournment:

On **MOTION** of Deborah Allen, **SECONDED** by Veronica McCaughin, and **CARRIED**, the Personnel Committee was adjourned at 7:46 a.m.

Minutes respectfully submitted by: Lilia Padilla Zúñiga

FENTON CHARTER PUBLIC SCHOOLS
Santa Monica Blvd. Community Charter School

Unapproved Minutes of the Personnel Committee

October 1, 2024

Call to Order: Marie Kirakossian and Megan Rol, Co-Chairs

The meeting was called to order at 7:18 am.

Roll Call: Marie Kirakossian and Megan Rol, Co-Chairs

Present Members: Megan Rol, Marie Kirakossian, Sophie Bauer, Zoe Weiss, Gabriela Arroyo, Shanjana Hossain, Xareni Robledo, Barbara Williams, Vanessa Ettleman, Alexis Ribakoff, Heather Garnica, and Cary Rabinowitz.

Absent Members: Fabiola Vega, Charity Omowole

Excused: Ariana Gomez

Non-Members: Bunny Wolfer

Additions/Corrections to the Agenda: Marie Kirakossian and Megan Rol, Co-Chairs

There were no additions or corrections to the agenda.

Approval of Minutes: Marie Kirakossian and Megan Rol, Co-Chairs

Item #1 **Approval of Minutes from the September 3, 2024 meeting of the Personnel Committee** - Marie Kirakossian and Megan Rol, Co-Chairs (*Motion to Approve*)

On **MOTION** from Gabriela Arroyo, **SECONDED** by Sophie Bauer, and **CARRIED**, the minutes from the September 3, 2024 meeting of the Personnel Committee were approved as submitted.

Presentations from the Public: Marie Kirakossian and Megan Rol, Co-Chairs

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

There were no presentations from the public.

Old Business:

There is no Old Business.

New Business:

Item #3 **Earned Increase Walkthroughs (LCAP Goal 3)** - Cary Rabinowitz, Director
(Informational Item)

SMBCCS Earned Increase Walkthroughs are starting next week October 7 through October 11. These are formal walkthroughs conducted by the leadership team to see that Fenton Charter Public School's teaching expectations are put into practice within the classroom. The second Earned Increase Walkthroughs are planned for the week of March 10th. Open House will also take place that week. Earned Increase Walkthroughs have been extremely valuable and shown to be an asset to the school as Fenton Charter Public Schools have received qualitative feedback from visitors regarding the high expectations and quality of teaching.

Two memos were sent out regarding the process and expectations for the Earned Increase Walkthroughs for all certificated staff. The first memo is a general memo explaining the walkthrough teams. The teams consist of five members which include two administrative members, one lead teacher, one faculty representative and one specialist. If there is a grade level where there are two leads present, then each will participate. Each member of the walkthrough team will be present in each classroom for five minutes. The memo describes all areas of what the walkthrough team members will be observing in the classroom. The categories include: planning and preparation, classroom environment, instruction, and professional responsibilities. Evidence of lesson planning visibly seen on the teacher desk as well as evidence of behavior management will also be a priority.

The second memo was sent to all certificated staff describing the Earned Increase Walkthrough Checklist Form. This memo explains to the walkthrough teams how to appropriately fill out the form. There is a checklist for each domain being observed where the team member will check "observed" or "not applicable". If "not applicable" was checked, the team member entered the room where in those five minutes a part of a domain may not have applied. If "not observed" was checked, the team member must write "not observed" and a comment explaining why. This information is described in the memo shared with staff.

Item #4 **2024-2025 SMBCCS Staff Roster Update (LCAP Goal 3)** - Ariana Gomez,
Administrative Coordinator *(Informational Item)*

Mr. Rabinowitz presented this item in the absence of Mrs. Gomez. The Fenton Charter Public Schools Board of Directors approved the addition of specific support staff earlier in the year. SMBCCS has brought on seventeen different classified staff members since this past summer. Currently there are a few openings that remain: two WIN Teacher Assistants, four ELOP supervision staff openings, and two 3.5 hour supervision aide openings.

Item #5 **Probationary Teacher Support Monthly Update (LCAP Goal 3)** - Bunny
Wolfer, Instructional Coach *(Informational Item)*

Bunny Wolfer, SMBCCS' Instructional Coach, has done a tremendous job training our probationary teachers. Currently, there are 13 probationary teachers at SMBCCS. Bunny Wolfer has conducted probationary new teacher trainings. On August 5th and 6th, Mrs. Wolfer conducted i-Ready Math and Benchmark Reading trainings. On August 7th, she conducted a new hire orientation. At the end of August and the beginning of September, she conducted baseline observations which were formal observations followed by a 20-minute one-on-one meeting. These baseline observations revolve around the simple core 4 which consist of organization, management and culture, content and instructional execution. Mrs. Wolfer uses a checklist to find evidence of whether lessons had learning targets and "I can" statements, evidence of a positive learning environment, evidence of

highly effective instructional execution, and evidence of checking for understanding.

Mrs. Wolfer will also be conducting learning walks and classroom visits from October 1st-3rd to help prepare probationary teachers for the Earned Increase Walkthroughs. Mrs. Wolfer will also be conducting once a month probationary teacher workshops. The dates consist of September 10, October 1, November 5, January 9, February 4, March 4, and April 8, 2024. There will also be a SBAC Bootcamp on October 25, 2024. Mrs. Wolfer will continually model lessons in classrooms and provide informal visits to help all probationary teachers.

Announcements:

There were no announcements.

Next Regular Meeting:

The next Personnel Committee meeting will be held on November 5, 2024.

Adjournment:

On **MOTION** from Barbara Williams, **SECONDED** by Shanjana Hossain, and **CARRIED**, the October 1, 2024 meeting of the Personnel Committee was adjourned at 7:38 am.

FENTON CHARTER PUBLIC SCHOOLS
Fenton Charter Leadership Academy

Unapproved Minutes of the Personnel Committee

October 1, 2024

A meeting of the Personnel Committee was held on Tuesday, October 1, 2024 at 7:15 a.m. in the Hands-on Lab at Fenton Charter Leadership Academy at 8926 Sunland Blvd., Sun Valley, CA 91352.

Call to Order: Kate Marrelli, Chair

Roll Call: Lindsey Western, Secretary

The Personnel Committee meeting was called to order at 7:23 a.m. by Chair, Kate Marrelli.

Personnel Committee Members Present: Kate Marrelli, Lindsey Western, Sofia Scaglione, Kalea Wright, Melissa Allender, Jennifer Pimentel, Beth Henschel

Excused Members: Cedric Ramirez

Non-Committee Members: Priscilla Gentry, Veronica McCaughin, Deborah Allan, Cecilia Quijano, Lilia Padilla Zúñiga

Additions/Corrections to the Agenda: Kate Marrelli, Chair

Approval of Minutes: Kate Marrelli, Chair

Item #1 **Approval of Minutes from the September 3, 2024, meeting of the Personnel Committee - Kate Marrelli, Chair (*Motion to Approve*)**

On **MOTION** of Kalea Wright, **SECONDED** by Melissa Allender, and **CARRIED**, the minutes were approved as submitted.

Presentations from the Public: Kate Marrelli, Chair

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

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #3 **2024-2025 Updated FCLA Staff Roster (LCAP 3, AMO Goal 1) - Dr. Beth**

Henschel, Director (*Informational Item*)

Dr. Henschel informed the committee that all teaching positions at FCLA are currently filled. However, there is an ELOP Security and ELOP Custodian position open. Hiring for any other non-essential positions that may open up are on hold until the budgetary situation improves.

Item #4 **2024-2025 Updates on Hiring (LCAP 3, AMO Goal 1)** - Dr. Beth Henschel, Director (*Informational Item*)

Dr. Henschel informed the committee that one kindergarten class at STEM will be closing as there is no teacher to fill the position. These students will be reassigned to the other existing kindergarten classes. Enrollments for kindergarten at FCLA will increase once this change is made.

Item #5 **Plans to Increase Enrollment for Sustainability (LCAP 3, AMO Goal 1)** - Dr. Beth Henschel, Director (*Informational Item*)

During the week of September 26th, the Fenton administrative team convened to discuss strategies for ensuring the long-term sustainability of our schools through increased enrollment. The administrators engaged in a collaborative brainstorming session, coming up with ideas including community involvement, inviting members of the community to our campuses during events, spreading information through social media, highlighting the academic success of our students, and making our presence known in other ways. The full potential of these initiatives will require a concerted, collaborative effort from all staff members. Please reach out to the administrative team if you have any ideas to boost enrollment.

Announcements:

There were no announcements.

Next Regular Meeting:

The next Personnel Committee meeting will be held on November 5, 2024.

Adjournment:

On **MOTION** of Lindsey Western, **SECONDED** by Kalea Wright, and **CARRIED**, the Personnel Committee was adjourned at 7:45 a.m.

Minutes respectfully submitted by: Lindsey Western

FENTON CHARTER PUBLIC SCHOOLS
Fenton Primary Center

Unapproved Minutes of the Personnel Committee

October 9, 2024

A meeting of the Personnel Committee was held on Wednesday, October 9, 2024 at 7:15 a.m. in the Conference Room at Fenton Primary Center at 11351 Dronfield Avenue, Pacoima, California 91331.

Call to Order: Caitlin McMabell, Co-Chair

The Personnel Committee Meeting was called to order at 7:21 a.m. by Co-Chair Caitlin McMabell.

Roll Call: Jeanette Hernandez, Secretary

Members Present: Judy Lee, Angie Salceda, Caitlin McMabell, Jeanette Hernandez, Lisa Ibarra, Coco Salazar, Laura Vasquez, Diana Lucas, Sirui Thomassian, Nicole Langlois

Members Excused: Jessi Tello, Sirui Thomassian, Cristina Moran, Nitima Angus

Additions/Corrections to the Agenda: Caitlin McMabell, Co-Chair

Corrections: The item #7 was switched to an informational item.

Approval of Minutes from September 5, 2024: Caitlin McMabell, Co-Chair

Item #1 **Minutes from the September 5, 2024, meeting of the Personnel Committee**
- Caitlin McMabell, Co-Chair (*Motion to Approve*)

On **MOTION** of Nicole Langlois, **SECONDED** by Lisa Ibarra, and **CARRIED**, the minutes of the September 5, 2024 Personnel Committee were approved as submitted.

Presentations from the Public: Caitlin McMabell, Co-Chair

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

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #3 **2024-2025 Updated FPC Staff Roster (LCAP 3, AMO Goal 1)** - Nicole Langlois, Assistant Director (*Informational Item*)

Mrs. Langlois informed the committee that the updated staff roster can be found on the Google Drive. Any open positions were removed due to our hiring freeze for non-essential positions. FPC will only hire essential positions moving forward. Essential positions are those for students who need an Adult Assistant as stated in their IEP. In addition, the business office will be contacted for approval if any essential positions are needed in the future.

Item #4 **2024-2025 Updates on Hiring (LCAP 3, AMO Goal 1)** - Nicole Langlois, Assistant Director (*Informational Item*)

There is a new Cafeteria Clerk position. Sirui Thomassian has already scheduled six interviews for this position. SNP funds will be used to pay for the Cafeteria Clerk salary.

Item #5 **Plans to Increase Enrollment for Sustainability (LCAP 3, AMO Goal 1)** - Nicole Langlois, Assistant Director (*Informational Item*)

Mrs. Langlois updated the committee regarding the plan to increase enrollment. She explained that on September 24th, Dr. Riddick sent an email titled, “Steps to Address Declining Enrollment,” which outlines how enrollment is impacting our schools. Some steps to help address this issue are promoting our school in various community events such as participating in the Pacoima Holiday Parade and attending the Fenton Gala to continue community engagement. Fenton is also planning on participating in a 5K run/walk event to increase community engagement.

Item #6 **Maternity Leave for Nina Ferman** - Caitlin McMabell, Co-Chair (*Informational Item*)

Nina Ferman submitted her request for Maternity Leave. Her last day of work will be on Thursday, October 31, 2024.

Item #7 **Personnel Committee Secretary Selection (LCAP Goal 2, AMO 2)** - Nicole Langlois, Assistant Director (*Informational Item*)

The committee would like to continue sharing the responsibility of the secretary position. Lisa Ibarra volunteered to be the secretary for the next meeting in November.

Announcements:

There were no announcements.

Next Regular Meeting:

TBD

Adjournment:

On **MOTION** of Judy Lee **SECONDED** by Angie Salceda, and **CARRIED**, the Personnel Committee was adjourned at 7:46 a.m.

Minutes respectfully submitted by: Jeanette Hernandez

FENTON CHARTER PUBLIC SCHOOLS
Fenton Avenue Charter School

Unapproved Minutes of the Human Resource and Personnel Council

October 16, 2024

A meeting of the Human Resource and Personnel Council was held on Wednesday, October 16, 2024, at 7:15 A.M., in the Conference Room of Fenton Avenue Charter School, 11828 Gain St., Lake View Terrace, CA 91342.

Call to Order: Lorena Sanchez, Council Chair

The Human Resource and Personnel Council meeting was called to order at 7:17 A.M by Chair, Lorena Sanchez.

Roll Call: Katherine Sheppard, Secretary

Members Present: Lorena Sanchez, Barbara Aragon, Myriam Arechiga, Leanna Hendrix, Jann Manorothkul, Vivian Matute, Elsie Orellana, Alexandria Scott, Katherine Sheppard, Ileana Venegas, Lainey Yanez, Lillian De La Torre, Nereyda Gonzaga, Monica Castañeda

Non-members Present: Juan Gomez

Members Excused: Paige Piper

Additions/Corrections to the Agenda: Lorena Sanchez, Council Chair

Items Added: Item #8 Hiring of Cafeteria Clerk and Item #9 Resignation of Nicole Ilagan

Approval of Minutes: Lorena Sanchez, Council Chair

Item #1 **Approval of Minutes from the September 11, 2024 meeting of the Human Resources and Personnel Council - Lorena Sanchez, Council Chair** (*Motion to Approve*)

On **MOTION** of Leanna Hendrix, **SECONDED** by Myriam Arechiga, and **CARRIED**, the minutes were approved as submitted.

Presentations from the Public: Lorena Sanchez, Council Chair

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

There were no presentations from the public.

Old Business:

There is no Old Business.

New Business:

Item #3 Earned Increase Walk-throughs (LCAP Goal 3, AMO 1) - Monica Castañeda, Director (Informational Item)

Ms. Castañeda informed the council that the ‘Earned Increase Walk-throughs,’ which were originally scheduled to begin Monday, October 21, have been postponed to the week of November 4 to allow teachers more time to prepare, as well as align with parent conferences. The schedule for Lead Teachers and administrators to conduct walk-throughs will be included in a memo to staff beforehand. The FCPS checklist will be utilized, and teachers will be provided with a memo stating their passage status.

Item #4 Evaluation Cycle (LCAP Goal 3, AMO 1) - Monica Castañeda, Director (Informational Item)

Ms. Castañeda discussed the evaluation cycle with the council. Observations are now being held for first and second year probationary teachers, and will continue in the weeks leading up to parent conferences. Teachers were reminded to read through the handbook to see where they fall on the evaluation cycle.

Item #5 Resignation of Chelsea Figueroa (LCAP Goal 3, AMO 1) - Monica Castañeda, Director (Informational Item)

Ms. Castañeda informed the council of Chelsea Figueroa’s resignation as the third-grade teacher at FACS, effective October 16, 2024. While we are sad to see her go, we wish her all the best in her future endeavors. Due to the relatively low enrollment in fourth grade, Ms. Cervantes has kindly agreed to transition from fourth grade to third grade to fill the vacant position. Her class in Room 28 will be distributed among the remaining fourth-grade teachers, and she will assume her new role in Room 18 starting Monday, October 21.

Item #6 FCPS Hiring Freeze (LCAP Goal 3, AMO 1) - Monica Castañeda, Director (Informational Item)

The council was informed that FCPS has implemented a hiring freeze, effective immediately. This freeze applies to all non-essential positions, such as yard supervisors, which will not be filled in the event of resignations. However, this does not affect positions held by Adult Assistants, as they are necessary to comply with IEP requirements.

Item #7 Informal Administrative Walk-throughs (LCAP Goal 3, AMO 1) - Monica Castañeda, Director (Informational Item)

Informal Administrative Walk-throughs will take place alongside the 'Earned Increase Walk-throughs' starting the week of November 4. These walk-throughs will occur monthly, with one administrator observing each teacher for approximately ten minutes and providing digital feedback. These observations will be non-evaluative and focused on gathering data for support purposes. The information collected will help inform future professional development, which will be planned as needed.

Item #8 Hiring of Cafeteria Clerk (LCAP Goal 3, AMO 1) - Juan Gomez, Assistant

Director (*Informational Item*)

Mr. Gomez informed the council that interviews were held on Friday, October 11, to fill the vacant cafeteria clerk position. Angelica Ramos, currently an adult assistant, has been selected as the new cafeteria clerk, effective Wednesday, October 16. This position is funded through SNP (School Nutrition Program) funds and is therefore not impacted by the current hiring freeze.

Item #9 **Resignation of Nicole Ilagan (LCAP Goal 3, AMO 1) - Monica Castañeda, Director, (*Informational Item*)**

Ms. Castañeda informed the council that Nicole Ilagan, who currently works in the supply room during the afternoon, has submitted her resignation effective October 30, 2024. Due to the FCPS hiring freeze, her position will not be filled.

Announcements:

LAUSD Oversight visit will occur on February 20, 2025.

Next Regular Meeting:

Wednesday, December 4, 2024

Adjournment:

On **MOTION** of Jann Monorathkul, **SECONDED** by Vivian Matute, and **CARRIED**, the Human Resource and Personnel Council was adjourned at 7:37am.

Minutes respectfully submitted by Katherine Sheppard, Secretary

FENTON CHARTER PUBLIC SCHOOLS
Fenton Primary Center

Unapproved Minutes of the Parent Advocacy Committee

September 17, 2024

A meeting of the Parent Advocacy Committee was held on Tuesday, September 17, 2024 at 5:00 p.m. via Zoom. Zoom Meeting ID: 875 3215 4161

Call to Order: Bridget Ruiz, Co-Chair

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

Roll Call: Celina Calvillo, Secretary

Members Present: Bridget Ruiz, Gurpreet Gill, Celina Calvillo, Cindy Soto, Jennifer Cleary, Magaly Fernandez, Paola Ramirez, Jessi Tello, Carla Carr, Gloria Rangel, Brianne Beeman, Nicole Langlois

Non-Members Present: Diana Lucas, Coco Salazar, Parents of FPC students

Members Excused: Laura Vazquez, Sirui Thomassian

Members Absent: Gina Garcia

Additions/Corrections to the Agenda:

The following corrections were made to the agenda.

Item #3 & Item #9 will be presented by Bridget Ruiz, FPC PAC Co-Chair, instead of FPC Director, Sirui Thomassian.

Item #6 & Item #8 will be presented by Jessi Tello, FPC ELOP Coordinator, instead of Sirui Thomassian, FPC Director.

Item #11 will be presented by Gurpreet Gill, FPC PAC Co-Chair, instead of FPC Director, Sirui Thomassian.

Approval of Minutes from August 29, 2024: Bridget Ruiz, Co-Chair

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

On **MOTION** of Gurpreet Gill, **SECONDED** by Bridget Ruiz, and **CARRIED**, the Minutes of the Parent Advocacy Committee Meeting of August 29, 2024, were approved as submitted.

Presentations from the Public: Bridget Ruiz, Co-Chair

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

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #3 **School Updates at FPC (LCAP 1, AMO 1) - Bridget Ruiz, FPC PAC Co-Chair** *(Informational Item)*

Bridget Ruiz presented school updates. Parents were informed that students have completed diagnostic testing in Reading and Math. They were encouraged to pick up a parent volunteer packet. Parents were also informed about the art and music programs offered at FPC.

Item #4 **Upcoming Events (LCAP 2, AMO 1) - Gurpreet Gill, FPC PAC Co-Chair** *(Informational Item)*

Gurpreet Gill presented upcoming events and important dates. Parents were reminded to look out for notices sent home and that all upcoming events are also posted on Class Dojo and on the school's Instagram.

Item #5 **Attendance and Student of the Month Assemblies (LCAP 2, AMO 2 & AMO 3) - Bridget Ruiz, FPC PAC Co-Chair** *(Informational Item)*

Bridget Ruiz informed parents about the attendance incentives that include monthly brag tags, monthly free dress, semester attendance pins, and a perfect attendance medallion at the end of the school year. She also informed parents about the Student of the Month assemblies and listed their dates.

Item #6 **English Language Proficiency Assessment of California (ELPAC) (LCAP 1, AMO 3 & 4) - Jessi Tello, FPC ELOP Coordinator** *(Informational Item)*

Jessi Tello informed parents that the ELPAC measures the English language proficiency of students whose home language survey results indicated a language other than English. There is no parent opt-out medical exemption for this assessment. The four domains tested are Listening, Speaking, Reading, and Writing. The test is administered on the computer, except for the Writing domain in TK-2nd grade, which remains as a paper-based test. Testing takes place throughout the year, as students new to our school enroll. So far, about 40 FPC students have been eligible for the Initial ELPAC testing this school year. Initial ELPAC testing is being administered with the help of our FPC ELPAC Test Examiner, Ms. Maria Reyes. Initial ELPAC Score Notifications will be sent to parents as soon as they are made available.

Item #7 **Parent Volunteer Requirements/Room Parents (LCAP 2, AMO 2) - Gurpreet Gill, FPC PAC Co-Chair** *(Informational Item)*

Gurpreet Gill informed parents about the requirements to become a parent volunteer. Parents were encouraged to pick up a volunteer packet from the front office if they were interested in volunteering in the classroom or attending future field trips. Gurpreet Gill informed parents that at our September 4th staff meeting, Mrs. Ramirez, our school counselor, will be implementing a Classroom Parent Program this school year. She has sent an email to all teachers and asked teachers to nominate a parent who they think would like or be able to volunteer. Teachers were encouraged to add to the link any ideas or projects that volunteers can help with.

Item #8 **Children’s Internet Protection Act (CIPA) (LCAP 3, AMO 6)** - Jessi Tello, FPC Expanded Learning Coordinator (*Informational Item*)

Jesse Tello gave a brief summary of the FCPS Internet Safety Policy (as found on pages 39-40 of the Student Handbook). He explained the technology prevention measures (filters) that are in place to prevent student access to inappropriate Internet content. As required by the Children's Internet Protection Act (CIPA), visual depictions of material deemed obscene or child pornography, or to any materials deemed harmful to minors, are blocked. FCPS takes steps to promote the safety and security of our students when using electronic mail and other forms of electronic communications. FCPS has policies and protections in place to prevent the unauthorized disclosure of personally identifying student information. Students receive age-appropriate training on acceptable use of the school's network and the Internet.

Item #9 **Facilities Update (LCAP 3, AMO 5)** - Bridget Ruiz, FPC PAC Co-Chair (*Informational Item*)

Bridget Ruiz informed parents that FPC’s Emergency Plan has been developed and includes a Crisis Intervention Support Network, Off-Site Responsibilities for identified staff, and a School Emergency Operations Grid with Search and Rescue Teams identified by Zone and Emergency Team Responsibilities. She explained that FPC continues to maintain a clean, healthy, and safe school campus. Custodial staff are consistently disinfecting high touch areas and restrooms. Our custodial and facilities staff continue to maintain the campus by providing routine maintenance and making necessary improvements daily. In addition, classrooms were provided beautiful new rugs. Also, the outdoor classroom will be in full use again and it will provide a highly engaging learning space for our TK classes.

Item #10 **Expanded Learning Opportunity Program (LCAP 2, AMO 2)** - Jessi Tello, Expanded Learning Coordinator (*Informational Item*)

Jessi Tello shared that Session 1 of Expanded Learning at FPC will begin on September 23rd. He explained that after-school enrichment clubs are offered four days a week. There are 15 cohorts with an average of 15 students each participating in various clubs on Mondays, Tuesdays, Thursdays, and Fridays. Vendor-led clubs include Latin Percussion, Dance, Digital Drawing, Video Editing, Theater, Mathnasium, Mad Science, LEGO Robotics, Cooking, Rocket Science, and Photography. Teacher-led clubs will feature Science Lab, Fall Projects, Video Game Coding, Art, STEM, Golf, Project Wings, Leadership, and Derby Car Club. He also mentioned that a couple of teachers were piloting a Hooked-on Phonics/Literacy Club for second grade, which will take place in the mornings from 7:15-7:45 a.m. on Tuesdays, Wednesdays, and Thursdays. While the teacher works with a small group of students in their areas of need, the other students will be working on Hooked on Phonics.

Item #11 **Enrollment and Recruitment for the 2024-2025 School Year (LCAP 2, AMO 2) - Gurpreet Gill, FPC PAC Co-Chair** *(Informational Item)*

Gurpreet Gill shared that FPC is still enrolling for this school year. She informed parents that tours are available upon request and encouraged parents to invite family and friends to visit our amazing school and consider enrolling if they have children in TK – 2nd grade.

Announcements:

There were no announcements.

Next Regular Meeting:

TBD

Adjournment:

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

Minutes respectfully submitted by: Celina Calvillo

FENTON CHARTER PUBLIC SCHOOLS
Fenton STEM Academy

Unapproved Minutes of the Parent Advocacy Committee

October 8, 2024

A meeting of the Parent Advocacy Committee was held on Tuesday October 9, 2024 at 7:22 am at Fenton STEM Academy at 8926 Sunland Blvd., Sun Valley, CA 91352.

Call to Order: Sofia Carias, Chair

Roll Call: Laurie Gaitan, Secretary

Parent Advocacy Committee Members Present: Sofia Carias, Nicholas Caldera, Laurie Gaitan, Beth Henschel, Cecelia Quijano, Alejandra Muñoz

Non-committee Members: Siranoush Akopyan, Brennan Mack, Lynne Cuneo, Deanna Weiss, Loren Caballero, Jennifer Pimentel

Members Excused: Virginia Palma, Michelle Menjivar

Additions/Corrections to the Agenda: Sofia Carias, Chair

Corrections: Item #6 will be removed from the agenda. The Scholastic Book Fair update was presented at the last Parent Advocacy Committee meeting.

Approval of Minutes: Sofia Carias, Chair

Item #1 **Approval of Minutes from the September 9, 2024, meeting of the Parent/Community Advocacy Committee** - Sofia Carias, Chair (*Motion to Approve*)

On **MOTION** of Laurie Gaitan, **SECONDED** by Nicholas Caldera, and **CARRIED**, the minutes were approved as submitted.

Presentations from the Public: Sofia Carias, Chair

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

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #3 **Fall Family Math Night (LCAP Goal 2, AMO 1)** - Alex Muñoz, ELOP Coordinator (*Informational Item*)

The Fenton Academies will host Fall Family Math Night on Friday October 11th. The night will be separated into two parts. The pre-event will take place from 4:00-5:00 pm in which a variety of vendors will provide interactive learning opportunities, snacks, community services and tons of fun. Vendors include our current tutoring partners Sylvan Learning, Think Together with efforts to increase their enrollment, our local dentist office Smile Heroes, and the Sun Valley Library will be on site to advertise their services. Mad Science will have three interactive booths in which students have the opportunity to take home slime, bouncy balls, and race karts. Lastly, Kona Ice will be on site and available to provide free Kona Ice to the first 200 attendees.

Our main event will be from 5:00-6:00 pm. Our wonderful staff has various math games and activities. Students will be provided punch cards to encourage them to attend every station. In turn, once their punch card is completed they will receive a fun treat. Thank you to all our staff for their hard work.

Item #4 **Red Ribbon Week (LCAP 2, AMO 2)** - Melissa Allender, School Counselor (*Informational Item*)

Red Ribbon Week will take place on October 21- October 25th. The theme this year is “Life is a Movie Film Drug Free.” Teachers will be sent flyers for them to send to families via Class Dojo. Students will receive the announcement during the Spirit Day Assembly on October 11th. Mrs. Allender shared the themed days for each day as well as Fan Mail. Fan Mail will allow students and staff the opportunity to share why they are a star. In addition, Mrs. Allender encourages teachers to schedule a classroom lesson this week on healthy choices and/or Bullying Prevention. Thank you Mrs. Allender for your hard work and dedication to our students making healthy and safe choices.

Item #5 **Bully Prevention Month (LCAP 2, AMO 2)** - Melissa Allender, School Counselor (*Informational Item*)

October is Bullying Prevention Month. In efforts to raise awareness, classrooms are encouraged to create an art gallery of posters that show what students can do to prevent bullying and promote kindness and respect. In addition, the Counselor’s Corner has evidence-based research that is available to teachers to discuss various types of bullying.

Unity Day is Wednesday October 16th. Students are encouraged to wear orange to show they are united for kindness, acceptance, and inclusion.

Item #6 **Family Center Updates (LCAP Goal 2, AMO 2)** - Virginia Palma, Community School Coordinator (*Informational Item*)

Our Fall Fundraiser ended on September 27th and the final amount raised is still pending due to some orders that need to be corrected. The total amount raised will be shared at the next PAC meeting.

We are excited to announce there were a total of 30 parents who arrived for the DOJ processing day on campus on September 27th. Their status is still pending until Ms. Palma receives updates from the business office about their clearance. Once she gets confirmation, she will share the updated volunteer spreadsheet with the staff. Another DOJ fingerprint processing day has been scheduled for

Friday, November 15th so additional parents can have the opportunity to complete the process on campus.

Parents who have been able to attend the workshops offered this semester shared that they have enjoyed the variety of classes offered. Our most well-attended class was the Providence Feast workshop. Parents are encouraged to spread the word and are given flyers to share with family and friends in order to get additional participants in other workshops.

Item #7 **Fall Parent Night Meeting (LCAP 2, AMO 1 and 2) - Dr. Beth Henschel, Director (*Informational Item*)**

The Fall Parent Night Meeting is scheduled for Tuesday, October 15 from 5:00-6:00 pm in the Annex MPR. The meeting will include various school leaders presenting on different topics. Our focus leads, Mrs. Bell-Reed and Ms. Western, will share planned activities for their given focuses. Mrs. Vallejo will present information on our acceleration program, and Ms. Palma will provide updates on the Family Center. Mrs. Muñoz will share information on our ELOP program. The admin team will share information on our school's academic and behavioral progress, school initiatives, and SSC and ELAC information. We are excited for this opportunity to further connect with our families.

Announcements:

There are no announcements.

Next Regular Meeting:

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

Adjournment:

On **MOTION** of Laurie Gaitan, **SECONDED** by Nicholas Caldera, and **CARRIED**, the Parent Advocacy Committee adjourned at 7:40 am.

FENTON CHARTER PUBLIC SCHOOLS
Fenton Charter Leadership Academy

Unapproved Minutes of the Parent Advocacy Committee

October 8, 2024

A meeting of the Parent Advocacy Committee was held on Tuesday, October 8, 2024 at 7:19 am at Fenton Charter Leadership Academy at 8926 Sunland Blvd., Sun Valley, CA 91352.

Call to Order: Brennan Mack, Chair

Roll Call: Loren Caballero, Secretary

Parent Advocacy Committee Members Present: Siranush Akopyan, Brennan Mack, Lynne Cuneo, Deanna Weiss, Beth Henschel, Cecilia Quijano, Alejandra Muñoz

Non-committee Members: Sofia Carias, Nicholas Caldera, Laurie Gaitan, Jennifer Pimentel

Members Excused: Raquel Contreras

Additions/Corrections to the Agenda: Brennan Mack, Chair

Corrections: Item #6 will be removed from the agenda. The Scholastic Book Fair update was presented at the last Parent Advocacy Committee meeting.

Approval of Minutes: Brennan Mack, Chair

Item #1 **Approval of Minutes from the September 9, 2024, meeting of the Parent Advocacy Committee - Brennen Mack, Chair** (*Motion to Approve*)

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

Presentations from the Public: Brennan Mack, Chair

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

There were no presentations from the public.

Old Business:

There is no Old Business.

New Business:

Item #3 **Fall Family Math Night (LCAP Goal 2, AMO 1) - Alex Muñoz, ELOP Coordinator** (*Informational Item*)

Mrs. Muñoz presented the committee with information regarding Family Math Night. Family Math Night will take place on Friday, October 11th. The event will be split into two parts, a pre-event and a main event. The pre-event will be from 4:00-5:00 pm in which a variety of vendors will provide interactive learning opportunities, snacks, community services, and tons of fun. Vendors include our tutoring partners Sylvan Learning, Think Together, our local dentist office Smile Heroes, and the Sun Valley Library. Mad Science will have three interactive booths in which students have the opportunity to take home slime, bouncy balls, and race karts. Lastly, Kona Ice will be on-site and available to provide free Kona Ice to the first 200 attendees.

Our main event will be from 5:00-6:00 pm. Our wonderful staff will have grade-specific math stations. Students will be provided punch cards to encourage them to attend every station. Once their punch card is completed, they can turn it in before leaving and receive a fun treat. Thank you to all our staff for their hard work.

Item #4 **Red Ribbon Week (LCAP 2, AMO 2) - Melissa Allender, School Counselor**
(Informational Item)

Mrs. Allender presented the committee with the plans for this year's Red Ribbon Week. Red Ribbon Week will take place on October 21- October 25th. The theme this year is "Life is a Movie Film Drug-Free." During our Spirit Assembly on October 11th, this year's theme will be announced to the students before a flier is sent home and posted on Class Dojo. Mrs. Allender shared the theme days that will allow students to dress to impress while showing their support. This year, Mrs. Allender will also have a fan mail booth set up in the MPR where students and staff will be encouraged to share why they are a star. In addition, Mrs. Allender encourages teachers to schedule a lesson on bullying prevention and/or healthy choices.

Item #5 **Bully Prevention Month (LCAP 2, AMO 2) - Melissa Allender, School Counselor**
(Informational Item)

October is Bully Prevention Month. In an effort to spread kindness and respect, classrooms are encouraged to participate in the classroom poster event. Students will create art to display in the hallways to show ways that we can prevent bullying. In addition, FCPS Counselor's Corner has many online resources, including videos to help promote healthy living and bullying prevention.

Unity Day is Wednesday, October 16th. Students are encouraged to wear orange to show they are united for kindness, acceptance, and inclusion.

Item #6 **Family Center Updates (LCAP Goal 2, AMO 2) - Virginia Palma, Community School Coordinator**
(Informational Item)

Our Fall fundraiser ended on September 27th. Because the final amount raised is still pending, the total will be shared at the next PAC meeting.

We are excited to announce there were a total of 30 parents who arrived for the DOJ processing day on campus. Once Ms. Palma gets confirmation of what parents were cleared, she will share the updated volunteer spreadsheet with the staff. Another DOJ fingerprint processing day has been scheduled for Friday, November 15th, so additional parents can have the opportunity to complete the process on campus.

Parents have been very excited to attend the variety of workshops offered this semester, with the most well-attended class being the Providence Feast workshop.

Item #8 **Fall Parent Night Meeting (LCAP 2, AMO 1 and 2)** - Dr. Beth Henschel,
Director (*Informational Item*)

The Fall Parent Night will take place on Tuesday, October 15 from 5:00-6:00 pm in the Annex MPR. This meeting will give parents the opportunity to hear from various school leaders. Our focus leads, Mrs. Bell-Reed and Ms. Western, will present information on activities they have planned for each of their focus areas and Mrs. Vallejo will present information on our acceleration program. Ms. Palma will provide updates on the Family Center, and Mrs. Muñoz will share information on our ELOP program. The admin team will share information regarding our school's academic and behavioral progress, school initiatives, School Site Council, and ELAC information. We are excited for this opportunity to further connect with our families.

Announcements:

There were no announcements.

Next Regular Meeting:

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

Adjournment:

On **MOTION** of Loren Caballero, **SECONDED** by Deanna Weiss, and **CARRIED**, the Parent Advocacy Committee adjourned at 7:40 am.

FENTON CHARTER PUBLIC SCHOOLS
Santa Monica Boulevard Community Charter School

Unapproved Minutes of the Parent Advocacy Committee

October 8, 2024

Call to Order: Aaron Veals and Christian Hidalgo, Co-Chairs

A meeting of the Parent Advocacy Committee was held on October 8, 2024 at 7:15 a.m. in the auditorium at Santa Monica Boulevard Community Charter School.

Roll Call: Odalys Marin, Secretary

Present Members: Aaron Veals, Christian Hidalgo, Sandra Campos, Maria De Francesco, Viviana Fonseca, Victoria Hernandez, David Levinson, Evelia Manzo, Odalys Marin, Christy Namkung, Janet Reyes, Cary Rabinowitz

Absent Members: Annie Hai, Johana Juarez

Excused: Jazmin Luna

Additions/Corrections to the Agenda:

There were no additions or corrections to the agenda.

Approval of Minutes: Aaron Veals and Christian Hidalgo, Co-Chairs

Item #1 **Approval of Minutes from the September 10, 2024 meeting of the Parent Advocacy Committee - Aaron Veals and Christian Hidalgo, Co-Chairs**
(Motion to Approve)

On **MOTION** of Christy Namkung, **SECONDED** by Janet Reyes, and **CARRIED**, the minutes from the September 10, 2024 meeting of the Parent Advocacy Committee were approved.

Presentations from the Public: Aaron Veals and Christian Hidalgo, Co-Chairs

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

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #3 **Fenton Code of Conduct and Civility Policy (LCAP Goal 2, AMO 1-2) - Cary Rabinowitz, Director** *(Informational Item)*

Mr. Rabinowitz presented the Fenton Code of Conduct and Civility Policy. The code of conduct goes through the expectations for students and visitors on campus around their language, behavior, and general responsibilities and expectations. He mentioned that detailed information on these policies can be found on the school’s website, fentoncharter.net under the “About Us” tab. Furthermore, he mentioned that the policies can be referred to via the student handbook and are posted in the office. Christian Hidalgo highlighted the issue of bullying and its potential to harm the school's reputation, which the team unanimously agreed upon. Additionally, the discussion emphasized the importance of being aware of the formalities and legalities in various school environments, such as during dismissal, in the parking lot, and inside the classroom.

Item #4 **Fenton Student Handbook (LCAP Goal 2, AMO 1-2) - Cary Rabinowitz, Director** *(Informational Item)*

Mr. Rabinowitz presented the Fenton Student Handbook. Teachers are encouraged to look over the handbook so they can refer parents to the sections in the handbook that might be pertinent to situations that may arise in the classroom.

Item #5 **FCPS Internet Safety Policy (LCAP Goal 3, AMO 6) - Cary Rabinowitz, Director** *(Informational Item)*

Mr. Rabinowitz presented the FCPS Internet Safety Policy. He mentioned the policy on use of the network, fire walls, and safety protocol for internet safety. Mr. Rabinowitz along with other members of the CMO are contacted if there are any inappropriate or dangerous searches occurring by students. iPads are limited if used inappropriately. Teachers are to remind students of the safe use of their iPad.

Item #6 **Fenton Wellness Policy (LCAP Goal 2-3) - Cary Rabinowitz, Director** *(Informational Item)*

Mr. Rabinowitz provided information about the Fenton Wellness Policy. This policy discusses physical activity and nutrition at our school. Meals at our school and across Fenton campuses are provided by School Nutrition Plus. Sharing of food and selling of food items is not allowed. Classroom celebrations should encourage store-bought and packaged items that have nutritional quality. These celebrations should be held in the last 30 minutes of school. Parents are not allowed to enter our campus for these celebrations. Food that is provided for celebrations after school should be happening after 3 P.M.

Item #7 **Community Schools Update (LCAP Goal 2) - Johana Juarez, Family Center Director** *(Informational Item)*

Item #7 was tabled for the next meeting.

Item #8 **Student Council Update (LCAP Goal 2, AMO 2) - David Levinson, 6th Grade Teacher** *(Informational Item)*

David Levinson provided the Student Council Update. Student council is up and running; the student council committees have met. Several teachers have volunteered to lead different committees. The student council uniforms have been distributed and the school dance was a success.

Announcements:

There were no announcements.

Next Regular Meeting:

November 12, 2024

Adjournment:

On **MOTION** of Evelia Manzo, **SECONDED** by Sandra Campos, and **CARRIED**, the Parent Advocacy Committee adjourned at 7:52 a.m.

Minutes respectfully submitted by: Odalys Marin and Janet Reyes

FENTON CHARTER PUBLIC SCHOOLS
Fenton Primary Center

Unapproved Minutes of the Parent Advocacy Committee

October 8, 2024

A meeting of the Parent Advocacy Committee was held on October 8, 2024, at 7:15 a.m. in the Conference Room (Room 201) of Fenton Primary Center at 11351 Dronfield Avenue, Pacoima, CA, 91331.

Call to Order: Bridget Ruiz, Co-Chair

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

Roll Call: Jennifer Cleary, Secretary

Members Present: Bridget Ruiz, Gurpreet Gill, Brianne Beeman, Jennifer Cleary, Magaly Fernandez, Gloria Rangel, Paola Ramirez, Nicole Langlois, Cindy Soto, Sirui Thomassian, Celina Calvillo

Non-Members in Attendance: Jasmin Gonzalez

Members Excused: Jessi Tello

Members Absent: Gina Garcia

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

There were no corrections and one addition made to the agenda.

Corrections: There were no corrections.

Additions: **Item #9 Popcornopolis Sales (LCAP 2, AMO 1)** - Laura Vasquez, FPC Family Center Director (*Informational Item*)

Approval of Minutes from September 17, 2024 - Bridget Ruiz, Co-Chair

Item #1 Minutes from the September 17, 2024 meeting of the Parent Advocacy Committee - Bridget Ruiz, Co-Chair (*Motion to Approve*)

On **MOTION** of Sirui Thomassian, **SECONDED** by Gloria Rangel, and **CARRIED**, the Minutes of the Parent Advocacy Committee Meeting of September 17, 2024, were approved as submitted.

Presentations from the Public: Bridget Ruiz, Co-Chair

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

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #3 **Panda Express Fundraiser (LCAP 2, AMO 2)** -Bridget Ruiz, FPC PAC Co-Chair (*Motion to Approve*)

On Thursday, October 17, 2024, kindergarten classes would like to hold a fundraiser at the local Panda Express on Foothill Blvd. This fundraiser will support kindergarten field trips such as buses and admission tickets. A flier will be shared out on Class Dojo to encourage families to eat at Panda Express on October 17th.

On **MOTION** of Brianne Beeman, **SECONDED** by Celina Calvillo, and **CARRIED**, the Panda Express Fundraiser was approved.

Item #4 **National Bullying Prevention Month (LCAP 2, AMO 1)** - Paola Ramirez, FPC School Counselor (*Informational Item*)

Fenton Primary Center will focus on bullying prevention during Red Ribbon Week, as this is best for our student population. Paola Ramirez, our school counselor, will present to each class during the week of October 14th. This schedule will be sent out early next week, and teachers will be asked to select a time that works best for their schedule. Mrs. Ramirez will present students with a goodie bag to remember this presentation. This will include a pencil, a pin, and an orange bracelet.

Wednesday, October 16, 2024 is Unity Day, students and staff are invited to wear the color orange to celebrate. There will be a flier coming next week that will share more about this day.

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

Fenton Primary Center will host their annual Halloween parade for students on Thursday, October 31st. On this day, students are invited to dress up in costumes. The PAC committee discussed that the parade will take place in two cohorts in order to accommodate parents. TK and K will walk in the first parade at 8:30 am. First and second grades will participate in the second parade at 9:30 am. There will be an indoor recess on this day to accommodate school-wide Halloween activities. A parade route was discussed of having parents along the “outside” of the parade and students walk along the inside on the grass.

PAC suggested possibly having Mr. Tello and a couple of leadership students host the two parades, introducing the classes as they come out. Additional grade level activities include Trick-or-Treating and class parties. This will be a shortened day.

On **MOTION** of Cindy Soto, **SECONDED** by Laura Vasquez, and **CARRIED**, the Halloween Activities was approved.

Item #6 **RIF First Literacy Event (LCAP 2, AMO 1)** - Bridget Ruiz, FPC PAC Co-Chair (*Motion to Approve*)

FPC is excited to partner with Reading is Fundamental for another year to get books into student's hands. The first RIF event will take place on Wednesday, October 16th. This will align with the author reading of Bryce Adam Brown and his book, Get on the Stage of Life and Live: A Children's Book About Self Confidence. Students will attend a live author reading assembly, and the times are as follows:

- TK- 8:20
- K- 8:45
- 1st- 9:15
- 2nd- 9:45

RIF books have been delivered to teachers and are ready for distribution on 10/16. Be sure to let students self-select a book as well as a bookmark.

On **MOTION** of Paola Ramirez, **SECONDED** by Magaly Fernandez, and **CARRIED**, the RIF First Literacy Event has been approved.

Item #7 **Room Parent Program (LCAP 2, AMO 2)** - Paola Ramirez, FPC School Counselor (*Informational Item*)

Mrs. Ramirez shared that FPC is working to improve family and school relations by having “room parents”. This opportunity was shared via class dojo and many parents reached out to their teachers, showing their interest. Once parents were inputted into the spreadsheet, they were reached by the school counselor. Depending on parent's availability, Mrs. Ramirez will share this information with the teacher to then come up with how they will support the classroom. Possible ways to support include assisting with small groups in class, assisting with projects at home, possibly running the school library. Teachers, please continue to add parents and ideas in which they can help into the spreadsheet.

It was also brought up that FPC has a lot of Scholastic Book dollars that can be put towards new library books!

Item #8 **Pacoima Christmas Parade (LCAP 2, AMO 2)** - Sirui Thomassian, FPC Director (*Motion to Approve*)

Fenton Primary Center will participate in the annual Pacoima Holiday Parade on a Saturday in early December; the date has not yet been announced. Mrs. Ruiz will reserve a spot for FPC. It was suggested that parents who have attended parent workshops through FPC can be invited to walk in the parade with their students, as well as students in the Leadership ELOP Club. Although this year's theme has not been revealed, FPC will use “The Force is Strong at FPC”, in order to use the remainder of the May recruitment fair materials. The Pacoima Holiday Parade is a great opportunity to be out in the community and recruit students and families.

On **MOTION** of Cindy Soto, **SECONDED** by Jennifer Cleary, and **CARRIED**, FPC's participation in the Pacoima Christmas Parade was approved.

Item #9 **Popcornopolis (LCAP 2, AMO 2) - Laura Vasquez, FPC Family Center Director** *(Informational Item)*

The Popcornopolis and Sensational Snacks were a success! FPC students sold a total of \$28,228 dollars. Sales at school totaled \$21,638 dollars and online sales totaled \$6,590 dollars. FPC will obtain 40% of the sales profit. These funds are used for student glasses, shoes, student/family emergencies, etc. Thank you to all those who supported our fundraiser.

Announcements:

There were no announcements.

Next Regular Meeting:

November 7, 2024 at 7:15 a.m.

Adjournment:

By order of **GENERAL CONSENSUS**, the Parent Advocacy Committee Meeting was adjourned at 7:45 a.m.

Minutes respectfully submitted by: Jennifer Cleary

FENTON CHARTER PUBLIC SCHOOLS
Fenton Avenue Charter School

Unapproved Minutes of the School - Community Relations Council

October 17, 2024

A meeting of the Fenton Avenue Charter School School-Community Relations Council was held on Thursday, October 17, 2024 at 5:00pm via Zoom.

Call to Order: Tony Peña, Chair

The School-Community Relations Council meeting was called to order at 5:01 pm

Roll Call: Tony Peña, Chair

Members Present: Tony Peña, Juan Gomez, Monica Castañeda, Kelley Christenson, Veronica Ramos, Saul Ulloa, Haseba Qasmei, Edith Cervantes, Leann Chapman, Makaylah Peterson, Gricelda Mares, Kristin Tzintzun, Ivan Hernandez, Raymond Estrada

Non-members Present: Paige Piper,

Members Excused: Wendy Kaufman

Members Absent: Araceli Caro

Additions/Corrections to the Agenda: Tony Peña, Chair

Corrections:

Item #6, a GLOW program update presented by Ms. Kaufman is tabled until the next meeting.

Item #17 is changed to Charter Renewal.

Approval of Minutes: Tony Peña, Chair

Item #1 **Minutes from the June 6, 2024 meeting of the School-Community Relations Council - Tony Peña, Chair (*Motion to Approve*)**

The minutes will be reviewed at the next meeting.

Presentations from the Public: Tony Peña, Chair

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

There were no presentations to the public.

Old Business:

There was no Old Business.

New Business:

Item #3 **Selection of Committee Secretary** - Tony Peña, Committee Chair (*Motion to Approve*)

Saul Ulloa and Leann Chapman volunteered to be co-secretaries for the School-Community Relations council.

On **MOTION** of Juan Gomez, **SECONDED** by Veronica Ramos, the selection of Committee Secretaries was approved.

Item #4 **Parent Orientations (LCAP Goal 2, AMO 1)** - Monica Castañeda, Director (*Informational Item*)

On August 26, a Parent Orientation was held where parents were invited to grade-level sessions. During each orientation session, the Admin team shared important information regarding the upcoming school year. Grade levels also presented and provided insight into grade level expectations. Although Parent Orientations were well attended, the school wants to improve family participation rates. On this note, Ms. Castañeda shared that FACS is actively seeking ways to further encourage parent participation.

Item #5 **BOY i-Ready Diagnostic Assessment (LCAP Goal 1, AMO 5)** - Monica Castañeda, Director (*Informational Item*)

The Beginning of Year (BOY) diagnostic assessment was administered for all Kinder-5th grade students from August 26 to September 13. The results of this assessment serve as a “baseline” for student performance. The diagnostic assessment will also be administered in the middle and end of the year in order to measure and monitor student growth. Ms. Castañeda shared that the mid-year diagnostic is particularly important because it helps identify specific areas where students need additional support, allowing teachers to make adjustments to their instruction in order to better meet student needs.

Comparison from last year to this year:

Reading:

Last year: 27% at grade level at the start, 45% at grade level by the end

This year: 26% at grade level at the start

Math:

Last year: 14% at grade level at the start, 56% at grade level by the end

This year: 14% at grade level at the start

Students who had perfect in-seat attendance during the three weeks that the diagnostic was administered will be rewarded with an ice cream party. Additionally, Ms. Castañeda shared that first trimester report cards will include a copy of the i-Ready family reports, showing whether students are performing at, below, or above grade level.

Item #7 **CAASPP Outcomes (LCAP Goal 1, AMO 2) - Monica Castañeda, Director**
(Informational Item)

Ms. Castañeda shared the results of the 2024 CAASPP assessment. In Reading, 42% of FACS students were deemed “proficient”, as they earned a score of ‘3’ or ‘4.’ In the area of Mathematics, 36% of students scored within the “proficient” range. Ms. Castañeda reported that FACS’ scores were comparable with LAUSD scores. However, the state averages are higher than FACS’ scores, with 47% proficient in Reading and 36% in Math. FACS is working with various programs and will continue implementing Professional Learning Communities to ensure students are performing at high levels and are on-pace to pass the SBAC at the end of the school year.

Item #8 **Expanded Learning ELOP Update (LCAP Goal 2, AMO 2) - Kelley Christenson, ELOP Coordinator**
(Informational Item)

Ms. Christenson reported that over 300 students are currently enrolled in before and after school ELO-P clubs with daily attendance exceeding 100 students! In response to high demand, there are plans to expand club offerings next year, focusing on increasing teacher led clubs. Current clubs include Ballet, Ballet Folklórico, Jazz Piano, LEGO Robotics, Broadcasting, Jewelry Making, and Sylvan Tutoring, among many more.

In September, an after-school assembly facilitated by Ms. Coco Flamenco provided students with educational content on the history of flamenco and provided an opportunity for students to learn traditional dance moves. October assemblies are the “Go Big BMX Super Show” and the “Halloween Spooktacular Laser Show.” Assemblies scheduled for November include a visit from The STEAM Museum, Reptacular Animals, and a performance by the LA Music Center’s Mariachi Los Camperos.

Item #9 **English Language Advisory Committee (LCAP Goal 2, AMO 2) - Juan Gomez, Administrative Coordinator**
(Informational Item)

Mr. Gomez explained the purpose and responsibilities of the ELAC committee. The purpose of the ELAC committee is to advise and assist in the development of the school English Learners program, based on The Master Plan for English Learners. More specifically, it is the responsibility of the ELAC committee to advise and develop the implementation of the Master Plan for English Learners.

Item #10 **School Site Council (LCAP Goal 2, AMO 2) - Paige Piper, Administrative Coordinator**
(Informational Item)

Ms. Piper shared that during the month of September, Nominations and Ballots for the School Site Council were sent out to families and staff. As a result, the following family members were elected to serve as parent representatives: Crystal Martinez, Jasmine Marquez, Margarita Melendez, Shannon Walsh, and Angelica Ramos. Staff representatives for the 2024-2025 school year are: Monica Castañeda, Juan Gomez, Paige Piper, Kelley Christenson, Veronica Ramos, Christina Kaloutian, Kristin Tzintzun, and Lorena Sanchez. The first meeting of the SSC was held on October 1, 2024. The next meeting of the SSC is set for December 9, 2024. All are encouraged to attend!

Item #11 **Initial ELAPC (LCAP Goal 1, AMO 4) - Juan Gomez, Administrative Coordinator**
(Informational Item)

Mr. Gomez presented on the Initial ELPAC. The English Language Proficiency Assessments for California

(ELPAC) is the required state test for English language proficiency (ELP) that is given to newly enrolled students whose primary language is a language other than English. State and federal law requires that local educational agencies (LEAs) administer a state test for ELP to eligible students' kindergarten through grade twelve. Students who take the assessment and get assessed on two domains: Written and Oral skills. Students who pass the Initial ELPAC are labeled as Initial Fluent English Proficient (IFEP). There are 3 possible scores that students can receive on the Initial ELPAC; Initial Fluent English Proficient (450-600), Intermediate English Learner (370-440), and Novice English Learner (150-369). Students who are not proficient are then labeled as English Learners and will need to take the Summative ELPAC in February. At the moment, FACS has completed all Initial ELPAC testing. We will continue to monitor and assess any newly enrolled students in the event that they also need to be tested on the Initial ELPAC. Also, Mr. Gomez informed the committee of a new change in state policy which allows TK students to not complete the Initial ELPAC until they are in Kindergarten.

Item #12 **Family Center Update (LCAP 2, AMO 1)** - Tony Peña, Family Center Director (*Informational Item*)

Mr. Peña reported that so far this school year, there have been no workshops due to Mr. Peña being on leave. Mr. Peña has contracted providers, and next week the Family Center will begin preparations to open for the school year. Mr. Parra was consulted about ESL classes, which are planned to begin in January. Mr. Peña will be reaching out to Providence to request that the FEAST program return due to high levels of interest. In addition, neighborhood council meetings will start being held in the Family Center on October 25th.

Item #13 **Fall Festival (LCAP Goal 2, AMO 2)** - Kelley Christenson, ELOP Coordinator (*Informational Item*)

Ms. Christenson reported that the Fall Festival will take place on October 19 from 11:00 AM to 3:00 PM. The event will feature a Haunted House, a pumpkin patch where students can choose and decorate their own pumpkins, a trunk-or-treat, and a variety of educational and game vendors. Additionally, we are excited to host a Providence Hospital vaccine clinic. The festival will also include food trucks, a petting zoo, and three Mad Science booths for hands-on learning and fun. A big thank you to the committee for their hard work in planning this event and to our facilities team for their support.

Item #14 **Popcornopolis Fundraiser (LCAP 2, AMO 2)** - Tony Peña, Family Center Director (*Informational Item*)

Due to his leave of absence, Mr. Peña reported that Ms. Laura Vasquez (Family Center Director for FPC) oversaw the recent fundraiser, which successfully raised \$16,599. The school will receive 40% of these funds, which will benefit the student body fund. The items from the fundraiser should arrive in about a week and will be delivered to classrooms for distribution to the students. The next fundraiser is scheduled for March, and the committee will be updated with more details as it approaches.

Item #15 **Anti-Bullying Month (LCAP Goal 2, AMO 4)** - Ivan Hernandez, Counselor (*Informational Item*)

Mr. Hernandez shared that Unity Day took place this past Wednesday, October 16th. For Unity Day, students and staff showed solidarity by wearing orange. From October 28 to 31, the school will observe Red Ribbon Week with spirit days. Students will receive wristbands, red ribbons, and pencils. This year's Red Ribbon theme is "Life is a Movie," and students are encouraged to create a

multimedia project (pictures, videos, drawings, etc.) that promotes the importance of living a bully-free and drug-free life. Teachers are asked to promote this opportunity, and a shared drive has been shared with staff for submissions to be uploaded. Additionally, there will be a Classroom Window Decorating Contest, with the best decorated window receiving a donut party. Windows must be completed by October 28 for voting. In addition, the suggested MooZoom theme for this month is anti-bullying.

Item #16 **ELOP Field Trips (LCAP Goal 2, AMO 2)** - Kelley Christenson, ELOP Coordinator (*Informational Item*)

Ms. Christenson reported that Session 1 ELO-P field trips include a K-2 field trip to the Nine O’Clock Players’ performance of *Alice!* based on *Alice in Wonderland*. This trip, scheduled for November 10, 2024, is open to primary grade students, and families will sign up via a Google Form. In December, performing arts ELO-P clubs are invited to attend *The Nutcracker*, performed by the Los Angeles Ballet. As a POP! Partnering with the Los Angeles Ballet, Fenton Avenue Charter School receives complimentary tickets for each student to experience the ballet.

Item #17 **Charter Renewal (LCAP Goal 2, AMO 1)** - Monica Castañeda, Director (*Informational Item*)

Ms. Castañeda shared that Fenton Avenue, SMBCCS, and FPC are up for renewal this year. Last month, parents and staff attended the LAUSD Board Meeting to make public statements, emphasizing the importance of charter schools and the specific value of Fenton. On November 19, a group will return to the LAUSD Board at Beaudry as the LAUSD Board will vote on whether to renew the charters for another five years. Ms. Castañeda encouraged anyone interested or passionate about supporting charter schools to contact administration or Mr. Parra to speak at the meeting. FACS is hopeful that LAUSD will recognize the positive impact Fenton has on the community and vote in favor of the renewal.

Item #18 **Natural History Museum Archaeology Mobile Lab (LCAP Goal 3, AMO 2)** - Paige Piper, Assistant Director (*Informational Item*)

Ms. Piper shared that Fenton Avenue partnered with the Los Angeles Natural History Museum to bring the Mobile Archeology Lab to FACS the week of November 7th! Fifth grade students had the opportunity to engage in a two-hour intensive experience where students worked as archeologists to piece together clues to learn about the Chumash people of California. Students in our Special Day Programs were also able to participate in a walk-through of the mobile lab. This interactive learning opportunity provided students with real-life opportunities to practice their language arts and social science skills!

Announcements:

Ms. Piper reminded parent attendees of the Mental Health meeting that will take place via Zoom at 6:00 pm.

Next Regular Meeting:

TBD

Adjournment:

By general consensus, the School Community Relations council meeting adjourned at 5:38pm.

Minutes respectfully submitted by: Leann Chapman, Secretary

**FENTON CHARTER PUBLIC SCHOOLS
Fenton Avenue Charter School**

Unapproved Minutes of the School Site Council

October 1, 2023

Call to Order: Paige Piper, Chair

The School Site Council Meeting was called to order at 3:03 p.m. by Chair, Paige Piper.

Roll Call: Paige Piper, Chair

Members Present: Paige Piper, Lorena Sanchez, Veronica Ramos, Angelica Ramos, Kristin Tzintzun, Crystal Martinez, Shannon Walsh

Members Excused: Monica Castañeda, Christina Kaloutian, Kelley Christenson, Juan Gomez

Members Absent: Jasmine Marquez, Margarita Melendez

Non-Members in Attendance: None

Additions/Corrections to the Agenda: Paige Piper, Chair

Mr. Gomez and Ms. Christenson are excused from the meeting; therefore, their items will be tabled until the next meeting. Item #14 (LCAP) will also be tabled. Ms. Piper will be reporting on Ms. Castañeda's items as she is also excused.

Approval of Minutes: Paige Piper, Chair

Item #1 **Minutes from the April 4, 2024 meeting of the School Site Council - Paige Piper, Chair** (*Motion to Approve*)

On **MOTION** of Lorena Sanchez, **SECONDED** by Veronica Ramos, and **CARRIED**, the minutes of the FACS School Site Council Meeting of April 4, 2024 were approved as submitted.

Presentations from the Public: Paige Piper, Chair

Item #2 **Any persons desiring to address the School Site Council on any proper matter**

There were no presentations from the public.

Old Business:

There was no Old Business.

New Business:

Item #3 **School Site Council Responsibilities and Terms of Office (LCAP Goal 2, AMO 2)** - Paige Piper, Assistant Director (*Informational Item*)

Ms. Piper shared that the School Site Council bylaws along with information from the California Department of Education outlining the responsibilities of the School Site Council were shared with all members for review. Members may serve either a 1- or 2-year term. This year, parent representative Ms. Angelica Ramos is returning to serve her second term, as are staff representatives Ms. Veronica Ramos, Mrs. Christina Kaloutian, and Ms. Lorena Sanchez.

Item #4 **Selection of School Site Council Officers (LCAP Goal 2, AMO 2)** - Paige Piper, Assistant Director (*Motion to Approve*)

Ms. Piper presented and described the four officer positions for the School Site Council. Paige Piper was nominated to continue serving as Chairperson. Lorena Sanchez was nominated to serve as Vice Chairperson. Both Ms. Piper and Ms. Sanchez accepted their nominations. Veronica Ramos volunteered to serve as Parliamentarian. There were no volunteers for Secretary, so Ms. Piper will fill the role until the second meeting when additional SSC members will be present.

On **MOTION** of Lorena Sanchez, **SECONDED** by Shannon Walsh, and **CARRIED**, Selection of School Site Council Officers was approved.

Item #5 **FACS Instructional Program (LCAP Goal 1, AMO 1)** - Paige Piper, Assistant Director, (*Informational Item*)

Ms. Piper shared that the school leadership and Guiding Coalition worked diligently over the spring and summer to develop a school master instructional schedule that ensures students in all grade levels have designated time for each tier of instruction during the school day. As part of this instructional schedule, each grade level has protected time for intervention or ‘GLOW’ (Growth and Learning Opportunity Window) to ensure that learning gaps are being addressed while not sacrificing new grade level instruction. The school’s Acceleration Specialist is working with small groups of students who are two or more grade levels behind during this time as well. The Acceleration Specialist is also providing designated English Language Development instruction to students new to the country. FACS continues to exceed the mandatory instructional minutes outlined by the state of California.

Item #6 **Beginning of the Year i-Ready Diagnostic Data (LCAP Goal 1, AMO 5)** - Paige Piper, Assistant Director (*Informational Item*)

Ms. Piper reported that all kindergarten through 5th grade students completed their Beginning of the Year i-Ready Diagnostic Assessment in reading and math. Ms. Piper shared that this is a tremendous effort on the part of the teachers to ensure all students have accurate baseline data. This data is used to identify each student’s present level of performance, strengths, and needs. Based on this data, teachers are able to design small groups for delivering differentiated instruction. The i-Ready program also provides students with targeted lessons based on their present ability level. Students will take the i-Ready Diagnostic again in January and again in June. On October 11th, teachers will be attending a training on using this data to plan for instruction.

Item #7 **Average Daily Attendance (LCAP Goal 2, AMO 3)** - Veronica Ramos, Compliance Assistant (*Informational Item*)

Ms. Ramos reported that during the first four weeks of school, Fenton Avenue's Average Daily Attendance (ADA) was 99.44% with the inclusion of Independent Study Contracts. In-seat attendance during this same period was just above 90%. Ms. Ramos reminded all council members that the Independent Study Contracts can be completed by families who notify the teacher that their child will be absent. As part of the contract, work from the time absent will be assigned. Ms. Ramos emphasized that independent studies do not replace the learning that happens in the classroom, and reminded the council that increased attendance is directly correlated to increased student learning outcomes.

Item #8 **Enrollment Update (LCAP Goal 1-3)** - Paige Piper, Assistant Director
(Informational Item)

Ms. Piper is pleased to share that Fenton Avenue has met the projected student enrollment for the 2024-2025 school year. With 746 students currently enrolled, Fenton Avenue is currently at capacity for grades Kindergarten-2. We continue to enroll students for Transitional Kindergarten and grades 3-5. Continued strong enrollment will contribute to a healthy budget for the school.

Item #9 **CAASPP 2024 Scores (LCAP Goal 2, AMO 2)** - Paige Piper, Assistant Director
(Informational Item)

Ms. Piper shared Fenton Avenue's CAASPP Proficiency data for 2024. Schoolwide, FACS demonstrated 42% proficiency in ELA and 36% proficiency in Math. She reported that this data will not be shared on the California Dashboard until December 2024. Likewise, state and LAUSD data will not be shared with us for comparison purposes until that time. We will continue to improve our instructional program to increase student achievement as measured by CAASPP.

Item #10 **FACS Charter Renewal** - Paige Piper, Assistant Director
(Informational Item)

Three of the Fenton Schools (Fenton Primary Center, Santa Monica Boulevard Community Charter School, and Fenton Avenue Charter School) will be going before the LAUSD School Board in November for Charter Renewal. On September 10th, parents, staff, and faculty members attended the Public Comment to show support for the renewal of the Fenton Schools. The LAUSD School Board will vote on the renewal of the Fenton Charters on November 19, 2024. Parents and community members interested in attending or showing support should contact the FCPS Director of Community Schools, Mr. Richard Parra.

Announcements:

The FACS Fall Festival will take place on Saturday, October 19th from 11-3. It is a free event open to the community. We hope to see many students, prospective families, and alumni in attendance!

Next Regular Meeting:

December 9, 2024

Adjournment:

On **MOTION** of Veronica Ramos, **SECONDED** by Angelica Ramos, and **CARRIED**, the School

Site Council Meeting adjourned at 3:38 p.m.

Minutes respectfully submitted by: Paige Piper

[Item II.B.4.b.](#)

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FENTON CHARTER PUBLIC SCHOOLS
Fenton Avenue Charter School

English Learner Advisory Committee Meeting

October 1, 2024

Call to Order: Juan Gomez, Interim Chair

Roll Call: Juan Gomez, Interim Chair

Present: Juan Gomez, Paige Piper, Monica Castañeda, Lainey Yanez, Veronica Ramos, Ivan Hernandez, Gregoria Marquez, and Margarita Melendez

Additions/Corrections to the Agenda: Juan Gomez, Interim Chair

Correction: Item #6 was removed from the agenda and will be discussed at the next ELAC meeting. Instead, Item #6 was changed to Rosetta Stone and was presented by Mr. Gomez.

Approval of Minutes: Not Applicable

Presentations from the Public: Juan Gomez, Interim Chair

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

There were no persons desiring to address the committee.

Old Business:

There was no Old Business.

New Business:

Item #2 **English Learner Advisory Committee Bylaws** - Juan Gomez, FACS Assistant Director (*Informational Item*)

Mr. Gomez presented the committee with information regarding the English Language Advisory Committee Bylaws and the rules regarding the ELAC operations. These bylaws explain the election and voting process of the committee members, the commitments and terms of membership, and the roles and responsibilities of its members. These bylaws also explain the process and norms by which meetings are carried out.

Item #3 **English Learner Advisory Committee Responsibilities** - Juan Gomez, FACS Assistant Director (*Informational Item*)

Mr. Gomez explained the purpose and responsibilities of the ELAC Committee. The purpose of the

ELAC Committee is to advise and assist in the development of the school English Learners program, based on the Master Plan for English Learners. More specifically, it is the responsibility of the ELAC Committee to advise and develop the implementation of the Master Plan for English Learners.

Item #4 English Learner Advisory Committee Members and Officers Terms of Office - Juan Gomez, FACS Assistant Director (*Informational Item*)

Mr. Gomez presented the different titles of officers of the committee. They are as follows: Chairperson, Vice Chairperson, Secretary, and Parliamentarian. Each member that is selected and agrees to serve in this role is responsible to serve for a one-year term.

Item #5 Selection of English Learner Advisory Committee Officers' Duties - Juan Gomez, FACS Assistant Director (*Motion to Approve*)

Mr. Gomez reviewed the roles and responsibilities of the Chair, Vice Chair, and Secretary. Mr. Gomez was nominated to serve as the Chair of the English Language Advisory Committee. Ms. Piper was nominated to serve as the Vice Chair. In addition, Ms. Yanez will be serving as the Secretary. Mr. Hernandez will be serving as the Parliamentarian.

On **MOTION** of Monica Castañeda, **SECONDED** by Ivan Hernandez, and **CARRIED**, the Selection of the English Language Advisory Committee Officers were approved.

Item #6 Rosetta Stone, Juan Gomez - Juan Gomez, FACS Assistant Director (*Informational Item*)

Mr. Gomez presented information regarding our Rosetta Stone program at FACS. The Rosetta Stone program is intended to support our newcomer students who enroll in our school and are new to the country. More specifically, the Rosetta Stone program is a supplemental resource for our students that need more foundational support with language development. We have purchased a total of 30 licenses and have given out a total of 22 for our students. Our Acceleration Specialist, Ms. Kaufman, also supports our newcomer students each Monday at 1:30 pm and provides additional resources in their acquisition of the English language.

Item #7 FACS EL Master Plan - Monica Castañeda, FACS Director (*Informational Item*)

Ms. Castañeda explained that the FCPS Master Plan includes information about identifying English Learners (ELs) using the ELPAC Assessments, such as an Initial and Summative ELPAC. The plan highlights the instructional time for ELL students, both Integrated and Designated ELD. Additionally, the resources used for instruction are Benchmark Advance and the i-Ready diagnostic assessments, which include an EL component. The Master Plan also includes how students are reclassified, and progress monitored. Additional information is also included in the Master Plan which is also available on our school website.

Item #8 FACS Initial ELPAC - Juan Gomez, FACS Assistant Director (*Informational Item*)

Mr. Gomez presented information regarding the Initial ELPAC. The English Language Proficiency Assessments for California (ELPAC) is the required state test for English language proficiency

(ELP) that is given to newly enrolled students whose primary language is a language other than English. State and federal law requires that local educational agencies (LEAs) administer a state test for ELP to eligible students in kindergarten through grade twelve. Students who take the assessment and get assessed on two domains: Written and Oral skills. Students who pass the Initial ELPAC are labeled as Initial Fluent English Proficient (IFEP). There are 3 possible scores that students can receive on the Initial ELPAC; Initial Fluent English Proficient (450-600), Intermediate English Learner (370-440), and Novice English Learner (150-369). Students who are not proficient are then labeled as English Learners and will need to take the Summative ELPAC in February. At the moment, FACS has completed all of our Initial ELPAC testing. We will continue to monitor and assess any newly enrolled students in the event that they also need to be tested on the Initial ELPAC. Also, Mr. Gomez informed the committee that we are not required to test the TK students on the Initial ELPAC until they become Kinder students.

Announcements:

There were no announcements.

Next Regular Meeting:

TBD

Adjournment:

Ms. Ramos **MOTIONED** to adjourn, and Ms. Piper **SECONDED** the motion. The motion was **CARRIED**, and the ELAC Committee was adjourned at 7:47 A.M.

II. C.

Financial Business Manager's Report

[\(See presentation slides\)](#)

II. D.

Directors' Reports

Directors' Reports are presented here for the five Fenton schools. Board members are asked to submit any questions or requests for clarification to Board Chair Lucente prior to the beginning of the meeting. Chair Lucente will call upon individual Directors as needed.

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

October 24, 2024

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

State Charter Number: 30

ATTENDANCE AND ENROLLMENT

AVG. Monthly ADA – 99.3%

Cumulative ADA - 99.37%

Date	TK Unfunded	TK Funded	K	1st	2nd	3rd	4th	5th	Total w/Funded	Total w/Unfunded
10/20/2023	10	26	47	44	25	190	179	183	704	694
10/20/2024	4	28	48	49	48	191	184	189	742	738

Fenton Avenue’s enrollment and ADA (Average Daily Attendance) continue to thrive, thanks to the dedication and hard work of our teachers. A heartfelt thank you to all the Fenton Avenue staff for their unwavering commitment to maintaining an ADA that consistently surpasses the district benchmark.

CURRICULUM AND INSTRUCTION

At Fenton Avenue Charter School, the focus on continuous improvement in teaching and learning is evident through a variety of strategic initiatives aimed at boosting student achievement and refining classroom practices.

Goal Setting Meetings/Grade-Level Planning Days

Grade-level planning days have become an essential component of the school’s data-driven approach and PLT initiative. During goal-setting meetings, teachers, with support from Ms. Castañeda, analyze iReady and SBAC data to identify trends and set goals for student improvement. These planning days offer an opportunity for educators to work collaboratively, analyzing projections and reflecting on the impact of their instructional strategies. Grade-level teams utilize the time to complete the ELA learning progressions ladder for the essential standards, identify the learning targets, and collaborate to determine specific teaching strategies and resources to deliver the unit curriculum. Grade-level teams have identified three additional planning days throughout the school year to continue their collaborative efforts.

iReady Math Professional Development

On Friday, October 11th, the staff participated in an iReady Math PD. The training equipped them with the skills to effectively use lesson-planning templates and engage students in a meaningful way. Despite some concerns about the limitations of early data, the consensus among staff is that mid-year

assessments will offer a clearer indication of student progress, especially after teachers have had more time to implement and explore iReady’s features.

Behavior Solutions/Behavior Task Force

The visit from John and Jessica Hannigan on Friday, September 20th, allowed for a comprehensive review of the school’s Tier 1 behavior systems. Their audit validated the school’s approach while also offering suggestions for enhancing the existing framework. A key outcome of the visit was the decision to introduce the “Fenton 4”—a new initiative aimed at streamlining behavior expectations across the campus. Moving forward, the school plans to strengthen the integration of Tier 2 and Tier 3 supports to provide more comprehensive interventions for students with greater behavioral challenges. A tier 3 committee has been developed and meets weekly to discuss and develop students who have been identified within this tier of needed support.

CAASPP Outcomes

In terms of academic performance, Fenton Avenue Charter School continues to monitor its standing against district and state benchmarks. While the school’s Math scores have consistently improved, surpassing those of LAUSD, the ELA scores remain an area of concern. The staff acknowledges the need for a renewed focus on ELA instruction to ensure that students not only meet but exceed both district and state expectations. Comparisons with nearby schools demonstrate Fenton Avenue’s relative strength, but the school remains committed to pushing for even higher levels of proficiency.

	GROWTH			STATUS					
ELA	i-Ready % Typical Growth Met			i-Ready % Met			CAASPP % Met		
	21-22	22-23	23-24	21-22	22-23	23-24	21-22	22-23	23-24
FACS	61	60	54	41	50	46	42	47	42
LAUSD	-	-	-	-	-	-	42	41	43
State	50	50	50	48	50	-	47	47	47

Final Scores for 2023-2024.

	GROWTH			STATUS					
Math	i-Ready % Typical Growth Met			i-Ready % Met			CAASPP % Met		
	21-22	22-23	23-24	21-22	22-23	23-24	21-22	22-23	23-24
FACS	61	60	56	42	48	46	32	35	36
LAUSD	-	-	-	-	-	-	29	31	33
State	50	50	50	43	44	-	33	35	36

Final Scores for 2023-2024.

Further detail can be found in the Director of Instruction’s Report submitted this month.

HUMAN RESOURCE AND PERSONNEL

Earned Increase Walkthroughs

Earned Increase Walk-throughs are scheduled for the week of November 4th. These will involve both lead teachers and administrators, who will observe classrooms using the FCPS walkthrough checklist to ensure consistency across observations. Teachers will receive a memo indicating their passage status.

Informal Classroom Walkthroughs

Informal administrative walk-throughs are set to take place on a monthly basis starting in November. Unlike the Earned Increase Walk-throughs, these informal observations will focus on providing teachers with feedback in a non-evaluative manner. The goal is to gather data that will inform future professional development, ensuring that teachers receive the support they need to continue improving their practices. The observation form was developed by the instructional coach, director, and director of instruction. The team ensured that the form included components from Charlotte Danielson's Framework for Teaching, the FCPS Earned Increase Walkthrough Form, and the FCPS PLC initiatives. Once the form was developed, it was presented to the lead teachers and guiding coalition for discussion and feedback. The teams also discussed the frequency and duration of these informal observations. The form will be completed through a digital platform, Observe4Success, which will allow all the administrators to provide and send immediate feedback to teachers. The platform also provides various reports that will disaggregate the data to determine trends of areas of "glows" and "grows."

Resignation of Chelsea Figueroa

Fenton Avenue has received the resignation of a third-grade teacher, Chelsea Figueroa, effective on Wednesday, October 16th. To address this vacancy, while considering enrollment numbers, the school made the strategic decision to transition Ms. Cervantes from fourth grade to third grade, with her students redistributed among the remaining fourth-grade teachers. The school appreciates Ms. Cervantes' flexibility. A thank you is also expressed to the 4th-grade team and their ability to adapt quickly to unexpected staff changes while minimizing disruption to student learning.

BUDGET, FACILITIES, AND SAFETY

Great CA Shakeout Earthquake Drill

On Thursday, October 17, 2024, Fenton Avenue participated in the Great California Shakeout. Over 740 students and 100 staff members participated in this global earthquake safety drill, demonstrating the school's preparedness for emergencies. Safety protocols, including search and rescue procedures, were practiced, and the entire drill was completed in 30 minutes. During this drill, numerous safety protocols were practiced, including search and rescue procedures. Ms. Christenson noted that all individuals effectively fulfilled their roles and responsibilities, demonstrating strong communication through the use of walkie-talkies. As Fenton continues to refine its emergency procedures and protocols, it's important to recognize the successes and identify areas for improvement; therefore, a survey was created for staff to share their feedback, which will help the school enhance its efforts even further.

Popcornopolis fundraiser

The Popcornopolis fundraiser was a success, raising \$16,000, from which the school will receive 40% of the proceeds. This initiative reflects the school's ongoing efforts to engage families and raise funds to support various programs. Fenton Avenue would like to express its gratitude to Laura Vasquez, the FPC Community Schools Coordinator, who organized and managed this successful fundraiser in Mr. Peña's absence.

SCHOOL-COMMUNITY RELATIONS

Anti-Bullying Month

FACS is committed to fostering a safe, inclusive, and supportive environment for all students. As part of this initiative, the school celebrated Unity Day on Wednesday, October 16th, when students and staff came together to show their commitment to kindness, acceptance, and inclusion by wearing orange. This simple yet powerful gesture underscored the importance of standing united against bullying, promoting solidarity throughout the campus.

The school is also gearing up for Red Ribbon Week, which will take place from October 28 to 31. This year's theme, "Life is a Movie," encourages students to live a drug-free and bully-free lifestyle. Throughout the week, students will participate in various spirit days, wearing wristbands and red ribbons as visible symbols of their commitment to these ideals. The highlight of Red Ribbon Week will be a creative contest where students are encouraged to submit multimedia projects, such as drawings, videos, or photographs, that promote anti-bullying and drug-free messages. This contest not only allows students to express their creativity but also engages them in actively thinking about ways to build a positive school culture.

In addition to these activities, the school is hosting a Classroom Window Decorating Contest, where each class has the opportunity to decorate their windows with anti-bullying themes. The winning classroom will be rewarded with a donut party, adding a fun and motivating twist to the initiative. The windows must be completed by October 28 for judging, and students and teachers alike are enthusiastic about contributing to this colorful display of unity and positivity.

To further reinforce the anti-bullying message, the school is utilizing the MooZoom program, which provides students with a monthly theme focused on social-emotional learning. For October, the theme revolves around understanding and preventing bullying. Through interactive lessons and discussions, MooZoom helps students develop empathy, communication skills, and the confidence to stand up for themselves and others.

These activities are not just about promoting awareness but also about building a lasting culture of respect, kindness, and inclusion at Fenton Avenue Charter School. By integrating these anti-bullying initiatives into the daily lives of students, the school aims to empower them to take a stand against bullying, fostering a sense of belonging and safety that benefits the entire community. The combination of creative projects, themed events, and social-emotional learning provides students with a well-rounded approach to understanding the impact of bullying and the importance of positive peer interactions.

Expanded Learning Opportunities Program Update

At Fenton Avenue, the Expanded Learning Opportunities Program (ELOP) has become a vital part of the school's effort to provide enriching experiences for students beyond the traditional school day. The program offers both before and after-school clubs that focus on academic, artistic, and recreational development, fostering a well-rounded learning environment.

Currently, over 300 students are enrolled in various ELOP activities, with daily attendance regularly exceeding 100 participants. The wide array of clubs available ensures that students have access to activities that match their interests and talents. Some of the most popular offerings include Ballet Folklórico, LEGO Robotics, Jazz Piano, Jewelry Making, and Broadcasting, along with academic enrichment like Sylvan Tutoring. This diversity in programming allows students to engage in both creative expression and academic support, helping to foster a love of learning in all its forms.

In addition to the regular clubs, ELOP also hosts special assemblies and performances that enhance cultural understanding and provide students with memorable learning experiences. For example, in September, students were treated to a performance by Ms. Coco Flamenco, who educated them about the history of flamenco and taught them traditional dance moves. The October lineup includes exciting events such as the Go Big BMX Super Show and a Halloween Spooktacular Laser Show, adding a fun and educational twist to the season's festivities.

Looking ahead, Ms. Christenson is also organizing ELOP field trips, which offer students unique opportunities to explore the arts and sciences. For the first session, younger students in grades K-2 will attend a performance of *Alice!* by the Nine O'Clock Players, based on the classic tale of Alice in Wonderland. This trip is scheduled for November 10 and will provide an immersive, live theater experience for primary students. Additionally, in December, performing arts clubs within the ELOP program are invited to a performance of *The Nutcracker* by the Los Angeles Ballet. Through a partnership with the Los Angeles Ballet's POP! Program, Fenton Avenue Charter School receives complimentary tickets, ensuring that every student has the opportunity to experience the magic of the ballet.

FACS Fall Festival

The FACS Fall Festival was a huge success, transforming the playground into an autumn wonderland and welcoming approximately 700 attendees. The event showcased the hard work and collaboration of our facilities team and staff, who worked to create a memorable experience for the entire community.

The Fall Festival featured a variety of interactive and educational activities. Mad Science booths were a major attraction, allowing students to engage in exciting chemical reactions such as melting mummies, bubbling cauldrons, and cotton candy cobwebs. The event also included popular attractions like teacher-led carnival games, trunk-or-treat, and a haunted house, which were all fan favorites of students and families.

Additional highlights included cotton candy cobwebs, face painting, caricature drawings, balloon artists, and a petting zoo. The Providence Vaccine Clinic was pleased to report that they vaccinated more attendees than expected against the flu at the event. A special moment was a performance featuring 3rd-5th grade Fenton students in the ELO-P Ballet Folklórico club. Additionally, our first-ever Fenton Avenue pumpkin patch allowed students to pick and decorate pumpkins to take home.

José Aceves and his team put in exceptional effort before, during, and after the event. The attention to detail from the facilities and security teams ensured the event ran smoothly, with a level of professionalism that truly elevated the festival. Their commitment made this event possible for our students.

The Fall Festival Planning Committee played an integral role in the event's success. Their efficient planning, coordination, and attention to detail ensured everything ran smoothly, including building a haunted house from scratch and organizing and decorating a trunk-or-treat with six cars! Special thank you to the following members of the committee: Gigi Mares, Kristin Tzinzun, Nereyda Gonzaga, José Aceves, Paige Piper, Nichole Melendez, Araceli Caro, Lainey Yanez, DeeAnne Ferraro, Christian Fuentes, Makaylah Peterson, Leann Chapman, Lorena Sanchez, Wendy Kaufman, Jessica Diaz, and Lisa Morales. Their hard work and dedication in making the festival an enjoyable

experience for all is greatly appreciated. The event not only fostered a sense of community but also provided a safe and enjoyable environment for our students to learn and celebrate.

Fenton Avenue would like to express a very special thanks to Kelley Christenson, the FACS ELO-P Coordinator, who planned and organized this event with great calm, ease, and enthusiasm. Considering that she had never attended a FACS fall festival in the past, this year's festival was one of the best and definitely one to be remembered. Her time, effort, energy, and commitment to the success of this event are greatly appreciated.

Upcoming Events:

10/28-11/1	Red Ribbon Week
10/28	Read To Achieve Tracking Begins
10/31	Minimum Day Halloween Parade (Students Only) ELO-P Assembly: Halloween Spooktacular Laser Show
11/1	FCPS Professional Development Day #4
11/4-8	Earned Increase Walkthroughs
11/10	ELO-P Field Trip: Nine O'Clock Players "Alice!"
11/11	Veteran's Day Holiday– No School
11/12	CAPS Meeting
11/15	End of First Reporting Period Read to Achieve Mid-Point Check In
11/18-22	Parent Conference Week (Minimum Days)
11/19	Charter Renewal
11/25-29	Thanksgiving Holiday Break
12/5-6	Paula Maeker Coaching Days
12/6	Minimum Day Read to Achieve Last Day
12/9	ELAC Meeting SSC Meeting
12/10	CAPS Meeting

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

October 24, 2024

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

State Charter Number: 446

ATTENDANCE & ENROLLMENT

Cumulative Average Daily Attendance (ADA): 99.50%

Monthly Average Daily Attendance (ADA): September - 99.56%; October - 99.44%

Monthly Enrollment Comparisons

Date	TK		K	1 st	2 nd	3 rd	4 th	5 th	6 th	Total
	Funded	Unfunded								
October	30	6	72	90	106	81	122	122	71	700
<i>September</i>	<i>30</i>	<i>6</i>	<i>74</i>	<i>88</i>	<i>106</i>	<i>81</i>	<i>123</i>	<i>122</i>	<i>73</i>	<i>703</i>

In-Seat Attendance Percentage (w/o Independent Study):

Reporting Month	2023	2024
October	93.80	94.82
<i>September</i>	<i>94.77</i>	<i>95.22</i>

3-Year Comparison of Independent Studies Completed (# of Days)

Reporting Month	2022-2023	2023-2024	2024-2025	3-Year Change (%)
October	1144	737	530	53.68%
<i>September</i>	<i>859</i>	<i>518</i>	<i>387</i>	<i>54.94%</i>

The data for October 2024 shows strong attendance and a slight decrease in enrollment. The cumulative average daily attendance is 99.50%, with in-seat attendance improving from 93.80% in October 2023 to 94.82% this year. Enrollment dropped slightly from 703 in September to 700 in October. Independent study days have significantly decreased, with a 53.68% reduction in October compared to 2022-2023.

INSTRUCTION

2024 California Assessment of Student Performance and Progress Results - 3 Year Change

The SBAC 3-Year Performance data shows mixed results in reading and mathematics for both the general student population and special education (SPED) students.

For the general population, reading scores rose from 33.34% in 2022 to 37.95% in 2023 but declined to 33.49% in 2024. Similarly, math scores increased from 27.42% in 2022 to 34.75% in 2023, then fell to 28.93% in 2024. Similar decreases were seen by the school’s largest student groups - SED, Latino, and English learners - in 2024.

For SPED students, reading performance remained steady, moving from 7.35% in 2021-2022 to 8.82% in 2022-2023, then dropping slightly to 7.14% in 2023-2024. However, SPED math scores show consistent improvement, rising from 8.82% to 12.68% over the three years.

In contrast, science performance shows steady growth for the general population, increasing from 14.07% in 2022 to 25.89% in 2024, highlighting progress in that subject area.

Further detail can be found in the Director of Instruction’s Report submitted this month.

Beginning of Year i-Ready BOY Diagnostic Overall and Performance Level Results

SMBCCS has shown positive growth in both Reading and Math performance. i-Ready BOY data reflects a 5% increase in ELA, from 12% in 2021-2022 to 17% in 2024-2025, and a 4% rise in Math, from 5% to 9% over the same period.

In reading, the percentage of students at or above grade level grew from 3% to 5% from 2022 to 2024, and the number of students two grade levels below decreased from 25% to 23%. Math saw more significant gains, with the percentage of students three or more grade levels below dropping from 16% to 14% from 2022 to 2024, indicating steady progress in reducing the number of students significantly below grade level in both subjects. Continued focus is needed to maintain this momentum, especially in reading.

ELA	GROWTH			STATUS					
	i-Ready % Typical Growth Met			i-Ready % Met			CAASPP % Met		
	21-22	22-23	23-24	21-22	22-23	23-24	21-22	22-23	23-24
SMBCCS	56	56	55	36	40	43	33	38	33
LAUSD	-	-	-	-	-	-	42	41	43
State	50	50	50	48	50	-	47	47	47

Final Scores for 2023-2024.

Math	GROWTH			STATUS					
	i-Ready % Typical Growth Met			i-Ready % Met			CAASPP % Met		
	21-22	22-23	23-24	21-22	22-23	23-24	21-22	22-23	23-24
SMBCCS	58	53	57	36	37	40	27	35	29
LAUSD	-	-	-	-	-	-	29	31	33
State	50	50	50	43	44	-	33	35	36

Final Scores for 2023-2024.

Further detail can be found in the Director of Instruction’s Report submitted this month.

Los Angeles Unified School District - Annual Performance Based Oversight Visit for 2025

Santa Monica will participate in this year's oversight visit by the Los Angeles Unified School District on Thursday, April 24, 2025. The Charter School Division (CSD) will complete a comprehensive review of the school's practices focusing on and reporting a score in four main areas: 1) governance, 2) student achievement and educational performance, 3) organizational management, programs and operations, and 4) fiscal operations. Representatives from the CSD will compile data through staff observations, document review, interviews, and discussion with school representatives.

Utilizing the T.E.A.M.S. Framework to Guide Systems of Instruction

The T.E.A.M.S. framework, developed by Jacquie Heller and Paula Maeker, is being utilized with grade-level teams and individual teachers to drive instructional practices, reflection and improvement. This framework represents what are considered the guaranteed or "tight" facets of the Professional Learning Community methodology, specifically (1) Taking collective responsibility, (2) Ensuring a guaranteed and viable curriculum, (3) Assessing and monitor achievement, (4) Measuring evidence of effectiveness, and (5) Supporting systematically with accelerations, interventions, and extensions. This framework was also used by Lead teachers during their summer retreat to set schoolwide goals.

During goal setting meetings with individual teachers, 85% of teachers have set growth opportunities and SMART goals around consistently assessing student achievement and responding to their needs, measuring the effectiveness of their response, and providing systematic support via identified tiered instructional blocks.

Instructional Planning Days - Round 1

The school will continue to implement Instructional Planning Days during the 2024-2025 school year to support collaboration, communication, and mutual accountability. These days were pre-planned with the help of 2023-2024 Lead Teachers and are scheduled in three rounds from October 2024 to April 2025.

During Round 1, the focus is on completing unit mapping in ELA or Math, revising pacing plans with embedded CFA administration and data chat dates, and collaborating with WIN Teacher Assistants. Agendas and completed work, including unit maps and pacing plans, are organized and uploaded to the designated staff drive folders to ensure teams are aligned and prepared for data discussions and instructional planning.

California Principals Support Network, September Meeting

The California Principals Support Network held its first meeting on Wednesday, September 25th at the Simi Valley USD district office. The purpose of the meeting is to deepen the understanding and implementation of professional learning community practices to improve student learning, foster equitable educational systems, and promote continuous improvement. Santa Monica alongside the other Fenton schools will send a team to these meetings throughout the year. Our team includes - *Carmen Solis, Angela Boyd, Bunny Wolfer, Jordan Jones, Jocelyn Condo, Sandy Hernandez and Cary Rabinowitz.*

Behavior Solutions Implementation

Santa Monica Boulevard Community Charter School is actively enhancing student behavior management through a structured, tiered approach focused on prevention, intervention, and remediation. At the heart of this effort is the Tier 1 behavior system, which provides schoolwide strategies to support all students. The school's Behavior Coalition leads these initiatives, ensuring

that essential ROAR behavior standards are posted, taught, and reinforced across campus in the classroom, through assemblies, and in weekly announcements.

In addition to Tier 1 systems, the school has implemented Tier 2 interventions for students who need additional behavioral support. A dedicated Tier 2 Behavior Team will identify students with repeated behavior challenges and provide targeted interventions, such as reteaching through Behavior Academies during non-essential learning periods. Tier 3 interventions focus on students needing individualized support, with personalized behavior goals and collaboration among teachers, administrators, and parents.

To further refine these efforts, Jessica and John Hannigan, authors of Solution Tree's *Behavior Solutions*, visited the school on September 19, 2024 to meet with the Tier 1 Behavior Coalition and school leadership. During their visit, they reviewed the school's program and shared best practices to strengthen behavior management strategies. The visit emphasized the school's commitment to adopting evidence-based solutions for behavior improvement, fostering a positive and structured learning environment.

Through these collaborative and tiered strategies, the school is ensuring that every student receives the behavioral support they need, while staff work together to maintain a safe, respectful, and effective learning environment.

Expanded Learning Opportunities Programs

ELOP programming at SMBCCS is in full swing, offering a range of activities. The school hosts teacher-led clubs, outside vendor clubs, and general afterschool programs through LA's Best and Think Together. Students have participated in after school assemblies and gone on three field trips—two to Universal Studios and one to Top Golf. On average, 327 students participate in afterschool programming, with over 400 attending on Tuesdays and Thursdays when all programs are running. Additionally, the morning Think Together program serves an average of 64 students daily.

PERSONNEL

Earned Increase Walkthroughs

Earned Increase Walkthroughs were conducted during the week of October 7, 2024. Each walkthrough team consisted of five members, including administrators, grade-level lead teachers, specialists, and faculty representatives. Every classroom received five separate observations, with each observation lasting 5 minutes. Observers used the Earned Increase Walkthrough Checklist, which was shared with all schools. The memo and protocol were distributed and reviewed by staff in advance. Staff will receive feedback from the walkthroughs in the coming weeks.

Formal Observation Lessons for Probationary Status Teachers

First semester observations began in October for our 13 probationary teachers. This process includes a (1) pre-observation meeting between teacher and administration to review the lesson being presented and discuss steps to ensure its success; (2) a formal observation typically in the areas of English-language arts or Mathematics; (3) a post-observation meeting to reflect on the lesson presented to identify successes, challenges, and areas to refine and/or revisit. Teachers are typically on probationary status for two years comprising four observation lessons that take place in the fall and in the winter. Probationary teachers receive a great deal of feedback and support from staff that include our school administration, grade level colleagues, grade level lead teachers, and our instructional coach, Bunny Wolfer.

COMMUNITY RELATIONS

Coffee with the Director Meetings - September and October

During the September and October "Coffee with the Principal" meetings, parents were updated on key school initiatives and student progress at Santa Monica Boulevard Community Charter School.

In September, the focus was on introducing new programs, discussing the importance of i-Ready Diagnostics and the ELPAC, and encouraging parent participation in school committees and forums. In October, the meeting highlighted three years of i-Ready data in reading and math, showing progress and outlining targeted support for students. The meeting also covered tiered instructional support during the school day and emphasized school uniform guidelines, including free distribution for families in need.

Both meetings focused on supporting student growth and fostering strong parent engagement.

Student Uniform Distributions

The school has provided all students with two free uniform shirts featuring the organization's new logo and held two distribution days in the Family Center. Teachers will track uniforms each morning, and administration will work closely with the school nurse to provide loaner uniforms daily for students who arrive without one. While uniforms are monitored, students will not be disciplined or penalized for not wearing them, and a loaner will be provided instead. Families needing assistance with purchasing additional uniforms are encouraged to contact administration for support.

Paramount Pictures - "Friday Readers"

The school collaborates with Paramount Pictures on the "Friday Readers" program, where Paramount employees visit the school each week to read to students. This initiative helps foster a love of reading among students by providing them with the opportunity to hear stories from diverse adults in the community, reinforcing the idea that reading is for everyone, no matter their age or background. The program emphasizes that "you're never too old, too wacky, too wild" to enjoy a good book, creating a positive and engaging experience for the children.

ArtsMatter Partnership

ArtsMatter is a Los Angeles-based initiative that emphasizes the importance of arts education in public schools, particularly in underserved communities. Through the ArtsMatter program, students at SMBCCS had the opportunity to visit Paramount Studios and present their Bricolage Bots, which they created as part of a project themed "Transform My World." This project, tied to the release of *Transformers One*, asked students to identify a problem in today's world and propose a solution. Two SMBCCS students were selected to share their presentations on the big screen, highlighting the creativity fostered through this unique collaboration with ArtsMatter and Paramount.

FACILITIES AND SAFETY

Great California Shake-Out 2024

The Great California ShakeOut is an annual statewide earthquake drill aimed at teaching students, staff, and families how to stay safe during an earthquake. On October 17th, Santa Monica Blvd. Community Charter School participated by performing the "Drop, Cover, and Hold On" procedure,

followed by an evacuation to the main yard. Staff members also took on their assigned emergency roles and parents participated by following our request and reunion procedures. This drill helps ensure the school is prepared for a real earthquake while reinforcing safety protocols.

Technology Update

The school is working on several projects to improve technology and infrastructure. The PA system is being repaired, and access points have been restored for better connectivity. iPads are being set up and updated to version 17.7, and the auditorium's new projector and sound system are nearing completion. Additional tasks include resolving classroom sound issues, updating Promethean panels, labeling new equipment, and disposing of outdated technology. These efforts ensure the school remains equipped with modern and functional technology for staff and students.

Facilities Update

Facilities updates include ongoing repairs such as the school's kindergarten yard apparatus which is currently not accessible to students and the completion of the key rollover across the entire campus, including padlocks on all gates. The front door intercom system is currently being updated as it remains non-operational. Additionally, Jose Felix, the on-site maintenance staff, has been working diligently on various projects, including the recent repair of a section of asphalt on the main yard.

Planning Ahead:

10/25	PLT Planning Day - 3rd
10/27	ELOP Field Trip: Universal Studios - Stunts & Pyrotechnics Tour (6th)
10/28	PLT Planning Day - 4th
10/29	PLT Planning Day - 5th FCPS ELD Admin Meeting (1:30-4:00)
10/30	PLT Planning Day - 6th
10/31	Halloween Parade and Paramount Showings!
11/1	Professional Development Day 4
11/4	ROAR Micro Assembly Planning Day - SPED PAWS to Share Visit (10:00-1:00) SMBCCS Lead Teacher Meeting (3:00)
11/5	PLT Planning Day - K Fire Drill (9:30) Personnel Committee Meeting New Hire Workshop
11/6	Due: Grades to Leads Instruction Committee Meeting

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

October 24, 2024

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

State Charter Number: 911

General Information on Enrollment and Attendance:

October 2023 Enrollment (TK-2):

Unfunded TK	TK	K	1 st Grade	2 nd Grade	Funded Total	Monthly ADA	Cumulative ADA
23	77	134	141	174	503	99.65%	99.75%

October 2024 Enrollment (TK-2):

Unfunded TK	TK	K	1 st Grade	2 nd Grade	Funded Total	Monthly ADA	Cumulative ADA
23	53	141	147	129	467	99.13%	99.12%

Enrollment and Recruitment

Fenton Primary Center is actively recruiting and attempting to increase student enrollment for the 2024-2025 school year. Traditionally, the school welcomes an additional 10-20 students from September to October. We have seen a slight increase. With the support of our teachers, the Director of Community Schools, and his team, we continue to utilize various advertising methods. Our Instagram account continues to be highly active, and word of mouth from parents remains a most effective strategy.

Instruction

Acceleration Specialist:

The Acceleration Specialist has been providing intensive support for students in grades 1st and 2nd, focusing on foundational skills. Each group meets twice a week for 30 minutes. SMART goals for these groups have been established using multiple data sources, including the Basic Phonics Skills Assessment, i-Ready scores, fluency measures for second graders, and input from classroom teachers. Learning targets derived from these SMART goals are closely monitored through progress monitoring assessments, and teachers will receive updated reports on their student’s progress in one week. This data will also be used to adjust group structures flexibly to meet targeted student needs.

The teacher teams have been diligently working through the instructional cycle in their Professional Learning Teams (PLTs). They have been unpacking essential standards for each unit to create learning progressions, analyzing data collaboratively from formative assessments, and using that data to structure Tier 2 intervention groups. BEE time for 1st and 2nd grade began the week of October 7th and is 3 times a week for 40 minutes.

i-Ready Status and Growth Comparison (FY23 and FY24)

The following is a comparison of the growth and academic status gains made by FPC, LAUSD, and the State of California. The following charts compare the “growth” of students as well as their “status”. FPC is showing strong gains in ELA and Mathematics.

ELA:

Growth: We met our ELA Typical Growth Target rate of 50% with a rate of 61%. This is significantly higher than the state average of 50%.

Status: The academic “status” of the school is measured internally by “i-Ready” and externally by CAASPP. On i-Ready, students at FPC increased 4% compared to last year. In addition, FPC is performing above the state of California on i-Ready at 64%.

	GROWTH			STATUS		
ELA	i-Ready % Typical Growth Met			i-Ready % Met		
	21-22	22-23	23-24	21-22	22-23	23-24
FPC	49	61	61	57	64	68
LAUSD	-	-	-	-	-	-
State	50	50	50	48	50	-

Final Scores for 2023-2024.

Math:

Growth: We met our Math Typical Growth Target rate of 50% with a rate of 60%. This is significantly higher than the state average of 50%.

Status: The academic “status” of the school is measured internally by “i-Ready” and externally by CAASPP. On i-Ready, students at FPC increased 6% compared to last year. In addition, FPC is performing above the rate of California.

	GROWTH			STATUS		
Math	i-Ready % Typical Growth Met			i-Ready % Met		
	21-22	22-23	23-24	21-22	22-23	23-24
FPC	48	58	60	38	50	56
LAUSD	-	-	-	-	-	-
State	50	50	50	43	44	-

Final Scores for 2023-2024.

Further detail can be found in the Director of Instruction's Report submitted this month.

FPC Guiding Coalition: Our PLC's FPC Guiding Coalition meets bi-monthly.

Members:

TK - **Sarah Ananta and Bridget Ruiz**

Kindergarten - **Coco Salazar**

First Grade - **Brianna Ellis and Laura Holmes**

Second Grade - **Nitima Angus and Judy Lee**

Special Education - **Maria Cardenas**

2024-2025 FPC Focus Lead Teacher - **Jennifer Daugherty**

2024-2025 FPC Focus Lead Teacher - **Celina Calvillo**

Psychologist - **Gloria Rangel**

Counselor - **Paola Ramirez**

Acceleration Specialist - **Elisa Vallejo**

FCPS Instructional Coach - **Yesenia Fuentes**

FPC Administrators - **Sirui Thomassian, Nicole Langlois and Jessi Tello**

Our current work focuses on the following items:

- Grade Level Unit Plans shared [here](#)
- Review [Learning Targets](#)
- EL Instruction: [ELPAC Practice Resource](#)
- [TEAMS Action Plan](#)
- [CAPS Action Plan](#)
- October 16, 2024 PLC PD/Ms. Jacquie Heller: [Fenton Primary PLC Slide Deck](#)

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

Fenton Primary Center staff participated in continuous learning with our literacy coach, Ms. Jacqueline Heller. Each grade level had one-on-one time with Ms. Heller. She is the co-author of Literacy in a PLC at Work published by Solution Tree. She is a successful educational consultant and full time Instructional Coach. The professional development is structured to allow grade level teams one-on-one time with the instructor reviewing data, essential standards, planning for instruction, and measuring progress. This partnership is aimed at increasing capacity of teams and propelling student success to new heights. Our last PD with Ms. Heller took place on October 16, 2024. Our work centered on Tier 2 instruction (October 16, 2024 PLC PD/Ms. Jacquie Heller: [Fenton Primary PLC Slide Deck](#)).

Special Education Department:

Our Speech Pathologist and SPED Teachers will have our first Parent/Student Workshop on Friday, October 25 at Fenton Primary Center from 3:40-4:40 and 4:45-5:45. The workshop will focus on Building/Expanding Language and Bilingual Support at Home. During the workshop parents will learn strategies and practical tips to encourage language development within the home. This will be a great opportunity to learn and observe how to encourage language development and celebrate their home language. We celebrate our bilingual students during the month of October which is The Bilingual Child Month.

Our SPED Department has submitted a couple of grant applications to help build capacity within our team and to enhance learning opportunities for our most remarkable students. One grant application focuses on structured literacy professional development, digital lessons and multi modal instruction

material to be shared with parents and students via workshops. The other grant application has a focus on SEL, mindfulness and sensory regulation professional development opportunities that would in turn help our staff, students and families.

Our Mission statement:

SPED Case Managers work together to provide support, accommodations and learning opportunities to students with SPED services so they can reach their unique goals and have access to the general education curriculum.

Our Vision Statement:

SPED Case Managers will grow in expertise by sharing best practices with each other and in turn our students will show high levels of learning by reaching their goals and being able to access general education curriculum with growing independence.

Paraprofessionals:

In the past month, all paraprofessionals have attended some meaningful trainings at Fenton Primary Center. The first training was for all of our TK Teacher Assistants, Adult Assistants, and Special Education Teacher Assistants in which they received training on Communication, specifically when working with students with special needs. The most recent meeting was for all paraprofessionals. As the Behavior Solutions Team continues to strengthen our Tier 1 practices at Fenton Primary Center, we have begun implementing new “Caught Ya” Tickets as a student incentive. All paraprofessionals were trained on these new tickets and have been intentional with how they award them to students. Paraprofessionals continue to reinforce “The 3 Bs” at FPC, which are to be safe, be respectful, and be responsible. They also received training on the topics of inclusion and classroom and playground behavior support. We look forward to offering many training opportunities for our paraprofessionals in the future.

Communication Focus Leads:

The communication Focus Leads have loved meeting with our Leadership students in our after school ELOP club. We are meeting with these students on Thursdays and have already begun preparing them for some of the leadership roles they will take on. Coming up, we will have our Halloween parades, you can expect to see leadership students help MC the event and introduce the classes as they walk the parade route. We are also preparing students to help announce in the upcoming October Student of the Month assembly. Students have been practicing with the microphone and are excited to present to parents, as well as greet and welcome families as they come onto campus for this event. Student Leadership has also been creating “Chatter Pix” that we will share on Instagram to showcase upcoming events on campus. We look forward to collaborating with teachers as we continue to come up with new ideas for our Leadership students to partake in.

Student Mental Health Support:

This year in lieu of Red Ribbon Week and Bullying Prevention Month, Mrs. Ramirez, our school counselor, focused on the latter and Unity Day which was on October 16th. The reason being that this school wide event makes more sense for our age group of students. As in previous years, the counselor will visit the classes to do a quick pledge that the kids “sign” with their thumbprints. Teachers will reference these activities and events throughout the month and will post it in the classrooms. The counselor also sent information to our families on Class Stories, so that parents can have guidance and also conduct these important conversations at home.

Community Relations

Family Center News:

Many events are taking place at FPC's Family Center. We are happy to share a few:

FPC had its Flu Clinic on September 30, 2024 from 3-6 p.m. The flu vaccines were being offered to children and adults through Providence Medical Center. The age range to receive the vaccine was 4 years old and over.

Big Smiles Dental Clinic was at FPC on October 9, 2024 for a 6-month check-up for selected students.

On October 10, 2024 the Family Center had their Parent ESL Level I Culmination. The parents received a certificate of completion and two parents received a Perfect Attendance Medallion. The ESL Level II Parent Class is scheduled to begin on Monday, October 21, 2024. Also, in February 2025 we are excited to offer a Literacy and Language Awareness Workshop. These classes are being offered through PEBSAF (Parent Education Bridge for Student Achievement).

Lastly, the Popcornopolis and Sensational Snacks fundraiser was a success! FPC students sold a total of \$28,228 dollars. Sales at school totaled \$21,638 dollars and online sales totaled \$6,590 dollars. FPC will obtain 40% of the sales profit. These funds are used for student glasses, shoes, student/family emergencies, etc. Thank you to all those who supported our fundraiser.

Expanded Learning Opportunities Program (ELOP):

ELOP Session 1

We began ELOP Session 1 on **Monday, September 23rd**. The confirmation letters went home on September 19th. Teachers were provided the ELOP Master Rosters for each grade level, as well as detailed procedures for optimal safety and organization of the many programs.

ELOP Field Trip Chaperones

- Our first ELOP field trip was an exciting tour of Dodger Stadium, featuring a hands-on experience on Saturday, 9/28/24.
- Chaperones were rotated to ensure that all volunteers have the opportunity to participate. Since we anticipate a high level of interest, not every volunteer will be able to chaperone every trip. Instead, we established a rotation system, so each individual who expresses interest will have a fair chance to serve as a chaperone on future field trips

Session 1 of Expanded Learning at FPC began on September 23rd. We are offering after-school enrichment clubs four days a week, with 15 cohorts of 15 students each participating in various clubs on Mondays, Tuesdays, Thursdays, and Fridays.

Vendor-led clubs include Latin Percussion, Dance, Digital Drawing, Video Editing, Theater, Mathnasium, Mad Science, LEGO Robotics, Cooking, Rocket Science, and Photography.

Teacher-led clubs feature Science Lab, Fall Projects, Video Game Coding, Art, STEM, Golf, Project Wings, Leadership, and Derby Car Club. Hooked on Phonics/Literacy Club for second grade, takes place in the mornings from 7:15-7:45 a.m. on Tuesdays, Wednesdays, and Thursdays. While the

teacher works with a small group of students in their areas of need, the other students are working on Hooked on Phonics.

After School Support – Think Together:

FPC's Think Together after-school program would like to praise all staff for doing an amazing job on our first Field Trip to Underwood Family Farms. Staff maintained line of sight and kept our students safe as they explored the farm. Program Leaders supported each other during our trip which helped make our experience a lot more enjoyable.

A success story we'd like to share is that we have increased participation for the before school program. It's been a difficult task trying to get more students to participate, but the morning program is slowly approaching 30 students. Think Together is also hoping to have two new program leaders join their team this month. Soccer practices will continue to be Monday, Wednesday and Friday from 4:30pm – 5:30pm.

Personnel

Staff Roster: The current Fenton Primary Center staff roster lists classrooms at an average of 22.61 students in kindergarten through second grade and an average of 18.50 students in each of the four TK classrooms. These numbers were discussed during the budget preparations in the spring with the hopes that each classroom teacher would have at least 20 students in each of the kindergarten through second grade and 16 in each of the TK classrooms. Our Education Specialist and Lead Teacher, Mrs. Maria Cardenas, will be taking on a new role as an Intensive Learning Lab Teacher at the Academies starting in November 2024. Mrs. Cardenas has been an invaluable asset to Fenton Primary Center since its inception. Starting as an Intensive Learning Lab teacher after years as a successful Education Specialist is a significant transition. Her experience as an education specialist has given her a strong foundation in individualized education programs (IEPs), differentiation, and collaboration with other educators and parents, which will serve her well in this role. Her expertise in accommodations and interventions will be vital in creating a structured, supportive learning space. Above all, her kindness and gentle spirit will create a wonderful environment for her students.

Attendance and Independent Studies: The FPC teachers continue offering excellent completion rates of independent studies following the revised guidelines. The goal is for the school to have above 98.5% all year. This month was recorded as 99.13%.

Facilities and Safety

2024-2025 FPC Emergency Plan: FPC's Emergency Plan has been developed and includes a Crisis Intervention Support Network, Off-Site Responsibilities for identified staff, and a School Emergency Operations Grid with Search and Rescue Teams identified by Zone and Emergency Team Responsibilities. We participated in the Great California Shakeout Drill on October 17, 2024. Following the drop, cover, and hold practice in the classroom, we evacuated the building. Teachers reviewed [Pages 3-6 of FPC School Safety Plan](#). An updated Evacuation and Emergency Map was provided, and new larger classroom numbers were posted on the yard.

We conducted a Level 2 Earthquake Drill as explained in the [Shakeout Manual](#). The search and rescue teams met in the grass area in the middle of play area 4 (this is also our Incident Command Center) and we reviewed the materials in each of the search and rescue duffle bags.

The drill lasted about 30 minutes. Teachers had planned activities in their emergency backpacks for their students. Any teachers with students who have auditory sensitivity provided headphones.

Teachers came out to the playground and brought along their emergency red backpacks, the black bucket, the classroom walkie-talkie, and their room signs. Additional information on The Great California Shakeout can be found on the website below:

[**The Great California ShakeOut - Get Ready to ShakeOut!**](#)

Campus: FPC continues to maintain a clean, healthy, and safe school campus. Custodial staff are consistently disinfecting high touch areas and restrooms. Our custodial and facilities staff continue to maintain the campus by providing routine maintenance and making necessary improvements daily. After we conducted the Great CA Shakeout Drill, teachers reported a difficulty with exiting the building quickly through the hallways due to the heavy doors not remaining open. This issue was resolved quickly by our maintenance staff by adding magnets on both sides of the doorways, so the heavy metal doors could remain open as students are exiting quickly with their teachers.

Upcoming Events:

September 6	Popcornopolis Fundraiser Begins
September 15	Hispanic Heritage Month Begins
September 17	Parent Advocacy Night Meeting – 5 p.m.
September 13	Shortened Day – Staff PD
September 19	FCPS Board Meeting
September 20	Popcornopolis Fundraiser Ends
September 20	Shortened Day – Staff PD
September 23	1st Round of Enrichment Classes Begin
September 23	Professional Goal Setting Begins
September 30	Coffee With the Director Parent Meeting
October 3	Shortened Day – Staff PD
October 4	Fall Break
October 14	BEE Cycle 1 starts
October 17	Great Shakeout
October 21	Shortened Day – WASC Accreditation
October 24	FCPS Board Meeting
October 31	Shortened Day – Staff PD
November 1	Professional Development #4 (At the Academies)
November 4	Coffee With the Principal Music PD (Family Center)
November 11	Veterans Day- No School
November 12	California Principal’s Support Network

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

October 24, 2024

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

State Charter Number: 1605

ENROLLMENT

	TK	K	1 st	2 nd	3 rd	4 th	5 th	6 th	Total	Monthly ADA	Cumulative ADA
9/13/2024	16	35	34	24	44	49	41	48	302	98.64%	98.64%
10/16/2024	16	46	36	45	40	49	32	50	289	99.58%	99.11%

3-Year Enrollment Comparison

Date	TKK- Unfunded	TKK- Funded	K	1 st	2 nd	3 rd	4 th	5 th	6 th	Total
October 2024	0	16	46	36	45	40	49	32	50	289
October 2023	0	17	34	36	41	49	44	71	39	331
October 2022	0	22	20	41	46	45	69	41	24	308

Fenton STEM Academy educators have successfully met an Average Daily Attendance (ADA) rate of 98.5% or higher. In the first month of the school year, STEM achieved an impressive ADA of 98.64%, which has since increased to 99.58%. This decline in enrollment is attributed to the closure of one of the kindergarten classes on the STEM side and the subsequent transfer of 13 students to FCLA's kindergarten classes.

We extend our gratitude to the entire STEM team for their unwavering dedication to improving both enrollment and ADA. A special thank you to Rolando Gutierrez for his consistent guidance and support to both our staff and families.

Instruction

CAASPP 2024 Results

We have received our 2024 CAASPP data, and STEM performed strongly, exceeding the average scores of neighboring schools and LAUSD. In English Language Arts (ELA), 46% of STEM students met or exceeded grade-level standards. In comparison, nearby schools averaged 31.5%, and

LAUSD reported 43%. In Mathematics, 39% of STEM students met or exceeded grade-level standards. Nearby schools averaged 20%, while LAUSD reported a 33% success rate.

	GROWTH			STATUS					
ELA	i-Ready % Typical Growth Met			i-Ready % Met			CAASPP % Met		
	21-22	22-23	23-24	21-22	22-23	23-24	21-22	22-23	23-24
STEM	55	64	60	46	48	50	49	48	46
LAUSD	-	-	-	-	-	-	42	41	43
State	50	50	50	48	50	-	47	47	47

Final Scores for 2023-2024.

	GROWTH			STATUS					
Math	i-Ready % Typical Growth Met			i-Ready % Met			CAASPP % Met		
	21-22	22-23	23-24	21-22	22-23	23-24	21-22	22-23	23-24
STEM	55	64	60	46	52	46	40	44	38
LAUSD	-	-	-	-	-	-	29	31	33
State	50	50	50	43	44	-	33	35	36

Final Scores for 2023-2024.

Further detail can be found in the Director of Instruction’s Report submitted this month.

Diagnostic iReady Data

Students took the Beginning of Year iReady Diagnostic in September. In ELA, 9% of the students scored at mid or above grade level, 15% of students scored early, 38% of the students scored one grade level below, 21% of students scored two grade levels below, and 17% of students scored three or more grade levels below.

In Math, 5% of the students scored at mid-or above grade level, 11% of students scored early on, 52% of the students scored one grade level below, 19% of students scored two grade levels below, and 12% of students scored three or more grade levels below.

Grade-level teams are reviewing the data along with CFA and other assessments to create tier 2 and tier 3 instruction to support all students. Grade levels plan to review groupings at least every 6 weeks to ensure students are getting what they need.

STEM Focus Update

Fenton STEM Academy scholars already have their first STEM challenge under their belt! Very excitingly, with suggestions from last year’s end-of-year Focus Lead survey, Mrs. Bell-Reed was able to create the opportunity for students to engage in their first STEM challenge in a Makerspace in our Hands-on Lab! The literary inspiration for the challenge was the book *Ada Twist, Scientist* – which is about a young girl whose curiosity about everything, propels her to use the scientific

method and develop a hypothesis in pursuit of identifying the cause of a particular smell in her home. STEM students were engaged in the same challenge – to build a device to detect stinky smells, using recycled materials. Thanks to the efforts of Focus Leads in the past, we had various materials from “Trash for Teaching,” in storage. That, coupled with Makerspace materials and other recyclable materials donated from STEM families, students were able to let their imaginations run free as they worked together in teams to build this smell-detecting device! Students were truly engaged and enjoyed this opportunity to create in the HOL Makerspace!

The Makerspace challenge was the first of three, as there are plans to integrate a challenge each trimester this year. Coming up in the winter, students will be challenged to harness the sun’s energy to build a solar oven! Focus Lead, Bianca Bell-Reed, will encourage parent involvement, with requests for donations of materials for students to use during this challenge.

Professional Learning Community (PLC):

Over the last month, the staff with support from the Guiding Coalition have worked on developing the Collective Commitments for our staff. To enhance the development of our Professional Learning Community (PLC) collective commitments, the guiding coalition began by reviewing examples from other model PLC schools for inspiration. This provided valuable insights into effective practices. Following this, the leadership team revisited the draft collective commitments. Staff members were encouraged to add comments, suggest changes, and fill in additional commitments in their designated categories. Afterward, teams paired with other grade-level groups to share their ideas and gather feedback. In the final phase, participants were divided into groups to focus on specific areas, allowing them to refine their commitments and become experts in their assigned columns. This collaborative process was instrumental in strengthening our collective vision and goals. The final version of the Collective Commitments was shared with the staff. The Collective Commitments are centered around Fenton’s 4 Rs- Respect, Resilience, Relationships, and Reputation with the incorporation of the PLC Guiding Questions.

Incentives for Time on Task (iReady Personalized Instruction):

K-6 students who maintain an average of 30-49 minutes per week in both Reading and Math on iReady will be rewarded with a monthly collectible item, with recognition taking place during the monthly Spirit Day assemblies. The upcoming assembly on November 15th will honor students who met their October time-on-task goals. Teachers will continue to monitor students' time on task and passage rates to support increased mastery. Additionally, classes are recognized with the highest usage and passage rates.

Acceleration Program

The Acceleration Specialist, Elisa Vallejo, has been providing intensive support for students in grades one through six, focusing on foundational skills. Each group meets three times a week for 30 minutes. SMART goals for these groups have been established using multiple data sources, including the Basic Phonics Skills Assessment, i-Ready scores, fluency measures for 2nd-6th grade, and input from classroom teachers. Learning targets derived from these SMART goals are closely monitored through progress monitoring assessments, and teachers will receive updated reports on their student’s progress in two weeks. This data will also be used to adjust group structures flexibly to meet targeted student needs.

The teacher teams have been diligently working through the instructional cycle in their Professional Learning Teams (PLTs). They have been unpacking essential standards for each unit to create learning progressions, analyzing data collaboratively from formative assessments, and using that data to structure Tier 2 intervention groups.

The guiding coalition, in collaboration with our literacy coach, Jacquie Heller, and the entire teaching staff, has developed Fenton Academy's collective commitments to ensure high levels of learning for each student. Last week, Jacquie Heller revisited the campuses to continue collaborating on our current instructional model. The staff benefited from working together as teams on these initiatives.

Rosetta Stone Implementation

The school has purchased Rosetta Stone to support our incoming students who are learning English. Accounts were created for those students identified by their teachers and the staff was trained on Wednesday, October 16th on how to use the program to support their students' English language development best.

Expanded Learning at the Fenton Academies

ELOP Session 1 is progressing successfully, with 338 students enrolled and an average daily attendance of 190. Some of the new teacher-led options offered are Gardening, Crochet, and Karaoke. Our new partner-led clubs, including 3D Printing & Design, Green Energy Robotics, and Ninja Academy, have also been very popular. Overall, club participation is strong, and we continue to receive interest from students eager to join as spots become available.

To meet the growing needs of our students, we've hired our first ELOP Assistant to support a student with academic and behavioral challenges. We also appreciate the additional support provided by Think Together. There is an ongoing discussion about a potential winter performance featuring our ballet, fashion design, and drama clubs, all run by our partner program, BEAR. We're excited about this showcase and grateful for BEAR's dedication to preparing students for the event.

Although we've been asked to scale back on field trips and assemblies following the recent ELOP budget review, we're still moving forward with the much-anticipated CIMI trip and field trips for our teacher-led, year-long clubs.

ELOP Session 1 will conclude just before parent conferences. Planning for Session 2 is already underway. Families will soon receive interest surveys to help determine which clubs are most in demand. This feedback, along with attendance data and classroom observations, will guide the selection of clubs for Session 2, which begins on January 13, 2025.

School Community

Fall Family Math Night:

On Friday, October 11th, The Academies kicked off the school year with our first special event, Fall Family Math Night. The festivities began at 4:00 p.m., with vendors offering learning activities, snacks, and fun! Mad Science was on site with three interactive booths where students had the chance to make their glow-in-the-dark slime to take home. Sylvan Learning set up a booth to generate excitement for our new tutoring program and Think Together hosted a booth to boost enrollment while also helping distribute snacks and drinks. Smile Heroes, our local dentist, was present to share information about their dental services. Kona Ice and Costco provided refreshing treats for everyone.

At 5:00 p.m., the gates opened for the main event, and it was wonderful to witness the excitement as students and families eagerly counted down and then rushed in to explore the various math stations. Each grade level team showcased fun, festive activities, and students collected treats at each station

they visited. Students who participated turned in their punch cards at the end to receive special prizes. After-school and Think Together students also joined in the fun, with the support of their Think Together coaches. A huge thank you to all the staff who helped make this event such a fantastic success!

Plans to Increase Enrollment for Sustainability

During the week of September 26th, the Fenton administrative team convened to strategize on ensuring the long-term sustainability of our schools by increasing enrollment. In this collaborative session, several initiatives were proposed, including enhancing community engagement, inviting local stakeholders to campus events, leveraging social media to disseminate information, showcasing student academic achievements, and expanding our visibility through various channels. The successful implementation of these initiatives will require a unified effort from all staff members. We encourage you to reach out to the administrative team with any suggestions or ideas to support our enrollment efforts.

Family Center Updates

The Family Center has offered families the opportunity to participate in workshops offered at the Academies. These include workshops presented by [PEBSAF](#), that include weekly ESL Level II classes and monthly [Parent University sessions](#) that cover a variety of topics. In addition, there is a [Dance Movement Therapy Dance](#) workshop that is presented by the Department of Mental Health that invites everyone from our community to explore mediation techniques through movement. Finally, our [Providence Feast workshop](#) is successfully attended with parents who are eager to learn about healthy alternative meal choices to incorporate in their homes (recipes followed can be found [HERE](#).)

Ms. Palma coordinated a DOJ fingerprint processing date on our campus for those who are interested in volunteering. On September 27th, there were a total of 30 parents who showed up to complete this important step. Another date has been set for November 15th to complete another round for those who were not able to attend the first opportunity.

Our Fall fundraiser successfully raised a total of \$19,096 for both schools! This combination included hardcopy orders and online purchases. Items are estimated to arrive the final week of October and will be delivered to classrooms.

Please browse the [Family Center website](#) for more information and updates.

Fall Family Night Meeting

The Fall Family Night Meeting took place on Tuesday, October 15th, from 5:00-6:00 PM. The event provided parents the opportunity to hear from various school leaders. Mrs. Bell-Reed and Ms. Western presented activities planned for their focus areas. Mr. Rolando Guiterrez provided parents with updates about the Independent Study process. Ms. Palma shared information on the Family Center. Mrs. Munoz shared information on the ELOP program and the Think Together leaders shared information about the activities students participate in after school. The administrative team will offer insights into the school's academic and behavioral progress, and current initiatives, and provide updates on the School Site Council and ELAC.

Red Ribbon Week

Mrs. Allender shared the plans for Red Ribbon Week, happening October 21–25, with the theme “Life is a Movie: Film Drug-Free.” The theme was announced during the Spirit Assembly on October 11. Students participate in themed dress-up days, and a "fan mail" booth in the MPR encouraging students and staff to share why they are "stars." Teachers are also encouraged to plan lessons on bullying prevention or healthy choices.

Bully Prevention Month

In recognition of Bully Prevention Month, classrooms are invited to create posters promoting anti-bullying messages to display in the hallways. FCPS provides online resources through Counselor's Corner for bullying prevention and healthy living. Unity Day on October 16 encouraged students to wear orange in support of kindness, acceptance, and inclusion.

Scholastic Book Fair

The Scholastic Book Fair is scheduled from October 22–25, with class previews on October 18 and 21. Previews are 15 minutes per class, allowing students to browse but not buy. However, books can be purchased online via a shared link. Families are encouraged to set up a Scholastic eWallet for cashless purchases. Profits from the fair (50%) will be used to purchase Scholastic News for all grades. Ms. Palma will coordinate parent volunteers to run the fair during recess. Last fall, we raised over \$14,000, earning \$7,000 towards Scholastic News and library books focused on social-emotional learning. We're aiming for similar success this year.

Personnel

Probationary Teacher Formal Observations

Formal observations will begin the week of October 21. Each teacher will first have a pre-observation meeting to review their lesson plan with the director and other administrators. The formal observation will follow, and the process will conclude with a post-observation meeting to reflect on the lesson and discuss feedback. Teachers are encouraged to refer to the Evaluation Handbook, particularly pages 10–21, for detailed information. Lead teachers and the instructional coach are actively supporting the new teachers during this time.

Facility & Operations

On October 17, 2024, Fenton Charter Leadership Academy successfully participated in the "2024 Great California ShakeOut" drill. During this event, students and staff practiced essential emergency procedures, including drop, cover, and hold-on techniques, as well as the safe evacuation of the building. The search and rescue team also practiced their part. These drills are part of our ongoing commitment to emergency preparedness, which also includes regular lockdown, earthquake, and fire drills. By continuously practicing these procedures, we aim to ensure the safety and readiness of all members of our school community in the event of an emergency.

Our FCPS Facilities Manager, Ziggy Del Toro, has provided keys for all teachers and is in the process of arranging key distribution for the remaining staff. Moving forward, all staff will be required to enter through the side black gate rather than through the servery. To comply with Los Angeles County Health Department guidelines and maintain our operating permit, only cafeteria staff are permitted to access the Annex via the servery. We appreciate everyone's cooperation in adhering to this policy.

Upcoming Events:

- 10/29 5th Grade PLT Planning Day
ELD Admin Meeting
- 1030 6th Grade PLT Planning Day
- 10/31 Halloween Parade/Minimum Day
- 11/1 PD #4 Paula Maeker (Organizational-wide PD at the Academies)

- 11/4 1st Grade PLT Planning
- 11/5 Kindergarten PLT Planning Day
Personnel Meeting
Director's Meeting
New Teachers' Workshop
- 11/6 Grades due to Lead Teachers
- 11/7 3rd Grade PLT Planning
- 11/8 4th Grade PLT Planning
Instruction Committee Meeting

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

October 24, 2024

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

State Charter Number: 1613

ENROLLMENT

	TK	K	1st	2nd	3rd	4th	5th	6th	Total	Monthly ADA	Cumulative ADA
9/13/2024	16	33	35	45	41	48	32	50	300	99.21%	99.21%
10/16/2024	16	46	36	45	40	49	32	50	314	99.51%	99.36%

3-Year Enrollment Comparison

Date	TKK- Unfunded	TKK- Funded	K	1st	2nd	3rd	4th	5th	6th	Total
October 2024	0	16	46	36	45	40	49	32	50	314
<i>October 2023</i>	<i>12</i>	<i>23</i>	<i>35</i>	<i>38</i>	<i>43</i>	<i>49</i>	<i>43</i>	<i>50</i>	<i>40</i>	<i>333</i>
<i>October 2022</i>	<i>0</i>	<i>18</i>	<i>36</i>	<i>39</i>	<i>39</i>	<i>40</i>	<i>45</i>	<i>49</i>	<i>45</i>	<i>311</i>

Fenton Charter Leadership Academy (FCLA) educators have successfully met an Average Daily Attendance (ADA) rate of 98.5% or higher. In the first month of the school year, FCLA achieved an impressive ADA of 99.21%, which has since increased to 99.51%. This rise in enrollment is attributed to the closure of one of the kindergarten classes on the STEM side and the subsequent transfer of 13 students to FCLA's kindergarten classes.

We extend our gratitude to the entire FCLA team for their unwavering dedication to improving both enrollment and ADA. A special thank you to Rolando Gutierrez for his consistent guidance and support to both our staff and families.

Instruction

CAASPP 2024 Results

We have received our 2024 CAASPP data, and FCLA performed strongly, exceeding the average scores of neighboring schools and LAUSD. In English Language Arts (ELA), 51% of FCLA students met or exceeded grade-level standards. In comparison, nearby schools averaged 31.5%, and

LAUSD reported 43%. In Mathematics, 38% of FCLA students met or exceeded grade-level standards. Nearby schools averaged 20%, while LAUSD reported a 33% success rate.

	GROWTH			STATUS					
ELA	i-Ready % Typical Growth Met			i-Ready % Met			CAASPP % Met		
	21-22	22-23	23-24	21-22	22-23	23-24	21-22	22-23	23-24
FCLA	57	52	59	48	51	52	47	43	51
LAUSD	-	-	-	-	-	-	42	41	43
State	50	50	50	48	50	-	47	47	47

Final Scores for 2023-2024.

	GROWTH			STATUS					
Math	i-Ready % Typical Growth Met			i-Ready % Met			CAASPP % Met		
	21-22	22-23	23-24	21-22	22-23	23-24	21-22	22-23	23-24
FCLA	57	52	59	39	45	46	29	31	39
LAUSD	-	-	-	-	-	-	29	31	33
State	50	50	50	43	44	-	33	35	36

Final Scores for 2023-2024.

Further detail can be found in the Director of Instruction’s Report submitted this month.

Beginning of Year Diagnostic iReady Data

Students took the Beginning of Year iReady Diagnostic in September. In ELA, 10% of the students scored at mid or above grade level, 14% of students scored early, 45% of the students scored one grade level below, 17% of students scored two grade levels below, and 13% of students scored three or more grade levels below.

In Math, 3% of the students scored at mid-or above grade level, 14% of students scored early on, 51% of the students scored one grade level below, 21% of students scored two grade levels below, and 10% of students scored three or more grade levels below.

Grade-level teams are reviewing the data along with CFA and other assessments to create tier 2 and tier 3 instruction to support all students. Grade levels plan to review groupings at least every 6 weeks to ensure students are getting what they need.

Leadership Focus

Our Leadership Integrated Instructional Focus continues to be led by Lindsey Western. The program is dedicated to developing young leaders through a variety of enriching experiences. Students participate in grade-level Leader Studies throughout the year, where they explore key leadership principles. Each semester, students engage in schoolwide Service Learning Projects, which focus on fostering collaboration, building empathy, and supporting shelter animals. These projects, coupled

with our Mutt-i-grees social-emotional learning curriculum, help students develop confidence and encourage cooperation, empowering them to become compassionate and effective leaders. Thank you to Lindsey Western for sharing at our Annual Fall Family Night on Tuesday, October 15, 2024.

Professional Learning Community (PLC):

Over the last month, the staff with support from the Guiding Coalition have worked on developing the Collective Commitments for our staff. To enhance the development of our Professional Learning Community (PLC) collective commitments, the guiding coalition began by reviewing examples from other model PLC schools for inspiration. This provided valuable insights into effective practices. Following this, the leadership team revisited the draft collective commitments. Staff members were encouraged to add comments, suggest changes, and fill in additional commitments in their designated categories. Afterward, teams paired with other grade-level groups to share their ideas and gather feedback. In the final phase, participants were divided into groups to focus on specific areas, allowing them to refine their commitments and become experts in their assigned columns. This collaborative process was instrumental in strengthening our collective vision and goals. The final version of the Collective Commitments was shared with the staff. The Collective Commitments are centered around Fenton's 4 Rs- Respect, Resilience, Relationships, and Reputation with the incorporation of the PLC Guiding Questions.

Incentives for Time on Task (iReady Personalized Instruction):

K-6 students who maintain an average of 30-49 minutes per week in both Reading and Math on iReady will be rewarded with a monthly collectible item, with recognition taking place during the monthly Spirit Day assemblies. The upcoming assembly on November 15th will honor students who met their October time-on-task goals. Teachers will continue to monitor students' time on task and passage rates to support increased mastery. Additionally, classes are recognized with the highest usage and passage rates.

Acceleration Program

The Acceleration Specialist, Elisa Vallejo, has been providing intensive support for students in grades one through six, focusing on foundational skills. Each group meets three times a week for 30 minutes. SMART goals for these groups have been established using multiple data sources, including the Basic Phonics Skills Assessment, i-Ready scores, fluency measures for 2nd-6th grade, and input from classroom teachers. Learning targets derived from these SMART goals are closely monitored through progress monitoring assessments, and teachers will receive updated reports on their student's progress in two weeks. This data will also be used to adjust group structures flexibly to meet targeted student needs.

The teacher teams have been diligently working through the instructional cycle in their Professional Learning Teams (PLTs). They have been unpacking essential standards for each unit to create learning progressions, analyzing data collaboratively from formative assessments, and using that data to structure Tier 2 intervention groups.

The guiding coalition, in collaboration with our literacy coach, Jacquie Heller, and the entire teaching staff, has developed Fenton Academy's collective commitments to ensure high levels of learning for each student. Last week, Jacquie Heller revisited the campuses to continue collaborating on our current instructional model. The staff benefited from working together as teams on these initiatives.

Rosetta Stone Implementation

The school has purchased Rosetta Stone to support our incoming students who are learning English. Accounts were created for those students identified by their teachers and the staff was trained on Wednesday, October 16th on how to use the program to support their students' English language development best.

Expanded Learning at the Fenton Academies

ELOP Session 1 is progressing successfully, with 338 students enrolled and an average daily attendance of 190. Some of the new teacher-led options offered are Gardening, Crochet, and Karaoke. Our new partner-led clubs, including 3D Printing & Design, Green Energy Robotics, and Ninja Academy, have also been very popular. Overall, club participation is strong, and we continue to receive interest from students eager to join as spots become available.

To meet the growing needs of our students, we've hired our first ELOP Assistant to support a student with academic and behavioral challenges. We also appreciate the additional support provided by Think Together. There is an ongoing discussion about a potential winter performance featuring our ballet, fashion design, and drama clubs, all run by our partner program, BEAR. We're excited about this showcase and grateful for BEAR's dedication to preparing students for the event.

Although we've been asked to scale back on field trips and assemblies following the recent ELOP budget review, we're still moving forward with the much-anticipated CIMI trip, as well as field trips for our teacher-led, year-long clubs.

ELOP Session 1 will conclude just before parent conferences. Planning for Session 2 is already underway. Families will soon receive interest surveys to help determine which clubs are most in demand. This feedback, along with attendance data and classroom observations, will guide the selection of clubs for Session 2, which begins on January 13, 2025.

School Community

Fall Family Math Night:

On Friday, October 11th, The Academies kicked off the school year with our first special event, Fall Family Math Night. The festivities began at 4:00 p.m., with vendors offering learning activities, snacks, and fun! Mad Science was on site with three interactive booths where students had the chance to make their glow-in-the-dark slime to take home. Sylvan Learning set up a booth to generate excitement for our new tutoring program and Think Together hosted a booth to boost enrollment while also helping distribute snacks and drinks. Smile Heroes, our local dentist, was present to share information about their dental services. Kona Ice and Costco provided refreshing treats for everyone.

At 5:00 p.m., the gates opened for the main event, and it was wonderful to witness the excitement as students and families eagerly counted down and then rushed in to explore the various math stations. Each grade level team showcased fun, festive activities, and students collected treats at each station they visited. Students who participated turned in their punch cards at the end to receive special prizes. After-school and Think Together students also joined in the fun, with the support of their Think Together coaches. A huge thank you to all the staff who helped make this event such a fantastic success!

Plans to Increase Enrollment for Sustainability

During the week of September 26th, the Fenton administrative team convened to strategize on ensuring the long-term sustainability of our schools by increasing enrollment. In this collaborative session, several initiatives were proposed, including enhancing community engagement, inviting local stakeholders to campus events, leveraging social media to disseminate information, showcasing student academic achievements, and expanding our visibility through various channels. The successful implementation of these initiatives will require a unified effort from all staff members. We encourage you to reach out to the administrative team with any suggestions or ideas to support our enrollment efforts.

Family Center Updates

The Family Center has offered families the opportunity to participate in workshops offered at the Academies. These include workshops presented by [PEBSAF](#), that include weekly ESL Level II classes and monthly [Parent University sessions](#) that cover a variety of topics. In addition, there is a [Dance Movement Therapy Dance](#) workshop that is presented by the Department of Mental Health that invites everyone from our community to explore mediation techniques through movement. Finally, our [Providence Feast workshop](#) is successfully attended with parents who are eager to learn about healthy alternative meal choices to incorporate in their homes (recipes followed can be found [HERE](#).)

Ms. Palma coordinated a DOJ fingerprint processing date on our campus for those who are interested in volunteering. On September 27th, there were a total of 30 parents who showed up to complete this important step. Another date has been set for November 15th to complete another round for those who were not able to attend the first opportunity.

Our Fall fundraiser successfully raised a total of \$19,096 for both schools! This combination included hardcopy orders and online purchases. Items are estimated to arrive the final week of October and will be delivered to classrooms.

Please browse the [Family Center website](#) for more information and updates.

Fall Family Night Meeting

The Fall Family Night Meeting took place on Tuesday, October 15th, from 5:00-6:00 PM. The event provided parents the opportunity to hear from various school leaders. Mrs. Bell-Reed and Ms. Western presented activities planned for their focus areas. Mr. Rolando Guterrez provided parents with updates about the Independent Study process. Ms. Palma shared information on the Family Center. Mrs. Munoz shared information on the ELOP program and the Think Together leaders shared information about the activities students participate in after school. The administrative team will offer insights into the school's academic and behavioral progress, and current initiatives, and provide updates on the School Site Council and ELAC.

Red Ribbon Week

Mrs. Allender shared the plans for Red Ribbon Week, happening October 21–25, with the theme “Life is a Movie: Film Drug-Free.” The theme was announced during the Spirit Assembly on October 11. Students participate in themed dress-up days, and a "fan mail" booth in the MPR encouraging students and staff to share why they are "stars." Teachers are also encouraged to plan lessons on bullying prevention or healthy choices.

Bully Prevention Month

In recognition of Bully Prevention Month, classrooms are invited to create posters promoting anti-bullying messages to display in the hallways. FCPS provides online resources through Counselor's Corner for bullying prevention and healthy living. Unity Day on October 16 encouraged students to wear orange in support of kindness, acceptance, and inclusion.

Scholastic Book Fair

The Scholastic Book Fair is scheduled from October 22–25, with class previews on October 18 and 21. Previews are 15 minutes per class, allowing students to browse but not buy. However, books can be purchased online via a shared link. Families are encouraged to set up a Scholastic eWallet for cashless purchases. Profits from the fair (50%) will be used to purchase Scholastic News for all grades. Ms. Palma will coordinate parent volunteers to run the fair during recess. Last fall, we raised over \$14,000, earning \$7,000 towards Scholastic News and library books focused on social-emotional learning. We're aiming for similar success this year.

Personnel

Probationary Teacher Formal Observations

Formal observations will begin the week of October 21. Each teacher will first have a pre-observation meeting to review their lesson plan with the director and other administrators. The formal observation will follow, and the process will conclude with a post-observation meeting to reflect on the lesson and discuss feedback. Teachers are encouraged to refer to the Evaluation Handbook, particularly pages 10–21, for detailed information. Lead teachers and the instructional coach are actively supporting the new teachers during this time.

Facility & Operations

On October 17, 2024, Fenton Charter Leadership Academy successfully participated in the "2024 Great California ShakeOut" drill. During this event, students and staff practiced essential emergency procedures, including drop, cover, and hold-on techniques, as well as the safe evacuation of the building. The search and rescue team also practiced their part. These drills are part of our ongoing commitment to emergency preparedness, which also includes regular lockdown, earthquake, and fire drills. By continuously practicing these procedures, we aim to ensure the safety and readiness of all members of our school community in the event of an emergency.

Our FCPS Facilities Manager, Ziggy Del Toro, has provided keys for all teachers and is in the process of arranging key distribution for the remaining staff. Moving forward, all staff will be required to enter through the side black gate rather than through the server. To comply with Los Angeles County Health Department guidelines and maintain our operating permit, only cafeteria staff are permitted to access the Annex via the server. We appreciate everyone's cooperation in adhering to this policy.

Upcoming Events:

- 10/29 5th Grade PLT Planning Day
ELD Admin Meeting
- 10/30 6th Grade PLT Planning Day
- 10/31 Halloween Parade/Minimum Day
- 11/1 PD #4 Paula Maeker (Organizational-wide PD at the Academies)

- 11/4 1st Grade PLT Planning
- 11/5 Kindergarten PLT Planning Day
Personnel Meeting
Director's Meeting
New Teachers' Workshop
- 11/6 Grades due to Lead Teachers
- 11/7 3rd Grade PLT Planning
- 11/8 4th Grade PLT Planning
Instruction Committee Meeting

II. E.

Director of Instruction's Report

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

October 24, 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.

Student Achievement

FCPS CAASPP and iReady Status and Growth Comparison (FY23 and FY24)

The following is a comparison of the growth and academic status gains made by the Fenton Charter Public Schools. All schools have met the Typical Growth target rate of 50% and show gains according to iReady Diagnostic Assessments.. Several Fenton schools experienced a slight decline in CAASPP data from the previous year. All Fenton schools show growth over time in both ELA and Mathematics when comparing the 3-Year trends.

The following charts compare the “growth” of students as well as their “status”. The California Dashboard measures both and is a key indicator for the renewal of the charter petitions. We anticipate California Dashboard measures will be made available in December. These graphs can also be viewed within the [iReady Diagnostic Assessment Status & Growth \(Over Time\)](#) Google sheet.

**Internal Data
iReady End of Year English Language Arts (Over Time)**

	STATUS			
ELA	i-Ready (EOY) % Met			
	21-22	22-23	23-24	3 Year Trend
FPC	57	64	68	(+11%)
FACS	41	50	46	(+5%)
SMBCCS	36	40	43	(+7%)
STEM	46	48	50	(+4%)
FCLA	48	51	52	(+4%)

Final EOY Scores for 2023-2024.

Status: The academic “status” of the schools is measured internally by “iReady” and externally by the results of “CAASPP”. All Fenton schools show growth in proficiency levels as measured by iReady End of Year Diagnostic Assessments in English Language Arts. Growth over time indicates continued gains across all schools.

	GROWTH			
ELA	i-Ready % Typical Growth Met			
	21-22	22-23	23-24	>50% Progress towards Annual Growth
FPC	49	61	61	Y
FACS	61	60	54	Y
SMBCCS	56	56	55	Y
STEM	55	64	60	Y
FCLA	57	52	59	Y

Final EOY Scores for 2023-2024.

Growth: All Fenton schools have met the Typical Growth target rate of 50% in English Language Arts as required by the authorizing district. This measurement indicates the average of Fenton scholars gaining at least one year’s worth of learning across one school year.

iReady End of Year Mathematics (Over Time)

	STATUS			
Math	i-Ready (EOY) % Met			
	21-22	22-23	23-24	3 Year Trend
FPC	38	50	56	(+18%)
FACS	42	48	46	(+4%)
SMBCCS	36	37	40	(+4%)
STEM	46	52	46	(+0)
FCLA	39	45	46	(+7%)

Final EOY Scores for 2023-2024.

Status: The academic “status” of the schools is measured internally by “iReady” and externally by the results of “CAASPP”. The majority of Fenton schools demonstrated growth in proficiency levels as measured by iReady End of Year Diagnostic Assessments in Mathematics. Growth over time indicates continued gains across the majority of Fenton schools.

	GROWTH			
Math	i-Ready % Typical Growth Met			
	21-22	22-23	23-24	>50% Progress towards Annual Growth
FPC	48	58	60	Y
FACS	61	60	56	Y
SMBCCS	58	53	57	Y
STEM	59	66	50	Y
FCLA	52	58	57	Y

Final EOY Scores for 2023-2024.

Growth: All Fenton schools have met the Typical Growth target rate of 50% in Mathematics as required by the authorizing district. This measurement indicates the average of Fenton scholars gaining at least one year’s worth of learning across one school year.

iReady Beginning of Year (BOY) Status Comparison (FY22 through FY24)

The following is a comparison of the beginning of year status of students that have met or exceeded grade level standards over the past three years. Interpretations of this data should be taken with caution as the data only measures beginning of year trends. However, we do see positive trends of student achievement in both ELA and Mathematics.

	STATUS				
ELA	i-Ready (BOY) % Met				
	21-22	22-23	23-24	24-25	3 Year Trend
FPC	15	16	21	16	(+1%)
FACS	18	25	26	26	(+8%)
SMBCCS	12	14	15	17	(+5%)
STEM	20	20	24	24	(+4%)
FCLA	20	23	21	26	(+6%)
	STATUS				
Math	i-Ready (BOY) % Met				
	21-22	22-23	23-24	24-25	3 Year Trend
FPC	5	6	6	7	(+2%)
FACS	5	11	14	14	(+9%)
SMBCCS	5	8	7	9	(+4%)
STEM	9	10	15	16	(+7%)
FCLA	10	13	9	18	(+18%)

External Data

California Assessment of Student Performance and Progress (CAASPP)

On October 10, 2024, the California Department of Education (CDE) publicly released the results for the 2023–24 administration of the CAASPP and ELPAC. Overall, the percentages of California students meeting or exceeding standards (demonstrating proficient or advanced grade-level knowledge and skills) in ELA and Mathematics increased, from 46.7 percent to 47.0 percent in ELA, and from 34.6 percent to 35.5 percent in Math. The Fenton schools demonstrated mixed results during the 2023-2024 school year. The majority of Fenton schools demonstrate strong gains when comparing three year trends. The following is a comparison of CAASPP proficiency across all Fenton schools as measured by schoolwide results, as well as grade level outcomes. These graphs can also be viewed within the [FCPS CAASPP Proficiency Outcomes \(Over Time\)](#) Google sheet.

	Fenton Avenue						Santa Monica						Fenton STEM Academy						Fenton Leadership					
	FACS 2017	FACS 2018	FACS 2019	FACS 2022	FACS 2023	FACS 2024	SMB 2017	SMB 2018	SMB 2019	SMB 2022	SMB 2023	SMB 2024	STEM 2017	STEM 2018	STEM 2019	STEM 2022	STEM 2023	STEM 2024	FCLA 2017	FCLA 2018	FCLA 2019	FCLA 2022	FCLA 2023	FCLA 2024
ELA																								
Schoolwide	31	35	40	42	47	42	35	46	42	33	38	33	38	44	50	49	48	46	-	44	51	47	43	51
3rd Grade	31	31	32	44	48	40	29	37	39	35	30	24	39	47	63	46	31	40	-	44	57	28	33	46
4th Grade	29	39	41	41	43	47	39	44	40	25	36	35	23	40	43	36	58	38	-	-	43	60	35	41
5th Grade	32	35	46	41	50	40	41	51	39	35	38	48	53	46	49	58	40	61	-	-	-	53	55	62
6th Grade	-	-	-	-	-	-	30	54	51	40	52	25	-	-	-	59	63	37	-	-	-	44	46	62
Math																								
Schoolwide	22	26	33	32	35	36	30	32	37	27	35	29	35	34	34	40	44	38	-	36	46	29	31	39
3rd Grade	29	28	32	44	47	40	30	34	36	27	30	21	37	51	43	49	57	46	-	36	59	22	31	52
4th Grade	21	30	38	30	34	41	36	26	32	25	37	32	24	22	33	33	49	51	-	-	26	40	29	31
5th Grade	16	20	30	23	26	28	30	32	30	22	25	32	43	36	32	31	26	38	-	-	-	26	31	47
6th Grade	-	-	-	-	-	-	20	42	58	40	53	33	-	-	-	39	38	13	-	-	-	27	33	23

	LAUSD						CALIFORNIA					
	LAUSD 2017	LAUSD 2018	LAUSD 2019	LAUSD 2022	LAUSD 2023	LAUSD 2024	STATE 2017	STATE 2018	STATE 2019	STATE 2022	STATE 2023	STATE 2024
ELA												
Schoolwide	40	42	44	42	41	43	49	50	51	47	47	47
3rd Grade	36	42	43	38	40	41	44	48	49	42	43	43
4th Grade	37	42	43	39	34	41	45	49	50	44	44	44
5th Grade	39	42	45	43	42	44	47	49	52	47	47	47
6th Grade	37	39	41	40	39	42	47	48	50	45	44	46
Math												
Schoolwide	30	32	33	29	31	33	38	39	40	33	35	36
3rd Grade	40	42	44	40	43	45	47	49	50	44	45	46
4th Grade	33	36	38	34	38	39	40	43	45	38	41	41
5th Grade	26	29	31	28	31	34	34	36	38	32	33	35
6th Grade	28	30	33	27	28	30	36	38	39	32	33	34

When comparing the 23-24 ELA CAASPP scores, the majority of the Fenton schools are working towards meeting the state’s proficiency level. As far as mathematics, the majority of the Fenton schools are at or above the state’s proficiency level. The continued work of refining our instructional program during the current year is expected to impact student achievement as measured by CAASPP.

FCPS Progress towards Instructional Priorities

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 \(24-25\)](#).

Priority 1: Build Capacity of Stakeholders

The Fenton Schools continue to increase shared knowledge across the T.E.A.M.S. framework established during the August 1-2, 2024 FCPS Lead Teacher Retreat. All site plans can be found within the [T.E.A.M.S. Framework Action Plan](#).

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

During the month of October 2024, Fenton schools continue to collaborate around student learning during weekly Professional Learning Team meetings. Unit planning continues to drive instructional decisions. Unit plans have been refined to include FCPS essential standards, learning targets, common formative assessments, and a tiered intervention response. Grade level teams have developed assessments which drive data conversations based on learning target progress.

FCPS T.E.A.M.S. Recognition

On September 30, 2024 the first round of grade level FCPS T.E.A.M.S. Recognition groups were recognized for growth in one or more areas of the T.E.A.M.S. framework. Thank you to Dr. Riddick for joining as each team was recognized with a certificate and FCPS drink tumbler. These teams are to be commended for their commitment to collective success. Below is a summary of the teacher teams recognized today and their growth in one or more of the T.E.A.M.S. framework.

- Santa Monica Boulevard Community Charter School's 5th grade team was recognized for taking collective responsibility through collaboration with general education, special education, and acceleration specialists to intentionally target student needs within homogenous groups. Fenton Primary Center's 1st grade team was recognized for ensuring a guaranteed and viable curriculum through ongoing collaboration and designing unit plans with essential standards and learning targets.
- Fenton Primary Center's 1st grade team was recognized for ensuring a guaranteed and viable curriculum through ongoing collaboration and designing unit plans with essential standards and learning targets.
- Fenton Avenue Charter School's 5th grade team was recognized for taking collective responsibility and ensuring a guaranteed and viable curriculum through use of learning progression ladders and learning targets.
- The Fenton Academies' 2nd grade team was recognized for measuring evidence of effectiveness. The second grade team engages in frequent data chats using Common Formative Assessments with focus on response to results.

The [FCPS TEAMS Recognition Memo](#) provides additional details regarding Fenton's intent to honor the hard work of our educators and site leadership. Our next recognition date is set for **Monday, October 28, 2024**. We plan to recognize every grade level team across all Fenton schools at one point during this school year.

FCPS Lead Teacher Collaboration Meetings

On October 18, 2024 and October 22, 2024, all Fenton Charter Public Schools Grade Level and Department Lead Teachers met for a structured collaboration workshop. The [agenda](#) and [presentation](#) were developed and led by Jennifer Miller, Director of Instruction and Yesenia Fuentes, Instructional Coach. Dr. Riddick and FCPS Directors attended and supported throughout the workshop. Educators were provided with context within a Professional Learning Community and utilized Team Time Collaboration for shared work across sites. Topics centered the following big ideas;

- Current Educational Climate
- John Hattie's Research on High Impact Practices
- FCPS Internal and External Data
- Tools for Instructional Capacity Building and Alignment
- Structured Informal Classroom Walkthroughs
- FCPS Assessment Practices
- Behavior Solutions Implementation
- Team Time Collaboration

Thank you to the Fenton Charter Public Schools Lead Teachers for their commitment and drive to improve practices across the Fenton organization. The next scheduled FCPS Lead Teacher Collaboration Meetings will take place in February 2025.

Priority 2: Align Instructional Practices

FCPS Informal Classroom Walkthroughs

Frequent and ongoing informal classroom walkthroughs are a critical practice that involves administrators serving as instructional leaders regularly visiting classrooms to observe teaching and learning. Informal classroom walkthroughs provide opportunities to support professional growth, assess student learning, foster collaboration, enhance accountability, support school initiatives, and engage all stakeholders. They are a powerful tool which allows leaders to monitor what they measure. Walk-throughs are not intended to evaluate individual teachers or principals or even to identify them by name in post observation reports. Rather, the goals of informal classroom walk-throughs are to help administrators and teachers learn more about instruction and to identify what training and support teachers need. The research suggests that walkthroughs can play a constructive role only when districts make their purpose clear and carry them out in a climate of trust. Informal Classroom Walkthroughs should occur 2-4x per month, for 5 minutes per walkthrough. They should have an intentional focus with clear follow up demonstrated through professional development.

Currently Fenton Charter Public Schools utilizes solely Formal Classroom Walkthroughs. Below is a description of current practice and a clear distinction between current and proposed implementation. It is the goal to develop and utilize both Formal and Informal Classroom Walkthroughs to support educators in improving instructional practices for enhanced learning.

Formal Classroom Walkthroughs

On September 4, 2014, the Board of Directors approved the methodology for the “[FCPS Earned Increase Criteria](#)” for classroom teachers. During the 2013-2014 school year, the FCPS Leadership Team consisting of all Lead Teachers, Faculty and Classified Representatives, and Administrators discussed the implementation of a more equitable salary schedule that would ensure salary increases for the completion of years of service were “earned” based on specific criteria demonstrated by teachers and observed by peers and administrators. Career increments are actually earned by successfully completing a certain number of professional development units and are thus *earned* increases. Since 2013-2014, all Fenton schools conduct two formal classroom walkthroughs using the [FCPS Earned Increase Walkthrough Form](#). These walkthroughs serve as summative assessments and are directly tied to evaluation of staff. Walkthroughs typically take place in November and February of each year.

Informal Classroom Walkthroughs

Frequent and ongoing classroom walkthroughs are an essential component of a healthy instructional program. Through consistent, short, and specific walkthroughs, leaders gather data to provide targeted support for educators. Informal classroom walkthroughs are a powerful tool for ensuring that all students receive high-quality instruction and opportunities for academic success. Consistency is key to successful walkthroughs and a schedule ensures all leaders have the ability to develop educators.

The primary goal of these walkthroughs is **support, not evaluation**. This process is designed to provide constructive feedback to enhance teaching and learning. It is an opportunity for leaders to observe classroom dynamics, identify areas of celebration, and target areas of growth. These walkthroughs serve as formative assessments and are directly tied to supporting staff.

FCPS Administrators discussed the concept of Informal Classroom Walkthroughs during July and September 2024 meetings. Site Directors have engaged teaching staff to build a list of common “Look Fors.” During the October 2024 FCPS Lead Teacher meetings, educators collaborated on these same “Look Fors” across the domains of Charlotte Danielson’s Enhancing Professional Practice Framework and the Professional Learning Community (PLC) elements. Teams utilized both the [FCPS Earned Increase Walkthrough Form](#) and the [FCPS Informal Classroom Walkthrough Form \(Essentials\)](#) to generate ideas.

Next steps require every Fenton educator to provide input and calibrate understanding across the concept of Informal Classroom Walkthroughs, a list of “Look Fors”, the process for observing, sharing feedback, and supporting teachers through intentional professional development. Fenton sites may customize the process to meet the needs of their students and staff. The FCPS teaching staff is to be commended for their continued innovation and commitment to professional learning.

Behavior Solutions Implementation Update

The Fenton schools are in Year 1 of Behavior Solutions Framework implementation. During this initial year, each site has developed a Behavior Guiding Coalition Team to design, monitor, and refine a systematic process for responding to student behavior based on the Behavior Solutions RTI

framework. During September 2024, all Fenton schools hosted John and Jessica Hannigan, co-authors of the Behavior Solutions in a PLC framework. Site visits included meeting with the site leadership teams, reviewing site tools and resources, classroom visits, and guidance for next steps. Feedback from the site visits included ensuring a data collection program is in place at all Fenton schools. During October 2024, Jennifer Miller took measures to set up Fenton schools in need of the SWIS student behavior data collection program, working alongside the site leaders.

Administrators who lead their site work have met as a CMO leadership team three times thus far to discuss, problem solve, and collaborate across Fenton schools. These meetings center around utilizing the Behavior Solutions implementation rubric for successful outcomes. The meeting agendas and corresponding checklists are listed below;

[Behavior Administrators Team Meeting Agendas](#) (July, September, October 2024 Agendas)
[Leadership Team](#); [Teacher Team](#); [Intervention Team](#) (Behavior Solutions Implementation Rubrics)

The site leadership teams are supported by three CMO Directors. Richard Parra will support the work of student behavior through a Community Schools lens, engaging families for continued opportunities for education, involvement, and support. Kristine Khachian will support the work of student behavior through a Special Education lens, ensuring Tier 2 and Tier 3 teams are in place with proper support and guidance. Jennifer Miller will support the work of student behavior through a General Education Instructional lens, ensuring Tier 1 components are in place as well as site leadership structures. The work of understanding and responding to student behavior is a complex, nation-wide issue. The Fenton schools will continue to work together to implement a systematic approach to ensuring safe learning environments for both students and staff, while meeting the needs of all learners.

II. F.

Director of Special Education's Report

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

October 24, 2024

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

This report contains information related to Compliance, Professional Development and Research and Knowledge

COMPLIANCE

Enrollment of students with disabilities within Fenton Charter Public Schools.

	# of SWD	# of SWD	# of SWD	# of SWD	# of SWD	# of SWD	# of SWD	# of SWD
	September 2024	October 2024	November 2024	January 2025	March 2025	April 2025	May 2025	June 2025
FACS	128	130						
FPC	62	63						
SMBCCS	132	133						
STEM	48	50						
FCLA	44	44						

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

School	% Low Incidence	% Low Incidence	% Low Incidence	% Low Incidence	% Low Incidence	% Low Incidence	% Low Incidence	% Low Incidence
	September 2024	October 2024	November 2024	January 2025	March 2025	April 2025	May 2025	June 2025
FACS	< 1% (HOH)	< 1% (HOH)						
FPC	0%	0%						
SMBCCS	<1%	<1%						
STEM	<1%	<1%						
FCLA	<1% (HOH, VI)	<1% (HOH, VI)						

The following is the percentage of students out of the total number of students enrolled that are identified as having a High Incidence disability.

	% High Incidence	% High Incidence	% High Incidence	% High Incidence	% High Incidence	% High Incidence	% High Incidence	% High Incidence
School	September 2024	October 2024	November 2024	January 2025	March 2025	April 2025	May 2025	June 2025
FACS	17	17						
FPC	13	13						
SMBCCS	18	19						
STEM	16	17						
FCLA	14	13						

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

September 2024

	AUT	DEA	DBL	ED	HOH	ID	MD	OI	OHI	SLD	SLI	TBI	VI
FACS	27	-	-	-	1	1	1	-	29	52	17	-	-
FPC	29	-	-	-	-	6	-	-	8	2	17	-	-
SMBCCS	34	-	-	-	1	2	-	1	15	43	36	-	-
STEM	13	-	-	-	-	-	1	-	15	14	5	-	-
FCLA	12	-	-	1	1	-	-	-	12	7	10	-	1

October 2024

	AUT	DEA	DBL	ED	HOH	ID	MD	OI	OHI	SLD	SLI	TBI	VI
FACS	28	-	-	-	1	1	1	-	31	52	16	-	-
FPC	28	-	-	-	-	6	-	-	7	3	19	-	-
SMBCCS	35	-	-	-	1	2	-	1	16	42	36	-	-
STEM	13	-	-	-	-	-	1	-	15	15	6	-	-
FCLA	12	-	-	1	1	-	-	-	12	7	10	-	1

AUT - Autism

DEA - Deafness

DBL - Deaf Blindness

ED - Emotional Disturbance

HOH - Hard of Hearing

ID - Intellectual Disability

MD - Multiple Disabilities

OI - Orthopedic Impairment

OHI - Other Health Impairment

SLD - Specific Learning Disability

SLI - Speech or Language Impairment

TBI - Traumatic Brain Injury

VI - Visual Impairment

OUTSIDE VENDORS

The following is information on services provided to Fenton Charter Public Schools by outside vendors.

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

Behavior Services-Outside Vendors

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

SPECIAL EDUCATION PARAPROFESSIONALS

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

School	Fenton	STAR	Cross Country	Scout	Total
FACS	22			5	27
FPC	9	1			10
SMBCCS	13			1	14
STEM	10				10
FCLA	15	3			18

PROFESSIONAL DEVELOPMENT

[2024 California Association of School Counselors Fall Conference](#)

On October 23rd through the 25th, the FCPS School Counselors will have the opportunity to attend the 2024 California Association of School Counselors Fall Conference in Riverside, California. This conference will provide the counselors the opportunity to attend a variety of workshops that offer updates on policies and trends and provide access to resources such as the latest tools and technology utilized in the schools by counselors.

[Monthly Special Education Paraprofessional Training 2024-2025](#)

Ms. Noemi Ramirez and her team of Registered Behavior Technicians (RBT) began their monthly training of special education paraprofessionals. FACS, FPC and SMBCCS are scheduled to hold their training in September. The benefits of training include enhanced support for students, better behavior management, uniform teaching approaches and better collaboration with teachers and specialists.

Initiation of the opening of a second Intensive Learning Center (ILC) at Fenton STEM and FCLA

The first ILC (Inclusive Learning Classroom) at the Academies was established at the start of the 2023-2024 school year to serve students with disabilities across a range of abilities. The program spans grades TK through sixth and primarily supports students with autism eligibility. Over the past year, through partnerships with various Applied Behavioral Analysis (ABA) agencies, the ILC has gained significant attention and interest. Parents from neighboring school districts have toured the program and expressed a desire to enroll their children. Due to this growing interest, a waiting list for enrollment has formed.

As a result, there are plans in motion to open a second classroom to meet the increasing demand. The goal is to create a nurturing and rigorous program that provides optimal support for students with the greatest needs, ensuring they receive the best possible education and care.

II.G.

Director of Community Schools' Report

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

October 24, 2024

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

Pillar 1 – Integrated Student Supports:

Providence Flu Clinic: The community school coordinators have scheduled on-site flu vaccine clinics provided by Providence Health for FACS, FPC, FCLA and STEM. Santa Monica Blvd. Community School has a partnership with [Saban Community Clinic](#) located three blocks from the school and they will take walk-in appointments. The clinics for the San Fernando Valley schools are being held on the following dates:

FPC – September 30, 2024
FACS – October 19, 2024
FCLA/STEM – October 21, 2024

Big Smiles Dental Group –Fenton Charter Public Schools continue to partner with a free in-school dental program called [Big Smiles](#). Big Smiles provides students with a free dental cleaning and checkup. This school year each of the five Fenton schools have scheduled at least two Big Smiles visits for the 2024-2025 school year.

Power of Sight Foundation – Sight for Success: As mentioned at the last board meeting, Fenton has partnered with the Power of Sight Foundation – Sight for Success to provide glasses for students who are in need. SMBCCS, FACS, and FPC have scheduled a visit for screenings and eye exams for the fall and winter. We are working on scheduling a date for the Academies.

Pillar 2 – Expanded Learning Time & Opportunities

ELO-P Program: Fenton ELO-P coordinators have had a successful first session providing enriching programs, field trips, intervention, and sports activities to Fenton students. The following items are discussed and updated regularly in the master folder [here](#):

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

ELO-P Budget and Expenditures: The 2024-2025 budget is [here](#) and the documented expenditures are [here](#). These will be updated monthly for the FCPS board meetings.

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

Pillar 3 - Family & Community Engagement

Parent Classes: The community school coordinators have been busy meeting with vendors, community organizations, and the Department of Mental Health to schedule classes and one-time sessions for families at their respective family centers. The fall parent classes have been scheduled and are now underway. This [schedule](#) shows when the classes will take place. Each family center also has a calendar of events for their school.

Fenton Community Information Sessions: This school year the Fenton schools will continue to provide eight informational sessions on topics that can help parents obtain free services and learn about their community resources. These sessions will be held via Zoom at 6:00 p.m. to allow all FCPS schools to participate. All sessions are provided by New Growth Family Therapy and Consulting in partnership with our community school coordinators. On October 17, 2024, we held our first session on “Mental Health and Identifying Signs in Children.” Over fifty Fenton families participated. The next session will be held on December 5, 2024, and the topic will be “Regional Center Myths vs. Facts.”

DOJ Appointments: Each of the community school coordinators has hosted meetings with parents to recruit and collect paperwork for those interested in volunteering at Fenton schools. The community school coordinators have over fifty parent volunteers cleared and continue to help process parents weekly. Each of the coordinators continue to work with teachers to get cleared volunteers on campus and in classrooms.

Fenton Community Gala: Fenton Charter Public Schools is hosting the first Fenton Community Gala on January 18, 2025 at 6:00 p.m. The event will be at the Knollwood Country Club in Granada Hills. There are 40 confirmed guests so far of the 130 seats available. All local representatives have been invited, in addition to some business partners, and various sponsors. A committee is working on all the details of the event and will present additional information periodically until the day of the event. The goal of the gala is to create awareness of the Fenton community school initiative and highlight what Fenton offers in collaboration with the communities they serve.

Fenton Fitness Club and 5K: As a community engagement opportunity, Fenton ELO-P and Community Schools have joined together to sponsor a FCPS Fitness Club. The fitness club will meet once a month at Hansen Dam Recreation area and walk a 5K. The goal is to prepare our students, staff, and families to join in a schoolwide 5K run/jog/walk in February or March 2025. We are working with [Hansen Dam Aquatic Center](#) staff and [Students Run LA](#) to discuss the organization of this event. In the meantime, we will begin training! [Join us](#) on November 2, December 7, and/or January 11.

Pillar 4 - Collaborative Leadership & Practices

FCPS Advisory Committee Meeting: The first meeting of the Fenton Community Schools Advisory Committee was held on Monday, September 23rd at 3:00 pm via Zoom. Thank you to Irene Sumida for taking the [minutes](#). The next meeting will be held on November 4, 2024 at 3:00 pm via Zoom. The following is the [schedule](#) of the remaining meetings for the 2024-2025 school year. All of the documentation for the advisory committee can be found in [this folder](#).

FCPS Foundation Board: The FCPS Foundation Board will meet on November 7, 2024. The

foundation will continue to discuss the community schools grant and the need to plan for future funding. An update on the two events that were previously discussed, Fenton Community Gala and a 5K fun run, will be discussed. The success of the current fundraisers is also an agenda item. It will also be important for the foundation to create protocols on how money should be spent, as we start increasing the amount of money in each school's account.

Community Engagement Initiative (CEI): At the last FCPS board meeting, the Community Engagement Initiative was introduced and the [roster](#) of selected FCPS participants was provided. The first virtual meeting was held on September 25, 2025. The next meeting will take place in-person at the state networking event in San Jose on December 5-6. We look forward to sharing the results of the team's work.

Community Schools Budget and Expenditures: This school year a Community Schools budget and expenditures report will be shared with the board on a monthly basis. Monitoring all expenditures and alignment with the budget will help with compliance reporting at the end of each year. Please find the CCSPP Budget [here](#) and the FCPS expenditure [here](#).

School Site Council (SSC) and English Language Advisory Committees (ELAC) – Each of our schools has begun establishing their SSC and ELAC teams for the 2024-2025. The process is lengthy due to the nomination and voting that is required. As Director of Community Schools, I will be supporting the schools in the process and I will participate in meetings to discuss any items pertaining to the community school initiative. [Here](#) is the folder with all the committee and council information.

Upcoming Events:

- 10/28 Red Ribbon Week Begins
- 11/1 FCPS PD Day #4
- 11/4 FCPS Community Schools Advisory Committee Meeting
- 11/7 FCPS Foundation Board meeting
- 11/11 Veteran's Day Holiday
- 11/18 FCPS Parent Conferences
- 11/23 Turkey and Pie Giveaway from FPC – Time TBD
- 11/25 Thanksgiving Week
- 11/12 FCPS Board Meeting

II. H.

Chief Operating Officer's Report

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

October 24, 2024

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

This report contains information related to [State](#), [Technology](#), [Facilities](#)

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

“CalPERS Employer Contribution Rate Estimates
From School Services of California
Posted October 17, 2024

The most recent California Public Employees’ Retirement System (CalPERS) Schools Pool Actuarial Valuation report (report), as of June 30, 2023, was released this fall. Although the actual investment return for fiscal year 2023-24 was not known at the time the report was prepared, updated projections were provided in a circular letter, which estimate future employer contribution rates as follows:

Fiscal Year	Updated: Estimated School Employer Contribution Rate ¹	Former: Estimated School employer Contribution Rate ²
2024-25	27.05% (Actual)	27.05% (Actual)
2025-26	27.40%	27.60%
2026-27	27.50%	28.00%
2027-28	28.50%	29.20%
2028-29	28.20%	29.00%
2029-30	27.80%	28.80%

¹As of August 30, 2024

²Prior to August 30, 2024

Across the projection period, the employer contribution rate has improved marginally compared to the prior estimates. The projection assumes that all actuarial assumptions will be realized and that no further changes to assumptions, contributions, benefits, or funding will occur during the projection period. That makes this the best estimation at this time, but it is still subject to change by the time the 2025-26 rate is adopted by the CalPERS Board this spring.

CalPERS employer contribution rates will be included in the next version of our School Services of California Inc. Financial Projection Dashboard to be prepared with the 2025-26 Governor's Budget proposal in January 2025. The current California State Teachers' Retirement System (CalSTRS) employer contribution rate of 19.10% is expected to remain the same in fiscal year 2025-26. CalSTRS has not released outyear projections.

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

Salesforce Independent Study Platform Update

Attendance Manager Rolando Gutierrez and Business Data Manager William Lander continue the steady rollout of the new Salesforce Independent Studies platform. The latest update allows teachers to send Independent Studies approval requests to parents via email and text message. The addition of text messaging has significantly boosted adoption rates, as many parents prefer phone communication over email.

The Salesforce platform integrates with PandaDoc, an e-signature tool, to streamline the exchange of documents with parents for independent studies authorization. Recently, a bug was discovered that causes both email and text notifications to stop if a parent opts out of one method. This issue is due to the system using an "AND" parameter instead of an "OR" in its communication settings. We are actively working with PandaDoc to resolve this. In the meantime, we are advising parents not to opt out of text messages to prevent unintended communication disruptions. Parents still have the option to authorize Independent Studies with a physical signature, but the Salesforce platform offers a much smoother process with fewer touchpoints, reducing friction.

So far, the Academies have been introduced to the platform, and two grade levels at SMBCCS have completed their training. FPC and FACS will begin their training in the coming weeks. All schools will have the opportunity to utilize the platform by Thanksgiving break. For now, teachers can choose between authorizing Independent Studies through the new platform or using the traditional paper-based approach.

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

FCLA-STEM Annex Servery Expansion

The servery expansion project has progressed through the design and pricing phases, with final adjustments made to optimize the layout and ensure the functionality of the new equipment. Jason Keegan worked closely with the design team to finalize the specifications, and Gina Fero began pricing key items, including a walk-in cooler, dishwashing appliance, prep sink, prep tables, and an additional freezer. The project was on track to move into construction, with Gerardo "Jerry" Lopez

with Blackwell Construction working on obtaining competitive pricing from tradesmen for the necessary plumbing, HVAC, and structural work.

However, a significant obstacle emerged as we moved into the pricing phase. The latest estimate provided by Blackwell of approximately \$600,000, far exceeds our initial budget. The primary driver of this cost increase stems from the city/county’s requirement that the walk-in cooler must be accessible from within the servery, which presents two options: move the cooler inside the MPR, which would cut into the available surface space used for gatherings, defeating the purpose of having a large multipurpose room, or create an entry through the existing block wall. Unfortunately, the latter option is cost-prohibitive due to the FRP (Fiberglass Reinforced Panels) in place from previous renovations. Additionally, although the kitchen would produce minimal amounts of fats, oils, and grease, the installation of a grease interceptor has been mandated. This would require extensive trenching in the courtyard, further adding to costs for installation and ongoing accessibility.

These challenges have driven the project’s cost estimate to approximately \$600,000, far exceeding our available Kitchen Infrastructure Grant (KIT) funds, which have a remaining balance of \$383,109. Given these financial constraints and the prohibitive costs associated with complying with the county’s requirements, we have decided to close the project. We are finalizing paperwork, including settling Franco’s design fees, and will explore alternative solutions to meet our kitchen needs within a more manageable budget.

Description	Cost
Demolition (with concrete demo)	\$10,000
Framing (steel joist bundles)	\$45,000
Drywall	\$25,000
Paint	\$3,000
Flooring (vinyl sheets)	\$16,000
Roll up door relocation	\$6,500
Fire alarm revisions	\$15,000
Refrigerator concrete foundation pour	\$5,000
FRP	\$6,500
Stainless steel panels	\$7,500
Electrical (lighting and rerouting power)	\$65,000
Plumbing (gas connection and PI with chlorination)	\$105,000
Actuator (gas connection and 3rd party inspection)	\$25,000
Ceiling tile	\$10,000
Mechanical	\$45,000
Doors	\$10,000
Low voltage	\$10,000

Concrete work (doorway)	\$50,000
GC fees and contingencies	\$140,500
Total	\$600,000

Pricing submitted by Blackwell Construction

II. I.

Chief Executive Officer's Report

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

October 24, 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](#), [LAUSD Public Hearing](#); [Long Term Independent Study Model](#); [Recruitment and Fiscal Action Plans](#)

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 October 18, 2024, FCPS is currently 8% below projections.

	FACS		FPC		SMBCCS		STEM		FCLA		FCPS	
	Budget	Forecast	Budget	Forecast	Budget	Forecast	Budget	Forecast	Budget	Forecast	Budget	Forecast
TK	40	28	100	53	50	30	18	17	36	16	244	144
K	48	48	144	141	92	72	36	23	36	46	356	330
1st	48	49	144	147	95	90	36	36	36	36	359	358
2nd	48	48	144	129	103	106	40	25	40	45	375	353
3rd	190	191			87	81	44	46	44	40	365	358
4th	180	184			123	122	48	51	48	49	399	406
5th	192	189			127	122	60	41	48	32	427	384
6th					75	71	60	50	50	50	185	171
TOTAL	746	737	532	470	752	694	342	289	338	314	2710	2504
+/-		-9		-62		-58		-53		-24		-206
% Diff.		-1%		-12%		-8%		-15%		-7%		-8%

Please Note: Enrollment does not include any students that are unfunded Transitional Kindergarten students.

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

Staffing for the 2024-2025 has been reduced based on declining numbers. The following chart shows the staffing comparisons between what was board approved and our current staffing as of October 8, 2024.

Enrollment & Staffing Changes



Adjustments to enrollment and staffing since previous update

Enrollment (as of Month 2)	FACS	FPC	SMB	STEM	FCLA	FCPS
Enrollment	-6	-16	-26	-17	+11	-

Staffing (as of 10/8/24)	FACS	FPC	SMB	STEM	FCLA	FCPS
Teacher	-	-	-	-1	-	-
Acceleration Specialist	-	+0.5	-	-0.25	-0.25	-
Adult Assistant	-	-1	-	+1	-	-
Teacher Assistant	-	-4	-	+1	-1	-
ELOP Supervision Aide	-	-	-	+3	+3	-
Custodian	-	-	-	-0.5	-0.5	-
Non-ELOP Supervision Aide	-	+2	-	+2.5	+2	-

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.

	FY2019 <i>PrePandemic</i> <u>Unaudited Actuals</u>	FY2021 <i>August Remote</i> <i>April Hybrid</i> <u>Unaudited Actuals</u>	FY2022 <i>1st Year</i> <i>In-Person</i> <u>Unaudited Actuals</u>	FY2024 <i>(June</i> <i>Projections)</i>	FY2024 (Unaudited)	FY2025 (Budget) <u>October</u>
FACS	\$193,187	\$1,469,595	\$658,150	\$916,967	\$1,426,857	\$150,000
FPC	\$285,115	\$2,140,257	\$323,753	\$1,780	\$70,165	-\$82,936
SMBCCS	\$1,024,492	\$2,123,799	\$1,621,028	\$1,392,712	\$1,509,059	\$150,000
STEM	\$238,871	\$816,254	\$219	\$78,929	\$116,745	\$75,000
FCLA	\$69,524	\$644,664	\$650	\$307	\$0	\$18,609

Each of the Fenton schools is using one-time funds to assist with operational expenses. Although many of these funds are directly correlated to one-time expenses, a significant portion is being used to assist with ongoing expenses. Please see the [Financial Business Manager’s Report](#) from June for additional information related to the FCPS Budget.

LAUSD Public Hearing [\(Back to Top\)](#)

On Wednesday, August 21, 2024, we successfully submitted charter renewal petitions for Fenton Primary Center, Fenton Avenue Charter School, and Santa Monica Boulevard Community Charter School. On Tuesday, September 10, 2024, LAUSD held a Public Hearing for charter schools that will be renewed on November 19, 2024. Over 200 families from across 16 charter schools with upcoming renewals attended this meeting. Fenton Primary Center, Fenton Avenue Charter School, and Santa Monica Boulevard Community Charter School are all up for renewal.

The official charter renewal vote is scheduled for November 19, 2024. We will need to have at least nine (9) speakers for each school and an even greater number of attendees at the renewal meeting. We will know recommendations for the Charter Schools Division by November 4, 2024.

Long Term Independent Study Model ([Back to Top](#)) ([MEMO](#))

The Fenton Charter Public Schools are considering the development of a **Long Term Independent Study Program** utilizing **Individualized Learning Plans (ILP)** as part of its mission 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. Independent study programs have emerged as the fastest-growing sector in California's education landscape, driven by the demand for more personalized and flexible learning opportunities. Recent data from the California Department of Education shows a significant increase in the number of students enrolling in independent study programs, particularly since the onset of the COVID-19 pandemic.

Variety of Models for a Long Term Independent Study Program:

There are a variety of models that can be used to implement a Long Term Independent Study Program. The following are a few popular models.

Flipped Classrooms Approach (*Direct Instruction*) - This approach is similar to the style of instruction that took place during COVID-19 with **asynchronous** and **synchronous instruction**. This approach shifts the traditional model of instruction by having students engage with instructional content (like lectures, readings, or videos) independently before class or their one-on-one interactions with instructors. Our experience found this approach to be less engaging for our students during COVID-19.

Project-Based Learning Model (PBL) (*Exploratory*) - PBL is a teaching methodology where students engage in real-world, hands-on projects over an extended period. It enables students to apply their learning in real-world contexts while developing essential skills, all at their own pace. PBL fosters a deep sense of engagement because students work on projects that matter to them personally, making learning more relevant and motivating. While the PBL approach allows for creativity and engagement, it doesn't necessarily align with a student's interests and learning needs.

Individualized Learning Plan (ILP) (*Tailored*) - The ILP is a personalized approach designed to meet the unique needs, goals, and learning pace of each student. It allows students to take ownership of their education while providing structured guidance and support from teachers or mentors. The ILP is essential for ensuring that students in independent study stay on track, engage deeply with the content, and work toward clearly defined academic and personal goals. The ILP is our recommended model for a Long Term Independent Study Program.

Next Steps:

To move forward with the development of the Long Term Independent Study Program, several important actions will be taken. Please see the following [Memo](#) for more information.

1. **Market Research:** Fenton Charter Public Schools will collaborate with Balboa Consulting to conduct market research within the community, aiming to gather

insights into the interests and demand for a Long Term Independent Study Program. This research will help shape our program and ensure that the voices of families are included in the educational process.

2. **Internal Capacity:** To move forward with the development of the Long Term Independent Study Program, several important actions will be taken. First, a feasibility study will be conducted to assess the necessary resources and logistics required for successful implementation. This will ensure that all aspects of the program, from technology to staffing, are carefully planned.
3. **Implementation Plan:** A detailed implementation plan will be developed. This plan will outline the structure and necessary resources, and how progress will be monitored.
4. **Board Approval:** The implementation plan will be presented to the Board of Directors for approval in the coming months, allowing for a thorough review before the program is officially launched.

Potential Advertisement

"Fenton Charter Public Schools is excited to offer a new, flexible, and personalized education opportunity for students!"

*Our Long Term Independent Study Program is designed to meet the needs of students who thrive in a self-paced learning environment or face challenges that make traditional schooling difficult. Through an **Individualized Learning Plan**, students will receive customized instruction that aligns with their academic goals while maintaining the high standards of Fenton Charter Schools.*

- **Flexibility:** *Learn at your own pace, anywhere and anytime.*
- **Support:** *Regular check-ins with experienced educators to track your progress.*
- **Personalized Learning:** *Tailored learning goals designed to help you succeed, whether you're looking to accelerate your studies or need extra support.*

Get ready for your child to embark on a journey of discovery and creativity! *Through our hands-on independent study model, students will have the freedom to explore the world at their own pace, dive deep into their passions, and apply what they've learned in real-world, exciting ways. This is their chance to become the architect of their own learning—where curiosity leads to endless possibilities!*

Your child's Individualized Learning Plan is designed with your child's needs and interests in mind, giving families a central role in shaping their child's education. We believe that learning is most effective when students and parents work together with educators to create a meaningful, personalized academic path. We are confident this program will provide high-quality education tailored to your child's individual needs.

Recruitment and Fiscal Action Plans ([Back to Top](#))

The Fenton Charter Public Schools will need to develop a recruitment and fiscal plan to address significant enrollment declines across the Fenton Charter Public Schools. The following is a template used by the Fenton Academies during the 2022-2023 school year. The Fenton Academies were able to significantly increase enrollment with a steadfast commitment to implement a recruitment and fiscal plan. On November 15, 2024, the Faculty and Classified Representatives will meet with the Directors, Board Chairman Joe Lucente, and FCPS Executive Advisor Irene Sumida to discuss the impact of declining enrollment and develop a plan for the 2025-2026 school year.

The following five (5) goals were used to increase enrollment and address fiscally solvency. Each one of the Fenton schools will need to develop a Recruitment and Fiscal Action Plan to ensure fiscal solvency.

Goal 1: Develop a Dynamic Community Engagement Plan

Goal 2: Maintain Average Daily Attendance (ADA) of 98.5%

Goal 3: Closely Monitor Spending to Achieve Four Months of Cash On Hand

Goal 4: Follow FCPS Staffing Norms

Goal 5: Develop a Contingency Plan to Ensure Fiscal Solvency

Goal 1: Develop a Dynamic Community Engagement Plan

Create strong connections with the community through regular events, partnerships with local organizations, and targeted outreach campaigns. This approach will build trust, increase visibility, and attract new families to the school.

Examples:

Host Regular Community Events: Organize monthly events such as open houses, student showcases, cultural celebrations, and parent workshops. These events not only showcase the school's achievements but also strengthen community ties and attract potential new families.

Partnership with Local Organizations: Collaborate with community centers, libraries, local businesses, and non-profits to increase visibility and engagement. For example, partnering with a local library to host a reading event or providing space for community meetings can enhance the school's reputation as a community hub.

Targeted Outreach Campaigns: Implement a strategic outreach campaign that includes digital marketing, social media ads, and direct mail to neighborhoods with low enrollment. Include testimonials from current parents and students, highlighting unique programs and academic success stories.

Goal 2: Maintain Average Daily Attendance (ADA) of 98.5%

Implement strategies to improve attendance, such as incentive programs, proactive communication with families, and awareness campaigns. High attendance rates are critical for maximizing state funding and ensuring academic success.

Examples:

Incentive Programs for Students and Families: Create a recognition system for students with perfect or near-perfect attendance, such as monthly certificates, school-wide shout-outs, or small prizes. Additionally, offer incentives for families, such as discounts on school uniforms or supplies for maintaining high attendance rates.

Proactive Communication: Develop a robust system for notifying parents about student absences and provide early interventions, such as home visits or phone calls from support staff, to address barriers preventing regular attendance.

Attendance Awareness Campaigns: Launch campaigns that educate families about the importance of regular attendance on student achievement, including sharing statistics, real-life examples, and tips to support punctuality and attendance.

Goal 3: Closely Monitor Spending to Achieve Four Months of Cash On Hand

Regularly review the budget, optimize resource use, and prioritize essential expenditures to maintain a healthy cash flow. Achieving four months of cash on hand provides financial stability and flexibility.

Examples:

Monthly Budget Reviews: Conduct monthly budget review meetings with key staff to track spending against the budget. Identify areas where spending can be reduced without compromising quality and reallocate funds as necessary.

Optimize Resources: Evaluate current vendor contracts and service agreements to identify potential savings or negotiate better terms. For example, renegotiating contracts for supplies or services could lead to significant cost reductions.

Prioritize Essential Expenditures: Focus on funding areas that directly impact student achievement and enrollment growth while postponing or scaling back less critical expenditures until the financial position is more stable.

Goal 4: Follow FCPS Staffing Norms

Align staffing levels with enrollment, ensure efficient use of personnel, and provide professional development to adapt to changing needs. This will help maintain a balanced budget and support academic programs effectively.

Examples:

Align Staffing with Enrollment: Regularly assess student enrollment numbers and adjust staffing accordingly to prevent overstaffing. For instance, if enrollment in a particular grade level drops, reassign teachers or support staff to areas with higher needs.

Maximize Staff Utilization: Encourage cross-functional roles where appropriate.

Professional Development: Provide ongoing professional development that supports staff flexibility and responsiveness to changing student needs, equipping them with the skills necessary to handle multiple roles if required.

III. CONSENT AGENDA ITEMS

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

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

IV. ITEMS SCHEDULED FOR ACTION



FENTON CHARTER PUBLIC SCHOOLS

October 24, 2024

TO: Fenton Charter Public Schools
Board of Directors

FROM: David Riddick
Chief Executive Officer/President

SUBJECT: Recommendation to approve the revised FCPS General Accounting Policies and Procedures Manual

BACKGROUND

The Fenton Charter Public Schools have maintained documented accounting policies and procedures since the conversion of Fenton Avenue Charter School. On May 20, 2021, the FCPS General Accounting Policies and Procedures Manual was updated to reflect the departure of the Executive Director, change of titles of leadership positions to Chief Executive Officer and Chief Operating Officer, and addition of clarification as to the authority of the new positions. On April 13, 2023, the Board of Directors approved a revision to the FCPS General Accounting Policies and Procedures Manual by providing the Chief Executive Officer with the authority to approve expenditures up to \$50,000.

As part of the charter petition renewal process with the Los Angeles Unified School District (LAUSD) Charter Schools Division, we are required to ensure that all board policies are updated and compliant with current legal and district requirements. Having current policies in place is essential for demonstrating our ongoing commitment to transparency, compliance, and sound governance during the charter renewal process.

ANALYSIS

The FCPS General Accounting Policies and Procedures Manual is in compliance with LAUSD Charter Schools Division requirements and state laws.

RECOMMENDATION

It is recommended that the Board of Directors approve the revised FCPS General Accounting Policies and Procedures Manual.

Attachment: [FCPS General Accounting Policies and Procedures Manual](#)



FENTON CHARTER PUBLIC SCHOOLS

October 24, 2024

TO: Fenton Charter Public Schools
Board of Directors

FROM: David Riddick
Chief Executive Officer/President

SUBJECT: Recommendation to approve Revised Procurement and Purchasing Procedures Handbook

BACKGROUND

On May 25, 2023, the Board of Directors approved a revision to the Procurement and Purchasing Procedures Handbook by providing the Chief Executive Officer with the authority to approve expenditures up to \$50,000 in alignment with the board approved General Accounting Policies and Procedures Manual. The Handbook was reviewed by FCPS Financial Manager, Erik Okazaki, for accuracy and completeness.

As part of the charter petition renewal process with the Los Angeles Unified School District (LAUSD) Charter Schools Division, we are required to ensure that all board policies are updated and compliant with current legal and district requirements. Having current policies in place is essential for demonstrating our ongoing commitment to transparency, compliance, and sound governance during the charter renewal process.

ANALYSIS

The FCPS Procurement and Purchasing Procedures Handbook is in compliance with LAUSD Charter Schools Division requirements and state laws.

RECOMMENDATION

It is recommended that the Board of Directors approve the revised FCPS Procurement and Purchasing Procedures Handbook.

Attachment: [FCPS Procurement and Purchasing Procedures Handbook](#)

V. ITEMS SCHEDULED FOR INFORMATION



FENTON CHARTER PUBLIC SCHOOLS

October 24, 2024

TO: Fenton Charter Public Schools
Board of Directors

FROM: David Riddick
Chief Executive Officer/President

SUBJECT: Update on Charter Renewal Petitions for FPC, FACS, and SMBCCS

BACKGROUND

Submission of Charter Petitions

On Wednesday, August 21, 2024, Jason Gonzalez (COO), Jennifer Miller (Director of Instruction), and David Riddick met with the Charter School Division (CSD) staff at the Beaudry LAUSD District Office in downtown LA. We successfully submitted charter renewal petitions for Fenton Primary Center, Fenton Avenue Charter School, and Santa Monica Boulevard Community Charter School. A sincere thank you to Jason and Jennifer for their invaluable assistance with the logistics and instructional components of the renewal petitions. Their careful attention to detail ensured that everything was in place for the successful submission of the charter renewals. Their hard work is truly appreciated.

A heartfelt thank you to our dedicated Directors (Cary Rabinowitz, Monica Castañeda, and Sirui Thomassian) for the tremendous effort they put into capturing the mission, vision, and instructional themes of their schools. The countless hours of work over the summer, preparing their charter petitions for submission while also gearing up for the new school year, have not gone unnoticed. We deeply appreciate their commitment and passion for ensuring the success of our students and school community.

We extend heartfelt thanks to the Fenton Board of Directors for their dedicated efforts in preparing and submitting comprehensive documents required by the Charter Schools Division. The complexity of these demands is no small feat, and we are deeply grateful for their steadfast leadership, unwavering advocacy, and the hard work that they consistently demonstrate. Additionally, I would like to thank the Business Office team (Marcela Guerrero, Antonio Garay, and William Lander) and EdTec's team (Erik Okazaki, Cindy Frantz, and Kristin Dietz) for ensuring that our personnel and expenditures are aligned with our long-term budget projections.

CSD staff was supportive and gracious. They reviewed all the materials and provided us with a time-stamped renewal petition submission receipt at 9:13 a.m. on August 21, 2024. In the coming days, you will hear more about our advocacy efforts, which will involve all of us sharing our voice and demonstrating the positive impact we are making in the communities we serve. I want to give a

special thanks to Richard Parra for the work he will be doing, along with our School Community Coordinators, to ensure our communities' voices are heard at Beaudry.

A special thank you to everyone working at the Fenton schools for building our reputation all of these years. Thank you for your professionalism, courage, and relentless hard work. Your dedication and resilient spirit have been the foundation of our success, allowing us to cultivate strong, lasting relationships and build a thriving community of dreamers and lifelong learners. Together, we are not only shaping the future of our students but also creating a vibrant culture of growth, hope, and possibility for everyone in our school community. Thank you for being the heart and soul of our journey forward.

Public Hearing

On Tuesday, September 10, 2024, LAUSD held a Public Hearing for charter schools that will be renewed on November 19, 2024. Over 200 families from across 16 charter schools with upcoming renewals attended this meeting. Fenton Primary Center, Fenton Avenue Charter School, and Santa Monica Boulevard Community Charter School are all up for renewal. Our families packed the board room. A special thank you to our Director of Community Schools for doing the major lift with our School Community Coordinators (Joanna Juarez and Laura Vasquez) for making this event possible. Fenton had over fifty (50) parents attending the board meeting. A special thank you to the following parents: Cindy Soto, Jasmin Gonzalez, and Patricia Morfin. You can see a video of our board presentation [here](#). Please see photos of the Public Hearing here [HERE](#).

ANALYSIS

LAUSD Board Vote - November 19, 2024

The official charter renewal vote is scheduled for November 19, 2024. We will need to have at least ten (10) speakers for each school. We will know recommendations for the Charter Schools Division by November 4, 2024. as the “Grantor,” and along

RECOMMENDATION

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



FENTON CHARTER PUBLIC SCHOOLS

October 24, 2024

TO: Fenton Charter Public Schools
Board of Directors

FROM: Joe Lucente
Chairman of the FCPS Board of Directors

Jason Gonzalez
Chief Operating Officer

SUBJECT: Update on FCPS OPEB Trust and FCPS Investment Account

BACKGROUND

FCPS OPEB Trust:

The *Fenton Charter Public Schools Public School Employee Retirement Healthcare Benefits Trust* (“FCPS OPEB Trust”) was formally established on September 17, 2015. Irene Sumida was named as the “Grantor,” and along with Joe Lucente, an “Initial Co-Trustee”. The trust was established “...solely for the benefit of one or more specified public employee retirement healthcare benefits plans sponsored and provided to qualified public school employees and beneficiaries by Fenton Charter Public Schools, a California nonprofit public benefit corporation...” As an irrevocable trust, there are specific guidelines and regulations pertaining to the *exclusive* use of any funds.

- Funds may be used to pay for the health benefits of qualified retirees
- Funds may be used to pay for actuarial services related to the trust¹
- Funds may be used for expenses for legal services and audits related to the trust

The FCPS OPEB Trust account was opened at the East West Bank and an investment portfolio created on March 28, 2016. The portfolio was transferred to Cathay Wealth Management on October 30, 2017.

¹ An actuarial valuation report of other post-employment healthcare benefits (OPEB) offered by the Fenton Charter Public Schools is conducted annually as required by the accounting requirements of the *Financial Accounting Standards Board* (FASB) *Accounting Standards Codification No. 715* (ASC 715), specifically FASB ASC 715-60 and FASB ASC 715-20 (formerly known as SFAS 106, Employer’s Accounting for Postretirement Benefits Other Than Pensions and SFAS 158, Employer’s Accounting for Defined Benefit Pension and Other Postretirement Plans, respectively). The purpose of the annual valuation report is to provide measurements of the OPEB obligations, annual expense, and other disclosure items in accordance with FASB ASC 715. The annual valuation report is presented to the FCPS Board of Directors for discussion and review, and updates on OPEB Trust activity are included at all regular board meetings.

FCPS Investment Account:

On March 24, 2011, the Board of Directors of the Fenton Primary Center (“FPC”) amended the FPC Articles of Incorporation to rename the nonprofit public benefit corporation [501(c)(3)] the *Fenton Charter Public Schools* (“FCPS”). With the name change and subsequent “Agreement of Merger” between Fenton Avenue Charter School and the Fenton Charter Public Schools, the renamed entity became a charter management organization (CMO), adding flexibility and new possibilities for growth and expansion to what was originally a single, year-round, multi-track conversion charter school. Santa Monica Boulevard Community Charter School was divested to the organization by LAUSD in May 2012, and Fenton STEM Academy and Fenton Charter Leadership Academy (originally Fenton Academy for Social and Emotional Learning) were opened by FCPS in August 2015.

With the flexibility 501(c)(3) status allows and the growth of the organization to five schools, the Board of Directors approved the opening of an investment account for the Fenton Charter Public Schools at the October 19, 2017 regular board meeting². \$1.5 million was approved as the initial investment, and an additional \$4.5M (\$1,000,000 from FACS; \$500,000 from FPC; and \$3,000,000 from SMBCCS) was approved for investment at the January 27, 2022 board meeting.

ANALYSIS

The Board Chair, Joe Lucente, and Chief Operating Officer, Jason Gonzalez, will provide an update on the OPEB Trust and the FCPS Investment Account.

RECOMMENDATION

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

Attachment: [*OPEB Trust Investment Account - Updated Performance*](#)

² Activities of the FCPS Investment Account are reported to the FCPS Board of Directors at all regular board meetings to ensure active discussion, review and oversight, and are included within the annual independent consolidated audit of the Fenton Charter Public Schools.



FENTON CHARTER PUBLIC SCHOOLS

October 24, 2024

TO: Fenton Charter Public Schools
Board of Directors

FROM: David Riddick
Chief Executive Officer/President

SUBJECT: LCAP Update and Instructional Report

BACKGROUND

As per Education Code sections 52060, 52066, 47605, 47605.5, and 47606.5:

The LCAP is intended to be a comprehensive planning tool. LEAs may reference and describe actions and expenditures in other plans, and funded by a variety of other fund sources, when detailing goals, actions, and expenditures related to the state and local priorities. LCAPs must be consistent with school plans submitted pursuant to Education Code section 64001. The information contained in the LCAP, or annual update, may be supplemented by information contained in other plans (including the LEA plan pursuant to Section 1112 of Subpart 1 of Part A of Title I of Public Law 107-110) that are incorporated or referenced as relevant in this document.

Charter schools, pursuant to Education Code sections 47605, 47605.5, and 47606.5, must describe goals and specific actions to achieve those goals for all pupils and each subgroup of pupils identified in Education Code section 52052, including pupils with disabilities, for each of the state priorities as applicable and any locally identified priorities. For charter schools, the inclusion and description of goals for state priorities in the LCAP may be modified to meet the grade levels served and the nature of the programs provided, including modifications to reflect only the statutory requirements explicitly applicable to charter schools in the Education Code.

ANALYSIS

The following is a detailed analysis of LCAP assessment data through a variety of lenses as reported for FY2023.

RECOMMENDATION

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