

**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:
  - FACS - \$1,426,857
  - FPC - \$70,165
  - SMBCCS - \$1,509,059
  - STEM - \$116,745
  - FCLA - \$0
- Unaudited Actuals vs. Theoretical Comparisons: Non-cash adjustments and one-time funds have had a significant impact on financials:
  - FACS - \$1,426,857 adjusted operating income; \$1,231,566 operating income without one-time finds
  - FPC - \$70,165 adjusted operating income; **negative \$365,922** operating income without one-time funds
  - SMBCCS - \$1,509,059 adjusted operating income; \$1,084,912 operating income without one-time funds
  - STEM - \$116,745 adjusted operating income; \$69,783 operating income without one-time funds
  - 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
  - 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)
  - 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:
  - FACS - \$150,000
  - FPC - \$100,000
  - SMBCCS - \$150,000
  - STEM - \$75,000
  - FCLA - <del>\$155,198</del>
- Current Forecast vs. Theoretical Comparisons: Non-cash adjustments and one-time funds have had a significant impact on financials:
  - FACS - \$150,000 adjusted operating income; \$47,666 operating income without one-time finds
  - FPC - \$332,981 adjusted operating income; **negative \$1,294,651** operating income without one-time funds
  - SMBCCS - \$150,000 adjusted operating income; **negative \$1,028,225** operating income without one-time funds
  - STEM - \$263,251 adjusted operating income; **negative \$134,380** operating income without one-time funds
  - FCLA - \$33,312 adjusted operating income; **negative \$255,467** operating income without one-time funds
- Enrollment Changes:
  - FACS - 1 additional student above projection (+1)
  - FPC - 56 less students than projected **(-56)**
  - SMBCCS - 36 less students than projected **(-36)**
  - STEM - 37 less students than projected **(-37)**
  - FCLA - 36 less students than projected **(-36)**
- Approved Budgets vs. Current Forecast:
  - 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
  - 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
  - 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
  - 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
  - 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
  - Liquidity: 45 days cash on hand is required minimum; obligated group has 141 days of cash on hand (only 74 days without FPC)
  - 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.

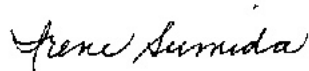
**VII. FUTURE MEETINGS**

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