

APPROVED MINUTES
FENTON CHARTER PUBLIC SCHOOLS
BOARD OF DIRECTORS MEETING

October 24, 2024

A meeting of the Board of Directors of the Fenton Charter Public Schools was held on Thursday, October 24, 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 4:32 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*

Via Zoom: 10660 White Oak Avenue, Granada Hills, CA 91344

Daniel Laughlin, *Parent Representative*

Joe Lucente, *Community Representative*

Erin Studer, *Community Representative*

Carrie Wagner, *Community Representative*

Jed Wallace, *Community Representative*

Via Zoom: 3817 Halcon Place, Davis, CA 95618

Caprice Young, *Community Representative*

Board Members Not Present

N/A

C. Flag Salute - Chair Lucente

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

D. Approval of the Agenda - Chair Lucente

On **MOTION** of Caprice Young, **SECONDED** by Carrie Wagner, and **CARRIED** by a vote of 7 (YES) and 0 (NO), the Agenda (Item I.D.) was approved as modified with a change to the order of the agenda to ensure quorum for items needing board approval.

Aye: (7) Yvette King-Berg, Daniel Laughlin, Joe Lucente,
Erin Studer, Carrie Wagner, Jed Wallace, Caprice
Young

Nay: (0)

Abstentions: (0)

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

On **MOTION** of Daniel Laughlin, **SECONDED** by Erin Studer, and **CARRIED** by a vote of 7 (YES) and 0 (NO), the minutes of the September 19, 2024 Regular Meeting (Item I.E.) were approved as presented.

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

2024-2025 Forecast Update by Site:

Ending fund balances remain strong as an organization; the operating income of each school is listed below -

FACS - \$150,000

FPC - (\$82,936)

SMBCCS - \$150,000

STEM - \$75,000

FCLA - \$18,609

Current forecast vs. theoretical comparisons; one-time funds adjustments -

FACS - (\$229,186)

FPC - (\$1,634,456)

SMBCCS - (\$1,498,634)

STEM - (\$434,561)

FCLA - (\$81,660)

Approved budget vs. current forecast -

FACS - operating income remained stable since previous update with addition of one-time funds

- FPC* - operating income decreased by \$183K since previous update primarily due to decrease in LCFF revenue and increased costs for compensation and benefits
- SMBCCS* - operating income remained stable since previous update with addition of one-time funds
- STEM* - operating income remained stable since previous update with addition of one-time funds
- FCLA* - operating income increased by \$174K since previous update primarily due to increase in LCFF revenue

Cash analysis; all schools except FCLA are expected to reach or exceed the 4-month cash on hand goal -

- FACS* - expected to exceed the 4-month cash on hand goal by \$2M at year-end
- FPC* - expected to exceed the 4-month cash on hand goal by \$735K at year-end
- SMBCCS* - expected to exceed 4-month cash on hand goal by \$6.5M at year-end
- STEM* - expected to get closer to 4-month cash on hand goal
- FCLA* - expected to remain below 4-month cash on hand goal

Bond covenants; the obligated group is expected to meet both bond covenants -

- Liquidity* - 45 days of cash on hand is the minimum requirement; current forecast is 105 days for the obligated group
- Debt Service* - 1.10 ratio is the minimum requirement; current forecast for obligated group is 1.88

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 - Mrs. Jennifer Miller

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

Fenton Charter Public Schools (FCPS) - *The Director of Instruction'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*

F. Director of Special Education's Update

Fenton Charter Public Schools (FCPS) - Mrs. Kristine Khachian, Director of Special Education, reported.

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.*

Chair Lucente asked if the outside vendor "Scoot" was being utilized for support staff. Jason Gonzalez, COO, responded that Scoot is being utilized for day-to-day substitute teacher needs, which is necessary. He added that the company, however, is also being used for Special Education TAs at FACS and SMBCCS. Chair Lucente reminded everyone that the Board had directed the schools to move away from using these more costly services to fill TA positions, and the directive was initiated last school year.

Board member Caprice Young added that her CMO organization is finding it very difficult to hire for positions such as Special Education TAs and has worked to alleviate the problem by hiring qualified staff from the private vendors. This practice has reduced costs while servicing students.

Jason Gonzalez added that he and Dr. Riddick, along with Mrs. Khachian, are reviewing private vendor costs and will bring a plan of action for hiring needed positions as Fenton employees to reduce costs.

G. Director of Community Schools' Update

Fenton Charter Public Schools (FCPS) - Mr. Richard Parra, Director of Community Schools, reported.

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.*

Chair Lucente reminded board members of the FCPS Gala planned for January 18, 2025 and encouraged all board members to attend.

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 were no items scheduled for the Consent Agenda.

IV. ITEMS SCHEDULED FOR ACTION

A. Recommendation to approve the revised FCPS General Accounting Policies and Procedures Manual

On **MOTION** of Yvette King-Berg, **SECONDED** by Caprice Young, and **CARRIED** by a vote of 7 (YES) and 0 (NO), the recommendation to approve the revised FCPS General Accounting Policies and Procedures Manual (Item IV.A.) was approved as presented.

Aye: (7) Yvette King-Berg, Daniel Laughlin, Joe Lucente, Erin Studer, Carrie Wagner, Jed Wallace, Caprice Young

Nay: (0)

Abstentions: (0)

B. Recommendation to approve the Revised Procurement and Purchasing Procedures Handbook

On **MOTION** of Caprice Young, **SECONDED** by Carrie Wagner, and **CARRIED** by a vote of 7 (YES) and 0 (NO), the recommendation to approve the Revised Procurement and Purchasing Procedures Handbook (Item IV.B.) was approved as presented.

Aye: (7) Yvette King-Berg, Daniel Laughlin, Joe Lucente, Erin Studer, Carrie Wagner, Jed Wallace, Caprice Young

Nay: (0)

Abstentions: (0)

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

These were information items 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, December 12, 2024 at 4:30 p.m. in the FCPS Business Office Boardroom and via Zoom.

VII. FUTURE MEETINGS

December 12, 2024

January 23, 2025

March 6, 2025

April 10, 2025

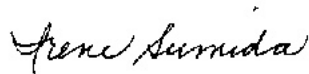
May 15, 2025

June 12, 2025

VIII. ADJOURNMENT

The meeting was adjourned at 5:39 p.m.

Respectfully submitted:



Irene Sumida
Secretary of the Board