

**APPROVED MINUTES
FENTON CHARTER PUBLIC SCHOOLS
BOARD OF DIRECTORS MEETING**

October 24, 2019

A meeting of the Board of Directors of the Fenton Charter Public Schools was held on Thursday, October 24, 2019, at 4:30 p.m. in the boardroom of the Fenton Charter Public Schools, 8928B Sunland Boulevard, Sun Valley, CA 91352. [Call-in number: (712) 770-5581; access code: 881498#]

I. PRELIMINARY

A. Call to Order – President of the Board – Irene Sumida

The Board of Directors meeting was called to order at 4:40 p.m. by President Sumida.

B. Roll Call – Secretaries of the Board – Nitima Angus and Coco Salazar

Board Members Present

Yvette King-Berg, *Community Representative*

Daniel Laughlin, *Parent Representative*

Joe Lucente, *Community Representative* (via conference call: 17112 Minnehaha Street, Granada Hills, CA 91344)

Walter Wallace, *Community Representative*

Board Members Not Present

Diane Abeyta, *Parent Representative*

Jed Wallace, *Community Representative*

C. Flag Salute – President Sumida

President Sumida led the Board and the public in the Pledge of Allegiance.

D. Approval of the Agenda – President Sumida

On **MOTION** of Joe Lucente, **SECONDED** by Daniel Laughlin and **CARRIED** by a vote of 4 (YES) and 0 (NO), the Agenda (Item I.D.) was approved as presented.

Aye: (4) Yvette King-Berg, Daniel Laughlin, Joe Lucente,
Walter Wallace

Nay: (0)

Abstentions: (0)

E. Approval of Minutes of Previous Meetings – President Sumida

1. Minutes of Previous Regular Meeting

On **MOTION** of Daniel Laughlin, **SECONDED** by Walter Wallace and **CARRIED** by a vote of 4 (YES) and 0 (NO), the minutes of the September 12, 2019 Regular Meeting (Item I.E1.) were approved as presented.

Aye: (4) Yvette King-Berg, Daniel Laughlin, Joe Lucente,
Walter Wallace

Nay: (0)

Abstentions: (0)

2. Minutes of Special Meeting

On **MOTION** of Daniel Laughlin, **SECONDED** by Walter Wallace and **CARRIED** by a vote of 4 (YES) and 0 (NO), the minutes of the October 2, 2019 Special Meeting (Item I.E.2.) were approved as presented.

Aye: (4) Yvette King-Berg, Daniel Laughlin, Joe Lucente,
Walter Wallace

Nay: (0)

Abstentions: (0)

II. COMMUNICATIONS

A. Presentations from the Public – President Sumida

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

Kristin Dietz, Vice President of EdTec, and Financial Business Manager of FCPS, presented the following update:

- Consolidated forecasted net income is now \$413,327, a decrease from the original approved budget of -\$265K due to the following:
 - ADA reduced by -128.57 on a consolidated basis to more closely align with actual enrollment at each school (\$1.43M consolidated decrease in expense)
 - FTE (Full-Time Equivalent) counts and salaries were discussed at length with the administrators and corrected for accuracy (\$1.25M consolidated decrease in expense)
 - Increase in contracted Special Education services (\$188K consolidated increase in expense)
 - Increase in substitute costs due to employee personal leaves (\$176K consolidated increase in expense)

- Cash balances and overall fiscal health remain very strong, and all sites continue to have positive cash balances:
 - FACS: 208 days cash on hand (6.9 months)
 - FPC: 131 days cash on hand (4.4 months)
 - SMBCCS: 170 days cash on hand (5.7 months)
 - STEM: 22 days cash on hand (0.7 months)
 - FCLA: 22 days cash on hand (0.7 months)
 - FCPS: 179 days cash on hand (6.0 months)

D. Directors' Reports

Fenton Avenue Charter School (FACS) – Leticia Padilla Parra, Director, reported.

Santa Monica Boulevard Community Charter School (SMBCCS) – Cary Rabinowitz, Director, reported.

Fenton Primary Center (FPC) – Richard Parra, Director, reported.

Fenton STEM Academy (STEM) – Jennifer Miller, Director, reported.

Fenton Charter Leadership Academy (FCLA) – Jennifer Miller, Director, reported.

E. Chief Academic Officer's Report

Fenton Charter Public Schools (FCPS) – Dr. David Riddick, Chief Academic Officer, reported.

F. Executive Director's Report

Fenton Charter Public Schools (FCPS) – Irene Sumida, Executive Director reported.

III. CONSENT AGENDA ITEMS

A. Recommendation to approve the Fenton Charter Public Schools Master Plan for English Learners

B. Recommendation to approve Local Indicators for the California School Dashboard for FACS, SMBCCS, FPC, STEM and FCLA

On **MOTION** of Yvette King-Berg, **SECONDED** by Daniel Laughlin and **CARRIED** by a vote of 4 (YES) and 0 (NO), the recommendation to approve the Consent Agenda (Items III.A. and III.B.) was approved as presented.

Aye: (4) Yvette King-Berg, Daniel Laughlin, Joe Lucente, Walter Wallace

Nay: (0)

Abstentions: (0)

IV. ITEMS SCHEDULED FOR ACTION

A. Recommendation to approve expenditures for items above spending authority of Executive Director

On **MOTION** of Daniel Laughlin, **SECONDED** by Walter Wallace and **CARRIED** by a vote of 4 (YES) and 0 (NO), the recommendation to approve expenditures for items above spending authority of Executive Director (Item IV.B.) was approved.

Aye: (4) Yvette King-Berg, Daniel Laughlin, Joe Lucente,
Walter Wallace

Nay: (0)

Abstentions: (0)

B. Recommendation to approve policy for calculating CMO management fees charged to school sites

On **MOTION** of Yvette King-Berg, **SECONDED** by Daniel Laughlin and **CARRIED** by a vote of 4 (YES) and 0 (NO), the recommendation to approve the policy for calculating CMO management fees charged to school sites (Item IV.C.) was approved.

Aye: (4) Yvette King-Berg, Daniel Laughlin, Joe Lucente,
Walter Wallace

Nay: (0)

Abstentions: (0)

C. Recommendation to approve revised Procurement and Purchasing Procedures

On **MOTION** of Walter Wallace, **SECONDED** by Daniel Laughlin and **CARRIED** by a vote of 4 (YES) and 0 (NO), the recommendation to approve the revised Procurement and Purchasing Procedures (Item IV.D.) was approved.

Aye: (4) Yvette King-Berg, Daniel Laughlin, Joe Lucente
Walter Wallace

Nay: (0)

Abstentions: (0)

D. Recommendation to approve selected investment bankers to manage process of bond financing for SFV 11351 Dronfield LLC and SFV 8926 Sunland LLC

On **MOTION** of Daniel Laughlin, **SECONDED** by Yvette King-Berg and **CARRIED** by a vote of 4 (YES) and 0 (NO), the recommendation to

approve RBC Capital Markets to manage process of bond financing for SFV 11351 Dronfield LLC and SFV 8926 Sunland LLC (Item IV.E.) was approved. The Board further authorized the Executive Director to sign the letter of engagement between the Fenton Charter Public Schools and RBC Capital Markets.

Aye: (4) Yvette King-Berg, Daniel Laughlin, Joe Lucente,
Walter Wallace

Nay: (0)

Abstentions: (0)

V. ITEMS SCHEDULED FOR INFORMATION

- A. Brown Act Training - Janelle Ruley (Young, Minney and Corr LLP)**
- B. LAUSD Charter Schools Division Oversight Process**
- C. Update on FCPS OPEB Trust**
- D. E-Rate Executive Summary**

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 5, 2019 at 4:30 p.m. in the boardroom of the Fenton Charter Public Schools, 8928 B Sunland Boulevard, Sun Valley, CA 91352.

VII. ADJOURNMENT

The meeting was adjourned at 6:13 p.m.

Respectfully submitted:



Nitima Angus
Secretary of the Board



Coco Salazar
Secretary of the Board