

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

**September 21, 2017**

A meeting of the Board of Directors of the Fenton Charter Public Schools was held on Thursday, September 21, 2017, at 4:30 p.m. in the boardroom of the Fenton Charter Public Schools, 8928B Sunland Boulevard, Sun Valley, CA 91352 (call-in number: 641-715-3818; access code: 881498).

**I. PRELIMINARY**

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

The Board of Directors meeting was called to order at 4:35 p.m. by Chair Lucente.

**B. Roll Call** – Secretaries of the Board – Barbara Ausherman and Mercedes Meeks

**Board Members Present**

Diane Abeyta, *Parent Representative*  
Yvette King-Berg, *Community Representative*  
Daniel Laughlin, *Parent Representative*  
Joe Lucente, *Community Representative*  
Gabriela Montoya, *Parent Representative*

**Board Members Not Present**

Walter Wallace, *Community Representative*  
Gary Borden, *Community Representative*

**C. Flag Salute** – Chair Lucente

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

**D. Additions/Corrections to the Agenda** – Chair Lucente

There were no additions or corrections to the agenda.

**E. Approval of Minutes**

**Minutes of Previous Regular Meeting** – Chair Lucente

On **MOTION** of Yvette King-Berg, **SECONDED** by Gabriela Montaya and **CARRIED** by a vote of 5 (YES) and 0 (NO), the minutes of the June 29, 2017 Regular Meeting were approved.

**II. COMMUNICATIONS**

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

There were no presentations from the public.

**B. Public Hearing**

A public hearing encouraging participation from parents, teachers, and community members regarding the sufficiency of textbooks and instructional materials for each student was held.

**C. 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.

**D. Treasurer/CFO's Report**

Kristin Dietz, Vice President of EdTec, and Treasurer and CFO of the FCPS, presented Year End Unaudited Financials for 2016-2017.

**E. Directors' Reports**

Fenton Avenue Charter School (FACS) – Stacy Carroll Hutter, Director, reported.

Santa Monica Boulevard Community Charter School (SMBCCS) – Dr. David Riddick, Director, reported.

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

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

Fenton Charter Leadership Academy (FCLA) – Cary Rabinowitz, Director, 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 2017-2018 Board Resolution regarding council and committee responsibilities and membership**

**B. Recommendation to approve final staff rosters and employee contracts for FACS, SMBCCS, FPC, STEM and FCLA for 2017-2018 school year**

- C. **Recommendation to approve 2017-2018 bell schedules and instructional minutes offered by FACS, SMBCCS, FPC, STEM and FCLA**
- D. **Recommendation to approve 2017-2018 Parent Involvement Policies for Fenton Avenue Charter School, Santa Monica Boulevard, Community Charter School, Fenton Primary Center, Fenton STEM Academy and Fenton Charter Leadership Academy**
- E. **Recommendation to approve the Los Angeles County Office of Education “Certification of Signatures”**
- F. **Recommendation to approve move of Fenton Charter Public Schools account holding New Market Tax Credit interest payments from Citibank to East West Bank**

On **MOTION** of Yvette King-Berg **SECONDED** by Gabriela Montoya and **CARRIED** by a vote of 4 (YES) and 0 (NO), the recommendation to approve the Consent Agenda was approved.

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

- A. **Recommendation to approve slate of Board officers for the 2017-2018 school year**

On **MOTION** of Daniel Laughlin, **SECONDED** by Gabriela Montoya and **CARRIED** by a vote of 4 (YES) and 0 (NO), the recommendation to approve the slate of Board officers for the 2017-2018 school year was approved.

- B. **Recommendation to approve appointment of Parent Representative to FCPS Board of Directors**

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 appointment of Parent Representative, Diane Abeyta, to the FCPS Board of Directors was approved.

- C. **Recommendation to approve Resolution #32: Sufficiency of Instructional Materials**

On **MOTION** of Gabriela Montoya **SECONDED** by Daniel Laughlin and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to approve Resolution #32: Sufficiency of Instructional Materials was approved.

- D. **Recommendation to approve slate of directors and officers for the FCPS Foundation Board of Directors for 2017-2018**

On **MOTION** of Daniel Laughlin, **SECONDED** by Diane Abeyta and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to

approve the slate of directors and officers for the FCPS Foundation Board of Directors for 2017-2018 was approved.

**E. Recommendation to receive Unaudited Actual Reports for June 30, 2017 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 Daniel Laughlin, **SECONDED** by Gabriela Montoya and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to receive Unaudited Actual Reports for June 30, 2017 for Fenton Avenue Charter School, Fenton Primary Center, Santa Monica Boulevard Community Charter School, Fenton STEM Academy and Fenton Charter Leadership Academy was approved.

**F. Recommendation to approve Independent Study Agreement for 2017-2018 school year**

On **MOTION** of Daniel Laughlin, **SECONDED** by Diane Abeyta and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to approve the Independent Study Agreement for 2017-2018 school year was approved.

**G. Recommendation to approve FERPA compliant Directory Information (DIR) sharing agreement with Charter Nation**

On **MOTION** of Yvette King-Berg, **SECONDED** by Gabriela Montoya and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to approve the FERPA compliant Directory Information (DIR) sharing agreement with Charter Nation was approved.

**H. Recommendation to approve revised General Accounting Policies and Procedures Manual**

On **MOTION** of Diane Abetya, **SECONDED** by Daniel Laughlin and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to approve the revised General Accounting Policies and Procedures Manual was approved.

**I. Recommendation to approve MOU with Luminarias Institute, Inc.**

On **MOTION** of Yvette King-Berg, **SECONDED** by Gabriela Montoya and **CARRIED** by a vote of 5 (YES) and 0 (NO), the recommendation to approve the MOU between Luminarias Institute, Inc. and the Fenton Charter Public Schools was approved.

**V. ITEMS SCHEDULED FOR INFORMATION**

**A. Brown Act Training – Janelle Ruley from Young, Minney and Corr LLP presented**

**B. LAUSD Charter Schools Division Oversight Process**

**C. Update on FCPS OPEB Trust**

*These were information items only and no action was taken.*

**VI. CLOSED SESSION**

Chair Lucente made the following announcement:

“The Board of Directors will now be moving into closed session to discuss matters described in Section VI. Matters to be discussed are those permitted by Government Code Section 54957 – Personnel Matters.”

The Board convened to Closed Session at 5:58p.m.

**A. Public Employment: Government Code 54957**

**VII. RETURN TO OPEN SESSION**

The Board reconvened to Open Session at 6:35p.m.

Chair Lucente announced that action had been taken on the following items by the Board of Directors in Closed Session:

On **MOTION** of Gabriela Montoya, **SECONDED** by Diane Abeyta and **CARRIED** by a vote of 5 (YES) and 0 (NO), the Board approved the following actions:

- Replacing the position of Executive Director with two positions: Chief Executive Officer and Chief Academic Officer;
- The job descriptions for the two new leadership positions;
- The Chief Academic Officer’s annual salary of \$165,000, and the Chief Executive Officer’s annual salary of \$180,000 with benefits equivalent to all other FCPS full-time employees and determined by the original date of hire;
- The selection of *K12 Search*, a firm specializing in the identification, recruitment and selection of new leadership for educational organizations to conduct a national search for the position of FCPS Chief Executive Officer.

These approvals necessitate the following steps, which the Board directed the Executive Director to accomplish prior to the next regular meeting of the FCPS Board of Directors:

- Request applications for the position of Chief Academic Officer (CAO) from the current administrative staff beginning on September 22, 2017 with a deadline for applications of October 6, 2017;

- Organize an Ad Hoc Interview Committee consisting of the following: 1) the Faculty and Classified Representatives; 2) no more than three members of the Board of Directors (Joe Lucente, Yvette King-Berg, and Daniel Laughlin volunteered); and 3) three administrators selected from the current administrative team. (Barbara Aragón, Cary Rabinowitz and Sirui Thomassian were selected by the representatives and have accepted).
- Convene the Ad Hoc Interview Committee to interview all applicants for the CAO position on October 12, 2017 beginning at 10:00 am at the FCPS Offices.
- Ensure a recommendation from the Ad Hoc Interview Committee for the CAO position which will be brought to the Board at the October 19, 2017 meeting. (The CAO will officially assume the position on July 1, 2018, but will work with the Executive Director in a variety of informal capacities during the 2017-2018 school year to ensure an efficient, transparent and seamless transition of leadership.)
- Request a formal proposal and timeline for the hiring of a Chief Executive Officer from *K12 Search*. (The Board will review the proposal from *K12 Search* and the company's recommended timeline at the October 19, 2017 board meeting.)

#### **VIII. ANNOUNCEMENTS**

#### **IX. ADJOURNMENT**

The meeting was adjourned at 6:37 p.m.

The next regular meeting of the Board of Directors of the Fenton Charter Public Schools will be held on Thursday, October 19, 2017 at 4:30 p.m. in the boardroom of the Fenton Charter Public Schools Offices, 8928B Sunland Boulevard, Sun Valley, CA 91352.

Respectfully submitted:

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Barbara Ausherman  
Secretary of the Board

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Mercedes Meeks  
Secretary of the Board