

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

**February 26, 2015**

A meeting of the Board of Directors of the Fenton Charter Public Schools was held on Thursday, February 26, 2015, at 4:30 p.m. in the multipurpose room of Fenton Primary Center, 11351 Dronfield Avenue, Pacoima, CA 91331 (call-in number: 424-203-8405; 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 4:33 p.m. by Chair Lucente.

**B. Roll Call** – Secretary of the Board – Coco Salazar

**Board Members Present**

Jacqueline Elliot, *Community Representative*  
Lilly T. Hernandez, *Parent Representative*  
Yvette King-Berg, *Community Representative*  
Daniel Laughlin, *Parent Representative*  
Joe Lucente, *Community Representative*  
Donald Parker, *Community Representative*  
Walter Wallace, *Community Representative*

**Board Members Not Present**

Tommy, Chang, *Community Representative*  
Gary Borden, *Community Representative*  
Cile Borman, *Community Representative*  
Gabriela Hernandez, *Parent 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. Minutes of Previous Regular Meeting** – Chair Lucente

On **MOTION** of Donald Parker, **SECONDED** by Jacqueline Elliot and **CARRIED** by a vote of 7 (YES) and 0 (NO), the minutes of the December 4, 2014 Regular Meeting of the Board of Directors were approved.

**Minutes of February 13, 2015 Special Meeting** – Chair Lucente

On **MOTION** of Jacqueline Elliot, **SECONDED** by Donald Parker and **CARRIED** by a vote of 7 (YES) and 0 (NO), the minutes of the February 13, 2015 Special Meeting of the Board of Directors were approved.

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

Kristin Dietz, Vice President of EdTec, and Treasurer and CFO of the FCPS, presented monthly, profit and loss statements, revenue, expenditures and a year-to-date projection for the Fenton Charter Public Schools.

### **D. Directors' Reports**

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

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

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

Fenton Charter Leadership Academy: Center for Social and Emotional Learning (FCLA) – Lee Melo, Director, reported.

Fenton STEM Academy: Elementary Center for Science, Technology, Engineering and Mathematics (STEM) – Jennifer Miller, Director, reported.

### **E. Executive Director's Report**

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

## **III. CONSENT AGENDA ITEMS**

### **A. Recommendation to approve the appointment of Wendy Kaufman as Administrative Coordinator of Instruction and Cary Rabinowitz as**

**the Administrative Coordinator of Operations at Santa Monica Boulevard Community Charter School effective as of January 1, 2015**

- B. Recommendation to approve hiring of Taylor Becker to assume the fourth grade teaching position vacated by Wendy Kaufman at FACS effective as of January 12, 2015**
- C. Recommendation to selection of Gaby Arroyo as Instructional Technology Coach, SMBCCS, effective July 1, 2015**
- D. Recommendation to receive School Accountability Report Cards (SARC) for Fenton Primary Center, Fenton Avenue Charter School and Santa Monica Boulevard Community Charter School**
- E. Recommendation to approve selection of Sheila Guzman for position of Nurse's Assistant at FACS effective February 5, 2015**
- F. Recommendation to approve selection of Amy Salazar for position of Office Assistant at FACS effective July 1, 2015**
- G. Recommendation to approve FCPS 2015-2016 Instructional Calendar**

On **MOTION** of Yvette King-Berg, **SECONDED** by Jacqueline Elliot and **CARRIED** by a vote of 7 (YES) and 0 (NO), the consent calendar was approved.

**IV. ITEMS SCHEDULED FOR ACTION**

- A. Recommendation to approve revision of Procurement and Purchasing Policy**

On **MOTION** of Jacqueline Elliot, **SECONDED** by Donald Parker and **CARRIED** by a vote of 7 (YES) and 0 (NO), the recommendation to approve the Revised Procurement and Purchasing Policy was approved.

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

On **MOTION** of Yvette King-Berg, **SECONDED** by Lilly T. Hernandez and **CARRIED** by a vote of 7 (YES) and 0 (NO), the recommendation to approve the Revised General Accounting Policies and Procedures Manual was approved.

- C. Recommendation to approve the resolution to revise financial structure of the organization and consolidation of Employer Identification Numbers (EINs)**

On **MOTION** of Yvette King-Berg, **SECONDED** by Donald Parker and **CARRIED** by a vote of 7 (YES) and 0 (NO), the recommendation to

approve the resolution to revise financial structure of the organization was approved.

**V. ITEMS SCHEDULED FOR INFORMATION**

- A. Sale of Ridgewood Place property**
- B. Revised Board Meeting dates**
- C. Annual Performance-Based Oversight Visit Reports from LAUSD**
- D. Form 700 Filers**
- E. Approval of Fenton Primary Center's Proposition 39 Clean Energy Application**
- F. Public Notice of FCPS Food Services Management Company Request for Proposal (RFP)**
- G. Update on Other Post-Retirement Employment Benefits (OPEB)**
- H. Federal Program Monitoring Notification of findings for FACS and SMBCCS**
- I. Resignation of Dr. Tommy Chang from FCPS Board of Directors**

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

**VI. ANNOUNCEMENTS**

**VII. ADJOURNMENT**

The meeting was adjourned at 5:51 p.m.

The next regular meeting of the Board of Directors of the Fenton Charter Public Schools will be held on March 26, 2015 at 4:30 p.m. in the auditorium of Santa Monica Boulevard Community Charter School.

Respectfully submitted:

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Coco Salazar  
Secretary of the Board