



Literacy First Charter Schools

Literacy First Charter School Board of Trustees

Regular Board Meeting

Date and Time

Wednesday April 20, 2022 at 5:00 PM PDT

Location

698 West Main Street
El Cajon, CA 92021

Please contact Steve Robinson by phone 619.442.5197 or by email steve.robinson@lfcsinc.org to request any disability related access to this board meeting.

Documents related to this meeting are available on line at <https://www.lfcsinc.org/> by following the "LFCS Board of Trustees Meeting Agendas" link, in hard copy form at the on site meeting location of 698 W. Main Street El Cajon, CA 92020, or by emailing Steve Robinson at steve.robinson@lfcsinc.org.

To access this meeting remotely please follow the information below.

Join Zoom Meeting

[https://us02web.zoom.us/j/88273282217?](https://us02web.zoom.us/j/88273282217?pwd=YitLSSStJMEd5NjRod1RuN0hhWjlCQT09)
[pwd=YitLSSStJMEd5NjRod1RuN0hhWjlCQT09](https://us02web.zoom.us/j/88273282217?pwd=YitLSSStJMEd5NjRod1RuN0hhWjlCQT09)
Meeting ID: 882 7328 2217
Passcode: 2n2pBs

Agenda

	Purpose	Presenter	Time
I. Opening Items			5:00 PM
A. Record Attendance			1 m
B. Call the Meeting to Order			
C. Flag Salute			5 m
D. Approve Minutes From March 9, 2022	Approve Minutes	Lisa Amorteguy	1 m
E. Approve Minutes from March 16, 2022 Special Board Meeting	Approve Minutes	Priscilla Schreiber	
F. Approve Current Agenda	Vote		
G. Public Comment on Agenda Items			5 m
H. Public Comment on Non-Agenda Items			5 m
II. Executive Director's Report			5:17 PM
A. School events, program, and staffing update	FYI	Debbie Beyer	5 m
B. Charter Law: Contracts	FYI	Debbie Beyer	
The executive director will provide the board information on how charter law covers contracts.			
C. Staff Reports	FYI	Debbie Beyer	5 m
III. Chief Business Officer's Report			5:27 PM
A. 2021-22 Financial Report as of March 31, 2022	FYI	Steve Robinson	5 m
CBO will present current school financials as of March 31, 2022.			

	Purpose	Presenter	Time
B. Update on LCHS Alpine Site	Discuss	Steve Robinson	5 m

The general contractor has started the tenant improvement. A security guard is not on site 7 nights per week to prevent the extensive vandalism that has occurred since March 1. The campus should be rekeyed within the next month. Negotiations are on going regarding access to fields and the gym for our athletics. The facility use agreement with Alpine AYSO for after school and weekend use of the soccer field on site has been transferred to LFCS and expires June 2022. As LFCS has taken occupancy of the site effective March 1, 2022 all utilities, campus security, and insurance are now our responsibility. All utilities have been transferred to us. Insurance coverage is in the process of being transferred.

C. Update on JA facilities project	Discuss	Steve Robinson	
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Demolition of white houses at 1025 Pepper Drive is now complete and approved by CDE to use ESSER II funds.
 Cross Removal Project remains on hold.
 MPR A/V Project is scheduled for July 2022.
 A/C replacement project moved up to the week of April 11-15.

D. Update on SOS lawsuits	FYI	Steve Robinson	5 m
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On March 18 in the case against SDCOE, the judge ruled against the LFCS led demurer to throw out the case. SDCOE counsel will make their own demurer arguments on May 6. It appears unlikely the judge will grant that demurer either as she made clear that she thinks all the arguments related to the demurer issues should be heard at the trial hearings and not as demurers. On May 6, a trial date will be scheduled. We continue to wait for the appeal hearing to be calendared in the case v. San Diego County Board of Supervisors.

E. Contracts / Large Purchases Notifications	FYI	Steve Robinson	
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The CBO would like to inform the board of the following large purchases and executed contracts in the last 30 days:

Christy White: Audit and tax services for fiscal years 2022, 2023, and 2024 as approved during the March 9, 2022 board meeting. \$12,960 for fiscal year 2022, \$13,400 for fiscal year 2023, \$13,855 for fiscal year 2024.

Jackson and Foster: A/C replacement at the JA as approved during the March 9, 2022 board meeting. \$43,090.97.

Dan Morrin: LCHS Alpine Tenant Improvement Project: \$863,802

Southland Technology: Purchase of 24 Smartboards for LCHS Alpine plus training: \$72,105.33 (ESSER II funds). These were delivered on 4.1.2022.

Lynn's Locksmith Service: Rekey the Alpine campus; \$5,725.03

Perlmutter: 27 4' x 8' whiteboards for LCHS Alpine; \$8,582.29.

F. Approve a contract for roof repairs to LCHS Alpine MPR Vote Steve Robinson 5 m

The CBO recommends the board approve the Wise Roofing contract to replace the roof shingles on the MPR at the LCHS Alpine site. We have been happy with the work they have done for us in the past, have the proper licenses and insurance, and have the lowest bid for tear off and replacement at \$44,240. Christian Roofing's tear off and replacement bid is \$47,000, and Mendi's bid through CA Granite and Flooring is \$41,500 for just replacement over existing shingles (no tear off). AUSD (Alpine Union School District) agreed with this recommendation and has authorized a \$44,240 offset to our first month's rent.

G. Contract to move LCHS from Lemon Grove to Alpine Vote Steve Robinson 5 m

The CBO recommends the board approve the San Diego Moving bid to move the furniture, curriculum, equipment, tools, and miscellaneous items from current LCHS site in Lemon Grove to the future LCHS site in Alpine.
 San Diego Moving's bid totals \$14,625 (taking 4-5 days; 10 years experience).
 A+'s bid is \$15,000 (taking 7-8 days; 2 years experience).
 Diamond's bid is \$18,000-\$19,010 (4-5 days).
 Best Fit Movers' bid is \$21,360 (4-5 days).
 Qshark's bid is \$64,890 (4-5 days).
 San Diego Moving is locally and family owned and has strong online reviews. The owner conducted the estimate in person and on site.

H. Annual Resolutions for Authorized Designated Agents Vote Steve Robinson

The CBO recommends the board approve Resolutions 2022-07, 2022-08, 2022-09, 2022-10 authorizing Debbie Beyer and Steve Robinson as authorized agents for LFCS in regards to financial decisions, rights, and duties with SDCOE (signing warrants, picking

Purpose Presenter Time

up warrants and paychecks, receiving mail, reissuing warrants, verifying oaths of allegiance).

I. Contract for Junior Academy Reroofing Project Vote Steve Robinson 5 m

The CBO recommends the board approve the Wise contact to reroof the southern auditorium building and the two sheds at the Junior Academy. Wise has completed roof work for us before, have done a good job, have completed the work on time, and have the lowest bid. The CBO will apply for CDE approval to use ESSER II funds for this contract as fixing leaking roofs improves air quality which is an allowable use of ESSER II funds. Similar projects have been approved for LFCS previously.
 Wise: \$43,549
 Christian Roofing: \$45,000
 McKay Roofing: \$47,950

J. Contract for Primary Academy Reroofing Project Vote Steve Robinson 5 m

The CBO recommends the board approve the Wise contract to reroof the classroom buildings at the Primary Academy. The CBO will apply for CDE approval to use ESSER II funds for this contract as fixing leaking roofs improves air quality which is an allowable use of ESSER II funds. Similar projects have been approved for LFCS previously.

 Wise Roofing: \$42,640
 Christian Roofing: \$43,350
 McKay Roofing: \$48,960

IV. Governance **6:02 PM**

- A. Board Protocols** Discuss Priscilla Schreiber 5 m
- B. Committee Assignments** Discuss Priscilla Schreiber 5 m
- C. Executive Director, CBO, Board Evaluations** Discuss Priscilla Schreiber

V. Closed Session **6:12 PM**

- A. Enter Closed Session** Vote 5 m
- B. Expulsion Hearing** Vote Victor Kempsey

	Purpose	Presenter	Time
C. Real Estate Matters	Discuss		5 m
D. Adjourn Closed Session	Vote		5 m
VI. Closing Items			6:27 PM
A. Adjourn Meeting	Vote		