



Literacy First Charter Schools

Literacy First Charter School Board of Trustees

Regular Board Meeting

Date and Time

Wednesday May 11, 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.

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Meeting ID: 849 4785 7228

Passcode: ahXE9D

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 April 20, 2022	Approve Minutes	Lisa Amorteguy	1 m
E. Approve Current Agenda	Vote		
F. Public Comment on Agenda Items			5 m
G. 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. Presentation of teachers who completed the Induction Program	FYI	Justin Stinson	
11 teachers and their mentors will be present to be recognized for completing the Induction Program.			
C. 2022-23 Declaration of Need	Vote	Justin Stinson	5 m
School leadership recommends the board approve the 2022-2023 school year Declaration of Need (DON) for fully qualified educators at Literacy First Charter Schools. Board Approval will allow for future hires as needed for the 2022-2023 school year and is in compliance with the requirements and Ed Code set forth by the Commission of Teacher Credentialing with the new and current DON CL- 500 form.			
D. Committee on Assignment	Vote	Justin Stinson	5 m

	Purpose	Presenter	Time
<p>School leadership recommends the board approve the Committee on Assignment (COA) for Mr. Chris Castberg's assignment to teach high school ceramics in the 2022-2023 school year. This COA is in compliance with the Superintendent of the San Diego County Board of Education's directive as well as EC 44258.7 (c)(d) (Elective classes only)</p>			

E. Charter law regarding board approval of contracts	FYI	Debbie Beyer	5 m
<p>The executive director will update the board on charter law regarding board approval of contracts.</p>			

F. Approval of 6th grade camp contract	Vote	Debbie Beyer	5 m
<p>The executive director recommends the board approve the contract for the next three years of 6th grade camp through SDCOE.</p>			

G. 2022-23 LFCS Calendars			5 m
<p>The executive director recommends the board approve the calendars for the 2022-23 school year.</p>			

III. Chief Business Officer's Report 5:47 PM

A. 2021-22 Financial Report as of April 30, 2022	FYI	Steve Robinson	5 m
<p>CBO will present current school financials as of April 30, 2022 including the 2021-22 P-2 report.</p>			

B. Facilities Update	Discuss	Steve Robinson	5 m
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LCHS Alpine: The general contractor has completed demolition. Teldata assessed the intercom system and believes it only needs a couple speakers and a central control mechanism. Teldata assessed the phone system and needs to install phone lines into about 6 classrooms and offices. We will bring the existing phones in Lemon Grove to Alpine. The athletic director and CBO met with Alpine community leaders concerning shared use of fields. LCHS entering a field use agreement with the Alpine Union School District and among the other community sports programs already using district fields (AYSO soccer, Little League, a softball league, and a lacrosse league). A system is being created to allocate fields and schedule the

	Purpose	Presenter	Time
<p>use of fields. Baseball may use the Flinn Springs Little League fields as no baseball fields are currently available in Alpine. Use of the Joan MacQueen gym requires no such coordination and is open for LCHS CIF volleyball and basketball use.</p>			

Junior Academy: New HVAC systems are installed and working properly. A/V screen installations planned prior to graduation / moving up ceremonies. Summer work: roof repairs, parking lot repair and sealing, Legacy bricks installed, cross removed, field expansion, curb adjustments for traffic flow at pick up, WiFi repairs and updates.

Primary Academy: Summer work: classroom roof repairs, possible HVAC replacement / repair.

Liberty Academy: Summer work: playground repair, shade replacement

C. Update on SOS lawsuits	FYI	Steve Robinson	5 m
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The CBO will update the board on the two lawsuits filed by SOS in opposition to the construction of our new school site on Chase Ave. There is a May 6 hearing in the case v. SDCOE. Regarding the case v. San Diego County Board of Supervisors, the court calendar has been published through June 2022 and this case has not been scheduled.

D. 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:

Perlmutter: 27 white boards for LCHS Alpine; \$8582

Teldata: Installation of the phone system for LCHS Alpine; \$4,428.35

American Made Logistics: JA small projects - Legacy Bricks installation, second story landing repair, dutch door construction on shed; \$6,835 total

American Made Logistics: JA Cross Removal; \$6,470.

E. Unused Sick Days for Service Credit Calculation Policy	Vote	Steve Robinson	5 m
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The CBO recommends the Board approve the LFCS policy to allow employees to include unused sick days in their service credit calculations upon retirement within either CalSTRS or CalPERS.

	Purpose	Presenter	Time
F. Resolution 2022-11	Vote	Steve Robinson	5 m

The CBO recommends the board approve Resolution 2022-11 to give all LFCS employees a \$3000 retention bonus in fiscal year 2022-23 in response to the pandemic induced staff shortages. ESSER II and ESSER III funds will be used to pay for this bonus as it is a response to the pandemic. The retention bonus will be paid out in equal installments of \$1000 during October 2022, March 2023, and June 2023 payroll cycles on the condition that the employee remains employed at Literacy First Charter Schools during each of these payroll cycles. If an employee leaves Literacy First before the end of the 2022-23 school year and has received one or more of these installments, Literacy First Charter Schools reserves the right to recoup the bonus payments from the employee.

G. 2022-23 LFCS Salary Schedules	Vote	Steve Robinson	5 m
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The CBO recommends the board approve the salary schedules for 2022-23. These will be available at the board meeting.

H. Updated 2021-26 MOU with SDCOE	Vote	Steve Robinson	
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The CBO recommends the board approve the updated 2021-26 MOU with SDCOE. The only change is the following additional language from a previous MOU that was omitted from the 2021-26 MOU.

8.a.i. The Charter School shall maintain its high school location within the boundaries of the Grossmont Union High School District, and maintain its primary locations (grades kindergarten through eighth) within the Cajon Valley Union School District.

I. Resolution 2022-12	Vote	Steve Robinson	5 m
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The CBO recommends the board approve Resolution 2022-12, an official notification of the board's support for the school's application to the California Office of Public School Construction's Charter School Facilities Program to help cover the expenses incurred to rehabilitate the new LCHS site at 1850 Alpine Blvd Alpine, CA 91901. This resolution is a requirement to complete the application.

J. Junior Academy Wifi network upgrade bid approval	Vote	Steve Robinson	
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The CBO will present bids for the upgrading of the Junior Academy WiFi network. Only one is available for review at this time.

	Purpose	Presenter	Time
K. LFCS UPK TK Plan	FYI	Steve Robinson	5 m

The CBO would like to present the school plan for Universal Prekindergarten / Transition Kindergarten as required by recent Ed Code. Schools are required to present their plans to their governing boards no later than June 30, 2022 but not for a vote. LFCS plans to implement the UPK / TK requirements through Freedom Academy. The plan provides responses to the required prompts in the template. The plan will be available at the meeting.

IV. Governance 6:27 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 6:37 PM

A. Enter Closed Session	Vote		5 m
B. Real Estate Matters	Discuss		5 m
C. Adjourn Closed Session	Vote		5 m

VI. Closing Items 6:52 PM

A. Adjourn Meeting	Vote		
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