



# Literacy First Charter Schools

## Literacy First Charter School Board of Trustees

### Regular Board Meeting

Published on October 8, 2021 at 8:57 AM PDT

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#### **Date and Time**

Wednesday October 13, 2021 at 5:00 PM PDT

#### **Location**

On site access:

Liberty Academy Auditorium  
698 W. Main Street  
El Cajon, CA 92020

Remote access:

Join Zoom Meeting

<https://us02web.zoom.us/j/82085817754?pwd=d2RnZGxrbDJSMVNL1c0eHBSRm5Rdz09>

Meeting ID: 820 8581 7754

Passcode: 9RbSvW

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Please contact Steve Robinson by phone 619.442.5197 or by email [steve.robinson@lfcsinc.org](mailto: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](mailto:steve.robinson@lfcsinc.org).

## Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>5:00 PM</b>
A. Record Attendance			1 m
B. Call the Meeting to Order			
C. Flag Salute			5 m
D. Approve Minutes From Sept 8, 2021	Approve Minutes		1 m
E. Approve Minutes from September 13, 2021	Approve Minutes		5 m
F. Approve Current Agenda	Vote		
<b>II. Executive Director's Report</b>			<b>5:12 PM</b>
A. Update on the 2021-22 start of school New Hires, Current Enrollment	FYI	Debbie Beyer	5 m
B. Dashboard Local Indicators	Discuss	Gail Stroben	
C. SPED Report Current SPED program and statistics	FYI	Troy Beyer	5 m
<b>III. Chief Business Officer's Report</b>			<b>5:22 PM</b>
A. Vote on the LFCS and SDCOE MOU 2021-26 The CBO recommends the board approve the 2021-26 MOU between LFCS and SDCOE.	Vote	Steve Robinson	5 m
B. Updated 2021-22 budget	Vote		5 m

	Purpose	Presenter	Time
The CBO recommends the board approve the updated 2021-22 budget based on the variance between the projected enrollment and enrollment to date.			

<b>C. 2021-22 Financial Report as of September 30, 2021</b>	FYI		5 m
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<b>D. LCHS Project and Lease Update</b>	FYI		5 m
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<b>E. 2021-22 LFCS LCAP Update</b>	Vote	Steve Robinson	5 m
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SDCOE Staff reviewed our LCAP and had suggested edits. We made the edits to the section titled, "Improved or Increased Services for Foster Youth, English Learners, and Low Income Students (page 21-23) to better describe our program that targets all students not just EL, foster youth, and low income students. Since we made edits to this document, we ask the board to approve these changes.

<b>F. 2020-21 Unaudited Actuals Update and Approval</b>	Vote	Steve Robinson	
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The CBO recommends the board approve the updated 2020-21 unaudited actuals. Upon direction of SDCOE staff, the 2020-21 beginning fund balance was adjusted to match the 2019-20 audited ending fund balance which included audit adjustments related to separating the LLC from LFCS in the audit for which journal entries were not provided. Section F of the unaudited actuals now matches page 30 of the 2019-20 audit. Corresponding adjustments were made to lines G.7, G.8, and I.5 on the unaudited actuals to account for the total audit adjustment on line F.1.b. The updated unaudited actuals have been re-submitted to SDCOE and accepted.

<b>G. 2021-22 Brown Act training report</b>	Discuss	Steve Robinson	5 m
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Steve Robinson attended a training on Brown Act compliance on September 15, 2021 conducted by Young, Minney, and Core, LLP.

<b>H. Executive Director's contract</b>	Vote	Steve Robinson	5 m
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The CBO recommends the board vote to approve the contract of the executive director.

<b>I. Updated 2021-22 LFCS Independent Study Board Policies</b>	Vote	Steve Robinson	5 m
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With the passage of AB 167, LFCS needed to add language specific to offering daily interaction and synchronous instruction during independent study starting on day 15 of a student's independent study

	Purpose	Presenter	Time
and tiered reengagement strategies / meetings for students not attending synchronous instruction.			

The CBO recommends the board approve the updated 20201-22 LFCS Independent Study Board Policies.

<b>J. PLEF Donation of two vans to LFCS</b>	Vote	Steve Robinson	
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The Patriot Legacy Foundation board voted on September 16, 2021 to donate the two vans they purchased to LFCS. This will allow the vans to be registered with the DMV. Since LFCS has been using the vans, mostly to transport athletes, LFCS has carried the auto insurance on the vans. The vans are owned by PLEF so the registration is in the name of PLEF. The CA DMV has not been able to figure out how to register the two vans with LFCS names on the insurance for the vans and PLEF named on the registration. By transferring ownership, this will solve the registration problem and keep the vans usable. This will increase the expenses of LFCS by the amount of the registration of the two vans each year and maintenance unless PLEF agrees to carry these ongoing expenses. According to Kelley Blue Book, both vans are worth about \$30,000 each.

The CBO recommends the board vote to approve this donation.

<b>K. Representation Agreement for temporary LCHS site search</b>	Vote	Steve Robinson	5 m
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The CBO seeks discussion and a vote on the representation agreement between LFCS and Commercial Properties Group.

**IV. Governance 6:07 PM**

<b>A. Board Protocols</b>	Discuss	Priscilla Schreiber	5 m
<b>B. Committee Assignments</b>	Discuss	Priscilla Schreiber	5 m
<b>C. Board Development and Recruitment</b>	Discuss	Priscilla Schreiber	5 m

**V. Closed Session 6:22 PM**

<b>A. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION</b>	Discuss	Debbie Beyer	
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	Purpose	Presenter	Time
	Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: dozens of potential cases.		

## **VI. Closing Items**

**A. Adjourn Meeting**

**Vote**