



Literacy First Charter Schools

Literacy First Charter School Board of Trustees

Regular Board Meeting

Date and Time

Wednesday March 9, 2022 at 5:00 PM PST

Location

698 W Main Street El Cajon, CA 92020

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/82878983232?pwd=K2x0cXIEMlprUjJ4U0hHTjhmYTRHZz09>
Meeting ID: 828 7898 3232
Passcode: Z594te

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 February 9, 2022	Approve Minutes	Lisa Amorteguy	1 m
E. Approve Special Board Meeting Minutes February 16, 2022	Approve Minutes	Lisa Amorteguy	
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
III. Chief Business Officer's Report			5:22 PM
A. Approve 2nd Interim Report	Vote	Steve Robinson	
The CBO recommends the board approve the 2021-22 2nd Interim Report. It is due to SDCOE by March 15, 2022.			
B. 2021-22 Financial Report as of February 28, 2022	FYI	Steve Robinson	5 m
CBO will present current school financials as of February 28, 2022.			
C. Approve Audit Contract for 2022-2024	Vote	Steve Robinson	5 m
The CBO recommends the board approve the contract with Christy White to perform the 2022-2024 yearly audits and school taxes.			

	Purpose	Presenter	Time
D. Approve contract to replace 4 A/C Units at the Jr. Academy	Vote	Steve Robinson	

The CBO recommends the board approve the Jackson and Foster contract to replace 4 A/C units at the Jr. Academy. The CBO intends to use ESSER II and/or III funds for this project and submit it to CDE for prior approval as improving air quality is an allowable use of these funds in order to respond to and prevent the COVID pandemic.

E. Update on LCHS Alpine Site	Discuss	Steve Robinson	5 m
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We have assumed occupation of 1850 Alpine Blvd. Utilities are being transferred to us. We are in the process of rekeying the campus. The intercom needs to be replaced and we have requested that the cost be deducted from our rent. The CBO is recommending phone and intercom service establishment in Alpine should remain with Teldata as we will be bringing our phone system from LCHS to Alpine. The CBO also recommends our internet / WiFi system service establishment in Alpine remain with Southland as we will be bringing our existing internet / WiFi service from LCHS to Alpine.

F. Approve Bid for Tenant Improvement of LCHS Alpine site	Vote	Steve Robinson	
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G. Approve OPSC Resolution	Vote	Steve Robinson	
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The CBO recommends the board approve Resolution 2022-04 designating the CBO, Steve Robinson, as Literacy First Charter Schools' authorized representative to submit applications to the Office of Public School Construction for the purpose of accessing funding of new school construction projects and renovations of existing school facilities. The application window for access to the next round of funding opens May 2, 2022 and closes June 3, 2022. The CBO would like to apply for funds to pay for the renovation of the Alpine Elementary school campus that will house LFCS' Liberty Charter High School starting in August 2022.

H. Update on JA facilities project	Discuss	Steve Robinson	
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Demolition of white houses at 1025 Pepper Drive
Cross Removal Project
MPR A/V Project

I. Update on SOS lawsuits			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.

	Purpose	Presenter	Time
J. Contracts Notifications	FYI	Steve Robinson	

The CBO would like to inform the board of the following contracts executed in the last 30 days:

Board on Track: one year software license to manage our board meetings, agendas, minutes, and communications: \$5,995.

SDCOE: Induction program contract 2022-2025. SDCOE invoices teachers directly \$1000 for the cost of the program. LFCS pays for the mentors (LFCS teachers) at \$1,890 for each inductee a mentor services.

Teldata: Testing / Discovery of phone and intercom system at Alpine site. 48 hour block of labor costs plus \$15 worth of labels. The nature of the total job is uncertain so we purchased this block of labor hours. Unused hours are transferrable to the install or other future work and kept in a service hours "bank." \$4,577.02.

K. Form 700	Discuss	Steve Robinson	5 m
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Discuss the completion of this year's Form 700. The deadline to submit them to SDCOE is April 1, 2022.

L. Resolution 2022-05	Vote	Steve Robinson	
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The current CBO recommends the board approve Resolution 2022-05 designating Steve Robinson and Debbie Beyer as authorized representatives of LFCS to San Diego County Schools Risk Management Joint Powers Authority to replace the retired CBO. LFCS participates in the SDCOE's JPA for workers' compensation and property and liability insurance purposes and at least one school representative from LFCS is required.

M. Resolution 2022-06	Vote	Steve Robinson	5 m
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The current CBO recommends the board approve Resolution 2022-06 designating Steve Robinson and Debbie Beyer as authorized representatives of LFCS to San Diego County Schools Fringe Benefit Consortium to replace the retired CBO. LFCS participates in the SDCOE's FBC for certain fringe benefits such as 403b and 457b deferred compensation programs and at least one school representative is required.

	Purpose	Presenter	Time
IV. Governance			5:52 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			6:02 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			6:17 PM
A. Adjourn Meeting	Vote		