



# Literacy First Charter Schools

## Literacy First Charter School Board of Trustees

### Regular Board Meeting

Published on August 5, 2022 at 2:01 PM PDT  
Amended on August 5, 2022 at 4:18 PM PDT

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#### Date and Time

Wednesday August 10, 2022 at 5:00 PM PDT

#### Location

698 W Main Street  
El Cajon, CA 92020

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To access this meeting remotely, please use the information below.

#### Join Zoom Meeting

[https://us02web.zoom.us/j/82487661506?](https://us02web.zoom.us/j/82487661506?pwd=dUR2SjlGWUJXczE4cmRibW83c2lEdz09)  
pwd=dUR2SjlGWUJXczE4cmRibW83c2lEdz09  
Meeting ID: 824 8766 1506  
Passcode: 1F05ES

#### One tap mobile

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Find your local number: <https://us02web.zoom.us/j/82487661506>

## 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 June 23, 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
<b>II. Executive Director's Report</b>			<b>5:17 PM</b>
A. School events, program, and staffing update	FYI	Debbie Beyer	5 m
Board hosted breakfast on August 23.			
<b>III. Chief Business Officer's Report</b>			<b>5:22 PM</b>
A. 2021-22 Financial Report as of June 30, 2022	FYI	Steve Robinson	5 m
CBO will present the school's financials as of June 30, 2022. These will not be actuals as June 30 is the end of the fiscal year and it takes until late August to close the books on the prior fiscal year.			

<b>B. 2022-23 Budget Revisions</b>	<b>Purpose</b> Vote	<b>Presenter</b> Steve Robinson	<b>Time</b>
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Since the state's final budget increased the Local Control Funding Formula revenue by 6.56% over the May Revise level upon which we built our Adopted Budget, the CBO recommends the board approved the Revised Budget that includes this revenue increase. As previously discussed, this 6.56% COLA is being spent on a 5% COLA for all salary schedules. The 5% increase in salaries and benefits accounts for 90% of this 6.56% COLA.

<b>C. Facilities Update</b>	<b>Discuss</b>	<b>Steve</b> Robinson	<b>5 m</b>
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**LCHS Alpine:** The roof on the MPR is done and the cost credited toward our first month's rent. Interior and exterior painting is completed. A concrete courtyard has been poured. The security system, phone system, intercom system, and internet network connection has been installed. The fire alarm has been tested. The trees have been trimmed, the irrigation system is being fixed, and the landscaping is being completed. All LCHS belongings have been moved from Lemon Grove to Alpine.

**Junior Academy:** Roof work completed on July 11. The cross removal was completed on June 29. The field has been reseeded and Legacy bricks installed. The WiFi network has been upgraded. We are still waiting on the screens in the auditorium to be installed.

**Primary Academy:** Classroom roof repairs should be completed this week.

**Liberty Academy:** Playground repair and shade replacement is scheduled for this week.

<b>D. Update on SOS lawsuits</b>	<b>FYI</b>	<b>Steve</b> Robinson	<b>5 m</b>
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On May 27, a status conference was held with the judge where SOS and SDCOE/LFCS agreed to a stipulation staying any action until a status conference on September 30, 2022. Regarding the case v. San Diego County Board of Supervisors, the appellate hearing occurred on July 14, 2022. The judge disagreed with the trial judge's decision and has sent the case back to the trial judge for further litigation.

<b>E. Contracts / Large Purchases Notifications</b>	<b>FYI</b>	<b>Steve</b> 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:

	Purpose	Presenter	Time
American Made Logistics:	At the Junior Academy brick wall and railing repair, PE shed door repair, second story stairs and deck repair, legacy brick walk, cross removal:		
			\$20,630.
Teldata:	LCHS phone and intercom installation at LCHS Alpine:		
			\$7,322
CLS Security Electronics:	Installation of security alarm at LCHS Alpine:		
			\$8,938
Zerorez carpet cleaning:	All campuses:		
			\$22,886
Wise Roofing:	JA MPR building roof replacement:		
			\$45,904 (COVID funds approved for this)
SchoolLockers.com:	Lockers for LCHS Alpine:		
			\$10,528.
Dan Morrin:	Alpine Tenant Improvement:		
			\$417,702 paid to date
McGriff:	Indemnity bond for SOS v. San Diego County Board of Supervisors case:		
			\$7,500 annual fee
Lynn's Locksmith:	Alpine locks and keys:		
			\$9,895
San Diego Moving:	Moved LCHS items from Lemon Grove to Alpine:		
			\$18,402 (it took twice as long as projected)
Kniffing:	Landscaping for LCHS Alpine:		
			\$21,504
PMC Landscape Service:	Irrigation system at LCHS Alpine:		
			\$10,800
Ready Play:	Playground repairs at the LA:		
			\$6,775
Royal Cleaning Services:	Strip and wax tile floors at all four campuses:		
			\$27,170

<b>F.</b>	Approve updated salary schedules	Vote	Steve Robinson	5 m
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The CBO recommends the board approve the updated 2022-23 LFCS salary schedules. Due to the state's adopted budget increasing the LCFF base grant by a COLA of 6.56%, all of the previously approved salary schedules have been increased by a COLA of 5%.

<b>G.</b>	2022-23 LFCS Independent Study Board Policy	Vote	Steve Robinson	5 m
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	Purpose	Presenter	Time
	The CBO recommends the board approve the 2022-23 LFCS Independent Study Board Policy. It mirrors the 2021-22 policy but adds language related to SPED students, the timeline for signing master contracts, exemptions for tiered reengagement and synchronous instruction, and the timeline for tiered reengagement.		
<b>H.</b>	2022-23 LFCS Homeless Education Policy	Vote Steve Robinson	5 m
	The CBO recommends the board approve the 2022-23 LFCS Homeless Education Policy. Having this policy board approved is a condition of receiving Title I funds.		
<b>I.</b>	Title I Application	Vote Steve Robinson	5 m
	The CBO recommends the board approve the schools' 2022-23 Title I application. We plan to use the funds to pay for summer school staff and program and our intervention staff and program. The school should be awarded about \$300,000 with 15% of it able to carry over to 2023-24 if necessary.		

**IV. Governance 5:57 PM**

<b>A.</b>	Board Protocols	Discuss Priscilla Schreiber	5 m
<b>B.</b>	Committee Assignments	Discuss Priscilla Schreiber	5 m
<b>C.</b>	Executive Director, CBO, Board Evaluations	Discuss Priscilla Schreiber	

**V. Closed Session 6:07 PM**

<b>A.</b>	Enter Closed Session	Vote	5 m
<b>B.</b>	Real Estate Matters	Discuss	5 m
<b>C.</b>	Interview a Board Candidate	Discuss Priscilla Schreiber	
<b>D.</b>	Adjourn Closed Session	Vote	5 m

**VI. Closing Items 6:22 PM**

<b>A.</b>	Adjourn Meeting	Vote	
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