



Literacy First Charter Schools

Literacy First Charter School Board of Trustees

Regular Board Meeting

Published on September 9, 2022 at 11:56 AM PDT

Date and Time

Wednesday September 14, 2022 at 5:00 PM PDT

Location

698 W Main Street
El Cajon, CA 92020

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

Join Zoom Meeting

<https://us02web.zoom.us/j/8451252763?pwd=Y2pFWW54dzlxTzFkN0lBT1hIV0kwdz09>

Meeting ID: 845 125 2763

Passcode: 669169

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 Aug 10, 2022	Approve Minutes	Lisa Amorteguy	1 m
E. Approve Minutes from August 29	Approve Minutes		

	Purpose	Presenter	Time
F. Approve Current Agenda	Vote		
G. Public Comment on Agenda Items			5 m
H. Public Comment on Non-Agenda Items			5 m
I. Board Candidate Interviews	Discuss	Priscilla Schreiber	5 m

The board will interview two candidates for the two vacant board positions.

II. Executive Director's Report 5:22 PM

A. School events, program, and staffing update	FYI	Debbie Beyer	5 m
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III. Chief Business Officer's Report 5:27 PM

A. 2021-22 Unaudited Actuals Report	FYI	Steve Robinson	5 m
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CBO will present the school's 2021-22 Unaudited Actuals.

B. Current financial report	FYI	Steve Robinson	
C. Update on purchase of 698 W Main street ground	Discuss	Steve Robinson	5 m

The CBO will update the board on the progress toward closing escrow on the purchase of the land at 698 W Main Street.

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:

DM Construction: \$622,455 (\$1,040,085.50 paid to date on a total original quote of \$863,802; \$176,283.50 in change orders / additional work paid to date for cabinets, counter tops, a concrete and brick courtyard, additional vandalism repair, plumbing, asphalt seal in front, door signs, additional painting, additional basketball hoops, additional flooring, additional interior door, carpet replacement).

Comprehensive Drug Testing, Inc: Contract for drug testing of our school bus drivers at \$60 per test.

698 W Main Purchase Sale Agreement signed for a sale price of \$4,585,000. Should close escrow by September 20 for a total sale price of \$4,595,000.

Kniffing s Landscape and Maintenance: Remaining balance due for LCHS Alpine landscaping: \$11,654 (\$26,654 total paid)

BSN Sports: Branding material at LCHS Alpine: \$9,366.03

Crystal Noblin: School bus driver instruction: \$9,000

PMC Landscape Services: fix the irrigation system at LCHS Alpine: \$17,180

E. CalSTRS and CalPERS Audit Reports	Discuss	Steve Robinson	5 m
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	Purpose	Presenter	Time
The CBO will review the findings in the final reports of recent CalSTRS and CalPERS audits.			
F. Facilities Update	Discuss	Steve Robinson	5 m
<p>LCHS Alpine: Plumbing repairs, some A/C issues Junior Academy: We are still waiting on the screens in the auditorium to be installed. Some A/C issues. White houses empty lot graded for drainage. Primary Academy: None to report Liberty Academy: Playground repair and shade replacement pending.</p>			
G. Update on SOS lawsuits	FYI	Steve Robinson	5 m
<p>SOS v SD County Office of Education: Status conference on September 30 with the current stay ending on October 15. SOS v SD County Board of Supervisors: No court date yet. SOS attorney drafting a term sheet for settlement that may also include terms to settle the SOS v SDCOE case.</p>			
H. LFCS Transportation Safety Plan	Vote	Steve Robinson	5 m
The CBO recommends the board approve the schools' transportation safety plan. This is a CHP requirement for operating a school bus.			
I. Resolution 2023-1	Vote	Steve Robinson	
The CBO recommends the board approve Resolution 2023-1 stating the school will spend all of its EPA revenue on teachers' salaries and benefits as prescribed by law.			
J. LFCS Safety Sensitive Employee Drug and Alcohol Policy	Vote	Steve Robinson	
The CBO recommends the board approve the "LFCS Safety Sensitive Employees Drug and Alcohol Program Policy." This policy is required by the US Dept of Transportation for all organizations who employ school bus drivers and complies with US DOT guidelines.			
K. Kaiser Broker Compensation Disclosure Report	FYI	Steve Robinson	
Kaiser is required to provide the board with the attached broker compensation disclosure report. Alliant Insurance Services is our current broker for our health dental, vision, and life insurance benefits.			

IV. Governance

5:57 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	
D. Vote on Board Candidates	Vote	Priscilla Schreiber	5 m

The board will vote on which candidates will fill the two vacant board positions.

	Purpose	Presenter	Time
V. Closed Session			6:12 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			6:27 PM
A. Adjourn Meeting	Vote		