



Literacy First Charter Schools

Literacy First Charter School Board of Trustees

Regular Board Meeting

Published on December 7, 2023 at 3:07 PM PST

Date and Time

Wednesday December 13, 2023 at 5:30 PM PST

Location

To attend this meeting in person go to:

698 W Main Street
El Cajon, CA 92020

To attend this meeting remotely:

Join Zoom Meeting

<https://us02web.zoom.us/j/88399506626?pwd=WIM5K3dWdWJWOEx4SDNHVk5FNkdnQT09>

Meeting ID: 883 9950 6626

Passcode: chVnn8

Literacy First Charter Schools exists to nurture the whole child from kindergarten through high school graduation by igniting a passion for comprehensive Literacy and equipping our students to wholeheartedly participate in their community.

Agenda

	Purpose	Presenter	Time
I. Opening Items			5:30 PM
A. Record Attendance		Priscilla Schreiber	1 m
B. Call the Meeting to Order		Priscilla Schreiber	1 m
C. Flag Salute		Priscilla Schreiber	1 m
D. Approve the Minutes from the November 8, 2023 Regular Board Meeting	Approve Minutes	Priscilla Schreiber	1 m
E. Approve Current Agenda	Vote	Priscilla Schreiber	1 m
F. Public Comment on Agenda Items	Discuss		5 m
G. Public Comment on Non-Agenda Items	Discuss		5 m
II. Executive Director's Report			5:45 PM
A. School Events, Program, and Staffing Updates	Discuss	Debbie Beyer	20 m
The executive director would like to inform the board of the current enrollment and attendance numbers and aspects of the school's program.			
B. Academic Report	FYI	Debbie Beyer	15 m
No academic report is scheduled for this meeting.			
III. Chief Business Officer's Report			6:20 PM
A. Current Financial Report	Discuss	Steve Robinson	15 m
The chief business officer will share the school's financials as of 11.30.23.			

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	Medical care costs are 8.7% less per employee than last year at Nov 30 with 13 more employees covered than last year. Our share of employee claims are projected to be about \$89,000 which is below the \$98,339 projected amount at the time of renewal.			
B.	Contracts and Large Purchases Notifications	Discuss	Steve Robinson	5 m
	Jesus Higurea: 54 trees trimmed at LCHS; \$18,825 (paid in full). Linscott Law Greenspan: plans and permits for the left turn lane at the JA per our new CUP; \$7,000 (\$0.00 paid to date)			
C.	Facilities Report	Discuss	Steve Robinson	5 m
	LCHS Alpine: Trees trimmed, Solar working better. Plumbing issues being resolved in first two rows of classrooms. Parking lot light bulbs replaced. Junior Academy: Bids are being collected for the fence along Summer Place Drive. We are in contact with the county and our traffic engineers regarding the installation of the left hand turn lane per the new CUP. The architect for the ADA work at the Freedom House has finalizing the drawings for the ADA improvements and the plans are being submitted to the city for approval. Construction is planned for summer 2024. Work on the field continues to lower sprinkler heads and level the field for soccer season. Work to level and reseed or sod the field planned for summer 2024. Primary Academy: Church construction done and cleaned up. Liberty Academy: Construction on the wall between this campus and 203 N Johnson should start within the next 30 days. The contractor is in place but the city has wanted more information from the property owner in order to issue the permit.			
D.	Legal Issues	Discuss	Steve Robinson	5 m
	SOS v. San Diego County Board of Supervisors: Next hearing scheduled for February 9, 2024 if a settlement is not reached. Settlement discussions continue. SOS v. SDCOE: Next hearing scheduled for March 1, 2024 if a settlement is not reached. Settlement discussions continue, including the logistics of mediation. SOS: A joint settlement offer covering both SOS cases was sent to plaintiff's counsel on 10.13.23. It expired on 10.27.23. Plaintiff's counsel has yet to provide a counter offer. Zori Case: JPA counsel filing a motion for summary judgement. Tentative trial date of October 25, 2024. Plaintiff is asking for \$150,000. \$1,894.44 of documented medical			

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bills have been submitted by the plaintiff. \$2,500 settlement offer has been made by the JPA. Plaintiff's counsel has yet to respond.				
E.	2023-24 LFCS 1st Interim Report	Vote	Steve Robinson	5 m
The CBO recommends the board approve the 2023-24 LFCS 1st Interim Report.				
F.	2022-23 LFCS Audit	Vote	Steve Robinson	15 m
The CBO recommends the board approve the 2022-23 LFCS Audit.				
G.	Updated LFCS Procurement Policies and Procedures	Vote	Steve Robinson	5 m
The CBO recommends the board approve the updated LFCS Procurement Policies and Procedures. The updates are specific to credit card use and stem from recommendations from our auditors as part of the 2022-23 audit.				
H.	2023-24 E Rate	FYI	Steve Robinson	5 m
The CBO would like to inform the board of our 2023-24 E Rate Program award of \$88,510.97. This is applied to our internet service costs with CALNET which is already discounted internet and phone services for schools and government agencies.				
I.	Resolution 2024-04	Vote	Steve Robinson	10 m
The CBO recommends the board approve Resolution 2024-04. Upon recommendation of our auditor, the resolution clarifies the intention behind revenue the school provides to our two LLC's which allows us to separately account for the schools' finances and the finances of the two LLC's as also directed by our auditors. The resolution reflects our past and current practice as well as our intended practice in the future.				
J.	Approve the 2023-24 Schoolwide Plan for Title I funds	Vote	Steve Robinson	10 m
The CBO recommends the board approve the 2023-24 LFCS School Plan for Student Achievement as LFCS is operating a Schoolwide Program under Title I. This means Title I funds are to be used to improve the learning of all students but especially those most at risk of not learning at grade level proficiency. A needs based analysis was done using our CAASPP scores, described in the plan, which warrant the investment of Title I funds on our Intervention Program which helps at risk students make progress toward grade level proficiency in reading and mathematics. The LFCS School Site Council approved this plan on 11.30.23.				
K.	2023-24 S&P Credit Report and Bond Rating	FYI	Steve Robinson	5 m

	Purpose	Presenter	Time
The CBO will present the board the 2023-24 LFCS Credit Report and Bond Rating from S&P. Our bond rating remains a BBB-.			

IV. Governance 7:45 PM

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| A. | Governance Committee Report
Review the LFCS Board Planning Calendar. | Discuss | Priscilla Schreiber | 15 m |
| B. | Finance Committee Report | Discuss | Mathew Simone | 5 m |
| C. | Facilities Committee Report | Discuss | Jason Lewis | 5 m |
| D. | Organizational Meeting
Per the 2023-24 planning calendar. | Vote | Priscilla Schreiber | 10 m |

V. Closed Session 8:20 PM

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| A. | Enter Closed Session | Vote | Priscilla Schreiber | 5 m |
| B. | Adjourn Closed Session | Vote | Priscilla Schreiber | 5 m |

VI. Closing Items 8:30 PM

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| A. | Adjourn Meeting | Vote | Priscilla Schreiber | 1 m |
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