



Literacy First Charter Schools

Literacy First Charter School Board of Trustees

Regular Board Meeting

Published on August 9, 2024 at 8:37 AM PDT
Amended on August 14, 2024 at 6:37 PM PDT

Date and Time

Wednesday August 14, 2024 at 5:30 PM PDT

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/89634493816?pwd=AhEO2Tgm1VbP2U1a5NsKhVQUXFFbBL.1>

Meeting ID: 896 3449 3816

Passcode: mqW5Ex

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 June 13, 2024 Special 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 will provide the board an update on staffing and programs for the 2024-25 school year.			
B. 2022-23 LFCS Teachers Assignment Monitoring Outcomes	FYI	Debbie Beyer	5 m
Per the California Department of Education, these outcomes were released on July 18, 2024 and need to be reported to each Local Education Agency's governing board at their next scheduled meeting. These outcomes are related to Priority 1 of the Local Indicators presented to the board on June 11, 2024.			
III. Chief Business Officer's Report			6:10 PM
A. Current Financial Report	Discuss	Steve Robinson	15 m
The chief business officer will share the school's financials as of 6.30.24 for fiscal year 2023-24 and as of 7.31.24 for fiscal year 2024-25.			
B. Contracts and Large Purchases Notifications	Discuss	Steve Robinson	5 m

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Houghton Mifflin: 6-12 ELA curriculum adoption: \$267,013.43 (Arts, Music, Instructional Materials Block Grant)			
Kendall Hunt: 6-8 Math curriculum adoption: \$17,343.76 (Arts, Music, Instructional Materials Block Grant)			
McGraw Hill: K-5 ELA curriculum adoption: \$321,290.93 (Arts, Music, Instructional Materials Block Grant)			
C. Facilities Report	Discuss	Steve Robinson	5 m
<p>LCHS Alpine: 2 roofs updated with new shingles. New tiles installed in 3 science rooms. New carpet installed in 6 classrooms and the conference room building. Fire alarm system faults corrected and remote monitoring set up. Handrails painted. Plumbing issues fixed.</p> <p>Junior Academy: Still waiting on the permit for the installation of the left hand turn lane and "no blocking" signs on Bradley per the new CUP. The ADA work at Freedom House will now be done summer 2025. Retaining wall and fence at Freedom House replaced. Slab poured for storage shed at Freedom House. Concrete slabs poured to improve pick up area for students and teachers. Retaining wall on east side of campus fixed and handrail reinstalled. Shade covers replaced. Carpet work started. Play areas re-stripped.</p> <p>Primary Academy: Fence behind playground equipment has been replaced. Negotiations for a new lease continue. Playground equipment and carpet replacement are planned for summer 2025 once new lease is finalized. 8 student bathroom upgraded in the portable classrooms completed as well as awning replacements and some ceiling repair. Play area was re-stripped.</p> <p>Liberty Academy: Waiting on construction of the wall between this campus and 203 N Johnson to start however considerable demolition has occurred on the property to make room for the wall and the containers of batteries. Roof has been repaired and resealed. The parking lot repaired, resealed, and re-stripped. ELO-P and Camp Ketchup ran out of this campus June 24 - July 26.</p>			
D. Legal Issues	Discuss	Steve Robinson	5 m
<p>SOS v. San Diego County Board of Supervisors: The dismissal stipulation has been agreed upon by all parties and has been signed off by the court. The court ruled on August 2 that LFCS does not owe SOS for any attorney's fees. Plaintiff's counsel accepted the ruling. There is a small chance for an appeal.</p>			

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	SOS v. SDCOE: LFCS \$40,000 settlement payment mailed on June 27, 2024 and check cashed on July 1, 2024. Case closed.		
	Blanco Case: \$10,000 payment to Blanco attorney mailed on June 27, 2024. \$40,000 check to the residential facility mailed on 7.10.24. Case closed.		
	Zori: Plaintiff has not followed through on their side of the settlement. Case dismissed without prejudice. Plaintiff has 6 months to refile or the case is closed. We have not paid out any of the \$15,000 in damages.		
E.	Approve the updated LFCS Special Compensations	Vote	Steve Robinson
	We added a 7th and 8th grade single subject credential stipend of \$2,500 for having a single subject credential and for the extra work in grading assignments and assessments for the large number of 7th and 8th grade students, or across other multiple grade levels, which is unique within our K-8 program.		10 m
	The CBO recommends the board approve the updated LFCS Special Compensation list which now includes this new stipend.		
F.	Executive Director's Compensation Package Clarification	Vote	Steve Robinson
	On October 12, 2022 the board voted to accept the executive director compensation study provided to LFCS by Young Minney and Corr. Based on that compensation study, the board approved an updated compensation package for LFCS's executive director Debbie Beyer on December 9, 2022 for the year ending June 30, 2023. Upon consultation with Young, Minney, and Corr, Steve Robinson, CBO, recommended the board approve a three year executive director contract based on the same compensation study as Ms. Beyer receiving the same 6% increase in base pay as all other employees for 2023-24. On June 24, 2023, the board approved a contract effective July 1, 2023 - June 30, 2026.		5 m
	As written, this would freeze the executive directors pay at the 2023-24 levels for three years and it would include a retention bonus that was intended and board approved for only fiscal year 2023-24. As this was not the intention of the CBO nor of the board, the CBO recommends the board approve the following language, "The compensation study accepted by the board on October 12, 2022 will serve as the basis for the Literacy First Charter School's Executive Director's compensation package effective July 1, 2023 - June 30, 2026 which includes the annual COLA provided to other		

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	Literacy First Charter Schools' certificated employees" as a correction to the agenda and minutes language of the June 14, 2023 regular board meeting that stated, "This contract will be in effect July 1, 2023 - June 30, 2026."			
G.	2024-25 Executive Director's Compensation Package	Vote	Steve Robinson	5 m
	The CBO recommends the board approve the 2024-25 Executive Director's Compensation Package which contains a 3% base salary increase from 2023-24 shared by all employees of Literacy First Charter Schools and reflected on the 2024-25 Executive Director's Salary Schedule step 24 which was board approved on June 11, 2024, an advanced degree stipend, the Merit Pay (if board approved for 2024-25, Longevity Bonus (if board approved for 2024-25), Life Insurance, Health, Vision, Dental Insurance, Phone and iPad devices., Phone and iPad cellular services, Car Allowance, Workers' Compensation Insurance, and CalSTRS employer contribution.			
H.	MGPA Architecture Fee Proposal	Vote	Steve Robinson	15 m
	The CBO recommends the board approve the MGPA Architecture fee proposal (see "MGPA Fee Proposal LCHS 2024") to install two relocatable classrooms at our LCHS campus for use as a weight room and as a classroom. MGPA is an SDCOE approved architect (see "MGPA Agreement" attached), has the lowest fees of all SDCOE approved architects, and comes highly recommended by the Alpine School District's Superintendent and CBO.			
	The total cost of this project is estimated at \$300,000 - \$400,000. This includes the cost of the architect, the purchase of the two classrooms (see "MM Classrooms Quote and Agreement" attached), installation of the classrooms, and possible ADA improvement work to the campus. Equipment for the weight room and furnishings for the other classroom are not included in this estimate.			
I.	2024-25 LFCS Independent Study Policies	Vote	Steve Robinson	5 m
	The CBO recommends the board approve the 2024-25 LFCS Independent Study policies. The only changes is the threshold of long term and short term independent study moving from 15 days to 16 days. Long term independent study is now 16 school days or more and short term independent study is less than 16 school days or less. The state now allows schools the entire school year to obtain parent signatures for short term independent study contracts of less than 16 school days.			

	Purpose	Presenter	Time
IV. Governance			7:20 PM
A. 2024-25 LFCS Board of Trustees Meeting Calendar	Vote	Priscilla Schreiber	5 m
The CBO recommends the board approve the 2024-25 LFCS Board of Trustees Meeting Calendar.			
B. Governance Committee Report	Discuss	Priscilla Schreiber	30 m
Review the LFCS Board Planning Calendar.			
Review board goals.			
C. Finance Committee Report	Discuss	Mathew Simone	5 m
D. Facilities Committee Report	Discuss	Jason Lewis	5 m
V. Closed Session			8:05 PM
A. Enter Closed Session	Vote	Priscilla Schreiber	5 m
B. Adjourn Closed Session	Vote	Priscilla Schreiber	5 m
VI. Closing Items			8:15 PM
A. Adjourn Meeting	Vote	Priscilla Schreiber	1 m