



# Literacy First Charter Schools

## Literacy First Charter School Board of Trustees

### Regular Board Meeting

Published on October 4, 2024 at 9:00 AM PDT

---

#### Date and Time

Wednesday October 9, 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/82824105333?pwd=Yy0HNqgSCO7wJ8b4yx9MLvMQVgtRbJ.1>

Meeting ID: 828 2410 5333

Passcode: azYJy1

---

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
<b>I. Opening Items</b>			<b>5:30 PM</b>
<b>A.</b> Record Attendance		Priscilla Schreiber	1 m
<b>B.</b> Call the Meeting to Order		Priscilla Schreiber	1 m
<b>C.</b> Flag Salute		Priscilla Schreiber	1 m
<b>D.</b> Minutes from the September 11, 2024 Board Meeting	Approve Minutes	Priscilla Schreiber	1 m
The CBO recommends the board approve the minutes from the September 11, 2024 regular board meeting.			
<b>E.</b> Current Agenda	Vote	Priscilla Schreiber	1 m
The CBO recommends the board approve the agenda for the November 13, 2024 regular board meeting.			
<b>F.</b> Public Comment on Agenda Items	Discuss		5 m
<b>G.</b> Public Comment on Non-Agenda Items	Discuss		5 m
<b>II. Executive Director's Report</b>			<b>5:45 PM</b>
<b>A.</b> School Events, Program, and Staffing Updates	Discuss	Debbie Beyer	20 m
The executive director will provide the board an update on staffing, programs, and attendance for the 2024-25 school year.			
<b>B.</b> 2024-25 Lead Teachers and Department Heads	FYI	Debbie Beyer	15 m
The Executive Director will introduce the 2024-25 LFCS Lead Teachers and Department Heads to the board.			
<b>C.</b> 2024-25 LFCS LCAP, Dashboard, and SARC	FYI	Gail Stroben	15 m
Gail Stroben will provide the board information on the LFCS LCAP, Dashboard, and SARC.			
<b>D.</b> PTLC Presentation	FYI		15 m
The president of the LFCS Parent Team Leadership Council will provide the board information on its activities.			

	Purpose	Presenter	Time
<b>III. Chief Business Officer's Report</b>			<b>6:50 PM</b>
<b>A. Current Financial Report</b>	Discuss	Steve Robinson	15 m
The chief business officer will share the school's financials as of 9.30.24.			
<b>B. Contracts and Large Purchases Notifications</b>	Discuss	Steve Robinson	5 m
McGraw Hill: ELA Curriculum Adoption: \$84,076.98. School Pathways, LLC: Freedom Academy management software: \$11,571			
<b>C. Facilities Report</b>	Discuss	Steve Robinson	5 m
LCHS Alpine: Previous weight room and classroom project terminated. A container approach for the weight room using existing awning structure is being priced and other district owned available property is being explored.			
Junior Academy: The permit for the installation of the left hand turn lane and "no blocking" signs on Bradley per the new CUP have been approved by the city and are on their way to the county for final approval as the project spans both city and county property. The ADA work at Freedom House will now be done summer 2025 with the project in permitting now and construction bids are being accepted. Bids for stair expansion, artificial turf installation, and drainage are being collected. Trees trimmed on west side of front parking lot.			
Primary Academy: Nothing to report.			
Liberty Academy: School leadership has had multiple meetings with representatives from RWE, the battery storage company, to discuss safety concerns. Construction is expected to start in September and run for 12 months at 203 N Johnson Ave with the wall on our side in the first phase. It will be a decorative concrete wall at 7 feet with another fence on top to reach at least 8 feet in total height. Playground and turf replacement planned for summer 2025.			
<b>D. Legal Issues</b>	Discuss	Steve Robinson	5 m
SOS v. San Diego County Board of Supervisors: Nothing to report at this time.			
<b>E. Adjusted 2023-24 LFCS Unaudited Actuals</b>	Vote	Steve Robinson	10 m
The CBO recommends the board approve the adjusted 2023-24 LFCS Unaudited Actuals. We were able to work with our auditor to obtain the correct accounting codes			

	Purpose	Presenter	Time	
for the journal entries to get our 2023-24 adjusted beginning fund balance to match the 2022-23 ending fund balance on our 2022-23 audit.				
<b>F.</b>	Teldata Bid for Cloud Based Phone System Infrastructure at the JA	Vote	Steve Robinson	5 m
The CBO recommends the board approve the Teldata bid for the infrastructure updates (cabling) needed to transfer our phone system from analogue to cloud based at the Junior Academy. Teldata is our preferred and historic phone contractor. They know our sites and our infrastructure. This bid is based on detailed inspections with the CBO present.				
<b>G.</b>	Innovative Playgrounds Bids for LA Playground and Turf Replacement	Vote	Steve Robinson	10 m
The CBO recommends the board approved the bids from Innovative Playgrounds to replace the playground and turf at the LA. The playground is \$221,500.77 including removal, materials, delivery, and labor and the turf is \$131,649.90 including removal, materials, delivery, and installation for a total of \$353,150.67. The turf is warranted for 10 years but should last 15-20 years. The metal playground equipment is warranted for 100 years. The plastic and platforms on the playground equipment is warranted for 15 years. The playground surface is warranted for 3 years but should last at least 10 years.				
<b>H.</b>	Bid for JA Stairs, Drainage, and Turf project	Vote	Steve Robinson	15 m
<b>IV.</b>	<b>Governance</b>			<b>8:00 PM</b>
<b>A.</b>	Governance Committee Report Discuss pp. 4-49 of the LFCS Charter.	Discuss	Priscilla Schreiber	30 m
<b>B.</b>	Finance Committee Report	Discuss	Mathew Simone	5 m
<b>C.</b>	Facilities Committee Report	Discuss	Jason Lewis	5 m
<b>D.</b>	2024-25 Brown Act Training Answer questions based on the 9.19.24 Young Minney Corr Brown Act Training.	Discuss	Priscilla Schreiber	15 m
<b>V.</b>	<b>Closed Session</b>			<b>8:55 PM</b>
<b>A.</b>	Enter Closed Session	Vote	Priscilla Schreiber	5 m
<b>B.</b>	Real Estate Matters	Discuss	Steve Robinson	20 m

	Purpose	Presenter	Time
<b>C.</b> Adjourn Closed Session	Vote	Priscilla Schreiber	5 m
<b>VI. Closing Items</b>			<b>9:25 PM</b>
<b>A.</b> Adjourn Meeting	Vote	Priscilla Schreiber	1 m