



# Literacy First Charter Schools

## Literacy First Charter School Board of Trustees

### Regular Board Meeting

Published on November 8, 2024 at 9:11 AM PST

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#### Date and Time

Wednesday November 13, 2024 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/82824105333?pwd=Yy0HNqgSCO7wJ8b4yx9MLvMQVgtRbJ.1>

Meeting ID: 828 2410 5333

Passcode: azYJy1

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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.

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#### 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 October 9, 2024 Board Meeting	Approve Minutes	Priscilla Schreiber	1 m
The Board President recommends the board approve the minutes from the October 9, 2024 regular board meeting.			
<b>E.</b> Current Agenda	Vote	Priscilla Schreiber	1 m
The Board President 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 Language Support Program	FYI	Laura Lahood	15 m
Laura Lahood will provide the board information on the 2024-25 LFCS Language Support program and LFCS' DELAC.			
<b>C.</b> 2024-25 LFCS Sports Program	FYI	Linn Dunton	15 m
Linn Dunton will provide the board information on the 2024-25 LFCS Sports program.			
<b>D.</b> LFCS Special Education Report	FYI	Troy Beyer	15 m
Troy Beyer will provide the board information on the 2024-25 LFCS SPED program.			
<b>III. Chief Business Officer's Report</b>			<b>6:50 PM</b>

	Purpose	Presenter	Time
<b>A. Current Financial Report</b>	Discuss	Steve Robinson	15 m
The chief business officer will share the school's financials as of 10.31.24.			
<b>B. Contracts and Large Purchases Notifications</b>	Discuss	Steve Robinson	5 m
Jesus Higuera: Tree trimming on southwest property line: \$6,850			
McGraw Hill: ELA Curriculum Adoption: \$24,416.40 (Arts Music Instr. Materials Block Grant; \$1,034,083 spent on 2024-25 ELA and Math curriculum adoptions).			
Peter Kim: LFCS Website Redesign: \$6,500			
Playtime Pros: ELOP for the month of September: \$76,781			
Charter Tech: 10 Document Cameras and spare parts: \$11,052.27			
Innovative Playgrounds: Down payment for new turf and playground for the LA: \$176,575.39.			
Aztec Containers: Container for LCHS weight room: \$7,081.33.			
<b>C. Facilities Report</b>	Discuss	Steve Robinson	5 m
LCHS Alpine: A container has been purchased and delivered to LCHS for use as a weight room. Flooring for the weight room is now being priced. Solar system repairs needed. Cloud based phone system infrastructure work scheduled for the end of June and installation in July.			
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 be done summer 2025 with the project in permitting now and bids are being generated. The turf and stair project is scheduled for Christmas break. as is carpet and tile installation. Carpeting in the two story building completed over October break. Cloud based phone system infrastructure work scheduled for the end of June and installation in July.			
Primary Academy: Fence project inspected and complete.			
Liberty Academy: School leadership has had multiple meetings with representatives from RWE, the battery storage company, to discuss safety concerns. A meeting for parents and staff is scheduled for 11.19.24. Construction has started at 203 N Johnson Ave. A new 8 camera security system was installed during October break. Playground and turf replacement planned for summer 2025. Cloud based phone system infrastructure updates scheduled for late June and installation in July.			

	Purpose	Presenter	Time
<b>D. Legal Issues</b>	Discuss	Steve Robinson	5 m
Surety bond is cancelled and should be returned to us in January 2025.			
<b>E. Resolution 2025-02 Merit Pay</b>	Vote	Steve Robinson	10 m
The CBO recommends the board approve Resolution 2025-02 authorizing school leadership to provide LFCS staff Merit Pay in the December 2024 payroll cycle in accordance with the Merit Pay stipulations articulated in the board approved LFCS Special Compensations. 59.62% of LFCS students met or exceeded standard on the ELA CAASPP exam compared to 47.04% statewide. 48.78% of LFCS students met or exceeded standard on the Mathematics CAASPP exam compared to 35.54% statewide. Merit pay is a budgeted expense and revenues are projected to be in excess of expenses.			
<b>F. Resolution 2025-03 Longevity Pay</b>	Vote	Steve Robinson	10 m
The CBO recommends the board approve Resolution 2025-03 authorizing school leadership to provide LFCS staff Longevity Pay in the December 2024 payroll cycle in accordance with the Longevity Pay stipulations in the board approved LFCS Special Compensations. Longevity pay is a budgeted expense and revenues are projected to be in excess of expenses.			
<b>G. Freedom House ADA Bids</b>	Vote	Steve Robinson	5 m
<b>H. Lease for 799 E Washington Ave</b>	Vote	Steve Robinson	15 m
The CBO recommends the board approve the new lease for our Primary Academy campus located at 799 E Washington Ave El Cajon, CA 92020. It is a 5.5 year term that will go into effect on December 1, 2024 and expire on June 30, 2030 if approved. Otherwise, the current lease expires June 30, 2026.			

**IV. Governance 8:00 PM**

<b>A. Nominating Committee for Board Officers</b>	Vote	Priscilla Schreiber	10 m
The board president recommends the board vote to create a nominating committee for board officers.			
<b>B. Governance Committee Report</b>	Discuss	Priscilla Schreiber	30 m
Discuss pp. 4-49 of the LFCS Charter.			
<b>C. 2024-25 Brown Act Training</b>	Discuss	Priscilla Schreiber	15 m
Answer questions based on the 9.19.24 Young Minney Corr Brown Act Training.			

	Purpose	Presenter	Time
<b>D.</b> Finance Committee Report	Discuss	Mathew Simone	5 m
<b>E.</b> Facilities Committee Report	Discuss	Jason Lewis	5 m
<b>V. Closed Session</b>			<b>9:05 PM</b>
<b>A.</b> Enter Closed Session	Vote	Priscilla Schreiber	5 m
<b>B.</b> Real Estate Matters	Discuss	Debbie Beyer	10 m
<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