



Literacy First Charter Schools

Literacy First Charter School Board of Trustees

Regular Board Meeting

Published on December 5, 2024 at 9:58 AM PST

Date and Time

Wednesday December 11, 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

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. Minutes from the November 13, 2024 Board Meeting	Approve Minutes	Priscilla Schreiber	1 m
The Board President recommends the board approve the minutes from the November 13, 2024 regular board meeting.			
E. Current Agenda	Vote	Priscilla Schreiber	1 m
The Board President recommends the board approve the agenda for the December 11, 2024 regular board meeting.			
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, programs, and attendance for the 2024-25 school year.			
B. Board Recognition of Kathy Paul	Discuss	Priscilla Schreiber	5 m
The board will recognize the outstanding service of Kathy Paul to LFCS upon her retirement.			
C. Board Recognition of Frances Balko	Discuss	Priscilla Schreiber	5 m
The board will recognize the outstanding service of Frances Balko to LFCS upon her retirement.			
III. Chief Business Officer's Report			6:15 PM
A. Current Financial Report	Discuss	Steve Robinson	15 m

	Purpose	Presenter	Time	
The chief business officer will share the school's financials as of 11.30.24.				
B.	Contracts and Large Purchases Notifications	Discuss	Steve Robinson	5 m
IncStores.com: Flooring tiles for LCHS weight room project: \$15,083.54. A&B Air Conditioning and Heating: Replace two HVAC systems at LCHS over Christmas break: \$17,750.				
C.	Facilities Report	Discuss	Steve Robinson	5 m
LCHS Alpine: The district agreed to credit us the \$20,040 for the solar repairs needed to get the system running at capacity again. Work has begun. The container and flooring have been purchased for the LCHS weight room. two old and unfixable HVAC units are scheduled to be replaced over Christmas break. 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 is being bounced back and forth between the city and county. 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. Remaining carpet and tile installation pushed to Easter break due to concerns over the tile. Cloud based phone system infrastructure work scheduled for the end of June and installation in July. Solar is being explored for this campus.				
Primary Academy: We are pricing repairs to the playground structure now that we have executed the 5 year lease.				
Liberty Academy: School leadership has had multiple meetings with representatives from RWE, the battery storage company, to discuss safety concerns regarding the battery storage facility being constructed on 203 N Johnson Ave. A meeting for parents and staff is scheduled for 12.10.24 at 6:00pm at 698 W Main. Construction has started at 203 N Johnson Ave. Playground and turf replacement planned for summer 2025. Cloud based phone system infrastructure updates scheduled for late June and installation in July. Solar is being explored for this campus.				
D.	Legal Issues	Discuss	Steve Robinson	5 m
Surety bond is cancelled and should be returned to us in January 2025.				
E.	2024-25 LFCS 1st Interim Report	Vote	Steve Robinson	10 m

	Purpose	Presenter	Time	
<p>The CBO recommends the board approve the 2024-25 LFCS 1st Interim Report which contains budgeted revenue and expenses as of 10.31.24, actual revenue and expenses as of 10.31.24, budget projections for fiscal years 2025-26 and 2026-27, and cash flow as of 10.31.24.</p>				
F.	2023-24 LFCS Audit	Vote	Steve Robinson	10 m
<p>The CBO recommends the board approve the 2023-24 LFCS audit. The auditors deemed all previous findings corrected and identified no new findings for fiscal year 2023-24. All audit adjustments have been fully explained, understood, and align with the ending funding balance calculation in the audit.</p>				
G.	Freedom House ADA Bids	Vote	Steve Robinson	5 m
H.	LFCS Mathematics Placement Policy	Vote	Steve Robinson	5 m
<p>The CBO recommends the board approve the LFCS Mathematics Placement Policy.</p>				
I.	LFCS Suicide Prevention Policy	Vote	Steve Robinson	5 m
<p>The CBO recommends the board approve the recently updated LFCS Suicide Prevention Policy</p>				
J.	2024-25 LFCS School Plan For Student Achievement	Vote	Steve Robinson	5 m
<p>The CBO recommends the board approve the 2024-25 LFCS School Plan For Student Achievement.</p>				
IV.	Governance			7:25 PM
A.	Calendar change	Vote	Steve Robinson	5 m
<p>The CBO recommends the board move the January 8, 2024 regular board meeting to January 15, 2024.</p>				
B.	Organizational Meeting	Discuss	Priscilla Schreiber	10 m
<p>As needed new officers will be elected and committee assignments made.</p>				
C.	Governance Committee Report	Discuss	Priscilla Schreiber	30 m
<p>Discuss pp. 50-100 of the LFCS Charter.</p>				
D.	Finance Committee Report	Discuss	Mathew Simone	5 m
E.	Facilities Committee Report	Discuss	Jason Lewis	5 m

	Purpose	Presenter	Time
V. Closed Session			8:20 PM
A. Enter Closed Session	Vote	Priscilla Schreiber	5 m
B. Adjourn Closed Session	Vote	Priscilla Schreiber	5 m
VI. Closing Items			8:30 PM
A. Adjourn Meeting	Vote	Priscilla Schreiber	1 m