



Literacy First Charter Schools

Literacy First Charter School Board of Trustees

Regular Board Meeting

Published on February 7, 2025 at 8:53 AM PST

Amended on February 7, 2025 at 4:33 PM PST

Date and Time

Wednesday February 12, 2025 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		Katina Evans	1 m
B. Call the Meeting to Order		Katina Evans	1 m
C. Flag Salute		Katina Evans	1 m
D. Minutes from the January 15, 2025 Board Meeting	Approve Minutes	Katina Evans	1 m
The Board President recommends the board approve the minutes from the January 15, 2025 regular board meeting.			
E. Current Agenda	Vote	Katina Evans	1 m
The Board President recommends the board approve the agenda for the February 12, 2025 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. Intervention and SPED Staff	FYI	Debbie Beyer	10 m
The executive director will introduce the LFCS intervention and SPED staff to the board.			
C. 2024-25 LFCS Safety Plans	Vote	Victor Kempsey	15 m
Victor Kempsey will provide the board information on the 2024-25 LFCS Safety Plans and recommends the board approve them.			
D. 2024-25 LFCS Training Programs	Vote	Justin Stinson	20 m

	Purpose	Presenter	Time	
Justin Stinson will provide the board information on the 2024-25 LFCS Training Programs.				
E.	2024-25 LFCS School Accountability Report Card	Vote	Gail Stroben	15 m
Gain Stroben recommends the board approve the 2024-25 LFCS School Accountability Report Card.				
F.	2024-25 LFCS LCAP Mid Year Report	Vote	Gail Stroben	15 m
Gail Stroben will provide the board information on the 2024-25 LFCS LCAP Mid Year Report. Ms. Stroben recommends the board approve the 2024-25 LFCS LCAP Mid Year Report.				

III. Chief Business Officer's Report 7:20 PM

A.	Current Financial Report	Discuss	Steve Robinson	15 m
The chief business officer will share the school's financials as of 1.31.25.				
B.	Contracts and Large Purchases Notifications	Discuss	Steve Robinson	5 m
The Awning Store: LCHS canopy replacement for weight room area and back lunch area: \$29,840.				
Alpine Fence: JA vinyl and privacy chain link fence replacement: \$32,400.				
Angus Asphalt: JA basketball court resurfacing and re-striping after filling in the cracks after multiple turned ankles: \$19,100				
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. As of 12.28.24, the system is working at capacity again. The new canopy and exercise equipment are the next steps in the weight room project and have been ordered. Security system updated due to recent trespassing issues. 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 in its final stage. Precision Striping will be the contractor for \$9,500 (low bid). Fences along the west side of the property and along property line of the immediate neighbor to the north have been replaced by				

	Purpose	Presenter	Time	
	<p>Alpine Fence for \$32,400 (vinyl and chain link). Cracks and potholes in the back parking lot have been repaired and sealed by Angus Asphalt for \$8,650. Basketball court is scheduled to be resurfaced and re-stripped over February break. An underground sewage pipe broke in the courtyard area and will be cleaned out and re-surfaced to fix the break. The ADA work at Freedom House will be done summer 2025 with the project in permitting now and bids are being generated. Tile work is the last remaining part of the current flooring upgrades to be completed this summer. Cloud based phone system infrastructure work scheduled for the end of June and installation in July. Solar is being explored for this campus.</p> <p>Primary Academy: We are pricing repairs to the playground structure now that we have executed the 5 year lease.</p> <p>Liberty Academy: A meeting with RWE representatives and LFCS parents and staff was held on 12.10.24 at 6:00pm at 698 W Main. Construction of RWE's project continues 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.</p>			
D.	Legal Issues	Discuss	Steve Robinson	5 m
	<p>The CBO is in communication with McGriff Insurance, the manager of the bond regarding the return of our prorated premium and the value of the bond at \$750,000. The returned bond is scheduled to arrive on 2.7.2025.</p>			
E.	Freedom House ADA Bids	Vote	Steve Robinson	5 m
F.	JA and LA Solar Bids	Vote	Steve Robinson	20 m
G.	Form 700	Discuss	Steve Robinson	15 m
	<p>The CBO will provide board members their Form 700 to complete and return by the next board meeting.</p>			
H.	LFCS Title IX Policy and Grievance Procedures	Vote	Steve Robinson	15 m
	<p>The CBO recommends the board approve the LFCS Title IX Policy and Grievance Procedures</p>			
I.	Christy White audit contract for 2024-25 through 2026-27 fiscal years	Vote	Steve Robinson	10 m

	Purpose	Presenter	Time
The CBO recommends the board approve the Christy White contract to perform independent audits and tax preparation for fiscal years 2024-25, 2025-26, and 2026-27.			

IV. Governance			8:55 PM
A. Governance Committee Report	Discuss	Katina Evans	30 m
B. Finance Committee Report	Discuss	Mathew Simone	5 m
C. Facilities Committee Report	Discuss	Jason Lewis	5 m
V. Closed Session			9:35 PM
A. Enter Closed Session	Vote	Katina Evans	5 m
B. Adjourn Closed Session	Vote	Katina Evans	5 m
VI. Closing Items			9:45 PM
A. Adjourn Meeting	Vote	Katina Evans	1 m