



Literacy First Charter Schools

Literacy First Charter School Board of Trustees

Regular Board Meeting

Published on March 7, 2025 at 8:17 AM PST

Date and Time

Wednesday March 12, 2025 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
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 February 12, 2025 Board Meeting	Approve Minutes	Priscilla Schreiber	1 m
The Board President recommends the board approve the minutes from the February 12, 2025 regular board meeting.			
E. Current Agenda	Vote	Priscilla Schreiber	1 m
The Board President recommends the board approve the agenda for the March 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. Freedom Academy Staff	FYI	Debbie Beyer	10 m
The executive director will introduce the Freedom Academy staff to the board.			
C. 5th Grade Program	FYI	Kim Pepin	10 m
Kim Pepin will provide the board information on the LFCS 5th Grade Program.			
D. 2024-25 WASC Report	FYI	John Luzzi	15 m
John Luzzi will provide the board information on the final LCHS 2024-25 WASC Report and information on board responsibilities during the WASC visit.			
III. Chief Business Officer's Report			6:40 PM

	Purpose	Presenter	Time
A. Current Financial Report	Discuss	Steve Robinson	15 m
The chief business officer will share the school's financials as of 2.28.25.			
B. Contracts and Large Purchases Notifications	Discuss	Steve Robinson	5 m
Perry Plumbing: fix broken and clogged sewage pipe under JA courtyard: \$12,380.			
Board on Track: Board of Trustees agendas, minutes, posting, archives, and professional development: \$10,495.			
iArt Institute: online art classes to meet credentialing requirements at LCHS: \$11,887.50.			
Angus Asphalt: Resurface and restriping the JA Basketball court: \$12,600.			
The Awning Store: Final payment for weight room and lunch area awnings: \$14,920 (\$29,840 total). Holding last check until weight room awning install is completed.			
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 seems to be working at capacity again but there may still be issues. The new canopy and exercise equipment for the weight room project and have been installed but needs improvements. 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 remains in its final stage. Precision Striping will be the contractor for \$9,500 (low bid). Basketball court was resurfaced and re-striped 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 now permitted 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.			

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<p>Primary Academy: We are pricing repairs to the playground structure now that we have executed the 5 year lease.</p>				
<p>Liberty Academy: 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. Carpet replacement scheduled for July.</p>				
D.	Legal Issues	Discuss	Steve Robinson	5 m
	None to report			
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
	The CBO will collect from board members their 2024-25 Form 700.			
H.	2024-25 2nd Interim Report	Vote	Steve Robinson	10 m
	The CBO recommends the board approved the 2024-25 LFCS 2nd Interim Report			
IV.	Governance			8:00 PM
A.	Nomination for Interim Board President	Vote	Jason Lewis	10 m
	The current board president, Katina Evans, has had to take a temporary leave of absence from the board, the board will nominate a member to serve as interim board president.			
B.	Vote for Interim Board President	Vote	Jason Lewis	5 m
	The board will vote on who will serve as interim board president.			
C.	Interim Board Member	Discuss	Priscilla Schreiber	15 m
	The board will discuss whether to add an interim board member to replace Katina Evans while she takes a leave of absence.			
D.	CBO Evaluation	Vote	Priscilla Schreiber	15 m
	The board will discuss the CBO Evaluation and vote on its acceptance.			
E.	Governance Committee Report	Discuss	Priscilla Schreiber	30 m
	Annual Review of the Board Bylaws, Conflict of Interest Policy, and BPM.			

	Purpose	Presenter	Time
F. Finance Committee Report	Discuss	Mathew Simone	5 m
G. Facilities Committee Report	Discuss	Jason Lewis	5 m
V. Closed Session			9:25 PM
A. Enter Closed Session	Vote	Priscilla Schreiber	30 m
B. Executive Director Evaluation and Compensation Review	Discuss	Priscilla Schreiber	30 m
C. Financial Matters	Discuss	Priscilla Schreiber	15 m
D. Adjourn Closed Session	Vote	Priscilla Schreiber	5 m
VI. Closing Items			10:45 PM
A. Adjourn Meeting	Vote	Priscilla Schreiber	1 m