



# Literacy First Charter Schools

## Minutes

### Literacy First Charter School Board of Trustees

Regular Board Meeting

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#### Date and Time

Wednesday December 8, 2021 at 5:00 PM

#### Location

698 West Main Street  
El Cajon, CA 92021

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Please contact Steve Robinson by phone 619.442.5197 or by email [steve.robinson@lfcsinc.org](mailto:steve.robinson@lfcsinc.org) to request any disability related access to this board meeting.

Documents related to this meeting are available on line at <https://www.lfcsinc.org/> by following the "LFCS Board of Trustees Meeting Agendas" link, in hard copy form at the on site meeting location of 698 W. Main Street El Cajon, CA 92020, or by emailing Steve Robinson at [steve.robinson@lfcsinc.org](mailto:steve.robinson@lfcsinc.org).

To access this meeting remotely please follow the information below.  
Join Zoom Meeting:

<https://us02web.zoom.us/j/84218460904?pwd=NkRVR3VoOW1SeUZIMzJFcnZad3pNUT09>  
**Meeting ID: 842 1846 0904**  
**Passcode: 80UBrM**

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#### Trustees Present

K. Evans, L. Razooky, M. Ferguson, P. Schreiber

**Trustees Absent**

*None*

**Trustees who left before the meeting adjourned**

L. Razooky

**Guests Present**

D. Beyer, L. Amorteguy, S. Robinson

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**I. Opening Items**

**A. Record Attendance**

**B. Call the Meeting to Order**

P. Schreiber called a meeting of the board of trustees of Literacy First Charter Schools to order on Wednesday Dec 8, 2021 at 5:10 PM.

**C. Flag Salute**

**D. Approve Minutes From November 10, 2021**

M. Ferguson made a motion to approve the minutes from Literacy First Charter School Board of Trustees on 11-10-21.

L. Razooky seconded the motion.

The board **VOTED** unanimously to approve the motion.

**E. Approve Current Agenda**

M. Ferguson made a motion to approve the minutes from.

P. Schreiber seconded the motion.

The board **VOTED** unanimously to approve the motion.

**II. Executive Director's Report**

**A. School events and program update**

Debbie Beyer shared in regards to the following items:

- The Newsletter and the events going on at schools this month.
- Staffing needs of the school.
- Student assessment data.

**III. Chief Business Officer's Report**

**A. Vote on the LFCS and SDCOE MOU 2021-26**

Board looked at and discussed MOU between LFCS and SDCOE document presented by Steve Robinson.

Recommendation that board approve 2021-26 MOU between LFCS and SDCOE.

K. Evans made a motion to Approve MOU between LFCS and SDCOE.

M. Ferguson seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

K. Evans     Aye  
M. Ferguson   Aye  
L. Razooky   Absent  
P. Schreiber   Aye

**B. 2021-22 Financial Report as of November 30, 2021**

Steve Robinson reported on current school financials as of November 30, 2021.

**C. 2021-22 First Interim Report**

Steve Robinson made a presentation of the 2021-22 First Interim Report and recommendation for board approval. Report must be submitted to SDCOE on or before December 15th 2021

M. Ferguson made a motion to Approve First Interim report for 2021-22.

K. Evans seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

K. Evans     Aye  
L. Razooky   Absent  
M. Ferguson   Aye  
P. Schreiber   Aye  
L. Razooky left at 7:28 PM.

**D. Educator Effectiveness Block Grant and Expenditure Plan**

Steve Robinson presented detail of the grant and the required expenditure plan for a vote. The grant will fund the vast majority of our professional development for the current school year and the subsequent 4 school years. The plan was read during the November 10, 2021 regular board meeting. Recommendation is that board approve this plan.

K. Evans made a motion to Approve Educator Effectiveness Block Grant.

M. Ferguson seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

L. Razooky   Absent

**Roll Call**

K. Evans Aye  
P. Schreiber Aye  
M. Ferguson Aye

**E. Request for Proposal: Audit and related services**

Steve Robinson requested the board approve a request for proposal for LFCS' annual audit for fiscal years 2022, 2023, and 2024.

Board recommendation that Steve Robinson coordinate an interview with Auditors and report back to the board.

P. Schreiber will speak to Lucy on participating in the interview process

M. Ferguson made a motion to Approve request for proposal for LFCS annual audit for year 2022, 2023, and 2024.

K. Evans seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

L. Razooky Absent  
M. Ferguson Aye  
K. Evans Aye  
P. Schreiber Aye

**IV. Closed Session**

**A. Real Estate Matters**

Closed session began at 5:56 and was motioned by Evan and 2nd by Ferguson. It ended at 7:20 Motioned by Evans and 2nd by Ferguson. Closed session discussions included real estate matters, the SOS v. SDCOE case and the SOS v. SDCBS case.

**B. Conference with legal counsel - Existing Litigation**

**C. Conference with Legal Counsel - Existing Litigation**

**V. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:45 PM.

Respectfully Submitted,  
L. Amorteguy