



# Literacy First Charter Schools

## Minutes

### Literacy First Charter School Board of Trustees

#### Regular Board Meeting

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#### **Date and Time**

Wednesday January 12, 2022 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.

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To access this meeting remotely please follow the information below.

#### Join Zoom Meeting

<https://us02web.zoom.us/j/88138787198?pwd=ZTRkQ1lzdDdxaGJHdGtYRkx1Nld4Zz09>

Meeting ID: 881 3878 7198

Passcode: 7P9LEC

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#### **Trustees Present**

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

**Trustees Absent**

*None*

**Trustees who arrived after the meeting opened**

M. Ferguson

**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 Jan 12, 2022 at 5:26 PM.

**C. Flag Salute**

**D. Approve Minutes From December 8, 2021**

L. Razooky made a motion to approve the minutes from December 8th 2021 Literacy First Charter School Board of Trustees on 12-08-21.

K. Evans seconded the motion.

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

**E. Approve Current Agenda**

Public speaker spoke to agenda item IVE in regards to the vaccine mandate. Requested that the board sign letter in opposition to the vaccine mandate.

K. Evans made a motion to Approve Current Agenda.

L. Razooky seconded the motion.

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

**II. Executive Director's Report**

**A. School events, program, and staffing update**

Debbie Beyer updated Board Members on school events and programs across each campus and provided staffing updates.

Debbie Beyer shared current attendance rates.

New hires are in our Math Department and at our Freedom Academy.

Debbie Beyer shared teachers professional development schedule.

Debbie Beyer introduced Lynn Dunton to share what is happening in regards to the sports program at LCHS and the JA. She shared sports currently offered, discussed the challenges of COVID related issues in regards to the program, shared accomplishments of multiple athletes in our high school program and awards given to them, and discussed issues with physical fitness testing and new mandates coming in regards to the current Ed Code.

M. Ferguson arrived at 5:56 PM.

## **B. SARC approval**

Gail Stroben presented the board with the current SARC (School Accountability Report Card) and made recommendation that the board approve the SARC. This report is due February 1st, 2022. Gail shared what remains the same and what will be new information included in the report. She shared areas that the CDE will populate by mid February 2022 and will make a full report to the board at the March meeting.

L. Razooky made a motion to Approve SARC report.

K. Evans seconded the motion.

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

## **C. Policy to compensate staff for COVID related absences**

Debbie Beyer presented a detailed policy (Resolution 2022-03) to the board on COVID related absences and expanded compensation guidelines for such employee absences.

M. Ferguson made a motion to Voted to approve COVID absence policy.

L. Razooky seconded the motion.

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

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

### **A. 2021-22 Financial Report as of December 31, 2021**

Steve Robinson, CBO, presented current school financials as of December 31st 2021.

Presented the data in the P-1 Report.

Presented the Actuals and Budget Summaries.

Discussed monies received at this point in the year. Expenses are running where they should be. Budget summary projected cash reserves at the end of the year is strong.

Discussed plan for Title 1 funds.

Presented letter from SDCOE in regards to their acceptance and analysis of our 2020-21 Unaudited Actuals report. The report was very favorable.

A draft of last years audit has been presented to Steve Robinson. The final audit should be ready for February 2022 Board Meeting.

## **B. Update on SOS lawsuits**

Steve Robinson, CBO, gave an update on the two lawsuits filed by SOS in opposition to the construction of our new school site on Chase Ave. SOS has until January 22, 2022 to file their opening brief in their appeal case against the County of San Diego for issuing the MUP. In the case against the San Diego County Office of Education for approving the material revision to our charter allowing us to move our high school program to the new Chase site when it is built and ready for occupancy, court dates of March 18, 2022 and May 6, 2022 are calendared to hear the latest demurrers.

## **C. Update on JA facilities project**

Steve Robinson gave an update on the Jr. Academy facilities project. Preliminary work proceeds so we can demolish the two white houses at 1025 Pepper Drive to extend our field at the Junior Academy. HAZMAT testing was completed and we are waiting for the results. SDGE, Helix Water, and Padre Dam are in the final stages of disconnecting electrical, gas, water, and sewer utilities. Competitive bids are being taken for the permitting, demolition, and rough grading. The goal is to have bids ready for board review and approval at the February board meeting.

# **IV. Governance**

## **A. Board Protocols**

## **B. Committee Assignments**

## **C. Board Development and Recruitment**

The board interviewed a potential board member, Jason Lewis, to fill the current vacancy on the LFCS School Board.

## **D. Vote on potential board member Jason Lewis**

M. Ferguson made a motion to Approve Mark Lewis to fill the open position on the LFCS School Board.

L. Razooky seconded the motion.

Mark Ferguson accounting and construction background will be helpful to the school moving forward.

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

## **E. COVID Vaccine Mandate Letter to Gov. Newsom**

The board discussed adding their names to a letter that addresses the vaccine mandate. It was drafted for school board members and signed by other board members in other CA school districts. It is addressed to the CA Legislature and Governor Newsom.

The Board discussed the letter and asked questions for clarification on certain paragraphs. LFCS Board approved the letter and made plans for how to add their names to it.

K. Evans made a motion to Sign and send letter.

M. Ferguson seconded the motion.

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

## **V. Closed Session**

### **A. Enter Closed Session**

M. Ferguson made a motion to Enter closed session.

K. Evans seconded the motion.

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

### **B. Real Estate Matters**

### **C. Adjourn Closed Session**

M. Ferguson made a motion to Adjourn Closed session at 8:40pm.

P. Schreiber seconded the motion.

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

## **VI. 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 8:41 PM.

Respectfully Submitted,

S. Robinson