

APPROVED



Literacy First Charter Schools

Minutes

Literacy First Charter School Board of Trustees

Regular Board Meeting

Date and Time

Wednesday September 14, 2022 at 5:00 PM

Location

698 W Main Street
El Cajon, CA 92020

To access this meeting remotely, please use the information below.

Join Zoom Meeting

<https://us02web.zoom.us/j/8451252763?pwd=Y2pFWW54dzlxTzFkN0lBT1hIV0kwdz09>

Meeting ID: 845 125 2763

Passcode: 669169

Trustees Present

J. Lewis, K. Evans, P. Schreiber

Trustees Absent

L. Razooky

Guests Present

D. Beyer, L. Amorteguy, S. Robinson

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 Sep 14, 2022 at 5:00 PM.

C. Flag Salute

D. Approve Minutes From Aug 10, 2022

K. Evans made a motion to approve the minutes from August 10th, 2022 meeting Literacy First Charter School Board of Trustees on 08-10-22.

J. Lewis seconded the motion.

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

E. Approve Minutes from August 29

J. Lewis made a motion to approve the minutes from August 29th, 2022 Literacy First Charter School Board of Trustees on 08-29-22.

K. Evans seconded the motion.

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

F. Approve Current Agenda

K. Evans made a motion to Approve the September 14th, 2022 Agenda.

J. Lewis seconded the motion.

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

G. Public Comment on Agenda Items

None

H. Public Comment on Non-Agenda Items

None

I. Board Candidate Interviews

Two candidates, Sal Casamassima and Barbara Johnson, made a presentation to the board about their experience and desire to serve on the LFCS School Board. Current board members commented and asked questions.

II. Executive Director's Report

A. School events, program, and staffing update

Debbie Beyer introduced 20 new teacher candidates for the 2022/23 school year.

Troy Beyer made a presentation about our Special Education / Intervention Student Data.

Debbie Beyer reported on current enrollment numbers. Enrollment is strong and most grades are full at this point.

III. Chief Business Officer's Report

A. 2021-22 Unaudited Actuals Report

CBO, Steve Robinson, presented the school's 2021-22 Unaudited Actuals.

B. Current financial report

Steve Robinson made a report on the current financial report for LFCS Schools

C. Update on purchase of 698 W Main street ground

CBO, Steve Robinson, updated the board on the progress toward closing escrow on the purchase of the land at 698 W Main Street.

D. Contracts / Large Purchases Notifications

CBO, Steve Robinson, informed the board of the following large purchases and executed contracts in the last 30 days:

DM Construction: \$622,455 (\$1,040,085.50 paid to date on a total original quote of \$863,802; \$176,283.50 in change orders / additional work paid to date for cabinets, counter tops, a concrete and brick courtyard, additional vandalism repair, plumbing, asphalt seal in front, door signs, additional painting, additional basketball hoops, additional flooring, additional interior door, carpet replacement).

Comprehensive Drug Testing, Inc: Contract for drug testing of our school bus drivers at \$60 per test.

698 W Main Purchase Sale Agreement signed for a sale price of \$4,585,000. Should close escrow by September 20 for a total sale price of \$4,595,000.

Kniffings Landscape and Maintenance: Remaining balance due for LCHS Alpine landscaping: \$11,654 (\$26,654 total paid)

BSN Sports: Branding material at LCHS Alpine: \$9,366.03

Crystal Noblin: School bus driver instruction: \$9,000

PMC Landscape Services: fix the irrigation system at LCHS Alpine: \$17,180

E.

CalSTRS and CalPERS Audit Reports

CBO, Steve Robinson, reviewed the findings in the final reports of recent CalSTRS and CalPERS audits.

F. Facilities Update

Steve Robinson made a report on facilities update.

LCHS Alpine: Plumbing repairs, some A/C issues

Junior Academy: We are still waiting on the screens in the auditorium to be installed.

Some A/C issues. White houses empty lot graded for drainage.

Primary Academy: None to report

Liberty Academy: Playground repair and shade replacement pending

G. Update on SOS lawsuits

Steve Robinson made a report on SOS lawsuits:

SOS v SD County Office of Education: Status conference on September 30 with the current stay ending on October 15.

SOS v SD County Board of Supervisors: No court date yet. SOS attorney drafting a term sheet for settlement that may also include terms to settle the SOS v SDCOE case.

H. LFCS Transportation Safety Plan

CBO, Steve Robinson, recommended that the board approve the schools' transportation safety plan, fulfilling the CHP requirement for operating a school bus.

K. Evans made a motion to Approve LFCS Transportation Safety Plan.

J. Lewis seconded the motion.

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

I. Resolution 2023-1

CBO, Steve Robinson, recommended that the board approve Resolution 2023-1 stating the school will spend all of its EPA revenue on teachers' salaries and benefits as prescribed by law.

K. Evans made a motion to Approve Resolution 2023-1.

J. Lewis seconded the motion.

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

J. LFCS Safety Sensitive Employee Drug and Alcohol Policy

CBO, Steve Robinson, recommended that the board approve the "LFCS Safety Sensitive Employees Drug and Alcohol Program Policy" as required by the US Dept of Transportation and the CHP. This policy applies to the school's bus drivers.

K. Evans made a motion to Approve LFCS Safety Sensitive Employee Drug and Alcohol Policy.

J. Lewis seconded the motion.

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

K. Kaiser Broker Compensation Disclosure Report

Steve Robinson reported that Kaiser Health Care is required to provide the board with the broker compensation disclosure report, and has provided that report. Alliant Insurance Services is our current broker for our health dental, vision, and life insurance benefits.

IV. Governance

A. Board Protocols

B. Committee Assignments

C. Executive Director, CBO, Board Evaluations

D. Vote on Board Candidates

J. Lewis made a motion to Appoint Matt Simone to fill a vacancy on the LFCS School Board.

K. Evans seconded the motion.

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

J. Lewis made a motion to Appoint Barbara Johnson to fill a vacancy on the LFCS School Board.

K. Evans seconded the motion.

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

V. Closed Session

A. Enter Closed Session

B. Real Estate Matters

C. Adjourn Closed Session

J. Lewis made a motion to Adjourn Closed Session.

K. Evans seconded the motion.

Nothing to report.

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

VI. Closing Items

A. Adjourn Meeting

K. Evans made a motion to Adjourn the meeting.

J. Lewis seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:13 PM.

Respectfully Submitted,
S. Robinson