APPROVED

Literacy First Charter Schools

Minutes

Literacy First Charter School Board of Trustees

Regular Board Meeting

Date and Time
Wednesday November 9, 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/85010249685?pwd=R0k3VkNWd0xwVmRHM1p2NnVwcEVDdz09

Meeting ID: 850 1024 9685

Passcode: V7e99t

Trustees Present
J. Lewis, K. Evans, M. Simone, P. Schreiber

Trustees Absent
B. Johnson

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 Nov 9, 2022 at 5:02 PM.

C. Flag Salute

D. Approve Minutes From October 12, 2022

J. Lewis made a motion to approve the minutes from October 12th 2022 Literacy First Charter School Board of Trustees on 10-12-22.
K. Evans seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Approve Current Agenda

K. Evans made a motion to Approve the current Agenda for November 9th 2022 Board Meeting.
J. Lewis seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Public Comment on Agenda Items

None

G. Public Comment on Non-Agenda Items

None

II. Executive Director's Report

A.

School events, program, and staffing update

Debbie Beyer introduced Skyler Delacruz who made a presentation about the JA Leadership Council and events they are doing. Skyler shared his role at the JA leading Yearbook, and coaching sports along with the ways he is creating community for the students at the campus.

Debbie Beyer made report on our current enrollment and attendance data for the previous months.

Debbie made a report on Veteran's Day events being done on each campus.

B. Language Support Update

Laura LaHood made a presentation with an update on the school's Language Support program.

C. Sports Program Update

Linn Dunton made a report on athletics in our school's sports program at Literacy First.

III. Chief Business Officer's Report

A. Current financial report

Steve Robinson, CBO, made presentation on current school's financial status as of October 31, 2022.

B. Contracts / Large Purchases Notifications

Steve Robinson, CBO, informed the board on the following large purchases and executed contracts in the last 30 days:
American Made Logistics: Interior remodeling of the garage at the Freedom House at the JA: $7,850.
American Made Logistics: Removed the garage door and framed in an exterior wall, window, and door at the Freedom House at the JA: $9,650.
Jesus Higuera Tree Service: Tree trimming at the LA campus: $4,950
ECO Mechanical: A/C installation at the Freedom House at the JA: $10,382 (ESSER II funds paid for this).
Ensley Electric, Inc: Running electricity to the container at LCHS: $5,300.
Factory Cleaning Equipment: Floor scrubber for Joan McQueen gym floor: $8,433.25
Sound Image: Installation of the two large screens at the JA: $6,354.
Varsity Scoreboard: Scoreboard for Joan McQueen gym: $11,700.

C. Facilities Update

Steve Robinson, CBO, made a facilities update for all campus'

LCHS Alpine: Ran electrical to the container; waiting on volleyball poles for their installation; asphalt contractor providing a bid for the remaining cracks in the back area blacktop.

Junior Academy: Screens were hung in the auditorium on Oct 12; getting bids to fix and expand the field; looking at how to develop the lot where the Red House stood into PE, recreation, lunch, and/or outdoor learning spaces; Garage renovated and A/C and heat established in the Freedom House to accommodate the expanded staff and families.

Primary Academy: Installing a camera security system after the theft of screens on the Washington Ave fence; wifi network scheduled to be upgraded using the equipment from LCHS Lemon Grove in the next month.

Liberty Academy: Resurfacing of the playground completed; north property line established; getting bids for construction of a wall on that side of the property.

D. Update on SOS lawsuits

Stever Robinson, CBO, gave an update on the SOS lawsuits.

E. Art, Music, and Instructional Materials Discretionary Block Grant Plan

Steve Robinsion, CBO, recommended the board approve the "Literacy First Charter Schools Art, Music, and Instructional Materials Discretionary Block Grant Plan." The state has allocated LFCS $1,230,795 as part of the Arts, Music, and Instructional Materials Discretionary Block Grant.
J. Lewis made a motion to Approve Art, Music, and Instructional Materials Discretionary Block Grant Plan.
K. Evans seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Purchase Sale Agreement for Chase Ave Property

Tabled

G. Resolution 2023-03 Merit Pay

Steve Robinson, CBO, recommended the board approve Resolution 2023-03 authorizing Merit Pay to be paid in the December 2022 payroll cycle.
K. Evans made a motion to Approve Resolution 2023-03 Merit Pay.
M. Simone seconded the motion.
The board **VOTED** unanimously to approve the motion.

H. Resolution 2023-04 Longevity Pay

Steve Robinson, CBO, recommended the board approve Resolution 2023-04 authorizing Longevity Pay to be paid in the December 2022 payroll cycle.
M. Simone made a motion to Approve Resolution 2023-04 Longevity Pay.
K. Evans seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Closed Session

A. Enter Closed Session

K. Evans made a motion to Enter into closed session at 6:44 pm.
J. Lewis seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Real Estate Matters

C. Discuss CEO and CBO compensation

D. Adjourn Closed Session

No action taken in or as a result of closed session discussions.

V. Closing Items

A. Adjourn Meeting

M. Simone made a motion to Adjourn the meeting.
J. Lewis seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

K. Evans	Aye
M. Simone	Aye
P. Schreiber	Aye
B. Johnson	Absent
J. Lewis	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:00 PM.

Respectfully Submitted,
S. Robinson