

APPROVED



# Literacy First Charter Schools

## Minutes

### Literacy First Charter School Board of Trustees

Regular Board Meeting

---

#### Date and Time

Wednesday March 8, 2023 at 5:30 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/89278871195?pwd=K2hHSTZqcTNkQWlnbmYyUXJBOfI2UT09>

Meeting ID: 892 7887 1195

Passcode: MWvD3C

**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.**

---

#### Trustees Present

J. Lewis, K. Evans, P. Schreiber

#### Trustees Absent

---

B. Johnson, M. Simone

### **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 Mar 8, 2023 at 5:40 PM.

### **C. Flag Salute**

### **D. Approve Minutes From the February 8, 2023 Regular Board Meeting**

J. Lewis made a motion to approve the minutes from February 8, 2023 Literacy First Charter School Board of Trustees on 02-08-23.

K. Evans seconded the motion.

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

### **E. Approve Current Agenda**

J. Lewis made a motion to Approve the Current Agenda for March 8th, 2023.

K. Evans 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 the following staff members to make a report on the programs they are part of at LFCS.

**Amanda Icenhower**, Director of Freedom Academy, to make a presentation on Freedom Academy's program.

**Victor Kempsey**, Dean of Students Jr. Academy and **Leslie Haas** 4th Grade Lead Teacher, made a presentation on the 4th grade Sacramento trip. Victor shared the two day schedule and the learning from the trip. Leslie shared the fund raiser for this trip to help cover the costs of the trip.

**Shawn Brown**, Coordinator of 504 program and Internship at the High School. Shawn spoke about the Internship program that is part of the High School program at LFCS

**Debbie Beyer** shared activities completed and upcoming this month  
Open Houses for PA, LA and JA happening in March  
Parent/Student/Teacher Conferences happen at the end of March  
Olympics for LA and JA happens in March  
Jog A Thon was completed February 24th and raised \$112,000 for field trips.

DELAC will help with at program that will allow students to participate in an ongoing enrichment academic program in the mornings before school.

## **B. Academic Report**

Debbie Beyer shared data on the academic program this month. Teachers created an action plan at the beginning of the year for increasing academics this year after reviewing the 2021/22. State Testing will take place in May

ELPAC testing takes place in March, this is our second language testing.  
AIMS testing takes place in March, giving our benchmark data for our student.

Open Enrollment has begun for LFCS 2023/24 school year. A campaign is underway for increasing enrollment for LFCS.

## **C. Challenge Coins**

Tabled

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

### **A. Current financial report**

Steve Robinson, CBO, provided the board with the school's financial status as of February 28, 2023

### **B. 2022-23 LFCS Second Interim Report**

Steve Robinson, CBO, recommended the board approve the 2022-23 LFCS Second Interim Report.

K. Evans made a motion to Approve 2022-23 LFCS Second Interim Report.

J. Lewis seconded the motion.

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

### **C. Contracts / Large Purchases Notifications**

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

As approved at the February 8, 2023 board meeting, the PSA for the Chase property has been fully executed effective February 16, 2023. Close of escrow is estimated at June 15, 2023 and no later than August 15, 2023.

### **D. Facilities Update**

Steve Robinson, CBO, made a report on the following Facilities:

**LCCHS Alpine:** Volleyball poles have been installed and we have been in contact with Angus Asphalt for a bid to fill in and seal the remaining cracks in the back area blacktop.

**Junior Academy:** 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. A curb was knocked out to allow for more cars on site during pick up. We are in communication with a Angus Asphalt to repair the asphalt. We have begun the process of amending the JA's CUP with the city of El Cajon.

**Primary Academy:** Nothing new to report at this campus.

**Liberty Academy:** Getting bids for roof replacement.

### **E. Update on SOS lawsuits**

Steve Robinson, CBO, gave an update on SOS lawsuits

SOS v SD County Office of Education: Next status conference scheduled for April 28, 2023. SOS v SD County Board of Supervisors: Court date of April 7, 2023 to squash the service and dismiss the case.

### **F. Title I: 2022-23 LFCS School Plan for Student Achievement**

Steve Robinson, CBO, recommended the board approve the 2022-23 LFCS School Plan for Student Achievement. This is the plan for how to spend this year's Title I revenue. It was approved by the LFCS School Site Council on February 27, 2023

K. Evans made a motion to Approve 2022-23 LFCS School Plan for Student Achievement.

J. Lewis seconded the motion.

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

### **G. Title I: LFCS Parent and Family Engagement Policy**

Steve Robinson, CBO, recommended the board approve the LFCS Parent and Family Engagement Policy. It was approved the the LFCS School Site Council on February 27, 2023

K. Evans made a motion to Approve LFCS Parent and Family Engagement Policy.

J. Lewis seconded the motion.

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

#### **H. Title I: LFCS Parent Compact**

Steve Robinson, CBO, recommend the board approve the LFCS Parent Compact. It was approved the the LFCS School Site Council on February 27, 2023

K. Evans made a motion to Approve LFCS Parent Compact.

J. Lewis seconded the motion.

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

#### **I. Form 700**

Each board member must complete a Form 700. These are due to SDCOE by April 1, 2023.

### **IV. Governance**

#### **A. 2023-24 Board on Track Contract**

The board discussed the services rendered by Board on Track and decide on renewal of these services for 2023-24

K. Evans made a motion to Approve 2023-24 Board on Track Contract.

J. Lewis seconded the motion.

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

### **V. Closed Session**

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

None

#### **B. Adjourn Closed Session**

### **VI. Closing Items**

#### **A. Adjourn Meeting**

K. Evans made a motion to Adjourn 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 7:43 PM.

Respectfully Submitted,

L. Amorteguy