

APPROVED



# Literacy First Charter Schools

## Minutes

### Literacy First Charter School Board of Trustees

#### Regular Board Meeting

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#### **Date and Time**

Wednesday May 10, 2023 at 5:30 PM

#### **Location**

To attend this meeting in person, please go to

698 W Main Street  
El Cajon, CA 92020

Please contact Steve Robinson by phone 619.422.5197 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 online 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 or by emailing Steve Robinson at [steve.robinson@lfcsinc.org](mailto:steve.robinson@lfcsinc.org).

To access this meeting remotely, please use the following link:

Join Zoom Meeting

<https://us02web.zoom.us/j/83434702344?pwd=eEluVGluUelJ2bHV2NnZlMGNMbFZlUT09>

Meeting ID: 834 3470 2344

Passcode: gtc2w4

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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.

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**Trustees Present**

B. Johnson, J. Lewis, K. Evans, M. Simone, P. Schreiber

**Trustees Absent**

*None*

**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 May 10, 2023 at 5:41 PM.

**C. Flag Salute**

**D. Approve the Minutes from the April 18, 2023 Regular Board Meeting**

K. Evans made a motion to approve the minutes from April 18th 2023 Regular Board Meeting Literacy First Charter School Board of Trustees on 04-18-23.

M. Simone seconded the motion.

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

**E. Approve Current Agenda**

M. Simone made a motion to Approve Current Agenda for May 10th 2023 Regular Board Meeting.

J. Lewis seconded the motion.

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

**F. Public Comment on Agenda Items**

**G. Public Comment on Non-Agenda Items**

**II. Executive Director's Report**

**A.**

## **School Events, Program, and Staffing Updates**

Debbie Beyer, Executive Director, made a report on current attendance. She reported on grade level activities that took place this last month, 4th grade Fine Arts Fair, 5th Grade Poetry Gallery, 6th Grade Innovation Night, 7th Grade Science Fair.

SDCOE visited our Primary Academy and Liberty Academy.

Upcoming activities: Mother's Day Tea May 11th and 12th, Enrollment Lottery next Tuesday May 16th. High School Graduation is in June, State Testing has begun in all grades, Teacher Appreciation Week is week of May 15th.

## **B. Academic Report**

Nichole Allen made a presentation on the Senior Exhibition project that all Seniors at Liberty High School is required to complete before graduating. Presentations will take place Friday, May 12th.

## **C. Year 2 Induction Teachers and Mentors Presentations**

Justin Stinson, coordinator of Teacher Induction Program, introduced Induction Teacher Candidates and their Mentors. Each candidate presented their induction research and were given their completion certificate.

## **D. Declaration of Need**

Justin Stinson School recommended the board approves the 2023-2024 school year Declaration of Need (DON) for fully qualified educators at Literacy First Charter Schools allowing for future hires as needed for the 2023-2024 school year and is in compliance with the requirements and Ed Code set forth by the Commission of Teacher Credentialing with the new and current DON CL- 500 form

K. Evans made a motion to Approve 2023-24 school year Declaration of Need.

J. Lewis seconded the motion.

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

## **E. Committee on Assignment**

Justin Stinson made a report and recommended the Committee on Assignment for Board allowing Mr. Chris Castberg's assignment to teach high school ceramics in the 2023-2024 school year and is in compliance with the Superintendent of the San Diego County Board of Education. EC 44258.7 (c)(d) (Elective classes only)

K. Evans made a motion to Recommend Committee on Assignment for Chris Castberg to teach High School ceramics for 2023-24 school year.

J. Lewis seconded the motion.

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

**F. Approve 2023-24 LFCS K-12 Calendars**

Debbie Beyer, Executive Director, recommended the board approve the 2023-24 LFCS K-12 calendars both the K-8 calendar and the High School calendar.

J. Lewis made a motion to Approve 2023-24 LFCS K-12 Calendars.

M. Simone seconded the motion.

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

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

**A. Current Financial Report**

Steve Robinson, Chief Business Officer, informed the board regarding the schools' finances as of 4/30/2023. The governor's May budget revise is due May 14. 8.22% statutory COLA confirmed.

**B. Contracts and Large Purchases Notifications**

Steve Robinson, Chief Business Office, reported on the follow large contracts and/or purchases were executed since the last board meeting, April 18th, 2023.

The Difference Card: this is a third party vendor to enable a gap funding model for payment of health care costs (not premiums) expected savings to be roughly \$190,000 compared to renewing the 2022-23 health insurance plans: \$4,500 set up fee, \$5,685 monthly cost including insurance to protect LFCS from excessive claims.

Jesus Higuera Tree Service: tree trimming on two campuses: \$11,000.

Mystery Science: K-5 science curriculum 2 year renewal: \$7,770.

East County Schools Federal Credit Union: \$2,000,000 on deposit in a CD bearing 4.4% annual interest per Resolution 2023-06

Rios Fire Protection: replace / repair sprinklers below the T-Bar at Liberty Academy: \$9,870 max based on estimated 235 sprinklers with a \$40 rebate per sprinkler less than 235.

**C. Facilities Report**

Steve Robinson, Chief Business Officer reported on facilities update:

LCCHS Alpine: Asphalt work being scheduled for summer 2023.

Junior Academy: Emergency tree trimming and removal. Asphalt work, carpet replacement, and 2nd story student bathroom remodel being scheduled for summer

2023. CUP amendment application with traffic study sent to El Cajon Planning Dept. on April 28. In communication with a Certified Access Specialist to determine scope of ADA compliance work for the Freedom Academy offices.

Primary Academy: Scheduled tree trimming. Exterior painting being scheduled for summer 2023.

Liberty Academy: Exterior painting, carpet replacement, sprinkler replacement / repair, canvas replacement, possible roof work being scheduled for summer 2023

#### **D. Update on SOS Lawsuits**

SOS v. SDCOE: Status hearing held on 4/28/23: 1/2 day mediation ordered by the judge. Hearing date in January or February 2024 if the case is not settled prior. Our attorneys filed a notice of related cases to link this case to the San Diego County Board of Supervisors case and is working with the court to formalize this relationship. Mediation being scheduled for possibly July.

SOS v. SDCBS: Hearing before a CEQA judge to squash scheduled for May 28.

#### **E. LFCS Expanded Learning Opportunity Program Plan**

Steve Robinson, Chief Business Officer, recommended the board approve Literacy First Charter Schools' Expanded Learning Opportunity Program Plan.

M. Simone made a motion to Approve LFCS Expanded Learning Opportunity Program Plan.

J. Lewis seconded the motion.

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

#### **F. The Difference Card Application / Contract**

Steve Robinson, Chief Business Officer, recommended the board approve LFCS' application with The Difference Card. The fee is \$50.76 per employee per month who are enrolled in a Sharp or Kaiser HMO (currently 116). Employees will use this card to pay for health care copays within a gap funding model. Projected 2023-24 savings to LFCS is approximately \$190,000 and projected 2023-24 health care premium savings to individual employees are \$1,500 - \$4,400. We remain with Alliant as our health, vision, dental, and life insurance broker. The Difference Card partners with Alliant to deliver a gap funding model of health care. Our dental and vision plans remain unchanged with Principal and VSP as carriers. Our Life Insurance coverage and costs will remain the same but we are changing carriers to Mutual of Omaha as our existing carrier increased the premiums.

K. Evans made a motion to Approve LFCS' application with The Difference Card.

J. Lewis seconded the motion.

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

#### **IV. Closing Items**

**A. Adjourn Meeting**

M. Simone made a motion to Adjourn Meeting at 7:58 pm.

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 7:58 PM.

Respectfully Submitted,

L. Amorteguy