

APPROVED



# Literacy First Charter Schools

## Minutes

### Literacy First Charter School Board of Trustees

Regular Board Meeting

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#### Date and Time

Wednesday October 11, 2023 at 5:30 PM

#### Location

To attend this meeting in person go to:

698 W Main Street  
El Cajon, CA 92020

To attend this meeting remotely:

Join Zoom Meeting

<https://us02web.zoom.us/j/84056961090?pwd=NmEwMnZlWHl1Vnd5NEl0WEFjMUUpQdz09>

Meeting ID: 840 5696 1090

Passcode: mbspB6

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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

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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 Oct 11, 2023 at 5:34 PM.

**C. Flag Salute**

**D. Approve the Minutes from the September 13, 2023 Regular Board Meeting**

K. Evans made a motion to approve the minutes from September 13th, 2023 Regular Board Meeting Literacy First Charter School Board of Trustees on 09-13-23.

M. Simone seconded the motion.

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

**E. Approve Current Agenda**

J. Lewis made a motion to Approve Current Agenda for October 13th 2023 Regular Board Meeting.

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 Updates**

Debbie Beyer shared our campus newsletters and what is happening at school. PLEF is hosting a Character Dress Up day and Art Contest. High School has their Block Out

Cancer Volleyball game Thursday, Oct 12th. A wrestling team is starting at the High School. Debbie Beyer made a report on the Low Tech week went at school and the DLAC Teas that took place last week where parents were taught about the impact of technology on their children. Debbie Beyer shared the attendance report and our LCAP report.

**B. Academic Report**

Gail Stroben discussed the Local Indicators and what was reported and how LFCS is meeting those indicators for our school.

**C. Introduction of Back Office Staff**

Debbie Beyer introduced the District Office Staff and what they do at LFCS. Stacey Harrell was introduced to explain her new position at Director in Curriculum and Instruction.

**D. PTLC Report**

Debbie Beyer introduced Jessica Hastings as the PTLC President. She explained what PTLC does and how they help and support LFCS.

**E. Character / Leadership Program Report**

Debbie Beyer introduced the leaders of our Character and Leadership programs. Danny Sanchez and John Luzzi shared the Leadership program at the High School and how that is implemented. Victor Kempsey and Jamie Robinson shared about the Character Education program at the Jr. High. Gail Stroben shared about our K-6 Character Education Program.

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

**A. Current Financial Report**

Steve Robinson shared the school's financials as of 9.30.23.

**B. Contracts and Large Purchases Notifications**

Steve Robinson presented large purchases and contracts.

Linscott, Law & Greenspan: Updated the JA traffic study for enrollment of 620 for our JA CUP amendment: \$6,300  
(contract executed on 9.13.23)

Streamline Design & Permitting, LLC: Per board approval on 9.13.23, the contract has been executed to provide architectural drawings for the permitting of the ADA updates for the Freedom House at the JA. Total contract amount is \$11,580. \$1500 paid to date.

### **C. Facilities Report**

Steve Robinson gave a facilities report on the following campus'

LCCHS Alpine: The canopy over the lunch has been completed. The solar panels are going offline. The district is investigating and contracting with a vendor to fix the problem. This should lessen temporarily our \$2500 monthly solar charge from the district.

Junior Academy: While not 100% "healed" the field at the JA is now in use as of 10.2.23.

The CUP amendment is in progress. An open house for the neighbors was held on 9.27.23. The hearing for the CUP amendment will be in November.

On site meeting with architect for the ADA work on the Freedom House is being scheduled.

Primary Academy: The church's solar project is near its completion. We continue to try and solve the mysterious leaking roof in the main office. Traffic plan approved by city traffic and now part of the current CUP.

Liberty Academy: Construction on the wall between this campus and 203 N Johnson should start within the next 30 days.

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

Steve Robinson gave an update on the SOS Lawsuits.

## **IV. Governance**

### **A. Governance Committee Report**

Priscilla Schreiber will do a walk through with Board on Track staff and discuss Board Calendar.

### **B. Finance Committee Report**

None

### **C. Facilities Committee Report**

None

## **V. Closed Session**

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

Nothing to discuss

**B. Adjourn Closed Session**

**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 7:22 PM.

Respectfully Submitted,

L. Amorteguy

M. Simone made a motion to Adjourn meeting.

K. Evans seconded the motion.

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