

APPROVED



Literacy First Charter Schools

Minutes

Literacy First Charter School Board of Trustees

Regular Board Meeting

Date and Time

Wednesday February 14, 2024 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/89694178799?pwd=M1FoQSswRjBLRFU3OGpjQm1YaG4wZz09>

Meeting ID: 896 9417 8799

Passcode: 61Y8Tu

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

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

Trustees Absent

J. Lewis

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 Feb 14, 2024 at 5:31 PM.

C. Flag Salute

D. Approve the Minutes from the January 10, 2024 Regular Board Meeting

K. Evans made a motion to approve the minutes from Literacy First Charter School Board of Trustees on 01-10-24.

M. Simone seconded the motion.

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

E. Approve Minutes of February 3, 2024 Board Retreat

M. Simone made a motion to approve the minutes from Literacy First Charter School Board of Trustees on 02-03-24.

K. Evans seconded the motion.

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

F. Approve Current Agenda

K. Evans made a motion to Approve Current Agenda for February 14th 2024 Board Meeting.

M. Simone 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

II. Executive Director's Report

A. School Events, Program, and Staffing Updates

Debbie Beyer, CEO, shared current Bulldog News and activities happening on campus'. High School had alumni come to the High School to share with our High Schoolers at their Leadership Assembly.

B. Academic Report

Debbie Beyer introduced Victor Kempsey. Victor Kempsey made a presentation on our current Comprehensive School Safety Plan. He explained current plans and any changes needed to be in compliance.

Debbie Beyer introduced Kim Pepin, 5th Grade Lead, she provided the board information regarding the school's 5th grade program. She shared the 5th Grade Mission Statement as well as activities that 5th grade participates in.

Justin Stinson provided the board information regarding the school's teacher training programs. Our Newbie Teacher program helps new teachers to LFCS called our CATS program, Coaching and Teacher Support, for new teachers and those who changed assignments at LFCS. Our induction program helps our teachers clear their teacher credential.

C. Mid Year LCAP Presentation

Debbie Beyer introduced Gail Stroben, Assistant Principal, who provided the board information regarding current progress made on the school's LCAP goals, actions, and metrics.

Discussed mid year overview and the goals established for the year for LCAP and where and how we are currently meeting the goals. In addition to LCAP a report on our SARC, School Accountable Report Card, was made by Gail Stroben.

Steve Robinson provided the board with updated LCAP expenditures and with an updated Budget Overview for Parents.

D. 2023-24 LFCS School Accountability Report Card

K. Evans made a motion to Approve LFCS School Accountability Report Card SARC.

B. Johnson seconded the motion.

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

III. Chief Business Officer's Report

A.

Current Financial Report

The chief business officer will share the school's financials as of 1.31.24 as well as changes to SDCOE's Fringe Benefits Consortium.

B. Contracts and Large Purchases Notifications

Alpine Fence: Labor and materials for the fence at the PA: \$12,500 (We reached out to multiple contractors. Only Alpine and AML responded. AML said they would order the materials from Alpine so their bid would be higher).

Charter Tech: Vaping sensors and licenses for the JA bathrooms: \$6,383.05

Christian Brothers: Emergency water damage clean up work at the PA and JA due to the rain on 1.22.24: \$10,025

Christian Brothers: Repair work to the PA (classroom and copy room) and JA (classroom and hallway) to fix rain damage on 1.22.24: \$7,900.76.

Jesus Higuera: 21 trees trimmed at the JA: \$15,450

C. Facilities Report

LCCHS Alpine: Solar system appears fixed but still waiting on a new online monitoring platform to be set up. We are in communication with the district and the technician. SDGE bill for January showed less solar production than this time last year. Plumbing issues being resolved in first two rows of classrooms. Plumbing sweeps scheduled to be installed during Easter break. No significant rain damage from 1.22.24.

Junior Academy: The fence along Summer Place Drive is complete. We submitted the permit for the installation of the left hand turn lane and "no blocking" signs on Bradley per the new CUP. The architect for the ADA work at the Freedom House has finalized the drawings for the ADA improvements and the plans have been submitted to the city for permitting. Construction is planned for summer 2024. Trees were trimmed over a few weekends. One classroom and a hallway had significant rain damage on 1.22.24.

Primary Academy: One classroom had to be evacuated during the 1.22.24 rain storm. Playground equipment being replaced summer 2024. Fence behind playground equipment being replaced.

Liberty Academy: Waiting on construction of the wall between this campus and 203 N Johnson to start. The property owner reported that the city made the tenant change aspects of the overall project to confirm with updated codes. The permit is expected by the end of February. The plan for the wall is unchanged. Roof to be resealed, playground equipment to be replaced, and some carpet to be replaced summer 2024. No significant rain damage on 1.22.24.

D. Legal Issues

SOS v. San Diego County Board of Supervisors: Attorney's fees were not awarded during the Feb 9 hearing as there was no judgment yet in the case. Attorneys for each side now must work out how to proceed with litigation, a settlement, or language that will meet the court's definition of a "judgement."

SOS v. SDCOE: Next hearing scheduled for March 1, 2024 where SOS counsel may ask for an extension due to the extensive administrative record she is requesting. Since our first settlement offer has expired with no response from SOS counsel, a second offer was sent to SOS counsel on 2.7.24 and expires on 2.16.24.

Zori Case: JPA counsel filing a motion for summary judgement. Tentative trial date of October 25, 2024. Plaintiff is asking for \$150,000. \$1,894.44 of documented medical bills have been submitted by the plaintiff. \$2,500 settlement offer has been made by the JPA. Plaintiff's counsel has yet to respond. A mediator has been appointed but mediation has not been scheduled.

E. Website Redesign Bids

Steve Robinson, CBO, discussed options for Website Redesign Bids. It is recommended the board approve the Finalsite contract for the LFCS website redesign. Finalsite has extensive experience with schools and their services are competitively priced.

F. Form 700

Steve Robinson, CBO, provided each board member with a Form 700 to complete and return to the CBO by March scheduled Board Meeting

G. Brown Act Review

Steve Robinson reviewed how the Brown Act applies to the LFCS Board of Trustees

IV. Governance

A. Governance Committee Report

Nothing to report

B. Finance Committee Report

Nothing to Report

C. Facilities Committee Report

Nothing to report

D.

CBO Performance and Compensation Review

Referred to Debbie Beyer

E. May 8 Board Meeting Calendar Change

K. Evans made a motion to Move May 8th 2024 Regular Board Meeting to May 15th 2024.

B. Johnson seconded the motion.

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

F. Board Retreat Follow Up

Nothing to report

V. Closed Session

A. Enter Closed Session

No closed session items

B. Adjourn Closed Session

VI. Closing Items

A. Adjourn Meeting

K. Evans made a motion to Adjourn meeting.

M. Simone 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 8:10 PM.

Respectfully Submitted,

S. Robinson