



# Literacy First Charter Schools

## Minutes

### Literacy First Charter School Board of Trustees

#### Regular Board Meeting

---

#### Date and Time

Tuesday June 11, 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/86918447922?pwd=N3p0U0FKdnA0eDN6aHM2WFVhV0YzZz09>

Meeting ID: 869 1844 7922

Passcode: wr7Eqb

---

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

**Trustees Absent**

*None*

**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 Tuesday Jun 11, 2024 at 5:34 PM.

**C. Flag Salute**

**D. Approve the Minutes from the May 15, 2024 Regular Board Meeting**

B. Johnson made a motion to approve the minutes from May 15th 2024 Literacy First Charter School Board of Trustees on 05-15-24.

J. Lewis 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 June 11th 2024.

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, Executive Director, shared the results of the Lottery for 2024/25 school year, current enrollment for the 2024/25 school year, current attendance numbers. She shared information on Graduation and Moving Up Ceremonies.

Debbie Beyer introduced Danny Sanchez and Nichole Allen who shared graduation data on the Class of 2024.

**B. 2023-24 LFCS LCAP Annual Update**

Gail Stroben, Assistant Principal, reported on the 2023-24 LFCS LCAP Annual Update.

LFCS Administration recommends the board approve the 2023-24 LFCS LCAP Annual Update.

K. Evans made a motion to Approve the 2023-24 LFCS LCAP Annual Update.

M. Simone seconded the motion.

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

**C. 2023-24 LFCS LCAP Local Indicators**

Gail Stroben, Assistant Principal, reported on the 2024-25 LFCS LCAP Local Indicators.

The LFCS 2024-25 LCAP Local Indicators were read aloud during the meeting and LFCS Administration recommends the board approve them.

K. Evans made a motion to Approve the LFCS 2024-25 Local Indicators.

M. Simone seconded the motion.

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

**D. 2024-25 LFCS LCAP**

Gail Stroben, Assistant Principal, reported on the 2024-25 LFCS LCAP. LFCS Administration recommends the board approve the 2024-25 LFCS LCAP.

M. Simone made a motion to Approve the 2024-25 LFCS LCAP.

K. Evans seconded the motion.

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

**E. 2024-25 LFCS LCAP Budget Overview for Parents**

Steve Robinson, CBO, presented the 2024-25 LFCS LCAP Budget Overview for Parents.

LFCS Administration recommends the board approve the 2024-25 LFCS LCAP Budget Overview for Parents.

M. Simone made a motion to Approve 2024-25 LFCS LCAP Budget Overview for Parents.

K. Evans seconded the motion.

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

**F. 2024-25 LFCS LCAP Federal Addendum**

Steve Robinson, CBO, presented the 2024-25 LFCS LCAP Federal Addendum. LFCS Administration recommends the board approve the 2024-25 LFCS LCAP Federal Addendum.

K. Evans made a motion to Approve 2024-25 LFCS LCAP Federal Addendum.

J. Lewis seconded the motion.

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

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

#### **A. Current Financial Report**

Steve Robinson, CFO, shared LFCS financials as of 5/31/24

#### **B. Contracts and Large Purchases Notifications**

Steve Robinson, CFO, presented the following large purchases:

Wright Brothers: Ceiling repair, mural protection, touch up painting at the PA: \$8,225.

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

Steve Robinson, CFO, presented the following facilities report:

LCHS Alpine: Solar production up considerably since 4.28.24 according to SDGE report. One panel still needs to be replaced and the online monitoring system set up. Plumbing sweeps installed during Easter Break. Diagnosis of pipes is the next step to fix the plumbing issues. Preliminary work continuing on a plan to add two relocatable classrooms to LCHS for use as a weight room and another needed classroom. Roof work and carpet replacement scheduled for summer 2024.

Junior Academy: We submitted the permit for the installation of the left hand turn lane and "no blocking" signs on Bradley per the new CUP. The ADA work at Freedom House will now be done summer 2025. Replacement of the retaining wall at the Freedom House as well as installation of the slab to house a new storage shed scheduled to begin in early July. Tile to replace carpet in science classrooms should be installed this summer. Carpet replacement prioritized for this summer as well.

**Primary Academy: Fence behind playground equipment being replaced and is in permitting with El Cajon. Negotiations for a new lease has begun. Playground equipment and carpet replacement may need to wait until summer 2025 once new lease is finalized. Student bathroom upgrades in the portable classrooms being planned for summer 2024 as well as awning replacements and some ceiling repair.**

**Liberty Academy: Waiting on construction of the wall between this campus and 203 N**

**Johnson to start however considerable demolition has occurred on the property to make room for the wall and the containers of batteries. Roof to be resealed, some carpet to be replaced, and the parking lot improved in summer 2024. ELO-P and Camp Ketchup will run out of this campus June 24 - July 26.**

#### **D. Legal Issues**

LFCS is waiting on responses from SOS to settlement offers.

#### **E.**

### **Approve the updated LFCS Conflict of Interest Policy**

Steve Robinson, CBO recommended the board approve the updated LFCS Conflict of Interest

Policy. The only change is listing the current people within the organization who are required to file the Form 700.

K. Evans made a motion to Approve the updated LFCS Conflict of Interest Policy.

M. Simone seconded the motion.

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

### **F. 2024-25 LFCS Budget**

Steve Robinson, CBO, presented the 2024-25 LFCS Budget for a public hearing.

### **G. 2024-25 LFCS Salary Schedules**

Steve Robinson, CBO, recommended the board approve the 2024-25 LFCS Salary Schedules.

K. Evans made a motion to Approve 2024-25 Salary Schedules.

J. Lewis seconded the motion.

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

### **H. La Mesa Flooring bid for additional LCHS carpet installation**

Steve Robinson, CBO, recommended the board approve the bid from La Mesa Flooring for additional LCHS carpet installation in the conference room building.

M. Simone made a motion to Approve La Mesa Floor bid for LCHS Carpet Installation.

J. Lewis seconded the motion.

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

### **I. AML bid for PA bathroom remodels**

Steve Robinson, CBO, recommended the board approve the AML bid for repairing and remodeling 8 student bathrooms at the Primary Academy, \$28,000 for 8 bathrooms.

K. Evans made a motion to Approve AML bid for PA bathroom remodels.

M. Simone 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 Closed Session at 6:59 pm.

J. Lewis seconded the motion.

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

### **B.**

**Save Our Students - Safety Over Sorry, et. al. v County of San Diego, et. al.  
Settlement Agreement**

No action taken.

**C. Conference with Legal Counsel- Anticipated Litigation**

**By a unanimous vote, the board approved a confidential settlement agreement to resolve potential litigation involving special education student prior to due process filing.**

**D. Adjourn Closed Session**

K. Evans made a motion to Adjourn Closed Session 7:14 pm.

M. Simone seconded the motion.

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

**V. Closing Items**

**A. Adjourn Meeting**

B. Johnson made a motion to Adjourn meeting at 7:45 pm.

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 7:45 PM.

Respectfully Submitted,  
S. Robinson