

APPROVED



# Literacy First Charter Schools

## Minutes

### Literacy First Charter School Board of Trustees

Regular Board Meeting

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#### **Date and Time**

Wednesday September 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:

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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 Sep 11, 2024 at 5:36 PM.

### C. Flag Salute

### D. Moment of Silence in honor of 9/11

### E. Approve the Minutes from the August 14, 2024 Board Meeting

M. Simone made a motion to Approve the minutes from August 14, 2024 Literacy First Charter School Board of Trustees on 08-14-24.

K. Evans seconded the motion.

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

K. Evans made a motion to Approve agenda for September 11th 2024 Board Meeting.

M. Simone seconded the motion.

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

### F. Approve Current Agenda

### 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 shared with the board an update on staffing, programs, and attendance for the 2024-25 school year. She shared the events of the 202425 Staff Training. The board watched the current video promotion for LFCS. Reviewed current LCAP report and the current newsletters for each campus and the upcoming Wild West Fair. Annual Report 2024 from the County was reviewed.

### B. 2024-25 LFCS New Staff

Debbie Beyer introduced the new staff hires to LFCS for the 2024-25 school year.

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

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

Steve Robinson CBO shared LFCS financials as of 8.31.24.

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

Steve Robinson shared contracts and large purchases for LFCS.

Dell: Staff computers \$90,215.55.

The Awning Store: New Awning as the PA \$27,950.

Angus Asphalt: LA Parking lot repair, reseal, and restripe \$95,921.

AML: JA Retaining wall and fence replacement plus slab for Freedom storage shed \$31,603.

El Cajon Ford 2024 F350 work truck \$72,556.14.

Sedano Ford 2023 F350 work truck \$72,263.01.

Perry Plumbing: LCHS plumbing repairs and replacements \$63,458.

AML: JA pick up area slabs, wall repair, handrail repair \$20,160.

The Awning Store: JA shade cover replacements \$34,860.

Wise Roofing: LCHS 3 new roofs \$130,985.25

Wise Roofing: LA new roof \$299,635

McGraw Hill, Houghton Mifflin, Kendall Hunt: K-12 ELA curriculum and 6-8 math curriculum adoptions and training \$899,878.80 (Resource 6762 Arts, Music, Instructional Materials Block Grant).

La Mesa Flooring: JA Carpet installation: \$26,115.80

Teachers' Curriculum Institute: 6 year student online social studies licenses for 6-8th grade: \$42,320 (Resource 6762); 3 year teacher licenses and 470 consumable student notebooks: \$8,907.66.

Learning Without Tears: Printing, cursive, writing, and keyboarding consumables for 1st - 5th grade: \$17,859.47.

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

Steve Robinson shared the current facilities report for LFCS campus'

LCHS Alpine: New weight room and classroom project on hold.

Junior Academy: The permit for the installation of the left hand turn lane and "no blocking" signs on Bradley per the new CUP have been approved by the city and are on their way to the county for final approval as the project spans both city and county property. The ADA work at Freedom House will now be done summer 2025 with the project in permitting now.

Primary Academy: Negotiations for a new lease continue. Playground equipment and carpet replacement are planned for summer 2025 once new lease is finalized.

Liberty Academy: Met with representatives from the battery storage company on 8.28.24. Construction is expected to start in September and run for 12 months at 203 N Johnson Ave with the wall on our side in the first phase. It will be a decorative concrete wall at 7 feet with another fence on top to reach at least 8 feet in total height.

**D. Legal Issues**

Steve Robinson shared update on the SOS v. San Diego County Board of Supervisors: Nothing to report at this time.

**E. Approve the 2023-24 LFCS Unaudited Actuals**

Steve Robinson, CBO recommended the board approve the 2023-24 LFCS Unaudited Actuals.

M. Simone made a motion to Approve the 2023-23 LFCs Unaudited Actuals as is, subject to adjustments.

K. Evans seconded the motion.

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

**F. Teldata Bids for Cloud Based Phone System Infrastructure**

Steve Robinson, CBO recommended the board approve the Teldata bids for the infrastructure

updates (cabling) needed to transfer our phone systems from analogue to cloud based at all four of our campuses. Teldata is our preferred and historic phone contractor. They know our sites and our infrastructure. These bids are based on detailed inspections done.

J. Lewis made a motion to Approve Teldata Bids for Cloud Based Phone Systems.

M. Simone seconded the motion.

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

**G. 2023-24 LFCS Actuals EPA Revenue and Expenditure Report**

Steve Robinson, CBO would like to report that all EPA revenue received in fiscal year 2023-24 was

spent on teacher salaries and benefits.

**H. Resolution 2025-01: 2024-25 EPA Revenue and Expenditures**

Steve Robinson, CBO recommended that the board approve Resolution 2025-01 which is the

school's commitment to spending all EPA (Education Protection Account) revenue received in fiscal year 2024-25 solely on teachers' salaries and benefits as required by law.

M. Simone made a motion to Approve Resolution 2025-01: 2024-25 EPA Revenue and Expenditures.

K. Evans seconded the motion.

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

#### **IV. Governance**

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

The Governance Committee recommended the board read pp 4-49 of the LFCS Charter and come to the next board meeting prepared to discuss its content.

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

None.

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

None

#### **V. Closed Session**

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

K. Evans made a motion to Enter into closes session at 7:22 pm.

M. Simone seconded the motion.

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

##### **B. Real Estate Matters**

No action taken.

##### **C. Adjourn Closed Session**

J. Lewis made a motion to Adjourn Closed Session at 7:55pm.

K. Evans seconded the motion.

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

#### **VI. Closing Items**

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

M. Simone made a motion to Adjourn the Board Meeting at 8:03pm.

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 8:03 PM.

Respectfully Submitted,

S. Robinson