

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 9, 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/82824105333?pwd=Yy0HNqgSCO7wJ8b4yx9MLvMQVgtRbJ.1>

Meeting ID: 828 2410 5333

Passcode: azYJy1

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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

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## 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 9, 2024 at 5:28 PM.

### C. Flag Salute

### D. Minutes from the September 11, 2024 Board Meeting

J. Lewis made a motion to approve the minutes from September 11th 2024 Literacy First Charter School Board of Trustees on 09-11-24.

M. Simone seconded the motion.

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

### E. Current Agenda

J. Lewis made a motion to Approve the agenda for LFCS Board Meeting for October 9th 2024 with an amendment to table Governance Committee Report and the Brown Act Training discussion until November 13th 2024.

M. Simone 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 provided the board with updates on staffing, programs, and

attendance for the 2024-25 school year. High School has leadership days Oct 23-25. Olympics for JA and High School in the next two weeks. Attendance is holding strong. 97% on each campus. Hired a new science teacher for HS to take over for retiring teacher in January. Wild West Fair was a great success. Debbie Beyer shared that she is in contact with a Charter School, Fern Leaf, and that LFCS is going to help rebuild their school after the recent hurricane.

**B. 2024-25 Lead Teachers and Department Heads**

Debbie Beyer, Executive Director introduced the 2024-25 LFCS Lead Teachers and Department Heads to the board.

Laura LaHood shared about the Language Support Program at LFCS.

**C. 2024-25 LFCS LCAP, Dashboard, and SARC**

No need to report until the end of the year 2024

**D. PTLC Presentation**

Debbie Bailey, president of the LFCS Parent Team Leadership Council provided the board information on its activities.

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

**A. Current Financial Report**

Steve Robinson, CBO, shared the school's financials as of 9.30.24.

**B. Contracts and Large Purchases Notifications**

Steve Robinson, CBO, shared the following large purchases.

McGraw Hill: ELA Curriculum Adoption: \$84,076.98.

School Pathways, LLC: Freedom Academy management software: \$11,571

**C. Facilities Report**

Steve Robinson, CBO, gave the following Facilities Report.

LCCHS Alpine: Previous weight room and classroom project terminated. A container approach for the weight room using existing awning structure is being priced and other district owned available property is being explored.

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 and construction bids are being accepted. Bids for stair

expansion, artificial turf installation, and drainage are being collected. Trees trimmed on west side of front parking lot.

Primary Academy: Nothing to report.

Liberty Academy: School leadership has had multiple meetings with representatives from RWE, the battery storage company, to discuss safety concerns. 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. Playground and turf replacement planned for summer 2025

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

SOS v. San Diego County Board of Supervisors: No appeal made as of October 7th 2024.

#### **E. Adjusted 2023-24 LFCS Unaudited Actuals**

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

Actuals. We were able to work with our auditor to obtain the correct accounting codes for the journal entries to get our 2023-24 adjusted beginning fund balance to match the 2022-23 ending fund balance on our 2022-23 audit.

J. Lewis made a motion to Approve Adjusted 2023-24 LFCS Unaudited Actuals.

K. Evans seconded the motion.

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

#### **F. Teldata Bid for Cloud Based Phone System Infrastructure at the JA**

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

updates (cabling) needed to transfer our phone system from analogue to cloud based at the Junior Academy. Teldata is our preferred and historic phone contractor. They know our sites and our infrastructure. This bid is based on detailed inspections with the CBO present.

K. Evans made a motion to Teldata Bid for Cloud Based Phone System Infrastructure at the JA.

M. Simone seconded the motion.

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

#### **G. Innovative Playgrounds Bids for LA Playground and Turf Replacement**

Steve Robinson, CBO, recommended the board approved the bids from Innovative Playgrounds to replace the playground and turf at the LA. The playground is \$221,500.77 including

removal, materials, delivery, and labor and the turf is \$131,649.90 including removal, materials, delivery, and installation for a total of \$353,150.67. The turf is warranted for 10 years but should last 15-20 years. The metal playground equipment is warranted for 100 years. The plastic and platforms on the playground equipment is warranted for 15 years. The playground surface is warranted for 3 years but should last at least 10 years.

K. Evans made a motion to Approve Innovative Playgrounds Bids for LA Playground and Turf Replacement.

M. Simone seconded the motion.

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

#### **H. Bid for JA Stairs, Drainage, and Turf project**

Steve Robinson, CFO, shared bids for JA Stairs, drainage and turf project

J. Lewis made a motion to Approve the Grass Doctor bid for the JA stairs, drainage, and turf project.

M. Simone seconded the motion.

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

### **IV. Governance**

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

Tabled until November 13th 2024 Board Meeting

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

None

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

None

#### **D. 2024-25 Brown Act Training**

Tabled until November 13th 2024 Board Meeting

### **V. Closed Session**

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

None

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

None

#### **C. 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 6:58 PM.

Respectfully Submitted,

L. Amorteguy

M. Simone made a motion to Adjourn Meeting at 6:58 PM.

J. Lewis seconded the motion.

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