APPROVED

Literacy First Charter Schools

Minutes

Literacy First Charter School Board of Trustees

Regular Board Meeting

Date and Time
Wednesday March 12, 2025 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

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, M. Simone, P. Schreiber

Trustees Absent
K. Evans

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 Mar 12, 2025 at 5:32 PM.

C. Flag Salute

D. Minutes from the February 12, 2025 Board Meeting

M. Simone made a motion to Approve the minutes from February 12th 2025 Board Meeting Literacy First Charter School Board of Trustees on 02-12-25.
J. Lewis seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Current Agenda

B. Johnson made a motion to Approve agenda for Board Meeting March 12th 2025.
J. Lewis 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 CEO, presented current attendance rate.
Debbie Beyer shared the WASC accreditation study for Liberty Charter High School. Board is requested to be there April 7th Monday Morning at 9:00am to meet with the WASC team members.

Debbie Beyer reported that the Jogathon raised $122,000.
Debbie Beyer reported that Quantum learning is live coaching our teachers on classroom strategies to help teachers in the classroom.

B. Freedom Academy Staff

Debbie Beyer introduced Amanda Icenhower the administrator of Freedom Academy, she introduced the staff at Freedom Academy and shared information about Freedom Academy, current enrollment, and program overview and major events for Freedom students.

C. 5th Grade Program

Debbie Beyer introduced Kim Pepin who provided information on the 5th grade program at LFCS.

D. 2024-25 WASC Report

Debbie Beyer discussed with the board information on the final LCHS 2024-25 WASC Report and information on board responsibilities during the WASC visit.

III. Chief Business Officer's Report

A. Current Financial Report

Steve Robinson, CBO, shared LFCS financials as of 2.28.25.

B. Contracts and Large Purchases Notifications

Steve Robinson shared the following contracts and large purchases.
Perry Plumbing: fix broken and clogged sewage pipe under JA courtyard: $12,380.

Board on Track: Board of Trustees agendas, minutes, posting, archives, and professional development: $10,495.

iArt Institute: online art classes to meet credentialing requirements at LCHS: $11,887.50.

Angus Asphalt: Resurface and restriping the JA Basketball court: $12,600.
The Awning Store: Final payment for weight room and lunch area awnings: $14,920 ($29,840 total). Holding last check until weight room awning install is completed.

C. Facilities Report

LCHS Alpine: The district agreed to credit us the $20,040 for the solar repairs needed to get the system running at capacity again. As of 12.28.24, the system seems to be working at capacity again but there may still be issues. The new canopy and exercise equipment for the weight room project and have been installed but needs improvements.

Security system updated due to recent trespassing issues. Cloud based phone system infrastructure work scheduled for the end of June and installation in July.

Junior Academy: The permit for the installation of the left hand turn lane and "no blocking" signs on Bradley per the new CUP remains in its final stage. Precision Striping will be the contractor for $9,500 (low bid). Basketball court was resurfaced and re-striped over February break. An underground sewage pipe broke in the courtyard area and will be cleaned out and re-surfaced to fix the break. The ADA work at Freedom House will be done summer 2025 with the project now permitted and bids are being generated. Tile work is the last remaining part of the current flooring upgrades to be completed this summer. Cloud based phone system infrastructure work scheduled for the end of June and installation in July. Solar is being explored for this campus.

Primary Academy: We are pricing repairs to the playground structure now that we have executed the 5 year lease.

Liberty Academy: Construction of RWE's project continues at 203 N Johnson Ave. Playground and turf replacement planned for summer 2025. Cloud based phone system infrastructure updates scheduled for late June and installation in July. Solar is being explored for this campus. Carpet replacement scheduled for July.

D. Legal Issues

None to report

E. Freedom House ADA Bids

Tabled until April 9th Board meeting

F. JA and LA Solar Bids

Tabled until April 9th Board meeting

G. Form 700

Steve Robinson, CBO, collected Form 700 from board members.

H. 2024-25 2nd Interim Report

Steve Robinson, CBO, recommended the board approved the 2024-25 LFCS 2nd Interim Report
M. Simone made a motion to Approve the 2024-25 LFCS 2nd Interim Report.
J. Lewis seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Governance

A.

Nomination for Interim Board President

No action taken.

B. Vote for Interim Board President

No action taken.

C. Interim Board Member

No action taken.

D. CBO Evaluation

Priscilla Schreiber acknowledged Steve Robinson, CBO, and his excellent work for LFCS.
P. Schreiber made a motion to Accept CBO Evaluation.
B. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Governance Committee Report

Nothing to report

F. Finance Committee Report

Nothing to report

G. Facilities Committee Report

Nothing to report

V. Closed Session

A. Enter Closed Session

M. Simone made a motion to Enter into closed session at 7:01.
J. Lewis seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Executive Director Evaluation and Compensation Review

No action taken.

C. Financial Matters

No action taken.

D. Adjourn Closed Session

M. Simone made a motion to Adjourn Closed Session at 7:30pm.

J. Lewis 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 meeting at 7:31 pm.
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 7:59 PM.

Respectfully Submitted,
S. Robinson