APPROVED

Literacy First Charter Schools

Minutes

Literacy First Charter School Board of Trustees

Regular Board Meeting

Date and Time
Wednesday June 11, 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

Teleconferencing Locations:

1850 Alpine Blvd Alpine, CA 91901
1012 E Bradley Ave El Cajon, CA 92021
799 E Washington Ave El Cajon, CA 92020

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, P. Schreiber

Trustees Absent
M. Simone

Guests Present
D. Beyer, L. Amorteguy, S. Robinson

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

K. Evans called a meeting of the board of trustees of Literacy First Charter Schools to order on Wednesday Jun 11, 2025 at 5:39 PM.

C. Flag Salute

D. Minutes from the May 14, 2025 Board Meeting

P. Schreiber made a motion to Approve the minutes from May 14th 2025 Regular Board Meeting Literacy First Charter School Board of Trustees on 05-14-25.
J. Lewis seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Current Agenda

J. Lewis made a motion to Approve Current Agenda for June 11th 2025 Regular Board Meeting.
B. Johnson 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, provided the board an update on staffing, programs, and attendance for the 2024-25 school year.

B. LCHS Class of 2025 Data

Mr. Sanchez and Mrs. Allen provided the board information on the graduation status and post secondary plans for the LCHS class of 2025.

C. 2025-26 LFCS LCAP Local Indicators

Gail Stroben presented and recommended that the board approve the 2025-26 LFCS LCAP Local
Indicators. The Local Indicators were read aloud.
P. Schreiber made a motion to Approve 2025/26 LFCS LCAP Local Indicators.
B. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. 2025-26 LFCS LCAP

Gail Stroben presented and recommended the board approve the 2025-26 LFCS LCAP.
K. Evans made a motion to Approve 2025/26 LFCS LCAP.
P. Schreiber seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. 2025-26 LFCS LCAP Federal Addendum

Steve Robinson, CBO presented and recommended the board approve the 2025-26 LFCS LCAP Federal Addendum.
B. Johnson made a motion to Approve 2025/26 LFCS LCAP Federal Addendum.
P. Schreiber seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. 2025-26 LFCS Calendars

Debbie Beyer, CEO, recommended the board approve the 2025-26 LFCS K-8 staff and family calendars and the 2025-26 LCHS staff and family calendars.
J. Lewis made a motion to Approve 2025/26 LFCS Calendars.
P. Schreiber seconded the motion.
The board **VOTED** unanimously to approve the motion.

G. Retirement Recognitions for Joni Martin and Linn Dunton

Debbie Beyer recognized Joni Martin and Linn Dunton and their service to LFCS upon their retirement. Katina Evans read resolution in recognition of service.

III. Chief Business Officer's Report

A. Current Financial Report

Steve Robinson, CBO, shared the school's financials as of 5.31.25.

B. 2025-26 LFCS Budget

Steve Robinson, CBO, shared the proposed 2025-26 LFCS Budget with the board for a public
hearing of its contents.

C. Contracts and Large Purchases Notifications

Jesus Higuera: Tree trimming at LCHS: $13,250.
E Signs Services: LCHS Marquee replacement: $37,763

D. Facilities Report

LCHS Alpine: The solar panels are not working properly. Snyder Electric has identified problems with two circuit boards on the inverter which can be replaced for about $4,000. Another broken pipe was located near the kitchen. Repairs are being scheduled. The marquee was replaced on May 30, 2025. Cloud based phone system infrastructure work scheduled for the end of June and installation in July. Roofs over the conference room and science classrooms and HVAC over the conference room will be replaced this summer. Artificial turf to be installed in the quad this summer.

Junior Academy: The permit for the installation of the left hand turn lane and "no blocking" signs on Bradley per the new CUP has been granted and work is scheduled for the week of June 23-27. The ADA work at Freedom House will be done summer 2025 with the project now permitted and bids approved. Cloud based phone system infrastructure work scheduled for the end of June and installation in July. Solar will be installed during the summer of 2026 due to the roof work on 1030 being completed in the summer of 2025. the conference room and science classrooms and HVAC over the conference room will be replaced this summer.

Primary Academy: Bids for the playground repairs / improvements are ready. Work would be done this summer.

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 will be installed by the summer of 2026. Carpet replacement scheduled for July.

E. Legal Issues

None to report

F. 2024-25 LFCS Prop 28 Annual Report

Steve Robinson, CBO, recommended the board approve the 2024-25 LFCS Prop 28 Annual Report.
P. Schreiber made a motion to Approve 2024/25 LFCS Prop 28 Annual Report.
J. Lewis seconded the motion.
The board **VOTED** unanimously to approve the motion.

G. Special Compensation Updates

Steve Robinson, CBO, recommended the board approve the updated LFCS Special Compensations
policies.
P. Schreiber made a motion to Approve Special Compensations.
J. Lewis seconded the motion.
The board **VOTED** unanimously to approve the motion.

H. Primary Academy Playground Structure Repairs and Improvements: Materials Bid

Steve Robinson, CBO, recommended the board approve the $33,305.28 Miracle bid for the materials to repair and improve the playground at the Primary Academy. Miracle is the original
manufacturer so repairs and improvements need to be done through Miracle which is less expensive than demolishing the existing playground and building a new one with either Miracle or another vendor.
J. Lewis made a motion to Approve Primary Academy Playground Repairs.
B. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

I. Primary Academy Playground Structure Repairs / Improvements: Labor

Steve Robinson, CBO, recommended the board approved the $47,716.35 Jaynes Brothers
Construction bid for the labor to repair and improve the playground structure and area at the Primary Academy.
J. Lewis made a motion to Approve Academy playground structure costs.
P. Schreiber seconded the motion.
The board **VOTED** unanimously to approve the motion.

J. 1251 Greenfield Drive Suite A 92020 Lease extension

Steve Robinson, CBO, recommended the board approve a five year lease extension for the
warehouse at 1251 Greenfield Drive Suite A. We use the warehouse for storage and for work space for our maintenance team and for our technology team. PTLC also

stores the clothes it sells there and we keep long term student, human resources, attendance, and financial files there. We have a good relationship with the landlord, this space works well for us, the cost is reasonable, and moving would be a significant burden. The extension reflects the same terms as the original lease. The current lease expires in December 2025.
P. Schreiber made a motion to Approve Storage Lease extension at 1251 Greenfield Dr.
J. Lewis seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Governance

A. Governance Committee Report

None

B. Finance Committee Report

None

C. Facilities Committee Report

None

V. Closing Items

A. Other Issues

B. Adjourn Meeting

K. Evans made a motion to Adjourn Meeting at 8:23 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 8:23 PM.

Respectfully Submitted,
L. Amorteguy