



**AGENDA
REGULAR MEETING**

**BOARD OF DIRECTORS
LITERACY FIRST CHARTER SCHOOLS**

October 22, 2020

5:00 pm On Site in the Auditorium

OR via Zoom Login:

<https://zoom.us/j/99674438064?pwd=dERjY28vZm1WTmNVakhraXpDeEU2UT09>

INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND CITIZENS

The Literacy First Charter Schools ("School") welcomes your participation at the School's Board meetings. The purpose of a public meeting of the Board of Directors ("Board") is to conduct the affairs of the School in public. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:

1. Agendas are available to all audience members at the door to the meeting.
2. "Request to Speak" forms are available to all audience members who wish to speak on any agenda items or under the general category of "Communications." "Communications" is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed three (3) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
3. You may also complete a "Request to Speak" form to address the Board on Agenda items. With regard to such agenda items, you may specify that agenda item on your "Request to Speak" form and you will be given an opportunity to speak for up to three (3) minutes when the Board discusses that item.
4. When addressing the Board, speakers are requested to state their name and address and adhere to the time limits set forth.
5. Any public records relating to an agenda item for an open session of the Board which are distributed to all, or a majority of all, of the Board members shall be available for public inspection at 799 E. Washington Ave., El Cajon, CA 92020

In compliance with the Americans with Disabilities Act (ADA) and upon request, Literacy First Charter Schools may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order to participate in Board meetings are invited to contact the Executive Director's office.

I. PRELIMINARY

a. CALL TO ORDER

Meeting was called to order by the Board Chair at _____.

b. ROLL CALL

	Present	Absent
Mr. Mark Ferguson	_____	_____
Mrs. Lucy Razooky	_____	_____
Mrs. Priscilla Schreiber	_____	_____
Mr. Sal Campos	_____	_____
Mrs. Lorri Ague	_____	_____

c. FLAG SALUTE

It is recommended that the Board approve Agenda

Motion: _____ Action: _____
Second: _____ Vote: _____

d. ADOPT CONSENT AGENDA

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them. The director recommends approval of all consent agenda items.

1. **Approve the Agenda for the October 22, 2020 Board Meeting**
2. **Approval of the Minutes from the Sept. 9, 29, 30 Board Mtgs.**

It is recommended that the Board approve Consent Agenda

Motion: _____ Action: _____
Second: _____ Vote: _____

II. COMMUNICATIONS

Visitor's Petitions, Correspondence: Individual presentation shall be for no more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

III. STAFF REPORTS

- a. Foundation (PLEF) Report
- b. Special Education Report

c. Executive Director's Report

1. State of the School Report

2. Attendance

d. Chief Financial Officer's Report

1. 2019-2020 Audit update

2. Indemnification request from SD County Planning Division

3. Next steps to acquire MUP for the HS

4.

3. ITEMS SCHEDULED FOR ACTION

A. Approval of the Indemnification required by the SD Count Planners regarding the High School Building Project

It is recommended that the Board approve Agenda Item A

Motion: _____ Action: _____
Second: _____ Vote: _____

B.

It is recommended that the Board approve Agenda Item B

Motion: _____ Action: _____
Second: _____ Vote: _____

C.

It is recommended that the Board approve Agenda Item C

Motion: _____ Action: _____
Second: _____ Vote: _____

D.

It is recommended that the Board approve Agenda Item D

Motion: _____ Action: _____
Second: _____ Vote: _____

E.

It is recommended that the Board approve Agenda Item D

Motion: _____ Action: _____
Second: _____ Vote: _____

B. ITEMS REMOVED FROM THE CONSENT AGENDA (if any)

C. BOARD ITEMS/REPORTS

D. CLOSED SESSION

- a. None

E. PUBLIC SESSION

- a. Reconvene to Open Session: The meeting was reconvened to open session at _____.

- b. Public Report on Action Taken in Closed Session (includes the vote or abstention of every member present).

F. ADJOURNMENT

The meeting was adjourned at _____.

Literacy First Charter School

Minutes of the Board of Directors Meeting

September 09, 2020 5:00PM Regular Meeting

Location: 698 W Main St. El Cajon, CA 92020 -Auditorium

I. PRELIMINARY

a. OPEN SESSION CALL TO ORDER

Start of Meeting - 5:12PM - Sal Campos (Board Chair)

b. ROLL CALL - **Governance Team:** Present Voting Members—Sal Campos, Priscilla Schreiber, Mark Ferguson, and Lucy Razooky, Via Zoom: Lorri Ague Non-Voting Members -Jerry Keough, Debbie Beyer

c. FLAG SALUTE

d. Approve the following:

1. Approve the Agenda for the September 09, 2020 Board Meeting as Recommended:

Motion was made by Schreiber/Seconded by Ferguson Motion passed 5-0

2. Approve the Minutes of August 12th, 2020 Board Meeting as Recommended:

Motion was made by Ferguson /Seconded by Schreiber Motion passed 5-0

1 & 2

Ferguson	Approve
Ague	Approve
Campos	Approve
Razooky	Approve
Schreiber	Approve

II. COMMUNICATIONS:

None were received

III. STAFF REPORTS / DISCUSSION / ACTION

A. EXECUTIVE DIRECTORS REPORT: Debbie Beyer

1. The meeting opened with dinner as we welcomed our new hires to LFCS. For the 2020-2021 school year, eleven credentialed staff were hired and five classified staff. Introductions of new credentialed staff members were made and each took the opportunity to tell the Board about themselves and were also given an opportunity to ask the Board questions.

2. Back to school: The Board was brought up to speed as to what returning to school looks like in this continuing COVID era. Teachers were on campus on August 13th preparing testing for K-8 students before school would be back in session. Some teachers helped to schedule meetings with families to discuss matching students with curriculum. As well, videos and newsletters were created to aid in explaining programs and curriculum. Our Admin Team, Teachers and Staff are truly dedicated to getting school up and running for our students and families, they are truly amazing, Daring Greatly!!! Student to teacher ratio by grade, K-3: 24 per class and 4th-8th: 28 per class. The grade level instruction varies from 4 full days w/Friday 1/2 days-to-hybrid models-to-independent study (TK-8th Freedom Academy). 2020-2021 current statistics: 190 staff members (58 classified and 132 credentialed) 1,889 students at four sites: PA 19% @ 364 students, LA 23% @ 431 students, JA 31% @ 584 students, HS 19% @ 354 students and FA 8% @ 156 students (with a weight list of 104 students).

B. CHIEF FINANCIAL OFFICER'S REPORT: Jerry Keough

1. Approve Unaudited Actuals (per handout) \$5.27M Cash Balance/\$14,377.21M Fund Balance.
2. Approve Annual Resolutions authorizing the replacement of warrants.
3. Reminder that the SD County Commissioner's hearing for Liberty Charter would be heard at 9AM via Zoom on Sept.18th. The County has recommended approval.

3. ITEMS SCHEDULED FOR ACTION:

A. Approve Unaudited Actuals Motion by Ferguson/Second by Schreiber- Passed Unanimously 5-0

B. Approve Annual Resolutions- Authorizing the Replacement of Warrants #9920 1-5- Passed Unanimously 5-0.

A&B

Ferguson	Approve
Ague	Approve
Campos	Approve
Razooky	Approve
Schreiber	Approve

V. CLOSED SESSION—

No Closed Session Scheduled

ADJOURNMENT

The meeting was concluded at 7:10PM

Motion to adjourn: Ferguson/ Second-Schreiber/ Action: Unanimously passed

NOTE: Items for Future Discussion/Action:

1. Board Financial “Conflict of Interest Policy”- Action to Affirm
2. Personnel “Conflict of Interest Policy” - Discussion after contact w/Attorney
3. PPP Federal Funding Forgiveness Application is currently pending.
4. Board to review Bylaws and Board Member terms of office.

Respectfully Submitted,
Priscilla Schreiber, Board Member

Literacy First Charter School

Minutes of Board of Directors Meeting

September 29, 2020 5:00 PM

OPEN SESSION CALL TO ORDER

Start of Meeting – 5:00 p.m. – Sal Campo

Roll Call – Present voting Members—Sal Campos, Priscilla Schreiber, Mark Ferguson, Lorri Ague and Lucy Razoqui/ Absent: None/ Non-Voting Members – Jerry Keough

GUESTS: Gail Stroben and Steve Robinson

Flag Salute

Approval of Agenda and Approve the Minutes

Motion to Approve the Agenda

Motion was made by Ferguson/ Second –Razoqui/ Action: Passed Unanimously

Ferguson	Approve
Ague	Approve
Campos	Approve
Schreiber	Approve
Razoqui	Approve

COMMUNICATIONS:

The Board welcomed Gail Stroben, LCAP (LCP) Presenter and Steve Robinson

STAFF REPORTS / DISCUSSION / ACTION

A. LCAP Presentation

1. **The Board received the Learning Continuity and Attendance Plan for 2020-2021 and held a meeting for public comment on the report.**

a. General Information Section

- i. The narrative of this section delivered a message that COVID-19 impacted LFCS significantly; however, the remainder of the report identified LFCS's response to support the all stakeholder groups from academic, development, physical, and mental health needs.
- ii. The narrative has been shared with through multiple meetings (i.e. PTLC, DELAC).
- iii. The meeting was open for Public Comment with an open forum and through a Zoom link provided online.

b. Board's Response

- i. The Board asked several questions and the staff present was able to provide answers to provide understanding and clarity.
- ii. The Board highlighted that cost of LFCS's COVID response and mandates. The overall cost to address the level of expertise that is required to meet the needs is approaching \$1,000,000.
 1. It was demonstrated that these costs were attached to mandates required by the CA Public Health as well as increased student enrollment.
 - a. The CFO reported that there is an additional 99 student increase when comparing the 2020-21 as to the 2019-20 enrollment.
 - i. It should also be noted that current attendance in all grades is exceeding the desired 95% rate. It was highlighted that the high school overall attendance rate was approaching 99%.
 - ii. The Board extended appreciation for the administration and teaching staff and their commitment to LFCS students and their families.
 - b. The Board encouraged the administration to seek funding from any and all sources that can address the additional costs associated with this increase and the additional costs for COVID mandates.

IV. ITEMS SCHEDULED FOR ACTION—

No Action items at this meeting:

VII. PUBLIC SESSION –

The Board received an update on the Planning Commission appeals process from the High School Project.

1. An appeal has been filed
2. A December date was suggested for the hearing
 - a. The Board encouraged the staff to continue meetings with LFCS's consultant to stay informed about the hearing and how best to prepare for comments.
3. The Board also shared appreciation for the preparedness of the Planning Commission meeting where a 7-0 vote for approval was recorded.

ADJOURNMENT

The meeting was concluded at 6:18 p.m.: Motion to adjourn: Ferguson/ Second- Schreiber/ Action: Unanimously passed.

Ferguson	Approve
Ague	Approve

Campos	Approve
Schreiber	Approve
Razoqui	Approve

Respectfully Submitted,
Lorri Ague, Board Secretary

Literacy First Charter School

Minutes of the Board of Directors Meeting

September 30th, 2020 11:00AM Special Zoom Meeting

I. PRELIMINARY

a. OPEN SESSION CALL TO ORDER

Start of Meeting - 11:04AM - Sal Campos (Board Chair)

b. ROLL CALL - **Governance Team:** Present Voting Members—Sal Campos, Priscilla Schreiber, Mark Ferguson, A Quorum was present/Non-Voting Member - Jerry Keough

c. FLAG SALUTE

d. Approve the following:

1. Approve the Agenda for the September 30th, 2020 Special Zoom Board Meeting as Recommended:

Motion was made by Schreiber/Seconded by Ferguson Motion passed 3-0

II. COMMUNICATIONS:

None were received

3. ITEMS SCHEDULED FOR ACTION:

A. **Approval of the LCP for LFCS as previous presented by GD Stroben on September 29th, 2020. Motion by Ferguson/Second by Schreiber- Motion Passed Unanimously by a 3-0 quorum of the Board.**

Ferguson	Approve
Ague	Absent
Campos	Approve
Razooky	Absent
Schreiber	Approve

V. CLOSED SESSION—

No Closed Session Scheduled

ADJOURNMENT

The meeting was concluded at 7:10PM

Motion to adjourn: Campos/Second-Schreiber/ Action: Passed 3-0

Respectfully submitted by Priscilla Schreiber, Board Member