



**AGENDA
REGULAR MEETING**

**BOARD OF TRUSTEES
LITERACY FIRST CHARTER SCHOOLS**

**June 14, 2021
5:00 pm 698 W Main St.
or
via Zoom Login:**

<https://us02web.zoom.us/j/86123092577?pwd=cmYrMGISTjd5aW5pVmRCeExTV0V0QT09>

Meeting ID: 861 2309 2577
Passcode: kc6tQJ

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 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. Sal Campos, President	_____	_____
Mr. Mark Ferguson, Vice President	_____	_____
Mrs. Priscilla Schreiber, Acting Secretary	_____	_____
Mrs. Lucy Razooky, Board Member	_____	_____
Dr. Katina Evans, Board Member	_____	_____

c. FLAG SALUTE

It is recommended that the Board approve the May 12, 2021 Agenda.

Motion: ____ Action: ____
Second: ____ Vote: ____

It is recommended that the Board approve the minutes of the May 10, 2021 and the May 12, 2021 board meetings.

Motion: ____ Action: ____
Second: ____ Vote: ____

Swear in Dr. Katina Evans as a member of the Literacy First Charter School Board of Trustees.

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. Executive Director's Report

- i. School programs and attendance**
- ii. Gail Stroben: LCAP**
- iii. Approve 2021-22 LFCS Calendars**

- b. Chief Business Officer’s Report**
 - i. Financial update as of May 30, 2021**
 - ii. Update on Title I, AB 86, ESSER II funds**
 - iii. Update on PPP Loan forgiveness application (1.13) and questionnaire (1.20).**
 - iv. 2021-22 Proposed Budget**
 - v. Update on LCHS project: Reimbursement resolution, LCHS Palm Street lease, design development progress**
 - vi. Primary Academy Lease renewal**
 - vii. Lemon Grove Rec Lease renewal**
 - viii. Psychologist Salary Schedule approval**
 - ix. S&P bond rating update**
 - x. Approve Title I A application for 2021-22**

IV. ITEMS SCHEDULED FOR ACTION

- a. Resolution 2107: Reimburse capital expenditures incurred prior to bond issuance for LCHS project**

It is recommended that the Board approve Agenda Item A	Motion: ____ Action: ____ Second: ____ Vote: ____
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- b. Board Member Elections**

It is recommended that the Board approve Agenda Item B	Motion: ____ Action: ____ Second: ____ Vote: ____
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- c. Board Officer Elections**

It is recommended that the Board approve Agenda Item C	Motion: ____ Action: ____ Second: ____ Vote: ____
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- d. Approve Psychologist Salary Schedule**

It is recommended that the Board approve Agenda Item D	Motion: ____ Action: ____ Second: ____ Vote: ____
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- e. Purchase Board On Track Management Tool**

It is recommended that the Board approve Agenda Item E	Motion: ____ Action: ____ Second: ____ Vote: ____
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f. Approve application for Title I A for 2021-22

It is recommended that the Board approve Agenda Item F

Motion: ____ Action: ____
Second: ____ Vote: ____

g. Approve LCAP

It is recommended that the Board approve Agenda Item G

Motion: ____ Action: ____
Second: ____ Vote: ____

h.

It is recommended that the Board approve Agenda Item H

Motion: ____ Action: ____
Second: ____ Vote: ____

i.

It is recommended that the Board approve Agenda Item I

Motion: ____ Action: ____
Second: ____ Vote: ____

VI. BOARD ITEMS/REPORTS

a. Board Items / Discussion / Action

i. Annual Organization Meeting

2. Reappointment of Board Member, Sal Campos, 4-year term expires June 2021.
3. Board Officer appointments-for a one-year term.
4. Approve the Board Calendar for June 2021-2022.

ii. Discussion/Action to purchase Board On Track a Board Management tool.

VII. CLOSED SESSION

a. Legal Matters

VIII. 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.

IX. ADJOURNMENT

The meeting was adjourned at _____.

Literacy First Charter School

Minutes of the Board of Trustees Meeting

May 10th, 2021 5:00 PM Special Meeting

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

I. PRELIMINARY

- a. OPEN SESSION CALL TO ORDER

Start of Meeting – 5:09PM – Mark Ferguson (Board Member)

- b. ROLL CALL – **Governance Team:** Present Voting Board Trustees— Mark Ferguson, Priscilla Schreiber and Lucy Razooky
Cabinet Not Present

- c. FLAG SALUTE

- d. Approve the following:

2. Approve the Agenda for May 10th, 2021 Board Meeting as Recommended:

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

1 & 2

Ferguson	Approve
VACANT	
Campos	Absent
Razooky	Approve
Schreiber	Approve

II. COMMUNICATIONS:

None were received

III. STAFF REPORTS -None were received

IV. ITEMS SCHEDULED FOR ACTION- No Action Items

V. BOARD ITEMS/REPORTS:

- A. Brief discussion regarding future development of Board Operational Polices/Guideline and Protocols
- B. The Board reviewed the BoardOnTrack suggested candidate interview questions and prepared for the scheduled interview.
- C. Interview with prospective Board candidate .

VI. CLOSED SESSION: Motion to convene to closed session at 6:30PM by Razoogy/Second by Ferguson - Motion Passed Unanimously 3-0.

Legal Matters - Board discussion with legal council

VII. Reconvene to Open Session at 7:00PM - Motion by Schreiber/Second by Ferguson- Motion Passed Unanimously 3-0.

ADJOURNMENT

The meeting was concluded at 7:09PM on a motion by Schreiber/Second by Ferguson
Motion Passed Unanimously 3-0.

NOTE: Items for Future Discussion/Action/Board Calendar:

- 1. Board's ongoing recruiting and interviewing of potential Board candidates.
- 2. Hold Board Member Elections and Officer Elections at the June 2021 Board Meeting, **Place on Board Calendar.**
- 3. Board members to seek opportunities for Board Development and Strategic Planning workshops.

Respectfully Submitted,
Priscilla Schreiber
Board Member - Recording Secretary

Literacy First Charter School

Minutes of the Board of Trustees Meeting

May 12th, 2021 4:00 PM Regular Meeting

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

I. PRELIMINARY

a. OPEN SESSION CALL TO ORDER

Start of Meeting – 5:17PM – Mark Ferguson (Board Member)

b. ROLL CALL – **Governance Team:** Present Voting Board Trustees— Mark Ferguson, Priscilla Schreiber and Lucy Razoogy - Non-Voting Members, Debbie Beyer/Executive Director and Steve Robinson/Chief Business Officer

c. FLAG SALUTE

d. Approve the following:

1. Approve the Agenda for the May 12th, 2021 Board Meeting as Recommended:

Motion was made by Razoogy/Seconded by Ferguson - Motion passed 3-0.

2. Approve the Minutes of April 21st, 2021 Board Meeting as Recommended:

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

1 & 2

Ferguson	Approve
VACANT	
Campos	Absent
Razoogy	Approve
Schreiber	Approve

II. COMMUNICATIONS: None were received

III. BOARD WORKSHOP - 4:00PM to 5:00PM PRESENTATION BY ASION JACKSON RE: BoardOnTrack

IV. STAFF REPORTS:

A. EXECUTIVE DIRECTORS REPORT - Debbie Beyer

1) School Programs and Attendance - Lottery to take place on May 18th at 4:30PM. Average Attendance overall for the month of April was 97% and there is 300 on a wait list for the Freedom Academy and will require 10 more teachers. The One-Year Waiver has been extended for another year. California State testing CAASPP starts Wednesday May 19th through Thursday May 27th. Shout out to the LCHS Athletes receiving scholarships and having signed with colleges and universities for their respective sports. Heading to playoffs: Basketball, Soccer and Volleyball teams. Congratulations!!!

2) Induction Program introduced by Justin Stinson. Teachers finishing their two-year colloquium presented what they focused on as their “growth goals”. This was the first group in the new induction program in partnership with SDCOE and mentored by our own LFCS veteran teachers. Every teacher must complete the induction program as required with their credential within in their first five years, 300 hours over two years. Kudos to our teachers and their mentors.

*3) LCAP - Gail Stroben - This report was tabled until the June Meeting

4) College and Career Update by Danny Sanchez - Great outcomes in a COVID year!

Destination	#of students	% of students
4 Year University	19	30.6%
Community College	27	43.5%
Military	2	3.2%
Trade School	3	4.8%
Art/Beauty School	2	3.2%
Work Force	4	6.5%
Not Graduating	5 (tentative)	8%
Undecided	0	0%
Early Graduate	1	---

Current: 73% are headed to a 2 year or 4 year institution

\$ 975,000 4 year College or University + 3rd party Scholarships
 \$ 66,528 Community College 2 year Promise money
 \$2,772 PER STUDENT
 \$ _____? GPA Cal Grant \$

\$ 1,041,528 GRAND TOTAL (so far)

5) End of year COVID performance pay- The Board was presented a funding scenario using AB 86 one-time monies that would benefit Classified and Certificated staff.

B. CHIEF BUSINESS OFFICER'S REPORT - Steve Robinson

1. Financial update as of April 30th, 2021 - was presented to the Board for review and discussion.
2. Salary Schedules - Board approved 2021-2022 Salary Schedule increase by 2.75% effective July 01, 2021. Increases benefits package to \$11,000. The Board approved the updated Salary Schedule.
3. Update on PPP Loan and Questionnaire - No word yet.
4. Expanded Learning Opportunity Grant Plan - The plan explains how the LEA will use the funds if received through the ELO Grant to implement a learning recovery program for, at least, the students included in one or more identified groups per grant requirements.
5. Update on AB 86, CARES Act II and CARES Act III funding details - AB 86 reopening plan will garner \$1,618,922. in two equal payments based on 2020-2021 P-2 enrollment. Title I funds of \$324,685. due in May 2021 if approved. The application was completed and submitted on time. CARES Act II (ESSER II) 1,091.362 paid in quarterly installments June 2021 through March 2022 (based on Title I eligibility). CARES Act III total allocation estimated to be 2-3 times more than CARES Act II with disbursement schedule unclear (based on Title I eligibility).
6. Update on Title I funds for 2020-21 - Targeted Assistance School Program Plan - A description of how the school will use Title I Part A funds to coordinate and supplement services that are otherwise required by law to be made available to eligible students. The Board approved the plan.
7. Update on LCHS project: Construction Timeline, Grading, Costs to Break Ground - The Board took action to green light the permitting process.
8. Projected 2021-22 Budget - The projected budget was presented to the Board for review and discussion. Total projected revenues \$22,690.800, Total projected expenses \$21,401.768.
9. 2nd Interim SDCOE Letter - All data submitted to the County has been analyzed and appear to adequately reflect the financial status of LFCS as of January 31, 2021. LFCS will meet all its financial obligations for the current and two subsequent fiscal years based on the financial reports at this time.

ITEMS SCHEDULED FOR ACTION- a) through g):

- A.** Expanded Learning Opportunity Grant Plan - M/S Schreiber/Razooky, Passed Unanimously
- B.** Targeted Assistance School Program Plan - M/S Razooky/Schreiber, Passed Unanimously
- C.** Salary Schedules - M/S Ferguson/Razooky, Passed Unanimously
- D.** Committee On Assignment (COA) Mr. Chris Castberg's Assignment to teach high school ceramics in the 2021-2022 school year - M/S Schreiber/Razooky, Passed Unanimously
- E.** Vote for a candidate to fill the vacant seat on the Board - M/S Ferguson/Schreiber
- F.** Resolution 2016 authorizing in-person and extended learning (COVID related) stipend - M/S Schreiber/Razooky, Passed Unanimously

- G.** Authorized CBO to execute contracts with Pacific Cornerstone Architects/HED and Hamann Companies to bring the LCHS Chase Ave. project through permitting - M/S Schreiber/Ferguson, Passed Unanimously

V. BOARD ITEMS/REPORTS:

1) View public comments during SDCOE Board meeting - live online

VI. CLOSED SESSION: Legal Matters - None

ADJOURNMENT

The meeting was concluded at 7:37PM on a motion by Ferguson second by Razooky
Motion Passed Unanimously 3-0.

NOTE: Items for Future Discussion/Action/Board Calendar:

1. *LCAP - Gail Stroben - This report was tabled until the June Meeting
2. Board members to seek opportunity's for Board Development and Strategic Planning workshops using BoardOnTrack webinar presentations.
3. Board discussion regarding BoardOnTrack - June Board Meeting

Respectfully Submitted,
Priscilla Schreiber
Board Member - Recording Secretary