



Literacy First Charter Schools

Literacy First Charter School Board of Trustees

Regular Board Meeting

Published on December 5, 2025 at 10:42 AM PST

Date and Time

Wednesday December 10, 2025 at 5:30 PM PST

Location

To attend this meeting in person go to:

698 W Main Street
El Cajon, CA 92020

To attend this meeting remotely go to:

Join Zoom Meeting

<https://us02web.zoom.us/j/82824105333?pwd=Yy0HNqgSCO7wJ8b4yx9MLvMQVgtRbJ.1>

Meeting ID: 828 2410 5333

Passcode: azYJy1

Teleconferencing Locations:

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

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.

Agenda

	Purpose	Presenter	Time
I. Opening Items			5:30 PM
A. Record Attendance		Katina Evans	1 m
B. Call the Meeting to Order		Katina Evans	1 m
C. Flag Salute		Katina Evans	1 m
D. Minutes from the November 12, 2025 Regular Board Meeting	Approve Minutes	Katina Evans	1 m
The Board President recommends the board approve the minutes from the November 12, 2025 regular board meeting.			
E. Current Agenda	Vote	Katina Evans	1 m
The Board President recommends the board approve the agenda for the December 10, 2025 regular board meeting.			
F. Public Comment on Agenda Items	Discuss		5 m
G. Public Comment on Non-Agenda Items	Discuss		5 m
II. Executive Director's Report			5:45 PM
A. School Events, Program, and Staffing Updates	FYI	Debbie Beyer	30 m
The Executive Director will provide the board an update on staffing, attendance, and programs for the 2025-26 school year.			
III. Chief Business Officer's Report			6:15 PM
A. Current Financial Report	Discuss	Steve Robinson	15 m
The Chief Business Officer will share the school's financials as of 11.30.25.			

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B. Arbitrage Investments	FYI	Steve Robinson	10 m
The CBO will inform the board on how the balances in our debt service reserve funds have been invested.			
C. Contracts and Large Purchases Notifications	Discuss	Steve Robinson	5 m
Jaynes Brothers: Repair of the PA Playground: \$49,217.35			
La Mesa Flooring: Carpet replacement at the JA and LA: \$30,178.99			
American Made Logistics: Sink hole repair at LCHS: \$8,750			
Christy White: First payment for 2024-25 audit per board approved contract: \$12,500			
D. Facilities Report	Discuss	Steve Robinson	5 m
LCHS Alpine: Solar is working but at about 80%. Current repairs are costly and outside the budget. We are no longer paying the Alpine district for the use of the solar panels. The repairs for the clogged and damaged pipes to the sinks in rooms 22-23 may be pushed to the 2025-26 fiscal year.			
Junior Academy: The Freedom House ADA project punch list work is now complete and a final inspection is scheduled for 12.8.25. Solar is in permitting and is scheduled to be installed during the summer of 2026 with an expected completed date in October 2026. Solar at 1004 E Bradley is in permitting and should be completed by June 30, 2026.			
Primary Academy: Speakers which operate within the PA system repaired.			
Liberty Academy: Solar is in permitting and is scheduled to be installed and operational by June 30, 2026. We need to remodel a current office space into a SPED classroom for urgent need.			
E. Bid for office space remodel into a SPED classroom at Liberty Academy	Vote	Steve Robinson	10 m
The CBO recommends the board approve the AML bid to remodel a current office space into a SPED classroom for the urgent needs of SPED students at the Primary and Liberty campuses. The work would be completed over the Christmas break.			
F. Legal Issues	Discuss	Steve Robinson	5 m

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<p>Grossmont has sued the family of a former LCHS SPED student over placement in a Non-Public School. LFCS has been subpoenaed for our records associated with this student. We don't expect any liability in this case. We are not being sued and are providing the documents requested in the subpoena.</p>				
G.	Resolution 2026-02.1 Merit Pay	Vote	Steve Robinson	5 m
<p>The CBO recommends the board approve Resolution 2026-02.1. It is a corrected version of the previously approved Resolution 2026-02. I mistakenly included "overtime" as an exclusion to the Merit Pay calculation and that was a mistake. Resolution 2026-02.1 removes "overtime" as an exclusion.</p>				
H.	Resolution 2026-03.1 Longevity Pay	Vote	Steve Robinson	5 m
<p>The CBO recommends the board approve Resolution 2026-03.1. It is a corrected version of the previously approved Resolution 2026-03. I mistakenly included "overtime" as an exclusion to the Longevity Pay calculation and that was a mistake. Resolution 2026-03.1 removes "overtime" as an exclusion.</p>				
I.	2025-26 LFCS School Plan For Student Achievement	Vote	Steve Robinson	15 m
<p>The CBO recommends the board approve the 2025-26 LFCS School Plan for Student Achievement. This plan directs how LFCS spends its 2025-26 Title I allocation on our neediest students whose academic needs are not funded through Special Education revenue.</p>				
J.	2025-26 LFCS First Interim Report	Vote	Steve Robinson	20 m
<p>The CBO recommends the board approve the 2025-26 LFCS First Interim Report</p>				
K.	2024-25 Audit	Vote	Steve Robinson	30 m
<p>The CBO recommends the board approve the 2024-25 audit if it is complete. The Federal Office of Management and Budget is delayed in providing all auditors the information they need to complete the Federal Single Audit portion of audits for schools which receive more than \$750,000 in federal revenue in a fiscal year. LFCS falls into this category and legally our auditor cannot complete our audit without the Federal Single Audit portion. SDCOE has granted LFCS an extension to submit our audit to January 29, 2026 if necessary. The statutory deadline is December 15. US Bank, our bond trustee, the El Dorado SELPA, and CDE have been notified.</p>				

IV. Closed Session

8:20 PM

	Purpose	Presenter	Time
A. Convene to Closed Session	Vote	Katina Evans	5 m
B. Conference with Real Property Negotiations for 3607 Avocado Blvd, La Mesa, CA 91941 Conference with Brian Jenkins from Commercial Asset Advisors regarding price and terms of payment.	Discuss	Steve Robinson	20 m
C. Conference with Real Property Negotiations for 1450 E Main Street El Cajon 92021 Conference with Brian Jenkins from Commercial Asset Advisors regarding price and terms of payment.	Discuss	Steve Robinson	15 m
D. Reconvene to Open Session Report of actions taken in closed session:	Vote	Katina Evans	5 m
V. Governance			9:05 PM
A. Governance Committee Report	Discuss	Katina Evans	30 m
B. Finance Committee Report	Discuss	Mathew Simone	5 m
C. Facilities Committee Report	Discuss	Jason Lewis	5 m
VI. Closing Items			9:45 PM
A. Other Issues Board members may bring topics for future board meetings to the board for consideration.	Discuss	Katina Evans	10 m
B. Adjourn Meeting	Vote	Katina Evans	1 m