



# Literacy First Charter Schools

## Literacy First Charter School Board of Trustees

### Regular Board Meeting

Published on January 9, 2026 at 10:30 AM PST

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#### Date and Time

Wednesday January 14, 2026 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

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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.

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## Agenda

		Purpose	Presenter	Time
<b>I.</b>	<b>Opening Items</b>			<b>5:30 PM</b>
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 December 10, 2025 Regular Board Meeting	Approve Minutes	Katina Evans	1 m
	The Board President recommends the board approve the minutes from the December 10, 2025 regular board meeting.			
E.	Current Agenda	Vote	Katina Evans	1 m
	The Board President recommends the board approve the agenda for the January 14, 2026 regular board meeting.			
F.	Public Comment on Agenda Items	Discuss		5 m
G.	Public Comment on Non-Agenda Items	Discuss		5 m
<b>II.</b>	<b>Executive Director's Report</b>			<b>5:45 PM</b>
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.			
B.	Presentation of Office Managers, Back Office Support Staff, and New Staff Placements	FYI	Debbie Beyer	10 m
	The Executive Director would like to introduce the LFCS Office Managers, Back Office Support Staff, and New Staff Placements to the board.			

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C.	LFCS Counseling Support	FYI	Kendra McMath	15 m
	Kendra McMath will provide the board information on the counseling services LFCS provides its students.			
D.	PLEF Presentation	FYI	Heather Beyer	20 m
	Heather Beyer will provide the board information on the activities of the Patriot Legacy Education Foundation.			
E.	Testing Data	FYI	Jamie Robinson	20 m
	Jamie Robinson, the LFCS Director of Accountability and Student Success, will provide the board information on the latest LFCS Testing Data.			
F.	2025-26 LFCS SARC	Vote	Jamie Robinson	10 m
	Jamie Robinson, the LFCS Director of Accountability and Student Success, recommends the board approve the 2025-26 LFCS School Accountability Report Card.			
G.	2025-26 LFCS Mid Year LCAP	Vote	Jamie Robinson	10 m
	Jamie Robinson, the LFCS Director of Accountability and Student Success, recommends the board approve the 2025-26 LFCS Mid Year LCAP.			

<b>III.</b>	<b>Chief Business Officer's Report</b>		<b>7:40 PM</b>
A.	Current Financial Report	Discuss	Steve Robinson
	The Chief Business Officer will share the school's financials as of 12.31.25.		
B.	Contracts and Large Purchases Notifications	Discuss	Steve Robinson
	TeachTown: SPED curriculum: \$16,174.74		5 m
	AML: Office remodel / renovation into a SPED classroom: \$34,500.		
C.	Facilities Report	Discuss	Steve Robinson
	LCHS Alpine: Nothing new to report.		5 m
	Junior Academy: The Freedom House ADA project passed it's final inspection on 12.8.25 and is now complete. Solar for 1012 and 1030 E Bradley is in permitting and is scheduled to be installed during the summer of 2026 with an expected completion		

		Purpose	Presenter	Time
		date in October 2026. Solar at 1004 E Bradley is scheduled for installation on January 19, 2026.		
		Primary Academy: Nothing new to report.		
		Liberty Academy: Solar has been permitted and installation is scheduled to begin on 1.19.25 to be operational by June 30, 2026. The new SPED classroom project was completed over the Christmas break.		
<b>D.</b>	Legal Issues	Discuss	Steve Robinson	5 m
	None to report.			
<b>E.</b>	2024-25 Audit Update	FYI	Steve Robinson	30 m
	Our auditor has informed us that the needed guidance from the Federal Office of Management and budget has been released and our auditors are working on the completion of our audit. They anticipate providing us a draft audit the week of January 19, 2026 with the expectation that the audit will be finalized prior to the end of the extension on January 29, 2026 and ready for board approval at our regular meeting in February.			
<b>F.</b>	LFCS Protocols for Addressing Pupil Behavior Health Concerns	Vote	Steve Robinson	10 m
	The CBO recommends the board approve the LFCS Protocols for Addressing Pupil Behavior Health Concerns.			
<b>G.</b>	2025-26 LFCS Substitute Teacher Salary Schedule	Vote	Steve Robinson	5 m
	The CBO recommends the board approve the 2025-26 LFCS Substitute Teacher Salary Schedule.			
<b>Governance</b>				<b>8:55 PM</b>
<b>A.</b>	Governance Committee Report	Discuss	Katina Evans	30 m
	1. Review Board goals and set new goals as needed 2. Discuss and calendar a board retreat 3. Board Self Evaluation			
<b>B.</b>	Finance Committee Report	Discuss	Mathew Simone	5 m
<b>C.</b>	Facilities Committee Report	Discuss	Jason Lewis	5 m

	Purpose	Presenter	Time
<b>V. Closing Items</b>			<b>9:35 PM</b>
<b>A. Other Issues</b>	Discuss	Katina Evans	10 m
	Board members may bring topics for future board meetings to the board for consideration.		
<b>B. Adjourn Meeting</b>	Vote	Katina Evans	1 m