



Literacy First Charter Schools

Literacy First Charter School Board of Trustees

Regular Board Meeting

Published on September 4, 2026 at 11:56 AM PDT

Date and Time

Wednesday September 9, 2026 at 5:30 PM PDT

Location

If you need disability related accommodations, please contact Steve Robinson at 619.579.7233 or at steve.robinson@lfcsinc.org. LFCS will provide all reasonable accommodations consistent with the Americans With Disabilities Act.

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		Priscilla Schreiber	1 m
B. Call the Meeting to Order		Priscilla Schreiber	1 m
C. Flag Salute		Priscilla Schreiber	1 m
D. Minutes from the August 12, 2026 Board Meeting	Approve Minutes	Priscilla Schreiber	1 m
The acting Board President recommends the board approve the minutes from the August 12, 2026 regular board meeting.			
E. Current Agenda	Vote	Priscilla Schreiber	1 m
The acting Board President recommends the board approve the agenda for the September 9, 2026 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	Discuss	Debbie Beyer	20 m
The executive director will provide the board an update on staffing, programs, and attendance for the 2026-27 school year.			

	Purpose	Presenter	Time
B. Introduce new members of the Administration Team	FYI	Debbie Beyer	5 m
The Executive Director will introduce Tammy Harrell and Kendra McMath to the board as new members of the LFCS Administration Team.			
C. Parent Team Leader Council	FYI	Stacy Bendick	5 m
Stacy Bendick will provide the board information on the LFCS Parent Team Leader Council (PTLC).			
D. 2026-27 LFCS Instructional Materials Public Hearing	Discuss	Stacey Harell	15 m
Stacey Harrell will provide the board information on how 2026-27 LFCS provides the necessary curriculum to every student as defined by each student having the curriculum they need, including EL curriculum, at home and at school.			
E. Resolution 2027-03: 2026-27 LFCS Instructional Materials	Vote	Steve Robinson	10 m
The CBO recommends the board approve Resolution 2027-03 stating LFCS has sufficient instructional materials for each student.			
F. Data	FYI	Troy Beyer	5 m
Troy Beyer will share some current LFCS Data with the board.			

III. Chief Business Officer's Report

6:45 PM

A. Current Financial Report	Discuss	Steve Robinson	15 m
The Chief Business Officer will share the school's current financials as of 8.31.26.			
B. Contracts and Large Purchases Notifications	Discuss	Steve Robinson	5 m
Zerorez: Carpet Cleaning JA: \$8,197.25 Rapid Dry: Tile Cleaning at JA and Carpet and Tile Cleaning at the LA: \$23,205 Wright Painting: LCHS Doors: \$5,550 Proven Escrow: Deposit for 1015 Pepper Drive Purchase: \$7,000. Cam Curry Consulting: \$5,335 for July; \$5,335 for August. Literacy First Charter School Issuer, LLC to fund account for final wire transfer of 1015 Pepper Drive purchase balance: \$676,320. Peter Kim: LFCS and LCHS website maintenance for 2026-27: \$8,000			
C. 2025-26 LFCS Unaudited Actuals	Vote	Steve Robinson	15 m

	Purpose	Presenter	Time
The CBO recommends the board approve the 2025-26 LFCS Unaudited Actuals.			
D.	Legal Issues	Discuss	Steve Robinson
	None to report		5 m
E.	Facilities Report	Discuss	Steve Robinson
	LCHS: Working on a reasonable fix to the solar inverter issues.		5 m
Junior Academy: Solar project continues on schedule to be operational in October. Construction is complete.			
Primary Academy: Nothing to report			
Liberty Academy: Leaking sprinkler pipes repaired.			
F.	1323 Administration Way Update and Vote to affirm executed contracts	Vote	Steve Robinson
	Abatement and demolition contract with CVE signed on 8.19.26. Once the abatement and demolition are complete, we will replace the roof to waterproof the interior. Then we will conduct the tenant improvement on the interior including exterior doors and windows. Contract total: \$84,725. This work started on August 31 and is expected to last 3 weeks. Septic inspection scheduled for Tuesday, September 8.		15 m
Time and materials contract signed with Mascari Construction for incidental work for up to \$5,000.			
Project management contract signed with Mascari Construction for 10% of sub contractor's invoiced costs per sub contractor's contracts not including work Mascari Construction completes.			
American Fence contract for temporary fence signed: \$2,495.00.			
Mascari Electric proposal for electrical removal and updating in the east building signed: \$45,790.			
Plumbing, doors, windows, interior improvements, exterior improvements, stucco, painting, and permanent fence contracts being bid / under review.			

	Purpose	Presenter	Time
The CBO recommends the board vote to affirm the above signed contracts which fall within the \$200,000 expense authorization board approved on August 12, 2026.			
G. Carter Heat and Air Contract for 1323 Administration Way Project	Vote	Steve Robinson	5 m
The CBO recommends the board approve the Phase 1 and Phase 2 HVAC contracts from Carter Heat and Air for the 1323 Administration Way project. Two bids were collected and Carter is the lower bid and the general contractor vouches for Carter's work. One Call AC was the competing bid.			
H. 1323 Admin Way Roof Contract	Vote	Steve Robinson	5 m
The CBO recommends the board approve the Mascari Construction contract to replace the roofs at 1323 Administration Way. A comparable bid from 2024 roof work at 1850 Alpine Blvd. was \$63,245. Mascari's bid for 1323 Administration Way is \$62,000.			
I. Mascari Electric Change Order for 1323 Administration Way West Building	Vote	Steve Robinson	5 m
The CBO recommends the board approve the change order to remove old electrical infrastructure and install new electrical infrastructure to the west building at 1323 Administration Way. The original contract in the amount of \$45,790 was just for the east building. The change order to add the west building totals \$44,907.			
J. 1015 Pepper Drive Purchase Update	Discuss	Steve Robinson	15 m
Escrow opened on 8.24.26. Inspections and walkthrough occurred on 8.25.26. Down payment of \$7,000 paid on August 28. Well inspection occurred on 8.26.26. Escrow scheduled to close on 10.5.2026.			
K. Resolution 2027-04	Vote	Steve Robinson	5 m
Upon the direction of Proven Escrow, CBO recommends the board approve Resolution 2027-04 authorizing the purchase of 1015 Pepper Drive El Cajon, CA 92021 in the name of Literacy First Charter School Issuer, LLC and naming Steve Robinson as the authorized signer for Literacy First Charter School Issuer, LLC for this purchase. This will allow the title of the property to be in the name of Literacy First Charter School Issuer, LLC.			
L. Reinvest Bond Reserve Account Funds in Toyota Commercial Bonds Update	Vote	Steve Robinson	10 m

	Purpose	Presenter	Time
The CBO requests the board vote to affirm the purchase made on 8.24.26 of Toyota Commercial Bonds yielding 3.9% annual interest and maturing on 5.21.27 in the amount of \$131,191.09 from the 2019A bond reserve account and \$119,529.66 from the 2019B bond reserve account. These purchases duplicate the previous one year term arbitrage investments which matured. They keep the 1, 2, and 3 year ladder arbitrage investment strategy. All other arbitrage investments remain unchanged.			
M.	Authorization to reinvest arbitrage investments in real time		5 m
The CBO recommends the board give authority to the CBO to make investment decisions and initiate investment transactions on behalf of Literacy First Charter Schools under guidance from Arbitrage Management Group (AMG). Securities selected must abide by the State Investment Policy, any Internal Investment Policy of LFCS; and, if bond proceeds, by the indentures' permissible investment language written by bond counsel.			
Benefits:			
• The bond market is always fluctuating. ◦ The yield available today, may be no longer available when needing to wait for the next board meeting. ◦ In rare events, the value of a security in the investment portfolio may appreciate due to significant market movement. AMG actively manages client portfolios, and when this happens, we immediately reach out to our clients to take advantage of the opportunity to increase earnings and performance of the portfolio. Many times these are short-lived market events and decisions typically must be made quickly. • Reinvestments and any changes in the investment portfolio will be reported at the next board meeting so that the board is fully apprised.			
IV.	Governance		8:35 PM
A.	Governance Committee Report	Discuss	Priscilla Schreiber
	Board Retreat September 9, 2026.		30 m
B.	Jared Svendsen selection to the LFCS Board of Trustees	Vote	Priscilla Schreiber
	The board will vote on whether to accept Jared Svendsen as a member of the LFCS Board of Trustees.		10 m

	Purpose	Presenter	Time
C. Finance Committee Report	Discuss	Mathew Simone	5 m
D. Facilities Committee Report	Discuss	Jason Lewis	5 m
V. Closing Items			9:25 PM
A. Other Issues	Discuss	Priscilla Schreiber	10 m
Board members may bring topics for future board meetings to the board for consideration.			
B. Adjourn Meeting	Vote	Priscilla Schreiber	1 m