



# Literacy First Charter Schools

## Minutes

### Literacy First Charter School Board of Trustees

#### Regular Board Meeting

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#### **Date and Time**

Wednesday November 12, 2025 at 5:30 PM

#### **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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**Trustees Present**

B. Johnson, J. Lewis, K. Evans, M. Simone, P. Schreiber

**Trustees Absent**

*None*

**Guests Present**

D. Beyer, L. Amorteguy, S. Robinson

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**I. Opening Items**

**A. Record Attendance**

**B. Call the Meeting to Order**

K. Evans called a meeting of the board of trustees of Literacy First Charter Schools to order on Wednesday Nov 12, 2025 at 5:36 PM.

**C. Flag Salute**

**D. Minutes from the October 8, 2025 Regular Board Meeting**

M. Simone made a motion to Approve the minutes from October 8th 2025 Literacy First Charter School Board of Trustees on 10-08-25.

P. Schreiber seconded the motion.

The board **VOTED** unanimously to approve the motion.

**E. Minutes from the October 15, 2025 Emergency Board Meeting**

P. Schreiber made a motion to Approve the minutes from October 15th 2025, Emergency Board Meeting Literacy First Charter School Board of Trustees on 10-15-25.

M. Simone seconded the motion.

The board **VOTED** unanimously to approve the motion.

**F. Current Agenda**

P. Schreiber made a motion to Approve current agenda for November 12th 2025 Regular Board Meeting.

M. Simone seconded the motion.

The board **VOTED** unanimously to approve the motion.

**G. Public Comment on Agenda Items**

None

**H. Public Comment on Non-Agenda Items**

None

**II. Executive Director's Report**

**A. School Events, Program, and Staffing Updates**

Debbie Beyer, CEO, shared current activities taking place on all campus'. Made attendance report. Shared about the High School Unity week, Veteran's Day Parades, PA playground was updated over the October break.

**B. Thaiera Slim Retirement Recognition**

The Executive Director would like to honor Thaiera Slim for her 25 years of service to LFCS upon her retirement.

Resolution was read by Katrina Evans to Tara Slim in the retirement of Tara who will retire at the end of December.

**C. 2025-26 LFCS Athletics Report**

Danny Sanchez, the LFCS Athletic Director, provided the board information on the 2025-26 LFCS athletic program.

**D. 2025-26 Special Education Report**

Troy Beyer, the LFCS Director of Specialized Programs and Communication, provided the board with information on the 2025-26 LFCS Special Education Program.

**III. Chief Business Officer's Report**

**A. Current Financial Report**

Steve Robinson, CBO, shared the school's financials as of 10.31.25.

**B. Contracts and Large Purchases Notifications**

Steve Robinson, CBO, shared the following large purchases:

1004 E Bradley Solar Project is now considered a commercial project which is eligible for the federal solar rebate. The contracted amount will not change but will result in increased savings for the school.

Angus Asphalt: Sink hole repair and prevention at LCHS: \$12,915. Work to be done during winter break.

Perry's Plumbing: Repair and replace broken and eroded underground pipes to the sinks in room 22-23. \$37,630.

### **C. Facilities Report**

Steve Robinson, CBO, shared the following facilities report:

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 are being scheduled . The sink hole issue at rooms 16 and 17 were fixed over October break. Trees trimmed over October break.

Junior Academy: The Freedom House ADA project needs additional concrete work along the exterior access route to pass the final inspection. Solar is in permitting and is scheduled to be installed during the summer of 2026 with an expected completed date in October 2026. Carpet replaced in the Auditorium over October break. Fire inspection completed over October break. Trees trimmed over October break.

Primary Academy: Playground repairs and upgrades completed. HVAC unit replaced over rooms 6 and 7. Fire inspection completed over October break.

Liberty Academy: Construction of RWE's project at 203 N Johnson Ave looks to be complete. Solar is in permitting and is scheduled to be installed and operational by May 2026. Carpet replaced in the MPR and fire inspection completed over October break.

### **D. Legal Issues**

None to report

### **E. Resolution 2026-02 Merit Pay**

Steve Robinson, CBO, recommended the board approve Resolution 2026-02 authorizing Merit Pay

to be paid to eligible employees in December 2025 payroll.

B. Johnson made a motion to Approve Resolution 2026-02 Merit Pay.

P. Schreiber seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **F. Resolution 2026-03 Longevity Pay**

Steve Robinson, CBO, recommended the board approve Resolution 2026-03 authorizing Longevity

Pay to be paid to all eligible employees in December 2025 payroll.

P. Schreiber made a motion to Approve Resolution 2023-03 Longevity Pay.

J. Lewis seconded the motion.

The board **VOTED** unanimously to approve the motion.

**G. Partnering with Arbitrage Management Group to invest our debt service reserve fund**

Steve Robinson, CBO, recommended the board approve the use of Arbitrage Management Group to help LFCS invest the balance of our debt service reserve funds for our 2019A and

2019B bonds within the allowable investments as defined in the bond documents as as verified by Kutak Rock, our bond counsel. Brad Lukens from AMG answered questions

via Zoom.

B. Johnson made a motion to Approved Partnering with Arbitrage Management Group.

P. Schreiber seconded the motion.

The board **VOTED** unanimously to approve the motion.

**IV. Governance**

**A. Nominating Committee for Board Officers**

The Board President Katina Evans, recommended the board vote to create a nominating committee for board officers. Current officer positions expire in 2026.

J. Lewis made a motion to Remove the Nomination Committee for Board Officers agenda item.

M. Simone seconded the motion.

The board **VOTED** unanimously to approve the motion.

**B. Governance Committee Report**

None to report

**C. Finance Committee Report**

None to report

**D. Facilities Committee Report**

None to report

**V. Closing Items**

**A. Other Issues**

## **B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:17 PM.

Respectfully Submitted,

L. Amorteguy

P. Schreiber made a motion to Adjourn Meeting at 7:16 pm.

M. Simone seconded the motion.

The board **VOTED** unanimously to approve the motion.