APPROVED

Literacy First Charter Schools

Minutes

Literacy First Charter School Board of Trustees

Regular Board Meeting

Date and Time
Wednesday January 14, 2026 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

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.

Trustees Present
J. Lewis, K. Evans, P. Schreiber

Trustees Absent
B. Johnson, M. Simone

Guests Present
D. Beyer, L. Amorteguy, S. Robinson

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 Jan 14, 2026 at 5:37 PM.

C. Flag Salute

D. Minutes from the December 10, 2025 Regular Board Meeting

J. Lewis made a motion to Approve the minutes from December 10, 2025 Literacy First Charter School Board of Trustees on 12-10-25.
P. Schreiber seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Current Agenda

J. Lewis made a motion to Approve current agenda for the January 14th 2026.
P. Schreiber seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Public Comment on Agenda Items

None

G. Public Comment on Non-Agenda Items

None

II. Executive Director's Report

A. School Events, Program, and Staffing Updates

Debbie Beyer, Executive Director provided the board an update on staffing, attendance, and
programs for the 2025-26 school year.
A discussion on the upcoming charter renewal was presented and the plan for renewing the LFCS Charter by 2027.

B. Presentation of Office Managers, Back Office Support Staff, and New Staff Placements

Debbie Beyer, Executive Director introduced the LFCS Office Managers, Back Office Support Staff, and New Staff Placements to the board.

C. LFCS Counseling Support

Debbie Beyer introduced Kendra McMath who shared our counseling staff and the vision and mission of that program and provided the board information on the counseling services LFCS provides its students.

D. PLEF Presentation

Debbie Beyer introduced Troy Beyer who shared the direction and next step for PLEF, Patriot Legacy Education Foundation. Heather Beyer shared the vision of the Advisory Committee of PLEF and events the committee hosts throughout the year.

E. Testing Data

Jamie Robinson, the LFCS Director of Accountability and Student Success,
provided the board information on the latest LFCS CAASPP Testing Data.

F. 2025-26 LFCS SARC

Jamie Robinson, the LFCS Director of Accountability and Student Success, shared the 2025-26 LFCS School Accountability Report and recommended the board approve the 2025-26 LFCS School Accountability Report
J. Lewis made a motion to Approve 2025-26 LFCS SARC Report.
P. Schreiber seconded the motion.
The board **VOTED** unanimously to approve the motion.

G. 2025-26 LFCS Mid Year LCAP

Jamie Robinson, the LFCS Director of Accountability and Student Success, shared the 2025-26 LFCS Mid Year LCAP and recommended the board approve the 2025-26 LFCS Mid Year LCAP.
J. Lewis made a motion to Approve 2025-26 LFCS Mid Year LCAP.
P. Schreiber seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Chief Business Officer's Report

A. Current Financial Report

Steve Robinson, CBO, shared the school's financials as of 12.31.25, the SDCOE letter accepting our 2024-25 Unaudited Actuals, and information on the Governor's January Budget release.

B. Contracts and Large Purchases Notifications

Stever Robinson, CBO, shared the following large contracts and purchaes made:

TeachTown: SPED curriculum: $16,174.74
AML: Office remodel / renovation into a SPED classroom: $34,500.

C. Facilities Report

Steve Robinson, CBO, share the following Facilities Report

LCHS Alpine: Nothing new to report.

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 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.

D. Legal Issues

None to report

E. 2024-25 Audit Update

Steve Robinson, CBO, shared that 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.

F. LFCS Protocols for Addressing Pupil Behavior Health Concerns

Steve Robinson, CBO, presented and recommended the board approve the LFCS Protocols for Addressing Pupil Behavior Health Concerns.
J. Lewis made a motion to Approve LFCS Protocols for Addressing Pupil Behavior Health Concerns.
P. Schreiber seconded the motion.
The board **VOTED** unanimously to approve the motion.

G. 2025-26 LFCS Substitute Teacher Salary Schedule

Steve Robinson, CBO, presented and recommended the board approve the 2025-26 LFCS Substitute Teacher Salary Schedule.
J. Lewis made a motion to Approve 2025-26 LFCS Substitute Teacher Salary Schedule.
P. Schreiber seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Governance

A. Governance Committee Report

Katina Evans shared that the committee with meet in the next month.

B. Finance Committee Report

None to Report

C. Facilities Committee Report

None to Report

V. Closing Items

A. Other Issues

B. Adjourn Meeting

P. Schreiber made a motion to Adjourn Meeting.
J. Lewis seconded the motion.
The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:13 PM.

Respectfully Submitted,
L. Amorteguy