Literacy First Charter Schools

Minutes

Literacy First Charter School Board of Trustees

Regular Board Meeting

Date and Time
Wednesday August 12, 2026 at 5:30 PM

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:

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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, M. Simone, P. Schreiber

Trustees Absent
None

Guests Present
D. Beyer, S. Robinson, Troy Beyer

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 Aug 12, 2026 at 5:32 PM.

C. Flag Salute

D. Minutes from the June 18, 2026 Board Meeting

M. Simone made a motion to approve the minutes from Literacy First Charter School Board of Trustees on 06-18-26.
J. Lewis seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Current Agenda

J. Lewis made a motion to Approve the Current Agenda.
M. Simone 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

The Executive Director shared current enrollment of 2186, staffing updates, and a review of training week with the board.

B. Contract with SDSU for a Student Teacher

J. Lewis made a motion to Approve the Clinical Practices Agreement Between LFCS and the Trustees of the California State University.
P. Schreiber seconded the motion.
This is a 5 year agreement for student teachers.
The board **VOTED** unanimously to approve the motion.

C. 1328 Alpine Way Project $200,000 Authorization

P. Schreiber made a motion to Authorize $200,000 toward the renovation of 1328 Administration Way.
J. Lewis seconded the motion.
This is to begin the tenant improvement of 1328 Administration Way (Alpine Way on the agenda was a misprint) for a CTE Construction program and a ceramic program for LCHS located across the street.
The board **VOTED** unanimously to approve the motion.

III. Chief Business Officer's Report

A. Current Financial Report

The CBO shared the school's financials as of 7.31.26, the SDCOE 205-26 2nd Interim Report and 2026-27 LCAP letter, the status of the school's arbitrage investments, the schools S&P bond rating of BBB-, and a review of the Difference Card savings from 2025-26.

B. Contracts and Large Purchases Notifications

Jesus Higuera: Tree trimming at the JA: $3,650
Baker Electric: LA Solar: $125,770.25 (This project is now paid in full).
Baker Electric: JA Solar: $392,272.56
Perry's Plumbing: LCHS Plumbing: $27,950
Schmidt Plumbing: LA Sprinkler Valve Replacement: $4,686
Marsh & McClennan: 2026-27 P&L, Cyber, Workers Comp Insurance: $65,349.80
Hamann: JA office remodel: $ ($95,737 total bid)
SELF: Excess Liability Insurance: $71,651 (Will not be paying this after 2026-27)

CCSA: 2 year membership: $50,640
A&B: New furnace for the Freedom House: $11,750
Mata Landscaping: Clean up of Admin Way: $4,250
School Pathways: Operating Software for Freedom Academy: $17,615.04
Zerorez: Carpet Cleaning LCHS: $5,973.20; PA: $4,255.50;
Rapid Dry: Tile Cleaning LCHS: $7,480; PA: $1,620;
Curriculum Associates (Ellevation): EL tracking software yearly subscription: $9,659.38

C. Facilities Report

LCHS Alpine: Pipes either relined or replaced from art building. PE area re-striped. Doors repainted. HVAC thermostats and timers are being updated and installed. Admin Way brush and weeds cleared. Carpets and tile cleaned.

Junior Academy: Solar project continues on schedule to be operational in October. Office space remodeled to create two offices for administrators and relocate the teacher workroom. Trees trimmed. Playground area has been restriped. Carpets and tile cleaned. Freedom office / house had electric water heater, washer and dryer, and furnace installed (all will run off the solar system).

Primary Academy: The playground has been restriped. Carpets and tile cleaned.

Liberty Academy: Playground has been restriped. Carpets and tile cleaned. Sprinkler valve replaced. Back alley concrete project complete.

All campuses deep cleaned and paint touched up by LFCS staff. 4 hour timers installed on all thermostats on all campuses.

D. Legal Issues

None

E. 2025-26 Prop 28 Certification and Reports

M. Simone made a motion to Approve the 2025-26 Prop 28 Certification, Annual Report, and Final Expenditure Report.
J. Lewis seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. 2025-26 LFCS EPA Report

J. Lewis made a motion to Approve the 2025-26 EPA Report of actual revenue and expenses.
P. Schreiber seconded the motion.
The board **VOTED** unanimously to approve the motion.

G.

Resolution 2027-01: 2026-27 LFCS EPA

M. Simone made a motion to Approve Resolution 2027-01.
J. Lewis seconded the motion.
This resolution pledges our 2026-27 budgeted EPA revenue to teacher salaries and benefits.
The board **VOTED** unanimously to approve the motion.

H. Special Compensation Updates

J. Lewis made a motion to Approve the amended LFCS Special Compensations.
M. Simone seconded the motion.
This vote approves the 25 year stipend and the 30 year stipend.
The board **VOTED** unanimously to approve the motion.

I. Updated LFCS Procurement Policies

P. Schreiber made a motion to Approve the amended LFCS Procurement Policies.
J. Lewis seconded the motion.
Section II.a.i.2 was added.
The board **VOTED** unanimously to approve the motion.

J. San Diego Applied Behavioral Analysis 2026-27 Contract

P. Schreiber made a motion to Approve the San Diego Applied Behavioral Analysis 2026-27 contract.
M. Simone seconded the motion.
SPED services
The board **VOTED** unanimously to approve the motion.

K. Specialized Therapy Services 2026-27 Contract

M. Simone made a motion to Approve the 2026-27 Specialized Therapy Services contract.
P. Schreiber seconded the motion.
SPED services
The board **VOTED** unanimously to approve the motion.

L. Specialized Consulting LLC 2026-27 Contract

P. Schreiber made a motion to Approve the Specialized Consulting LLC 2026-27 contract.
J. Lewis seconded the motion.
SPED services
The board **VOTED** unanimously to approve the motion.

M. Hammond Construction JA Office Renovation Contract

J. Lewis made a motion to Ratify the Hammond Construction Contract dated July 10, 2026.
M. Simone seconded the motion.
This contract is for the tenant improvement of the 1012 E Bradley Ave offices.
The board **VOTED** unanimously to approve the motion.

N. 1015 Pepper Drive Purchase

P. Schreiber made a motion to Approve the purchase of 1015 Pepper Drive El Cajon, CA.
J. Lewis seconded the motion.
Purchase price $670,000 in "as is" condition. This allows master planning and developing of our Junior Academy to better meet the needs of the students and staff.
The board **VOTED** unanimously to approve the motion.

O. Playworks 2026-27 Contract

M. Simone made a motion to Ratify the Playworks 2026-27 contract.
P. Schreiber seconded the motion.
Playworks will train our lunch and recess staff on games and behavior management.
The board **VOTED** unanimously to approve the motion.

P. Reinvest Bond Reserve Account Funds in Toyota Commercial Bonds

P. Schreiber made a motion to Approve the re-investment of 2019A and 2019B bond reserve funds that matured on August 10, 2026 into similar investments.
M. Simone seconded the motion.
The board **VOTED** unanimously to approve the motion.

Q. LFCS Cyberbullying Policy

J. Lewis made a motion to Approve the LFCS Cyberbullying Policy.
P. Schreiber seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Governance

A. Governance Committee Report

Board Retreat scheduled for Saturday, September 12 from 9:00 - noon.

Board recruitment discussed.

B. Annual Brown Act Distribution to Board Members

C. Executive Director's 2026-27 Contract

M. Simone made a motion to Approve the 2026-27 LFCS Executive Director's Contract.
P. Schreiber seconded the motion.

The executive director's compensation was verbally announced during the review of her contract.
The board **VOTED** unanimously to approve the motion.

D. Finance Committee Report

None

E. Facilities Committee Report

None

V. Closing Items

A. Other Issues

None

B. Adjourn Meeting

P. Schreiber made a motion to Adjourn the meeting at 7:35pm.
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 7:35 PM.

Respectfully Submitted,
S. Robinson