



Literacy First Charter Schools

Minutes

Literacy First Charter School Board of Trustees

Regular Board Meeting

Date and Time

Wednesday October 14, 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:

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, J. Svendsen, M. Simone, P. Schreiber

Trustees Absent

None

Guests Present

S. Robinson

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

P. Schreiber called a meeting of the board of trustees of Literacy First Charter Schools to order on Wednesday Oct 14, 2026 at 5:36 PM.

C. Flag Salute

D. Minutes from the September 9, 2026 Board Meeting

J. Lewis made a motion to approve the minutes from Literacy First Charter School Board of Trustees on 09-09-26.

M. Simone seconded the motion.

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

E. Minutes from the September 12, 2026 Board Retreat

M. Simone made a motion to approve the minutes from Literacy First Charter Schools Board of Trustees Retreat on 09-12-26.

J. Svendsen seconded the motion.

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

F. Current Agenda

J. Lewis made a motion to Approve the agenda for the October 14, 2026 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

The Executive Director provided the board information on attendance, recent legislation, and upcoming school events.

B. Introduce New Teachers

The Executive Director introduced new teacher hires to the board.

C. Lead Teacher and Department Heads Presentation

The Executive Director introduced Lead Teachers and Department Heads to the board.

D. Teacher Training Programs

The Executive Director and Justin Stinson provided the board information on our teacher training and support programs including Induction, Coaching, New Teachers, and our professional development calendar.

III. Chief Business Officer's Report

A. Current Financial Report

The CBO provided the board information on the school's finances as of 9.30.26 including a Q1 report on our medical insurance costs.

B. Contracts and Large Purchases Notifications

Proven Title: final payment for 1015 Pepper drive: \$674,445.98

Hamman Construction: JA office remodel; \$92,102 (original bid was \$95,737).

Cameron Curry: professional consulting with Troy: \$5,335.

TeachTown: SPED curriculum; \$10,087.50

Playworks: Recess training and materials; \$12,700

Vista Higher Learning: Spanish curriculum; \$69,204.03

San Diego Zerorez: Carpet cleaning; \$5,973.20

Sonrise Church: Freedom Enrichment Classes and Special Events Lease costs through December 2026; \$9,200

Mystery Science: Science curriculum; \$13,845.18

Wise Roofing: seal solar roof penetrations at the JA: \$8,400.

Mascari Construction: general contractor fees for 1323 Admin Way: \$9,722.50

Central Valley Environmental: abatement and demo at 1323 Admin Way: \$84,725.

Mascari Electric: first payments on both contracts for 1323 Admin Way: \$9,069.70

Mascari Construction: Dumpster and septic pumping and inspection; \$2,810.

Carter Heat and Air: HVAC at 1323 Admin Way; \$62,298

Rarefied Air: Asbestos testing at 1323 Admin Way; \$2,938.43

1323 Admin Way Total to Date: \$174,058.63.

C. Legal Issues

None

D. AB 2519

The CBO provided the board information on AB 2519 and the new board responsibilities under this law as it relates to LFCS administrators and STRS eligibility.

E. Facilities Report

LCHS: Working on a reasonable fix to the solar inverter issues. Abatement and demolition completed at 1323 Admin Way. Asbestos report complete. HVAC equipment delivered. Preliminary electrical run. Septic pumped and inspected. Half the septic system is in good condition. Roof replacement is the next phase of work.

Junior Academy: The solar project is complete and producing as of 9.11.26.

Primary Academy: Railing being replaced. Fence along Washington may be repaired / replaced. The church has agreed to split the estimated cost of \$7,500.

Liberty Academy: Solar saved us \$5,794.21 comparing September 2025 and September 2026 SDGE bills.

F. 1015 Pepper Drive Purchase Update

Escrow closed on 10.5.26 for 1015 Pepper Drive El Cajon, CA 92021.

G. Resolution 2027-02

M. Simone made a motion to Approve Resolution 2027-02.

J. Lewis seconded the motion.

The resolution authorizes the CBO to notify SELF of our desire to withdraw our membership effective July 1, 2027.

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

H. Aseltine School Master Contract

J. Svendsen made a motion to Approve the 2026-27 Aseltine School Master Contract.

J. Lewis seconded the motion.

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

I. LFCS AB 126 Paid Pregnancy Leave Policy

J. Lewis made a motion to Approve the LFCS AB126 Paid Pregnancy Leave Policy and Certification Form.

J. Svendsen seconded the motion.

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

J. 1323 Administration Way Contracts

J. Lewis made a motion to Approve the Mascari Construction bid for framing, concrete, and grading work at 1323 Administration Way for \$83,000, the Bradley Painting Plus bid for painting 1323 Administration Way for \$40,720, the Superior Plumbing Solutions, Inc bid for septic tank repairs / replacement at 1323 Administration Way for \$67,000, and Qualified Constructions bid for insulation and drywall installation at 1323 Administration Way for \$72,000.

M. Simone seconded the motion.

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

IV. Governance

A. Governance Committee Report

Nothing to report.

B. Finance Committee Report

Nothing to report.

C. Facilities Committee Report

Nothing to report.

V. Closing Items

A. Other Issues

None

B. Adjourn Meeting

J. Svendsen made a motion to Adjourn the meeting at 7:58pm.

M. Simone 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 7:58 PM.

Respectfully Submitted,

S. Robinson