

**AGENDA
REGULAR MEETING
BOARD OF DIRECTORS
LITERACY FIRST CHARTER SCHOOLS**

1012 E Bradley Ave., El Cajon 92021

November 12, 2014

5:30 P.M.



INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND CITIZENS

The Literacy First Charter Schools ("School") welcomes your participation at the School's Board meetings. The purpose of a public meeting of the Board of Directors ("Board") is to conduct the affairs of the School in public. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:

1. Agendas are available to all audience members at the door to the meeting.
2. "Request to Speak" forms are available to all audience members who wish to speak on any agenda items or under the general category of "Communications." "Communications" is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed three (3) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
3. You may also complete a "Request to Speak" form to address the Board on Agenda items. With regard to such agenda items, you may specify that agenda item on your "Request to Speak" form and you will be given an opportunity to speak for up to three (3) minutes when the Board discusses that item.
4. When addressing the Board, speakers are requested to state their name and address and adhere to the time limits set forth.
5. Any public records relating to an agenda item for an open session of the Board which are distributed to all, or a majority of all, of the Board members shall be available for public inspection at 799 E. Washington Ave., El Cajon, CA 92020

In compliance with the Americans with Disabilities Act (ADA) and upon request, Literacy First Charter Schools may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order to participate in Board meetings are invited to contact the Executive Director's office.

I. PRELIMINARY

a. CALL TO ORDER

Meeting was called to order by the Board Chair at _____.

b. ROLL CALL

	Present	Absent
Mr. Larry Kincaid	_____	_____
Mr. Mark Ferguson	_____	_____
Mrs. Lorri Ague	_____	_____
Mrs. Lori Briggs	_____	_____
Mr. Sal Campos	_____	_____
Mr. Brent Watson	_____	_____
Mr. Richard Willis	_____	_____

c. FLAG SALUTE

It is recommended that the Board approve Agenda

Motion: _____ Action: _____
Second: _____ Vote: _____

d. ADOPT CONSENT AGENDA

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them. The director recommends approval of all consent agenda items.

1. Approve Minutes from October 15, 2014 Board Meeting
2. Adopt the November 12, 2014 Agenda

It is recommended that the Board approve Consent Agenda

Motion: _____ Action: _____
Second: _____ Vote: _____

II. COMMUNICATIONS

Visitor's Petitions, Correspondence: Individual presentation shall be for no more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

III. STAFF REPORTS

a. Executive Director's Report

- i. Steve Robinson Presentation on New HS Assessment Program

- ii. Victor Kempsey Presentation on Emergency Plan
 - iii. Attendance
 - iv. Education Programs
- b. Chief Financial Officer's
 - i. **Present First Interim Report through October, 2014**
 - ii. **Present Annual Audit for Approval**
 - iii. **Provide update on the Chase Ave Property**
 - iv. **3% Bonus**

IV. ITEMS SCHEDULED FOR ACTION

A. Approve the First Interim Report

It is recommended that the Board approve Agenda Item A

Motion: ____ Action: ____
Second: ____ Vote: ____

B. Approve the 2013-14 Annual Audit Report

It is recommended that the Board approve Agenda Item B

Motion: ____ Action: ____
Second: ____ Vote: ____

C. Approve 3% Bonus

It is recommended that the Board approve Agenda Item C

Motion: ____ Action: ____
Second: ____ Vote: ____

D.

It is recommended that the Board approve Agenda Item D

Motion: ____ Action: ____
Second: ____ Vote: ____

E.

It is recommended that the Board approve Agenda Item D

Motion: ____ Action: ____
Second: ____ Vote: ____

V. ITEMS REMOVED FROM THE CONSENT AGENDA (if any)

VI. BOARD ITEMS/REPORTS

VII. CLOSED SESSION

1. None

VIII. PUBLIC SESSION

- a. Reconvene to Open Session: The meeting was reconvened to open session at _____.
- b. Public Report on Action Taken in Closed Session (includes the vote or abstention of every member present.

IX. ADJOURNMENT

The meeting was adjourned at _____.

Literacy First Charter School

Minutes of Board of Directors Meeting

October 15th – 5:30 PM

I. OPEN SESSION CALL TO ORDER

- A. Call to Order** – 5:31PM, Larry Kincaid
- B. Roll Call** – Present Voting Members - Larry Kincaid, Mark Ferguson, Lorri Ague, Lori Briggs, Brent Watson, Richard Willis Absent - Sal Campos / Non-Voting Members - Debbie Beyer, Jerry Keough, Gail Stroben
- C. Flag Salute**
- D. Approval of Agenda and Approve the Minutes**
 - 1. Motion to Approve the Consent Agenda, to include the Minutes from September 10, 2014 LFCS Board Meeting, the October 15th Agenda - Kincaid / Second - Ague / Vote 6-0 / Action: Passes
 - 2. Motion to approve agenda- Kincaid / Second - Ague/ Vote 6-0 / Action: Passes

II. COMMUNICATIONS

- A. Visitor petition** - None

III. STAFF REPORTS / DISCUSSION / ACTION

- A. Executive Director's Report:**
 - 1. Presentation by Heather Beyer, English Language Program Coordinator
 - a. Sample CELDT results page that is sent to parents was explained.
 - b. New ELL lingo/ standards introduced, video explanation was shown
 - c. Slide presentation of ELL breakdown at our schools-
 - ~ 25%-66% population growth from start of school to present
 - ~Liberty Academy Kindergarten ELL numbers are equal to the PA this Year for the first time.
 - ~ ELL master plan has been renewed and put to use
 - 2. Presentation by Jamie Pro, Assistant Principal at JA/ Testing Coordinator
 - a. Last year the testing was considered "Field Testing", this year it is the real deal.
 - b. Grades 3-8 & 11 take the Smarter balanced test, as well as the pencil and paper CST/CMA science test for grades 5, 8 & 10
 - c. Test consists of 2 parts: 1. Computer adaptive- multiple choice, (Scantron), and 2. Performance tasks- which are short answer/ critical thinking questions.
 - d. Tests occur when 60-80% of the school year has happened, depending on the grade. So, for us the testing window is from March to May.
 - e. 80 Google Chrome books were purchased last year to accommodate the testing, bringing the total number of Chrome books available for testing to 250.

- f. We are unsure of what the outcome for testing this year will be due to the fact that this is the first year the test will be graded.
- 3. Presentation by Tara Miller
 - a. Christmas Tree Fundraiser- pick up trees on December 6th at Liberty at the winter festival. A percentage of Funds raised goes to grade level activities chosen by the grade levels. (DC, Roar & Snore,etc)
 - b. LCHS website is new!
 - c. HS Leadership Council has been a wonderful, effective program at the HS level.
 - d. HS Olympics are on November 7th.
- 4. Attendance- Reviewed current numbers and ADA Summary
- 5. Education Programs:
 - a. School newsletter was shared, as well as school wide updates- common core, new report cards, new ELL curriculum, etc.
 - b. Parent Connection Tea- will be once a month at different times. A great way to share LFCS vision, documentary, funding, budget, etc. with our families.
 - c. LFCS Foundation- Debbie if pursuing this further, will have more info at the next board meeting.

B. Chief Financial Officer: Jerry Keough

- 1. Present Cashflow through September, 2014- Board reviewed and discussed (Vote below)
- 2. Provide Update on the Chase/Jamacha Property- Soil checks out meaning no dynamite to Jerry's dismay☺, Revision on blueprints have been made, Leo Espelet has volunteered to help with the traffic piece, county planning department meeting will happen, and the seller agreed to the old rate being pushed off.

IV. ITEMS SCHEDULED FOR ACTION

A. Approve the August Cashflow

- 1. Motion to approve September cashflow - Ague / Second - Ferguson / Vote: 6-0 / Action: Passes

V. ITEMS REMOVED FROM THE CONSENT AGENDA-

NONE

VI. BOARD ITEMS/REPORTS

NONE

VII. CLOSED SESSION

- 1. Motion to go into closed session at 7:17 - Kincaid / Second - Ague / Vote: 6-0 / Action: Passes
- 2. Motion to end closed session and move to open session - Kincaid / Second - Ferguson / Vote: 6-0 / Action: Passes
- 3. No action taken by the board

VIII. ADJOURNMENT

A. Motion to adjourn meeting at 7:22 pm: Agree / Second - Ferguson / Vote: 6-0 /
Action: Passes

B. Items for future Board Meeting

1. Next scheduled Board Meeting: November 12th 5:30 pm at LFCS Junior Academy, 1012 E. Bradley, El Cajon CA 92021

Respectfully Submitted,
Gail Stroben