

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

**698 W. Main St. El Cajon 92020**

**February 12, 2020**

**5:00 pm**

**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 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. Mark Ferguson	_____	_____
Mrs. Lorri Ague	_____	_____
Mrs. Priscilla Schreiber	_____	_____
Mr. Sal Campos	_____	_____
Mrs. Lucy Razooky	_____	_____

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 the Agenda for the February 12, 2020 Board Meeting**
- 2. Approve the minutes from the January 15, 2020 Board meeting.**

It is recommended that the Board approve Consent Agenda Motion: \_\_\_\_ Action: \_\_\_\_  
Second: \_\_\_\_ Vote: \_\_\_\_

II. COMMUNICATIONS

a. **None**

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

- 1. Updated Comprehensive Safety Plan presented by AP Victor Kempsey**
- 2. SARC REPORT presented by AP Gail Stroben**

IV. Staff Report

a. **Executive Director Report**

1. **Attendance**
2. **770 Form Requirements**
3. **Conflict of Interest Policy**
4. **K-8 Program Update**
5. **LCHS Program Updates**

b. Chief Financial Officer's Report

1. **Second Interim Financial Report**
- 2.
- 3.
- 4.

3. ITEMS SCHEDULED FOR ACTION

**A. Approve Comprehensive School Safety Plan**

It is recommended that the Board approve Agenda Item A

Motion: \_\_\_\_ Action: \_\_\_\_  
Second: \_\_\_\_ Vote: \_\_\_\_

**B. Approve the SARC Report**

It is recommended that the Board approve Agenda Item B

Motion: \_\_\_\_ Action: \_\_\_\_  
Second: \_\_\_\_ Vote: \_\_\_\_

**C. Approve Second Interim Report**

It is recommended that the Board approve Agenda Item C

Motion: \_\_\_\_ Action: \_\_\_\_  
Second: \_\_\_\_ Vote: \_\_\_\_

**D. Review and Sign LFCS Conflict of Interest Policy**

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: \_\_\_\_

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

5. BOARD ITEMS/REPORTS

A. Discussion/Consideration: **Board President Report**

6. CLOSED SESSION

7. 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.

8. ADJOURNMENT

The meeting was adjourned at \_\_\_\_\_.

---

*Literacy First Charter School*

Minutes of Board of Directors Meeting

January 15, 2020 5:00 PM

**OPEN SESSION CALL TO ORDER**

**Start of Meeting – 5:12 p.m. – Sal Campo**

**Roll Call** – Present voting Members—Sal Campos, Priscilla Schreiber, Mark Ferguson, Lorri Ague joined the meeting @ 5:20/ Absent: None/ Non-Voting Members –Jerry Keough and Debbie Beyer

GUESTS: Victor Kempsey, Troy Beyer, and Lucy Razoqui

**Flag Salute**

**Approval of Agenda and Approve the Minutes**

Motion to Approve the Consent Agenda, including Agenda for January 15, 2020 and Minutes from December 11, 2019 Board Meeting

Motion was made by Ferguson/ Second –Schreiber/ Action: Passed Unanimously

Ferguson	Approve
Ague	Absent for this vote
Campos	Approve
Schreiber	Approve

**COMMUNICATIONS:**

Letter was received recognizing and commending the decorated achievements of Linn Dunton. The Board of received the letter and offered appreciation and thanks for Athletic Dunton commitment to Literacy First Charter School and athletic leadership.

The Board welcomed Lucy Razoqui, a potential Board appointee. A conversation/interview took place to get to know Ms. Razoqui's abilities, passions, and commitment to Literacy First Charter School.

## **STAFF REPORTS / DISCUSSION / ACTION**

### A. Executive Director's Report

#### 1. **Updates on Campus events and activities**

- a. **Presented the Campus Newsletters** and highlighted the various activities going on inside and outside the classroom. School is back in session after the Christmas break with many activities taking place.

#### 2. **SPED Report:**

- a. A lengthy SPED Report was provided by Troy Beyer. Detailed statistics about the student populations and the program offerings was demonstrated. SPED needs overall have increased at all LFCS campuses.

An update was provided on the Eldorado SELPA application. An early February approval is anticipated. The staff demonstrated that they are processing the transition plan once this is received.

The Board also received a report on Troy Beyer's recent credential achievement. The board expressed their appreciation and thanked Mr. Beyer for his dedication to support all our students at LFCS but specifically those with various special education needs.

### B. CFO Report

The following updates were provided:

1. **Report on High School Project:** The Board asked for an update on the VOD Planning Meeting. A description was provided by those who were in attendance, and a presentation on the news outlet video that aired on television after the meeting.
2. **2018-2019 Audit Review/Action:** The CFO provided the highlights of the audit. The audit reported no findings and submitted an "unqualified" opinion. The Board received the report and offered appreciation for the leadership and staff's attention to the details, policies, and reporting.

## IV. ITEMS SCHEDULED FOR ACTION—

### **Accept/Approve 2018-2019 Annual Audit Report:**

**Motion to Accept and Approve the 2018-2019 Annual Audit Report**

Motion was made by Ague/ Second – Ferguson/ Action: Passed Unanimously

Ferguson	Approve
Ague	Approve
Campos	Approve
Schreiber	Approve

**Approve Lucy Razoqui’s Appointment as a Board Member:**

Motion to Approve Lucy Razoqui’s Appointment as a Board Member

Motion was made by Schreiber/ Second – Ferguson/ Action: Passed Unanimously

Ferguson	Approve
Ague	Approve
Campos	Approve
Schreiber	Approve

V. CLOSED SESSION—

Motion to entertain 3 items in closed session was made by Ague/ Second-Campos

Ferguson	Approve
Ague	Approve
Campos	Approve
Schreiber	Approve

Motion to Reconvene to Open Session was made by Ague/ Second-Ferguson

Ferguson	Approve
Ague	Approve
Campos	Approve
Schreiber	Approve

VII. PUBLIC SESSION – Report on Closed Session items

**Item 1: Student Expulsion Hearing**

**Motion was made to approve a student expulsion recommendation by Ague/ Second-Schreiber**

Ferguson	Approve
Ague	Approve
Campos	Approve
Schreiber	Approve

**Staff will follow through with the necessary communication**

**Item 2: Necessary Staffing Changes**

**An update was given regarding necessary staffing changes that were presented after the Christmas break. The necessary communications will be processed by staff.**

**Item 3: Executive Session**

**The Board asked the CEO and CFO to exit the meeting. Communication strategies surrounding the new campus were discussed. The CEO and CFO will be informed of decisions and the necessary action steps will be processed by the leadership team and necessary staff.**

**FUTURE ITEMS:**

None were scheduled

**ADJOURNMENT**

**The meeting was concluded at 8:10 p.m.: Motion to adjourn: Ague/ Second- Ferguson/ Action: Unanimously passed.**

Ferguson	Approve
Ague	Approve
Campos	Approve
Schreiber	Approve

Respectfully Submitted,  
Lorri Ague, Board Secretary

---