



**AGENDA  
REGULAR MEETING**

**BOARD OF DIRECTORS  
LITERACY FIRST CHARTER SCHOOLS**

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

**April 11, 2018**

**5:00 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. Mark Ferguson        | _____   | _____  |
| Mrs. Lorri Ague          | _____   | _____  |
| Mrs. Priscilla Schreiber | _____   | _____  |
| Mr. Sal Campos           | _____   | _____  |
| 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 the Agenda for the April 11, 2018 Board Meeting**
- 2. Approve the Minutes for the March 14, 2018 Board Meeting**

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

- 1. LFCS Updates
- 2. Attendance/Enrollment

b. Chief Financial Officer's Report

- 1. Present 990 Tax Return prepared by auditor, Wilkinson/Hadley
- 2. Update on Chase Ave. HS Project
- 3.
- 4.
- 5.

3. ITEMS SCHEDULED FOR ACTION

A. Approve 990 Tax Return prepared by Wilkinson/Hadley

|  |  |
|--|--|
| It is recommended that the Board approve Agenda Item A | Motion: ____ Action: ____<br>Second: ____ Vote: ____ |
|--|--|

B.

|  |  |
|--|--|
| It is recommended that the Board approve Agenda Item B | Motion: ____ Action: ____<br>Second: ____ Vote: ____ |
|--|--|

C.

|  |  |
|--|--|
| It is recommended that the Board approve Agenda Item C | Motion: ____ Action: ____<br>Second: ____ Vote: ____ |
|--|--|

D.

|  |  |
|--|--|
| It is recommended that the Board approve Agenda Item D | Motion: ____ Action: ____<br>Second: ____ Vote: ____ |
|--|--|

E.

|  |  |
|--|--|
| It is recommended that the Board approve Agenda Item D | Motion: ____ Action: ____<br>Second: ____ Vote: ____ |
|--|--|

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

5. BOARD ITEMS/REPORTS

**1. NONE**

6. CLOSED SESSION

**1. None**

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

March 14, 2018 – 5:00 PM

**OPEN SESSION CALL TO ORDER**

**Start of Meeting – 5:02 PM, Sal Campos**

**Roll Call** – Present voting Members—Lorri Ague, Richard Willis, and Sal Campos/ Late:/ Absent: Priscilla Schreiber, Mark Ferguson/ Non-Voting Members – Debbie Beyer, Jerry Keough

**Flag Salute**

**Approval of Agenda and Approve the Minutes**

Motion to Approve the Consent Agenda, including Agenda for March 14, 2018, and Minutes from February 8, 2018 Board Meeting Ague/ Second – Willis / Action: Passed Unanimously

|           |         |
|-----------|---------|
| Ferguson  | Absent  |
| Ague      | Approve |
| Campos    | Approve |
| Willis    | Approve |
| Schreiber | Absent  |

**COMMUNICATIONS:**

None Presented

**STAFF REPORTS / DISCUSSION / ACTION**

- A. Executive Director’s Report:
  - 1. Shared the Attendance Report
  - 2. Shared the Bulldog News and the Liberty High News
    - a. March is a very busy time
    - b. Open Houses on every campus
  - 3. Presented a video and update on the Leo-Droid Team (Robotics Team)
  - 4. Affirmed Active Shooting Training along with an update on student action on the national “Walk-out” Day.
    - a. Mrs. Beyer affirmed all training for various catastrophes
  - 5. Ms. Beyer presented conversation about Charter expansion. She will work toward a strategic plan and keep the board updated.
  - 6. California Charter School Association conference is in San Diego March 26-28. Board members were requested to let Mrs. Beyer know if they are planning to attend.
  - 7. Staff Retreat is planned for the upcoming weekend.

8. Sports teams are participating in Soccer and Basketball CIF Playoffs

B. CFO Report

1. Presented the 3-year Contract with Wilkinson Hadley King & Co. for the annual audit
2. Updated on Chase Ave. HS Project
  - a. It was announced that we did not receive Prop 51 funds.
  - b. Mr. Keough continues to review funding options and will keep the board informed.

IV. ITEMS SCHEDULED FOR ACTION—

- A. Approve the Audit contract

It is recommended that the Board Approve the 3-year Audit Contract with Wilkinson Hadley King & Co.

**Motion: Willis / Second – Agree / Action: Unanimously Passed**

|           |         |
|-----------|---------|
| Ferguson  | Absent  |
| Ague      | Approve |
| Campos    | Approve |
| Willis    | Approve |
| Schreiber | Absent  |

V. CLOSED SESSION--

No Closed Session items

VII. PUBLIC SESSION

NO PUBLIC COMMENT

ADJOURNMENT

**The meeting was concluded at 6:34: Motion: Willis/ Second- Agree/ Action: Unanimous passed.**

|           |         |
|-----------|---------|
| Ferguson  | Absent  |
| Ague      | Approve |
| Campos    | Approve |
| Willis    | Approve |
| Schreiber | Absent  |

Items for future Board Meeting

1. Next scheduled Board Meeting: April 11, 2018 at Liberty Academy 698 W. Main Street, El Cajon, CA 92020
2. No-Tolerance Policy for threats against the campus (i.e. shooting, etc.)
3. Social Media Use Policy needs to be formulated

Respectfully,

Lorri Ague