

**AGENDA  
REGULAR MEETING**

**BOARD OF DIRECTORS  
LITERACY FIRST CHARTER SCHOOLS**

**1012 E Bradley Ave., El Cajon 92021**

**February 6, 2013**

**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. Shelby Hull	_____	_____
Mr. Mark Ferguson	_____	_____
Mrs. Lorri Ague	_____	_____
Mr. Larry Kincaid	_____	_____
Mr. Sal Campos	_____	_____
Mr. Brent Watson	_____	_____

c. FLAG SALUTE

It is recommended that the Board approve Agenda _____	Motion: _____ Action: _____ Second: _____ Vote: _____
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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 January 9, 2013 Board Meeting
2. Adopt the February 6, 2013 Agenda

It is recommended that the Board approve Consent Agenda	Motion: _____ Action: _____ Second: _____ Vote: _____
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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. Chief Executive Officer
  - i. Student Activities
  - ii. Attendance
  - iii. Operations
  
- b. Chief Financial Officer
  - i. 2012-13 Cashflow through January, 2013 (if Available)
  - ii. Lease Extension at Liberty High School Campus
  - iii. Resolution stating that all monies owed Literacy from Liberty is paid in full (Grossmont Request).
  - iv. Board Planning

IV. ITEMS SCHEDULED FOR ACTION

A. Approve Extension of Lemon Grove Campus Lease Agreement

It is recommended that the Board approve Agenda Item A	Motion: ____ Action: ____ Second: ____ Vote: ____
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B. Approve January, 2013 Cash Flow if Available

It is recommended that the Board approve Agenda Item B	Motion: ____ Action: ____ Second: ____ Vote: ____
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C. Resolution stating that all monies owed Literacy from Liberty are paid in full.

It is recommended that the Board approve Agenda Item C	Motion: ____ Action: ____ Second: ____ Vote: ____
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D.

It is recommended that the Board approve Agenda Item D	Motion: ____ Action: ____ Second: ____ Vote: ____
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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 REPORTS

i. Discuss Board terms

VII. CLOSED SESSION

1. LHS Student SARB (Mr. Robinson)

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.)

c.

IX. ADJOURNMENT

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

**Literacy First Charter School**  
**Minutes of Board of Directors Meeting**  
**January 9<sup>th</sup> 2013**  
**5:30 pm**

**I. OPEN SESSION – CALL TO ORDER**

- A. **Call to Order** - 5:36 pm Shelby Hull
- B. **Roll Call** - Present voting members – Shelby Hull, Sal Campos, Mark Ferguson, Larry Kincaid  
Absent – Brent Watson, Lori Ague / Non-voting members – Jerry Keough, Debbie Beyer, Lisa Dziuk
- C. **Approval of Agenda and Approve the Minutes from December 21<sup>st</sup> 2013 Board Meeting (ACTION)** Motion to approve the agenda with the addition of Board Terms and Positions as an Action item. – Hull / 2<sup>nd</sup> – Ferguson / Motion Passes 4-0

**II. COMMUNICATIONS**

- A. **Acknowledgment of Correspondence to the Board**
  - 1. Board Member Reports – None

**III. STAFF REPORTS / DISCUSSION / ACTION**

- A. Chief Executive Officer – Debbie Beyer reported on current attendance and upcoming activities at the school sites.
- B. Chief Financial Officer – Jerry Keough reported on the Closing Audit for Liberty and the Current Cash Flow for December.

**IV. ITEMS SCHEDULED FOR ACTION**

- A. Approve the Liberty Charter Closing Audit  
Motion: Kincaid – Second: Ferguson – Vote: 4-0 – Action: Passes
- B. Approve December, 2012 Cash Flow  
Motion: Kincaid – Second: Campos – Vote: 4-0 – Action: Passes
- C. Approve Board Member Terms and Positions  
Motion to approve Board Member Terms as presented with the addition of the *ad hoc* position be renewed on an annual basis: Kincaid – Second: Ferguson – Vote: 4-0 – Action: Passes

**V. ORGANIZATIONAL BUSINESS-**

- A. **Items for Future Board Meeting –**
  - 1. **Emergency Plan Cost Breakdown**
  - 2. **Board Planning Workshop**

**3. Next Scheduled Board Meeting** – February 13<sup>th</sup> 2013, 5:30pm 1012 E. Bradley Ave.  
El Cajon CA 92021

**VI. ADJOURNMENT – Motion to Adjourn at 7:30 pm: Hull – Second: Campos – Vote: 4-0 –  
Action: Passes**

Respectfully Submitted,  
Lisa Amorteguy  
Recording Clerk