

**AGENDA
REGULAR MEETING**

**BOARD OF DIRECTORS
LITERACY FIRST CHARTER SCHOOLS**

1012 E Bradley Ave., El Cajon 92021

February 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: _____
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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 8, 2014 Board Meeting
2. Adopt the February 12, 2014 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. **Letter From SDCOE with 2013-14 First Interim Report Comments.**

III. STAFF REPORTS

- a. Chief Executive Officer
 - i. Attendance
 - ii. Educational Programs
 - iii. 2014-15 Open Enrollment
 - iv. Personnel

- b. Chief Financial Officer
 - i. 2013-14 Cash flow through January, 2013
 - ii. High School Facility Report
 - iii. 2013-14 Second Interim Report
 - iv. 2013 Tax Return
 - v. 2014-2015 Budget and Salary Schedule discussion

IV. ITEMS SCHEDULED FOR ACTION

A. Approve the proposed Open Enrollment period for the 2014-15 School Year

It is recommended that the Board approve Agenda Item A	Motion: ____ Action: ____ Second: ____ Vote: ____
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B. Approve 2013-2014 Second Interim Report

It is recommended that the Board approve Agenda Item B	Motion: ____ Action: ____ Second: ____ Vote: ____
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C. Approve 2013 State Tax Return

It is recommended that the Board approve Agenda Item C	Motion: ____ Action: ____ Second: ____ Vote: ____
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D. Approve 2013 Federal Tax Return

It is recommended that the Board approve Agenda Item D	Motion: ____ Action: ____ Second: ____ Vote: ____
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E. Approve the January, 2014 Cash flow Report

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

January 8th 2014 – 5:30 PM

I. OPEN SESSION CALL TO ORDER

- A. **Call to Order** – 5:37 PM, Larry Kincaid
- B. **Roll Call** – Present Voting Members - Larry Kincaid, Mark Ferguson, Sal Campos, Lori Briggs, Brent Watson, Richard Willis, Lorri Ague (arrived at 5:46) / Non-Voting Members - Debbie Beyer, Jerry Keough, Lisa Amorteguy
- C. Approval of Agenda and Approve the Minutes from
 - 1. Approve the Minutes from November 13, 2013 Board Meeting and Adopt the January 8th, 2014 Agenda: Watson / Second - Campos / Vote 6-0 / Action: Passes

II. COMMUNICATIONS

- A. Acknowledgement of Correspondence to the Board
 - 1. Board Member Reports - None

III. STAFF REPORTS / DISCUSSION / ACTION

- A. Chief Executive Officer:
 - 1. Debbie Beyer reported on the following: Attendance at all schools, Passed out current Newsletters, Upcoming school trips; DC, Ecuador, Europe, East Coast for High School, Scantron testing, Report on Special Education.
 - 2. Debbie Beyer reported on personal changes in January: Tim Abbas, History, was replaced by Nicole Allen. Haley Collins, Kindergarten, was replaced by Jenny Linthincum.
- B. Chief Financial Officer:
 - 1. Jerry Keough reported on Cash Flow through November 2013.
 - 2. Jerry Keough reported on Liberty High School Facility and the proposed Gym Facility. Board discussed the proposal and entertained questions. Discussion tabled for future Board meetings. Lease with Lemon Grove will need consideration before moving forward.

IV. ITEMS SCHEDULED FOR ACTION

- A. Approve November 2013 Cash Flow
 - 1. Motion to approve November 2013 Cash Flow as presented: Campos / Second - Ague / Vote 7-0 / Action: Passes

V. ADJOURNMENT

- A. Motion to adjourn meeting at 6:42: Ague / Second: Ferguson / Vote: 7-0 / Action: Passes.

B. Future LFCS Board Meeting:

1. February 12th, 5:30pm, 1012 El Bradley Ave El Cajon CA 92021

Respectfully Submitted
Lisa Amorteguy