



**AGENDA  
REGULAR MEETING**

**BOARD OF DIRECTORS  
LITERACY FIRST CHARTER SCHOOLS**

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

**June 13, 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 June 13, 2018 Board Meeting**
- 2. Approve the Minutes for the May 9, 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. 2018-19 Employment Updates
2. Attendance/Enrollment
3. Declaration of Need-Qualified Teachers

b. Chief Financial Officer’s Report

1. Contracts for Outdoor Education: Cuyamaca (6th) and Floating Lab (7th)
2. Discuss 2.5% COLA Increase on Hourly and Salary Schedules
3. Present Educator Effectiveness Report for Public Comment
4. 2018-19 Draft Budget: Public Comment Presentation
5. EPA Expenditure Plan: Public Comment Presentation
6. Discuss Certificated Staff Retention Incentive Program

3. ITEMS SCHEDULED FOR ACTION

**A. Approve Declaration of Need for 2018-2019 School Year**

It is recommended that the Board approve Agenda Item A	Motion: ____ Action: ____ Second: ____ Vote: ____
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**B. Approve Outdoor Education Contracts for Cuyamaca and the Floating Lab**

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

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

5. BOARD ITEMS/REPORTS

**1. Board Terms Discussion**

6. CLOSED SESSION

**1. Student Issue**

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 \_\_\_\_\_.

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*Literacy First Charter School*

Minutes of Board of Directors Meeting

May 9, 2018 – 5:30 PM

**OPEN SESSION CALL TO ORDER**

**Start of Meeting – 5:38 PM, Sal Campos**

**Roll Call** – Present voting Members—Lorri Ague, Mark Ferguson, Priscilla Schreiber, and Sal Campos:/ Absent: Richard Willis/ 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 May 9, 2018, and Minutes from April 11, 2018 Board Meeting Schreiber/ Second – Ague/ Action: Passed Unanimously

Ferguson	Approve
Ague	Approve
Campos	Approve
Willis	Absent
Schreiber	Approve

**COMMUNICATIONS:**

None Presented

**STAFF REPORTS / DISCUSSION / ACTION**

- A. Executive Director’s Report:
1. National Charter School Week Presentation
    - a. Presented Charter School Definition
    - b. Reviewed Characteristics of a Charter School
  2. Shared the Bulldog News and the Liberty High News
    - a. May has many different year-end and culminating experiences
    - b. Reminder about Matriculation and Senior Exhibition
    - c. Reminder about Moving Up Ceremony (Wednesday, June 19<sup>th</sup> @ 6:00 p.m. @ Junior Academy & High School Graduation, Saturday, June 23 @ between 10:00 & 11:00 @ Junior Academy on Bradley)
  3. Parent Prom was introduced – Foundation Fundraising Event on June 9<sup>th</sup> @ Liberty Academy
  4. Shared the Attendance Report

5. Recapped the professional development activity happening across teaching staff
6. Letters of intent to the Faculty and Staff were sent out. Staffing needs for next year are being considered.
7. Athletic Director Report Presented
  - a. Presented the LFCS Athletic Philosophy and Program accomplishments and achievements
  - b. June 9<sup>th</sup> is a planned Coach’s Symposium to present LFCS Athletic Philosophy

The Board Members affirmed the Athletic Director’s Report

- B. CFO Report
1. Presented an update on the Planning Commission Hearing for the Chase Property Project. No date has been assigned, but the Board was encouraged to be prepared to attend the meeting when it happens.
  2. BBB -S&P Bond Rating Report was shared and an overview of how this is achieved was presented.
  3. Budget Process was updated:
    - a. Mr. Keough informed the Board of the process and what information we are waiting for
    - b. Plan for Regular June 13<sup>th</sup> meeting and then a 2<sup>nd</sup> meeting on June 20<sup>th</sup> @ 12:30 p.m. at the Junior Academy prior to the yearend luncheon to approve the final budget.

IV. ITEMS SCHEDULED FOR ACTION—

- A. Approve the Annual Resolutions  
It is recommended that the Board Approve the annual Resolutions required:

**Motion: Ague/ Second – Ferguson / Action: Unanimously Passed**

Ferguson	Approve
Ague	Approve
Campos	Approve
Willis	Absent
Schreiber	Approve

Board Term Discussions took place. A review of the members terms and expiration dates were given. Elections for board members will be on the June 13 meeting.

V. CLOSED SESSION--

**Motion for closed session was made by Campos/Second-Schreiber/Action: Unanimously Passed.**

Ferguson	Approve
Ague	Approve
Campos	Approve

Willis	Absent
Schreiber	Approve

Motion to open closed session was made by Schreiber/Second-Ferguson/Action: Unanimously Passed.

Ferguson	Approve
Ague	Approve
Campos	Approve
Willis	Absent
Schreiber	Approve

No Action was taken during Closed Session.

## VII. PUBLIC SESSION

No public comment

## ADJOURNMENT

The meeting was concluded at 7:38: Motion: Campos/ Second- Ague/ Action: Unanimously passed.

Ferguson	Approve
Ague	Approve
Campos	Approve
Willis	Absent
Schreiber	Approve

### 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

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