

**AGENDA
REGULAR MEETING**

**BOARD OF DIRECTORS
LITERACY FIRST CHARTER SCHOOLS**

1012 E Bradley Ave., El Cajon 92021

June 15, 2016

12:30 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.

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. 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: ____

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 June 8, 2016 Board Meeting
2. Approve the Agenda for the June 15, 2016 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

b. Chief Financial Officer's

- i. Present Final Draft 2016-2017 Budget for Approval**
- ii. Resent Final 2016-2017 LCAP for Approval**
- iii. Present Employee Contract Format for Approval**
- iv. Present 2016-2017 Sixth Grade Camp Contract for Approval**

IV. ITEMS SCHEDULED FOR ACTION

A. Approve 2016-2017 Final Draft Budget

It is recommended that the Board approve Agenda Item B

Motion: ____ Action: ____
Second: ____ Vote: ____

B. Approve 2016-2017 LCAP

It is recommended that the Board approve Agenda Item C

Motion: ____ Action: ____
Second: ____ Vote: ____

C. Approve Employee Contract Format

It is recommended that the Board approve Agenda Item D

Motion: ____ Action: ____
Second: ____ Vote: ____

D. Approve 6th Grade Camp Contract

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 ITEMS/REPORTS

VII. CLOSED SESSION

- 1. Personnel STRS Compensation Matter

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

June 8th – 5:30 PM

OPEN SESSION CALL TO ORDER

Call to Order – 5:40 PM, Larry Kincaid

Roll Call – Present Voting Members – Larry Kincaid, Brent Watson , Richard Willis, Mark Ferguson /Late: / Absent: Sal Campos, Lorri Ague, Lori Briggs / Non-Voting Members - Debbie Beyer, Jerry Keough

Flag Salute

Approval of Agenda and Approve the Minutes

Motion to Approve the Consent Agenda, to include the Minutes from May 11th Board Meeting / Second - / Action: No Vote taken

Vote:

Kincaid	
Ferguson	Absent
Ague	
Briggs	Absent
Campos	Absent
Watson	Absent
Willis	

Motion to approve June 8th agenda- / Second - / Action: No Vote Taken

Vote:

Kincaid	
Ferguson	Absent
Ague	
Briggs	Absent
Campos	Absent
Watson	Absent
Willis	

COMMUNICATIONS-

NONE

STAFF REPORTS / DISCUSSION / ACTION

Executive Director's Report:

I. Attendance:

- a. LCHS senior attendance dropped a bit (due to Senioritis) to 92 %, All other campuses remains at 95 %.

II. Programs:

- a. A fact sheet on LFCS that was put together for a staff meeting was reviewed. Included on the form were: Seniors college choices/ statistics, as well as the fact that LFCS was listed as one of the top schools of 2016 by US news and World Report.
- b. Interviews and demo lessons are happening right now. We have had one round of interviews so far, and the first set of demo lessons should begin next week. We have numerous spots to fill and are actively working to fill them.

III. Present LCAP for Public Comment:

- a. The final LCAP was reviewed- including the four sections- Common core transition plan, teacher PD, engaging parents and safe facilities; updates and specific goals in the document. Specific sections were explained and discussed.

IV. Review and Discuss Employee Contracts:

- a. Employee contracts have a new look to them. Larry Kincaid (board president and lawyer) was sent the new contract to review and had a few comments on the format. He stated that they are subdivided by campus and separated by teacher, assistant principal and the executive officers. The language of the contracts was changed as well. He reviewed the changes with the board and explained them. He also pointed out a few changes he saw that the contracts needed and explained the reasoning behind the changes.
 - a. The board voted for Larry Kincaid and Sal Campos to serve one more term on the board.
 - b. The board voted for Richard Willis to replace Lori Briggs for another term.

B. Chief Financial Officer's Report:

1. Chase Ave. Property:

- a. Mr Keough and Mr. Kempsey met with the Valle De Oro planning group and had a lengthy discussion on traffic with them. The option of an amendment to escrow is available, however, no documents have been seen or reviewed. We can choose to extend escrow until 12/31/16. There will be a \$150,000 increase with \$75,000 deposited into escrow to the seller upon entry into escrow. The first deposit would be 90 days into escrow, the second would be another \$75,000 deposited 90 days after the first deposit. All monies deposited would go against the purchase price.

IV. ITEMS SCHEDULED FOR ACTION-

NONE

V. ITEMS REMOVED FROM THE CONSENT AGENDA-NONE

VI. BOARD ITEMS/REPORTS

NONE

VII. CLOSED SESSION-

None

VIII. PUBLIC SESSION-

a. Reconvene to Open Session:

ADJOURNMENT

The meeting was concluded at 6:50 pm: / Second - /

Action: No vote taken

Items for future Board Meeting

1. Next scheduled Board Meeting: June 15, 2016@12:30 pm at LFCS Junior Academy, 1012 E. Bradley, El Cajon CA 92021

Respectfully Submitted,
Gail Stroben, Board Secretary