



**AGENDA  
REGULAR MEETING**

**BOARD OF DIRECTORS  
LITERACY FIRST CHARTER SCHOOLS**

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

**June 20, 2017**

**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 (Seat Vacancy)	_____	_____
Mr. Mark Ferguson	_____	_____
Mrs. Lorri Ague	_____	_____
Mrs. Priscilla Schreiber	_____	_____
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 May 17, 2017 Board Minutes**
- 2. Approve the Agenda for the June 20, 2017 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. Present 2017-2018 LCAP for Public Comment

2.

b. Chief Financial Officer's Report

1. Present Final Draft 2017-18 Budget for Public Comment

2. Present Education Effectiveness Plan for Public Comment (2016-18)

3. Present EPA Revenue Spending Plan for Public Comment

4. Approve Outdoor Education Contract with SDCOE for Camp Cuyamaca & Floating Labs at Scripps

5.

3. ITEMS SCHEDULED FOR ACTION

**A. Approve Outdoor Education Contract**

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

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. 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*

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*Minutes of Board of Directors Meeting*

April 19, 2017

# Literacy First Charter School

Minutes of Board of Directors Meeting

May 17th – 5:30 PM

## OPEN SESSION CALL TO ORDER

**Start of Meeting** – 5:40 PM, Sal Campos

**Roll Call** – Present Voting Members –Priscilla Schreiber, Brent Watson, Sal Campos, Mark Ferguson /Late: / Absent: Lorri Ague, Richard Willis , Yvonne Mena (resigned), Larry Kincaid(empty seat) / 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 April 12<sup>th</sup> Board Meeting Schreiber/ Second- Watson / Action: Pass

Vote:

Kincaid	Open
Ferguson	Approve
Ague	Absent
Mena	Resigned
Campos	Approve
Watson	Approve
Willis	Approve

Motion to approve May 17<sup>th</sup> agenda- Schreiber / Second - Watson / Action: Pass

Vote:

Kincaid	Open
Ferguson	Approve
Ague	Absent
Mena	Resigned
Campos	Approve
Watson	Approve
Willis	Approve

## COMMUNICATIONS-

NONE

## STAFF REPORTS / DISCUSSION / ACTION

Executive Director’s Report:

### I. Programs:

- a) School Lottery: The lottery is next week. There are 581

students on the lottery list this year. The projected enrollment for next year was reviewed and on the attendance form the 72 students in 9<sup>th</sup> grade represents the 8<sup>th</sup> graders that will be going to LCHS. The waiting list number has declined in the past few years. We have a plan for prepping the 8<sup>th</sup> graders for the HS in a way where they learn the truth about what is offered and don't listen to the rumors.

- b) Calendars: The 2017-2018 school calendars- both staff and students days were presented, reviewed and voted upon. The vote is below.
- c) Parent Connection: The last parent connection of the year will be on May 18<sup>th</sup> at 5:30, Liberty Academy.
- d) We are increasing some staff members next year to meet the need of our growing needs as a school.

**II. Danny Sanchez, Liberty Charter High School:**

- Mr. Sanchez passed out two handouts, the 2016 graduating class and the 2017 class. He reviewed and compared the graduation rates of the two years as well as the colleges our students have already been accepted to. He also went through each part of the LFCS values and discussed how the HS in meeting each one.

**III. Tara Patterson:** Reviewed the declaration of need for the 2017-2018 school year, then it was voted on. See below for the results of the vote.

**B. Chief Financial Officer's Report:**

- a. Appraisal report: Penn Jones reported on his appraisal of the Main street campus. He discussed that the long term ground lease has another 16 years.
- b. Water Testing Results- all campuses are free and clear!
- c. Chase Ave. Property: We have submitted all necessary paperwork about the storm water draining plan.
- d. Annual Resolutions: The annual resolutions stating who is permitted to sign and pick up documents from the county were voted on. Please see the vote below.
- e. Draft Budget: The draft budget and projected changes to the budget were reviewed and discussed.

#### IV. ITEMS SCHEDULED FOR ACTION-

A. Approve 2017-2018 School Calendars.

It is recommended that the Board approve Agenda Item A

**Motion: Schreiber / Second - Fergusons / Action: Pass**

**Vote:**

Kincaid	Open
Ferguson	Approve
Ague	Absent
Mena	Resigned
Campos	Approve
Watson	Approve
Willis	Approve

B. Approve Declaration of Need.

It is recommended that the Board approve Agenda Item B

**Motion: Schreiber / Second - Watson / Action: Pass**

**Vote:**

Kincaid	Open
Ferguson	Approve
Ague	Absent
Mena	Resigned
Campos	Approve
Watson	Approve
Willis	Approve

C. Approve Annual Resolutions.

It is recommended that the Board approve Agenda Item C

**Motion: Ferguson / Second - Schreiber / Action: Pass**

**Vote:**

Kincaid	Open
Ferguson	Approve
Ague	Absent
Mena	Resigned
Campos	Approve
Watson	Approve
Willis	Approve

**V. ITEMS REMOVED FROM THE CONSENT AGENDA-NONE**

**VI. BOARD ITEMS/REPORTS**

- a. Welcome new Board Member, NatalieSchuff as SDCOE placement for retiring appointee, Brent Watson.

**VII. CLOSED SESSION-**

Motion to enter into closed session- Schreiber / Second - Ferguson / Action:  
Pass Vote:

Kincaid	Open
Ferguson	Approve
Ague	Absent
Mena	Resigned
Campos	Approve
Watson	Approve
Willis	Approve

- SARB Hearing
- HS Student issue update

**VIII. PUBLIC SESSION-**

- a. Reconvene to Open Session: The meeting was reconvened to open session at 7:56 pm.
- b. Public record on Action Taken in closed session (includes the vote or abstention of every member present.)
  - There were no votes taken in closed session.

**ADJOURNMENT**

The meeting was concluded at 7:59 pm: Motion: Schreiber/ Second-Ferguson /  
Items for future Board Meeting

1. Next scheduled Board Meeting: June 14, 2017 @5:30 pm at LFCS Junior Academy, 1012 E. Bradley, El Cajon CA 92021

Respectfully Submitted,  
Gail Stroben, Board Secretary