

**AGENDA  
REGULAR MEETING**

**BOARD OF DIRECTORS  
LITERACY FIRST CHARTER SCHOOLS**

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

**May 14, 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 April 9, 2014 Board Meeting
2. Adopt the May 14, 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.

III. STAFF REPORTS

- a. Athletic Director's Report
- b. Executive Director's Report
  - i. Attendance
  - ii. Educational Programs
  - iii. 2014-15 Open Enrollment Report/Lottery
- c. Chief Financial Officer's
  - i. 2013-14 Cash flow through April, 2013
  - ii. High School Facility Report
  - iii. 2014-15 budget presentation/discussion

IV. ITEMS SCHEDULED FOR ACTION

**A. Approve opening escrow on the Chase/Jamacha site.**

It is recommended that the Board approve Agenda Item A	Motion: ___ Action: ___ Second: ___ Vote: ___
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**B. Approve April Cash flow.**

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. Approve the January, 2014 Cash flow Report

It is recommended that the Board approve Agenda Item D	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*

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## *Minutes of Board of Directors Meeting*

*April 9<sup>th</sup> 2014 – 5:30 PM*

### **OPEN SESSION CALL TO ORDER**

**Call to Order** – 5:34 PM, Larry Kincaid

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

Approval of Agenda and Approve the Minutes from

Approve the Consent Agenda, to include the Minutes from February 12<sup>th</sup> LFCS Board Meeting, the April 9<sup>th</sup> Agenda and the Resolutions designating/authorizing personnel to pick up Payroll Warrants, Mail etc.: Kincaid / Second - Ague / Vote 6-0 / Action: Passes

### **STAFF REPORTS / DISCUSSION / ACTION**

Chief Executive Officer:

Debbie Beyer reported on the following:

- a. Passed and reported on Athletic Directors Report
- b. Reported current attendance status on all campus'
- c. Reported on upcoming activities and their dates: 8<sup>th</sup> Grade Matriculation - June 9-12, High School Sr. Project - May 29<sup>th</sup>, High School Graduation - June 14<sup>th</sup> 11:00, Jr. High Moving Up, June 18<sup>th</sup>
- d. Reported on 2014/2015 registration status. First year using online registration. Working very well. Kindergarten registration is closed now currently registering 1<sup>st</sup>-12<sup>th</sup> grade students until May 2<sup>nd</sup>.
- e. Passed out 2014/2015 proposed Calendar.

Chief Financial Officer:

Jerry Keough reported on the February and March Cash Flow.

Discussion on High School Facility

2014/2015 discussion on employee payroll

- f. Larry Kincaid acknowledged the administration for their excellent handling of the LFCS budget during the California Education crisis and for their continued diligence to presenting a balanced budget.

Larry Kincaid asked that the LFCS Board Members Terms be carried over from the March Agenda. Discussion on the current members and election of members for the 2014/2015 school year. Action on this matter below.

### **ITEMS SCHEDULED FOR ACTION**

Adopt the 2014-2015 LFCS School Calendar

Motion to approve the 2014/2015 LFCS School Calendar: Ague / Second - Ferguson / Vote 6-0 / Action: Passes

Approve 2014 February and March Cash Flow Report

Motion to approve the 2014 February and March Cash Flow Report: Kincaid / Second - Willis / Vote 6-0 / Action: Passes

Authorization for Jerry Keough to investigate property with up to a \$2,500 proposal cost for the investigation process if necessary.

Motion: Campos / Second - Ferguson / Vote 6-0 / Action: passes

Move the election of 2014/2015 LFCS Board Members to the 2014 May 14<sup>th</sup> meeting

Motion to move LFCS Board Members Election to May 14<sup>th</sup>: Ague / Second - Ferguson / Vote 6-0 / Action: Passes

### **ADJOURNED TO CLOSED SESSION**

Adjourned to closed session by Larry Kincaid at 7:45

Jerry Keough presented and discussed matter with the Board.

Motion to affirm decisions made by Jerry Keough and Debbie Beyer in this matter: Kincaid / Second - Ague / Vote 6-0 / Action - Passes

### **PUBLIC SESSION**

Reconvene to Open Session

Motion to reconvene: Ague / Second - Campos / Vote 6-0 / Action - Passes

### **ADJOURNMENT**

Motion to adjourn meeting at 8:17 pm: Kincaid / Second - Ferguson / Vote 6-0 / Action - Passes

Items for future Board Meeting May 14<sup>th</sup> 5:30 pm

LFCS Board Members election of officers for 2014/2015 school year.

Respectfully Submitted

Lisa Amorteguy