



**AGENDA  
REGULAR MEETING**

**BOARD OF DIRECTORS  
LITERACY FIRST CHARTER SCHOOLS**

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

**May 17, 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 April 12, 2017 Board Meeting**
- 2. Approve the Agenda for the May 17, 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. Programs
- 2. Attendance
- 3. 2017-2018 K-8 and HS S Calendars
- 4. Declaration of Need for Fully Qualified Teachers

b. Chief Financial Officer's Report

- 1. Discuss Appraisal for Main Street Campus
- 2. Water Testing Results
- 3. Chase Ave. HS Campus Report.
- 4. Annual Resolutions
- 5. Introduce 2017-18 Draft Budget

5. ITEMS SCHEDULED FOR ACTION

**A. Approve 2017-2018 School Calendars**

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

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

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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6. ITEMS REMOVED FROM THE CONSENT AGENDA (if any)

7. BOARD ITEMS/REPORTS

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

8. CLOSED SESSION

1. **SARB-HS**
2. **HS Student issue update**

9. 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).

10. ADJOURNMENT

The meeting was adjourned at \_\_\_\_\_.

# Literacy First Charter School

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Minutes of Board of Directors Meeting

April 19, 2017

## OPEN SESSION CALL TO ORDER

**Start of Meeting** – 5:32 PM, Sal Campos.

**Roll Call** – Present Voting Members - Sal Campos, Richard Willis, Brent Watson, Priscilla Schreiber, Mark Ferguson and Lorri Ague/Late: None/ Absent: None  
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 March 18<sup>th</sup>, 2017 Board Meeting- Ague/ Second – Schreiber/ Action: Pass

### Vote:

Ferguson	Favor
Ague	Favor
Campos	Favor
Watson	Favor
Willis	Favor
Schreiber	Favor
Kincaid	Open

## COMMUNICATIONS-

NONE

## STAFF REPORTS / DISCUSSION / ACTION

### A. Executive Director's Report:

- a. Attendance report – back up over 97% for all sites.
- b. Newsletters from both K-8 and high school. – Lots of great events coming up.
- c. Leadership retreat – Team leads, department heads and administration met on a Saturday to reflect on leadership practices and the “why” of what we do.

- d. Ms. Beyer was contacted by an individual who was interested in helping expand Literacy First. They are looking into expanding in the footprint of El Cajon.
- e. There will be a shift in how the high school brings in freshmen and enculturates the incoming new students to the high school.
- f. Over Spring Break, there were two trips that high school students had the opportunity to go on – Costa Rica and East Coast.
- g. Jason Smith – IT – Updated the Board on technology at LFCS – Shared what technology is accessible in the classrooms for students and teachers.
- h. At the end of the month, letters of intent will be going out to staff.

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

- a. We are currently in the process of getting our water tested at all of the sites. Samples will be taken on Friday to do the mandated testing.
- b. Update on the expenditures for the new high school.
- c. Lorri Ague questioned what was happening with the land at the Liberty Academy campus. Mr. Keough has asked a gentleman doing an appraisal on the land to come and present to the Board.
- d. Mr. Keough attended a workshop in Van Nuys. When he was there he spoke with Erin regarding the grant for the high school. Originally they said they would let schools know in July/August whether they qualified for the grant or not, but now they will not be ready to tell schools until January 2018.
- e. Monthly cash flow report shared that is reconciled through the County through March.

**IV. ITEMS SCHEDULED FOR ACTION**

- 1. NONE

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

**VI. BOARD ITEMS/REPORTS**

- A. Welcome new Board Member Priscilla Schreiber

**VII. CLOSED SESSION-**

**MOTION MADE TO MOVE INTO CLOSED SESSION - AGUE; SECOND – FERGUSON**

Ferguson	Favor
Ague	Favor
Campos	Favor
Watson	Favor
Willis	Favor
Schreiber	Favor
Kincaid	Open

**MOTION MADE TO  
AGUE, SECOND – FERGUSON**

**MOVE INTO OPEN SESSION –**

Ferguson	Favor
Ague	Favor
Campos	Favor
Watson	Favor
Willis	Favor
Schreiber	Favor
Kincaid	Open

**VIII. PUBLIC SESSION-**

- a. Reconvene to Open Session at 7:13 pm
- b. Mr. Watson will be leaving our Board and one of his consultants from the County will be taking his place.

**IX. ADJOURNMENT**

The meeting was concluded at 7:38 pm: Ague / Second Wilson - /

Action: Pass

Ferguson	Favor
Ague	Favor
Campos	Favor
Watson	Favor
Willis	Favor
Schreiber	Favor
Kincaid	Open

Items for future Board Meeting

- 1. Next scheduled Board Meeting: May 17, 2017 @ 5:30 pm at LFCS Junior Academy 1012 East Bradley Avenue.

Respectfully Submitted,  
Jamie Pro, Board Secretary