

**AGENDA
REGULAR MEETING
BOARD OF DIRECTORS
LITERACY FIRST CHARTER SCHOOLS
1012 E Bradley Ave., El Cajon 92021**

May 20, 2015

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: ____

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 15, 2015 Board Meeting
2. Adopt the May 20, 2015 Agenda

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

- i. Attendance
- ii.

b. Chief Financial Officer's

- i. Provide update on the Chase Ave Property**
- ii. Budget Preview**

IV. ITEMS SCHEDULED FOR ACTION

A.

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

VI. BOARD ITEMS/REPORTS

- 1. Discussion/Action-Board Terms

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
Literacy First Charter School

Minutes of Board of Directors Meeting

April 15th – 5:30 PM

OPEN SESSION CALL TO ORDER

Call to Order – 5:36 PM, Larry Kincaid

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

Flag Salute

Approval of Agenda and Approve the Minutes

Motion to Approve the Consent Agenda, to include the Minutes from March 11 and March 13 LFCS Board Meeting, the Agenda - Ague / Second - Watson / Vote 4-0 / Action: Passes

Motion to approve April 15, 2015 agenda- Ague / Second - Watson/ Vote 4-0 / Action: Passes

COMMUNICATIONS

Visitor comment - None

STAFF REPORTS / DISCUSSION / ACTION

Executive Director's Report:

Presentation by Troy Beyer on academic counseling

- a. Mr. Beyer reviewed the graduation rates of current and past LCHS students. It is projected that the HS will graduate 87% of the seniors currently enrolled, this year.
- b. December graduate on the grid handed out refers to students who work in the summer to finish what classes or credits they need to graduate, having them official complete all coursework in December of the same year instead of June.
- c. Students are coached in three main areas throughout their high school career to help them get ready for post high school life:
 - Connectedness with peers
 - Connectedness with an elder
 - High expectations
- c. This is fulfilled using:
 1. One on one counseling
 2. Gender assemblies, resiliency assemblies, leadership assemblies
 3. Gender groups
 4. For students who don't wish to attend college, their Meyers Briggs test is referred back to in order to help the student find a trade or vision for what to do when they graduate.

Attendance & Enrollment-

- a. Attendance: we are still above 95% attendance!
3. Education Programs:
 - a. School newsletters were shared
 - b. Parent connection "Happy Hour" is May 5th @ 5:30 PM at the Liberty

campus on Main St.

- a) We are rolling out a new school supply opportunity to our families for next year where they order all of the school supplies through a company called EPI and the supplies are sent right to the school/ teacher before school starts.
- b) LCHS- They are doing their first musical on May 1 & 2 called "Putnam County Spelling Bee."
~Senior exhibitions are May 26-28. Graduation is June 19th at 11 am.
- c) Debbie, Tara, and Gail went to the California Charter Conference in Sacramento in March. It was a time of learning and exploring, but mostly of affirmation to what we are doing, which is great things! We have decided it's time to toot our own horn and get LFCS recognized in the community as well as the charter movement in the next year- and beyond!
- d) Matriculation is June 9-11. Graduation is June 17th at 6pm.
- e) Staff luncheon is June 18th at 1 pm at the JA.
- f) Debbie is in the midst of formal evaluations on all new staff, as well as staff that have changes assignments or veteran staff that need it.
- g) The material revision for the charter has been submitted to SDCOE- 3/21 was the public hearing, May 13th is the vote.
- h) Smarter Balanced Testing starts 4/20 and goes into June.
- i) Lottery for this year is happening now until early May. The Lottery is May 19th at 4 pm. 17 students left our school this year during Easter break due to moving out of state or country. This is unheard of!
- j) Our school calendar has been modified: K-8 and the HS will be on the same schedule.

5. Chief Financial Officer: Jerry Keough

- 1. Provide update on the Chase/ Jamacha property-
 - a. paperwork to SDCOE has been received.
 - b. Mark Linman is preparing flyers for the neighbors.

2. Audit-

- a. The audit will look at 5 things:
 - 1. The organization as a whole
 - 2. attendance
 - 3. instructional time
 - 4. annual financial position
 - 5. anything else that comes up.

3. 2nd Interim Report-

- a. A discrepancy was found in the first report filed, it was fixed and now we are back on track.

4. 2015-16 Budget:

- a. In the May board meeting, the budget for salary will be discussed and voted on.

- b. teachers are projected to get a 1% pay raise.
- c. Classified staff are projected to get a 3% raise.

ITEMS SCHEDULED FOR ACTION

Adopt proposed Anaphylaxis Treatment Board Policy

Motion to approve 2015-2016 Audit Objectives – Ferguson / Second - Willis /

Vote: 5-0 / Action: Passes

Motion to approve the 2015-2016 School Calendar- Ague/ Second- Ferguson/

Vote: 5-0/ Action Passes

ITEMS REMOVED FROM THE CONSENT AGENDA-

NONE

BOARD ITEMS/REPORTS

NONE

CLOSED SESSION

1. NONE

ADJOURNMENT

Motion to adjourn meeting at 7:50 pm: Ague / Second - Willis/ Vote: 5-0 / Action:
Passes

Items for future Board Meeting

1. Board Member Terms and Positions reviewed and will be voted on at the next Board Meeting.
2. Next scheduled Board Meeting: May 13th @ 5:30 pm at at LFCS Junior Academy, 1012 E. Bradley, El Cajon CA 92021

Respectfully Submitted,
Gail Stroben