



**AGENDA  
REGULAR MEETING**

**BOARD OF DIRECTORS  
LITERACY FIRST CHARTER SCHOOLS**

**698 W. Main St. El Cajon 92020**

**November 13, 2019**

**5:00 pm**

**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. Mark Ferguson	_____	_____
Mrs. Lorri Ague	_____	_____
Mrs. Priscilla Schreiber	_____	_____
Mr. Sal Campos	_____	_____

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 the Agenda for the November 13, 2019 Board Meeting**
- 2. Approve the minutes from the October 11, 2019 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 Report**

- 1. Attendance**
- 2. Personnel**

- b. Chief Financial Officer's Report
  - 1. **First Interim Report**
  - 2. **Junior Academy Purchase Report**
  - 3. **2018-2019 Audit Update**
  - 4.

3. ITEMS SCHEDULED FOR ACTION

**A. Accept/Approve First Interim Report**

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

- A. **Discussion/Consideration: Board Member Vacancy**
- B. **Letter From SDCOE accepting the LFCS 2019-2020 Budget Adoption and the Board Approved Local Control Accountability Plan**

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 \_\_\_\_\_.

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*Literacy First Charter School*

Minutes of Board of Directors Meeting

October 9, 2019 5:00 PM

**OPEN SESSION CALL TO ORDER**

**Start of Meeting – 5:13 p.m. – Sal Campo**

**Roll Call** – Present voting Members—Sal Campos, Lorri Ague, and Mark Ferguson/ Absent: Priscilla Schreiber/ Non-Voting Members –Jerry Keough and Debbie Beyer

GUESTS: Gail Stroben

**Flag Salute**

**Approval of Agenda and Approve the Minutes**

Motion to Approve the Consent Agenda, including Agenda for October 9, 2019 and Minutes from September 11, 2019 Board Meeting

Motion was made by Ague/ Second – Ferguson/ Action: Passed Unanimously

Ferguson	Approve
Ague	Approve
Campos	Approve
Schreiber	Absent

**COMMUNICATIONS:**

None were received

**STAFF REPORTS / DISCUSSION / ACTION**

- A. Executive Director’s Report (provided by Gail Stroben in the absence of CEO, Debbie Beyer):
1. The following updates were provided:
    - a. **Patriot Legacy Education Foundation Gala** update was provided. Student story videos were presented. These vignette videos will be used during the gala and then for other marketing and recruiting initiatives. The date for the gala is October 12, 2019 and the All-American Blast is the theme.

- i. A Report was provided on the Foundation’s fundraising efforts and service and goodwill agenda.
- b. **Presented the Campus Newsletters** and highlighted the various activities going on inside and outside the classroom. The Block-out Cancer Game and Donations were highlighted as a major upcoming event
- c. **Attendance Reports:** The attendance reports were presented. The current averages are above the 95% desired target.
- d. **Athletic Department:** was highlighted for the transformational coaching model that is being noticed at the county and state levels.
- e. **Parent Connections are being Promoted:** Several parent initiatives have started to see increase in numbers and participation. This supports the charter’s mission.
- f. **Literacy First Charter School Performance Overview:** a presentation was provided on the dashboard that tracks the data associated with LCAP. The following categories are included on the Dashboard: Absenteeism, Suspension Rates, English Learner Progress, Graduation Rates, College/Career, English Language Arts, Mathematics Score, Basics: Teachers, Instructional Materials, Facilities, Implementation of Academic Standards, Parent and Family Engagement, Local Climate Survey, Access to a Broad Course of Study. The information is reported to the [www.caschooldashboard.org](http://www.caschooldashboard.org) website is provided on the LFCS website so open access is provided for parents and other constituencies.
- g. **Personnel Update:** A report was provided on personnel changes.

B. CFO Report

The following updates were provided:

1. **Report Status of Junior Academy Purchase:** Nothing new was reported. The Board reviewed the standing of the situation.
2. **Present for Board Approval Resolutions prepared by LFCS Bond Counsel for the Bradley Campus Purchase:** The CFO presented the resolutions provided by Bond Counsel. Questions were asked and each resolution was discussed. The resolution actions are recorded in Section IV. Items Schedule for Action.
3. **Present Year End Closing Statement (ALT Form Unaudited Actuals):** The Board received the Year-End Closing Statement from the CFO. Questions were asked and answered. The Board affirmed the financial status of the institutions.

IV. ITEMS SCHEDULED FOR ACTION—

**Resolution to Issue Bonds for the purchase of the Bradley Ave Campus:**

Motion to Approve the Resolution to Issue Bonds for the purchase of the Bradley Ave Campus:

Motion was made by Campos/ Second – Ague/ Action: Passed Unanimously

Ferguson	Approve
Ague	Approve
Campos	Approve
Schreiber	Absent

**Resolution to Adopt the Amended and Restated LLC Operating Agreement:**

Motion to Adopt the Amended and Restated LLC Operating Agreement:

Motion was made by Ferguson/ Second – Campos / Action: Passed Unanimously

Ferguson	Approve
Ague	Approve
Campos	Approve
Schreiber	Absent

**Resolution to Amend the LLC’s Articles of Incorporation:**

Motion to Amend the LLC’s Articles of Incorporation:

Motion was made by Ferguson/ Second – Campos/ Action: Passed Unanimously

Ferguson	Approve
Ague	Approve
Campos	Approve
Schreiber	Absent

**Resolution to Adopt the Written Consent of the Sole Member:**

Motion to Adopt the Written Consent of the Sole Member:

Motion was made by Campos / Second – Ferguson/ Action: Passed Unanimously

Ferguson	Approve
Ague	Approve
Campos	Approve
Schreiber	Absent

**Approve Year End Closing Statement:**

Motion to Approve the Year-end Closing Financial Statement:

Motion was made by Ferguson/ Second – Campos/ Action: Passed Unanimously

Ferguson	Approve
Ague	Approve
Campos	Approve
Schreiber	Absent

V. CLOSED SESSION—

No Closed session scheduled.

VII. PUBLIC SESSION

No communication was received

ADJOURNMENT

The meeting was concluded at 6:22 p.m.: Motion to adjourn: Ague/ Second- Ferguson/ Action: Unanimously passed.

Ferguson	Approve
Ague	Approve
Campos	Approve
Schreiber	Absent

Respectfully Submitted,  
Lorri Ague, Board Secretary