

**AGENDA
REGULAR MEETING**

**BOARD OF DIRECTORS
LITERACY FIRST CHARTER SCHOOLS**

1012 E Bradley Ave. , CA 92021

November 14, 2012

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 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. Shelby Hull	_____	_____
Mr. Mark Ferguson	_____	_____
Mrs. Lorri Ague	_____	_____
Mr. Larry Kincaid	_____	_____
Mr. Sal Campos	_____	_____
Mr. Brent Watson	_____	_____

c. FLAG SALUTE

d. ADOPT AGENDA

It is recommended that the Board approve Agenda _____	Motion: _____ Action: _____ Second: _____ Vote: _____
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e. 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 October 10, 2012 Meeting

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. Chief Executive Officer
 - i. Student Activities
 - ii. Attendance
 - iii. Operations

- b. Chief Financial Officer
 - i. Join Finger Print Pool at SDCOE
 - ii. 2012-13 Cashflow through October, 2012
 - iii. Approve First Interim Report
 - iv. Passage of Proposition 30
 - v. Affordable Health Act's impact on W-2 reporting.

IV. ITEMS SCHEDULED FOR ACTION

A. Authorize Memorandum of Agreement between LFCS and SDCOE LiveScan Services

It is recommended that the Board approve Agenda Item A	Motion: ____ Action: ____ Second: ____ Vote: ____
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B. Approve October, 2012 Cash Flow

It is recommended that the Board approve Agenda Item B	Motion: ____ Action: ____ Second: ____ Vote: ____
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C. Approve First Interim Report

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: _____

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

VI. BOARD REPORTS

i. Discuss 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.)

c.

IX. ADJOURNMENT

The meeting was adjourned at _____.

Literacy First Charter School

Minutes of Board of Directors Meeting

October 10th 2012

5:30 pm

I. PRELIMINARY

A. Call to Order - 5:40pm Shelby Hull

B. Roll Call –

1. Present
Mr. Shelby Hull
Mr. Mark Ferguson
Mr. Brent Watson
Mr. Larry Kincaid
Mr. Sal Campos
2. Absent
Mrs. Lori Ague
3. Non-Voting
Debbie Beyer (absent)
Jerry Keough
Lisa Amorteguy

C. Adopt Agenda

1. Motion: Hull
Second: Kincaid
Motion Passes 5-0

D. Adopt Consent Agenda

1. Approval of Minutes from September 12th 2012
 - a. Motion: Hull
Second: Campos
Motion Passes: 5-0

II. COMMUNICATIONS – None

III. STAFF REPORTS

A. Chief Executive Officer – Debbie Beyer

1. Student Activities: Debbie Beyer passed out current Newsletters, discussed upcoming Charter School Rally at Balboa Park, reported on Entertainment Book Fund Raiser.

2. Attendance: Debbie Beyer passed out current attendance reports for all campus' and reported that attendance is strong on at all schools
 3. Operations: Debbie Beyer presented School Wide Standardized Testing results.
- B. Chief Financial Officer - Jerry Keough**
1. Funding of Athletic Program – Jerry Keough passed out reviewed Athletic Program Budget. Board discussion. Sal Campos will look into a Booster Club.
 2. Resolution to seek line of credit with Wells Fargo Bank to cover Cashflow shortage which may occur in the Spring of 2013. Motion below.
 3. Resolution recognizing LFCS compliance with Ed Code 47614.5(a) to be compliant with SB740 Facility Grant Funding requirements. Motion below.
 4. 2012-13 Cashflow through September 2012 – Jerry Keough discussed current Cashflow for LFCS.
 5. 2011-12 Audit for Literacy and Liberty. Motion below.

IV. ITEMS SCHEDULED FOR ACTION

- A. Approve resolution to seek Line of Credit with Well Fargo Bank**
 Motion to approve: Kincaid
 Second: Campos
 Motion Passes: 5-0
- B. Approve Resolution recognizing the LFCS is compliant with Ed Code 47614.5(a)**
 Motion to approve Resolution drawn up by Jerry Keough: Ferguson
 Second: Campos
 Motion Passes: 5-0
- C. Approve Literacy First and Liberty Charter 2011-12 Year End Audits**
 Motion to approve Literacy First 2011-12 Year End Audit: Kincaid
 Second: Ferguson
 Motion Passes: 5-0
 Motion to Approve Liberty Charter 2011-12 Year End Audit: Kincaid
 Second: Watson
 Motion Passes: 5-0

V. ITEMS REMOVED FROM THE CONSENT AGENDA – NONE

VI. BOARD REPORTS

1. Brent Watson recognized and commended Jerry Keough on the zero findings in the 2012-13 Literacy and Liberty Year End Audits.
2. Shelby Hull discussed developing a sub committee to look at Board Member terms.
 Motion for Shelby Hull and Lori Ague to form a sub committee and discuss Board Member Terms in compliance with LFCS Charter: Ferguson
 Second: Campos
 Motion Passes: 5-0
3. Shelby Hull reported that currently all Board Members Terms need to be extended until the pending Board Member Sub Committee makes a report on Board Member Terms.
 Motion to extend all Board Member Terms for 2 months from date of this meeting, October 10th, to the December Board Meeting scheduled for December 12th 2012: Hull
 Second: Campos
 Motion Passes: 5-0

VII. CLOSED SESSION – None

VIII. PUBLIC SESSION – None

IX. ADJOURNMENT

- A. Meeting adjourned by Shelby Hull at 7:45pm**
 Motion: Hull

Second: Ferguson
Motion Passes: 5-0

- B. Items for Future Board Meetings
 - 1. Board Member Terms

- C. Next Scheduled Board Meeting
 - 1. November 14th 2012 5:30pm. 1012 E. Bradley, El Cajon CA 92021

Respectfully Submitted,
Lisa Amorteguy
Recording Clerk