



**AGENDA
REGULAR MEETING**

**BOARD OF DIRECTORS
LITERACY FIRST CHARTER SCHOOLS**

1012 E Bradley Ave., El Cajon 92021

November 9, 2016

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. Yvonne Mena | _____ | _____ |
| 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 October 12, 2016 Board Meeting
2. Approve the Agenda for the November 9, 2016 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. Victor Kempsey: **present the emergency plans for board ratification**
2. Attendance
3. Programs

b. Chief Financial Officer's Report

1. Progress Report on Chase Ave. Project (M. Linman, G. Hamann, K. Schimpf)
2. Bond Resolution # 11.2016 -Declaration of Intent to Reimburse Advances Made on the Chase Avenue, High School Building Project
3. Present First Interim Report for discussion and approval

3. ITEMS SCHEDULED FOR ACTION

A. Approve Resolution # 11.2016 Declaration of Intent to Reimburse

| | |
|--|--|
| It is recommended that the Board approve Agenda Item A | Motion: ____ Action: ____ Second: ____ Vote: ____ |
|--|--|

B. Approve First Interim Report

| | |
|--|--|
| It is recommended that the Board approve Agenda Item B | Motion: ____ Action: ____ Second: ____ Vote: ____ |
|--|--|

C. Approve Emergency Plans

| | |
|--|--|
| It is recommended that the Board approve Agenda Item C | Motion: ____ Action: ____ Second: ____ Vote: ____ |
|--|--|

D

| | |
|--|--|
| It is recommended that the Board approve Agenda Item D | Motion: ____ Action: ____ Second: ____ Vote: ____ |
|--|--|

E.

| | |
|--|--|
| It is recommended that the Board approve Agenda Item D | Motion: ____ Action: ____ Second: ____ Vote: ____ |
|--|--|

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

5. BOARD ITEMS/REPORTS

- a. Discuss Board Vacancy
- b. Discuss Board President Replacement

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 _____.

Literacy First Charter School

Minutes of Board of Directors Meeting

October 12th 2016

OPEN SESSION CALL TO ORDER

Start of Meeting – 5:45 PM, Sal Campos.

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

Flag Salute

Introduction of new staff

Approval of Agenda and Approve the Minutes

Motion to Approve the Consent Agenda with the removal of Item D, to include the Minutes from September 14th Board Meeting- Sal Campos/ Second – Mark Ferguson / Action: Pass

Vote:

| | |
|----------|--------|
| Kincaid | Absent |
| Ferguson | Favor |
| Ague | Absent |
| Campos | Favor |
| Watson | Absent |
| Willis | Favor |
| Mena | Favor |

COMMUNICATIONS-

NONE

STAFF REPORTS / DISCUSSION / ACTION

A. Executive Director's Report:

- a. Introduction of one new staff person
- b. Presentation of the attendance from both September and October
- c. Parent Connection took place in October. There were approximately fifty parents that showed up at the meeting. There

were also two DELAC teas and those had approximately one hundred parents at each of those meetings.

- d. Programs – Unity days are happening at the high school the last week in October. The Olympics at high school is on October 28th and at the JA on October 21st. We have added a new place on our website that highlights the LFCS story.
- e. Amanda Icenhower reported on Freedom Academy. The program went from 2 to 18 students this year. They are partnered with over 40 community businesses.
- f. Recognition of Larry Kincaid’s service on the Board.

B. Chief Financial Officer’s Report:

- a. Presented a draft of the auditor’s report – went over the edits that need to be made. Jerry Keough then went over key points of the audit. Mark Ferguson commended Jerry Keough for a job well-done.
- b. Update on the property purchase. Jerry met with Ziegler Capital Markets last week. When we purchased the building on Johnson we did not have the opportunity to purchase the land it is on. Jerry Keough is strongly suggesting that we purchase the land now from the owners as the opportunity has been presented to us. Richard Willis suggested that another environmental phase one study be done on that property.
Jerry Keough also met with Hamman Construction. He has invited two gentlemen from Hamman and the real estate agent representing us to come and speak at the next board meeting. He wants to provide the board with as much information before moving forward.

IV. ITEMS SCHEDULED FOR ACTION

1. APPROVE 2015-2016 AUDIT

Motion to approve the 2015/2016 Audit with the amendments – Willis, Second – Ferguson / Action: Pass

Vote:

| | |
|----------|--------|
| Kincaid | Absent |
| Ferguson | Favor |
| Ague | Absent |
| Campos | Favor |
| Watson | Absent |
| Willis | Favor |
| Mena | Favor |

V. ITEMS REMOVED FROM THE CONSENT AGENDA - NONE.

VI. BOARD ITEMS/REPORTS

Richard Willis has received letters from Bryan Jones and Joel Anderson that support charter schools.

VII. CLOSED SESSION-

None

VIII. PUBLIC SESSION-

a. Reconvene to Open Session:

ADJOURNMENT

The meeting was concluded at 7:18 pm: Ferguson/ Second – Willis/

Action: Pass

Respectfully Submitted,
Jamie Pro, Interim Board Secretary
