



**AGENDA
REGULAR MEETING**

**BOARD OF DIRECTORS
LITERACY FIRST CHARTER SCHOOLS**

698 W. Main St. El Cajon 92020

October 9, 2019

5:00 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. 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: ____
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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 October 9, 2019 Board Meeting**
- 2. Approve minutes from the September 11, 2019 Board 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. Executive Director’s Report

- b. Chief Financial Officer’s Report
 - 1. Report Status of Junior Academy Purchase
 - 2. Present for Board Approval Resolutions prepared by LFCS Bond Counsel for the Bradley Campus Purchase
 - 3. Present Year End Closing Statement (ALT Form Unaudited Actuals)
 - 4. Annual Audit Progress Report

3. ITEMS SCHEDULED FOR ACTION

A. Resolution to Issue Bonds for the purchase of the Bradley Ave. Campus.

It is recommended that the Board approve Agenda Item A	Motion: ____ Action: ____ Second: ____ Vote: ____
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B. Resolution to Adopt the Amended and Restated LLC Operating Agreement

It is recommended that the Board approve Agenda Item B	Motion: ____ Action: ____ Second: ____ Vote: ____
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C. Resolution to Amend the LLC’s Articles of Incorporation

It is recommended that the Board approve Agenda Item C	Motion: ____ Action: ____ Second: ____ Vote: ____
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D. Resolution to Adopt the Written Consent of the Sole Member

It is recommended that the Board approve Agenda Item D	Motion: ____ Action: ____ Second: ____ Vote: ____
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E. Approve Year End Closing Statement

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

6. CLOSED SESSION

1. Student Issue

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
Literacy First Charter School
Minutes of Board of Directors Meeting

September 11, 2019 5:30 PM
(5:30-6:20 – met the 2019-2020 new teachers and staff)

OPEN SESSION CALL TO ORDER

Start of Meeting – 6:20 p.m. – Sal Campo

Roll Call – Present voting Members—Sal Campos, Lorri Ague, Priscilla Schreiber, and Mark Ferguson/ Absent: None/ Non-Voting Members –Jerry Keough

GUESTS: Gail Stroben and Frances Balko

Flag Salute

Approval of Agenda and Approve the Minutes

Motion to Approve the Consent Agenda, including Agenda for September 11, 2019 and Minutes from August 22, 2019 Board Meeting

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

Ferguson	Approve
Ague	Approve
Campos	Approve
Schreiber	Approve

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. The date is October 12, 2019 and the All-American Blast is the theme. The Board members sponsored a table.
 - b. **Presented the Newsletters** and highlighted the various activities going on inside and outside the classroom. There are many co-curricular learning activities available for students during and after the school hours.
 - c. **East County Chamber of Commerce 1st Friday** breakfast will be held at Liberty Charter School (Main/Johnson) on November 1, 2019 @ 7:15-9:00.

- B. CFO Report

The following updates were provided:

1. **Resolution to recover cost paid to purchase the Junior Academy Property that occur prior to the closing of escrow:** As a part of the financing package for the purchase of the Bradley property, the Kutakrock bond counsel is making sure that we are financially ready for the bond issuance.
2. **The Year-end Closing Financial Statement:** The CFO provided an update on the year-end closing financial statement. The Board reviewed the data and the information. Questions were answered satisfactorily.
3. **High School Campus Report:** The CFO provided an update on high school. It appears that all studies have been completed and submitted. We are waiting for public hearing dates.

IV. ITEMS SCHEDULED FOR ACTION—

Resolution to recover cost paid to purchase the Junior Academy Property that occur prior to the closing of escrow:

Motion to Approve the Resolution for recovering cost:

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

Ferguson	Approve
Ague	Approve
Campos	Approve
Schreiber	Approve

The Year-end Closing Financial Statement:

Motion to Approve the Year-end Closing Financial Statement:

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

Ferguson	Approve
Ague	Approve
Campos	Approve
Schreiber	Approve

V. CLOSED SESSION—

No Closed session scheduled.

VII. PUBLIC SESSION

No communication was received

ADJOURNMENT

The meeting was concluded at 7:12 p.m.: Motion to adjourn: Ague/ Second- Schreiber/ Action: Unanimously passed.

Ferguson	Approve
Ague	Approve
Campos	Approve
Schreiber	Approve

Respectfully Submitted,
Lorri Ague, Board Secretary