

**AGENDA  
REGULAR MEETING**

**BOARD OF DIRECTORS  
LITERACY FIRST CHARTER SCHOOLS**

**1012 E Bradley Ave. , CA 92021**

**October 10, 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 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. 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 September 12, 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. Funding of Athletic Programs
  - ii. Resolution to seek line of credit with Wells Fargo Bank to cover Cashflow shortage which may occur in the Spring of 2013
  - iii. Resolution recognizing LFCS compliance with Education Code 47614.5 (a) to be compliant with SB740 Facility Grant Funding requirements.
  - iv. 2012-13 Cashflow through September, 2012
  - v. 2011-12 Audit for Literacy and Liberty

IV. ITEMS SCHEDULED FOR ACTION

A. Approve resolution to seek Line of credit with Wells Fargo.

It is recommended that the Board approve Agenda Item A	Motion: ____ Action: ____ Second: ____ Vote: ____
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B. Approve resolution recognizing that LFCS is compliant with Ed. Code 47614.5 (a)

It is recommended that the Board approve Agenda Item B	Motion: ____ Action: ____ Second: ____ Vote: ____
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C. Approve Literacy First/Liberty Charter 2011-12 year end audits

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. Review the length of Board terms, Board makeup, Expired terms, Board responsibilities, etc.
- ii. Next Steps for the Board

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***  
***September 12<sup>th</sup> 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
      - Mrs. Lori Ague
      - Mr. Larry Kincaid
      - Mr. Sal Campos
    - 2. Absent
      - Mr. Brent Watson
    - 3. Non-Voting
      - Debbie Beyer (absent)
      - Jerry Keough
      - Lisa Amorteguy
  - C. Adopt Agenda**
    - 1. Motion: Hull  
Second: Campos  
Motion Passes 5-0
  - D. Adopt Consent Agenda**
    - 1. Approval of Minutes from June 21<sup>st</sup> 2012
      - a. Motion: Hull  
Second: Kincaid  
Motion Passes: 5-0

**II. COMMUNICATIONS – None**

**III. STAFF REPORTS**

- A. Chief Executive Officer – Debbie Beyer
  - 1. Student Activities: No report given
- B. Chief Financial Officer - Jerry Keough
  - 1. Funding of Athletic Program – Steve Robinson made presentation to board on current Athletic Programs at Literacy First and Liberty High School. Discussion by board on the financial component of this program. Board asked for clarification as to the long range 5 and 10 year plan for the Athletic Programs.
  - 2. Emergency Procedures – Victor Kempsey made presentation to the board on the preliminary updated school wide emergency policies and procedures. Final plan will be presented after completion.
  - 3. State of LFCS Financial Position – Jerry Keough reported to the board the Literacy First and Liberty’s Financial Position and the reflection of that status in the current budget. Document discussed filed under Communications in Board Notebook.
  - 4. Unaudited Actuals for Literacy/Liberty – Jerry Keough reported.
  - 5. 2012-13 Cashflow through July 2012 – Jerry Keough reported.
  - 6. Resolution for Closure of Charter with Grossmont Union HS District - Jerry Keough read and board approved resolution. Action recorded in IV.B.

**IV. ITEMS SCHEDULED FOR ACTION**

- A. Approve Unaudited Actuals for Literacy First and Liberty – Close of 2011-12  
Motion to approve: Ferguson  
Second: Campos  
Motion Passes: 5-0
- B. Approve Resolution for Closure of Liberty Charter through Grossmont District  
Motion to approval Resolution drawn up by Jerry Keough: Ague  
Second: Kincaid  
Motion Passes: 5-0
- C. Approve Cash flow for July 2012  
Motion to approval: Ague  
Second: Ferguson  
Motion Passes: 5-0

**V. ITEMS REMOVED FROM THE CONSENT AGENDA – NONE**

**VI. BOARD REPORTS** – Lori Ague recognized and thanked the Administration for their work done to make the revision of the Literacy Charter to include Liberty High School.

**VII. CLOSED SESSION – None**

**VIII. PUBLIC SESSION – None**

**IX. ADJOURNMENT**

- A. Meeting adjourned by Shelby Hull at 7:57pm  
Motion: Hull  
Second: Ague  
Motion Passes: 5-0
- B. Items for Future Board Meetings
  - 1. Athletic Program long range plan
- C. Next Scheduled Board Meeting
  - 1. October 10<sup>th</sup> 2012 5:30pm. 1012 E. Bradley, El Cajon CA 92021

Respectfully Submitted,  
Lisa Amorteguy  
Recording Clerk