



**AGENDA
REGULAR MEETING**

**BOARD OF DIRECTORS
LITERACY FIRST CHARTER SCHOOLS**

1012 E Bradley Ave., El Cajon 92021

October 12, 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	_____	_____
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 September 14, 2016 Board Meeting
2. Approve the Agenda for the October 12, 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. Introduction of a few new staff (those unable to attend the Sept. Mtg.)
2. Programs
3. Attendance

- b. Chief Financial Officer's Report
 1. Present 2015-2016 Audit for Approval
 2. Progress Report on Chase Ave. Project

IV. ITEMS SCHEDULED FOR ACTION

A. Approve 2015-2016 Auditor's Report

It is recommended that the Board approve Agenda Item A	Motion: ____ Action: ____ Second: ____ Vote: ____
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B. Approval

It is recommended that the Board approve Agenda Item B	Motion: ____ Action: ____ Second: ____ Vote: ____
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C. Authorize:

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

VI. BOARD ITEMS/REPORTS

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).

IX. ADJOURNMENT

The meeting was adjourned at _____.

Literacy First Charter School

Minutes of Board of Directors Meeting

Literacy First Charter School

Minutes of Board of Directors Meeting

September 14th 2016

OPEN SESSION CALL TO ORDER

Start of Meeting – 5:40 PM, Larry Kincaid.

Roll Call – Present Voting Members – Lorri Ague, Sal Campos, Mark Ferguson, Brent Watson, Richard Willis, Yvonne Mena, and Larry Kincaid /Late: / Absent: /
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 August 10th Board Meeting- Ague/ Second - Mena/ Action: Pass

Vote:

Kincaid	Favor
Ferguson	Favor
Ague	Favor
Campos	Favor
Watson	Favor
Willis	Favor
Mena	Favor

COMMUNICATIONS-

NONE

STAFF REPORTS / DISCUSSION / ACTION

A. Executive Director’s Report:

- a. Video of staff pictures
- b. Programs – Lisa Amorteguy came to discuss the CATS (Coach and Teacher Support) program which is in place to support new teachers on staff.
- c. Attendance – Enrollment numbers
- d. Tara Patterson reported on and shared the new Employee Handbook

B. Chief Financial Officer’s Report:

- a. Present unaudited closing statement. Mr. Keough read a letter from the County Office of Education. Noted that having 96% reserves is commended and noteworthy.

- b. Progress report on Chase Avenue project. City wants a driveway in a different location but that would interfere with the football field. Looking at July 2017 for major use permit.

IV. ITEMS SCHEDULED FOR ACTION

1. APPROVE UNAUDITED CLOSING STATEMENT

Motion to approve the unaudited closing statement – Campos, Second – Ferguson / Action: Pass

Vote:

Kincaid	Favor
Ferguson	Favor
Ague	Favor
Campos	Favor
Watson	Recuse
Willis	Favor
Mena	Favor

V. ITEMS REMOVED FROM THE CONSENT AGENDA-CLOSED SESSION REMOVED.

VI. BOARD ITEMS/REPORTS

Larry Kincaid reports that he will be resigning from the Board as of the meeting in October. He is moving out of the state. October will be his last meeting.

VII. CLOSED SESSION-

None

VIII. PUBLIC SESSION-

- a. Reconvene to Open Session:

ADJOURNMENT

The meeting was concluded at 7:53 pm: Ague/ Second – Willis/

Action: Pass

Respectfully Submitted,
 Jamie Pro, Interim Board Secretary