

**AGENDA  
REGULAR MEETING**

**BOARD OF DIRECTORS  
LITERACY FIRST CHARTER SCHOOLS**

**1012 E Bradley Ave., El Cajon 92021**

**October 09, 2013**

**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	_____	_____
Mr. Richard Willis	_____	_____

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 Minutes from September 11, 2013 Board Meeting
2. Adopt the October 9, 2013 Agenda

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. **Letter From SDCOE with 2013-14 Budget Comments.**

III. STAFF REPORTS

- a. Chief Executive Officer
  - i. Attendance
  - ii. Educational Programs
  - iii. Personnel
  - iv. Programs, Program Improvement
  
- b. Chief Financial Officer
  - i. 2013-14 Cash flow through September, 2013
  - ii. 2012-13 Audit Report

IV. ITEMS SCHEDULED FOR ACTION

A. Approve September Cash Flow (if available)

It is recommended that the Board approve Agenda Item A	Motion: ____ Action: ____ Second: ____ Vote: ____
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B. Approve 2012-13 Audit Report

It is recommended that the Board approve Agenda Item B	Motion: ____ Action: ____ Second: ____ Vote: ____
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C. Approve Nomination of Lori Briggs to LFCS Board of Directors

It is recommended that the Board approve Agenda Item C	Motion: ____ Action: ____ Second: ____ Vote: ____
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D. Approve Nominee Larry Kincaid to Board President

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

- i. **Consider nomination of former Board member Lori Briggs to fill seat vacated by Shelby Hull**
- ii. **Consider nomination of Larry Kincaid to fill the position of Board President, vacated by Shelby Hull.**
- iii. **Consider Board member commitment to invest 4 hours annually on LFCS Campuses.**

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  
September 11<sup>th</sup> – 5:30 PM*

### **I. OPEN SESSION CALL TO ORDER**

- A. **Call to Order** – 5:40 PM, Shelby Hull
- B. **Roll Call** – Present Voting Members - Shelby Hull, Lorri Ague, Larry Kincaid, Mark Ferguson, Brent Watson, Rich Willis / Absent - Sal Campos / Non-Voting Members Debbie Beyer, Jerry Keough, Lisa Amorteguy
- C. Approval of Agenda and Approve the Minutes from June 12, 2013 Meeting (ACTION)  
Motion to approve agenda and minutes from June 12<sup>th</sup> 2013 meeting: Hull / Second: Kincaid / Vote 6-0 / Action: Passes

### **II. COMMUNICATIONS**

- A. Acknowledgement of Correspondence to the Board
  - 1. Board Member Reports
    - a. Shelby Hull recognized a letter from SDCOE with 2013-2014 Budget Comments.
    - b. Shelby Hull read letter of resignation for himself. Term ending October 2013.
    - c. Shelby Hull reported and introduced former LFCS Board Member Lori Briggs for consideration as LFCS Board Member.

### **III. STAFF REPORTS / DISCUSSION / ACTION**

- A. Chief Executive Officer:
  - 1. Debbie Beyer reported on the following: Enrollment numbers for all schools, El Population at LFCS, Resource Population at LFCS, API scores 880 for 2012/2013, Common Core Standards.
  - 2. Steve Robinson reported on High School graduation and action plan for improvement.
- B. Chief Financial Officer:
  - 1. Jerry Keough reported on the following:
    - a. 2013-14 Cash flow through August 2013 (Motion below)
    - b. 2012-13 Unaudited Close (Motion below)

- c. Discussed Local Control Funding

#### **IV. ITEMS SCHEDULED FOR ACTION**

- A. Approve August Cash Flow
  - 1. Motion to approve August 2013 Cash Flow as presented: Ferguson / Second: Kincaid / Vote 6-0 / Action: Passes
- B. Approve Unaudited Actuals (Closing statement)
  - 1. Motion to approve Unaudited Actuals for 20120-13: Kincaid / Second: Ferguson / Vote: 5 yea, 1 rescued / Action: Passes

#### **V. CLOSED SESSION**

- A. Motion to adjourn to Closed Session at 7:35pm: Hull / Second: Kincaid / Vote: 6-0 / Action: Passes
- B. Discussion on student matter with legal counsel.
- C. Motion to approve settlement as recommended by staff and presented by legal counsel: Kincaid/Second: Ague / Vote: 6-0 / Action: Motion Passes
- D. Motion to reconvene to Open Session at 8:15pm: Ague / Second: Watson / Vote: 6-0 / Action: Passes.

#### **VI. PUBLIC SESSION**

- A. Public Report on Action in Closed Session:
  - 1. Board voted unanimously to approve recommendation from staff and legal counsel on existing litigation.

#### **VII. ADJOURNMENT**

- A. Motion to adjourn meeting at 8:16: Ague / Second: Ferguson / Vote: 6-0 / Action: Passes.
- B. Future LFCS Board Meeting:
  - 1. October 9<sup>th</sup>, 2013 5:30pm, 1012 E. Bradley Ave. El Cajon CA 92021