



**AGENDA
REGULAR MEETING**

**BOARD OF DIRECTORS
LITERACY FIRST CHARTER SCHOOLS**

698 W Main Street

October 9, 2018

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 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	_____	_____
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 the Agenda for the October 9, 2018 Board Meeting**
- 2. Approve the Minutes for the September 12, 2018 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

1. Longevity Proposal
- 2.

- b. Chief Financial Officer's Report
 1. Present 2017-18 Auditor Report for Approval
 - 2.
 - 3.
 - 4.

3. ITEMS SCHEDULED FOR ACTION

A. Approve 2017-2018 Auditor Report

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

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

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

5. BOARD ITEMS/REPORTS

- 1.

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

September 12, 2018 – 6:07 PM

OPEN SESSION CALL TO ORDER

Start of Meeting – 6:07 p.m. – Mark Ferguson

Roll Call – Present voting Members—Lorri Ague, Mark Ferguson, Priscilla Schreiber, Richard Willis:/ Absent: Sal Campos/ Non-Voting Members –Jerry Keough and Debbie Beyer

Flag Salute

Approval of Agenda and Approve the Minutes

Motion to Approve the Consent Agenda, including Agenda for September 12, 2018 and Minutes from June 13, 2018 Board Meeting

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

Ferguson	Approve
Ague	Approve
Campos	Absent
Willis	Approve
Schreiber	Approve

COMMUNICATIONS:

None Presented

STAFF REPORTS / DISCUSSION / ACTION

A. Executive Director’s Report:

1. Prior to the official meeting – the Board members met the New Staff and Teachers at a Dinner
2. Local Control & Accountability Plan (LCAP) Summary was presented: the expectations are clearly defined with goals for all categories of classifications of teachers and staff.
3. Attendance Reports were reviewed
4. Shared the Teacher Training materials for this year – “Blast from the Past 2018-2019”
 - a. Highlighted the theme
 - b. Highlighted the community building activities
 - c. New Training techniques with Coach Teachers was described

5. Shared the Newsletters and Back to School Night information
- B. CFO Report
1. Presented the 2017-2018 Unaudited Financial Report
 - a. Explained the process and the connection to the County Office of Education and the review from the California Department of Education
 - b. Submitted copies of the Report with highlighted information – specific attention was given to the beginning fund balance and the projected ending fund balance.
 2. Presented a Facilities Update
 - a. Bradley campus – There is a potential to purchase this campus. The next conversation is to look at an appraisal. The other option was to lease the entire campus that would include all the parts of the property that we now use and pieces that we don't use. The goal is to have the information at the next board meeting to decide how best to proceed.
 - b. High School property – all materials are submitted. All staff is writing their reports and the date for the hearing is pending.

IV. ITEMS SCHEDULED FOR ACTION—

A. Approve Unaudited 2017-2018 Financial Report

After discussion, a motion to approve the Unaudited 2017-2018 Report Ague/ Second – Willis/ Action: Passed Unanimously

Ferguson	Approve
Ague	Approve
Campos	Absent
Willis	Approve
Schreiber	Approve

V. CLOSED SESSION--

No closed session was scheduled

VII. PUBLIC SESSION

ADJOURNMENT

The meeting was concluded at 7:44 p.m.: Motion: Ague/ Second- Schreiber/ Action: Unanimously passed.

Ferguson	Approve
Ague	Approve
Campos	Absent
Willis	Approve
Schreiber	Approve

Respectfully Submitted,
Lorri Ague, Board Secretary