



**AGENDA
REGULAR MEETING**

**BOARD OF DIRECTORS
LITERACY FIRST CHARTER SCHOOLS**

698 W. Main St. El Cajon 92020

September 11, 2019

5:30 pm

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 September 11, 2019 Board Meeting**
- 2. Approve the minutes from the August 14, 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. HR presentation and report

- 1.
- 2.

b. Chief Financial Officer's Report

1. **Approve Resolution to recover costs paid prior to the close of escrow for the JA property.**
2. **Approve the unaudited actuals (year-end closing statement)**
- 3.
- 4.

3. ITEMS SCHEDULED FOR ACTION

A. Approve the resolution to recover costs paid to purchase the Junior Academy Property that occur prior to the closing of escrow.

It is recommended that the Board approve Agenda Item A	Motion: ____ Action: ____ Second: ____ Vote: ____
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B. Approve the year-end closing financial statement.

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

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 Special Meeting
August 14, 2019 7:30 AM

OPEN SESSION CALL TO ORDER

Start of Meeting – 5:16 p.m. – Sal Campos

Roll Call – Present voting Members—Lorri Ague, Priscilla Schreiber, and Sal Campos/ Absent: Mark Ferguson/ 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 August 14, 2019

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

Ferguson	Absent
Ague	Approve
Campos	Approve
Schreiber	Approve

COMMUNICATIONS:

None were received

STAFF REPORTS / DISCUSSION / ACTION

A. Executive Director's Report:

1. The following updates were provided:

a. **None was given**

B. CFO Report

The following updates and any comments were provided by CFO:

1. An update was provided about the approved property purchase (including the 2 houses facing Pepper Drive) as well as an update on the sale of the Church property. Over the summer several conversations took place between the church staff and Literacy First leadership team. The Board was made aware that an \$8.5 million appraisal for the property was received. The church has agreed to sell the entire property for \$8.15 million (this was calculated on the appraised value minus the purchase price of the 2 houses on Pepper Drive).
2. The Board received a resolution from the CFO to open escrow for \$200,000 that included a purchase sale agreement with contingencies that secured the funding

through a Bond initiative that would have a debt services with a payment schedule equivalent with our current lease obligations.

3. The Board asked several questions regarding the long-term stability and sustainability of securing the funds. The CFO was able to demonstrate performan's that would support the funding models.

IV. ITEMS SCHEDULED FOR ACTION—

Approve Opening Escrow on the Junior Academy Property located at 1012 E Bradley Ave, El Cajon, CA 92021: motion to approve the Opening Escrow on the Junior Academy Property located at 1012 E Bradley Ave, El Cajon, CA 92021 was made by Ague/ Second--Schreiber/
Action: Passed Unanimously

Ferguson	Absent
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 9:40 a.m.: Motion to adjourn: Ague/ Second- Scheiber/ Action: Unanimously passed.

Ferguson	Absent
Ague	Approve
Campos	Approve
Schreiber	Approve

Respectfully Submitted,
Lorri Ague, Board Secretary