



**AGENDA  
REGULAR MEETING**

**BOARD OF DIRECTORS  
LITERACY FIRST CHARTER SCHOOLS**

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

**September 13, 2017**

**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. 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: ____

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 Sept. 13, 2017 Board Meeting**
- 2. Approve the Minutes for the Aug. 21, 2017 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 New Teaching Staff**
2. **The New School Year Report**
3. **Attendance/Enrollment**

b. Chief Financial Officer's Report

1. **Approve EPA Revenue Spending Plan**
2. **Approve Education Effectiveness Plan for (2016-18)**
3. **Approve the 2016-2017 Unaudited Year End Financial Report**
- 4.
- 5.

3. ITEMS SCHEDULED FOR ACTION

**A. Approve EPA Revenue Spending Plan**

It is recommended that the Board approve Agenda Item A	Motion: ____ Action: ____ Second: ____ Vote: ____
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**B. Approve Education Effectiveness Plan**

It is recommended that the Board approve Agenda Item B	Motion: ____ Action: ____ Second: ____ Vote: ____
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**C. Approve Unaudited Year End Financials.**

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. NONE

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*  
*Literacy First Charter School*

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*Minutes of Board of Directors Meeting*  
*June 20, 2017*

**OPEN SESSION CALL TO ORDER**

**Start of Meeting** – 5:08 PM, Sal Campos.

**Roll Call** – Present Voting Members - Sal Campos, Richard Willis, Priscilla Schreiber, Mark Ferguson and Lorri Ague/Late: None/ Absent: Brent Watson

Non-Voting Members - Debbie Beyer, Jerry Keough

**Flag Salute**

Approval of Agenda and Approve the Minutes

**Motion to Approve the Consent Agenda, to include the Minutes from May 17<sup>th</sup>, 2017 Board Meeting- Ague/ Second – Willis/ Action: Pass**

**Vote:**

Ferguson	Favor
Ague	Favor
Campos	Favor
Watson	Absent
Willis	Favor
Schreiber	Favor
Kincaid	Open

**COMMUNICATIONS-**

NONE

**STAFF REPORTS / DISCUSSION / ACTION**

**A. Executive Director’s Report:**

- a. Attendance report – Over 97% for all sites.
- b. Presented the LCAP for public comment.

**B. Chief Financial Officer’s Report:**

- a. Presented the Education Effectiveness Plan for public comment.
- b. Presented the EPA Revenue Spending Plan for public comment.
- c. Presented the final draft of the 2017-2018 budget for public comment.
- d. Presented for approval: Outdoor Education Contract with SDCOE for Camp Cuyamaca and Floating Labs at Scripps through SDCOE.

**IV. ITEMS SCHEDULED FOR ACTION**

- A. Motion to Approve a three year contract with the Outdoor Education School at Camp Cuyamaca through the SDCOE - Willis, Second – Ferguson Action - Pass

Ferguson	Favor
Ague	Favor
Campos	Favor
Watson	Absent
Willis	Favor
Schreiber	Favor
Kincaid	Open

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

**VI. BOARD ITEMS/REPORTS**

**VII. CLOSED SESSION - NONE**

**VIII. PUBLIC SESSION-**

**IX. ADJOURNMENT**

The meeting was concluded at 6:02 pm: Campos / Second – Ague/  
 Action: Pass

Ferguson	Favor
Ague	Favor
Campos	Favor
Watson	Absent
Willis	Favor
Schreiber	Favor
Kincaid	Open

Items for future Board Meeting

1. Next scheduled Board Meeting: June 22, 2017 @ 5:00 pm at LFCS Junior Academy 1012 East Bradley Avenue.
- 2.

Respectfully Submitted,  
 Jamie Pro, Board Secretary

*Literacy First Charter School*

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*Minutes of Board of Directors Meeting*

*August 21 2017*

**OPEN SESSION CALL TO ORDER**

**Start of Meeting** – 5:17 PM, Sal Campos.

**Roll Call** – Present Voting Members - Sal Campos, Richard Willis, Mark Ferguson  
/Late: None/ Absent: Lorri Ague, Priscilla Schreiber  
Non-Voting Members - Debbie Beyer, Jerry Keough

**Flag Salute**

Approval of Agenda

Motion to Approve the Agenda, August 21

Board Meeting- Motion Willis/ Second – Ferguson/ Action: Pass

Vote:

Ferguson	Favor
Ague	Absent
Campos	Favor
Schreiber	Absent
Willis	Favor

**COMMUNICATIONS-**

NONE

**STAFF REPORTS / DISCUSSION / ACTION**

**C. Chief Financial Officer’s Report:**

**a. CFO presented Restated Articles of Incorporation for approval**

**IV. ITEMS SCHEDULED FOR ACTION**

**B. Motion to Approve the Restated Articles of Incorporation- Ferguson, Second – Willis. Action - Pass**

Ferguson	Favor
Ague	Absent
Campos	Favor
Schreiber	Absent
Willis	Favor

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

**VI. BOARD ITEMS/REPORTS**

**VII. CLOSED SESSION - NONE**

**VIII. PUBLIC SESSION-**

**IX. ADJOURNMENT**

The meeting was concluded at 5:22 pm: Campos / Second – Ferguson/  
Action: Pass

Ferguson	Favor
Ague	Absent
Campos	Favor
Schreiber	Absent
Willis	Favor

Items for future Board Meeting

1. Next scheduled Board Meeting: September 13, 2017 @ 5:30 pm at LFCS Junior Academy 1012 East Bradley Avenue.
- 2.

Respectfully Submitted,  
Jerry Keough, CFO