

**AGENDA  
REGULAR MEETING**

**BOARD OF DIRECTORS  
LITERACY FIRST CHARTER SCHOOLS**

**698 W Main St. El Cajon 92020**

**January 9, 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  | _____   | _____  |

c. FLAG SALUTE

|  |  |
|--|--|
| It is recommended that the Board approve Agenda<br>_____ | Motion: _____ Action: _____<br>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 December 21, 2012 Board Meeting
2. Adopt the January, 2013 Agenda

|   |  |
|---|--|
| It is recommended that the Board approve Consent Agenda | Motion: _____ Action: _____<br>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. Chief Executive Officer
  - i. Student Activities
  - ii. Attendance
  - iii. Operations
  
- b. Chief Financial Officer
  - i. 2012-13 Cashflow through December, 2012 (if available)
  - ii. Liberty Charter Closing Audit
  - iii. Budget
  - iv. Board Planning
  - v. Board Terms

IV. ITEMS SCHEDULED FOR ACTION

A. Approve the Liberty Charter Closing Audit

|  |  |
|--|--|
| It is recommended that the Board approve Agenda Item A | Motion: ____ Action: ____<br>Second: ____ Vote: ____ |
|--|--|

B. Approve December, 2012 Cash Flow

|  |  |
|--|--|
| It is recommended that the Board approve Agenda Item B | Motion: ____ Action: ____<br>Second: ____ Vote: ____ |
|--|--|

C.

|  |  |
|--|--|
| It is recommended that the Board approve Agenda Item C | Motion: ____ Action: ____<br>Second: ____ Vote: ____ |
|--|--|

D.

|  |  |
|--|--|
| It is recommended that the Board approve Agenda Item D | Motion: ____ Action: ____<br>Second: ____ Vote: ____ |
|--|--|

E.

It is recommended that the Board approve Agenda Item D

Motion: \_\_\_\_\_ Action: \_\_\_\_\_  
Second: \_\_\_\_\_ Vote: \_\_\_\_\_

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

VI. BOARD REPORTS

i. Discuss Board terms

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.)

c.

IX. ADJOURNMENT

The meeting was adjourned at \_\_\_\_\_.

## **Literacy First Charter School**

*Minutes of Board of Directors Meeting*

*December 21<sup>st</sup> 2012*

*12:00 pm*

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

**A. Call to Order** - 12:42 pm Shelby Hull

**B. Roll Call** - Present voting members – Shelby Hull, Sal Campos, Mark Ferguson, Lori Ague,  
Absent – Brent Watson, Larry Kincaid / Non-voting members – Jerry Keough, Lisa Dziuk.

### **II. PROCEDUAL**

**A. Approval of Agenda (ACTION)** Motion to approve the agenda with the addition of Board Terms and Positions as an Action item. – Ague / 2<sup>nd</sup> – Ferguson / Motion Passes 4-0

**B. Approval of Minutes from November 14<sup>th</sup> 2011 (ACTION)** Motion – Ague / 2<sup>nd</sup> Ferguson / Motion Passes 4-0

### **III. COMMUNICATIONS**

**A. Acknowledgment of Correspondence to the Board**

1. Board Member Reports – None

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

**A. Principal's Report** – None

**B. Discussion/Action Items**

1. Approval of November 2011 Cash flow for Literacy and Liberty

Motion to approve Cash Flow for November – Ague / 2<sup>nd</sup> – Campos / Passes 4-0

2. Budget Adjustments for Academic Programs

Motion to approve Budget adjustments to fund Academic Programs – Ferguson / 2<sup>nd</sup> – Campos / Passes 4-0

3. Resolution to SELF Insure Worker comp Liabilities

Motion to approve Resolution to SELF Insure Worker Comp Liabilities – Ague / 2<sup>nd</sup> – Ferguson / Passes 4-0

4. Adopt Board Terms and Positions

Motion to approve LFCS Board Member Terms and Positions as presented by the Committee – Ague / 2<sup>nd</sup> Hull / Passes 4-0

### **V. ORGANIZATIONAL BUSINESS-**

**A. Items for Future Board Meeting –**

1. **Finalize Board Membership Policy**

2. **Next Scheduled Board Meeting** – January 9<sup>th</sup> 2013, 5:30pm 1012 E. Bradley Ave. El

Cajon CA 92021

**VI. ADJOURNMENT – Motion to Adjourn at 1:20 pm – Shelby Hull**

Respectfully Submitted,  
Lisa Amorteguy  
Recording Clerk