

**Regular Joint Meeting of the  
High Desert “Partnership in Academic Excellence” Foundation, Inc. Board of Directors  
Academy for Academic Excellence School Board Committee and  
Norton Space and Aeronautics Academy School Board Committee**

**Minutes  
September 12, 2016**

**1.0 Call to Order**

Foundation Board Treasurer Kirt Mahlum called the meeting to order at 7:15 a.m.

**2.0 Roll Call**

Foundation Board Members Duberly Beck, Robert Lovingood (by phone but not agendized so not a participant in the meeting), Kirt Mahlum, Jose Palafox (by phone), Kevin Porter, Tom Rosenbaum, Russell Stringham, and Marcia Vargas were present.

Foundation Board Members David Bains, Regina Bell, Buck Goodspeed, Andrew Jaramillo, Scott Johnson, Donna Siegel and Rick Wolf were absent.

Foundation Board Member Bud Biggs arrived at 8:12 a.m.  
Foundation Board Member Robert Lovingood left at 8:00 a.m.  
Foundation Board Member Jose Palafox left at 8:45 a.m.

AAE School Board Committee Members Robert Lovingood (by phone but not agendized so not a participant in the meeting), Jose Palafox (by phone), Kevin Porter and Russell Stringham were present.

AAE School Board Committee Members David Bains and Rick Wolf were absent.

NSAA School Board Committee Members Duberly Beck, Tom Rosenbaum and Marcia Vargas were present.

NSAA School Board Committee Members Andrew Jaramillo and Scott Johnson were absent.

Staff members Valli Andreasen, Veronica Calderon, Ryan Dorcey, Darren Dowd, Teresa Dowd, Myrna Foster, Guadalupe Girard, Wes Kanawyer, Lisa Lamb, Stacy Newman, Toni Preciado, Jim Quinn, Paul Rosell, were also present.

**3.0 Information:**

**.01** The Foundation Board was informed that Russ Stringham has stepped down as Treasurer of the Foundation Board, which is also the Chairman of the Finance Committee. Russ stated that it has been a pleasure for him to serve. Kevin Porter gave him high praise.

**.02** The Foundation Board was informed that Bud Biggs, Chairman of the Foundation Board, has appointed Kirt Mahlum as Treasurer of the Foundation Board and Chairman of the Finance Committee.

**4.0 Public Comments: None**

**5.0 Special Presentations:**

Adriana Ramirez gave a Spanish class report on Colorado and Isabella Lopez gave a Spanish class report on Massachusetts. The reports were presented via student created video projects.

**6.0 Foundation Board Consent Agenda**

The following items were not approved as a quorum was not present.

- .01 Approve June 13, 2016 Regular Meeting Minutes
- .02 Approve June 13, 2016 Special Meeting Minutes
- .03 Approve Salvage of Unusable Donated Vans

**7.0 AAE School Board Committee Consent Agenda**

The following item was not approved as a quorum was not present.

- .01 Approve August 11, 2016 Regular Meeting Minutes

**8.0 NSAA School Board Committee Consent Agenda**

On a motion by Marcia Vargas, seconded by Tom Rosenbaum, vote 3-0, the NSAA School Board Committee approved Consent Agenda Item 8.01.

- .01 Approve August 16, 2016 Regular Meeting Minutes

**9.0 Standing Board Committee Reports**

- .01 (a) Budget/Audit Committee – Lisa Lamb reported that AAE has signed a bus contract with Ebmeyer for the school year which is saving us about 16% in busing costs. There is not a construction review update at this time.
- (b) Fundraising Committee – Pat Caldwell reported that the committee has met twice regarding becoming a separate fundraising foundation operating under our 501(c)(3). The committee met with Paul Kaminski from St. Mary Foundation regarding their structure. The LCER has purchased donor database software and is working with Finance. The committee will be recommending that we refer to this Board as the Lewis Center for Educational Research Board and the new foundation as the Lewis Center Foundation. The Foundation will report to the LCER Board. The committee needs more volunteers from the LCER Board. Kevin Porter and Marcia Vargas volunteered to serve on the committee. The Board was asked to be thinking of community members to serve as well.
- (c) Personnel Committee – Duberly Beck reported that the committee has met regarding the CEO position.

**10.0 Discussion/Action Items**

Agenda Items 10.01 – 10.17 were tabled due to a quorum not being present.

- .18 Update on NSAA Charter Renewal - Lisa Lamb reported that we have been working with CCSA the last 2 months on a multiple measures review to support renewal. Angel Arrington and Lisa have been reviewing the charter draft as well to show the plan for growth and data to

support renewal. We will be sending the draft to YM&C by Friday. We will need support at the County Board meetings for the hearing. Dates will be sent to the Board.

**.19** Update on NSAA Lease – Lisa Lamb reported that we are working with legal counsel and that the lease requirements are vague and we will need time to determine our options. Potential options are: 1. extend the lease and build out at the current site, including Head Start; 2. secure a new location and surrender the property; 3. explore Prop 39 properties within SBCUSD. We are working with HighMark to identify any properties within a 10-mile radius. The County of San Bernardino brought a team of 12 to inspect the property and wanted to know if we were using all of the space. Head Start is having to vacate their buildings and may want to place portables on site.

**.20** Update on K-16 Bridge Review – Lisa Lamb reported that the Finance Committee has discussed the review but not the Personnel Committee. We are trying to get an understanding of everything involved. Lisa has met with several Superintendents that were not positive regarding Bridge. They felt they were promised things that weren't available. We need to be careful not to hurt the reputation of the Lewis Center. This is the last year of the Ramp Up Grant and there is a question of future revenue. Russ Stringham asked what Bridge provides and if other programs were available. Bridge provides a full time trainer, the LMS portion of My Mentor, Eureka Career Assessment, and Petersons test prep tools. Bridge acts like a centralized portal to these other products. My Mentor is the only part developed by the LCER, and AAE and NSAA account for 83% of usage. Ryan reported that Google Classroom is a free LMS and there are many free college assessment tools. It is felt that program needs to be refocused.

**.21** Update on CSUSB partnership – Lisa Lamb reported that the grant writer is working on a grant involving CSUSB. If the grant is awarded to them, NSAA will be the site used for their middle school research.

**.22** Update on selling surplus property – Lisa Lamb reported that she met with Joe Brady regarding use or sale of the 11 acres adjacent to Highway 18. His opinion was that access was an issue and it wasn't viable. There is also a portion of our land on the other side of the river that Lee Graham is farming. There could be a liability issue in his doing so as there is no formal agreement. We could look into selling or leasing that property. Lee would like to know if there will be any changes as he was planning on making improvements. We are looking at updating our specific plan as it has not been followed and is very restrictive.

**.23** Update on AAE and NSAA test scores – Valli Andreasen, Wes Kanawyer and Lupita Girard went over the information that was included in the packet. We have been analyzing trends and the effectiveness of teachers. Wes has been looking at cohort data (tracking each grade level as it moves up year to year). Lupita is looking at scores when we start introducing formal instruction in English. NSAA parents are invested and realize scores will be lower due to being a full dual immersion program, not just a strand. We are looking forward to professional development, teachers sharing strategies and providing strategic interventions.

## **11.0 Closed Session (This item was held at the end of the meeting after Agenda Item 13.0.)**

### **.01 Interim President/CEO Evaluation**

The Board of Directors convened into closed session at 9:25 a.m. They reconvened into open session at 9:55 a.m. Kirt Mahlum, Treasurer, reported that no action was taken in closed session.

## **12.0 Information Included in Packet:**

**.01 Staff Reports** - Kevin Porter asked Darren Dowd about the AAE Certificates of Occupancy. Darren reported that the As Builts have not been completed and the Town of Apple Valley is also bringing up issues from the Specific Plan that we need to resolve such as parking spaces and

landscaping before the certificates are issued. We are not at risk of being shut down. We are working on completing what they are requiring.

**.02** Foundation Financial Reports

**.03** Lewis Center Financial Reports

- Balance Sheet
- Checks Over \$10K
- Comparatives
- Internal Statement
- Monthly Budget Report by Departments
- Revenue and Expenditures

**.04** AAE Financial Report

**.05** NSAA Financial Report

**.06** Finance Committee Meeting Notes

**.07** Fundraising Committee Meeting Notes

**.08** Board Attendance Log

**.09** Board Give and Get

**.10** Jeanne Stambaugh Consultant Report – Jeanne is our grant writer and is being paid out of the K-16 Bridge budget through December. She working on grants for K-16 Bridge, GAVRT and the Drown Foundation. We hope to see some grants funded.

### **13.0 Board and Staff Comments**

Robert Lovingood would like the meetings to be via teleconference at both locations. We will look into scheduling them between County sites again.

We will be sending out a poll to schedule a special meeting to address the items that were not approved/discussed today. Please respond to the survey so we can be sure we have a quorum.

### **14.0 Adjournment**

Treasurer Kirt Mahlum adjourned the meeting at 10:00 a.m.