

**Regular Meeting of the
Lewis Center for Educational Research Board of Directors**

**Minutes
May 11, 2020**

1. **Call to Order:** Chairman Kevin Porter called the meeting to order at 4:00 p.m.
2. **Roll Call:** LCER Board Members Pat Caldwell, Kevin Porter, Sharon Page, David Rib, Jessica Rodriguez and Rick Wolf were present.

LCER Board members Torii Gray, Jim Morris and Omari Onyango were absent.

Staff members Valli Andreasen, Fausto Barragan, Marcelo Congo, Jisela Corona, Ryan Dorcey, Teresa Dowd, David Gruber, Heather Juarez, Lisa Lamb and Stacy Newman were present.

Heather Kinney represented the SBCSS.

Public Comments: None

3. **Special Presentations**

.01 AAE/NSLA LCAP Presentation – Heather Juarez reviewed Executive Order N-56-20. There are no State assessments this year. The annual budget is due July 1, 2020. A narrative including projected LCAP spending will be presented to the Board in June for approval.

4. **Discussion Items:**

- .01 AAE MPR and Construction Updates – Lisa Lamb update the Board on the AAE MPR. We are finalizing the landscape design and will be requesting support from the Lewis Center Foundation, which has funds for the AAE Capital Campaign. The MPR is projected to be completed by January 2021. We will be incorporating donor bricks as well.
- .02 NSLA Construction Updates – Lisa Lamb updated the Board on the NSLA Construction project. We will need a special meeting this month to approve the GMP Budget and Grading Contracts. We are hoping to pull grading and building permits by next week. The ground lease and preschool are completely signed off. We are working with the City on a traffic light issue. The appraisal came back for \$36M, which will help with SB740 funding.
- .03 Distance Learning and School Updates – Valli Andreasen and Fausto Barragan updated the Board on distance learning. We are fortunate to have a robust IT department and student devices. Assignments will be completed by the end of May. Rick Wolf asked if next year’s NSLA 9th graders could attend online AAE classes. We are working on Independent Study scenarios due to the uncertainty of the return to school and will be bringing them to the Board for approval. It wouldn’t be feasible to do that with NSLA next year due to the World Language component. Also, each school is a separate LEA and it would be tricky with the lottery process. A video of distance learning highlights was shared.
- .04 AAE and NSLA Graduation and Promotion Updates –Fausto Barragan updated the Board on NSLA Promotions. NSLA will host a Kindergarten graduation parade in the parking lot. We are working on the best idea for 8th grade. The students want to say goodbye to their friends. Valli Andreasen updated the Board on AAE’s graduations. A video of the drive through cap and gown distribution that was held to celebrate the seniors was shared. The most recent SBCSS Graduation Guidelines were shared as well. The AAE Graduation Committee has debated many ideas and we are waiting to see what options might open up, but will most likely need to do a virtual graduation. AVUSD has been working with AAE as well and included us on their congratulation banners going up around Town.
- .05 Discuss Board Policy Regarding Naming Buildings – Lisa Lamb reviewed the draft policy that was sent to the Board. LCER’s core values were included. It states entering into an agreement and the Board

was asked if they knew of such an agreement. Kevin thought a MOU with expectations outlined would suffice. Pat suggested checking with VVC. Lisa asked about donations towards signage. The sponsor of the naming could volunteer to provide a donation for signage if they were in a position to do so. The Board felt it doesn't need to be specified in the policy. The Board was asked to provide us with any additional comments and we will bring the policy to the Board for approval in June.

- .06 Schedule LCER Board Budget Workshop – David Gruber informed the Board we need to have a special meeting to approve NSLA Financing, GMP Contract and the Grading Contract, and could hold the annual budget workshop at the same time. He is now proposing May 26, 2020 from 3:00 – 6:00 p.m. as the Special Meeting date. Another workshop may need to be scheduled in August to discuss additional revisions if necessary. We are working on several scenarios. The budget will be approved at the June 15, 2020 regular Board meeting. Lisa noted that the hard work the Board as done over the past few years is helping us to withstand this downturn.

5. Action Items:

- .01 Stacy Newman reported that this policy is updated annually. This is how we investigate complaints regarding issues we receive funding for. On a motion by Jessica Rodriguez, seconded by David Rib, vote 6-0, the Lewis Center Board of Directors approved BP 1312.3 Uniform Complaint Policy and Procedures Revision.
- .02 Lisa Lamb discussed that there is no longer a need for NSLA to get out early due to the construction delays. On a motion by Sharon Page, seconded by Rick Wolf, vote 6-0, the Lewis Center Board of Directors approved the Revised NSLA 2020-21 School Calendar. NSLA will need to start later the following year due to the construction timeline. We still want to align calendars in the future so AAE and NSLA can collaborate and will be moving in that direction for 2022-23. We need to be sure our stakeholders know what we're proposing to do, are able to give their input to the Board, and that we are able to articulate what the reasons are. We will bring 2021-22 calendars forward to the Board for approval in June.

6. Consent Agenda:

- .01 Approved Revised Minutes of March 9, 2020 Regular Meeting
.02 Approve Minutes of April 13, 2020 Regular Meeting
.03 Approve Minutes of April 29, 2020 Special Meeting
.04 Approve ASB and Student Activities Spending Plans and Temporary Approvals in Light of COVID-19 School Closures
.05 Approve Electronic Waste Disposal

On a motion by Pat Caldwell, seconded by David Rib, vote 6-0, the Lewis Center Board of Directors approved Consent Agenda Items 6.01-6.05.

7. Information Included in Packet:

- .01 President/CEO – Pat Caldwell asked about the need to have a higher cash reserve percentage for our financing. Our current cash position is good, but we may be looking at deferrals. We are well beyond the 4% to be sure we're ready for NSLA payments, which aren't starting until 7/1/21.
- .02 LCER Financial Reports
- Checks Over \$10K
 - AAE and NSLA Federal Cash Management Data Collection Reports
- .03 Lewis Center Foundation Financial Report
- March 2020
- .04 LCER Board Attendance Log
.05 LCER Board Give and Get

8. **BOARD/STAFF COMMENTS:**

.01 Ask a question for clarification

.02 Make a brief announcement or report on his or her own activities

.03 Future agenda items

9. **ADJOURNMENT:** Chairman 5:57.