

# LEWIS CENTER FOR EDUCATIONAL RESEARCH

17500 Mana Road, Apple Valley, CA 92307 (760) 946-5414 (760) 946-9193 fax

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## Agenda for Regular Meeting of the Lewis Center for Educational Research Board

Meeting at Norton Science and Language Academy  
503 E. Central Ave., San Bernardino, CA 92408, K5

Additional Location:  
17500 Mana Rd., Apple Valley, CA, Gym Conference Room

December 10, 2018 - Public Meeting – 4:00 p.m.

1. **CALL TO ORDER AND PLEDGE OF ALLEGIANCE:** Kevin Porter
2. **ROLL CALL:** Kevin Porter
3. **PUBLIC COMMENTS:** Members of the general public may address the Board during Public Comments or as items appearing on the agenda are considered. A time limit of three (3) minutes shall be observed. Those wishing to speak are invited to fill out a Request to Speak Card and give it to the Secretary.
4. **SPECIAL PRESENTATIONS:**
  - .01 AAE Ambassadors Presentation
  - .02 Employee of the Semester Presentation
  - .03 Board Member Recognition of Kevin Porter and Kirt Mahlum
5. **CONSENT AGENDA:**
  - .01 Approve Minutes of November 13, 2018 Regular Meeting – Pg 3-4
  - .02 Approve NSLA 7<sup>th</sup> Grade Field Trip to Ocean Institute, Dana Point, March 3-5, 2019 – Pg 5-6
  - .03 Approve NSLA 8<sup>th</sup> Grade Field Trip to Pali Institute, Running Springs, April 15 – 19, 2019 – Pg 7-8
  - .04 Approve AAE College Readiness Block Grant Plan – Pg 9-12
6. **DISCUSSION/ACTION ITEMS:**
  - .01 Lewis Center Foundation Update – Lisa Lamb
  - .02 Discuss AAE and NSLA 1<sup>st</sup> Interim Reports – David Gruber
  - .03 Discuss Annual Audit – David Gruber
  - .04 Approve MOU with AVUSD regarding use of Thunderbird Campus for the Apple Valley Center for Innovation – Lisa Lamb – Pg 13-27
  - .05 Approve AR 5141.42 and BP 5141.52 - Suicide Prevention – Paul Rosell – Pg 28-32
  - .06 Approve Nominating Committee Recommendation of Dr. Patricia Caldwell as a member of the LCER Board of Directors – Kevin Porter
  - .07 Approve Nominating Committee Recommendation of Slate of LCER Board Officers for 2019
    - i. Chairman – Duberly Beck
    - ii. Vice Chairman – Sharon Page
    - iii. Secretary – Marcia Vargas
    - iv. Treasurer – James Morris
7. **INFORMATION INCLUDED IN PACKET:** *(Board members may ask questions on items for clarification.)*
  - .01 Staff Reports
    - President/CEO – Lisa Lamb – Pg 33-35
    - Human Resources Director – Stacy Newman – Pg 36-39
    - Finance Director – David Gruber – Pg 40

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- IT Director – Ryan Dorsey – Pg 41
- AAE Principal – Valli Andreasen – Pg 42-44
- NSLA Principal – Fausto Barragan – Pg 45-49

## .02 LCER Financial Reports

- Checks Over \$10K – Pg 50
- Budget Comparisons – Pg 51-52

## .03 Lewis Center Foundation Financial Report

- October 2018 – Pg 53

## .04 LCER Board Attendance Log – Pg 54

## .05 LCER Board Give and Get – Pg 55

### 8. **BOARD/STAFF COMMENTS:**

- .01 Ask a question for clarification
- .02 Make a brief announcement
- .03 Make a brief report on his or her own activities
- .04 Future agenda items

### 9. **CLOSED SESSION:**

- .01 Conference with Legal Counsel Existing Litigation: Paragraph (1) of Subdivision (d) of Section 54956.9, 1 Case, Name of Case: County of San Bernardino and City of San Bernardino v. The High Desert Partnership in Academic Excellence Foundation, Inc.
- .02 Public Employment: President/CEO

### 10. **OPEN SESSION:**

- .01 Approve Employment Agreement for President/CEO

### 11. **ADJOURNMENT:** Kevin Porter

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the agency at least 48 hours before the meeting by calling (760) 946-5414 x201.

Any written materials relating to agenda items to be discussed in open session are available for public inspection prior to the meeting at 17500 Mana Rd., Apple Valley, CA.

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

**Minutes  
November 13, 2018**

**1.0 Call to Order**

Chairman Kevin Porter called the meeting to order at 4:00 p.m.

**2.0 Roll Call**

LCER Board Members Duberly Beck, Kirt Mahlum, Jim Morris (arrived 4:55), Omari Onyango, Sharon Page, Kevin Porter, David Rib, and Marcia Vargas were present.

LCER Board Member Rick Wolf was absent.

Staff members Valli Andreasen, Tony Castro, Fausto Barragan, Ryan Dorcey, Teresa Dowd, David Gruber, Lisa Lamb, and Stacy Newman, and Paul Rosell were also present.

**3.0 Public Comments:** Sharon Page congratulated the AAE Cross Country team for making it to CIF finals, with 3 progressing as individuals. The LCER Board congratulated the team.

**4.0 Special Presentations:**

**.01** AAE Ambassadors Madison Lamb and Brittney Souter updated the Board on activities including fundraising for the Ambassador trip to New York, fundraising for the HOSA trip to Sacramento, plans to help NSLA ASB with tours of the school, ASB planning the winter formal and pep rally, canned food drive for the homeless, and participation in the Victorville and Adelanto parades and sports.

**.02** NSLA ASB did not present.

**.03** Valli Andreasen presented AAE's LCAP Local Indicators. This school-wide plan provides goals for how revenue is spent. This plan ties in to the Strategic Plan academic goal.

**.04** Fausto Barragan presented NSLA's LCAP Local Indicators. This 3-year plan is updated annually. Spending is based on data and is more transparent.

**5.0 Consent Agenda**

**.01** Approve Minutes of October 15, 2018 Regular Meeting

**.02** Approve Minutes of October 19, 2018 Special Meeting

**.03** Approve AAE Class of 2019 Disneyland Grad Nite Field Tip

On a motion by Duberly Beck, seconded by Marcia Vargas, vote 7-0, the LCER Board of Directors approved Consent Agenda Items 5.01 – 5.03.

**6.0 Discussion/Action Items:**

**.01 Lewis Center Foundation Update** – Marcia Vargas reported that the Give BIG San Bernardino County campaign raised \$1,800. The Lewis Center Foundation is meeting on Friday to develop a timeline for the annual gala scheduled for April 26.

**.02 AAE College Readiness Block Grant Plan** – Valli Andreasen presented the AAE College Readiness Block Grant Plan.

**.03 LCER Nominating Committee** – The committee is meeting on November 19 regarding screening of applicants and nominees for officer positions. They will bring their recommendations to the December meeting for approval.

**.04 VVWRA Easement** – The easement agreement has been finalized for a total of \$25K and will be signed tomorrow.

**7.0 Information Included in Packet:**

**01. Staff Reports**

- President/CEO – Lisa Lamb
- Human Resources Director – Stacy Newman
- Finance Director – David Gruber
- AAE Principal – Valli Andreasen
- NSLA Principal – Fausto Barragan

**02. LCER Financial Reports**

- Checks Over \$10K
- Budget Comparisons

**03. Lewis Center Foundation Financial Report**

- September 2018

**04. LCER Board Attendance Log**

**05. LCER Board Give and Get**

**8.0 Board/Staff Comments**

**.01 Ask a question for clarification** – None

**.02 Make a brief announcement** – Lisa Lamb noted that once the new Board Chair and Treasurer are elected we will need to add them to the bank accounts as signers.

**.03 Make a brief report on his or her own activities** – Lisa Lamb reported that she was contacted by a company regarding buying part of the Mojave River property as a land trust. We would not want to sell it as it is a great asset and we are currently managing and using the wildlands area.

**.04 Future agenda Items** - None

**9.0 Closed Session**

The LCER Board of Directors convened into closed session at 5:05 p.m. to discuss Public Employee Performance Evaluation: President/CEO. The LCER Board of Directors reconvened into open session at 5:25 p.m. Kevin Porter, Chairman of the Board, reported that the LCER Board finalized and presented the 2017/18 President CEO evaluation.

**10.0 Adjournment**

Chairman Kevin Porter adjourned the meeting at 5:30 p.m.

Lewis Center for Educational Research  
Board Agenda Item Cover Sheet

Date of meeting: December 10, 2018

Title: 7<sup>th</sup> Grade Ocean Institute

Presentation: \_\_\_\_\_ Consent: \_\_\_\_\_ Action: \_\_\_\_\_ Discussion: \_\_\_\_\_ Information: \_\_\_\_\_

Background: Board Approval for 7<sup>th</sup> grade annual field trip/overnight to Ocean Institute, Dana Point  
Approx 60 students, 8-10 adults. \$160 per person. 7<sup>th</sup> grade fundraising to defray costs. PTO will support with transportation costs.  
Fiscal Implications (if any):

7<sup>th</sup> grade has funding and donations  
PTO will help with transportation

Impact on Mission, Vision or Goals (if any):

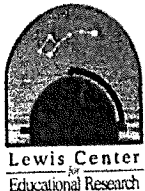
intense learning - filled 24 hr field trip with many hands on experiences.

Recommendation:

To approve the 7<sup>th</sup> grade ocean institute field trip.

Submitted by: Name, Title, Department

S Deininger  
Teacher  
7<sup>th</sup> grade, NSLA



LEWIS CENTER FOR EDUCATIONAL RESEARCH  
Norton Science & Language Academy

FIELD TRIP REQUEST FORM

Office use only	
Date/Time submitted:	
Initials:	
Transportation Booked:	
Initials:	
Calendared:	
Initials:	

Date Submitted: \_\_\_\_\_

Requested by: Deininger  
 Destination: Ocean Institute  
 Date(s) of trip: March 3, 4, 5 2018  
 School departure time: 1 PM, 10 am  
 Destination departure time: 1 PM, 10 am  
 Overnight/Out-of-State stay:  YES  NO  
 Number of students: 60 adults: 8-10

Phone: \_\_\_\_\_  
 Grade Level: 7  
 Destination arrival time: 3 PM, 12 PM  
 School return time: 2:45 PM, 12 PM  
 Water activities involved:  YES  NO  
 Admission students: \_\_\_\_\_ adults: \$2650 x 2

Transportation *See Reverse*

Bus requested? <sup>(circle one)</sup>  YES  NO Bus company name: \_\_\_\_\_  
 Number of busses requested: \_\_\_\_\_ Bus company contact name: \_\_\_\_\_  
 \*\*\*Bus Passenger information: Number of students: 30 adults: 3-8 *See Reverse*  
 Private Vehicle Used?\* YES  NO   
 ASB/Club Sponsored? YES  NO  Name of Club: \_\_\_\_\_  
 Proper Insurance Coverage? YES  NO  Other Transportation: \_\_\_\_\_

\*Must be on approved driver list, list names below or attach separate sheet with driver names:

_____	_____
_____	_____
_____	_____
_____	_____

Brief Description of Educational Benefit to be derived from this activity:  
Students put into practice multiple science skills and concepts including engineering, water pressure, oceanography, microscopy, and dissection.

I have followed the checklist prior to submitting this form: \_\_\_\_\_  
 Principal Signature: \_\_\_\_\_  
 Funding Code: \_\_\_\_\_  
 Teacher Signature: [Signature]  
 Date: 10/29/18

BOARD APPROVAL REQUIRED FOR OVERNIGHT/OUT-OF-STATE STAYS and WATER ACTIVITIES  
 A DETAILED ITINERARY MUST BE INCLUDED FOR EACH FIELD TRIP  
 THREE MONTHS PRIOR BOARD APPROVAL FOR OUT OF THE COUNTRY TRIPS

Lewis Center for Educational Research  
Board Agenda Item Cover Sheet

Date of meeting: 12/10/2018

Title: 8<sup>th</sup> grade Pali Institute - Science Camp

Presentation:      Consent:  Action:      Discussion:      Information:     

Background: Annual Science/Outdoor Education Camp to Pali Institute  
Pali Institute - PO Box 2287, Running Springs, CA 92382 (909) 939-0888

Approximately: 45 students & 3 Adults  
\$295 per person / Fundraising & Student Donations will cover the cost.

Fiscal Implications (if any):

N/A

Impact on Mission, Vision or Goals (if any):

N/A

Recommendation:

Approval for 8<sup>th</sup> grade Camp

Submitted by: Name, Title, Department

Stacy Brunozu / ~~Ben~~ Ruben Remigio / Dominic Chavez  
MS ELA/Science MS SLA/SS MS PE



**LEWIS CENTER FOR EDUCATIONAL RESEARCH  
Norton Science & Language Academy**

**FIELD TRIP REQUEST FORM**

Date Submitted: 10/11/2018

<u>Office use only</u>
Date/Time submitted: _____
Initials: _____
Transportation Booked: _____
Initials: _____
Calendared: _____
Initials: _____

Requested by: Stacy Brunca  
 Destination: Pali Institute  
 Date(s) of trip: 4/15 - 4/19/2019  
 School departure time: 9:00am  
 Destination departure time: ~~8:30am~~ 11:00am  
 Overnight/Out-of-State stay:  YES  NO  
 Number of students: 50 adults: 3

Phone: (909) 939-0888  
 Grade Level: 8<sup>th</sup>  
 Destination arrival time: 10:30am  
 School return time: 12:30 pm  
 Water activities involved: YES   NO  
 Admission students: 295 adults: —

**Transportation**

Bus requested? <sup>(circle one)</sup>  YES  NO Bus company name: \_\_\_\_\_  
 Number of busses requested: 1 Bus company contact name: \_\_\_\_\_  
 \*\*\*Bus Passenger information: Number of students: \_\_\_\_\_ adults: \_\_\_\_\_

Private Vehicle Used?\* YES   NO  
 ASB/Club Sponsored? YES   NO Name of Club: \_\_\_\_\_  
 (paid by club)  
 Proper Insurance Coverage? YES   NO Other Transportation: \_\_\_\_\_

\*Must be on approved driver list, list names below or attach separate sheet with driver names:

_____	_____
_____	_____
_____	_____

**Brief Description of Educational Benefit to be derived from this activity:**

Students participate in a 5 day program in an outdoor educational setting. Students will experience being able to see, touch, and learn about the world around them that extends far beyond the classroom.

I have followed the checklist prior to submitting this form:

Principal Signature: \_\_\_\_\_ Teacher Signature: \_\_\_\_\_

Funding Code: NSLA 8th Grade Date: 11/29/18

BOARD APPROVAL REQUIRED FOR OVERNIGHT/OUT-OF-STATE STAYS and WATER ACTIVITIES  
 A DETAILED ITINERARY MUST BE INCLUDED FOR EACH FIELD TRIP  
 THREE MONTHS PRIOR BOARD APPROVAL FOR OUT OF THE COUNTRY TRIPS



**Lewis Center for Educational Research  
AAE School Board Committee Agenda Item Cover Sheet**

Date of meeting: December 10, 2018

Title: College Readiness Block Grant Plan

Presentation:        Consent:   X   Action:        Discussion:    Information:       

Background:

The College Readiness Block Grant (CRBG) was established for the purposes of providing California’s high school pupils, particularly unduplicated pupils, additional supports to increase the number who enroll at institutions of higher education and complete an undergraduate degree within four years.

LEAs must develop a plan describing how funds will increase or improve services for unduplicated pupils to ensure college readiness and include information on how it aligns with the LEA’s Local Control and Accountability Plan (LCAP),

In order to ensure community and stakeholder input, the plan is to be discussed at a regularly scheduled meeting by the governing body of the charter school and adopted at a subsequent regularly scheduled meeting.

Fiscal Implications (if any):

AAE will receive an allocation of \$75,000. Funds may be expended anytime during the 2016–17, 2017–18, and 2018–19 fiscal years.

Impact on Mission, Vision or Goals (if any):

Supports the AAE mission to prepare students for post-secondary success through a relevant, rigorous college-preparatory education.

Recommendation:

Adopt the proposed College Readiness Block Grant Plan.

Submitted by:

Valli Andreasen, Principal, Academy for Academic Excellence

## **Academy for Academic Excellence College Readiness Block Grant (CRBG) Plan**

The College Readiness Block Grant (CRBG) was established for the purposes of providing California's high school pupils, particularly unduplicated pupils, additional supports to increase the number who enroll at institutions of higher education and complete an undergraduate degree within four years.

This College Readiness Plan details how the Academy for Academic Excellence will utilize the awarded allocation to directly support all students in accessing and successfully matriculating to institutions of higher education.

**Strategy 1** - Build the capacity of school counselor, staff, students, and families to support and promote academic preparation and planning for college and career readiness through:

- Master schedule structure and offerings that reflect college readiness
- Equity and access to college level courses
- AAE graduation requirements
- A-G course sequence
- College planning and application process
- Transcript analysis
- College Fair participation
- Guest speakers, job site visits, internships
- PSAT result analysis
- SAT and ACT prep programs and fee waivers
- Subsidized AP exam fees

**Strategy 2** – Support students and families with tools so they can be more informed on the college application and admission process including:

- Understanding requirements and steps in the admissions process
- Identifying what colleges are looking for in applications
- Tracking admissions timelines including organization of application materials, submission deadlines, acceptances, and enrollment
- Preparing and submitting college applications (early decision, common application, CSU and UC applications, out of state and private university applications)
- Accessing resources and recommendations on how to write the college essay and personal interest questions (PIQ)
- Receiving College Promise free tuition
- Completing Federal Application for Student Aid (FAFSA) Application
- Applying for grants, scholarships and awards

**Strategy 3** – Provide comprehensive information, tools and resources on college planning for students, staff and families where students and families can:

- Take self-assessment interest surveys and explore various careers
- Learn about the differences between University of California (UC), California State Universities (CSU) and community colleges
- Search for colleges
- Learn about requirements of different colleges (UC, CSU, Private)
- Learn about considerations for finding the right college match and fit
- Explore Career Technical Education Pathways, internships, and volunteer programs
- Access PSAT, SAT, ACT test preparation such as College Board, Princeton Review and Khan Academy
- Partner with Special Education Career Center to provide appropriate tools for students with IEPs

**Strategy 4** – Provide professional development to counselors and staff in order to provide student opportunities for advanced learning options and college test preparation.

- Provide Counselor with College Advisement trainings
- Provide teachers with opportunities for Advanced Placement (AP) course preparation in order to increase AP course offerings and pass rates for students
- Provide opportunities and access to supplementary instructional materials for AP teachers
- Support increased A-G course professional development

Aforementioned CRBG Plan strategies align with the Academy for Academic Excellence’s current Local Control and Accountability Plan (LCAP):

LCAP Goal 1: Prepare all students for post-secondary success.

LCAP Goal 2: Create an engaging, well-balanced experience for all students.

LCAP Goal 3: Provide safe and well-maintained facilities with positive school climate.

**Measures of Success:**

Similar or increase in the number of courses that are A-G approved.

Comparable or increase in the % of students completing A-G requirements upon graduation.

Comparable or increase in cohort graduation rate.

Enhanced career pathways.

Increase in the % of students meeting both the math and English benchmarks on the PSAT.

An equitable representation of our student diversity in our AP courses.

Increase in overall enrollment in AP classes.

Similar or higher % of students taking and passing the AP exams

Increase in the # of students taking the SAT and/or ACT tests

Long term measures may be obtained by contracting with National Student Clearinghouse to provide accurate data through Student Tracker about our former or prospective students' trajectories beyond high school.

This CRBG plan was presented to the Lewis Center for Education Board for consideration on November 13, 2018. The plan was approved by the Lewis Center for Education Board on December 10, 2018.

**Lewis Center for Educational Research  
Board Agenda Item Cover Sheet**

Date of meeting: December 10, 2018

Title: 2018/2019 1<sup>st</sup> Interim Reports for AAE & NSLA

Presentation:      Consent:      Action:      Discussion: X Information:     

**Background:**

To review and provide detailed information about the 2018/2019 Fiscal Year as of October 31, 2018. This will allow the Board of Directors the opportunity to review and interpret organizational growth in funding and how our operating costs are at the current time and anticipated throughout the 2018/2019 Fiscal Year for Academy for Academic Excellence and Norton Science and Language Academy.

**Fiscal Implications (if any):**

N/A

**Impact on Mission, Vision or Goals (if any):**

**Recommendation:**

Submitted by: David, Director of Finance, Finance

**Lewis Center for Educational Research  
Board Agenda Item Cover Sheet**

Date of meeting: December 10, 2018

Title: 2017-18 Annual Audit

Presentation:  Consent:  Action:  Discussion:  Information:

**Background:**

To review and provide detailed information about the closing of the 2017/2018 Fiscal Year Annual Audit. This will allow the Board of Directors the opportunity to review and interpret organizational stability and growth with relationship to the Lewis Center for Educational Research and oversight of Academy for Academic Excellence and Norton Science and Language Academy.

**Fiscal Implications (if any):**

N/A

**Impact on Mission, Vision or Goals (if any):**

**Recommendation:**

Submitted by: David, Director of Finance, Finance

**Lewis Center for Educational Research  
Board Agenda Item Cover Sheet**

Date of meeting: December 10, 2018

Title: Apple Valley Center for Innovation (AVCI) MOU

Presentation:      Consent:      Action:   x   Discussion:   x   Information:     

Background: The Apple Valley Unified School District and Lewis Center for Educational Research have partnered together to create a local STEM innovation center where a passion for active discovery is sparked. Our vision is to provide a hub for curiosity, exploration, discovery, and innovation in the High Desert.

**AVCI Goals:**

1. Facilitate a connection between local educational institutions and STEM-driven entities to better serve our community.
2. Create experiences that inspire discovery and ignite innovation which transform activities in our homes, classrooms and work spaces.
3. Provide targeted activities, based on best-practices, for educators to replicate.

In order to solidify this partnership, we have collectively drafted an MOU to define the use of the Thunderbird Campus. Per our approved charter, “The use of TBC facilities will be mutually agreed upon by AVUSD and AAE.” This MOU is the result of that collaboration. It has been reviewed by counsel and executive staff on behalf of the District and the Lewis Center.

**Fiscal Implications (if any):**

This collaboration allows the Lewis Center to share the financial obligation of AVCI and maintaining the campus with AVUSD. As a result, we are better able to sustain operations that serve our students and wider community in the area of STEM. We will continue to offer fee-based Lewis Center Local Outreach field trips at the Thunderbird Campus in addition to the AVCI programs.

**Impact on Mission, Vision or Goals (if any):**

This collaboration supports the Lewis Center mission through providing another program for us to incubate *data-driven, innovative and research-based practices* that we can bring back into our classrooms. Additionally, it helps us reach our vision by strengthen our most important partnerships and maintaining our reputation as a leader in science and technology within our community.

**Immediate benefits to LCER instructional staff and students:**

- All LCER science teachers in grades TK-12 are given the opportunity to attend grade-level specific NGSS training at AVCI with AVUSD teachers at no cost.
- Elementary STEM assemblies and classroom competitions are given prior to the STEM Nights at AAE.
- High quality, low cost STEM field trips are offered to both schools.

**Recommendation:**

Staff recommends the approval of the MOU.

Submitted by: Lisa Lamb, President/CEO, Lewis Center

# DRAFT

## BUILDING/FACILITIES MEMORANDUM OF UNDERSTANDING BY AND BETWEEN APPLE VALLEY UNIFIED SCHOOL DISTRICT AND HIGH DESERT PARTNERSHIP IN ACADEMIC EXCELLENCE FOUNDATION, INC.

This Building/Facilities Memorandum of Understanding (“Agreement”) is made and entered on or before this 1<sup>st</sup> day of November, 2018 by and between the Apple Valley Unified School District (“District” and “AVUSD”), a public school district, and High Desert Partnership in Academic Excellence Foundation, Inc., a California Nonprofit Public Benefit corporation pursuant to California law and doing business as the Academy for Academic Excellence, a charter school, and Lewis Center for Educational Research, a charter school, collectively referred to as (“LCER”). The District and LCER may be referred to herein individually as a “Party” or collectively as the “Parties.”

### RECITALS

**WHEREAS**, the District is the charter-authorizing entity for LCER, pursuant to the Charter Schools Act (Education Code sections 47600 *et seq.*), responsible for oversight of the Charter School;

**WHEREAS**, the District legally owns property located at 20702 Thunderbird Road, Apple Valley, CA 92307 (“District’s Property”);

**WHEREAS**, LCER leases buildings on District’s Property located at 20702 Thunderbird Road, Apple Valley, CA 92307 (“LCER’s Building”);

**WHEREAS**, LCER formerly housed the Academy for Academic Excellence at the Thunderbird Campus, and now jointly operates the Apple Valley Center for Innovation with AVUSD;

**WHEREAS**, on April 25, 1997, the United States Air Force transferred ownership of an AT-38B Talon jet aircraft (the “AT-38B Talon”) to the Town of Apple Valley (the “City”) by conditional deed, subject to the acceptance of the City and the City’s certificate of assurance of compliance whereby the City provided certain assurances regarding the ongoing maintenance and display of the AT-38B Talon;

**WHEREAS**, the most recent Charter renewal indicates that the continued use of the Thunderbird Campus “will be mutually agreed upon by AVUSD and AAE” operating herein as the LCER

**WHEREAS**, the District and LCER desire to provide science, technology, electronics, arts, and mathematics (“STEAM”) program trainings and activities for the Apple Valley community through a program called Apple Valley Center for Innovation (“AVCI”) at the Thunderbird campus in rooms 1-9;



**WHEREAS**, the Parties desire to set forth the terms and conditions for the Parties' continued collaboration to provide STEAM enrichment opportunities at the Thunderbird Campus and to establish procedures for the ongoing equitable sharing of costs and responsibilities for LCER's use of District's Property;

**NOW THEREFORE**, in consideration of the above recitals and the mutual covenants and conditions hereinafter set forth, the Parties hereto agree as follows:

**1. Purpose and Term of Agreement**

- 1.1.** The purpose of this Agreement is to define LCER's use of LCER's Building on District's Property and define District's use of the LCER Thunderbird Campus Rooms 1-9, subject to certain and conditions enumerated in this Agreement.
- 1.2.** The term of this Agreement shall commence on November 2, 2018 and shall terminate on June 30, 2020, unless earlier terminated pursuant to Section 15. The Parties anticipate that this MOU will be renewed or extended under the same terms, upon renewal of the AAE Charter.

**2. Shared Use of Thunderbird Campus**

- 2.1. Shared Use.** The Parties acknowledge that LCER will share use of the Thunderbird Campus rooms 1-9 with District personnel, for District personnel to conduct/attend educational trainings, seminars, community events, and to participate in the AVCI program and other programs.
  - 2.1.1.** LCER's AVCI Program coordinator shall be Lisa Lamb, Chief Executive Officer, or her successor. LCER's AVCI Program coordinator will be in charge of all LCER activities held at LCER's Building.
  - 2.1.2.** AVUSD's Program Coordinator shall be Pat Schlosser, Assistant Superintendent of Educational Services, or his successor. AVUSD's Program Coordinator will be in charge of all AVUSD activities held at Thunderbird Campus.
  - 2.1.3.** Any property, furniture, equipment, computers, and other materials purchased by AVUSD and kept in the Thunderbird Campus rooms 1-9 will remain the sole property of AVUSD.
  - 2.1.4.** Any property, furniture, equipment, computers, and other materials purchased by LCER and kept in Thunderbird Campus rooms 1-9 will remain the sole property of LCER.

- 2.1.5.** Programs and events shall be logged onto a shared calendar managed with mutual agreement between the program coordinators listed above. The calendar shall include the event name, time, location, and provider of service.
- 2.2. Security.** LCER shall ensure that Thunderbird Campus rooms 1-9 can be adequately locked and secured through security devices, including, but not limited to, locks and gates. LCER shall maintain an alarm system for Thunderbird Campus rooms 1-9.
- 2.2.1.** LCER's Chief Executive Officer shall provide the District Assistant Superintendent of Educational Services with the key and alarm code for District personnel to access Thunderbird Campus. Within five (5) calendar days after new alarm codes have been changed or added, LCER shall provide new alarm codes to the District Assistant Superintendent of Educational Services.
- 2.2.2.** District shall provide LCER with a list of personnel that have the key and alarm code.
- 2.3. Civic Center Act.** LCER shall comply with the provisions of the Civic Center Act (Education Code § 38130 *et seq.*) in making use of facilities accessible to members of the community. For purposes of Civic Center Act compliance only, with respect to LCER's Building, LCER's governing board shall hold the same powers and obligations applicable to a School District Board Policy and Administrative Regulations in making the facilities accessible to members of the community. LCER shall provide the District copies of all requests, invoices, and other correspondence between LCER and any third parties requesting to use Thunderbird Campus rooms 1-9. If the Civic Center Act request includes use of District's Property, the District shall have final approval over Civic Center Act request uses. LCER may not charge third-party users fees in excess of those allowed under the Civic Center Act. Any proceeds derived from the use of LCER's Building, pursuant to the Civic Center Act, shall be the property of LCER. All proceeds derived from use of District's Property, shall be the property of District.
- 2.4. Inspections.** LCER shall permit District, its agents, representatives or employees, to enter Thunderbird Campus rooms 1-9 for the purpose of inspecting LCER's Building. The District shall attempt to give reasonable notice where practicable but shall not be obligated to do so in the event of emergency or imminent threat to health or safety of occupants, or if the District's access is for purposes of meeting the District's oversight obligations.
- 2.5. Confidentiality.** The Parties may become privy to confidential information, such as but not limited to: financial information, procurement requirements, purchasing information, and both Party's personnel information and student information as protected under FERPA, HIPPA, and other privacy protection laws. The Parties agree to maintain such Confidential Information in strict confidence, and each Party covenants and agrees to the other Party, not to disclose, divulge, provide, or make accessible any of the Confidential

Information of the other Party to any third party or entity, without first obtaining the prior written consent of the other Party. The foregoing limitations applicable to Confidential Information do not apply to Confidential Information. The restriction of Section 5.7 does not apply to information which a Party can demonstrate was at the time of the execution of this Agreement: (1) In the public domain or is otherwise considered public information; or (2) Part of the Party's prior knowledge; or (3) Learned from a third party without the breach of a confidential relationship with the other Party. Following the termination of this Agreement, either Party will return the other party's confidential information. This section shall be construed as prohibiting either Party from disclosing information to the extent required by law, regulation, or court order, provided such Party notifies the other Party promptly after becoming aware of such obligation and permits the other party to seek a protective order or otherwise to challenge or limit such required disclosure.

- 2.6. Records and Costs.** Both LCER and AVUSD shall maintain complete and accurate records with respect to all costs and expense incurred under this MOU. The Parties agree to meet and confer regularly, but no less frequently than each fiscal year, to compare costs and determine reasonable arrangements for the allocation and payment of such costs and expenses. Such an arrangement of costs will be presumed to be reasonable if the District is allocated costs of daily management and routine maintenance while costs of major repairs and long-term or deferred maintenance are allocated to LCER, in accordance with the terms of this Agreement.

### **3. Compliance with Applicable Standards**

- 3.1.** LCER, at its expense, shall comply with all applicable laws, regulations, rules and orders with respect to LCER's use and occupancy of Thunderbird Campus rooms 1-9, including, without limitation, those relating to health, safety, noise, environmental protection, zoning compliance and approvals, waste disposal, and water and air quality compliance.
- 3.2.** LCER shall at all times remain responsible for compliance with the Americans with Disabilities Act ("ADA"), California Fair Employment and Housing Act ("FEHA"), other applicable building code standards, and fire code standards for any existing compliance issue prior to the date of the execution of this Agreement and any compliance issue not triggered by any modifications or improvements made by LCER. LCER shall assume responsibility for compliance with ADA and FEHA access rights to the extent of any modifications or improvement made by LCER. Should any modifications or improvements made by LCER change or affect the character of any existing improvements, LCER shall be responsible for bringing said existing improvements into compliance with ADA, FEHA, and other applicable building code standards. LCER shall comply with all licensing, payment and performance bond and prevailing wage laws with respect to all modifications to LCER's Building.

- 3.3. Should any discharge, leakage, spillage, emission, or pollution of any type occur upon or from LCER's Building due to LCER's use and occupancy thereof, LCER, at its expense, shall be obligated to clean all the property affected, including, if applicable, any properties in the vicinity of the LCER's Building, and District's Property, to the satisfaction of the District and any governmental agencies or any other properties affected by the discharge, leakage, spillage, emission, or pollution.
- 3.4. Should any discharge, leakage, spillage, emission, or pollution of any type occur upon or from Classrooms 1-9 due to the District's use and occupancy thereof, AVUSD, at its expense, shall be obligated to clean all the property affected, including, if applicable, any properties in the vicinity of Classrooms 1-9, and District's Property, to the satisfaction of LCER and any governmental agencies or any other properties affected by the discharge, leakage, spillage, emission, or pollution.
- 3.5. The Parties represent and warrant that their respective operations of the Thunderbird Campus shall comply with those laws set forth in Section 14.1. AVUSD agrees that its operations within the Thunderbird Campus shall comply with laws and regulations applicable to school operations by public school districts. LCER agrees to comply with laws applicable to the operation of a charter school.

#### 4. **Maintenance and Operations**

- 4.1. **Maintenance of Thunderbird Campus.** Except as otherwise provided in this Agreement, the District agrees to perform, at its cost, routine maintenance and minor repairs of the Thunderbird Campus, and to keep the Thunderbird Campus in a condition that is safe, clean, and usable for its designated use and purpose.
- 4.2. **Custodial Services.** The District agrees to perform custodial services at its cost of Thunderbird Campus Classrooms 1-9. LCER agrees to perform custodial services for LCER's Building (all ancillary buildings used by LCER).
- 4.3. **Landscaping.** The District shall be responsible for all landscaping and grounds keeping services.

#### 5. **Utilities**

- 5.1. LCER shall be solely responsible for the cost of all utilities, used or consumed by LCER at the Thunderbird Campus.

#### 6. **Damages**

- 6.1. If there is a fire on the Thunderbird Campus, LCER shall immediately notify the District but no later than within one (1) business day.

- 6.2. If LCER's Building is damaged in any way, except for ordinary wear and tear, by any organization, entity, group, or individual associated with the District, LCER may charge and assess the District any amount necessary to repair, replace, or repay any and all damage incurred.

## 7. Indemnity

- 7.1. LCER shall indemnify, defend, and hold harmless AVUSD, its directors, officers, servants, agents, employees, and representatives (collectively hereinafter "AVUSD" and "AVUSD Personnel"), from and against any and all actions, suits, claims, demands, losses, costs, penalties, obligations, errors, omissions or liabilities, including legal costs, attorneys' fees and court costs, whether or not suit is actually filed, and/or any judgment rendered against AVUSD and/or AVUSD Personnel, that may be asserted or claimed by any person, firm or entity arising out of, or in connection with, LCER's use of the Thunderbird Campus, or any acts, errors, negligence, omissions or intentional acts by LCER, its board of directors, officers, servants, agents, employees, and representatives.
- 7.2. AVUSD shall indemnify, defend, and hold harmless LCER, its directors, officers, servants, agents, employees, and representatives (collectively hereinafter "LCER" and "LCER Personnel"), from and against any and all actions, suits, claims, demands, losses, costs, penalties, obligations, errors, omissions or liabilities, including legal costs, attorneys' fees and court costs, whether or not suit is actually filed, and/or any judgment rendered against LCER and/or LCER Personnel, that may be asserted or claimed by any person, firm or entity arising out of, or in connection with, AVUSD's use of the Thunderbird Campus, or any acts, errors, negligence, omissions or intentional acts by AVUSD, its board of directors, officers, servants, agents, employees, and representatives.

## 8. Independent Contractor Status

- 8.1. Nothing contained in this Agreement shall be construed to render either Party an officer, agent, employee of the other Party for any purpose. Nothing contained in this Agreement shall be construed to authorize either Party to have, nor shall either Party hold itself out as having, any right or authority to assume or create an obligation or responsibility, express or implied, on behalf of or in the name of the other Party, or bind the other Party in any manner. This Agreement is by and between two independent entities and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association.

## 9. Insurance

**9.1.** The LCER Board shall ensure LCER procures appropriate property and liability insurance coverage from a qualified joint powers authority registered with the California Department of Industrial Relations, or an insurance carrier licensed to do business in the State of California and rated as A.M. Best A-, VII or better at all times. During the Term of this Agreement, LCER shall obtain and keep in effect liability coverage as follows:

**9.1.1. Property Insurance.** Property insurance against fire, vandalism, malicious mischief and such other additional perils as now are or hereafter may be included in a standard “All Risks” coverage, including sprinkler leakage, insuring all of the LCER’s trade fixtures, furnishings, equipment, stock, loss of income or extra expense, and other items of personal property inn an amount not less than one hundred percent (100%) of replacement value.

If full replacement value coverage is not available, LCER shall procure property insurance in amounts as close to replacement value as possible.

**9.1.2. General Liability Insurance.** LCER shall maintain and deliver to AVUSD evidence of a comprehensive general liability insurance policy for the use of District’s Property with limits of no less than \$5,000,000 per occurrence, which policy shall include an additional insured endorsement for AVUSD and its directors, officers, servants, agents and employees. LCER’s policy shall include or be endorsed to include abuse and molestation coverage of no less than three million dollars (\$3,000,000) per occurrence.

**9.1.3. Workers’ Compensation and Employers’ Liability.** Workers’ Compensation limits as required by the Labor Code of the State of California. Employers’ liability limits of one million dollars (\$1,000,000.00) per accident for bodily injury or disease.

**9.2.** LCER shall provide certificates of insurance coverage to AVUSD by December 1st, 2018. The certificates shall include that AVUSD has been endorsed as an additional insured under 9.1.1, 9.1.2 and 9.1.3. The certificates shall provide for thirty (30) days advance written notice to AVUSD of any modification, change, or cancellation of any of the above insurance coverage.

**9.3.** LCER shall, at least twenty (20) days prior to the expiration of such policies, furnish the District with renewals or binders. LCER agrees that if it does not take out and maintain such insurance, then the District may procure said insurance on LCER’s behalf and charge LCER premiums and may recover reasonable administrative costs for procuring such insurance.

**9.4.** The coverage and limits required hereunder shall not in any way limit the liability of LCER nor are the insurance requirements herein intended to represent adequate or sufficient coverage for LCER’s risks hereunder.

**9.5.** The District may, at its discretion, require additional coverage or additional limits based upon the nature of the services provided. Any waiver or modification of these insurance requirements can only be made with the prior written approval of the Superintendent or designee. AVUSD shall maintain insurance coverage that is reasonably equivalent to the coverage requirements of Sections 9.1 thru 9.4 for the benefit of LCER during the Term of this Agreement.

**9.6. Waiver of Subrogation.** The District and LCER each hereby waive any and all rights of recovery against the other or against the officers, employees, agents, and representatives of the other, on account of loss or damage occasioned to such waiving party or its property or the property of others under its control to the extent that such loss or damage is insured against under any fire and extended coverage insurance policy which either may have in force at the time of such loss or damage. LCER shall, upon obtaining the policies of insurance required under this Agreement, give notice to the insurance carrier(s) that the foregoing mutual waiver of subrogation is contained in this Agreement.

## **10. Termination**

**10.1.** Either AVUSD or LCER may terminate this Agreement by giving one hundred eighty (180) days written notice the other.

## **11. Dispute Resolution**

**11.1.** In the event of a dispute between LCER and the District, which does not involve termination or revocation, the parties shall seek to resolve the dispute using the process described below:

**11.1.1.** The disputing party shall provide written notice, as specified in Section 18 of this Agreement, of the dispute to the other party or parties.

**11.1.2.** LCER's designated representative shall meet with the District's designated representative within thirty (30) calendar days of the date of the written notice to attempt informal resolution of the dispute.

**11.1.3.** By mutual agreement, in writing, the parties may engage the services of a neutral third- party mediator to assist with informal resolution of the dispute.

## **12. Representations, Warranties, & Covenants**

**12.1.** Each Party hereby represents, warrants and agrees that (a) it has the full right and authority to enter into and fully perform this Agreement in accordance with its terms and that this Agreement constitutes a valid, binding and enforceable agreement of such party, (b) it shall perform its activities under this Agreement in accordance with all applicable Federal, state and local laws and regulations, (c) the execution, delivery and performance

of this Agreement will not violate the provisions of any agreement to which it is a party or by which it is bound and (d) it shall, at its own cost, apply for and secure any and all permits, licenses or other consents which may be required for the performance of its obligations under this Agreement (it being acknowledged that LCER is responsible for obtaining all permits, licenses and other consents required in respect of the use of the District's Property in connection with its school at LCER's Building).

### **13. Notices**

**13.1.** Any notice, consent, or other communication given pursuant to this Agreement shall be in writing and shall be effective either (i) when delivered personally to the party for whom intended, (ii) upon delivery by an overnight courier services that is generally recognized as reliable, and the written records maintained by the courier shall be prima facie evidence of delivery, or (iii) on delivery (or attempted delivery) by certified or registered mail, return receipt requested, postage prepaid, as of the date shown by the return receipt, in any case addressed as follows:

If to LCER:                      Lewis Center for Educational Research  
17500 Mana Road,  
Apple Valley, CA 92307  
Attention: Lisa Lamb,  
Chief Executive Officer

If to AVUSD:                      Apple Valley Unified School District  
12555 Navajo Rd,  
Apple Valley, CA 92308  
Attention: Pat Schlosser,  
Assistant Superintendent of Educational  
Services

### **14. Compliance with Laws**

**14.1.** In the performance of this Agreement, the Parties shall comply with all applicable laws, including but not limited to the following:

**14.1.1.** The Ralph M. Brown Act (Cal. Gov. Code §§ 54950 *et seq.*);

**14.1.2.** California Public Records Act (Cal. Gov. Code §§ 6250 *et seq.*);

**14.1.3.** State conflict of interest laws, including but not limited to the Political Reform Act (Cal. Gov. Code §§ 190 *et seq.*; Cal. Gov. Code §§ 87100 *et seq.*);

**14.1.4.** The Child Abuse and Neglect Reporting Act (Cal. Penal Code §§ 11164 *et seq.*);



- 14.1.5.** The U.S. Civil Rights Act, including Title VI of the 1964 Civil Rights Act (42 U.S.C. §§ 2000d *et seq.*), Title VII of the 1964 Civil Rights Act (42 U.S.C. §§ 2000e *et seq.*);
- 14.1.6.** The California Fair Employment and Housing Act (“FEHA”) (Cal. Gov. Code §§ 12900 *et seq.*);
- 14.1.7.** The Age Discrimination in Employment Act (“ADEA”) (29 U.S.C. §§ 621 *et seq.*);
- 14.1.8.** California Education Code §§ 220 *et seq.* (pertaining to nondiscrimination);
- 14.1.9.** The Family Educational Rights and Privacy Act (20 U.S.C. §§ 1232 *et seq.*);
- 14.1.10.** Title IX of the Education Amendments of 1972 (20 U.S.C. §§ 1681 *et seq.*);
- 14.1.11.** Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. §§ 794 *et seq.*);
- 14.1.12.** The Individuals with Disabilities Education Improvement Act (“IDEIA”) (20 U.S.C. §§ 1400 *et seq.*);
- 14.1.13.** All regulations, guidelines, and standards lawfully adopted under the above statutes by the United States Department of Education.

**15. Governing Law; Venue**

- 15.1.** This Agreement shall be governed by the laws of the State of California. The Parties agree that any legal action to enforce the terms of this Agreement shall be brought in the appropriate court in San Bernardino County, California.

**16. Severability**

- 16.1.** If any provision or any part of this Agreement is for any reason held to be invalid, unenforceable, and/or contrary to public policy or statute, the remainder of this Agreement shall not be affected thereby and shall remain valid and fully enforceable.

**17. Modification**

- 17.1.** No change or modification of the terms or provisions of this Agreement shall be deemed valid unless set forth in writing and signed by the Parties. If any actual or physical deletions or changes appear on the face of the Agreement, such deletions or changes shall be void and of no force or effect.

**18. Binding Effect; Assignments**

**18.1.** This Agreement shall be binding upon and inure to the benefit of and be enforceable by the Parties hereto and their respective successors and assigns. Neither Party shall have the right or power to assign its rights or obligations under this Agreement without the written consent of the other Party, which consent shall not be unreasonably withheld.

**19. Waiver**

**19.1.** No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.

**20. Captions and Section Headings**

**20.1.** The captions and section headings used in this Agreement are inserted for convenience only and should not affect the meaning or interpretation of the terms of this Agreement.

**21. Education Code Section 17604**

**21.1.** In accordance with California Education Code Section 17604, this Agreement is not valid or an enforceable obligation against either party until approved or ratified by motion of the governing board of such Party duly passed and adopted.

**22. Entire Agreement; Counterparts**

**22.1.** This Agreement contains the entire agreement of the Parties with respect to the matters covered herein, and supersedes as any oral or written understandings or agreements between the Parties with respect to the subject matter of this Agreement. This Agreement may be executed in counterparts, each of which shall constitute an original. Facsimile copies of signature pages transmitted to other Parties shall be deemed equivalent to original signatures on counterparts.

**IN WITNESS WHEREOF**, District and LCER have executed this Agreement as of the day and date first written above.

DATED: \_\_\_\_\_

APPLE VALLEY UNIFIED SCHOOL DISTRICT

By: \_\_\_\_\_  
Thomas E. Hoegerman,  
Superintendent

DATED: \_\_\_\_\_

LEWIS CENTER FOR EDUCATIONAL  
RESEARCH

By: \_\_\_\_\_

Lisa Lamb  
Chief Executive Officer

Approved and ratified this \_\_\_\_ of \_\_\_\_\_, 2018 by the Apple Valley Unified School District  
by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAINS: \_\_\_\_\_

Certification by the Board Secretary: \_\_\_\_\_

Approved and ratified this \_\_\_\_ of \_\_\_\_\_, 2018 by the Lewis Center for Educational Research  
Board by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAINS: \_\_\_\_\_

Certification by the Board Secretary: \_\_\_\_\_

**Lewis Center for Educational Research  
Board Agenda Item Cover Sheet**

Date of meeting: 12/10/18

Title: AR and BP 5141.52 - Suicide Prevention

---

Presentation: \_\_\_\_\_ Consent: \_\_\_\_\_ Action: X Discussion: \_\_\_\_\_ Information: \_\_\_\_\_

**Background:**

AB 2246, which was filed by the State Superintendent of Schools, outlines the requirement for the governing board or body of a local educational agency, as defined, that serves pupils in grades 7 to 12, inclusive, to adopt a policy on pupil suicide prevention, as specified, that specifically addresses the needs of high-risk groups. By imposing additional duties on local educational agencies, the bill would impose a state-mandated local program.

**Fiscal Implications (if any):**

Costs related to staff training would be minimal due to available on-line and outside agency trainings.

**Impact on Mission, Vision or Goals (if any):**

Establishing a board policy that supports the emotional needs of our students will have a significant positive impact on the Mission, Vision and Goals of students attending either the AAE or NSLA. Academic achievement and performance gains would be anticipated.

**Recommendation:**

Pass AR and BP 5141.52 - Suicide Prevention board policy as presented.

Submitted by: Paul Rosell, Director, Special Education & Licensed Educational Psychologist,  
#2084

## **Lewis Center for Educational Research**

### **AR 5141.52: STUDENTS SUICIDE PREVENTION**

**Adopted: December 10, 2018**                      **Revised:**

The Lewis Center for Educational Research Board of Directors (LCER Board) recognizes that suicide prevention is most effective when students, staff, parents, and community members have adequate information about prevention. Suicide prevention training shall be provided annually to teachers, counselors, and other district employees who regularly interact with students. Training shall be offered under the direction of the Director of Special Education Services, district counselor/psychologist and/or in cooperation with one or more community mental health agencies.

Materials for training shall include how to identify appropriate mental health services at the school site and within the community, and when and how to refer youth and their families to those services. Materials also may include programs that can be completed through self-review of suitable suicide prevention materials.

Staff development shall include research and information related to the following topics:

1. The higher risk of suicide among certain groups, including, but not limited to, students who are bereaved by suicide or are experiencing bereavement by a different cause; students with disabilities, mental illness, or substance use disorders; students who are experiencing homelessness or who are in out-of-home settings such as foster care; students who are being bullied; and students who are lesbian, gay, bisexual, transgender, or questioning (LGBTQ) youth.
2. Individual risk factors such as previous suicide attempt(s) or self-harm, history of depression or mental illness, family history of suicide, violence, or trauma, feelings of isolation, interpersonal conflicts, a recent severe stressor or loss, family instability, impulsivity, and other factors including any of the Adverse Childhood Experiences.
3. Warning signs that may indicate depression, emotional distress, or suicidal intentions, such as changes in student's personality or behavior and verbalization of hopelessness or suicidal ideation.
4. The role of school personnel as a protective factor may help to decrease a person's suicide risk aiding in factors such as resiliency, problem-solving ability, access to mental health care and encouraging positive connections to peers, school, and community.
5. School and community resources and services, including resources and services that meet the specific need of high-risk groups.

6. District procedures for intervening when a student attempts, threatens, or discloses the desire to die by suicide.

### **Intervention**

Students shall be encouraged to notify a teacher, principal, counselor, or other adult when they are experiencing thoughts of suicide or when they suspect or have knowledge of another student's suicidal ideations. Each school site shall develop and maintain a Student Support Team that will provide direction to the remaining members of the team along with school staff of necessary protocols and procedures.

Every statement regarding suicidal ideation shall be taken seriously. Whenever a staff member suspects or has knowledge of a student's suicidal ideation, he/she shall promptly notify a school administrator or school counselor.

A school employee shall act only within the authorization and scope of his/her credential or license. An employee is not authorized to diagnose or treat mental illness unless he/she is specifically licensed and employed to do so.

Whenever schools establish a peer support system to provide support for students, peers shall receive training that includes identification of the warning signs of suicidal behavior and referral of a suicidal student to appropriate adults.

When a suicide attempt or threat is reported, the principal or designee shall ensure student safety by taking the following actions as circumstances dictate:

1. Notifying law enforcement and/or other emergency assistance if a suicidal act is being actively threatened.
2. Immediately securing medical treatment and/or mental health services.
3. Keeping the student under continuous adult supervision until the parent/guardian and/or appropriate support agent or agency can be contacted and has the opportunity to intervene.
4. Administration shall remove other students from the immediate area as soon as possible.

The principal, counselor, or principal's designee shall document the incident in writing, including the steps that the school took in response to the suicide attempt or threat.

### **Parent Notification**

In situations when a student is assessed at risk for suicide or has made a suicide attempt, the student's parent or guardian will be informed as soon as practicable by the principal, administrative designee, counselor, or mental health professional.

For any student returning to school after a suicide attempt or hospitalization for suicidal ideation, re-entry to school must begin with a re-entry meeting to ensure the student's readiness for return to school.

### **Postvention**

In the event that a student dies by suicide, the President/CEO, Administrator or designee will enact the crisis protocol. In accordance with the laws governing confidentiality of student record information, the President/CEO or designee shall consult with the parents/guardians regarding facts that may be divulged to other students, parents/guardians, and staff.

To avoid a suicide "contagion effect", the Student Support Team shall closely monitor and provide any necessary follow up to students who may be at a higher risk of post-suicide emulation.

The school should not create or sanction memorials. School should not be canceled for the funeral. Refer to the crisis management protocol for procedures regarding the death of a student.

## **Lewis Center for Educational Research**

### **BP 5141.52: STUDENTS SUICIDE PREVENTION POLICY**

**Adopted: December 10, 2018**                      **Revised:**

The Lewis Center for Educational Research Board of Directors (LCER Board) recognizes that suicide is a leading cause of death among youth and that school personnel who regularly interact with students are often in a position to recognize the warning signs of suicide and to offer appropriate referral and/or assistance. To attempt to reduce suicidal behavior and its impact on students and families, the President/CEO or designee shall develop measures and strategies for suicide prevention, intervention, and postvention.

This policy specifically addresses:

1. The needs of high-risk groups, including but not limited to, all of the following:
  - a. Youth bereaved by suicide or other trauma
  - b. Youth with disabilities, mental illness, or substance use disorders
  - c. Youth experiencing homelessness or in out-of-home settings, such as foster care
  - d. Students who are being bullied
  - e. Lesbian, gay, bisexual, transgender, or questioning youth
2. Staff development on suicide awareness, prevention, intervention, and postvention for teachers, school counselors, and other district employees who regularly interact with students.
3. Materials approved by the LCER for training shall include how to identify appropriate mental health services, both at the school site and within the larger community, and when and how to refer youth and their families to those services.
4. Materials approved for training may also include programs that can be completed through self-review of suitable suicide prevention materials.

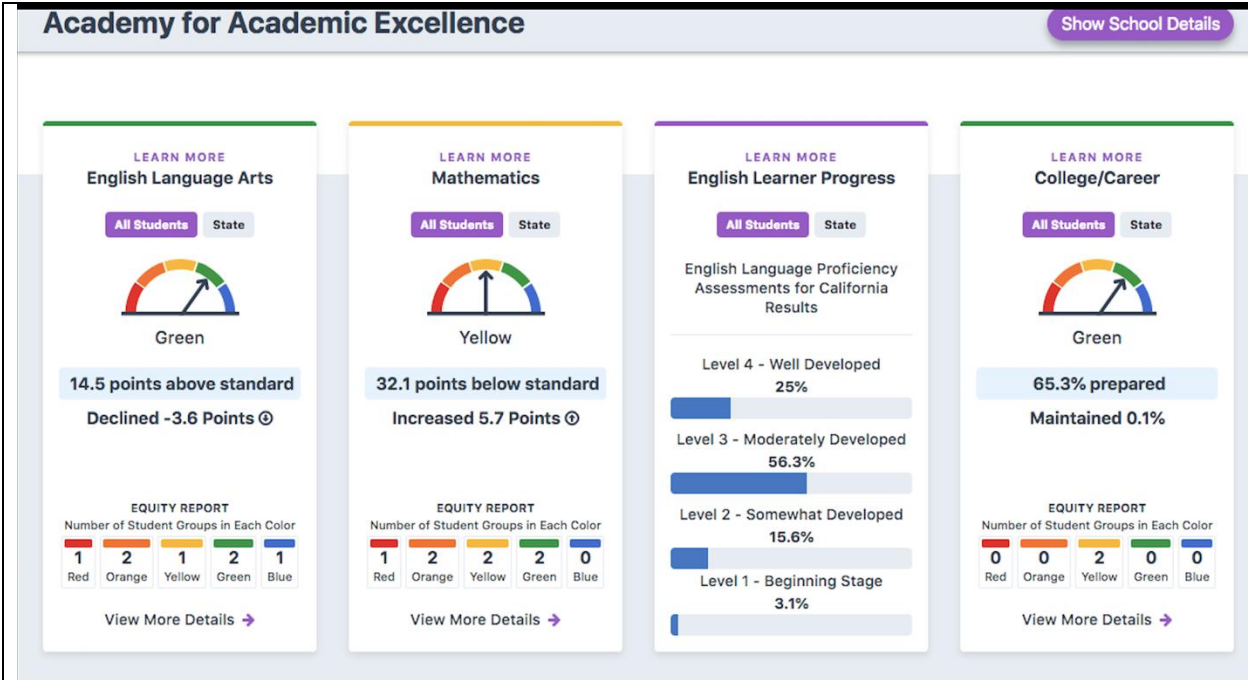
Suicide prevention, intervention, and postvention plans for the Academy for Academic Excellence and Norton Science and Language Academy schools offer more detailed information regarding site-specific protocols and procedures and are available to staff, student, parents, and community members via the Lewis Center School Safety Plan.



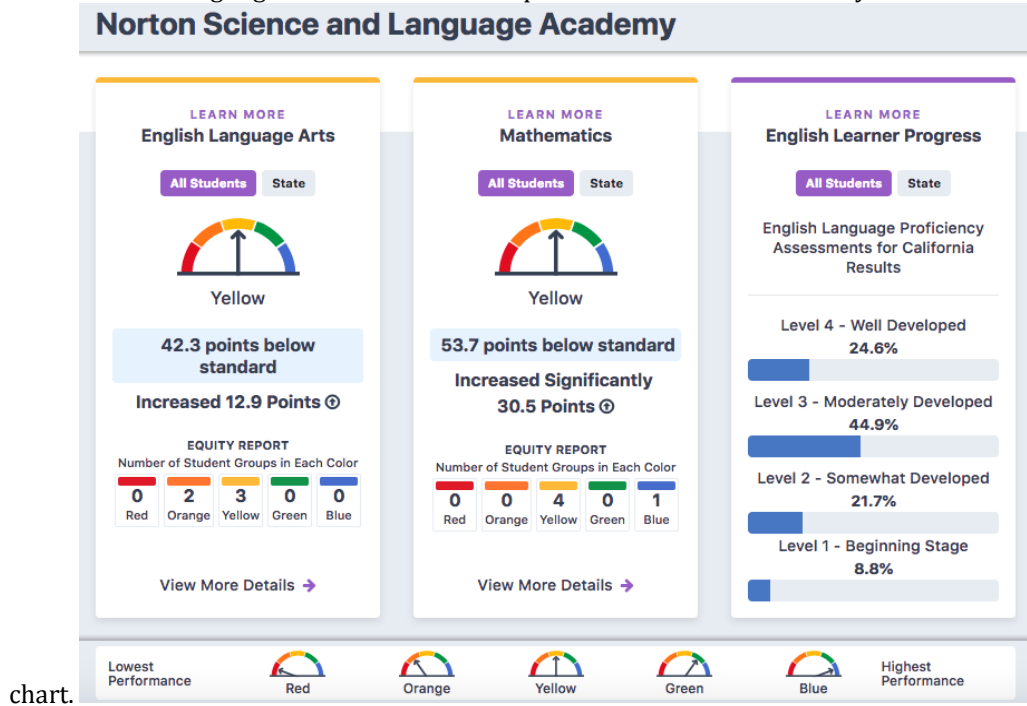
**Lewis Center for Educational Research  
STAFF REPORT**

Date: December 10, 2018  
 To: LCER Board of Directors  
 From: Lisa Lamb  
 Re: President/CEO Report

<p><b>Goal 1: Build the financial capacity of the LCER, including key provisions for sustainability.</b></p> <p>Ongoing:          We continue to look into additional funding sources to support our goals and objectives. These include categorical funding (Title I and Title III at AAE), increased food services funding through higher participation at both schools, multiple GAVRT and Local Outreach partnerships, and potential facilities funding sources. Each of these will build the financial capacity and provide for sustainability.</p>
<p><b>Goal 2: Develop and maintain facilities to meet the TK-12 needs at both campuses.</b></p> <p><u>AAE</u></p> <ul style="list-style-type: none"> <li>• Roof repairs are being completed on the C Bldg and on the Observatory at AVCI.</li> <li>• Additional repairs will be completed in the Observatory classroom as a result of water damage.</li> <li>• The contractor who installed the softball and play fields will be repairing the areas where the grass did not take and will be restoring the infield to playing condition. Softball should resume on the field when students return from Winter Break.</li> <li>• We have been experiencing an ongoing issue with the server room and IT offices flooding after each rain. Facilities is continuing to work to resolve this critical issue.</li> </ul> <p><u>NSLA</u></p> <ul style="list-style-type: none"> <li>• Facilities is working to level the Foisey field through grading and adding additional dirt as needed. This will create a safer play surface for students and staff. We have decided not to reseed it due to the time it would take to complete which would prohibit students from utilizing this area for approximately one year. Instead, we will water it to keep the dust down and maintain the existing grass areas.</li> <li>• Facilities is continuing to restore the athletic field through regular maintenance and overlay. It is currently being utilized by PE and athletics.</li> <li>• We have contracted with a pest management company to control gophers and ants on the grounds.</li> </ul> <p>The principals and executive staff will continue to work closely with our Facilities Department to ensure that the campuses are maintained in such a way as to support a safe and welcoming environment for students, staff and visitors.</p>
<p><b>Goal 3: Strengthen the academic program resulting in increased student mastery.</b></p> <p>The Accountability Dashboard will be publically released on December 3<sup>rd</sup>. Our preliminary access has shown that AAE continues to maintain high levels of student mastery as evidenced by the chart below.</p>



The Dashboard highlights the tremendous improvement in student mastery at NSLA as evidenced in the **Norton Science and Language Academy**



**Academic Goals for 2018-2019 S**

A AE:

- Adopt and implement new CCSS aligned Math Curriculum K-5
- Professional Development on new Math curriculum

- Continued Professional Development on Carnegie Learning Math 6-12
- Ongoing Professional Development on Benchmark ELA K-5

NSLA:

- Continue to strength the academic program in middle school
- Continue to build integrated STEM offerings in all grades
- Continued Swun Professional Development for staff and parents
- Adopt and implement new NGSS curriculum in grades TK-5
- Continue GLAD Professional Development

**Goal 4: Recruit, develop and retain a highly qualified staff.**

A task force for the NSLA Expansion has been established. This task force is comprised of the Executive Team, NSLA Administrative Team and general Administration support staff. One sub-committee is focused solely on personnel. This committee is actively analyzing current staffing needs and setting benchmarks for each stage of growth at NSLA.

The HR Department is also completing salary comparisons for administration, certificated and classified staff with local districts and charters. These comparisons will guide our budget decisions for next school year and the out-years. Compensation continues to an obstacle to recruiting and retaining staff- especially within the certificated and administrative positions.

The Principals are utilizing their one-time and Title II funds for to support continued professional development of staff. This has resulted in a dramatic increase to the professional development that AAE has been able to offer in many years. As categorical funding increases at AAE, professional development will continue to increase which will strengthen the academic program overall.

Effective November 16, 2018, we have increased the daily pay for internal bilingual certificated substitutes from \$135 per day to \$175 per day. This is a strong avenue for teacher recruitment at Norton as we often hire teachers from our substitute pool. At the current rate, we were not able to recruit highly qualified bilingual substitutes to fill our vacancies.

**Goal 5: The Lewis Center for Educational Research will communicate and operate under a common vision, mission, goals and objectives.**

The Lewis Center partnered with NASA’s Goldstone Outreach Visitor Center to host a Mars InSight Landing Public Event. This event provided an opportunity for us to bring our students from both schools together with our NASA/JPL partners to engage in real world science. In addition to learning more about Mars and the InSight Mission from JPL scientists, our students built rovers, created a scale model of the radio telescope, and created pocket solar systems. This was the first time that students from both schools collaborated on an academic project, and it is an example of the efforts being made to bring our schools together through the common academic emphasis on science and technology. Our students were also joined by over 100 community members which continues to support our mission and vision of being a leader amongst the greater science community.

On December 12<sup>th</sup>, the entire Lewis Center will meet via video conference to collectively join in updates and celebrations. The return to joint all staff meetings is new this year, and we will work to refine this approach to meet organizational needs.

The Executive Team is scheduled to have an all-day retreat during the Winter Break to draft the objectives and strategies to support each of our organizational goals. These will be presented to the board at the subsequent board meeting for approval.

After the Winter Break, the Lewis Center Management Team will engage in Strengths-Based Leadership professional development with Sharon Page. The goal of this training is to empower the leaders within our organization to maximize their talents and to equip our team to fully meet our vision.

**Lewis Center for Educational Research  
Human Resources Staff Report  
November 28, 2018**

**AAE (8 Total)**

**New Hires: (3)**

Last Name	First Name	Job Title	Position / Stipend #	Hire Date
Buckley	Lyndsey	Health Office Sub	Sub	11/16/2018
Rodriguez	Regina	Classified Sub	SUB	11/16/2018
Magee	Judith	Ed Specialist, Teacher	00156	11/14/2018

**Reclassifications: (1)**

LAST	FIRST	From	Position / Stipend #	To	Position / Stipend #	Date
Rico-Martinez	Nancy	Food Service Worker - NSLA	00093	Food Service Worker - AAE	00094	11/5/2018

**Separations: (4)**

Last Name	First Name	Job Title	Reason	Position / Stipend #	Termination Date
Alvarez	Junior	Classified Substitute	Resignation (didn't do mandatory Training)	Sub	11/2/2018
Lewis	Cynthia	Certificated Substitute	Resignation (didn't do mandatory Training)	Sub	11/2/2018
Lindstrom	Jacob	Certificated Substitute	Resignation (didn't do mandatory Training)	Sub	11/2/2018
Quintana	Miranda	Classified Substitute	Resignation (didn't do mandatory Training)	Sub	11/2/2018

**NSLA (8 Total)**

**New Hires: (4)**

Last Name	First Name	Job Title	Position / Stipend #	Hire Date
Vega	Edgar	Classified Substitute	Sub	11/27/2018
Mendoza	Roxanne	Instructional Assistant - 00109	00109	11/16/2018
Padilla-Llamas	Vianca	After School Program Assistant - 00011	00011	11/5/2018
Cortez	Sarai	Classified Substitute	SUB	11/2/2018

**Reclassifications: (1)**

Last Name	First Name	From	Position / Stipend #	To	Position / Stipend #	Date
Rico-Martinez	Nancy	Food Service Worker - NSLA	00093	Food Service Worker - AAE	00094	11/5/2018

**Separations: (3)**

Last Name	First Name	Job Title	Reason (resignation, At Will, or For Cause)	Position / Stipend #	Termination Date
Lopez	Angelica	Classified Substitute	TB Expired	Sub	11/26/2018
Manes	Karla	Teacher (2nd Grade)	Resignation	00167	11/8/2018
Quarles Sr	Lloyd	Classified Substitute	Resignation (did not complete Mandatory Trainings)	00167	11/8/2018

**Positions Currently Posted / In the Interview Process / or Recently Hired:**

**LCER:**

Groundskeeper Posted

**AAE Certificated:**

Certificated Substitute Posted (Ongoing) – Recently Hired  
Education Specialist (2) Posted Recently Hired (1)  
School Counseling Intern Posted

**AAE Classified:**

Health Office Substitute Posted (Ongoing) – Recently Hired  
Coach – Var. Girls Softball Posted – Recently Interviewed / Checking References  
Classified Substitute Posted (Ongoing) – Recently Hired  
Ed Specialist Instructional Assistant Posted

**NSLA Certificated:**

Certified Substitute Posted (Ongoing) – Recently Hired  
Bilingual Certified Substitute Posted (Ongoing)  
Teacher on Assignment Re-Posted – Interviews Scheduled  
ELEM Dual Immersion Teacher Posted – Interviews Scheduled  
MS Baseball Coach Posted  
MS Soccer Coach Posted  
MS Track Coach Posted  
Ed Specialist Instructional Assistant Posted  
Bilingual Instructional Assistant Posted

**NSLA Classified:**

Classified Substitute Posted (Ongoing) – Recently Hired  
Facilities Technician Recently Hired  
Enrichment Instructor – Music Offer Declined – Checking References on Alternate Applicant  
After School Program Assistant Posted  
Character Development Officer Recently Hired  
Education Specialist Instr. Assistant Posted – Recently Promoted – Interviewing to backfill  
Instructional Assistant Posted  
Food Service Worker Offer Accepted – Starting after winter break

**HR Activities including both AAE & NSLA:**

**Employment:**

- Created job postings / descriptions for above positions
- Recruited and advertised new positions: internally, Edjoin, Daily Press, Desert Dispatch, LCER Website, Monster.com, Local Universities
- Collected and screened job applicants
- Scheduled and held interviews
- Sent follow up thank you letters and emails for those applicants/candidates who were not selected
- Conducted reference checks for all prospective new hires
- Conducted new hire orientations for new employees (new hire packet, health benefits, sick leave, salary placement, and job requirements), processed job-reclassifications, etc.
- Processed new hire paperwork for new hires, including DOJ, background checks, benefits paperwork, etc.
- Processed paperwork for employee separations and completed exit interviews
- Responded to verifications of employment from other schools and/or credit/loan institutions
- Monitored seasonal coaching agreements
- Analyzed applicant credentialing and communicated with applicants regarding credentialing requirements
- Planning for future staff recruitment for NSLA build out

**Compliance:**

- Prepared packet for volunteers to include: DOJ fingerprint procedures, TB risk assessments, volunteer driver packets, LCER Agreements: Proprietary, Child Abuse, Internet Use, etc.
- Assisted employees with credentialing applications, renewals, waivers, etc.
- Maintained employee and volunteer fingerprint information and DOJ database as well as provided training at the parent/volunteer workshops at the AAE
- Maintained employer pull notices through the DMV
- Sent letters to employees for expirations of TB tests, Food handler's cards, CPR/First Aid cards, etc
- Follow up to employee notices for CPR/first aid, mandated sexual harassment training for supervisors, TB tests, etc.
- Continued implementation for TB tests for parents and volunteers to be in line with new laws
- Monitored labor law updates and blogs for compliance
- Reviewing the 2018 Cal Chamber Labor Law Digest
- Worked on updating HR board policy, procedures & employee handbook
- Reviewing wage and hour updates
- Processed workers' comp & student injury claims
- Facilitated accommodations meetings with employees and supervisors for workers' comp
- Assigned and tracked annual compliance trainings for staff

**Personnel Items:**

- Processed FMLA applications and SDI benefit claims
- Responded to notice of claim filed for unemployment insurance
- Ongoing new teacher induction management
- Ongoing credential processing and monitoring
- Calculated pay reconciliations for finance department for employees' terminations, leaves, etc.
- Investigated and responded to potential UCP and internal complaints
- Updated forms and implemented procedure changes: pre-hire orientation paperwork, requests for time, etc.
- Web Timesheets: Worked with Finance Department to continue to train and implement organizational wide roll out of new web based timesheet system
- Tracked sick leave balances in HR Software
- Worked with CEO on NSLA lease
- Assisted Finance with personnel budget items for 2018-19 and 2019-2020 school year
- Followed up on meetings with each director to review their personnel costs for 2018-19 with Finance Director
- Worked with finance to create reports for exec team and Board
- Finalized 2018-19 salary calculations for all regular classified and certificated staff that were late hires
- Coordinated the Employee of the Semester: nominations, meetings, selections, awards, presentations, etc.
- Worked on updating HR board policy, procedures and employee handbook
- Continual update of HR forms to include workers comp/student accident, family leave, hiring checklists, SOPs, etc.
- Track, log, and send reminders to supervisors for performance evaluations and mandated training completions
- Continue to assist Finance with budget projections
- Researched and compiled information for CEO on Dual Immersion schools in Southern California
- Salary Benefits Comparisons for CEO as well as all other staff

**Trainings/Meetings/Presentations:**

- Quarterly HDEAC seminar/training
- Monthly HDEAC board meetings
- LCER regular/special board meetings
- Regional credential and induction meetings
- RCOE Center for Innovation Regional Induction meetings
- Participated in Weekly LCER Executive Team meetings

- Facilitated/coordinated LCER General Administrative Team meetings
- Facilitated/coordinated EWS trainings for all NSLA and AAE Substitutes
- Facilitated/coordinated training for administrators, managers and assistants regarding finance/HR changes and procedures
- Set up and tracked annual mandatory training videos for all staff through Charter Safe's Safe Schools website
- Facilitated/coordinated Wednesday teacher training/workshop regarding finance/HR procedures
- Strategic planning with the board

**Lewis Center for Educational Research  
Staff Report**

Date: December 10, 2018  
To: LCER Board of Directors  
From: David Gruber  
Re: Finance Department Report

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**Finance Updates**

The Finance office has been working with the Auditors to provide a Draft closing of the 2017/2018 Fiscal Year. We have also been able to complete the 1<sup>st</sup> Interim and provide the reports to our authorizers indicating the stability and necessary reserves to have a positive budget for the next 3 years and into the future.

In Purchasing and Accounts Payables, they have finalized the PO process and are now fully implemented for encumbrance budget reporting. As an organization, we are now able to submit a PO, encumber the liability and process payment to the vendor all within our operating system. As a result, we are now able to help support the sites with a much clearer process and are working with the staff to help identify available funds. We are anticipating this will help us better budget and account for the needs of the schools, with more information to help confirm that we are not at risk of spending the same dollar twice.

Payroll, with support from our consultant, was able through a test environment to develop the semi-monthly payroll reports. We are now completing all of the necessary behind the scenes steps to finalize the transition to semi-monthly payroll going into effect in January.



**Lewis Center for Educational Research**

**STAFF REPORT**

Date: November 28<sup>th</sup>, 2018  
To: Board of Directors  
From: Ryan Dorcey  
Re: Information Technology/GAVRT Report

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**Information Technology**

- IT led our Data Governance Task Force meeting to share data definitions and share the state updates in regards to the collection and reporting of data.
- Added 2 outdoor cameras to AAE campus and waiting for facilities installation of one more indoor camera.
- 264 support tickets resolved during reporting period October 31<sup>st</sup> - November 28<sup>th</sup>.

**GAVRT**

- GAVRT and IT staff supported the Mars event with live viewing of the robotic Insight lander.

**Lewis Center for Educational Research  
Staff Report**

Date: December 10, 2018  
To: LCER Board of Directors  
From: Valli Andreasen  
Re: Principal's Report

**School Operations**

- Student Attendance Review Team (SART) meetings were held on November 27 for students with more than 12 absences year-to-date.

**Strategic Planning**

- Staff has conducted data analysis and planning based on California School Dashboard private previews of the indicators. Public release of the final state indicators for local educational agency (LEA) will be the week of December 3.

**Student Achievement and Performance**

- National Honor Society (NHS) Induction ceremony was held on November 27. There are presently 140 members of NHS, National Junior Honor Society (NJHS), and National Elementary Honor Society (NEHS).

**School Event Highlights**

- High School ASB held their first formal dance of the school year on Saturday, November 17th. Despite a last-minute change in venue, staff, students, parents, our CEO and the Town of Apple Valley pulled together to put on an amazing event for our students.
- ASB held a canned food drive for families in need. We collected more than 1,200 cans.
- Mock Trial had a great season finishing with a 2 and 2 record against fierce competition.
- Athletics have moved into the winter sports season. We have Girls and Boys basketball, Girls and Boys soccer, which are high school students. Middle school Girls softball and middle school Boys baseball have also begun.
- Dr. Longoria went around to all the TK-5 teachers/staff with the "Woot Woot Cart" full of goodies (protein bars, trail mix, water, etc.) to brighten the last day of school before the Thanksgiving holiday.
- Seven juniors attended the Mayor's Youth Leadership Summit on November 29.
- School Counselor, Genevieve Cook, met with the junior class to outline college planning and counseling activities such as college tour, college fair, and meeting for parents.
- Our Knights Concert Band will be performing at the upcoming December 13 County Office of Education's Holiday Open House thanks to the facilitation of David Gruber.

## **Media Coverage**

- “AAE boys, girls advance to CIF-SS finals” *Daily Press* article on November 10, 2018. Both the boys and girls teams will advance to CIF-SS cross country finals.
- “Lewis Center in Apple Valley to host viewing of Mars InSight landing on Monday” *Daily Press* article on November 24, 2018. LCER will hold a free, public viewing party titled Mission to Mars.
- “Insight into InSight in Apple Valley” *Daily Press* article on November 26, 2018. Coverage of the live viewing of InSight’s Mars landing at the Lewis Center for Education Research.

## **Parent and Community Partnerships**

- AAE hosted the Mountain Desert Middle School Partnership on November 28. Principals, ASB advisors, Athletic Directors, and Academic Pentathlon coaches from 14 local middle schools attended.
- LCER hosted a viewing of the InSight Landing on November 26 at AAE. Two hundred students, staff, and guests were in attendance. Instructors from VVC were on site to present along with JPL representatives.

## **Fiscal Considerations**

- College Readiness Block Grant Plan is being submitted to the Board for approval. AAE has received an allocation of \$75,000.

## **Special Education**

Total- 120  
Speech ONLY- 35  
Pending referrals- 6

## **Registrar**

<b>Enrollment</b>	<b>Waiting List</b>
Pre K	879
TK 25	absorbed
K 100	152
1st 100	193
2nd 100	238
3rd 110	115
4th 112	180

5th	112	145
6th	125	123
7th	122	124
8th	125	98
9th	117	20
10th	108	5
11th	88	4
12th	97	0
Total	1441	2276

**Attendance**

Month 3 (10-01-2018 to 10-26-2018) 97.685%

<b><u>Discipline</u></b>	<b>TK-5</b>	<b>6-8</b>	<b>9-12</b>
In--house Suspension	1	4	1
Suspensions	2	0	3
Expulsions	0	0	0

Norton Science and Language Academy  
Principal's Board Report  
2018-2019



**To:** *Lewis Center for Educational Research Board of Directors*  
**From:** *Fausto Barragán, Jr., Ed.D, Principal, Norton Science and Language Academy*  
**Date:** *December 3, 2018 (submitted November 26, 2018)*

**Overview**

*This report was prepared using quantitative data as well as reflective qualitative data looking back at our accomplishments to date, while also sharing recent activity in a variety of key organizational areas.*

<b>Principal's reflection and message</b>	<p>NSLA staff and students are thankful for the month of November. It was time for a well-deserved break!</p> <p>Thirty families were provided with Thanksgiving food baskets. The efforts by the PTO, staff and students provided our families with a thanksgiving meal including a turkey and all of the trimmings. We would like to thank the volunteer parents who spent their day putting together all of the donations and distributing them to the families. Many smiles and tears were shed. This is a small example of the giving community of stakeholders that makes up NSLA.</p> <p>Students were recognized for academic achievement, behavior and attendance at trimester awards assemblies. Parent attendance was high and assemblies ran smoothly with the support of administrative and office staff.</p>
<b>Academics</b>	<p><b><u>Transitional Kindergarten:</u></b>          Students will be learning about Christmas, Kwanzaa and Hanukah and will be encouraged to share about their holiday traditions. During the winter break student are encouraged to continue practicing their names verbally and in writing. Families are also encouraged to read with their children daily.</p> <p><b><u>Kindergarten:</u></b></p> <ul style="list-style-type: none"> <li>• Able to count syllables in spoken words and recognize vowels.</li> <li>• Able to write words using syllables.</li> <li>• Able to identify and produce rhyming words.</li> <li>• Able to recognize, name, and trace letters: Ll, Cc, Hh,</li> <li>• Able to recognize high frequency words: los, las, unos, unas, jugar, juego, con, tengo, tiene</li> <li>• Able to identify: characters, setting, and major events in a story.</li> <li>• Able to identify front cover, back cover, title page, author, and illustrator.</li> <li>• Able to identify author's purpose.</li> <li>• Able to decompose numbers within 10 using the "enlace de números"</li> <li>• Able to count and represent with written numerals 0-20</li> <li>• Able to count orally to 60 by 1's and 10's in Spanish.</li> <li>• Able to add within 10, using objects or images.</li> <li>• Able to add different combinations of numbers 1-9 to create the number 10</li> <li>• Able to classify objects by a given category using a graph.</li> </ul>

***Vision:*** *We are a bilingual, biliterate, and multicultural community that achieves at the highest levels*

***Mission:*** *Our NSLA mission is to ensure learning for a diverse and often underserved population of students who will be college and career ready as a result of our safe and rigorous bilingual, biliterate, and multicultural education*

**First Grade:**

**Language Arts: (Spanish)**

**Reading:** Benchmark Adelante Curriculum. Unit 4, students read and compare selections with different types of characters and settings to understand how authors create stories.

**Writing:** We will start a new genre : opinion. Students will write a 5 sentences paragraph on their favorite American holiday.

**Math:** SWUN Curriculum- Students will be continue working on Algebraic Thinking. They will add and subtract within 20, understand and apply properties of operations and the relationship between addition and subtraction. Students will also work on Numbers and Operation Base Ten in understanding place value and comparing numbers.

**Science:** (English) We will be learning about American Symbols.

**Second Grade:**  
**LANGUAGE ARTS**

*Theme: Solving Problems Through Technology*

In this unit, students read and compare selections about technology, innovations, and innovative thinkers and analyze the role technology plays in society.

**WRITING**

Spanish: Opinion Paragraph

Your child will learn how to write a paragraph about his/her opinion.

English: Friendly Letters

Your child will learn how to write a friendly letter. Encourage your child to write a letter to a family member about something they'd like to change and mail it. She or he will be so excited to receive a response in the mail.

**Third Grade:**

**Language Arts: (English)**

**Benchmark Advance: At this time, we are working on** theme 4-Point of View. Including:

- Listen/Close Reading Key Details
- Find Text Evidence: Identify main idea and supporting details
- Find Text Evidence: Identify supporting details
- Find Text Evidence: Draw Inferences
- Build Vocabulary
- Phonics and spelling focus we are also focusing on accents and diphthongs in Spanish.

**Writing:** During this second trimester, we advance from one to several paragraphs and the genre of opinion. Students will also continue to visit expository and narrative writing.

**Math: (English)**

This trimester 2 finds us with math in English. We will be starting with fractions which will continue for the next two units. Help your student to visualize fractions by using the

vocabulary of fractioning something (as oppose to cutting) into equal parts.

**Science: (English) This month we are continuing with life cycles**

**Fourth Grade:**

Children are natural scientists. They begin observing the world around them as soon as they are born. In fourth grade, students work with a partner in class each day during December and January to question, research, hypothesize and test scientific inquiries. This is a great opportunity to make a new friend and build collaboration skills, which are highly-valued by future employers. They will have about 20 minutes a day, for 2 months to complete this process in class. There are weekly assignments due in Google Classroom, as well as teacher coaching sessions, to support them. They may also work at home, especially to conduct the actual experiment. Display boards may be constructed at school, with access to printers, paper, glue and markers. Let's get curious!

**Fifth Grade:**

**What are we doing in math?** In the month of December, students will continue to work on Unit 6. Unit 6 includes subtracting fractions with unlike denominators including mixed numbers. Students will be making connections between solving with area models and using standard algorithm

**What are we learning in English Language Arts?** This month, students will begin Unit 5- Technology's Impact on Society. The focus question is: What value does technology bring to people's lives? Students will use leveled readers to support concepts learned in Unit 5. Students will use their small readers to annotate and create a POP (Powerful Oral Presentation). They will identify main ideas, supporting details, and cite evidence from the text. For writing, students will continue to write an opinion essay. They will need to use evidence from reliable sources as evidence to support their opinion

**What are we learning in Spanish Language Arts?**

This month, students will use informational texts to analyze text structure, problem and solution. They will also learn about analyzing timelines and other graphic elements in a text. Within this unit, students will continue to focus on main ideas, supporting details, citing evidence from the text, and summarizing key events. For writing, students will continue to write opinion essays.

**What are we learning in Social Studies?** This month, students will begin to focus on Unit 2. Western Exploration and the First Colonies.

**What are we learning in Science?** This month, students will continue to focus on Physical Science. This unit of study will focus on Matter, Energy in Organisms and Ecosystems. Within this unit, students will study energy among plants and animals.

**Sixth Grade:**Our 6th graders will study nonfiction texts around the theme of chocolate. We will write persuasive essays with evidence from several sources to support an opinion. Then

	<p>we will spend several weeks more on non-fiction looking at social issues on the Titanic. Our 7th graders will study non-fiction informative texts based on the science of the brain. Students will learn about several brain disorders and how they affect what we perceive and how we respond to the world around us. We will continue studying non-fiction with a unit on the California Gold Rush. Our 8th graders will be finishing up our unit on Liberty and Equality. In this unit students have read from a range of writers whose work contributed to extreme shifts in social organization, and what it mean for people to be considered “equal”. We will then move on to our Science/Science Fiction unit where we will be working through the novel “Frankenstein”. Throughout these units students will also be given the opportunities to strength and work on their writing and grammar skills. Students should be reading for pleasure at least 20 minutes a day as homework.</p>
<b>Staffing</b>	<p><b><u>We are currently working to fill the following open positions:</u></b>  <i>Third Grade Dual Language Teacher</i>  <i>Soccer Coach</i></p>
<b>Technology</b>	<p><i>Technology continues to be strong focus and instructional tool at NSLA.</i></p>
<b>Athletics</b>	<p><i>Charles Martin and Dominic Chavira (Athletic Director) are coaching the girls’ softball and boys’ baseball teams.</i></p> <p><i>Please come out and support out Rocket Athletes!</i></p>
<b>Discipline Data</b>	<p>During the month of November, we had a couple of suspensions, we did conflict resolutions and the majority of the students’ who came to the office came because they were horse playing in class. We worked with the students regarding personal space, inappropriate use of technology and bullying.</p> <p>2 major incident reports  the two major incident reports led to two students being suspended.</p> <p><b>The minor incident reports were as follow:</b></p> <ul style="list-style-type: none"> <li>1 personal space</li> <li>4 inappropriate use of technology</li> <li>4 horseplay</li> <li>2 Conflict resolutions</li> <li>1 In house Discipline</li> <li>4 bullying</li> </ul> <p>SART: during 1<sup>st</sup> trimester:  10 SART meetings  16 Students</p>



<b>Recruitment Efforts</b>	<p>Recruitment has been ongoing with phone calls and creating connections. For the month of November, we have planned to drop off more materials to the new sites (libraries, clubs and schools). We've had a significant boost to phone calls for enrollment, school tours and interest applications (10-15 phone calls per week, 3-5 school tours per week and 3-5 applications per week). Latest recruitment has brought us some new potential parents due to our efforts at the Boys and Girls club and other area preschools.</p> <p>We will have numbers for next year's incoming Kinder and TK group for 2019-2020 by the end of the week or sooner.</p>																																
<b>Current Enrollment</b>	<table border="1"> <tr><td><b>TK</b></td><td><b>26</b></td><td></td></tr> <tr><td><b>K</b></td><td><b>104</b></td><td></td></tr> <tr><td><b>1</b></td><td><b>109</b></td><td></td></tr> <tr><td><b>2</b></td><td><b>107</b></td><td></td></tr> <tr><td><b>3</b></td><td><b>102</b></td><td></td></tr> <tr><td><b>4</b></td><td><b>94</b></td><td></td></tr> <tr><td><b>5</b></td><td><b>78</b></td><td></td></tr> <tr><td><b>6</b></td><td><b>55</b></td><td></td></tr> <tr><td><b>7</b></td><td><b>60</b></td><td></td></tr> <tr><td><b>8</b></td><td><b>52</b></td><td></td></tr> </table>	<b>TK</b>	<b>26</b>		<b>K</b>	<b>104</b>		<b>1</b>	<b>109</b>		<b>2</b>	<b>107</b>		<b>3</b>	<b>102</b>		<b>4</b>	<b>94</b>		<b>5</b>	<b>78</b>		<b>6</b>	<b>55</b>		<b>7</b>	<b>60</b>		<b>8</b>	<b>52</b>			
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<b>Special Events</b>	<p><b>12/7</b>—PTO General Meeting 8:30-9:30 AM Cafeteria —3<sup>rd</sup> grade Fieldtrip to SB Museum 9:15-1:15pm</p> <p><b>12/10</b>—LCER Board Meeting 4:00pm-7:00pm (K5)</p> <p><b>12/13</b>—Annual Winter Performances 8:30AM</p> <p><b>12/14</b>—<b>12:30 Dismissal Day</b> —Students are encouraged to wear Holiday T-shirts with <u>uniform bottoms</u>.</p> <p><b>12/17-1/7</b>—Winter Break.</p> <p><b>January 25, 2018 – WASC Chairperson Visit to NSLA</b></p>																																

**Upcoming Events:**

As always, we welcome board members to all and any events taking place at Norton Science and Language Academy. If you would like to visit classrooms, please make sure to check into the office so that Dr. Barragán, any available administrator or ASB leader may give you a tour to show the rigorous learning taking place inside of the classrooms.

The High Desert Partnership in Academic Excellence Foundation, Inc.  
 Check/Voucher Register - Board Report - 10K  
 From 11/1/2018 Through 11/30/2018

<u>Effective D...</u>	<u>Check Nu...</u>	<u>Vendor Name</u>	<u>Check Amount</u>	<u>Transaction Description</u>
11/1/2018	383		547,592.74	Group: CERT; Pay Date: 11/1/2018
11/2/2018	41483	SBCSS	22,488.13	NSAA PERS contributions for October 2018
11/2/2018		SBCSS	49,561.54	LCER/AE - PERS contributions for October 2018
11/2/2018	41484	SBCSS	64,322.92	NSAA STRS contributions for October
11/2/2018		SBCSS	123,653.34	LCER/AE - STRS contributions for October 2018
11/3/2018	41493	CharterSAFE	24,626.00	Insurance premium pymt for October
11/3/2018	41498	SchoolsFirst Federal C...	16,128.17	Employee TSA contributions - October 18
11/19/2018	41554	SISC	177,748.85	Health Coverage for November 2018
11/28/2018	41565	Liberty Utilities	<u>11,262.07</u>	Acct# 084800 - Elem Playfield
Report Total			<u>1,037,383.76</u>	

**All Funds - Budget Comparison 2017/18 to 2018/19**

**2017-2018**

	Current Period			Percent Remaining
	Total Budget \$ - Revised	Actual thru November	Remaining Budget	
Annual Budgeted Revenue				
Revenue	21,766,039	9,069,183	12,696,856	58.33%
Expense				
Certificated Salaries	9,168,312	3,669,771	5,498,541	59.97%
Classified Salaries	3,260,238	1,361,751	1,898,487	58.23%
Benefits	4,394,559	1,769,019	2,625,540	59.75%
Books and Supplies	964,500	408,334	556,166	57.66%
Services & Other	2,177,272	802,828	1,374,444	63.13%
Capital Outlay	150,000	51,895	98,105	65.40%
Other Outgo	1,160,040	431,102	728,938	62.84%
Share of LCER	0	0	0	N/A
Total Expense	21,274,921	8,494,700	12,780,221	60.07%
Add (Subtract) to Reserves	491,118	574,483	(83,365)	
<b>Total Revenue</b>	<b>21,766,039</b>	<b>9,069,183</b>	<b>12,696,856</b>	<b>41.67%</b>
<b>Total Expense</b>	<b>21,274,921</b>	<b>8,494,700</b>	<b>12,780,221</b>	<b>39.93%</b>
Add (Subtract) to Reserves	491,118	574,483	-83,365	

**2018-2019**

	Current Period			Percent Remaining
	Total Budget \$ - Original	Actual thru November	Remaining Budget	
Annual Budgeted Revenue				
Revenue	23,293,369	9,705,570	13,587,799	58.33%
Expense				
Certificated Salaries	9,624,971	4,530,273	5,094,698	52.93%
Classified Salaries	3,204,142	1,245,311	1,958,831	61.13%
Benefits	4,583,606	2,093,093	2,490,513	54.34%
Books and Supplies	1,453,520	773,412	680,108	46.79%
Services & Other	2,347,826	876,982	1,470,844	62.65%
Capital Outlay	175,000	37,208	137,792	78.74%
Other Outgo	1,104,500	298,762	805,738	72.95%
Share of LCER	0	0	0	N/A
Total Expense	22,493,565	9,855,041	12,638,524	56.19%
Add (Subtract) to Reserves	799,804	(149,471)	949,275	
<b>Total Revenue</b>	<b>23,293,369</b>	<b>9,705,570</b>	<b>13,587,799</b>	<b>41.67%</b>
<b>Total Expense</b>	<b>22,493,565</b>	<b>9,855,041</b>	<b>12,638,524</b>	<b>43.81%</b>
Add (Subtract) to Reserves	799,804	-149,471	949,275	

**AAE - Budget Comparison 2017/18 to 2018/19**

**2017-2018**

	Current Period			Percent Remaining
	Total Budget \$ - Revised	Actual thru November	Remaining Budget	
Annual Budgeted Revenue				
Revenue	13,208,142	5,503,393	7,704,750	58.33%
Expense				
Certificated Salaries	5,478,833	2,251,930	3,226,903	58.90%
Classified Salaries	1,076,788	457,497	619,291	57.51%
Benefits	2,259,794	954,817	1,304,977	57.75%
Books and Supplies	438,420	219,288	219,132	49.98%
Services & Other	1,023,562	314,092	709,470	69.31%
Capital Outlay	120,000	21,525	98,475	82.06%
Other Outgo	1,160,040	431,102	728,938	62.84%
Share of LCER	1,346,185	626,633	719,553	53.45%
Total Expense	12,903,622	5,276,884	7,626,739	59.11%
Add (Subtract) to Reserves	304,520	226,509	78,011	
<b>Total Revenue</b>	<b>13,208,142</b>	<b>5,503,393</b>	<b>7,704,750</b>	<b>41.67%</b>
<b>Total Expense</b>	<b>12,903,622</b>	<b>5,276,884</b>	<b>7,626,739</b>	<b>40.89%</b>
Add (Subtract) to Reserves	304,520	226,509	78,011	

**2018-2019**

	Current Period			Percent Remaining
	Total Budget \$ - Original	Actual thru November	Remaining Budget	
Annual Budgeted Revenue				
Revenue	14,150,329	5,895,970	8,254,359	58.33%
Expense				
Certificated Salaries	5,760,416	2,703,920	3,056,496	53.06%
Classified Salaries	1,193,375	454,705	738,670	61.90%
Benefits	2,381,680	1,148,615	1,233,065	51.77%
Books and Supplies	725,940	342,718	383,222	52.79%
Services & Other	1,099,271	365,388	733,883	66.76%
Capital Outlay	90,000	25,469	64,531	71.70%
Other Outgo	1,104,500	298,762	805,738	72.95%
Share of LCER	1,547,024	792,952	754,072	48.74%
Total Expense	13,902,206	6,132,529	7,769,677	55.89%
Add (Subtract) to Reserves	248,123	(236,559)	484,682	
<b>Total Revenue</b>	<b>14,150,329</b>	<b>5,895,970</b>	<b>8,254,359</b>	<b>41.67%</b>
<b>Total Expense</b>	<b>13,902,206</b>	<b>6,132,529</b>	<b>7,769,677</b>	<b>44.11%</b>
Add (Subtract) to Reserves	248,123	(236,559)	484,682	

**NSLA - Budget Comparison 2017/18 to 2018/19**

**2017-2018**

	Current Period			Percent Remaining
	Total Budget \$ - Revised	Actual thru November	Remaining Budget	
Annual Budgeted Revenue				
Revenue	8,557,897	3,565,790	4,992,107	58.33%
Expense				
Certificated Salaries	3,261,362	1,244,001	2,017,361	61.86%
Classified Salaries	869,553	367,518	502,035	57.73%
Benefits	1,348,317	514,535	833,782	61.84%
Books and Supplies	514,205	156,635	357,570	69.54%
Services & Other	1,001,677	280,610	721,067	71.99%
Capital Outlay	30,000	27,885	2,115	7.05%
Other Outgo	0	0	0	N/A
Share of LCER	1,346,185	626,633	719,553	53.45%
Total Expense	8,371,299	3,217,817	5,153,483	61.56%
Add (Subtract) to Reserves	186,598	347,974	(161,376)	
<b>Total Revenue</b>	<b>8,557,897</b>	<b>3,565,790</b>	<b>4,992,107</b>	<b>41.67%</b>
<b>Total Expense</b>	<b>8,371,299</b>	<b>3,217,817</b>	<b>5,153,483</b>	<b>38.44%</b>
Add (Subtract) to Reserves	186,598	347,974	-161,376	

**2018-2019**

	Current Period			Percent Remaining
	Total Budget \$ - Original	Actual thru November	Remaining Budget	
Annual Budgeted Revenue				
Revenue	9,037,540	3,765,642	5,271,898	58.33%
Expense				
Certificated Salaries	3,395,610	1,578,903	1,816,707	53.50%
Classified Salaries	875,892	319,680	556,212	63.50%
Benefits	1,498,379	637,071	861,308	57.48%
Books and Supplies	666,199	366,588	299,611	44.97%
Services & Other	872,853	258,509	614,344	70.38%
Capital Outlay	20,000	10,726	9,274	46.37%
Other Outgo	0	0	0	N/A
Share of LCER	1,156,926	551,035	605,891	52.37%
Total Expense	8,485,859	3,722,512	4,763,347	56.13%
Add (Subtract) to Reserves	551,681	43,130	508,551	
<b>Total Revenue</b>	<b>9,037,540</b>	<b>3,765,642</b>	<b>5,271,898</b>	<b>41.67%</b>
<b>Total Expense</b>	<b>8,485,859</b>	<b>3,722,512</b>	<b>4,763,347</b>	<b>43.87%</b>
Add (Subtract) to Reserves	551,681	43,130	508,551	

**LCER - Budget Comparison 2017/18 to 2018/19**

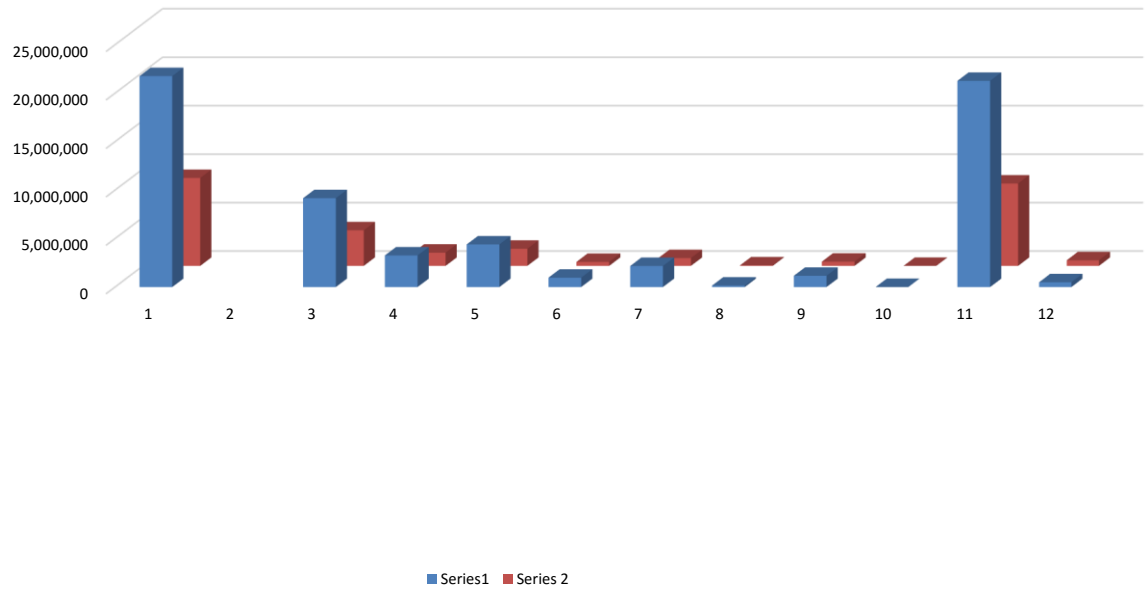
**2017-2018**

	Current Period			Percent Remaining
	Total Budget \$ - Revised	Actual thru November	Remaining Budget	
Annual Budgeted Revenue				
Revenue	0	0	0	N/A
Expense				
Certificated Salaries	428,117	173,840	254,277	59.39%
Classified Salaries	1,313,897	536,736	777,161	59.15%
Benefits	786,448	299,667	486,781	61.90%
Books and Supplies	11,875	32,411	(20,536)	-172.93%
Services & Other	152,033	208,126	(56,093)	-36.90%
Capital Outlay	0	2,485	(2,485)	N/A
Other Outgo	0	0	0	N/A
Share of LCER	(2,692,370)	(1,253,265)	(1,439,105)	
Total Expense	0	0	0	#DIV/0!
Add (Subtract) to Reserves	0	0	0	
<b>Total Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b>Total Expense</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
Add (Subtract) to Reserves	0	0	0	

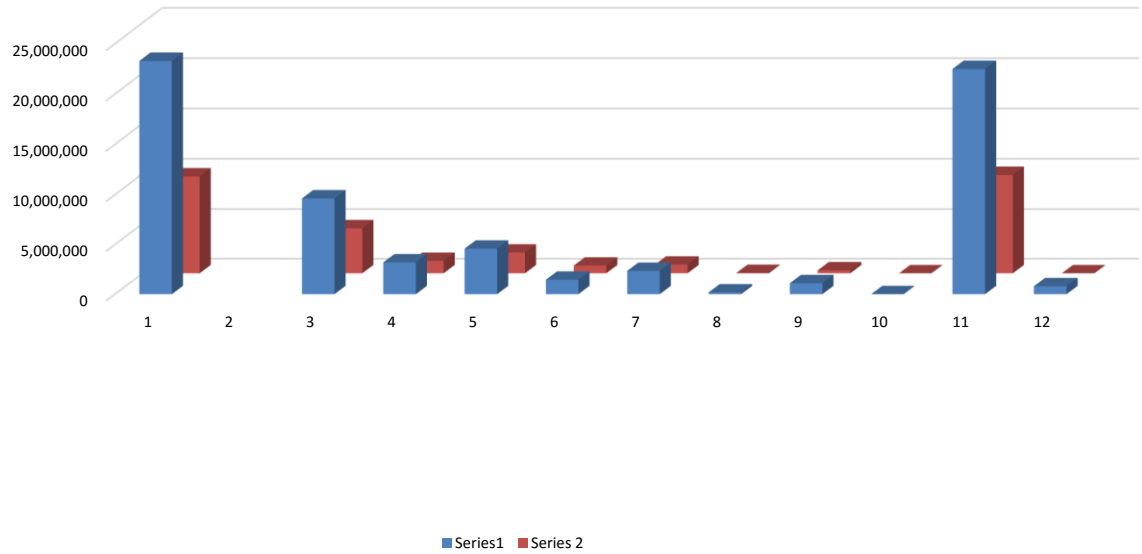
**2018-2019**

	Current Period			Percent Remaining
	Total Budget \$ - Original	Actual thru November	Remaining Budget	
Annual Budgeted Revenue				
Revenue	105,500	45,994	59,506	56.40%
Expense				
Certificated Salaries	468,945	247,450	221,495	47.23%
Classified Salaries	1,134,875	470,926	663,949	58.50%
Benefits	703,547	307,407	396,140	56.31%
Books and Supplies	61,381	64,106	(2,725)	-4.44%
Services & Other	375,702	253,085	122,617	32.64%
Capital Outlay	65,000	1,013	63,987	98.44%
Other Outgo	0	0	0	N/A
Share of LCER	(2,703,950)	(1,343,987)	(1,359,963)	50.30%
Total Expense	105,500	0	105,500	100.00%
Add (Subtract) to Reserves	0	45,994	(45,994)	
<b>Total Revenue</b>	<b>105,500</b>	<b>0</b>	<b>59,506</b>	<b>0.00%</b>
<b>Total Expense</b>	<b>105,500</b>	<b>0</b>	<b>105,500</b>	<b>0.00%</b>
Add (Subtract) to Reserves	0	0	-45,994	

2016-17



2017-18



**LEWIS CENTER FOUNDATION  
COMBINED BALANCE SHEET AND INCOME STATEMENT  
October 1 - October 31, 2018**

**CHECKING (LEWIS CENTER FOUNDATION)**

<b>Beginning Balance</b>		<b>\$5,297.35</b>
<b>Revenue</b>		
Transfer from Checking - \$500 AAE Capital Campaign, \$125 Unrestricted	\$625.00	
Wine & Cheese Social Tickets, Donations and Silent Auction	\$447.08	
Online Donations - NSLA Capital Campaign	\$100.00	
<i>Total</i>	\$1,172.08	
<b>Expenditures</b>		
Hilton Garden Inn Deposit for Gala	\$500.00	
Give BIG San Bernardino County Registration	\$125.00	
Wine & Cheese Expenses	\$330.38	
Transfer to Savings - Wine & Cheese Revenue	\$2,868.91	
<i>Total</i>	\$3,824.29	
<b>Ending Balance</b>	<i>Total</i>	<b>\$2,645.14</b>

**SAVINGS (LEWIS CENTER FOUNDATION)**

<b>Beginning Balance</b>		
Restricted Funds - AAE Capital Campaign		\$92,272.26
Restricted Funds- NSLA Capital Campaign		\$22,840.39
Restricted Funds - Davis Endowment		\$10,961.82
Restricted Funds - HiDAS Endowment		\$64,477.76
Restricted Funds - Scholarships		\$34,542.82
Unrestricted Funds		\$39,744.16
		\$264,839.21
<b>Revenue</b>		
NSLA Capital Campaign	\$200.00	
Wine & Cheese Social	\$2,668.91	
Interest	\$23.95	
<i>Total</i>	\$2,892.86	
<b>Expenditures</b>		
Transfer to Checking - Hilton Garden Inn Deposit for Gala	\$500.00	
Transfer to Checking - Registration for Give BIG San Bernardino County	\$125.00	
<i>Total</i>	\$625.00	
<b>Ending Balance</b>		
Restricted Funds - AAE Capital Campaign		\$91,780.89
Restricted Funds - NSLA Capital Campaign		\$23,042.31
Restricted Funds - Davis Endowment		\$10,962.77
Restricted Funds - HiDAS Endowment		\$64,483.50
Restricted Funds - Scholarships		\$37,214.60
Unrestricted Funds		\$39,622.99
	<i>Total</i>	<b>\$267,107.07</b>
<b>Total Checking and Savings</b>		<b>\$269,752.21</b>

**LCER Board Meetings  
Attendance Log 2018**

	<b>February Regular</b>	<b>March Regular</b>	<b>April Regular</b>	<b>May Regular</b>	<b>June Regular</b>	<b>August Regular</b>	<b>Sept. Regular</b>	<b>Oct Regular</b>	<b>Nov Regular</b>	<b>Dec Regular</b>	<b>TOTAL REGULAR</b>
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Rick Wolf	Present	Present	Present	Present	Present	Present	Present	Present	Absent		89%
Duberly Beck	Present	Present	Present	Present	Present	Present	Absent	Present	Present		89%
Jim Morris	Present	Present	Present	Present	Present	Present	Present	Absent	Present		89%
Kevin Porter	Present	Present	Present	Present	Absent	Present	Present	Present	Present		89%
Marcia Vargas	Present	Present	Present	Absent	Present	Present	Present	Present	Present		89%
Kirtland Malhum	Absent	Absent	Present	Absent	Present	Present	Present	Present	Present		67%
Omari Onyango					Present	Present	Present	Present	Present		100%
Sharon Page					Present	Present	Present	Present	Present		100%
David Rib					Present	Present	Present	Absent	Present		80%

	<b>Jan 8 Spec.</b>	<b>Feb 26 Spec.</b>	<b>May 7 Spec.</b>	<b>July 9 Spec.</b>	<b>Sept. 17 Spec.</b>	<b>Oct. 19 Spec.</b>	<b>TOTAL SPECIAL</b>
Kevin Porter	Present	Present	Present	Present	Present	Present	100%
Kirtland Malhum	Present	Present	Present	Present	Present	Present	100%
Jim Morris	Present	Present	Absent	Present	Present	Present	83%
Duberly Beck	Present	Present	Present	Absent	Absent	Present	67%
Marcia Vargas	Present	Present	Absent	Absent	Present	Present	67%
Rick Wolf	Present	Present	Absent	Present	Present	Absent	67%
Omari Onyango				Present	Present	Present	100%
David Rib				Present	Present	Present	100%
Sharon Page				Present	Present	Absent	67%

**LCER Board Give and Get**  
**Current Fiscal Year 2018 /2019**

<b>Member</b>	<b>Give</b>	<b>Get</b>	<b>In-kind</b>	<b>Total</b>
Duberly Beck				\$ -
Kirtland Mahlum	\$ 260			\$ 260
James Morris	\$ 62			\$ 62
Omari Onyango	\$ 250			\$ 250
Sharon Page	\$ 210			\$ 210
Kevin Porter	\$ 317	\$ 200		\$ 517
David Rib	\$ 60	\$ 1,500		\$ 1,560
Marcia Vargas	\$ 1,428			\$ 1,428
Rick Wolf				\$ -
<b>Total</b>	<b>\$ 2,587</b>	<b>\$ 1,700</b>	<b>\$ -</b>	<b>\$ 4,287</b>