

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

**Minutes
December 11, 2017**

1.0 Call to Order

Kevin Porter called the meeting to order at 4:02 p.m.

2.0 Roll Call

LCER Board Members Duberly Beck, Buck Goodspeed, Jose Palafox (by phone), Kevin Porter, Marcia Vargas and Rick Wolf were present.

LCER Board Members Kirt Mahlum, Russ Stringham and Peter Torres were absent.

Staff members Fausto Barragan, Ryan Dorcey, Teresa Dowd, Jim Foley, Wes Kanawyer, Lisa Lamb, Toni Preciado and Paul Rosell were present.

3.0 Public Comments: None

4.0 Special Presentations:

.01 The Board recognized Heather Juarez, Lisa Longoria, Patty Pinkstaff and Doug Titherley as AAE Employees of the Semester.

.02 The Board thanked and recognized Buck Goodspeed, Andrew Jaramillo, Jose Palafox and Russ Stringham for their service on the LCER Board.

.03 Logan Olds presented VVWRA's plans to realign the sewer line within the Desert Knolls Wash to protect it long term. This project will tie in with the San Bernardino County Flood Control project. He is expecting the design to be completed by March, environmental studies by June, bids by August and construction to begin in fall of 2018. He will be bringing an easement approval to the LCER Board in May. This will replace the current easement.

.04 Jim Foley presented 1st Interim Report projections for 2017/18 – 2019/20, including STRS/PERS increases and benefit increases. We will begin the budget cycle and develop procedural guidelines and timelines similar to the CEO evaluation procedures. LCAP will be included in the process. We are looking at ways to cut expenditures including HVAC systems and vending machines, and increasing revenue with Medi-Cal reimbursements and by AAE becoming a Title I school. Kevin Porter thanked staff for making the difficult decisions to get us into a good financial position.

5.0 Consent Agenda

1. Approve Minutes of October 16, 2017 Regular Meeting
2. Approve Renaming LCER Board Scholarship to Bud Biggs Legacy Scholarship
3. Approve IT Ewaste

On a motion by Rick Wolf, seconded by Duberly Beck, vote 6-0, the LCER Board of Directors approved Consent Agenda Items 5.01-5.03.

6.0 Standing Board Committee Reports

.01 Finance Committee – Kirt Mahlum reported that the Finance Committee hasn't met.

- .02 Lewis Center Foundation – Marcia Vargas reported that the Lewis Center Foundation is working on clarifying their expenditure process and reserves. She is communicating with AAE and NSLA principals to determine short term and long term needs. The Foundation will also be assisting NSLA with their 10 year anniversary celebration.
- .03 Personnel Committee – Duberly Beck reported that the Personnel Committee is reviewing the CEO Evaluation SOP.
- .04 Nominating Committee – Kevin Porter reported that the Nominating Committee met and is recommending agenda items 7.01 – 7.03 for approval.

7.0 Discussion/Action Items

- .01 On a motion by Marcia Vargas, seconded by Buck Goodspeed, vote 6-0, the LCER Board of Directors approved Delores Williams as a member of the LCER Board.
- .02 On a motion by Duberly Beck, seconded by Marcia Vargas, vote 6-0, the LCER Board of Directors approved Jim Morris as a member of the LCER Board.
- .03 On a motion by Jose Palafox, seconded by Rick Wolf, vote 6-0, the LCER Board of Directors approved the proposed slate of LCER Board Officers for 2018: Chairman of the Board Kevin Porter, Vice Chairman Duberly Beck, Treasurer Kirt Mahlum and Secretary Marcia Vargas.
- .04 The current Board structure was discussed. NSLA’s authorizer requires that 13 be the maximum number of Board members. Due to the time commitment of the Board members, efficiency, and stakeholder engagement, we are proposing to keep the number of Board members at 9 and eliminate the standing committees. We would keep a finance and personnel liaison to work with staff. This change would require revisions to our Bylaws which are on the agenda for approval, as well as material revisions to our charters. Lisa has already spoken to both authorizers who approve of the changes.
- .05 Committee changes are reflected in the proposed Bylaws revisions, and we will work on the material revisions to our charters.
- .06 On a motion by Duberly Beck, seconded by Rick Wolf, vote 6-0, the LCER Board of Directors approved the Bylaws revisions (pending material revision to charters).
- .07 Chairman Kevin Porter appointed Duberly Beck as a liaison to the Human Resources Department in the area of personnel matters.
- .08 On a motion by Buck Goodspeed, seconded by Duberly Beck, vote 6-0, the LCER Board of Directors approved the revised 2017-18 Board Calendar.
- .09 On a motion by Duberly Beck, seconded by Buck Goodspeed, vote 6-0, the LCER Board of Directors approved the revision of BP 3600 – Check Signing Policy.
- .10 Jim Foley reported that the audit should be completed by Wednesday. He is not anticipating anything major and will present it at the next meeting.
- .11 Lisa Lamb reported that we finally had a meeting with the County and City of San Bernardino together on December 5. The County offered the following proposals:
 1. Vacate property now and participate in public auction. Estimated purchase cost for property = \$10 million (@ auction)
 2. Settle through litigation and purchase property at above appraised value. \$6 million was suggested price.
 3. Walk away now. No further obligation.
 4. Lease for one year- fair market value (the last time they quoted us “fair market value” they were insisting that we pay \$1 per square foot to include all of our portables.

We will prepare for our next steps with counsel.

8.0 Information Included in Packet:

.01 Staff Reports

- President/CEO – Lisa Lamb
- Human Resources Director – Stacy Newman
- Special Education Director – Paul Rosell
- IT Director – Ryan Dorcey

.02 Lewis Center Foundation Financial Report

- September and October 2017

.03 LCER Financial Reports

- Checks Over \$10K

.04 LCER Board Attendance Log

.05 LCER Board Give and Get

9.0 Board/Staff Comments

.01 Ask a question for clarification

- Rick asked if policy numbers were being aligned with CSBO. Yes, we are working on that.

.02 Make a brief announcement

- Jose thanked the LCER Board and let them know they will be missed.
- Duberly appreciated seeing the results of surveys.

.03 Make a brief report on his or her own activities

.04 Future agenda Items

- Kevin reported that Kirt Mahlum would like the dates of the Board meetings to be discussed as he has a conflict.
- Rick Wolf would like to add an action item to align our Board Policy numbers with CSBA.

10.0 Adjournment

Chairman Kevin Porter adjourned the meeting at 5:55 p.m.