

High Desert “Partnership in Academic Excellence” Foundation, Inc. dba
LEWIS CENTER FOR EDUCATIONAL RESEARCH

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

**Agenda for Regular Meeting of the Lewis Center Foundation Board (Fundraising Committee)
August 2, 2021 - Public Meeting – 9:00 a.m.**

Meeting at 17500 Mana Rd., Apple Valley, CA, Bldg G Conference Room

Attend the meeting from your computer, tablet or smartphone at this link:

<https://global.gotomeeting.com/join/612285245>

Dial in using your phone: United States: +1 (646) 749-3122 Access Code: 612-285-245

1. **CALL TO ORDER AND PLEDGE OF ALLEGIENCE:** Chair Marcia Vargas
2. **ROLL CALL:** Chair Marcia Vargas
3. **PUBLIC COMMENTS:** Members of the public may address the Foundation Board during Public Comments or as items appearing on the agenda are considered. A time limit of three (3) minutes and/or 250 words per person and 15 minutes per topic shall be observed. If you are attending virtually and wish to send in a public comment to be read at this meeting, please complete a “Registration Card to Address the Board” (located on the website) and email it to the Secretary at foundation@lcer.org. Your comment will be read at the meeting during public comments or as the agenda item is heard.
4. **CONSENT AGENDA:**
 - .01 Approve Minutes of June 7, 2021 Regular Meeting
5. **DISCUSSION/ACTION ITEMS:**
 - .01 Fundraiser Planning – Marcia Vargas
 - i. Annual Gala – Back to the Future – October 1, 2021
 - .02 Review of High Desert Regional Open Golf Tournament
 - .03 Foundation Board Recruitment – Marcia Vargas
 - .04 LCER Board Update – Jessica Rodriguez
6. **INFORMATION INCLUDED IN PACKET:** *(Board members may ask questions on items for clarification.)*
 - .01 Lewis Center Foundation Financial Reports
 1. May/June 2021 Foundation Savings Report and Balance Sheet
 2. LCF Board Attendance Log
7. **BOARD/STAFF COMMENTS:**
 - .01 Ask a question for clarification
 - .02 Make a brief announcement or report on his or her own activities
 - .03 Future agenda items
8. **RECOMMENDATIONS TO THE LCER BOARD:**
9. **ADJOURNMENT:** Chair Marcia Vargas

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 Foundation Board (Fundraising Committee)

June 7, 2021

Minutes

1. **CALL TO ORDER AND PLEDGE OF ALLEGIENCE:** Chair Marcia Vargas called the meeting to order at 9:03 a.m.
2. **ROLL CALL:** Lewis Center Foundation Board members Duberly Beck, Desiree Burgnon, Buck Goodspeed and Marcia Vargas were in attendance.

Lewis Center Foundation Board members Tyler Jaramillo, Umang Patel and Jessica Rodriguez were absent.

LCER Staff members Jisela Corona, Teresa Dowd, David Gruber and Lisa Lamb were also in attendance.

3. **PUBLIC COMMENTS:** None.

4. **CONSENT AGENDA:**

.01 Approve Minutes of April 5 and May 3, 2021 Regular Meetings

.02 Approve Lewis Center Foundation Board Meeting Dates for the 2021-22 School Year

On a motion by Buck Goodspeed, seconded by Duberly Beck, vote 4-0, the Lewis Center Foundation Board approved Consent Agenda Items 4.01-4.02.

5. **DISCUSSION/ACTION ITEMS:**

.01 LCER Board Update – Lisa Reported that the Board is finalizing the budget and LCAPs. They have worked with Exec Team to give a 5% bonus and 4% cola next year. They have authorized admin to pursue funding for the NSLA gym. They are still working on recruitment for NSLA grades 7-9. We are working on Independent Study policy revisions. AAE graduation is at the AVHS stadium this Friday. NSLA has begun their move. Construction is due to be completed August 20 and teachers are due back August 23.

.02 Foundation Board Recruitment – Marcia Vargas reinforced the need for additional members.

Jessica has a contact, Sarina, who met with Lisa and is interested. Jessica will be talking with her.

Jisela will become involved with the San Bernardino Chamber which may lead to more recruits.

.03 Fundraiser Planning Updates – Marcia Vargas

i. High Desert Regional Open Golf Tournament – June 25, 2021- Golf tournament is sold out.

There are tee signs still available for \$150 if you know of any businesses. More auction items are appreciated. We have enough volunteers for the day.

ii. Annual Gala – Back to the Future – October 1, 2021 – We selected the Fox Events Center for the Gala. There are places to put posters and we can have our name on the marquee. We can block off an area for the Delorean for photo ops. Sponsorship levels will be renamed to go with the theme and the sponsorship form and website will be updated. The event center is set up with everything we need, has a great stage, etc. We will order 500 Save the Date Cards as well as email them to our contact list this week. We will update the banners with the date to put up when schools return. We need to start working on sponsors and auction items. For auction items we need a picture, description, value and beginning bid. We need committee members to help. Let us know if you think of anyone. Jisela will reach out to PTC and PTO presidents at each campus. We have been promoting the Foundation and what they support, and how the funds are raised. Buck will get the awards. We will try put together a Universal package with tickets to the park, hotel, dinner, etc. for the prize package from selling the cards. We will have a gala committee meeting July 1 at 9:30 a.m. Let Teresa know any updates to your contacts and if you have any to add.

6. **INFORMATION INCLUDED IN PACKET:** *(Board members may ask questions on items for clarification.)*

.01 Lewis Center Foundation Financial Reports

1. April 2021 Foundation Savings Report and Balance Sheet
2. Donations 2020-21
3. LCF Board Attendance Log
4. Give and Get 2020-21

7. **BOARD/STAFF COMMENTS:**

- .01 Ask a question for clarification – location of meetings was discussed. In the future, meetings will be at both campuses and virtual. A campus walkthrough will be scheduled at each site.
- .02 Make a brief announcement or report on his or her own activities – Buck will have HD Art & Frame contact Teresa regarding the awards. Please note the future meeting dates on your calendars.
- .03 Future agenda items – Special meeting July 1 at 9:30 a.m. Please confirm with Teresa.

8. **RECOMMENDATIONS TO THE LCER BOARD:** Marcia will attend the June 14, 2021 LCER Board meeting to talk about the golf tournament and gala.

9. **ADJOURNMENT:** Chair Marcia Vargas adjourned the meeting at 10:33 a.m.

Foundation Savings - 4100005285

2020-21

As of 5/31/21

Description	Beginning Balance	Debit	Credit	Interest	Ending Balance
AAE Captial Campaign	\$97,642.89	\$14,714.34		71.73	\$83,000.28
NSLA Capital Campaign	\$34,182.31		\$11,000.00	26.30	\$45,208.61
Davis Scholarship Endowment	\$12,031.06			9.57	\$12,040.64
Global Exchange Programs	\$12,950.94			9.56	\$12,960.50
HiDAS Endowment	\$63,828.70			45.42	\$63,874.12
Scholarships	\$44,402.42	\$18,394.33	\$12,465.00	19.12	\$38,492.21
Unrestricted	\$78,431.22	\$15,811.90	\$26,396.83	57.38	\$89,073.53
TOTAL					\$344,649.89

Restricted Scholarship Funds					
AAE Ambassadors Scholarship	\$4,000.00	\$4,000.00			\$0.00
AAE PTC Scholarship	\$0.00				\$0.00
AAE Staff Scholarship	\$394.33	\$394.33	\$165.00		\$165.00
Bud Biggs Memorial Scholarship	\$2,299.29	\$1,000.00	\$2,300.00		\$3,599.29
Edison Scholarship	\$5,000.00	\$5,000.00			\$0.00
Mike Mangold Scholarship	\$3,750.00	\$500.00			\$3,250.00
Sandra Perea Scholarship	\$0.00		\$10,000.00		\$10,000.00
San Manuel Scholarship	\$5,000.00	\$5,000.00			\$0.00
Schools First Scholarship	\$500.00	\$500.00			\$0.00
SLT Scholarship	\$1,000.00	\$1,000.00			\$0.00
Total Unrestricted Scholarship Funds					\$21,477.92

Restricted AAE Capital Campaign Funds					
High Desert Turtle and Tortoise Club	\$2,500.00				\$2,500.00
AAE Gym Weight Room	\$2,150.00				\$2,150.00
Watertower, Gristmill, Shade Structures	\$43,239.48				\$43,239.48
Total Unrestricted AAE Capital Campaign					\$35,110.80

**LEWIS CENTER FOUNDATION
COMBINED BALANCE SHEET AND INCOME STATEMENT
May 1 - May 30, 2021**

CHECKING (LEWIS CENTER FOUNDATION)

Desert Community Bank Beginning Balance

\$10,668.75

DCB Revenue

AAE Staff Scholarship	\$320.00
Ambassadors Scholarship	\$500.00
Golf Tournament	\$3,100.00
Transfer from Savings - Visa Charges	\$271.38
Amazon Smile Donation	\$165.46
Interest	\$0.34
<i>Total</i>	\$4,357.18

DCB Expenditure

NSLA - Science Dept. Donation	\$200.00
Visa Charges - Checks, AAE ASB Banking Supplies, Employee Recognition	\$271.38
Service Charge	\$0.15
<i>Total</i>	\$471.53

Desert Community Bank Ending Balance

Total

\$14,554.40

SAVINGS (LEWIS CENTER FOUNDATION)

Beginning Balance

Restricted Funds - AAE Capital Campaign	\$82,974.63
Restricted Funds- NSLA Capital Campaign	\$45,199.20
Restricted Funds - Davis Endowment	\$12,037.22
Restricted Funds - Global Exchange Programs	\$12,957.08
Restricted Funds - HiDAS Endowment	\$63,857.88
Restricted Funds - Scholarships	\$28,455.36
Unrestricted Funds	\$82,559.02
	\$328,040.38

DCB Savings Revenue

Deposit to Savings in Error - will transfer to checking	\$6,757.38
AAE Staff Scholarship	\$30.00
Sandra Perea Scholarship	\$10,000.00
Refund Check from Union Bank Savings Closure	\$7.99
Interest	\$85.51

DCB Savings Expenditure

Transfer to Checking - Visa Charges - Checks, AAE ASB Banking Supplies, Employee Recognition	\$ 271.38
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Ending Balance

Restricted Funds - AAE Capital Campaign	\$ 83,000.28
Restricted Funds - NSLA Capital Campaign	\$ 45,208.61
Restricted Funds - Davis Endowment	\$ 12,040.64
Restricted Funds - Global Exchange Programs	\$ 12,960.50
Restricted Funds - HiDAS Endowment	\$ 63,874.13
Restricted Funds - Scholarships	\$ 38,492.20
Unrestricted Funds	\$ 89,073.53
<i>Total</i>	\$ 344,649.89

Total Checking and Savings

\$359,204.29

Foundation Savings - 4100005285

2020-21

As of 6/30/21

Description	Beginning Balance	Debit	Credit	Interest	Ending Balance
AAE Captial Campaign	\$97,642.89	\$14,714.34		96.85	\$83,025.39
NSLA Capital Campaign	\$34,182.31		\$11,300.00	35.51	\$45,517.81
Davis Scholarship Endowment	\$12,031.06	\$500.00		12.92	\$11,543.99
Global Exchange Programs	\$12,950.94			12.90	\$12,963.85
HiDAS Endowment	\$63,828.70			61.32	\$63,890.03
Scholarships	\$44,402.42	\$25,394.33	\$12,780.00	25.82	\$31,813.90
Unrestricted	\$78,431.22	\$32,688.70	\$28,642.08	77.47	\$74,462.07
TOTAL					\$323,217.05

Restricted Scholarship Funds					
AAE Ambassadors Scholarship	\$4,000.00	\$4,500.00			-\$500.00
AAE PTC Scholarship	\$0.00				\$0.00
AAE Staff Scholarship	\$394.33	\$894.33	\$180.00		-\$320.00
Bud Biggs Memorial Scholarship	\$2,299.29	\$4,000.00	\$2,300.00		\$599.29
Edison Scholarship	\$5,000.00	\$5,000.00			\$0.00
Mike Mangold Scholarship	\$3,750.00	\$500.00			\$3,250.00
San Manuel Scholarship	\$5,000.00	\$5,000.00			\$0.00
Sandra Perea Scholarship	\$0.00	\$2,000.00	\$10,300.00		\$8,300.00
Schools First Scholarship	\$500.00	\$500.00			\$0.00
SLT Scholarship	\$1,000.00	\$1,000.00			\$0.00
Total Unrestricted Scholarship Funds					\$20,484.61

Restricted AAE Capital Campaign Funds					
High Desert Turtle and Tortoise Club	\$2,500.00				\$2,500.00
AAE Gym Weight Room	\$2,150.00				\$2,150.00
Watertower, Gristmill, Shade Structures	\$43,239.48				\$43,239.48
Total Unrestricted AAE Capital Campaign					\$35,135.91

LEWIS CENTER FOUNDATION
COMBINED BALANCE SHEET AND INCOME STATEMENT
 June 1 - June 30, 2021

CHECKING (LEWIS CENTER FOUNDATION)

Desert Community Bank Beginning Balance **\$14,554.40**

DCB Revenue

NSLA Capital Campaign donations	\$200.00
Transfer from Savings - Unrestricted - gala deposit and 50% contract	\$5,530.00
Transfer from Savings - Unrestricted - employee recognition	\$1,346.80
AAE Staff scholarship donation	\$15.00
Unrestricted donations	\$495.25
Sandra Perea scholarship donations	\$300.00
Golf tournament	\$31,406.62
Transfer from Savings- Unrestricted - PR/Marketing position	\$10,000.00
Transfer from Savings - 2021 Scholarships	\$7,500.00
Interest	\$0.56
<i>Total</i>	\$56,794.23

DCB Expenditure

Fox Theater - Gala Deposit and 50% of contract	\$5,530.00
Valli Andreasen - employee recognition reimbursement	\$507.66
Visa - employee recognition - milestone and retirement gifts	\$339.14
Spring Valley Lake - golf tournament expenses	\$8,944.88
Transfer to Savings - NSLA Capital Campaign	\$300.00
Transfer to Savings - deposit to checking by error	\$810.25
<i>Total</i>	\$16,431.93

Desert Community Bank Ending Balance *Total* \$54,916.70

SAVINGS (LEWIS CENTER FOUNDATION)

Beginning Balance

Restricted Funds - AAE Capital Campaign	\$83,000.28
Restricted Funds- NSLA Capital Campaign	\$45,208.61
Restricted Funds - Davis Endowment	\$12,040.64
Restricted Funds - Global Exchange Programs	\$12,960.50
Restricted Funds - HiDAS Endowment	\$63,874.12
Restricted Funds - Scholarships	\$38,492.20
Unrestricted Funds	\$89,073.53
	\$344,649.89

DCB Savings Revenue

Transfer from Checking - NSLA Capital Campaign	\$300.00
Deposit to Savings in Error - will transfer to checking	\$1,750.00
Transfer from Checking - AAE Staff Scholarship	\$15.00
Transfer from Checking - Sandra Perea Scholarship	\$300.00
Unrestricted deposit	\$495.25
Interest	\$83.71

DCB Savings Expenditure

Transfer to Checking - Gala - Fox Theater Deposit and 50% contract	\$ 5,530.00
Transfer to Checking - Employee Recognition	\$ 1,346.80
Transfer to Checking - PR/Marketing Position	\$ 10,000.00
Transfer to Checking - Peacock/Casillas Scholarship	\$ 1,000.00
Transfer to Checking - AAE Staff Scholarship	\$ 500.00
Transfer to Checking - Ambassadors Scholarship	\$ 500.00
Transfer to Checking - Sandra Perea Scholarship	\$ 2,000.00
Transfer to Checking - Bill Davis Scholarship	\$ 500.00
Transfer to Checking - Bud Biggs Scholarship	\$ 3,000.00

Ending Balance

Restricted Funds - AAE Capital Campaign	\$ 83,025.40
Restricted Funds - NSLA Capital Campaign	\$ 45,517.82
Restricted Funds - Davis Endowment	\$ 11,543.99
Restricted Funds - Global Exchange Programs	\$ 12,963.85
Restricted Funds - HiDAS Endowment	\$ 63,890.03
Restricted Funds - Scholarships	\$ 31,813.90
Unrestricted Funds	\$ 74,462.07
<i>Total</i>	\$ 323,217.05

Total Checking and Savings **\$378,133.75**

LCF Board Meetings
Attendance Log 2021

	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	TOTAL
Buck Goodspeed	Present	Present	Present	Present	Present						100%
Marcia Vargas	Present	Present	Present	Present	Present						100%
Duberly Beck	Present	Present	Present	Absent	Present						80%
Tyler Jaramillo	Absent	Present	Present	Present	Absent						60%
Jessica Rodriguez	Present	Absent	Present	Absent	Absent						40%
Desiree Burgnon	Absent	Absent	Present	Absent	Present						40%
Umang Patel	Present	Absent	Absent	Absent	Absent						20%