

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

**Minutes
February 5, 2018**

1.0 Call to Order

Kevin Porter called the meeting to order at 4:05 p.m.

2.0 Roll Call

LCER Board Members Duberly Beck, Jim Morris, Kevin Porter, Marcia Vargas, Delores Williams and Rick Wolf were present. Peter Torres arrived at 5:15 p.m.

LCER Board Members Kirt Mahlum was absent.

Staff members Valli Andreasen, Ryan Dorcey, Teresa Dowd, Jim Foley, Wes Kanawyer, Lisa Lamb, Erin Mason, Toni Preciado, Paul Rosell and Stacy Newman were present.

3.0 Public Comments: AAE Principal's Cabinet members Sandra Chaidez and Chelsea Lane informed the Board of the Cabinet's purpose. It bridges the gap between students and staff and empowers students to bring concerns forward. There are 4 students from each grade level by teacher recommendation in MS and HS. Duberly asked for a quarterly report of concerns and if they're been met. Marcia was impressed with their presentation.

4.0 Special Presentations:

.01 The Employee of the Semester presentation was postponed to the next meeting.

5.0 Consent Agenda

1. Approve Minutes of December 11, 2017 Regular Meeting
2. Approve Minutes of January 8, 2018 Special Meeting

On a motion by Marcia Vargas, seconded by Duberly Beck, vote 6-0, the LCER Board of Directors approved Consent Agenda Items 5.01-5.02.

6.0 Discussion/Action Items:

.01 Approve D/M SELPA Local Plan – Lisa Lamb reported that this is a revised agreement of their oversight of our Special Ed program. It is based on Federal and State law. There were no significant material changes or obligations. On a motion by Duberly Beck, seconded by Marcia Vargas, vote 6-0, the LCER Board of Directors approved the D/M SELPA Local Plan.

.02 VVC Dual Enrollment MOU – Wes Kanawyer discussed this partnership with VVC for dual enrollment. AAE offers 4 courses and the teacher is paid through VVC. We pay for textbooks and fees are waived for students. Wes is clarifying reimbursement for facility space. Previously we have done an exchange of services. This MOU will be submitted for approval at the next meeting.

.03 June 2017 Audit – Jim Foley reviewed the 3 findings in the audit. We are working on a capital asset list, the State has approved our correction in the national lunch program point of sale system, and the educator effectiveness plans will be approved at the next meeting. Jim Morris had questions about the structure of the organization as a new Board member. We

will have our auditors present the audit in the future, and will also have them present at the next meeting.

- .04 NSLA Math Grant – Erin Bostick-Mason, NSLA 4th grade teacher, discussed a grant we are receiving in partnership with UC Riverside and the University of New Mexico. It is a 3 year student on why and how some English learners struggle in math. We will follow 200 1st – 3rd grade students over the next 3 years. It is a multi-site study that includes schools in New Mexico and we should be able to compare our test data and first year results next fall.
- .05 AAE Educator Effectiveness Fund Plan – Wes Kanawyer and Valli Andreasen presented this plan for review and noted that expenditures are delineated in the LCAP. The plan will be presented for approval at the next meeting.
- .06 NSLA Educator Effectiveness Fund Plan – Fausto Barragan presented this plan for review and noted that expenditures are delineated in the LCAP. The plan will be presented for approval at the next meeting.
- .07 NSLA Lease Negotiations – Lisa Lamb met with County of San Bernardino CEO Gary McBride and is following up with him. She thanked the Board and staff for their support in taking the matter to the County Board of Supervisors. She will be meeting with the County, City and Head Start to prioritize needs. Jim Morris will help Lisa with the lease negotiation process.

7.0 Information Included in Packet: Jim Morris noted that the information included in the packet is a lot to digest, review and be prepared for to ask questions. Kevin stated that they allow transparency and to be informed of what is going on. Rick stated that the reports tells everyone who we are. They are also helpful to staff. It is critical they are in written form and not verbally presented. The CEO's reports are the goals she is evaluated on by the Board. We can discuss the report format at the next meeting.

.01 Staff Reports

- President/CEO – Lisa Lamb
- Human Resources Director – Stacy Newman
- Special Education Director – Paul Rosell
- Finance Director – Jim Foley
- IT Director – Ryan Dorsey
- AAE Principals – Wes Kanawyer/Valli Andreasen
- NSLA Principal – Fausto Barragan

.02 Lewis Center Foundation Financial Reports

- November and December 2017

.03 LCER Financial Reports

- Checks Over \$10K
- Budget Comparisons
- Internal Financials

.04 LCER Board Attendance Log

.05 LCER Board Give and Get

9.0 Board/Staff Comments

.01 Ask a question for clarification

- Duberly would like clarification of how the AAE field is being funded. Jim Foley reported that we have spent \$27K on grading and the fence. The funds came from general fund savings from an employee that left mid-year, as well as \$4K that had been budgeted for the field already. Jim originally thought that unrestricted Foundation funds could help complete the project, but in conversations with Lisa, we are looking at using some of

those funds for the land trust. Jim reported that he didn't have a budget for the project, but 3 contractors have walked the job and we will be getting bids. Kevin stated we need to figure out the most conservative way to determine the budget and how to pay for it. It is currently dirt, but if were not completed it would not be playable. High school is practicing on the field but will be playing games at Town facilities. Kirt, Kevin and Duberly will oversee the bid and budget process and bring it back to the Board as an action item

.02 Make a brief announcement

- Lisa Lamb reported that Assemblyman Steinorth is visiting NSLA Friday.

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

.04 Future agenda Items

- Staff report format and frequency.

9.0 Adjournment

Chairman Kevin Porter adjourned the meeting at 6:10 p.m.