

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

**Minutes  
June 15, 2020**

1. **Call to Order:** Chairman Kevin Porter called the meeting to order at 4:02 p.m.
2. **Roll Call:** LCER Board Members Pat Caldwell, Torii Gray, Jim Morris, Sharon Page, Kevin Porter, Omari Onyango, David Rib, Jessica Rodriguez (arrived at 4:10) and Rick Wolf were in attendance. No Board Members were absent.

Staff members Valli Andreasen, Ryan Dorcey, Teresa Dowd, David Gruber, and Stacy Newman were also in attendance.

3. **Public Comments:** There were no public comments
4. **Special Presentations:**
  - .01 Recognize Retirees: Matt Huffine, Margie Rollins, Anne Stockwell and Karen Wilson were recognized on their retirement.
5. **Discussion Items:**
  - .01 Lewis Center Foundation Update - Jessica Rodriguez informed the Board that at the last Lewis Center Foundation meeting they approved a plan to recognize milestone years of service and retirements. They are currently getting quotes on a small retirement gift and Duberly doing an analysis of the budget for the plan.
  - .02 AAE and NSLA Reopening Plans – Lisa Lamb reported that they have been working to develop a reopening plan based on parent survey data. They have also been attending webinars with state, local, and county representatives and are finally getting guidance. A letter is being sent home this week to parents. We will continue to offer distance learning to those that want it, but it will be synchronous and graded. We hope to schedule those who want to come in to be in person Monday, Tuesday, Thursday and Friday, with Wednesday being distance learning. Parents will need to designate their preference and we will need to try to work within guidelines to ensure 6’ social distancing in classrooms. We also will be following safety precautions for cleaning, one way traffic, masks, hand sanitizers, temperature checks, exposure questionnaire, etc. We will provide a clear overview of the model and safety precautions, with a clearly detailed opening plan to follow so parents are aware of what to expect. We will ask our JPA regarding liability questions, such as a signed acknowledgement page. Health offices at both campuses have been repositioned to have an isolation area.
  - .03 Lisa Lamb reported that we are working with Jason Krotts at REDA about the delay in NSLA construction due to Covid-19. He is open to some reduction in the rent penalties due to the delay.
  - .04 Lisa Lamb reported that we do not have an update on the groundbreaking ceremonies at this time.
6. **Action Items:**
  - .01 On a motion by Sharon Page, seconded by Pat Caldwell, vote 9-0, the LCER Board of Directors approved BP 3314 – Payment for Goods and Services Revision.

- .02 On a motion by Omari Onyango, seconded by David Rib, vote 9-0, the LCER Board of Directors approved BP 3314.2 – Revolving Fund Revision.
- .03 On a motion by Pat Caldwell, seconded by David Rib, vote 9-0, the LCER Board of Directors approved AR 3314.3 – Credit Card Usage.
- .04 On a motion by David Rib, seconded by Jessica Rodriguez, vote 9-0, the LCER Board of Directors approved BP 7310: Naming of Buildings or Facilities
- .05 Rick Wolf asked if there were consequences for students using the video feature on their cell phone. Consequences of actions are in our discipline policy in the charter and in the student handbook. This policy is regarding a students’ right to have a cell phone and when it can be used per Ed Code requirements. On a motion by Pat Caldwell, seconded by Sharon Page, vote 9-0, the LCER Board of Directors approved BP 5200 - Cell Phones.
- .06 On a motion by Omari Onyango, seconded by Sharon Page, vote 9-0, the LCER Board of Directors approved AR 6020 – Parent Involvement.
- .07 The Educational Protection Account states where this percentage of apportionment comes from, designates how it is used, and any restrictions associated with it, and states what we cannot use funds for. On a motion by Omari Onyango, seconded by Torii Gray, vote 9-0, the LCER Board of Directors approved Resolution 2020-05 – AAE Education Protection Account.
- .08 On a motion by Pat Caldwell, seconded by Jim Morris, vote 9-0, the LCER Board of Directors approved Resolution 2020-06 –NSLA Education Protection Account
- .09 As LCAP provisions were extended, we were required to do a recap of the last 3 months due to COVID-19. The full LCAP will be adopted in December. On a motion by Jim Morris, seconded by Torii Gray, vote 9-0, the LCER Board of Directors approved the AAE/NSLA COVID-19 LCAP Operations Written Reports.
- .10 On a motion by David Rib, seconded by Jim Morris, vote 9-0, the LCER Board of Directors Approved the 2020-21 LCER Budget. There may be a revision in August due to State updates.

**7.0 Consent Agenda:**

- .01 Approve Minutes of May 11, 2020 Regular Meeting
- .02 Approve Minutes of May 26, 2020 Special Meeting
- .03 Approve Revised AAE 2020-21 School Calendar (updated February holiday date)
- .04 Approve AAE 2021-22 School Calendar
- .05 Approve NSLA 2021-22 School Calendar
- .06 Approve 2020-21 LCER Board Calendar
- .07 Approve Second Amended MOU and CCAPP Agreement between VVC and LCER for 2020-21
- .08 Approve Sale of Toyota Camry Vin #4T1BF1FK3CU570119
- .09 Approve Sale of Jeep Liberty Vin #1J4GK48K02W185439

On a motion by Rick Wolf, seconded by Torii Gray, vote 9-0, the LCER Board of Directors approved Consent Agenda items 7.01-7.09.

**8.0 Information Included in Packet:**

- .01 President/CEO Report – Pat Caldwell commended Lisa on her monthly report.
- .02 LCER Financial Reports
  - Checks Over \$10K
  - Budget Comparisons – Jim Morris asked where the reserves are reported on the balance sheet. We will have \$6 million at the close of June, and will see that in

September on the unaudited actuals balance sheet. Jim asked if we could have an ongoing account balance on statements. Pat Caldwell commented that she was thankful for the finance information and the transparency.

.03 Lewis Center Foundation Financial Report

- 02 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

.02 Make a brief announcement – Lisa Lamb updated Board about a personal family issue that has been taking her time and thanked the Exec Team for their support.

.03 Make a brief report on his or her own activities - Exec Team met about a draft letter LCER would like to send to our families addressing the current racial issues. We will send it to the Board for feedback and perspective before sending it out. Lisa will be joining local community groups and putting together student advisory panels and a LCER panel.

.04 Future agenda items

10. **Adjournment:** Chairman Kevin Porter adjourned the meeting at 5:35 p.m.