

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

**Minutes
May 26, 2020**

1. **Call to Order:** Vice Chairman Sharon Page called the meeting to order at 3:07 p.m.
2. **Roll Call:** LCER Board Members Pat Caldwell, Torii Gray, Omari Onyango, Sharon Page, David Rib, Jessica Rodriguez, Rick Wolf (arrived at 3:15) were in attendance.

LCER Board Members Kevin Porter and Jim Morris were absent

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

Public Comments: There were no public comments.

3. **Action Items:**
 - .01 On a motion by Omari Onyango, seconded by Torii Gray, vote 7-0, the LCER Board of Directors approved Varteni Krikorian to serve as a full time multiple subject 4th grade teacher on the Academy for Academic Excellence Campus for the 2020/2021 school year on a Provisional Internship Permit (PIP). David Rib asked about the candidate. She has subbed for us for a long time and is a great teacher. We are confident with her teaching.
 - .02 On a motion by Torii Gray, seconded by Pat Caldwell, vote 7-0, the LCER Board of Directors approved the TSK Agreement for the AAE MPR construction project. The Site Plan has been submitted to Town, and once approved we can start grading.
 - .03 We are requesting board approval on items 3.03 and 3.04, even though they are subcontracts of the approved project that CSPS is handling. However Lisa and Kevin thought it would be prudent to bring these to the Board as we would like to get started this week, prior to funding. Soil toxicity was discussed. On a motion by Pat Caldwell, seconded by Torii Gray, vote 7-0, the LCER Board of Directors approved the Geocon Change Order Request 4: Soil Removal.
 - .04 On a motion by David Rib, seconded by Omari Onyango, vote 7-0, the LCER Board of Directors approved and authorized President/CEO to sign the NSLA Grading Work Contracts with Near-Cal Construction in Consultation with Charter School Property Solutions.
 - .05 On a motion by Omari Onyango, seconded by Pat Caldwell, vote 7-0, the LCER Board of Directors approved the Term Sheet with Nuveen and LCER Board Bond Financing Resolution 2020-04 Approving (a) the acquisition, financing, renovation, improvement, furnishing, equipping and leasing of real property located at 280 South Waterman Avenue to be Owned by 280 South Waterman Avenue LLC and Leased to “High Desert Partnership in Academic Excellence” Foundation, Inc. for use by NSLA. David Rib was listed twice on the resolution so one will be removed.
 - .06 Near-Cal Construction was chosen during the bid process and the contracts are ready to sign. There is one for NSLA and one for Headstart. Rick asked where it would leave us if the State cannot fund school or materials are difficult to find, David reported we will be discussing the 2020-21 budget today which should aid in this discussion. We cannot stay on our current site either way so we must move forward. Larry reported that he has not seen any interruption in supplies or materials and they expect to see reductions in costs. Lisa appreciates John and Larry’s “outside of education” perspective. David Rib asked if the list of exclusions was unusual. Larry said no, we are actually under budget and in great shape. We will work on something to

commemorate the groundbreaking. On a motion by Torii Gray, seconded by Jessica Rodriguez, vote 7-0, the LCER Board of Directors approved and authorized President/CEO to sign the NSLA Guaranteed Maximum Price Agreement with Near-Cal Construction in consultation with Charter School Property Solutions for NSLA Construction Project

- .07 David reported that more business policies will be forthcoming as we restructure them to current wording and laws. We are not obligated to be under Public Contract Code so that is being removed. On a motion by David Rib, seconded by Torii Gray, vote 7-0, the LCER Board of Directors approved BP 3330 – Expenditures and Purchases Revision.

4. Discussion Items:

.01 David and Lisa presented information on our current projections for the 2020-21 budget. David reviewed expected decreases and implications, including deferrals: June will be deferred to July in 2020, and April, May and June deferred until July in 2021. Budget reduction targets were discussed and how we will reach them, including reduced substitute costs, personal necessity leave changed to 3 days of NQA and the other 4 will require documentation, reduced stipends, putting a hold on filling vacancies when possible, suspending elementary enrichment, part-time classified staffing changes, reduced travel and conferences, and reduced professional development, supplies, field trips, special events, etc. Pat asked if by reducing supplies, will parents have to provide more? No, it's mostly not classroom based supplies. Clubs also raise their own funds for events. Pat asked if the LCER has supplemented Foundation events. No, the Foundation is a totally separate account and is not included within the LCER budget. The Lewis Center has not supplemented the Foundation. There is the potential for future years to be worse, depending on the State budget. Contingencies were discussed for that realization. Our cash balance looks good. We will be receiving Covid-19 funding to help with related incurred costs. The good news is the Lewis Center is strong financially and in a good cash position. Disciplined practices have paved the way to greater stability. We have been growing into and budgeted NSLA's future construction debt payments so we are prepared. Lisa thanked the LCER Board and Exec Team for their discipline. David reviewed the big picture for 2020-21 school year. Pat asked if it has been recommended to increase custodial due to Covid-19 situation. As students have not been on site, we have been able to deep clean the campuses. Facilities and classified staff may be able to help. STRS/PERS employer contributions that have been increasing will not be increasing as much next year as anticipated, which is a great relief. We are also looking into seeking grants and additional revenue sources. Next steps are an all staff meeting tomorrow, assessing staff concerns regarding reopening, meetings with specific staff regarding changes, and follow-up staff meetings to discuss the instructional model and safety protocols for reopening. The budget will be brought to the Board for approval in June. There may be additional budget revisions in August depending on the State's August Budget Revision.

David reviewed the draft 2020-21 budget revenue and expense figures that were sent out earlier today. LCER, AAE and NSLA funds are all separate.

David Rib asked if Worker's Comp rates were going up due to Covid-19. Yes as it may be a claim.

Pat noted that David and all are to be commended for a balanced budget. Sharon thanked David and Lisa for all their hard work.

5. Adjournment: Sharon Page, Vice Chairman, adjourned the meeting at 6:04 p.m.