

# LEWIS CENTER FOR EDUCATIONAL RESEARCH

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

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## Agenda for Regular Meeting of the Lewis Center for Educational Research Board

Meeting at Lewis Center for Educational Research  
17500 Mana Rd., Apple Valley, CA, Gym Conference Room

Additional Locations:  
503 E. Central Ave., San Bernardino, CA 92408  
10077 Grogans Mill Rd., Ste. #475, The Woodlands TX 77381

December 11, 2017 - Public Meeting – 4:00 p.m.

1. **CALL TO ORDER:** Kevin Porter
2. **ROLL CALL:** Kevin Porter
3. **PUBLIC COMMENTS:** Members of the general public may address the Board during Public Comments or as items appearing on the agenda are considered. A time limit of three (3) minutes shall be observed. Those wishing to speak are invited to fill out a Request to Speak Card and give it to the Secretary.
4. **SPECIAL PRESENTATIONS:**
  - .01 Employee of the Semester Presentation – Lisa Lamb
  - .02 Recognition of Buck Goodspeed (Term Ending), Andrew Jaramillo (Resigned), Jose Palafox (Term Ending) and Russ Stringham (Term Ending) for their Service on the LCER Board of Directors – Lisa Lamb
  - .03 VVWRA Presentation – Logan Olds
  - .04 AAE and NSLA 1<sup>st</sup> Interim Report – James Foley
5. **CONSENT AGENDA:**
  - .01 Approve Minutes of October 16, 2017 Regular Meeting – Pg 3-5
  - .02 Approve Renaming LCER Board Scholarship to Bud Biggs Legacy Scholarship – Pg 6
  - .03 Approve IT Ewaste – Pg 7-8
6. **STANDING BOARD COMMITTEE REPORTS:**
  - .01 Finance Committee – Kirt Mahlum
  - .02 Lewis Center Foundation – Marcia Vargas
  - .03 Personnel Committee – Duberly Beck
  - .04 Nominating Committee –Kevin Porter
7. **DISCUSSION/ACTION ITEMS:**
  - .01 Approve Nominating Committee Recommendation of Delores Williams as a LCER Board Member – Pg 9-11
  - .02 Approve Nominating Committee Recommendation of Jim Morris as a LCER Board Member – Pg 12-15
  - .03 Approve Nominating Committee Recommendation of Slate of LCER Board Officers for 2018
    - Kevin Porter as Chairman
    - Duberly Beck as Vice Chairman
    - Kirt Mahlum as Treasurer
    - Marcia Vargas as Secretary

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- .04 Discuss Number of Board Members – Lisa Lamb/Kevin Porter
- .05 Discuss Committees – Lisa Lamb/Kevin Porter
- .06 Approve Bylaws Revisions (Pending Material Revision to Charters) – Kevin Porter – Pg 16-32
- .07 Chairman to Appoint Board Member Designee to be a Liaison to the Human Resources Department in the Area of Personnel Matters – Kevin Porter
- .08 Approve Revised 2017-18 Board Calendar – Lisa Lamb – Pg 33
- .09 Approve Revision of BP 3600 – Check Signing Policy – Jim Foley – Pg 34-35
- .10 Status of Annual Audit – Jim Foley
- .11 Status of NSLA Lease Negotiations – Lisa Lamb

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

- .01 Staff Reports
  - President/CEO – Lisa Lamb – Pg 36-41
  - Human Resources Director – Stacy Newman – Pg 42-44
  - Special Education Director – Paul Rosell – Pg 45-46
  - IT Director – Ryan Dorcey – Pg 47
- .02 Lewis Center Foundation Financial Reports
  - September and October 2017 – Pg 48-49
- .03 LCER Financial Reports
  - Checks Over \$10K – Pg 50
- .04 LCER Board Attendance Log – Pg 51
- .05 LCER Board Give and Get – Pg 52

## 9. **BOARD/STAFF COMMENTS:**

- .01 Ask a question for clarification
- .02 Make a brief announcement
- .03 Make a brief report on his or her own activities
- .04 Future agenda items

## 10. **ADJOURNMENT:** Kevin Porter

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 for Educational Research Board of Directors**

**Minutes  
October 16, 2017**

**1.0 Call to Order**

Vice Chair Duberly Beck called the meeting to order at 4:02 p.m.

**2.0 Roll Call**

LCER Board Members Duberly Beck, Buck Goodspeed, Kirt Mahlum, Jose Palafox (by phone), Kevin Porter, Russ Stringham (by teleconference), Peter Torres, Marcia Vargas and Rick Wolf were present.

LCER Board Members Bud Biggs and Andy Jaramillo were absent.

Staff members Valli Andreasen, Fausto Barragan, Teresa Dowd, Myrna Foster, Wes Kanawyer, Lisa Lamb and Stacy Newman were present.

Staff members Veronica Calderon, Ryan Dorcey, Heather Juarez, Corbin Lee, Paul Rosell and Anne Stockwell were present by teleconference.

**3.0 Public Comments: None**

**4.0 Special Presentations:**

.01 The Board thanks and recognizes Regina Weatherspoon-Bell for her service on the Board. Her certificate and clock will be given to her as she was not able to attend.

.02 Fausto Barragan presented on NSLA's smarter balanced assessment. He and staff are reviewing SBAC data to guide instructional best practices. They are reviewing results and implementing methods to improve the program. It was asked if the dual language program had any effect on scores. They are analyzing this, but Spanish is not the issue. There are other measurements to use as well, and triangulation is key. Wes Kanawyer and Valli Andreasen presented on AAE's smarter balanced assessment. They showed annual trends, cohort trends, comparatives with local districts and college readiness. They are implementing an improvement plan. It would be interesting to see scores of students that have been at the schools since K. Kirt asked for an update from Principals from meeting to meeting. It is important to have good reviews of the schools on online sites as this is a factor in ratings. We need more marketing and promoting.

.03 The presentation on the trip to China and partnership with Pudong Educators was tabled.

**5.0 Standing Board Committee Reports**

.01 Finance Committee – Kirt Mahlum reported that the Finance Committee met in September where Jim Foley presented on additional sources of revenue, purchasing processes, business practices, energy uses, supplemental hours and analyzing ADA with staff. The transition is going smoothly. The committee will be meeting before each LCER board meeting. Kirt would like someone from the NSLA School Board Committee to be on the Finance Committee.

.02 Lewis Center Foundation – Marcia Vargas reported that the next Foundation meeting is November 7. The Foundation is looking for more members, especially from the Inland

Empire. The commitment is a monthly meeting, fundraising and ideas to expand the Foundation's vision.

- .03 Personnel Committee – Duberly Beck reported that the committee hasn't met but will begin meeting soon regarding the CEO Evaluation process.

## **6.0 Consent Agenda**

1. Approve Minutes of September 11, 2017 Regular Meeting
2. Approve Minutes of September 11, 2017 Special Meeting

On a motion by Kevin Porter, seconded by Peter Torres, vote 9-0, the LCER Board of Directors approved Consent Agenda Items 6.01-6.02.

## **7.0 Discussion/Action Items**

- .01 Lisa Lamb reviewed the revisions made to the LCER Strategic Plan. There are 4 goals: Financial, Facilities, Academic and Organizational Effectiveness. The Strategic Planning minutes were added to the appendices as well as the new Strengths, Weaknesses, Opportunities and Threats. On a motion by Kirt Mahlum, seconded by Kevin Porter, vote 9-0, the LCER Board of Directors approved the revised LCER Strategic Plan.
- .02 Lisa Lamb noted that the revision of BP 9100 – Board Vacancies is to allow for flexibility in the number of Board members on the nominating committee. Peter asked how we recruit new Board members. Typically we ask for recommendations from current Board members. Ideas were to advertise through social media and ask parents for recommendations. Teresa will send the qualification list to the Board. Kirt would like to add a discussion at the December Board meeting on the preferred size of the Board. On a motion by Kevin Porter, seconded by Kirt Mahlum, vote 9-0, the LCER Board of Directors approved the revision of BP 9100 – Board Vacancies.
- .03 Lisa Lamb noted that the revision of BP 9110 – Terms and Officers is to allow for flexibility in the number of Board members on the nominating committee. On a motion by Marcia Vargas, seconded by Kevin Porter, vote 9-0, the LCER Board of Directors approved the revision of BP 9110 – Terms and Officers.
- .04 Stacy Newman noted that these policies were reviewed and combined into one policy. The new combined policy was reviewed by our attorneys YM&C. On a motion by Russ Stringham, seconded by Peter Torres, vote 9-0, the LCER Board of Directors approved the revision of BP 4119 – Unlawful Harassment, and deletion of BP 4030 – Nondiscrimination in Employment, deletion of AR 4030 – Nondiscrimination in Employment, deletion of AR 4031 – Nondiscrimination Complaints, deletion of AR 4119.11 (a) – Unlawful Harassment Descriptions and Notifications, and deletion of AR 4119.11 (b) – Student Sexual Harassment Descriptions and Notifications.
- .05 On a motion by Jose Palafox, seconded by Rick Wolf, vote 9-0, the LCER Board of Directors approved the Notice of Intent to Employ Tamara Walsh on a Provisional Internship Permit to fill open AAE 2<sup>nd</sup> grade position.
- .06 Rick Wolf initiated a discussion on aligning Board Policy numbers with CSBA. He thought it would make more sense in case anyone wanted to compare policies. We originally followed AVUSD's numbering but have changed or added our own numbers as well, though our policies are in the same category headings. Rick will provide the numbering system for us to review and is willing to help with the process. We are systematically revising all of our policies and will bring forward revisions in batches. Renumbering may be included as part

of the revisions. We will commit to moving in that direction and add it as an action item at the next meeting.

## **8.0 Information Included in Packet:**

### **.01 Staff Reports**

- President/CEO – Lisa Lamb
- Human Resources Director – Stacy Newman
- IT Director – Ryan Dorcey
- Regina Weatherspoon-Bell Resignation
- Letter from AVUSD Regarding Budget Analysis

### **.02 Lewis Center Foundation Financial Report**

- August 2017

### **.03 LCER Financial Reports**

- Checks Over \$10K – Jose asked how checks are vetted before signing. We have limited the number of signers to 4 and ask more questions. Anything over \$50K that is unbudgeted must come before the Finance Committee. Lisa will ask Jim Foley if he has ideas on best practices for notifying Board members of unexpected expenses.
- Budget Comparison
- Statement of Financial Position
- Unaudited Actuals

### **.04 LCER Board Attendance Log**

### **.05 LCER Board Give and Get**

## **9.0 Board/Staff Comments**

### **.01 Ask a question for clarification**

- Duberly Beck asked what Board members should do when parents email them regarding issues. They should forward them to the Principal. Duberly asked if the Board could receive a response that staff is following up on the issue. Rick Wolf asked that any information sent to the Board as follow-up not contain any employee or student names. Stacy can let the Board know of anything pending and if we think it will escalate.
- Peter Torres asked about drop off and parking issues at NSLA. Duberly asked him to bring that issue up at a NSLA School Board Committee meeting.
- Marcia Vargas asked if the Board could receive the meeting minutes sooner. We will send them out upon completion, but they will not be the official minutes until they have been voted upon at a regularly scheduled meeting.

**.02 Make a brief announcement** – Jose noted that his term is up in December and he has enjoyed being on the Board. He is proud of the LCER and noted that we need to toot our own horn.

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

### **.04 Future agenda Items**

- Kirt Mahlum would like to discuss the preferred size of the Board.
- Rick Wolf would like to add an action item to align our Board Policy numbers with CSBA.

## **10.0 Adjournment**

Vice Chair Duberly Beck adjourned the meeting at 6:26 p.m.

## **Bud Biggs Legacy Scholarship**



**Purpose:** To honor Mr. H.O. “Bud” Biggs, LCER Board Chairman from 1997-2017. Mr. Biggs was philanthropic to his core and was an active supporter of the Lewis Center since 1994. He helped build the original Science and Technology Center in Apple Valley and guided the continual evolution of the Lewis Center until his passing in 2017. The Lewis Center students and staff were honored by his leadership and generosity. He was simply one of the kindest, most honorable and loving souls. The goal of this scholarship is to allow his legacy to live on for generations through the leadership and service of the student recipients.

This scholarship will be given to AAE seniors who have shown servant leadership skills throughout high school and wish to further their education at an accredited college or university. Additionally, applicants’ charitable activities and community service efforts will be carefully considered.

**Amount:** 2 @ \$500 each – 1 male and 1 female student.

**How Fund is Sustained:** Annual Donations by LCER Board Members, Staff and Community Members.

### **Guidelines/Criteria**

- Applicants must be seniors at the Academy for Academic Excellence
- Must further their education at an accredited college or university
- Must have a minimum of 3.25 GPA
- Awards must be used to pay for tuition, books, school-related fees, and/or room and board (receipts and acceptance letter required)
- Awards will be sent to accredited college or university

### **Application Form/Process**

- Applicants must complete the required application and include the following:
  - An Official Academic Transcript
  - Applicant Consent Form
  - Two References (non-relative and non close family friend)
  - A 750-word essay on *“I have demonstrated the characteristics of servant leadership by...”*
  - Applicants may also provide a one-page summary of charitable and community service activities.

### **Selection Process/Committee**

Recipients are selected by the Scholarship Committee, member(s) of the Biggs family, and representative(s) of the LCER Board.

## IT Ewaste

Asset Tag #	Device	MFG/Model #	Serial#
71846	Receiver	Sherwood RX-4105	rx4105ILA1306050A0247
70458	Computer	Dell Optiplex 755	2PC2TG1
71832	Computer	Dell Vostro	3L1S7V1
30732	Computer	Dell Optiplex 755	91BXMG1
30020	Computer	Dell Vostro	3L1G7V1
1408	Computer	MPC Millenia	3463914-0001
30266	Computer	Dell Vostro	3L1L7V1
70453	Computer	Dell Optiplex 755 sff	20YKTG1
30265	Computer	Dell Vostro	3L1R7V1
70918	Computer	Dell Latitude D630	9SM7PD1
30309	Computer	Dell Optiplex 360	53GGLK1
50571	Computer	Dell Optiplex 745	FHVJFD1
30600	Computer	Dell Optiplex 755	41BXMG1
70920	Computer	Dell Latitude D630	8FWRYD1
70486	Computer	Dell Vostro220	1YCZML1
71839	Computer	Dell Optiplex 760	FZGW5J1
30597	Computer	Dell Optiplex gx280	690006633
30589	Computer	Dell Optiplex gx280	5H23V61
30605	Computer	Dell Optiplex GX280	D79HP71
30660	Computer	Dell Optiplex GX280	7QHH871
30625	Computer	Dell Optiplex GX280	9LY6G61
30683	Computer	Dell Optiplex GX280	JCNF771
74057	Computer	Dell Optiplex 780	CRMM9P1
30668	Projector	Viewsonic PJ759	QR3081856110
72894	Computer	Dell Optiplex 780	7PKCOR1
74055	Computer	Dell Optiplex 780	91CPJQ1
72122	Printer	HP1606dn	VND3H03753
72743	Computer	Dell Optiplex 780	JG3HKQ1
72747	Computer	Dell Optiplex 780	177WCP1
70448	Printer	HP1606dn	VNB3D92394
30255	Computer	Dell Optiplex 780	CJFDNM1
70358	Computer	Dell Vostro	FJPFMS1
30255	Computer	Dell Optiplex 780	CJFDNM1
72739	Computer	Dell Optiplex 780	39QKDP1
1714	Computer	Dell Optiplex 745	31HF4D1
51412	Computer	Dell Latitude D630	5by9cd1
30285	Computer	Dell Optiplex 360	1QVB1L1
1991	Computer	Dell Latitude D630	FJ58ZC1
1711	Computer	Dell Optiplex 745	50HF4D1
50256	Computer	Dell Latitude D630	6L28ZC1
1947	Computer	Dell Latitude D630	9K58ZC1
51204	Computer	MS-4031	U120-001USK0906000679
50255	Computer	Dell Latitude D630	JH58ZC1
50257	Computer	Dell Latitude D630	1L58ZC1
70892	Computer	Dell Latitude D630	25DL2H1
30245	Computer	Dell Latitude D630	6H6ZZC1

IT Ewaste

50259 Computer	Dell Latitude D630	DH58ZC1
51415 Computer	Dell Latitude D630	DL28ZC1
71837 Receiver	Sherwood RX-4105	RX-4105 IL(A) 13.06050A0382
70452 Projector	Epson Powerlite 460	MSAF161608L
30601 Monitor	Dell	CN0PM3727287274G051I
1282 Monitor	Dell	CN02Y3157161845MABV3
30628 Projector	Epson Powerlite 460	MSAF010050L
1972 Projector	Epson Powerlite 822+	kmff8z0436I
30759 Projector	Epson Powerlite 83+	km3f016436I
30692 DVD/VCR Combo	Samsung	B6086CFQ905228K
30769 Projector	Viewsonic PJ759	QR3081856095
51395 Projector	Viewsonc PJ862	766907078817
30690 Projector	Viewsonic PJ759	QR3081856109
71353 Printer	HP1606dn	VNB3M66781
30737 Projector	PJ759	QR3081856105
51345 Projector	PJ862	pez062401437
30679 Projector	Viewsonic PJ759	qr3081856096
30696 Dell Monitor	Dell	cnopm372728728436wvs
30688 Monitor	Dell	cnopm372728728435kcs
70526 Tablet	Interwrite	00EDD3



## Letter of Interest to the Board of Education, Lewis Center for Educational Research

November 20, 2017

13554 Delaware Road  
Apple Valley, CA 92308

To The Lewis Center for Educational Research Board of Education:

I am submitting a letter of interest to serve as a board member to the Lewis Center for Educational Research.

My involvement in education began in 2005, responding to a life-changing call to raise my two grandchildren who were entering the educational system in Apple Valley under the Apple Valley Unified School District, at Rio Vista Elementary School. My goals were to become an engaged parent who would successfully navigate my grandchildren through their success pathways through building supportive and collaborative relationships with their schools' and districts' staff and administrators. Through this journey I became acutely aware of academic proficiency disparities between low income, African Americans, and Latino students as it relates to standardized English and Math test scores. Whereas more than 50 percent of white and Asian students were scoring proficient in English and Math. In comparison to 31.3% of African American students and 37.3% of Latino students who scored proficient in English; and less than 30% of both ethnic groups scored proficient in Math. After working closely with my two grandchildren to ensure their proficiency in all subjects, I was inspired to design and pilot STEAM fun-filled educational programs for underserved families that would help to excite students' appetites to improve their Math and English skills, while assisting parents with navigating their students' success pathways. These were the factors that motivated me to form the Millionaire Mind Kids Non-profit organization that has successfully served more than 4,000 students across Victor Valley.

After having built a lucrative and highly satisfying career in the corporate world; spending more than 20 years climbing the corporate ladder; breaking through glass ceilings with women in technology; and managing Information Technology companies, I had never dreamed that I would be running a non-profit organization and investing my experiences and retirement funds into providing educational programs to underserved students. I have been able to transfer my professional skills, development, and leadership into education, and my evidence-proven programs' results have gained state-wide respect and recognition.

I believe that my knowledge, skills and my ability to confront tough challenges; work collaboratively with educators and community stakeholders; and strong commitment to student achievement and family engagement would be an asset to the Lewis Center for Educational Research Board.

Thank you for your time and consideration. I look forward to your decision about this exciting opportunity.

Sincerely,



Delores Williams

**Enclosures:** Delores Williams, Bio/Resume



### **Bio: Delores Williams**

Delores Williams is President & CEO of Millionaire Mind Kids' Non-Profit Organization and she is on a mission to provide innovative programs, to excite students' interest, in Science, Technology, Engineering, Arts, Math (STEAM), Aviation Career Education, Law and Justice Careers, and Financial Literacy disciplines. She has also designed a Scholarship Academy with the goals of assisting students across, Victor Valley, to complete their post-secondary educational goals as close to debt free as possible. Assisting educators, government, business leaders and community with empowering strong, vibrant and educated youth who are technologically proficient and prepared to enter and thrive in the 21st century workforce; and are committed to building strong and productive communities; keeps her on purpose.

### **Education Background**

Delores holds a Masters' Degree in Communications Management and Information Technology from the University of Southern California (USC) a Bachelor's Degree in Behavioral Sciences from California State University Dominguez Hills. The combination of her technical degree and behavioral sciences disciplines provides her with unique abilities to understand how technology motivates behavior.

### **Professional Background**

Delores spent 20 years (1985-2005) building her professional career in Information Technology (IT) Industries; starting from entry level positions in the Aerospace Industries. Through participating in her employer's education reimbursement programs, she used education to remove barriers to success; climb corporate ladders and raise glass ceilings; as she achieved Corporate-level Executive Management and Director promotions in companies such as: Hughes Aircraft Company (currently Raytheon), Computer Sciences Corporation, and Computer Consulting Operations Corporation. She has earned many awards for her commitment to excellence and outstanding performances.

In 2005, responding to a life-changing call to raise her two grandchildren (Najah & Khalil), Delores left her IT Career and settled in Victor Valley's High-Desert where she, Najah, and Khalil founded the Millionaire Mind Kids Smart Center; which is currently located in Old Town Victorville. Collaborating with industry-level professionals, local businesses, community, educators and families, the Millionaire Mind Kids Smart Center provides free summer Science, Technology, Engineering, Arts, Math, Financial Literacy, Law and Justice Academies, and Workforce Skills' Programs to more than 250 under-served students each year. MMK coaches elementary, middle school and high school robotic teams who compete in US First Regional Robotic Competitions. Delores has served on several education committees:

- SB County Alliance for Education's Community Partnership Advisory Board

- Apple Valley Unified School District's Diversity Board
- AVUSD Western Association of Schools and Colleges (WASC) Parent Teams for Apple Valley High School
- As a Consultant to AVUSD High Desert Premier Academy, provided leadership and implemented STEM Afterschool Programs and Family Engagement Programs to assist with acquiring six-year WASC Certification
- San Bernardino County Superintendent of Schools Strategic Planning Advisory Boards, assisted with developing and implementing SB Countywide Cradle to Career and Wellness Initiatives
- Victor Valley College's Foster and Kinship Advisory Board
- Provided parenting courses and workshops for VVC Foster & Kinship Certifications
- Served two years as a community stakeholder to assist with implementing SB County-Wide STEAM 2020 Initiative, under the leadership of Dr. Dale Marsden
- Provided STEM-Robotics Afterschool Programs
- LCAP-Participated as a stakeholder/community partner for VVUHSD and AVUHSD

As a major contributor to education in the high desert, she has received many accolades and awards of recognition from: educators, dignitaries and businesses. To name a few:

- Selected as the 33<sup>rd</sup> Assembly District 2017 Woman of the Year
- Alliance for Education in Partnership Award
- NAACP Business Award
- Resolutions from San Bernardino County Supervisors First District's Office
- Congressman Paul Cook's Office, Eighth Congressional District Women of Distinction Awards.
- Town of Apple Valley
- Dreamers, Visionaries, and Leadership (DVL)
- Daily Press Inspiring Women

Delores is honored to, inspire, motivate, serve her community and promote her brand; "Standards of Excellence."



InCity Consulting  
776 Bernard Way  
San Bernardino, CA 92404  
(909) 648-3176

James P. Morris, Principal

December 7, 2016

Duberly Beck, Chair  
School Board Committee  
Norton Language and Science Academy  
503 E. Central Ave.  
San Bernardino, CA 92408

RE: Letter of Interest – Announced Vacancy on School Board Committee

Dear Ms. Beck:

Congratulations on a well-rounded and compelling presentation to the County Board of Education for renewal of the Norton Language and Science Academy (NLSA) charter. I look forward in January to unanimous approval by the Board of Education.

It is my understanding the NLSA School Board Committee has announced an upcoming vacancy for the board. As the father of two boys who have attended NLSA since kindergarten, and as a community member deeply committed both personally and professionally to public education, I would be very interested in the opportunity to serve on the NLSA School Board. In addition to my vested interest in the education of my children at NLSA, I believe my professional experience, expertise, and deep knowledge and commitment to the region make for an ideal and dynamic fit on the NLSA School Board:

- **Regional Knowledge and Networks** – Born, raised, and working for the last two decades in the Inland Empire in government leadership, public policy, and law, I bring to the NLSA School Board an intimate understanding of the region's economic and educational issues, combined with an extensive network of civic, professional and government leaders, that can help strengthen NLSA's capacity to achieve its educational mission.
- **Trusted Leader and Communicator** – As a seasoned public policy expert and attorney who has worked with public and private leaders at all levels, I am very capable and comfortable meeting and advocating one-on-one with government officials, business executives, and civic leaders; or alternatively presenting complex issues and projects in public forums to large groups of officials and stakeholders. My two-decades of training in public policy advocacy would add to the NLSA School Board a leader skilled in clear

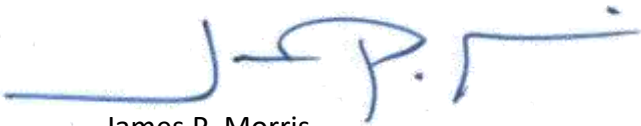
**Ms. Duberly Beck**  
**December 7, 2016**  
**Page 2**

communications, that are supported by incisive facts and data, and delivered concisely, persuasively, and in the right tone.

- **Value** – My career-long work in creative problem-solving, succinctly framing issues, and implementing pragmatic data-driven strategies to advance solutions and opportunities are assets that can help NLSA succeed in continuing to deepen its commitment to providing an unparalleled educational opportunity for students interested in a dual immersion language and science pathway.

Attached to this letter of interest is my professional resume for your review and consideration. I look forward to speaking with you further regarding the opportunity of serving on the NLSA School Board Committee.

Respectfully,



James P. Morris  
Principal

Enclosure

# JAMES P. MORRIS

jmorris.inc@gmail.com • 909.648.3176 • 776 Bernard Way, San Bernardino, CA 92404

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## PUBLIC POLICY EXECUTIVE

Public Agency Leadership | Economic and Community Development | Strategic Planning  
Fiscal Analysis and Sustainability | Municipal Law Expert | Public-Private Coalitions

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### PROFESSIONAL PROFILE

- **Public policy and economic development professional** offering a law degree, urban planning degree and twenty years of significant and progressive experience in developing, advocating, and implementing effective public policies and projects, with specialization in economic and community development, infrastructure, fiscal sustainability, and a strong record of success in all endeavors.
  - **Articulate communicator** who has advised public officials at all levels of government, experienced in guiding and leading effective decision-making leadership teams during strategic planning, project implementation, and operational challenges.
  - **Creative problem-solver and project manager** accomplished in resolving difficult challenges and optimizing results through designing and implementing forward-thinking, pragmatic action plans with data-driven strategies.
  - **Take-charge team leader and strong consensus-builder** skilled in assembling and leading effective cross-discipline teams with both internal and external stakeholders, proficient in listening and articulating solutions in a common language, and recognized by colleagues for developing trusted relationships and ethical practices.
- 

### PROFESSIONAL HISTORY

***Economic Development & Management Consultant***, San Bernardino, CA • 2014 – present

- Guided and managed successful wind-down of San Bernardino’s former redevelopment agency (\$35+ million annual budget and \$300+ million in debt and obligations), acknowledged as one of the most complex redevelopment dissolutions in the State of California.
- Drafted strategic plan component for San Bernardino’s municipal bankruptcy plan of adjustment, and advised City’s bankruptcy team on various restructuring and economic development matters to help lay the foundation for the City’s post-bankruptcy economic revitalization.
- Prepared economic analyses and reports for the cities of Azusa, Needles, Pasadena and San Bernardino addressing both general fund and enterprise fund fiscal sustainability issues.

***Mayor’s Chief of Staff***, City of San Bernardino, San Bernardino, CA • 2006 – 2014

- Coordinated and helped lead city’s work and advocacy with local economic development agencies, regional and state agencies, and community stakeholders to secure over \$2 billion in new infrastructure investments in San Bernardino, including a major expansion of I-215 freeway, the region’s first bus rapid transit system, and a new downtown strategic plan, 12-story state courthouse, and multi-modal transit center.
- Developed high-level of proficiency in facilitating inter-governmental and inter-agency collaborations that optimize economic opportunities through strategic local-regional alignment.

**Deputy County Counsel IV**, County of San Bernardino, CA • 2004 – 2006

- Served as primary legal counsel to the County's Workforce Development Department and the Workforce Investment Board.
- Provided legal counsel to the County's Land Use Services Department on complex projects.
- Represented County in numerous writ and administrative judicial proceedings.

**Public Law Attorney**, Best Best & Krieger LLP, Riverside, CA • 1996 – 2004

- Guided government agencies in successfully navigating the legal complexities affecting their organization and operations, particularly in the areas of land use, economic and community development, water and wastewater, and public agency governance.
- Served as deputy city attorney for the cities of Corona and Ontario, and general counsel for several water and wastewater agencies.

**Director of Countywide Homeless Coalition**, County of San Bernardino, CA • 1991 – 1992

- Guided first countywide effort to help remove homeless persons from the streets, assembled a network of emergency shelters and transitional housing, and began the development of resources to facilitate pathways to stabilization and self-sufficiency for homeless persons.

**Legislative Assistant**, Office of State Senator Robert Presley, Sacramento, CA • 1990 – 1991

- As a 1990-1991 California State Senate Fellow, researched, drafted, and shepherded Senate Bill 1218 through the legislative process, establishing the first anti-fraud law in California's Workers' Compensation System and a \$3 million system to enforce the new law.

**Field Representative**, Office of Congressman George E. Brown, Colton, CA • 1990

- Tracked legislation affecting the congressional district, disseminated information to affected constituencies, and communicated concerns of constituents to the congressional office in Washington D.C.

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## UNIVERSITY TEACHING EXPERIENCE

**Adjunct Professor, Environmental Law**

University of Redlands, College of Arts & Sciences, Redlands, CA • 1999 – 2003

- Taught undergraduate course examining the legal framework within which environmental laws are created, implemented, and interpreted. The course explored the central role of regulatory agencies in developing and implementing environmental law and policy, and the methods by which courts interpret and shape environmental laws.

**Adjunct Professor, CEQA, Subdivision Map Act and Local Zoning Laws**

University of California, Riverside, University Extension, Riverside, CA • 1997 – 2003

- Co-taught graduate course on selected provisions of state and federal law that govern the use and development of land in California, and the interrelationship with the California Environmental Quality Act (CEQA). Course was required for the Land Use and Environmental Management certificate program.

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## EDUCATION

**Juris Doctor**, UCLA School of Law, University of California, Los Angeles, CA • 1996

**Masters of Urban Planning**, UCLA School of Architecture and Urban Planning, University of California, Los Angeles, CA • 1996

**Bachelor of Arts in History**, Dartmouth College, Hanover, NH • 1990

**BYLAWS OF THE  
HIGH DESERT "PARTNERSHIP IN ACADEMIC EXCELLENCE"  
FOUNDATION, INC.**

**A California Nonprofit Public Benefit Corporation**

**ARTICLE I - NAME**

Section 1.0 Name.

The name of this eCorporation shall be the High Desert "Partnership in Academic Excellence" Foundation, Inc. ("Corporation"). Additionally, the Corporation shall do business as ~~The~~Lewis Center for Educational Research, Academy for Academic Excellence, Norton Science and Language Academy and ~~The~~Lewis Center Foundation.

**ARTICLE II - OFFICES**

Section 2.0 Principal Offices.

The principal office of the Corporation is at the Lewis Center for Educational Research, 17500 Mana Road, Apple Valley, CA, 92307.

Section 2.1 Change of Address.

The "Board" (as that term is defined in Section 7.0 hereof) hereby is granted full power and authority to change the location of the principal office of the Corporation. Any such change shall be noted by the Secretary in these Bylaws, but shall not be considered an amendment of these Bylaws.

Section 2.2 Other Offices.

The Board may at any time establish branch or subordinate offices at any place.

**ARTICLE III - PURPOSES**

Section 3.0 Purposes.

The specific purposes of the Corporation are: (i) to promote and support the educational needs of the students, teachers and community members; and (ii) to receive and utilize funds acquired through the solicitation of donations, gifts, and bequests for the purposes for which this



Corporation is formed. The mission of the Lewis Center for Educational Research is to ensure that the schools and programs operated by the Corporation prepare students for success in a global society through data-driven innovative and research-proven practices in a safe and inclusive culture. In addition, the Corporation may manage, operate, guide, direct and promote public charter schools. In the context of these purposes, the Corporation shall not, except to an insubstantial degree, engage in any other activities or exercise of power that do not further the purposes of the Corporation.

#### **ARTICLE IV CONSTRUCTION AND DEFINITIONS**

##### Section 4.0 Construction and Definitions.

Unless the context states otherwise, the general provisions, rules of construction and definitions in the California Nonprofit Corporation Law shall govern the construction of these ~~b~~**B**ylaws. Without limiting the generality of the preceding sentence, the masculine gender includes the feminine and neuter, the singular includes the plural, and the plural includes the singular, and the term “person” includes both a legal entity and a natural person.

#### **ARTICLE V DEDICATION OF ASSETS**

##### Section 5.0 Dedication of Assets.

This ~~e~~**C**orporation’s assets are irrevocably dedicated to public benefit purposes. No part of the net earnings, properties, or assets of the ~~e~~**C**orporation, on dissolution or otherwise, shall inure to the benefit of any private person or individual, or to any ~~d~~**D**irector or officer of the ~~e~~**C**orporation. On liquidation or dissolution, all properties and assets remaining after payment, or provision for payment, of all debts and liabilities of the ~~e~~**C**orporation shall be distributed to a nonprofit fund, foundation, or ~~e~~**C**orporation that is organized and operated exclusively for charitable purposes and that has established its exempt status under Internal Revenue Code section 501(c)(3). That organization shall be a public education organization serving students in San Bernardino County if it qualifies as a distributee under the provision of this Article.

#### **ARTICLE VI - MEMBERS**

##### Section 6.0 Members Prohibited.

In accordance with the Articles of Incorporation of the Corporation and with Section 5310 of the California Nonprofit Public Benefit Corporation Law, the Corporation shall have no members

within the meaning of Section 5065 of the California Corporations Code (“CCC”). The Board of Directors may, in its discretion, admit individuals to one or more classes of non-voting members; the class or classes shall have such rights and obligations as the Board of Directors finds appropriate. The Corporation may allow members of the community to serve on its committees, but they will be considered volunteers, not members of the Corporation.

Section 6.1 Effect of Prohibition. Pursuant to Section 5310 (b) of the CCC, any action that would otherwise require approval by a majority of all members shall only require the approval of the Board.

Section 6.2 Other Persons Associated with the Corporation. The Corporation may refer to persons or entities associated with it as “members,” even though those persons or entities are not voting members, but no such reference shall constitute anyone a member within the meaning of Section 5056 of the CCC. The President/Chief Executive Officer of the Corporation shall serve in an ex officio capacity and will not be a voting member of the Corporation.

## ARTICLE VII - BOARD OF DIRECTORS

Section 7.0 Board of Directors.

The Board of Directors for the Lewis Center for Educational Research shall meet at a minimum on a quarterly basis to carry out the overall business oversight of the Corporation. Scheduled meeting dates may be modified or cancelled as determined by the Board. ~~The Board of Directors acts in the oversight capacity of the School Board Committees and all other committees.~~

Subject to the provisions and limitations of the California Non-Profit Public Benefit Corporation Law and any other applicable laws, and subject to any limitations of the Articles of Incorporation or ~~b~~Bylaws regarding actions that require approval of the members, the Corporation’s activities and affairs shall be managed, and all corporate powers shall be exercised, by or under the direction of the Board of Directors (also known as the “Board”).

Section 7.1 Powers.

The Board shall perform such duties as are necessary to carry out the purposes of the Corporation as stated in the Articles of Incorporation, these Bylaws, and applicable laws and shall possess only those powers necessary and required to perform such duties.

(A) Specific Powers. The specific powers of the Board include but are not limited to the following:

- (1) Select, evaluate, and remove at the pleasure of the Board, the President/CEO and any officers and/or agents of the Corporation; prescribe any powers and duties for them that are consistent with law, with the Articles of Incorporation and with these ~~b~~Bylaws; and fix their compensation, if any.

~~(2) — Appoint the Chairman and appoint and remove all directors appointed to the School Board Committee of any and all approved charter schools operating under this Corporation. The appointed directors will form that school's School Board Committee and will act in the capacity of a school board for that school. Each School Board Committee will be comprised of no fewer than 3 nor more than 5 members, all of whom shall also be members of the corporate Board of Directors, but no more than 2 of whom shall be parents of students attending that school.~~

~~(3)~~(2) Change the principal office or the principal business office in the State from one location to another; conduct business within or without the State; designate any place within or without the State for holding of any members' meeting including any annual meeting.

~~(4)~~(3) Borrow money and incur indebtedness for the stated purposes of the Corporation, and cause to be executed and delivered therefore, in the corporate name, promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecation, or other evidences of debt and securities therefore.

~~(5)~~(4) Approve any MOU or Charter for any charter school the Corporation manages. In the case of a conflict between the requirements of the MOU or Charter and provisions of the Articles of Incorporation and/or Bylaws, action taken in accordance with such Articles or Bylaws which conflicts with or is inconsistent with the requirements of the MOU or Charter shall be deemed a violation of the MOU or Charter. In the case of such a conflict, the Board of Directors shall take prompt action to revise the Articles or Bylaws to make them consistent with the requirements of the MOU or Charter or seek a material revision to the MOU or Charter to make the Articles, Bylaws, MOU and Charter consistent.

## Section 7.2 Interested Person.

No persons serving on the Board may be interested persons as defined herein:

(A) An interested person means either:

any person compensated by the Corporation for services rendered to it within the previous 12 months, whether as a full-time or part-time employee, independent contractor, or otherwise; or

any ancestor, descendant, spouse, sibling, brother-in-law, sister-in-law, son-in-law, daughter-in-law, mother-in-law, or father-in-law of such person.

(B) The provisions of this paragraph shall not affect the validity or enforceability of any transaction entered into by the Corporation.

Section 7.3 Number, ~~Committee~~ Responsibilities and Qualifications of Directors.

- (A) The authorized number of persons to be elected as members (“Directors”) of the Board of Directors of this eCorporation shall be not less than five (5) nor more than thirteen (13) until changed by an amendment to these Bylaws duly adopted in accordance with Article XV hereof, and no more than 4 of whom shall be a parent of students attending any charter school the Corporation manages. Collectively, the Directors shall be known as the Board of Directors (“Board”).
- (B) Any Director elected to the Board must reside in San Bernardino County and have an interest in education and charter school governance. One Director position with no residence requirement shall be reserved for an individual who brings exceptional skills, background, affiliations, or expertise in an area specific to the LCER mission.
- (C) The authorizer of any charter school the Corporation may manage shall be entitled to a single representative on the Board of Directors. The authorizer or its designee, at its discretion, shall appoint the representative, but it will be within the authorizer’s sole discretion whether or not to appoint such a representative at any time. Any representative appointed by the authorizer shall serve solely at the authorizer’s discretion and shall have no limit on the number of consecutive or total terms he or she may serve. The representative shall serve at the pleasure of and be removed only by the action of the authorizer or designee. ~~The representative shall serve on the charter school subcommittee of the school of authorization but may not serve on the charter school subcommittee of any other school the Corporation may manage.~~ The representative may not serve as an officer of the eCorporation.
- ~~(D) All Directors elected to the Board shall serve on at least one standing committee, but may not serve on the Finance and Personnel committees simultaneously.~~

Section 7.4 Nomination: Election and Term of Office.

- (A) Any non-interested person may be nominated to be a Director by the method of nomination authorized by the Board in Board Policy or by any other method authorized by law.
- (B) Directors shall be elected by the Board at the annual meeting.
- (C) Directors shall be elected to a three (3) year term and may serve two (2) consecutive three (3) year terms at the pleasure of the Board. A Director may be reelected after a one-year period off the Board.
- (D) A vacancy occurring in the office of Director may be filled by the Board for the balance of the unexpired term and until a successor has been qualified and elected.

- (E) Terms will be staggered at the discretion of the Board, and in compliance with the CCC, including but not limited to section 5220 (a).

Section 7.5 Resignation and Removal of Directors.

- (A) Except as provided in paragraph (C) of this Section 7.5, any Director may resign effective upon giving written notice to the Chairman of the Board, the Secretary, or the Board. The resignation shall be effective when the notice is given unless it specifies a later time for the effectiveness of such resignation. Unless such resignation specifies otherwise, its acceptance by the Corporation shall not be necessary to make it effective.
- (B) Any Directors may be removed without cause if such removal is approved by the affirmative vote of a majority of the Directors.
- (C) Except on notice to the CA Attorney General, no ~~d~~Director may resign if ~~e~~Corporation could be left without a duly elected ~~d~~Director or ~~d~~Directors.

Section 7.6 Vacancies on Board.

A vacancy or vacancies on the Board of Directors shall exist on the occurrence of the following:

- (A) The death, resignation, or removal of any Directors,
- (B) An increase in the authorized number of ~~d~~Directors,
- (C) The declaration by resolution of the Board of a vacancy in the office of a Director who has been appointed a conservator and/or declared of unsound mind by an order of a court, convicted of a felony, or finding by final order or judgment of any court to have breached a duty under Article 3 of Chapter 2 of the CCC or otherwise.

Section 7.7 Meetings.

Meetings of the Board shall be held at the principal office of the Corporation unless another place is stated in the notice of the meeting. Notwithstanding any other provision in these ~~b~~Bylaws, all meetings of the Board shall be held in compliance with the requirements of the Ralph M. Brown Act as set forth in Section 54950 of the California Government Code.

- (A) An annual meeting of the Board shall be scheduled each fiscal year. At the annual meetings, Directors and officers shall be elected and any other proper business may be transacted.
- (B) Regular meetings of the Board shall be held at such time and place specified by the Board.
- (C) A special meeting of the Board may be called by the Chairman of the Board or any other officer.

- (D) Notice of the time and place of special meetings shall be delivered by telephone or electronic communication to each Director or sent by first-class mail addressed to each Director at his or her address as it is shown upon the records of the Corporation. Notice of meetings shall be in accordance with the Brown Act.
- (E) Notwithstanding anything in this section to the contrary, the President/CEO or Chairman of the Board may call an emergency meeting of the Board, giving at least one hour notice to the media if such a meeting is, in the opinion of the President or Chairman of the Board, necessary to deal with an unforeseen emergency condition. An "emergency condition," is as defined by the Brown Act.
- (F) Directors may participate in a meeting through use of conference telephone or similar communications equipment, so long as Brown Act requirements are met.
- (G) A majority of the authorized number of Directors shall constitute a required quorum for the transaction of business, except to adjourn as hereinafter provided. Every act or decision done or made by a majority of the Directors present at a meeting duly held at which a required quorum is present shall be regarded as the act of the Board, subject to the provision of the California Nonprofit Public Benefit Corporation Law, especially those provisions relating to (i) approval of contracts or transactions in which a Director has a direct or indirect material financial interest, (ii) appointment of committees, and (iii) indemnification of Directors.
- (H) A majority of the Directors present, whether or not constituting a quorum, may adjourn any meeting to another time and place. Notice of the adjourned meeting must be given in accordance with the Brown Act.

#### Section 7.8 Fees and Compensation of Directors.

Directors shall serve without compensation except that they shall be allowed reasonable advancement or reimbursement of expenses incurred in the performance of their regular duties as specified in Section 7.1(A).

#### Section 7.9 Required Vote of Directors.

- (A) Every act or decision done or made by a majority of the Directors present at a meeting duly held at which quorum is present is the act of the Board. A meeting at which a quorum is initially present may continue to transact business notwithstanding the withdrawal of Directors, if any action taken is approved by at least a majority of the required quorum for such meeting.
- (B) Notwithstanding paragraph (A) of this Section 7.9, the appointment or removal of the President/CEO requires the affirmative approval of a majority of the authorized number of Directors.

## ARTICLE VIII - OFFICERS

### Section 8.0 Officers.

The officers of the Corporation shall be a Chairman of the Board, a Vice Chairman, a Secretary and a Treasurer, and such other officers with such titles and duties as shall be determined and deemed advisable by the Board. The same person may hold any two or more offices, except that neither the Secretary nor the Treasurer may serve concurrently as Chairman of the Board (CCC §5213).

- (A) The Chairman of the Board shall preside at all meetings of the Board. The Chairman of the Board is authorized to sign all contracts, notes, conveyances, and other papers, documents, and instruments in writing in the name of the Corporation. ~~The Chairman shall appoint all committee chairs other than the chair of the Finance Committee and School Board Committees. The Chairman of the Board shall appoint all members of any committee, other than the School Board Committees. The Chairman may remove any member of any committee, with the exception of the School Board Committees.~~ The Chairman of the Board has the authority to suspend a Director pending further action by the Board. The Chairman of the Board shall appoint a Board member designee to be a liaison to the Human Resources Department in the area of personnel matters.
- (B) The Vice Chairman shall, in the absence of the Chairman or the inability or refusal of the Chairman to act, carry on all duties and powers required by law or conferred by these Bylaws upon the Chairman of the Board.
- (C) The Secretary shall keep or cause to be kept the minute book and/or electronic copies of the minutes of the Corporation. The Secretary shall sign in the name of the Corporation, either alone or with one or more other officers, all documents authorized or required to be signed by the Secretary
- (D) The Treasurer is the Finance Liaison to the Lewis Center Finance Department.~~Chairman of the Finance Committee and shall assure that the duties of that committee, as defined in its Board-adopted committee job description, are carried out.~~

### Section 8.1 Election of Officers.

The officers of the Corporation shall be elected from among the members of the Board at the annual meeting, and each shall serve at the pleasure of the Board.

### Section 8.2 Removal of Officers.

- (A) Any officer elected by the Board may be removed from office at any time by the Board, with or without cause or prior notice.

### Section 8.3 Resignation of Officers.

Any officer may resign at any time by giving written notice to the Corporation. Any such resignation shall take effect at the date of the receipt of such notice or at any later time specified therein; and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective. Any such resignation is without prejudice to the rights, if any, of the Corporation under any contract to which the officer is a party.

Section 8.4 Vacancies in Office.

- (A) A vacancy in any office because of death, resignation, removal, disqualification or any other cause shall be filled in the manner prescribed in these Bylaws for regular appointment to such office.
- (B) The Chairman may appoint another Director to fill the vacant officer position, pending election by the Board.

**ARTICLE IX  
CONTRACTS WITH DIRECTORS AND OFFICERS**

Section 9.0 Contracts with Directors and Officers.

No ~~d~~Director of this ~~e~~Corporation nor any other corporation, firm, association, or other entity in which one or more of this ~~e~~Corporation's ~~d~~Directors are ~~d~~Directors whom have a material financial interest, shall be interested, directly or indirectly, in the contract or transaction, unless allowed under the provisions of Government Code Section 1090.

This Section does not apply to a transaction that is part of an educational or charitable program of this ~~e~~Corporation if it (a) is approved or authorized by the ~~e~~Corporation in good faith and without unjustified favoritism and (b) results in a benefit to one or more ~~d~~Directors or their families because they are in the class of persons intended to be benefited by the educational or charitable program of this ~~e~~Corporation.

**ARTICLE X  
INDEMNIFICATION OF DIRECTORS, OFFICERS, EMPLOYEES,  
AND OTHER AGENTS**

Section 10.0 Right of Indemnity.

To the fullest extent permitted by law, this Corporation shall indemnify its Directors, officers, employees, and other persons described in Section 5238 of the CCC, including persons formerly occupying any such position, against all expenses, judgments, fines, settlements and other amounts actually and reasonably incurred by them in connection with any "proceeding," as that term is used in that Section, and including an action by or in the right of the Corporation, by reason of the fact



that the person is or was a person described in that section. "Expenses" as used in this bylaw shall have the same meaning as in Section 5238 of the CCC.

#### Section 10.1 Approval of Indemnity.

On written request to the Board by any person seeking indemnification under Section 5238 (b) or Section 5238 (c) of the California Corporations Code, the Board shall promptly determine under Section 5238 (e) of the California Code whether the applicable standard of conduct set forth in Section 5238 (b) or Section 5238 (c) has been met and, if so, the Board shall authorize indemnification.

#### Section 10.2 Advance of Expenses.

Expenses incurred in defending any proceeding may be advanced by the Corporation as authorized in Section 5238 of the CCC prior to the final disposition of such proceeding, upon receipt of an undertaking by or on behalf of the Director, officer, or employee to repay such amount unless it shall be determined ultimately that the Director, officer, or employee is entitled to be indemnified.

#### Section 10.3 Insurance.

The Corporation may purchase and maintain insurance on behalf of any Director, officer, or employee of the Corporation against any liability asserted against or incurred by the Director, officer, or employee in such capacity or arising out of the Director's officer's, or employee's status as such, whether or not the Corporation would have the power to indemnify the Director, officer, or employee against such liability under the provisions of Section 5238 of the CCC, except as provided in subdivision (I) of Section 5238 of the CCC.

## ARTICLE XI STANDING COMMITTEES

#### Section 11.0 Authority of Committees.

~~An Executive Committee, comprised of the Board officers and Committee Chairs, may be designated if approved by the majority of the Directors present at a meeting at which a quorum is present. Such committee will have and may exercise the authority of the Board regarding urgent business in the interim time period between Board meetings. The committee will meet at the discretion of the Chairman of the Board or the President/CEO. Actions taken by the Executive Committee will be ratified at the next regular Board meeting.~~

Standing Committees, not having and exercising the authority of the Board in the management of the Corporation, may be designated if approved by a majority of the Directors present at a meeting at which a quorum is present. The Board may delegate some of its rights and duties to the committees other than the right to vote on any of the following matters:

- (A) for the election of a ~~e~~Director, or the filling of a vacancy on the Board, or for the election of any officer; or
- (B) on the disposition of all or substantially all of the assets of the Corporation; or
- (C) on a merger; or
- (D) on a voluntary dissolution of the Corporation; or
- (E) on amendments to the Corporation's Articles of Incorporation or Bylaws.

Unless the Board passes a resolution delegating its authority on certain matters to a committee, the committee is a recommending body only.

Section 11.1 Duties of the Chairman of the Board Regarding Standing Committees ~~(Excluding School Board Committees).~~

The Chairman of the Board shall appoint the committee chairman of any committee formed pursuant to this Article XI of the Bylaws, ~~with the exception of the Finance Committee.~~

The Chairman of the Board shall appoint the members of any committee formed pursuant to this Article XI of the Bylaws, with the exception that he or she shall be limited to appointing only three LCER Board members (in addition to the Chairman) to serve on ~~the Fundraising Committee~~ (the Lewis Center Foundation).

The Chairman of the Board may remove any committee members and/or chairman, ~~with the exception of the Finance Committee Chairman,~~ whenever in his or her judgment such removal serves the best interest of the Corporation.

Section 11.2 Term of Office.

Each member of a committee shall continue as such until his or her successor is appointed, unless (i) the committee sooner shall have been terminated, (ii) such member sooner shall have been removed from such committee, or (iii) such member shall have ceased to be a member of the Board.

~~Section 11.3 Standing Committees (Excluding School Board Committees).~~

~~Standing Committees shall be the following: Executive, Finance, Personnel, and Fundraising (also known as The Lewis Center Foundation). As noted in 11.1 above, Committee Chairmen of all Standing Committees shall be appointed by the Board Chairman. The Committee Chairman shall preside at all meetings of the appointed committee and work to assure that the duties of the committee, as specified in its Board-adopted committee job description, are carried out.~~

## **ARTICLE XII INSPECTION RIGHTS**

### Section 12. Director's Right to Inspect.

Every ~~a~~Director shall have the right at any reasonable time to inspect the ~~e~~Corporation's books, records, documents of every kind, physical properties, and the records of each subsidiary as permitted by California and federal law. The inspection may be made in person or by the ~~a~~Director's agent or attorney. The right of inspection includes the right to copy and make extracts of documents as permitted by California and federal law. This right to inspect may be circumscribed in instances where the right to inspect conflicts with California or federal law pertaining to access to books, records, and documents.

### Section 12.1 Accounting Records and Minutes.

On written demand on the ~~e~~Corporation, any member may inspect, copy, and make extracts of the accounting books and records and the minutes of the proceedings of the members, the Board of Directors, and committees of the Board of Directors at any reasonable time for a purpose reasonably related to the member's interest as a member. Any such inspection and copying may be made in person or by the member's agent or attorney. This right of inspection extends to the records of any subsidiary of the ~~e~~Corporation.

### Section 12.2. Maintenance and Inspection of Articles and Bylaws.

This ~~e~~Corporation shall keep at its principal California office the original or a copy of the ~~a~~Articles of ~~i~~ncorporation and ~~b~~Bylaws, as amended to the current date, which shall be open to inspection by the members at all reasonable times during office hours. If the ~~e~~Corporation has no business office in California, the Secretary shall, on the written request of any member, furnish to that member a copy of the ~~a~~Articles of ~~i~~ncorporation and ~~b~~Bylaws, as amended to the current date.

## **ARTICLE XIII RECORDS AND REPORTS**

### Section 13.0 Minute Book.

The Corporation shall keep or cause to be kept a minute book which shall contain:

- (A) The record of all meetings of the Board including date, place, those attending and the proceedings thereof, a copy of the notice of the meeting and when and how given, written

waivers of notice of meeting, written consents to holding meeting, written approvals of minutes of meeting, and unanimous written consents to action of the Board without a meeting, and similarly as to meetings of committees of the Board established pursuant to the Bylaws and as to meetings or written consents of the incorporator or incorporators of the Corporation prior to the appointment of the initial Directors.

- (B) A copy of the Articles of Incorporation and all amendments thereof and a copy of all certificates filed with the Secretary of State.
- (C) A copy of the Bylaws as amended, duly certified by the Secretary.

#### Section 13.1 Annual Report.

- (A) The Board shall cause an annual report to be sent to each Director within 180 days after the end of the Corporation's fiscal year. That report shall contain the following information, in appropriate detail, of the fiscal year:
  - (1) The assets and liabilities, including the trust funds, of the Corporation as of the end of the fiscal year.
  - (2) The principal changes in assets and liabilities, including trust funds.
  - (3) The revenue or receipts of the Corporation both unrestricted and restricted to particular purposes.
  - (4) The expenses or disbursements of the Corporation for both general and restricted purposes; and
  - (5) Any information required under these Bylaws.
- (B) If the income statements and balance sheets referred to in this section have not been audited, they shall be accompanied by the report of any independent accountants engaged by the Corporation or the certificate of an authorized officer of the Corporation that such financial statements were prepared without audit from the books and records of the Corporation.
- (C) This requirement of an annual report shall not apply if the Corporation receives less than \$25,000 in gross receipts during the fiscal year, provided, however, that the information specified above for inclusion in an annual report must be furnished annually to all Directors.

#### Section 13.2 Report of Transactions and Indemnifications.

As part of the annual report to all Directors, or as a separate document if no annual report is issued, the Corporation shall annually prepare and mail or deliver to each Director a statement of any

transaction or indemnification of the following kind within 180 days after the end of the Corporation's fiscal year:

- (A) Any covered transaction during the previous fiscal year involving more than fifty thousand dollars (\$50,000), or which was one of a number of covered transactions in which the same "interested person" had a direct or indirect material financial interest, and which transactions in the aggregate involved more than fifty thousand dollars (\$50,000). For this purpose, an "interested person" is either of the following:
  - (1) Any Director or officer of the Corporation, its parent, or subsidiary (but mere common Directorship shall not be considered such an interest); or
  - (2) Any holder of more than ten (10) percent of the voting power of the Corporation, its parent, or its subsidiary.

The statement shall include a brief description of the transaction, the names of interested persons involved, their relationship to the Corporation, the nature of their interest in the transaction and, if practicable, the amount of that interest, provided that if the transaction was with a partnership in which the interested person is a partner, only the interest of the partnership need be stated.

- (B) Any indemnifications or advances aggregating more than \$10,000 paid during the fiscal year to any officer or ~~e~~Director of the Corporation, unless that indemnification has already been approved by the Directors under Section 5238 of the CCC.

#### Section 13.3 Audit Financial Statements.

The financial books and records of the Corporation shall be audited annually, at the end of the fiscal year, by an independent auditor assigned by the Board, in connection with the rendering of the annual report required by Section 901 of this Article. The Independent Audit Report to be prepared in accordance with GAAS. In addition, the financial books and records of the Corporation shall be audited upon the resignation of the Chief Financial Officer of the Corporation and at any other time as the Board may direct.

### **ARTICLE XIV GENERAL PROVISIONS**

#### Section 14.0 Checks, Drafts, Evidences of Indebtedness, and Deposits.

All checks, drafts or other orders for payment of money, notes or other evidences of indebtedness, issued in the name of or payable to the Corporation, shall be signed or endorsed by such person or persons and in such manner as, from time to time, shall be determined by resolution of the Board. All funds of the Corporation shall be deposited in a timely manner to the credit of the Corporation in such banks, trust companies, or other depositories as the Board may direct.

#### Section 14.1 Contracts.

The Board, except as otherwise provided in these ~~b~~Bylaws, may authorize any officer or officers, agent or agents, to enter into any contract or execute any instrument in the name of and on behalf of the Corporation, and such authority may be general or confined to specific instances; and, unless so authorized or ratified by the Board or within the agency power of an officer, no officer, agent or employee shall have any power or authority to bind the Corporation by any contract or engagement or to pledge its credit or to render it liable for any purpose or to any amount.

#### Section 14.2 Representation of Shares of Other Corporations.

The President, Chairman of the Board, the Vice Chairman, or any other person authorized by resolution of the Board, is authorized to vote on behalf of the Corporation any and all shares of any Corporation or Corporations, foreign or domestic, standing in the name of the Corporation. This authority to such person to vote or represent on behalf of the Corporation any and all shares held by the Corporation in any other Corporation or Corporations may be exercised by any such person in person or by any person authorized to do so by duly executed proxy.

#### Section 14.3 Construction and Definitions.

Unless the context requires otherwise, the general provisions, rules of construction and definition in the CCC shall govern the construction of the Bylaws. Without limiting the generality of this provision, the singular number includes the plural, the plural number includes the singular, and the term "person" includes both a Corporation and a natural person.

#### Section 14.4 Self-Dealing.

In the exercise of voting right by Directors, no Director shall vote on any issue, motion or resolution which directly or indirectly inures to his or her benefit or detriment financially. No ~~d~~Director of this ~~e~~Corporation nor any other corporation, firm, association, or other entity in which one or more of this ~~e~~Corporation's ~~d~~Directors are ~~d~~Directors have a material financial interest, shall be interested, directly or indirectly, in the contract or transaction, unless otherwise allowed under the provisions of Government Code Section 1090. In the case of a matter to be voted on, which is not a contractual arrangement with a Board member, but a Board member has a financial interest, the non-interested members of the Board may take action as long as the provisions of the Political Reform Act are followed, namely 1) the interested board member discloses the financial interest at the public meeting; 2) the interested Board member recuses him or herself from the discussion and action and leaves the room during the discussion; and 3) such disclosure and recusal is reflected in the minutes of the meeting.

#### Section 14.5 Gifts and Donations.

The Board may accept on behalf of the Corporation any contributions, gifts, bequests, or devises for the general purpose or for any special purpose of the Corporation that do not violate the Corporation's Articles of Incorporation.

#### Section 14.6 Bonding.

All employees handling funds shall be properly bonded.

## **ARTICLE XV AMENDMENTS**

### Section 15.0 Amendment of Bylaws.

The amendment of Bylaws requires the approval of seventy percent (70%) vote of the Board. If any provision of these Bylaws requires the vote of a larger proportion of the Board than is otherwise required by law, that provision may not be altered, amended, or repealed except by that greater vote. The Corporation shall provide written notice no less than three weeks prior to consideration of any proposed revisions to these Bylaws to the authorizer of any charter school the Corporation may manage. Should the authorizer or designee consider the proposed revision(s) to be a material revision to the Charter School's governance structure or Charter, the Corporation may not formally adopt such revision(s) unless and until the revision(s) is first approved through the process set forth in Education Code Section 47607 for material revision to the Charter.

### Section 15.1 Amendment of Articles **of Incorporation.**

The amendment of Articles **of Incorporation** is provided for by California state law and requires the approval of not less than two-thirds majority of the Board and the filing of a **e**Certificate of **a**Amendment in the Office of the Secretary of State. The Corporation shall provide written notice no less than three weeks prior to consideration of any proposed revisions to Articles **of Incorporation** to the authorizer of any charter school the Corporation may manage. Should the authorizer or designee consider the proposed revision(s) to be a material revision to the Charter School's governance structure or Charter, the Corporation may not formally adopt such revision(s) unless and until the revision(s) is first approved through the process set forth in Education Code Section 47607 for material revision to the Charter.

**CERTIFICATE OF SECRETARY**

I, the undersigned, do hereby certify that:

1. I am the duly elected and acting Secretary of the High Desert "Partnership in Academic Excellence" Foundation, Inc., a California nonprofit public benefit corporation ("Corporation"); and

2. that the foregoing Bylaws to which this certificate is attached, comprising 16 pages, constitute the Bylaws of such Corporation as duly approved and adopted by the Board of Directors of this Corporation at a meeting duly held on ~~September~~ December 11, 2017, pending approval through the process set forth in Education Code Section 47607 for material revision to the Charter.

**IN WITNESS WHEREOF**, I have hereunto subscribed my name and affixed the seal of the Corporation this \_\_\_th day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Secretary



# Lewis Center for Educational Research 2017-2018 School Year

## REVISED BOARD CALENDAR

LCER Board
  AAE Board
  NSLA Board

**July-17**

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

**August-17**

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

**September-17**

M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

**October-17**

M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

**November-17**

M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

**December-17**

M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

**January-18**

M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

**February-18**

M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28		

**March-18**

M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

**April-18**

M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

**May-18**

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

**June-18**

M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

LCER Board 4:00 p.m. Meetings at AAE or NSLA as Noted - Teleconferenced Between Both Locations

Contact: 760-946-5414 ext. 201 for more information

**Lewis Center for Educational Research  
Board Agenda Item Cover Sheet**

Date of meeting: December 11, 2017

Title: Revision of Board Policy 3600- Check Signing Policy

Presentation:           Consent:           Action:   x      Discussion:           Information:       

Background: Staff is carefully reviewing all of the LCER Business Policies in order to ensure they are in alignment with current legal requirements and in line with best practices. In this case, BP 3600 needed only minor wordsmithing to reflect board signers on our bank account and updated meeting schedules.

Fiscal Implications (if any):

N/A

Impact on Mission, Vision or Goals (if any):

None

Recommendation:

Staff recommends the approval of the minor revisions to BP 3600.

Submitted by: Lisa Lamb, CEO/President, LCER

## Lewis Center for Educational Research

**BP 3600: BUSINESS  
CHECK SIGNING POLICY**

**Adopted: June 13, 2016**

**Revised: December 11, 2017**

The President/CEO or designee shall establish and maintain accurate, efficient financial management systems to meet the organization's fiscal obligations, produce useful information for financial reports, and safeguard the organization's resources. He/she shall ensure that the organization's accounting system provides ongoing internal controls and meets generally accepted accounting standards.

The following individuals shall be authorized to sign checks: the Chairman of the Board, another designated member of the Board (~~preferably a member of the Finance Committee~~), President/CEO or acting President/CEO, members of the Executive Team consisting of the Director of Special Education, Director of Human Resources, Director of Finance, but not to include the Director of Information Technology.

All checks require two signatures and there shall be no pre-signed checks. Checks for any amount over \$50,000 require pre-approval of the Board unless it is for a budgeted item. All designated signers shall be bonded. In addition, the Finance Committee and the Board shall review all disbursements in excess of \$10,000 ~~quarterly~~ at regularly scheduled Board meetings.

**Lewis Center for Educational Research  
STAFF REPORT**

Date: December 11, 2017  
 To: Board of Directors  
 From: Lisa Lamb  
 Re: President/CEO Report

<b>Goal 1: Improve the financial condition of the LCER, including key provisions for sustainability.</b>	
<p>1.1 <u>Objective:</u> By 2021, increase total revenue by 5% (1% annually) through increases in new, alternative revenue sources and/or by increasing revenue from current sources (enrollment). These revenue increases would be in addition to state COLA increases.</p>	<p>The Finance Department has been diligently seeking sources for additional revenue.</p> <ul style="list-style-type: none"> <li>• Lunch application completion has significantly improved. As a result, the free and reduced lunch rates at NSLA have gone from 74-77% and at AAE have jumped from 26-38%. This increase should allow AAE to become a Title I school for the 2018-2019 school year under a board-approved waiver. Title I status provides significant additional funding to support student learning (approximately \$250,000 annually). The application process will be part of the budget cycle for next year.</li> <li>• Staff is investigating the possibility of applying for SB 740 funds for the Tetra Lease at AAE which would be a considerable offset to this facilities payment over the next three years. This will require a material change to the AAE Charter that would give lottery priority to students living in the Desert Knolls Elementary boundaries. After current student residence data is collected and analyzed, this will be presented to the Board and District for review.</li> </ul> <p>Foundation Board progress- The annual giving campaign has specifically raised \$5,750. Additionally, we have received \$10,000 in scholarship grants for the 2017-2018 school year. General donations (including those specifically designated for AAE and NSLA) total \$32,595 through November 1<sup>st</sup>.</p>
<p>1.2 <u>Objective:</u> By December 2017, the Board of Directors and staff will perceive the budget to be stable and understandable with progress toward sustainability.</p>	<p>Year-to-date revenue is consistent and expenditures are in line with the 2017-2018 approved budget.</p> <p>We expect to have a 3% reserve for economic uncertainty set aside at the end of this year.</p> <p>Budget presentations will be made at the December All Staff meetings to provide greater understanding and confidence amongst staff.</p>
<p>1.3 <u>Objective:</u> By June 2022, the LCER will have no less than two months of total payroll and costs in reserves (defined as unencumbered savings) based on current needs.</p>	<p>We are on track to meet this goal.</p>
<p>1.4 <u>Objective:</u> Starting immediately, partnerships will be defined as initiatives that are substantially beneficial to the LCER and its students. Further, the partnerships must be aligned to the current LCER</p>	<p>The AAE Administration has been working with Victor Valley College to develop a dual enrollment plan that would provide interested students with an opportunity to pursue a rigorous pathway that would allow them to graduate with a diploma and the majority of their general education units for transfer to the CSU/UC systems. This plan is still under development with the goal to begin with a Healthcare Pathway in Fall 2018.</p> <p>Prompted by last summer’s visit to NASA Headquarters, the GAVRT Team has begun working to re-energize our partnerships in Australia. Specifically, we have been invited to participate in a</p>

<p>mission and goals and/or the schools' LCAPs.</p>	<p>week-long STEM Conference at Macquarie University in Sydney where we will train teachers, meet with high school students and collaborate with partnering scientists. The goal is to set the foundation for GAVRT to become the global model education program for radio astronomy with strong presence at each of the three centers within the Deep Space Network (Goldstone, CA, Canberra, Australia and Madrid, Spain.)</p> <p>NSLA has created two exciting partnerships centered on mathematic instruction. First, NSLA recently adopted the Swun Math Curriculum in grades TK-8. This curriculum is accompanied by extensive professional development for teachers and administrators as well as workshops for parents. The representatives of Swun have taken a particular interest in NSLA and are extremely encouraged by the quality of the implementation. Toni Preciado has been invited to present on "Moving the Math Needle" at the California Charter School Association Conference with Si Swun, author of Swun Math and Jack O'Connell, Former CA State Superintendent of Education. This is a testament to the leadership and teachers at NSLA. Additionally, NSLA is the sub-recipient of a grant through the Graduate School of Education at University of California, Riverside and University of New Mexico. The focus of the grant is "Math Problem Solving and Working Memory Growth in English Language Learners with Math Disabilities." This grant will be managed by Erin Mason with administrative support.</p>
<p><b>Goal 2: Renegotiate a mutually beneficial lease agreement with the City and County or secure an alternative campus.</b></p>	
<p>2.1 <u>Objective:</u> By June 2018, a new lease will be executed that is long-range, affordable and allows for campus expansion.</p>	<p>The joint meeting between the County and City of San Bernardino and Lewis Center has been rescheduled for December 11<sup>th</sup>. We will discuss the possibility of purchasing our current property for fair market value. We have had a full assessment completed and will seek the best financing options as soon as a determination is made.</p>
<p>2.2 <u>Objective:</u> By June 2018, if a new, long-term lease is not a viable option, an alternative option for a permanent facility (either at the current site or at a new location) will be executed that is affordable and allows for campus expansion.</p>	<p>We have continued to explore alternative locations in the case that remaining on our current site is not a viable and/or best long-term option. At this point, we have not found an available location that is a better alternative in terms of location, size, and existing amenities.</p>
<p><b>Goal 3: Strengthen the academic programs at both schools resulting in increased student mastery.</b></p>	
<p>3.1 <u>Objective:</u> By Fall 2018, both schools will demonstrate increases in student mastery in the areas of Mathematics in grades 5-8 as indicated on the Accountability Dashboard.</p>	<p>Principals presented the CAASPP results at the school board meetings last month. In summary, grades 5-8 math continues to be the greatest area of need at both schools. Each school has developed a comprehensive plan to close the achievement gaps in these grade levels. New curriculum, structured teacher collaboration and professional development are the foundation of these plans.</p> <p><u>2017-2018 Curriculum Adoptions</u></p> <p>AAE-</p> <ul style="list-style-type: none"> <li>• Working through the curriculum adoption process to pilot elementary math curriculum. AAE teachers are attending Swun math trainings at NSLA to determine if this curriculum will be a good fit at AAE. The piloting process will take place in 2018-2019 with the new adoption occurring in 2019-2020.</li> </ul> <p>NSLA-</p> <ul style="list-style-type: none"> <li>• Adopted Swun Math curriculum in grades TK-8 which includes a robust professional development component for teachers, parents and administration.</li> <li>• Adopted Amplify English Language Arts and Science digital curriculum in grades 6-8. This curriculum allows teachers to scaffold and engage all learners in challenging, complex texts utilizing digital supports.</li> </ul>

	<ul style="list-style-type: none"> <li>• Yabisi program from Santillana for Spanish Language Arts (pilot in grades 7-8). Yabisi is a Spanish for native speakers program that integrates technology with language and literacy skills development, developing critical-thinking skills through high-interest readings and language arts activities.</li> </ul> <p><u>Teacher Collaboration Time</u> AAE and NSLA use the weekly early release Wednesday schedule to: meet within the Professional Learning Communities (PLCs) to discuss student mastery, assessments, curriculum adoptions and schoolwide learning goals. Additionally, both schools provide weekly magnet time for elementary students while the teaching teams are able to collaborate around their grade level curriculum and instruction. Much of the work done in the PLC is guided by the administration and the Academic Leadership Teams, comprised of lead grade level and department teachers.</p> <p><u>Professional Development</u> The professional development emphasis is focused on mathematics in the middle grades. Both schools are implementing curriculum-aligned and classroom-embedded training. This provides teachers with directed instructional coaching in their own classrooms using their adopted curriculum. Research proves that this approach is far more effective than attending outside workshops.</p>
<p>3.2 <u>Objective:</u> By 2022, both schools will develop a Computer Science/STEM strand that builds upon itself in grades K-12.</p>	<p>As of the 2017-2018 school year, the following Comp Science/STEM offerings are in place:</p> <p><u>AAE</u> K-5- Weekly Coding Classes 3-5- Weekly Keyboarding Classes 6-8- MS Technology Explorative Wheel (Student take Technology Elective one quarter/year) 9-12- <i>Introduction to Computers and Computing with Robotics</i> elective courses</p> <p><u>NSLA</u> 6-8- Computer Science/Coding Elective Class</p> <p>Both schools continue to implement one to one devices (MacBook or iPad) in grades 4-12 with primary grades utilizing standing computer labs and iPad carts.</p> <p>All instructional staff at NSLA become Apple Certified last spring.</p>
<p>3.2 <u>Objective:</u> By Fall 2018, AAE will demonstrate increases in AP passing rates in the area of Mathematics.</p>	<p>In Spring 2017, the results are as follows: Calculus--14 students tested, 3 passed Statistics—10 students tested, 5 passed We will use this as our baseline for comparison and to measure growth.</p>
<p>3.3 <u>Objective:</u> By Fall 2019, strengthen the Middle School program at Norton as indicated by multiple measures, including, but not limited to: CAASPP scores, decreased student attrition, parent and student surveys.</p>	<p>See Priority 6 survey analysis below for parent and student perception feedback.</p> <p>At NSLA, 2019 CAASPP middle school scores were fairly stable. English Language Arts scores showed a slight decline in grades 5-7 with an increase in 8<sup>th</sup> grade of 13%. 6<sup>th</sup> grade math showed a decline of 15%. All grades combined, Math scores showed a 2% overall increase.</p>
<p>3.4 <u>Objective:</u> Depending on available facilities, NSLA will begin adding one high school grade per academic year with a target of Fall 2019 for the first freshman class.</p>	<p>Lease negotiations are still underway.</p>

<b>Goal 4: The Lewis Center for Educational Research will be unified under a common vision, mission, goals and objectives.</b>	
4.1 <u>Objective:</u> Staff and the Board of Directors will continue to engage in ongoing open, honest and constructive communication.	The LCER Annual Strategic Planning was held in September. This workshop set a positive and collaborative tone for the year. The CEO and Board Chairman meet monthly to review progress toward meeting established goals and the board agenda. Board members are receiving regular school and program updates through Parent Square and CEO emails.
4.2 <u>Objective:</u> Throughout the 2017-2018 school year, the Executive Team, as supported by the Board of Directors, will intentionally build a positive climate throughout the organization.	<b>Priority 6 on the Accountability Dashboard centers on student perceptions on school safety and connectedness. Both schools administered parent and student surveys. The summaries of student perception results are below. Staff will continue to report to the Board regarding the four local priorities on the Accountability Dashboard.</b>
4.3 <u>Objective:</u> The Board of Directors will actively participate in the establishment and review of LCER policies.	This is an ongoing effort. Kirt Mahlum, LCER Board Treasurer, met with Jim Foley and Lisa Lamb to review finance policy revisions and updates. These updates will be brought forward for board approval. Additionally, revisions to the bylaws regarding standing committees will be presented in December as a recommendation of the Nominating Committee.

### **AAE Priority 6**

As a measure of student perceptions of school safety and connectedness, AAE utilized a student survey of fourth, eighth, and twelfth graders. The survey was administered in November 2017 during classes and achieved a 79% response rate.

In analyzing the data rendered by the AAE School Climate Student Survey, the administration grouped the responses in five categories (Facilities, Teacher-Student Connectedness, Proctor-Student Connectedness, Peer Relations, and Overall School Safety).

#### Facilities

AAE is very unique in that it is situated on 150-acres that includes frontage along the Mojave River. The aesthetics are picturesque and the students enjoy the outdoor environment. Though there is no fence surrounding the property, students still have a high sense of safety and security. One of the clearly identified concerns about the campus is the condition and cleanliness of the student restrooms. The restroom facilities are aged and well-used, thus prompting the clear request for renovation.

#### Teacher-Student Connectedness

Students at AAE feel a strong connectedness to the teaching staff. Some of the reasons for this sentiment is that teachers are reported as being encouraging, providing meaningful assignments, offering assistance to struggling students, and recognizing achievement.

#### Proctor-Student Connectedness

Students' perceived lack of fair and consistent discipline by security staff indicates a possible area for improvement. Though our staff works diligently to keep students safe, while having positive and respectful interaction with students, students perceive the security team as being inequitable in the administration of disciplinary consequences, most specifically having "favorites."

#### Peer Relations

Students reported that classmates mostly treated each other well and were even helpful to their peers. However, students identified that others exhibited behaviors that were concerning to them and more specifically that bullying needs to be addressed. The clearest point of dissatisfaction was the perceived lack of agency that students have regarding school wide decision-making and the adopted uniform policy. At the high school level, the Student Advisory Council was formed to gather additional student input and ensure that students are involved in decision making. Future plans include expanding the Student Advisory Council format to middle grades and elementary.

## Overall School Safety

Students clearly feel that the campus is safe and secure. Students enjoy positive relationships with their teachers. Connectedness with proctors needs to be improved. Students enjoy attending school with one another and helping one another, but the topic of bullying needs to be addressed further.

## **NSLA Priority 6**

In the fall of 2017, Norton Science and Language Academy Parents and students (grades 5-8) were given the opportunity to complete a school climate survey to inform Norton Science Language Academy's parent and student perceptions of the current school climate.

The following data was gathered from parent surveys:

- NSLA has consciously and continuously built a safe, positive, respectful and supportive culture that fosters student responsibility for learning and results in shared ownership, pride and high expectations for all over the years.
- NSLA prepares and distributes electronically updated school handbooks that students and parents use throughout the school year.
- Discipline and attendance policies are thoroughly outlined in these documents.
- NSLA fosters student responsibility for learning in a variety of ways. Teachers actively encourage students to ask questions and are routinely available before school, during school and after school. NSLA provides different avenues for students to engage in their learning through, online class work. All students in grades 4-8 have access to a laptop or iPad to access their learning.
- The professional staff regularly engages in a variety of professional efforts designed to improve student learning including professional discourse, resources outside of the school, formal time to implement professional development, and opportunities to apply the skills, practices and ideas gained to improve curriculum, instruction, and assessment.
- Teachers exchange best practice ideas in the areas of common assessments, common core standards and pacing.
- As a core value, the concept of parents as partners in the education of the children along with the concept of students as active participants in their education requires that teachers, students and parents are involved in meaningful and defined roles in decision making that promote responsibility and ownership.
- Students, faculty, professional staff, and administrators collaborate daily at NSLA to maintain and further develop a school culture that is safe, positive, respectful, and supportive, with high expectations for all and a tradition of putting students first.

Several themes arose from the gathered student and parent survey data. The data will be used to inform professional staff of the current school climate. Findings from survey data:

1. Monitor school cleanliness is periodically throughout the day.
2. Provide students with a forum to discuss concerns with school climate
3. Provide character assemblies, bullying presentations and school wide campaigns throughout the school year.
4. Create better awareness within the student body of the roles and functions of the Leadership team.
5. Increase home-school communication to inform families of volunteer opportunities on campus.
6. Develop discipline systems that are aligned to fairly and consistently address discipline issues.
7. Establish strong, consistent connections with families.



## **Upcoming Events for Board Consideration**

### **December AAE School Events:**

- Dec. 5<sup>th</sup> - Choir Winter Concert in the gym from 6:00pm to 8:00pm
- Dec. 6<sup>th</sup> - STEM Night at AVCI (Thunderbird Campus) from 6:00pm to 8:00pm  
Strings Concert in the gym from 6:30pm to 8:00pm
- Dec. 7<sup>th</sup> - Band Concert in the gym from 6:30pm to 8:00pm
- Dec. 9<sup>th</sup> - Knights Band will be performing in the Adelanto Christmas Parade

### **December/January NSLA School Events:**

- Dec.1<sup>st</sup> - Family Skate Night (PTO Fundraiser) at CalSkate in Grand Terrace from 5:00pm to 7:00pm
- Dec.5<sup>th</sup>-Drop-in Science Fair Lab Night in the Cafeteria from 5:00pm to 6:00pm
- Dec.6<sup>th</sup>- PTO General Meeting in the Cafeteria from 8:30am-9:30am.
- Dec.8<sup>th</sup>- Middle School Dance from 5:00pm to 7:00pm in the cafeteria.
- Dec. 13<sup>th</sup> – LCER All Staff Meeting in the Cafeteria from 2:15pm-3:45pm.
- Dec. 14<sup>th</sup> - NSLA Winter Performance Assembly 8:30am to 11:30am.
- Jan. 9<sup>th</sup> –School site council from 3:30-4:30pm in the Library.

**Lewis Center for Educational Research  
Human Resources Staff Report**

**Date:** November 28, 2017  
**To:** Board of Directors  
**From:** Stacy Newman

**AAE (33 Total)**

**New Hires: (25)**

Last Name	First Name	Hire Date	Job Title	Position Stipend #
Burns	Gerald	11/27/2017	Certificated Substitute	Sub
Deatherage	Tracy	11/27/2017	Classified Substitute	Sub
Alvarez	Junior	11/16/2017	Classified Substitute	Sub
Morris	Lauralee	11/6/2017	Classified Substitute	Sub
Quintana	Miranda	11/6/2017	Classified Substitute	Sub
LaRocque	Mary	11/6/2017	Certificated Substitute	Sub
Rinne	Nataly	10/26/2017	Classified Substitute	Sub
Albert	Conner	10/25/2017	Guest Teacher	Sub
Bean	Laura	10/25/2017	Guest Teacher	Sub
Cast	Nicolas	10/25/2017	Guest Teacher	Sub
Justman	Cody	10/20/2017	Guest Teacher	Sub
Meza	Jennifer	10/20/2017	Guest Teacher	Sub
Calderon	Angela	10/16/2017	Classified Rotation Instructor	00049/50
Johnson	Tiffany	10/16/2017	Guest Teacher (rehire)	Sub
Marcucci	Barbara	10/16/2017	Guest Teacher (rehire)	Sub
Walsh	Tamara	10/16/2017	Guest Teacher	Sub
Duarte	Quinn	10/9/2017	Coach - HS Girls Cross country	99907
Banta	Marssie	10/4/2017	Classified Substitute	Sub
Lewis	Cynthia	10/4/2017	Guest Teacher/Home Hospital	Sub
Perteet	Elena	10/4/2017	Classified Substitute	Sub
Wertz	Joanne	10/2/2017	Classified Substitute	Sub
White	Kenya	10/2/2017	Classified Substitute	Sub
Tejeda	Taryn	9/29/2017	Classified Substitute	Sub
Padua	Quyen	9/28/2017	Classified Substitute	Sub
Palazzola-Holbrook	Anmarie	9/28/2017	Classified Substitute	Sub

**Reclassifications: (3)**

LAST	FIRST	From	Position Stipend #	To	Position Stipend #	Date
Fleming	Deanna	Classified Sub	Sub	Ed Specialist Instructional Assistant	00081	11/13/2017
Shreve	Teppra	Classified Sub	Sub	Computer Coding Instructor	00256	10/16/2017
Walker	Veronica	Classified Sub	sub	Food Service Worker	00094	8/28/2017

**Terminations: (5)**



## **HR Activities including both AAE & NSLA:**

- Created job postings / descriptions for above positions
- Advertised new positions: internally, Edjoin, Daily Press, Desert Dispatch, LCER Website, Monster.com, Local Universities
- Collected and screened job applicants. Recruited and interviewed employees for NSLA and AAE as well as following up with thank you letters and emails for those applicants/candidates who were not selected
- Conduct reference checks for all prospective new hires
- Conducted new hire orientations for new employees (including going over each page in the new hire packet, health benefits, sick leave, salary placement, and job requirements), job-reclassifications, etc.
- Processed new hire paperwork for recent new hires, including DOJ, background checks, benefits paperwork, etc.
- Processed paperwork for employee terminations and completed exit interviews
- Responded to Verifications of Employment from other schools and/or credit/loan institutions
- Prepared packet for volunteers to include: DOJ fingerprint procedures, TB risk assessments, volunteer driver packets, LCER Agreements: Proprietary, Child Abuse, Internet Use, etc.
- Maintained volunteer fingerprint information and DOJ database as well as provided training at the Parent/Volunteer workshops at the AAE
- Prepared for this semester's Employee of the Semester: nominations, meetings, selections, awards, presentations, etc.
- Monitored seasonal coaching contracts
- Maintained employer pull notices through the DMV
- Sent letters to employees for expirations of TB tests, Food handler's cards, CPR/First Aid cards, etc
- Follow up to employee notices for: CPR/First Aid, Mandated Sexual Harassment Training for Supervisors, TB tests, etc.
- Continued implementation for TB tests for parents and volunteers to be in line with new laws
- Personnel issues: benefits, compensation, FMLA, terminations, EDD claims, UI, DOJ fingerprint issues, Workers' Comp claims, Student injury claims, etc
- Maintain program for sending and receiving Employer Pull Notice Information to/from the DMV in a further effort to go paperless – Download updated software and install certificates for new system
- Balance health insurance statements
- Processed Workers' Comp & Student Injury Claims
- Met with JPA representative to go over all pending Workers' Comp claims
- Updated workers' comp and student accident forms and procedures
- Attended Exec Team, UITS, HDEAC seminars, EDD, Credentials, CASBO Contracts, Abila/Abra & SBCSS UI meetings workshops & trainings
- Ongoing BTS/Induction management/planned start of year colloquium
- Attended monthly board meetings for High Desert Employer Advisory Council
- Calculated pay reconciliations for finance department for employees' terminations, leaves, etc.
- Ongoing credential processing and monitoring
- Investigated and responded to UCP and internal complaints
- Track, log, and send reminders to supervisors for performance evaluations
- Updated forms and implemented procedure changes: meal break waivers, requests for time, etc.
- Worked with Personnel Committee to establish Board policy & procedures
- Worked with finance to create reports for exec team and Board
- Web Timesheets: Worked with Finance Department to continue to train and implement organizational wide roll out of new web based timesheet system
- Entered all sick leave accrual codes into HR software and assigned to staff
- Tracked sick leave balances in HR Software
- Assisted finance department in training of Exec Team, all supervisors and applicable administrative assistants
- Implemented and trained staff on the changes in the employee handbook
- Worked with CEO on NSLA lease
- Strategic planning
- Attended CASBO Conference
- Worked on drafting updates to the board policies relating to Personnel
- Submitted a proposal to CCSA to present at the coming CCSA conference. The proposal was accepted. Started work on drafting the PowerPoint for the conference.
- Monitored labor law updates and blogs for compliance
- Updated parent volunteer driver tracking to be paperless.

# Lewis Center for Educational Research

## STAFF REPORT

Date: December 2017  
To: Lisa Lamb, Interim President/CEO  
From: Paul Rosell, Director of Special Education  
Re: Special Needs Department

### **Special Needs – AAE & Norton**

The following information reflects the special education activity level at the AAE:

The 2017/2018 school year continues to be very busy with assessments and IEP meetings. Since the last board report, the special needs team has conducted over 32 IEP meetings including transfers, annuals and triennials. The middle of the school year typically is a time where more referrals for assessments are made. The reason for this is that general education staff members have worked with their students for several months and have conducted assessments to determine the level of need. From these observations and assessment referrals made to the intervention team for intervention and possible special needs assessments.

In addition, to the number of IEP meetings held, a total of 18 students were referred for counseling and/or behavioral intervention during this same time period.

### **AAE Special Needs Numbers:**

Total Special Needs students - 119  
Speech ONLY- 37  
Pending New Referrals- 4

\*\*\*\*\*

The following information reflects the special education activity level at NSLA:

Over the past two months NSLA team members have been participating in a Performance Indicator Review process established by the California Department of Education. The purpose of this process is to assist Special Needs staff members in ensuring compliance to specific requirements and maintaining a level of accountability. This will result in the highest level of quality in each of our programs. To date, a total of 22 IEP meetings including transfers, annuals and triennials have been conducted.

**NSLA Special Needs Numbers:**

Total Special Needs students - 71

Speech only - 20

Pending New Referrals- 4

**Love and Logic:**

Love and Logic continues to play a foundational role of what the AAE and NSLA does in helping students develop appropriate pro-social skills and in helping parents to learn the most effective ways to assist their children in being successful. Principles and concepts are taught on a monthly basis at staff and parent training sessions. Reports from teachers and parents are so positive and encouraging. The benefits to the families at both schools are immeasurable.

If you know of anyone that might be struggling with how to motivate their children or with family or other relationship challenges, please feel free to attend one or more of the Love and Logic activities, trainings and classes. Love and Logic classes are under way and we are receiving rave reviews.

If you have any questions or you would like additional information regarding Love and Logic Classes or instructional materials, please contact Nicole Shay at (760) 946-5414.

**Lewis Center for Educational Research**

**STAFF REPORT**

Date: November 29<sup>th</sup>, 2017  
To: Board of Directors  
From: Ryan Dorcey  
Re: Information Technology/GAVRT Report

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**Information Technology**

- Distributed loaners and chargers to all of the NSLA 5<sup>th</sup> grade and MS students.
- Helped NSLA teacher with iPad PD. Shared benefits and software they can to improve learning environment.
- NSLA Help staff Jeo DeReza has been teaching a Technology Class with Python programming using Code Combat
- Ongoing work and upgrading NSLA bell system and intercoms.
- Ongoing work and troubleshooting AAE paging system.
- All bad speakers in PA system replaced.
- Classrooms missing communications had cabling rerun or newly spliced.
- New WAPs added to both campuses to make up for newly discovered deadzones.
- Supporting the start of interim assessments.
- New copiers rolled out across campus. Significant cost saving measure from previous yearly high copy costs.
- 518 support tickets closed since last reporting period.

**GAVRT**

Since October, we have completed 19 antenna sessions with a total of 482 students. The GAVRT team will be meeting over a 3-day period December 18, 19, and 20<sup>th</sup> to discuss updating our curriculum and training strategies.

**LEWIS CENTER FOUNDATION  
COMBINED BALANCE SHEET AND INCOME STATEMENT  
September 1 - September 30, 2017**

**CHECKING (LEWIS CENTER FOUNDATION)**

<b>Beginning Balance</b>		\$3,024.66
<b>Revenue</b>		
Donations - Unrestricted	\$293.90	
Donation - AAE Staff Scholarship	\$10.00	
Transfer from Savings - AAE Capital Campaign	\$9,506.44	
\$1,742.30 Unrestricted		
<i>Total</i>	\$9,810.34	
<b>Expenditures</b>		
Transfer to Savings - Unrestricted Donations	\$293.90	
Transfer to Savings - AAE Staff Scholarship Donations	\$10.00	
UC Santa Cruz - Norene Hakel - San Manuel Scholarship	\$1,000.00	
Hi Desert Trophy & Awards - clocks	\$129.30	
Evenflo Raingutters - shade structure	\$9,506.44	
<i>Total</i>	\$10,939.64	
<b>Ending Balance</b>	<i>Total</i>	\$1,895.36

**SAVINGS (LEWIS CENTER FOUNDATION)**

<b>Beginning Balance</b>		
Restricted Funds - Capital Campaign		\$175,645.41
Restricted Funds - Scholarships		\$38,159.74
Restricted Funds - Davis Endowment		\$10,951.53
Restricted Funds - HiDAS Endowment		\$64,410.93
Unrestricted Funds		\$34,904.32
		\$324,071.93
<b>Revenue</b>		
AAE Capital Campaign - Brick Campaign	\$300.00	
History of Apple Valley Books	\$120.00	
Unrestricted Donations	\$3,293.90	
AAE Staff Scholarship Donations	\$45.00	
Interest	\$25.38	
<i>Total</i>	\$3,784.28	
<b>Expenditures</b>		
AAE Capital Campaign - Shade Structure - transfer to checking	\$9,506.44	
<i>Total</i>	\$9,506.44	
<b>Ending Balance</b>		
Restricted Funds - Capital Campaign		\$166,453.69
Restricted Funds - Scholarships		\$38,208.04
Restricted Funds - Davis Endowment		\$10,952.29
Restricted Funds - HiDAS Endowment		\$64,416.01
Unrestricted Funds		\$38,319.75
	<i>Total</i>	\$318,349.77

**Total Checking and Savings**

**\$320,245.13**



**LEWIS CENTER FOUNDATION  
COMBINED BALANCE SHEET AND INCOME STATEMENT  
October 1 - October 31, 2017**

**CHECKING (LEWIS CENTER FOUNDATION)**

<b>Beginning Balance</b>		\$1,895.36
<b>Revenue</b>		
Donations - Unrestricted	\$293.90	
Donation - AAE Staff Scholarship	\$10.00	
Transfer from Savings - Unrestricted	\$64.65	
Transfer from Savings - AAE Capital Campaign	\$7,400.00	
<i>Total</i>	\$7,768.55	
<b>Expenditures</b>		
Transfer to Savings - Unrestricted Donations	\$293.90	
Transfer to Savings - AAE Staff Scholarship Donations	\$10.00	
Hi Desert Trophy & Awards - clock for Board member who resigned	\$64.65	
Evenflo Raingutters - shade structure	\$7,400.00	
<i>Total</i>	\$7,768.55	
<b>Ending Balance</b>	<i>Total</i>	\$1,895.36

**SAVINGS (LEWIS CENTER FOUNDATION)**

<b>Beginning Balance</b>		
Restricted Funds - Capital Campaign		\$166,453.69
Restricted Funds - Scholarships		\$38,208.04
Restricted Funds - Davis Endowment		\$10,952.29
Restricted Funds - HiDAS Endowment		\$64,416.01
Unrestricted Funds		\$38,319.75
		\$318,349.77
<b>Revenue</b>		
Unrestricted Donations	\$293.90	
AAE Staff Scholarship Donations	\$10.00	
Interest	\$27.59	
<i>Total</i>	\$331.49	
<b>Expenditures</b>		
Unrestricted - clock - transfer to checking	\$64.65	
AAE Capital Campaign - Shade Structure - transfer to checking	\$7,400.00	
<i>Total</i>	\$7,464.65	
<b>Ending Balance</b>		
Restricted Funds - Capital Campaign		\$159,069.69
Restricted Funds - Scholarships		\$38,221.63
Restricted Funds - Davis Endowment		\$10,953.12
Restricted Funds - HiDAS Endowment		\$64,421.52
Unrestricted Funds		\$38,550.65
	<i>Total</i>	\$311,216.61
<b><i>Total Checking and Savings</i></b>		<b>\$313,111.97</b>

The High Desert Partnership in Academic Excellence Foundation, Inc.  
 Check/Voucher Register - Board Report - 10K  
 From 9/6/2017 Through 11/30/2017

Effective D...	Check Nu...	Vendor Name	Check Amount	Transaction Description
9/6/2017	39465	SBCSS	16,801.26	SBCSS NSAA Sub Costs for 4/10/17-6/30/17
9/13/2017	39487	Big Mike's Rooter & Pl...	14,200.00	Sewer work at NSLA
9/13/2017	39489	CharterSAFE	24,104.00	Insurance premium pymt for Septemer 2017
9/13/2017	39497	YM & C	14,557.22	Legal Services through 6/30/17
9/13/2017	39498	YM & C	13,655.00	Legal Services through 7/31/17
9/18/2017	39504	SISC	176,119.45	Health Coverage for September 2017
9/20/2017	25588	Lewis Center for Ed Re...	122,000.00	Transfer \$ from DCB Checking to Union Checking
9/20/2017	39555	Southern California Edi...	13,712.64	Acct# 2-30-619-9621 - NSLA
9/20/2017		Southern California Edi...	14,351.00	Acct# 2-21-356-3786 - MRC
9/20/2017		Southern California Edi...	14,579.89	Acct# 2-35-953-2850 - Bldg G,A, Elem, Cafe
9/20/2017	39569	Virtual Graffiti	18,647.30	PO# 18-905-IT-M Barracuda Security
9/29/2017	321		212,161.57	Group: CLASS; Pay Date: 9/30/2017
10/2/2017	323		520,436.45	Group: CERT; Pay Date: 10/1/2017
10/3/2017	39601	SBCSS	56,583.08	NSAA STRS contributions for September 17
10/3/2017		SBCSS	115,246.23	LCER/AAE - STRS contributions for September
10/3/2017	39602	SchoolsFirst Federal C...	13,388.17	Employee TSA contributions - Sept 2017
10/3/2017	39604	SBCSS	20,513.13	NSAA PERS contributions for September
10/3/2017		SBCSS	46,714.99	LCER/AAE - PERS contributions for September
10/10/2017	39606	CharterSAFE	23,858.00	Insurance premium pymt for October 2017
10/20/2017	39674	San Bernardino City S...	27,335.00	NSLA Police Services for July 17-December 2017
10/20/2017	39675	Southern California Edi...	10,445.07	Acct# 2-21-356-3786
10/20/2017		Southern California Edi...	10,496.39	Acct# 3-031-8444-40
10/20/2017	39701	George Armstrong	11,056.50	Reimbursement for Airline Tickets for ROTC to Hawaii
10/24/2017	39708	SISC	186,255.15	Health Coverage for October 2017
10/31/2017	325		206,504.13	Group: CLASS; Pay Date: 10/31/2017
11/1/2017	327		508,314.21	Group: CERT; Pay Date: 11/1/2017
11/3/2017	39719	CharterSAFE	23,858.00	Insurance premium pymt for November 2017
11/3/2017	39723	SBCSS	56,506.93	NSAA STRS contributions for October
11/3/2017		SBCSS	112,826.30	LCER/AAE - STRS contributions for October
11/3/2017	39724	SchoolsFirst Federal C...	13,388.17	Employee TSA contributions - October 2017
11/3/2017	39727	SBCSS	19,890.42	NSAA PERS contributions for October
11/3/2017		SBCSS	40,362.56	LCER/AAE - PERS contributions for October
11/4/2017	39740	Renaissance Learning,...	13,791.21	PO# 18-706-IT-S Accelerated Reader 360 Subscription Renewal
11/14/2017	39814	SISC	185,570.75	Health Coverage for November 2017
11/21/2017	39822	Calif Charter School A...	18,280.00	CCSA Membership 2018
11/21/2017	39850	Wells Fargo Vendor Fi...	10,492.35	PO# 15-903-IT Laptop Lease Phase 13
Report Total			2,907,002.52	

**LCER Board Meetings  
Attendance Log 2017**

	<b>March Regular</b>	<b>June Regular</b>	<b>Sept. Regular</b>	<b>Oct Regular</b>	<b>TOTAL REGULAR</b>
Kirtland Malhum	Present	Present	Present	Present	100%
Rick Wolf	Present	Present	Present	Present	100%
Peter Torres	Present	Present	Present	Present	100%
Russell Stringham	Present	Present	Present	Present	100%
Bud Biggs	Present	Present	Present	Absent	75%
Duberly Beck	Present	Present	Absent	Present	75%
Jose Palavox	Present	Present	Absent	Present	75%
Kevin Porter	Present	Absent	Present	Present	75%
Buck Goodspeed	Absent	Present	Present	Present	75%
Marcia Vargas	Present	Absent	Present	Present	75%

<b>February 10 Special</b>	<b>April 7 Special</b>	<b>April 10 Special</b>	<b>April 28 Special</b>	<b>May 10 Special</b>	<b>Sep 11 Special</b>	<b>TOTAL SPECIAL</b>
Present	Present	Absent	Present	Present	Present	83%
Absent	Absent	Present	Absent	Present	Present	50%
Present	Absent	Present	Absent	Absent	Present	50%
Absent	Absent	Absent	Present	Absent	Present	33%
Present	Present	Present	Present	Present	Present	100%
Present	Present	Present	Present	Present	Absent	83%
Absent	Absent	Present	Present	Absent	Absent	33%
Present	Present	Present	Present	Present	Present	100%
Present	Present	Present	Present	Present	Present	100%
Absent	Present	Present	Absent	Absent	Present	50%

**LCER Board Give and Get**

Member	Current Fiscal Year 2017 /2018				Previous Fiscal Year 2016 /2017			
	Give	Get	In-kind	Total	Give	Get	In-kind	Total
Andy Jaramillo	\$ 150			\$ 150	\$ 100			\$ 100
Buck Goodspeed				\$ -	\$ 1,000			\$ 1,000
Bud Biggs		\$ 6,851		\$ 6,851	\$ 100	\$ 6,025		\$ 6,125
David Bains				\$ -	\$ 100			\$ 100
Donna Siegel				\$ -				\$ -
Duberly Beck				\$ -	\$ 100			\$ 100
Jose Palafox				\$ -				\$ -
Kevin Porter				\$ -		\$ 100		\$ 100
Kirtland Mahlum				\$ -				\$ -
Marcia Vargas	\$ 517			\$ 517	\$ 917			\$ 917
Peter Torres				\$ -				\$ -
Regina Weatherspoon-Bell				\$ -	\$ 100			\$ 100
Rick Wolf				\$ -				\$ -
Robert Lovingood				\$ -	\$ 100			\$ 100
Russ Stringham				\$ -	\$ 100			\$ 100
Scott Johnson				\$ -				\$ -
Tom Rosenbaum				\$ -	\$ 500			\$ 500
<b>Total</b>	<b>\$ 667</b>	<b>\$ 6,851</b>	<b>\$ -</b>	<b>\$ 7,517</b>	<b>\$ 3,117</b>	<b>\$ 6,125</b>	<b>\$ -</b>	<b>\$ 9,242</b>