

LEWIS CENTER FOR EDUCATIONAL RESEARCH

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

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

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

Additional Location:
503 E. Central Ave., San Bernardino, CA 92408

May 14, 2018 - 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
 - .02 AAE Student Ambassadors Update – Matthew Burgnon, Eleni Philippou
 - .03 AAE Soccer Clinic – Sirena Rocca – Pg 3
 - .04 2018 AAE CSTEM Video – Matthew Huffine – Pg 4
 - .05 AAE and NSLA LCAP – Valli Andreasen, Fausto Barragan, Wes Kanawyer – Pg 5
5. **CONSENT AGENDA:**
 - .01 Approve Minutes of April 9, 2018 Regular Meeting – Pg 6-8
 - .02 Approve Credit Card with a \$5,000 Limit for Teresa Dowd for Lewis Center Foundation – Pg 9
 - .03 Approve 2018-19 LCER Board Calendar 2018-19 – Pg 10
 - .04 Approve 2019-20 AAE School Calendar Revision – Pg 11-12
 - .05 Approve NSLA Overnight 7th Grade Field Trips to Ocean Institute May 21-22 and May 23-24, 2018 – Pg 13
 - .06 Approve AAE 6th Grade Field Trip to Town of Apple Valley Pool May 31
6. **DISCUSSION/ACTION ITEMS:**
 - .01 Discuss Lewis Center Foundation NSLA 10th Anniversary Gala – Duberly Beck
 - .02 Discuss Proposed 2018-19 LCER Budget – David Gruber – Pg 14
 - .03 Approve Updated Letter of Understanding with HighMark – School Development Company for Norton Campus Expansion – Lisa Lamb – Pg 15-20
 - .04 Approve Omari Onyango, Sharon Page, and David Rib as New Members of the Lewis Center for Educational Research Board of Directors – Kevin Porter – Pg 21-25
7. **INFORMATION INCLUDED IN PACKET:** *(Board members may ask questions on items for clarification.)*
 - .01 Staff Reports
 - President/CEO – Lisa Lamb – Pg 26-29
 - Human Resources Director – Stacy Newman – Pg 30-32
 - Finance Director – David Gruber – Pg 33
 - IT Director – Ryan Dorsey – Pg 34-35
 - AAE Principal's Report – Valli Andreasen and Wes Kanawyer – Pg 36-38

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- NSLA Principal's Report – Fausto Barragan – Pg 39-42
- .02 Lewis Center Foundation Financial Reports
 - March 2018 – Pg 43
- .03 LCER Financial Reports
 - Checks Over \$10K – Pg 44
 - Budget Comparisons – Pg 45-46
- .04 LCER Board Attendance Log – Pg 47
- .05 LCER Board Give and Get – Pg 48

8. **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

9. **CLOSED SESSION:**

- .01 Conference with Legal Counsel Existing Litigation: 1 case (Paragraph (1) of Subdivision (d) of Section 54956.9)
Name of Case: County of San Bernardino and City of San Bernardino v. The High Desert Partnership in Academic Excellence Foundation, Inc.
- .02 Public Employee Performance Evaluation: President/CEO

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.

**Lewis Center for Educational Research
Board Packet Agenda Items**

Date of meeting: 5/14/18

Title: AAE Student Representative Report: Sirena Rocca

Presentation: X Consent: _____ Action: _____ Discussion: _____ Information: _____

Background:

Sirena Rocca will present how she planned and executed the first AAE Soccer Clinic, raising approximately \$1,000 to purchase soccer goals for our school.

Fiscal Implications (if any):

AAE Athletics gained approximately \$1,000 in revenue to purchase soccer goals.

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

Sirena's leadership is exemplary of that which we would like all of our AAE Knights to display.

Recommendation:

Congratulate Sirena for her accomplishments and development as a leader.

Submitted by: Name, Title, Department

Wes Kanawyer, Principal, Academy for Academic Excellence

**Lewis Center for Educational Research
Board Packet Agenda Items**

Date of meeting: 5/14/18

Title: Computing with Robotics, CSTEM Video with Matt Huffine

Presentation: X Consent: Action: Discussion: Information:

Background:

Our Computing with Robotics Class enters the UC Davis, CSTEM 2018 RoboPlay competition each year. Last year AAE won in two categories.

Fiscal Implications (if any):

None

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

Students are very engaged and take ownership in the process of planning and choreographing the movement of the robots and the video at large. This is all executed in a collaborative manner, which builds soft skills that prepare our students for post-secondary success. Further, their participation and success, helps them build a strong resume for the future.

Recommendation:

Congratulate staff and students on the successful creation of the 2018 AAE CSTEM video.

Submitted by: Name, Title, Department

Wes Kanawyer, Principal, Academy for Academic Excellence

**Lewis Center for Educational Research
Board Packet Agenda Items**

Date of meeting: 5/14/18

Title: Local Control Accountability Plan

Presentation: X Consent: Action: Discussion: Information:

Background:

The LCAP is intended as a comprehensive planning tool to support student outcomes and is an important component of the Local Control Funding Formula (LCFF). Under the LCFF, all local educational agencies (LEAs) including school districts, county offices of education (COEs), and charter schools are required to prepare an LCAP, which describes how they intend to meet annual goals for all pupils, with specific activities to address state and local priorities identified pursuant to California Education Code (EC) sections 52060(d), 52066(d), and 47605.

Fiscal Implications (if any):

The development of the LCAP is an important component of the budgeting process and causes valuable reflection and alignment between fiscal resources and student services, which address state priorities. The LCAP accounts for how a school utilizes supplemental and concentration funds from the state of California.

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

The goals and resources identified in the LCAP are aligned with LCER goals as well as state priorities.

Recommendation:

The AAE and NSLA LCAP's will be presented today. Our collective recommendation is that the LCER Board approves each plans as presented on the June 11th meeting.

Submitted by: Name, Title, Department

Wes Kanawyer, Principal, Academy for Academic Excellence
Valli Andreasen, Principal, Academy for Academic Excellence
Dr. Fausto Barragan, Principal, Norton Science and Language Academy

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

**Minutes
April 9, 2018**

1.0 Call to Order

Kevin Porter called the meeting to order at 2:07 p.m.

2.0 Roll Call

LCER Board Members Kirt Mahlum, Jim Morris, Kevin Porter, and Marcia Vargas were present.

LCER Board Members Duberly Beck and Rick Wolf arrived at 2:55 p.m.

Staff members Fausto Barragan, Ryan Dorcey, Teresa Dowd, David Gruber, Lisa Lamb, Stacy Newman and were also present.

3.0 Site Visit: The Board, staff and consultants toured the property at 298 S. Waterman Ave.

4.0 Recess: The Board recessed and reconvened at 3:00 p.m. on site at NSLA and Lewis Center.

5.0 Closed Session: The Board convened into closed session at 3:02 p.m.to discuss:

.01 Conference with Legal Counsel Existing Litigation: 1 case (Paragraph (1) of Subdivision (d) of Section 54956.9)

Name of Case: County of San Bernardino and City of San Bernardino v. The High Desert Partnership in Academic Excellence Foundation, Inc.

.02 Conference with Real Property Negotiators

Property: Approximately eighteen (18) acres at northwest corner of E. Valley Street and S. Waterman Avenue

Negotiator: Mark Skousen, President, Highmark Development

Parties: LCER and Real Estate Development Associates (REDA)

Under Negotiation: Contract terms

The Board reconvened into open session at 5:33 p.m. Kevin Porter, Chairman of the Board, reported that the Board gave counsel direction for negotiations.

6.0 Public Comments: None.

7.0 Special Presentations:

.01 Fausto Barragan and Marcia Vargas reported on the CAFE conference. Fausto shared that the connection Norton has with CAFE was incredible. Norton's program is highly recognized by CAFE. CAFE provides professional development and resources. Marcia will share a report about students in California.

8.0 Consent Agenda

1. Approve Minutes of March 12, 2018 Regular Meeting
2. Approve Overnight AAE Field Trip to Zyzzx May 1-2, 2018

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

9.0 Discussion/Action Items:

- .01** Approve AAE 2nd Interim Report – These are mandated reports and the 2nd Interim shows any changes from the 1st Interim Report. It helps with budget development. Accounting and budgeting systems were discussed. On a motion by Duberly Beck, seconded by Jim Morris, vote 6-0, the LCER Board of Directors approved the AAE 2nd Interim Report.
- .02** Approve NSLA 2nd Interim Report – On a motion by Duberly Beck, seconded by Jim Morris, vote 6-0, the LCER Board of Directors approved the NSLA 2nd Interim Report.
- .03** On a motion by Kevin Porter, seconded by Duberly Beck, vote 6-0, the LCER Board of Directors approved April 30 from 4:00 – 6:00 p.m. for the LCER Board/Staff Budget Workshop.
- .04** Location of May 14, 2018 LCER Board Meeting – The May and June LCER Board meetings are both scheduled at AAE and we have staff recognitions for both sites. Staff will be recognized onsite so some Board and staff will be at each site for the recognition. Marcia and Kevin will not be at the May meeting.

10.0 Information Included in Packet:

- .01** Staff Reports
 - President/CEO – Lisa Lamb
 - Human Resources Director – Stacy Newman – Duberly Beck asked if we're doing recruitment fairs. We are. They are just starting to happen. Our biggest success is in the classroom cohorts. We send information to all universities and anyone that has applied for a dual immersion position on Ed Join. Turnover at both schools was discussed.
 - Finance Director – David Gruber – Attendance was audited last week. Both sites received 100% with no findings.
 - AAE Principals – Wes Kanawyer/Valli Andreasen
- .02** LCER Financial Reports – Duberly Beck asked about the LCER Admin %. It will be discussed at the Budget Workshop.
 - Checks Over \$10K
 - Budget Comparisons
- .03** Lewis Center Foundation Financial Reports
 - February 2018
- .04** LCER Board Attendance Log
- .05** LCER Board Give and Get

11.0 Board/Staff Comments

- .01** Ask a question for clarification
- .02** Make a brief announcement
 - David Gruber noted that we are still looking into a land trust in Apple Valley.
- .03** Make a brief report on his or her own activities – Marcia Vargas discussed the importance of the NSLA Gala which will honor staff and families that have been here during the 10 years. It is being held May 18 at the National Orange Show. Each Board member is asked to purchase a ticket for \$100 or a table of 10 for \$1,000. Invitations are going out. Ted Alejandre is the keynote speaker. She also noted that the Lewis Center Foundation authorized funds to finish the AAE field with AAE Capital Campaign funds.
- .04** Future agenda Items

12.0 Closed Session

The LCER Board of Directors convened into closed session at 6:23 p.m. to discuss:

1. Public Employee Performance Evaluation: President/CEO

The LCER Board of Directors reconvened into open session at 6:50 p.m. Kevin Porter, Chairman of the Board, reported no action was taken.

13.0 Adjournment

Chairman Kevin Porter adjourned the meeting at 6:55 p.m.

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

Date of meeting: May 14, 2018

Title: Credit Card for Teresa Dowd for the Lewis Center Foundation

Presentation: Consent: Action: Discussion: Information:

Background:

To approve a Credit Card with a \$5,000 Limit Teresa Dowd for the Lewis Center Foundation. The Lewis Center Foundation has separate accounts and by approving this credit card, the Lewis Center for Educational Research will no longer need to be reimbursed from the Lewis Center Foundation for any expenses occurred on the LCER credit card.

Fiscal Implications (if any):

N/A

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

Recommendation:

To approve the new Credit Card with a limit for \$5,000 for Teresa Dowd for the Lewis Center Foundation.

Submitted by: David, Director of Finance, Finance

LCER Board CALENDAR

July-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	31			

August-18

M	T	W	TH	F
		1	2	3
6	7	8	9	10
NSLA 13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

September-18

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

October-18

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

November-18

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

December-18

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

January-19

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	

February-19

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

March-19

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

April-19

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

May-19

M	T	W	TH	F
		1	2	3
6	7	8	9	10
NSLA 13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

June-19

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

**Lewis Center for Educational Research
Board Packet Agenda Items**

Date of meeting: May 14, 2018

Title: 2019-20 AAE School Calendar Revision

Presentation: _____ Consent: _____ Action: X Discussion: _____ Information: _____

Background: The Board approved the 2019-20 AAE School Calendar on March 12, 2018. Elementary Parent Conference/Minimum Day dates have been moved to align with the change from TK-5 quarter reporting periods to trimesters.

Fiscal Implications (if any): NA

Impact on Mission, Vision or Goals (if any): Timely Parent -Teacher Conferences linked to the reporting period will better facilitate important parent/teacher discussions about student achievement.

Recommendation: Approval of the updated 2019-20 AAE school calendar.

Submitted by: Valli Andreasen, Elementary Principal, Academy for Academic Excellence

ACADEMY FOR ACADEMIC EXCELLENCE 2019-2020 SCHOOL YEAR

AAE STUDENT CALENDAR

180 School Days

Grading Periods 6-12

August 5-September 27 1st quarter
 August 5-December 19 1st semester
 January 13-March 20 3rd quarter
 January 13-June 11 2nd semester

Grading Periods TK - 5

August 5-November 8 1st Trimester
 November 12-February 28 2nd Trimester
 March 2-June 11 3rd Trimester

Ceremonies

Kindergarten Recognition June 9
 5th Grade Recognition June 10
 8th Grade Recognition June 11
 HS Graduation (tentative) June 12

No School
 Holiday
 Teacher In-Service, No Sch
 Early Release
 Min Days
 Elem Min Days

Gr 6-12 ~ 1st Semester Finals, December 18-19

2nd Semester Finals, June 9-10

Elementary Parent Conference October 21-24

July-19

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		

School Days (0)

August-19

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

School Days (20)

September-19

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				

School Days (19)

October-19

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	

School Days (14)

November-19

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

School Days (17)

December-19

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			

School Days (14)

84 Day Semester

January-20

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	31

School Days (14)

February-20

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

School Days (19)

March-20

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			

School Days (15)

April-20

	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	

School Days (19)

May-20

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

School Days (20)

June-20

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			

School Days (9)

96 Day Semester



LEWIS CENTER FOR EDUCATIONAL RESEARCH FIELD TRIP REQUEST FORM

AAE

NSLA

<u>Office use only</u>	
Date/Time submitted:	
Initials:	
Transportation Booked:	
Initials:	
Calendared:	
Initials:	

Date Submitted: 4/26/18

Requested by: 7th Grade

Destination: Ocean Institute Phone: 949-496-2274

Date(s) of trip: (May 21-22) & (May 23-24) Grade Level 7th Grade

School departure time: 12:30PM Destination arrival time: 3PM

Destination departure time: 9:00AM School Return Time: 12:30PM

Overnight/Out-of-State stay: YES NO Water activities involved: YES NO

Number of students: 52 adults: 6 Admission students: _____ adults: _____

Transportation

Bus requested? ^(circle one) YES NO Bus company name: _____

Private Vehicle Used? YES NO Bus company contact name: _____

Proper Insurance Coverage? YES NO Other Transportation: _____

LCER Approved Driver? YES NO ASB or Club Sponsored? (Paid by Club) YES NO

PTC sponsored? (Paid by PTC) YES NO Name of Club _____

Brief Description of Educational Benefit to be Derived From this Activity:
Students will maximize immersion, spark curiosity, & inspire a deep commitment to learn about Ocean life.

I have followed the checklist prior to submitting this form _____

Principal Signature: [Signature]

Teacher Signature _____

Funding Code: _____ Date: _____

BOARD APPROVAL REQUIRED FOR OVERNIGHT/OUT-OF-STATE STAYS and WATER ACTIVITIES
A DETAILED ITINERARY MUST BE INCLUDED FOR EACH FIELD TRIP
THREE MONTHS PRIOR BOARD APPROVAL FOR OUT OF THE COUNTRY TRIPS

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

Date of meeting: May 14, 2018

Title: 2018-19 Preliminary Budget

Presentation: Consent: Action: Discussion: Information:

Background:

To review and provide detailed information about changes being implemented to the 2018/2019 budget. Preliminary Budget pending May Revise.

Fiscal Implications (if any):

N/A

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

Recommendation:

Submitted by: David, Director of Finance, Finance

January 31, 2017

Lisa Lamb
Norton Science and Language Academy
c/o Lewis Center for Educational Research
17500 Mana Road
Apple Valley, CA 92307

Delivery via email to llamb@lcer.org

Letter of Understanding

Ladies and Gentlemen:

This letter confirms our understanding of the mutual present intentions of Norton Science and Language Academy, a California charter school ("***School***"), and Highmark School Development, LLC, a Utah limited liability company ("***Developer***"), in initiating discussions concerning entering into a transaction to locate and acquire or lease a real property ("***Property***") suitable for the development of a public charter school facility designed for the School's needs ("***Facility***") and to develop and construct or renovate the Facility (collectively, "***Transaction***").

1. Negotiation of Business Terms. The Developer and the School hereby agree to use reasonable diligence to commence good faith negotiations regarding business terms of the Transaction and enter into a Project Development and Reimbursement Agreement ("***PD&R***") and Term Sheet ("***Term Sheet***") memorializing such terms within ninety (90) days from the date of this letter of understanding.

2. School Creditworthiness. The School hereby authorizes Developer to investigate and conduct due diligence of the School's condition and creditworthiness, financial or otherwise in such manner as Developer sees fit in anticipation of proceeding with the Transaction. The School agrees to cooperate in good faith by promptly providing any needed information to assist Developer in completing such investigation. The School will give Developer and its representatives access to any personnel and all charter documents, contracts, books, records and operations of the School.

3. Conditions to Consummation of Transaction. The parties hereto acknowledge and agree that this letter does not contain all matters upon which an agreement must be reached in order for the Transaction to be consummated and unless and until a definitive agreement regarding the Transaction has been executed and delivered, neither party to this letter will be under a legal obligation of any kind whatsoever with respect to the Transaction or other business relationship by virtue of this letter, except for the matters specifically agreed to herein. Accordingly, this letter is intended solely as a basis for further discussion; ***provided, however***, that the provisions set forth in this letter shall be binding upon the parties hereto. The respective obligations of the parties with respect to the Transaction shall be subject to satisfaction of conditions customary to transactions of this type, including without limitation, (a) receipt and approval by Developer of the information required under ***Section 2***, (b) satisfactory completion by Developer of a due diligence investigation of the Property and the Facility; (c) execution of the definitive agreements by all appropriate parties; (d) obtaining all requisite regulatory, administrative, or governmental authorizations and consents; (e) approval of the Transaction by the Developer's credit committee and the Board of Directors of the School; (f) absence of a material adverse change in the condition (financial or otherwise) of the School and Developer; and (g) Developer obtaining appropriate financing for the acquisition and development of the Facility.

4. Exclusivity. The School agrees that for a period of ninety (90) days from the date of this letter (“Exclusivity Period”) it shall deal exclusively with Developer and its designees in connection with the location, construction, development, purchase and/or financing of any real property or any school facility for the School. During the Exclusivity Period, neither the School nor any of its directors, officers, employees, consultants, brokers, agents, representatives, affiliates, and related parties (collectively, “Related Parties”) will engage in any discussions or negotiations with any party (other than Developer) regarding any proposal for developing, constructing, purchasing, leasing, designing, or otherwise providing the School with a charter school facility (“Alternative Transaction”) or will solicit, encourage or entertain proposals from any party (other than Developer) in connection with an Alternative Transaction. During the Exclusivity Period, the School shall notify Developer promptly of any proposals by third parties with respect to an Alternative Transaction and furnish Developer with the material terms thereof. The School acknowledges that Developer will be incurring significant expenses and effort in connection with locating the Property, conducting due diligence investigation to ensure that the Property is appropriate for the development of the Facility and School's needs, and designing the Facility, and that the exclusivity restrictions contained in this Section 4 are reasonable and necessary to protect the legitimate interests of Developer and constitute a material inducement to Developer to enter into this letter.

5. Non-Disclosure. In connection with its obligations under this letter, Developer has disclosed or may furnish the School information relating to the Transaction or Developer’s business whether written, oral or electronic in form including, but not limited to, leases, plans (including any drawings and architectural plans developed by Developer and its consultants for the Transaction), financial projections, reports, documents, form documents agreements (including any lease forms), records and other information in connection with the Transaction or regarding the business, financial condition, ideas, business strategies, operations, prospects of Developer or information otherwise reflecting Developer’s business, and which may be contained or reflected in analysis, projections, compilations, forecasts, plans, studies or other documents, whether prepared by Developer or others, which, to the extent previously, presently, or subsequently disclosed to the School, is hereinafter referred to as “**Proprietary Information.**” In consideration of any disclosure and any negotiations concerning the Transaction and in performing its obligations under this letter, the School agrees that it will not use, or permit the use of, the Proprietary Information in a manner or for a purpose other than in connection with this letter and the Transaction. The School will cause its Related Parties not to disclose, divulge, provide or make accessible any of the Proprietary Information to any person or entity, other than the School’s responsible officers, employees, accountants or attorneys or otherwise as required by law or regulation. The School agrees not to disclose any Proprietary Information to anyone other than its responsible officers, employees, accountants or attorneys without first obtaining Developer’s prior written consent. If the School decides not to proceed with the Transaction or if asked by Developer, the School will promptly return or destroy all Proprietary Information and all copies, extracts and other objects or items in which it may be contained or embodied. The School acknowledges that Developer and its consultants shall be deemed the authors and owners of any architectural plans developed by Developer in connection with the Transaction and that the School has no right to use such plans without Developer’s prior written consent. Likewise, to the extent applicable by law relative to a public charter school entity, Developer agrees not to disclose any proprietary information provided by the school or its Related Parties except as required to execute activities outlined in this Letter of Understanding. The provisions of this Section will survive any termination of this letter and will expire on the third anniversary of the date hereof.

6. Termination. Upon the earlier of (a) the mutual written agreement of the parties hereto or (b) the failure by the parties hereto to execute and deliver the Project Development and Reimbursement Agreement within ninety (90) days of this letter, this letter shall terminate and the parties shall be released from all liabilities and obligations with respect to the subject matter hereof, except that **Sections 4, 5** and **7** of this letter shall survive any such termination, and Developer will be entitled to any form of relief whatsoever for any violation of the School’s obligations contained in **Sections 4** and **5**, including, without limitation, injunctive relief or damages.

7. Miscellaneous. This letter is governed by the internal laws of the State of Utah and may be modified or waived only in writing by both parties. If any provision is found to be unenforceable, such provision will be limited or deleted to the minimum extent necessary so that the remaining terms remain in full force and effect. The prevailing party in any dispute or legal action regarding the subject matter of this letter shall be entitled to recover attorneys’ fees and costs.

8. Counterparts. This letter may be executed in one or more counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument.

If the foregoing correctly sets forth our mutual understanding, please so indicate by signing two copies of this letter in the space provided below and returning one copy to Mr. Mark Skousen no later than 5:00 p.m. Mountain Daylight Time on February 12, 2017. Unless received by Mr. Skousen via US Postal Service or other delivery service or via email at glenn@highmarkschools.com prior to that day and time, the undertaking of Developer set forth above will immediately expire.

Very truly yours,

Highmark School Development, LLC,
a Utah limited liability company

By: _____

Its: _____

Accepted and agreed as of the date first written above.

Norton Science and Language Academy,
a California charter school

By: _____

Its: _____

May 4, 2018

Lisa Lamb
Norton Science and Language Academy
c/o Lewis Center for Educational Research
17500 Mana Road
Apple Valley, CA 92307

Delivery via email to llamb@lcer.org

Letter of Understanding

Ladies and Gentlemen:

This letter confirms our understanding of the mutual present intentions of Norton Science and Language Academy, a California charter school (“**School**”), and Highmark School Development, LLC, a Utah limited liability company (“**Developer**”), in initiating discussions concerning entering into a transaction to locate and acquire or lease a real property (“**Property**”) suitable for the development of a public charter school facility designed for the School’s needs (“**Facility**”) and to develop and construct or renovate the Facility (collectively, “**Transaction**”).

1. Negotiation of Business Terms. The Developer and the School hereby agree to use reasonable diligence to commence good faith negotiations regarding business terms of the Transaction and enter into a Project Development and Reimbursement Agreement (“**PD&R**”) and Term Sheet (“**Term Sheet**”) memorializing such terms within ninety (90) days from the date of this letter of understanding.

2. School Creditworthiness. The School hereby authorizes Developer to investigate and conduct due diligence of the School’s condition and creditworthiness, financial or otherwise in such manner as Developer sees fit in anticipation of proceeding with the Transaction. The School agrees to cooperate in good faith by promptly providing any needed information to assist Developer in completing such investigation. The School will give Developer and its representatives access to any personnel and all charter documents, contracts, books, records and operations of the School.

3. Conditions to Consummation of Transaction. The parties hereto acknowledge and agree that this letter does not contain all matters upon which an agreement must be reached in order for the Transaction to be consummated and unless and until a definitive agreement regarding the Transaction has been executed and delivered, neither party to this letter will be under a legal obligation of any kind whatsoever with respect to the Transaction or other business relationship by virtue of this letter, except for the matters specifically agreed to herein. Accordingly, this letter is intended solely as a basis for further discussion; **provided, however**, that the provisions set forth in this letter shall be binding upon the parties hereto. The respective obligations of the parties with respect to the Transaction shall be subject to satisfaction of conditions customary to transactions of this type, including without limitation, (a) receipt and approval by Developer of the information required under **Section 2**, (b) satisfactory completion by Developer of a due diligence investigation of the Property and the Facility; (c) execution of the definitive agreements by all appropriate parties; (d) obtaining all requisite regulatory, administrative, or governmental authorizations and consents; (e) approval of the Transaction by the Developer’s credit committee and the Board of Directors of the School; (f) absence of a material adverse change in the condition (financial or otherwise) of the School and Developer; and (g) Developer obtaining appropriate financing for the acquisition and development of the Facility.

4. Exclusivity. The School agrees that for a period of ninety (90) days from the date of this letter (“Exclusivity Period”) it shall deal exclusively with Developer and its designees in connection with the location, construction, development, purchase and/or financing of any real property or any school facility for the School. During the Exclusivity Period, neither the School nor any of its directors, officers, employees, consultants, brokers, agents, representatives, affiliates, and related parties (collectively, “Related Parties”) will engage in any discussions or negotiations with any party (other than Developer) regarding any proposal for developing, constructing, purchasing, leasing, designing, or otherwise providing the School with a charter school facility (“Alternative Transaction”) or will solicit, encourage or entertain proposals from any party (other than Developer) in connection with an Alternative Transaction. During the Exclusivity Period, the School shall notify Developer promptly of any proposals by third parties with respect to an Alternative Transaction and furnish Developer with the material terms thereof. The School acknowledges that Developer will be incurring significant expenses and effort in connection with locating the Property, conducting due diligence investigation to ensure that the Property is appropriate for the development of the Facility and School's needs, and designing the Facility, and that the exclusivity restrictions contained in this Section 4 are reasonable and necessary to protect the legitimate interests of Developer and constitute a material inducement to Developer to enter into this letter.

5. Non-Disclosure. In connection with its obligations under this letter, Developer has disclosed or may furnish the School information relating to the Transaction or Developer’s business whether written, oral or electronic in form including, but not limited to, leases, plans (including any drawings and architectural plans developed by Developer and its consultants for the Transaction), financial projections, reports, documents, form documents agreements (including any lease forms), records and other information in connection with the Transaction or regarding the business, financial condition, ideas, business strategies, operations, prospects of Developer or information otherwise reflecting Developer’s business, and which may be contained or reflected in analysis, projections, compilations, forecasts, plans, studies or other documents, whether prepared by Developer or others, which, to the extent previously, presently, or subsequently disclosed to the School, is hereinafter referred to as “**Proprietary Information.**” In consideration of any disclosure and any negotiations concerning the Transaction and in performing its obligations under this letter, the School agrees that it will not use, or permit the use of, the Proprietary Information in a manner or for a purpose other than in connection with this letter and the Transaction. The School will cause its Related Parties not to disclose, divulge, provide or make accessible any of the Proprietary Information to any person or entity, other than the School’s responsible officers, employees, accountants or attorneys or otherwise as required by law or regulation. The School agrees not to disclose any Proprietary Information to anyone other than its responsible officers, employees, accountants or attorneys without first obtaining Developer’s prior written consent. If the School decides not to proceed with the Transaction or if asked by Developer, the School will promptly return or destroy all Proprietary Information and all copies, extracts and other objects or items in which it may be contained or embodied. The School acknowledges that Developer and its consultants shall be deemed the authors and owners of any architectural plans developed by Developer in connection with the Transaction and that the School has no right to use such plans without Developer’s prior written consent. Likewise, to the extent applicable by law relative to a public charter school entity, Developer agrees not to disclose any proprietary information provided by the school or its Related Parties except as required to execute activities outlined in this Letter of Understanding. The provisions of this Section will survive any termination of this letter and will expire on the third anniversary of the date hereof.

6. Termination. Upon the earlier of (a) the mutual written agreement of the parties hereto or (b) the failure by the parties hereto to execute and deliver the Project Development and Reimbursement Agreement within ninety (90) days of this letter, this letter shall terminate and the parties shall be released from all liabilities and obligations with respect to the subject matter hereof, except that **Sections 4, 5** and **7** of this letter shall survive any such termination, and Developer will be entitled to any form of relief whatsoever for any violation of the School’s obligations contained in **Sections 4** and **5**, including, without limitation, injunctive relief or damages.

7. Miscellaneous. This letter is governed by the internal laws of the State of Utah and may be modified or waived only in writing by both parties. If any provision is found to be unenforceable, such provision will be limited or deleted to the minimum extent necessary so that the remaining terms remain in full force and effect. The prevailing party in any dispute or legal action regarding the subject matter of this letter shall be entitled to recover attorneys’ fees and costs.

8. Counterparts. This letter may be executed in one or more counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument.

If the foregoing correctly sets forth our mutual understanding, please so indicate by signing two copies of this letter in the space provided below and returning one copy to Mr. Mark Skousen no later than 5:00 p.m. Mountain Time on May 18, 2018. Unless received by Mr. Skousen via US Postal Service or other delivery service or via email at mark@highmarkschools.com prior to that day and time, the undertaking of Developer set forth above will immediately expire.

Very truly yours,

Highmark School Development, LLC,
a Utah limited liability company

By: _____

Its: _____

Accepted and agreed as of the date first written above.

Norton Science and Language Academy,
a California charter school

By: _____

Its: _____

Letter of Interest to the Board of the High Desert General Partnership in Academic Excellence Foundation

December 15, 2017

14429 Dalton CT

Victorville, CA 92394

I am submitting a letter of interest to serve as a board member to High Desert General Partnership in Academic Excellence Foundation.

I come from a family of teachers. My father and three brothers and myself have been involved at different level in the teaching profession. I was professor in a school of medicine, department community health where I taught health care administration, research and evaluation.

As a practicing dentist in the high desert, I interact with very many children. I challenge them to take their studies seriously. It will be a privilege to me to play a role in ensuring that they receive quality education in a conducive and safe environment.

As a dentist I solve many issues on a day to day basis. I hardly have a boring day. My experience will greatly benefit the board in trouble shooting the many issues it has to deal with. My experience in Public health exposed me to policy analysis and formulation, budgeting, management and evaluation , among other things. These are attributes I believe will enrich the board as it deals with many aspects in the school.

Thank you for your consideration and look forward to your decision on this great matter.

Sincerely,



Omari Onyango, DDS, MPH

Sharon Page

7486 SVL Box
Victorville, CA 92395
760-218-69620
sharon@hredgeonline.com

Career Summary

- Over 15 years of Human Resources Consulting for Small Businesses
- Experienced in strategic planning, recruitment, developing performance management systems, identifying training needs and conducting trainings, conflict resolution, developing disciplinary policies, conducting exit interviews, supervisory coaching, risk management and coaching supervisors/managers through compliance issues/employee issues/labor issues
- Excellent communication and interpersonal skills.

Key Skills

- Developing the HR plans and policies in conjunction with the company's overall development plan
- Assist small business owners and managers with compliance issues
- Knowledgeable about California wage and hour, unemployment, wage orders, leaves
- Developing a hiring and orientation plan that works for an individual client
- Evaluating and recommending compensation plan and policies
- Developing performance appraisal systems in conjunction with the owners/managers
- Identifying the training needs, developing training programs to ensure constant learning and development of employees
- Establishing a proper organizational structure
- Developing disciplinary policies
- Developing employee benefits
- Developing the exit process for employees
- Set up hiring packages
- Assist with labor grievances and contract disputes
- Writing employee handbooks, job descriptions, policies and procedures

Employers

- Owner/Operator – The HR Edge since 1999
- Personnel Management Advisor – Department of Defense, 1993-1999
- Sign Language Interpreter, Department of Defense, 1987-1992

(1993 – lived in Australia on a Rotary International Ambassadorial Scholarship studying Sign Language Linguistics)

Training/Seminars/Workshop Speaker

- Harassment Prevention Training for Small Businesses, March 2018, February 2018
- Harassment Prevention Training, ICR Staffing, January 2018
- Facilitator Board Retreat, Apple Valley Chamber of Commerce, September 2017
- Harassment Prevention Training, CalPortland, June 2017
- Harassment Prevention Training, Apple Valley Communications, April 2017
- Management/Supervisor Training, Apple Valley Communications, monthly 2017
- HR for Non-Profits, University of Redlands, Fall 2016
- Harassment Prevention Training, B.E.S.T. Opportunities, June 2016

- Top HR Issues for Non-Profits, Academy GO (High Desert Resource Network), April 2016
- DFEH Updated Regulations, Hesperia Chamber of Commerce, April 2016

Professional Certifications and Membership

- Senior Professional HR (SPHR) certificate (since 2001); of the 500,000 Human Resources professionals, about 50,000 hold the SPHR
- SHRM-SCP certificate, since 2015
- Victor Valley Chamber of Commerce, Board Member, 2016-2019 term
- Society for Human Resources Management, member
- Professionals in Human Resources Association, member
- Inland Empire, Society for Human Resources Management, member

Educational Qualifications

- Senior Professional HR certificate (since 2001)
- SHRM-SCP certificate (since 2015)
- Bachelors Degree, Cum Laude, California State University, Northridge, 1990

DAVID M. RIB - Environmental Manager



KEY ATTRIBUTES: An experienced engineer with diverse familiarity with environmental aspects of industrial facilities. Currently Environmental Manager for a cement manufacturing facility. Unique experience with the world's largest solar power facilities, handling all aspects of compliance programs. Assignments in coal gasification included Environmental Coordinator, Project Engineer and Process Engineer. Experience with gas turbines included combustion development and emissions testing. Successful coordination and negotiations have been key in all of these assignments.

PROFESSIONAL EXPERIENCE:

- 2/05 to Present** **Mitsubishi Cement Corporation, Lucerne Valley, CA**
Environmental Manager for a cement manufacturing and quarry facility. Compliance activities include employee training, waste disposal, emission monitoring, regulatory reporting and oversight of the Safety program.
- 1/94 to 2013** Appointed to the **Hearing Board of the Mojave Desert Air Quality Management District** as the Engineer Member. This board hears petitions for variances from local regulations. Served as Board Chairman for 1995, 2000-2001 and 2007-2008.
- 12/91 to 12/04** **KJC Operating Company, Kramer Junction, CA**
Manager of Regulatory Affairs for a 150 megawatt solar power facility, handling all aspects of environmental and safety compliance. Promoted to Vice President in April, 2000 with additional duties for Human Resources.
- 2/89 to 12/91** **LUZ Engineering Corporation (LEC), Kramer Junction, CA**
Manager of Environmental Compliance for three solar power facilities totaling 355 megawatts, plus involvement with permitting of new facilities.
- 4/88 to 2/89** **Cool Water Coal Gasification Program, Daggett, CA**
Environmental Coordinator responsible for managing monitoring contracts and testing, contacts with government agencies, reporting and data presentation.
- 2/86 to 3/88** **Cool Water Coal Gasification Program, Daggett, CA**
Project Engineer responsible for plant modification projects, including pumps, heat exchangers and emission monitoring equipment.
- 12/83 to 2/86** **General Electric Company, Schenectady, NY**
Gas Turbine, Combustion Development. Responsible for field emission tests at Cool Water Coal Gasification and several cogeneration plants. Developed test plans, wrote reports and made presentations to customers and government agencies, and supervised field tests.

6/81 to 12/83

General Electric Company, Schenectady, NY

Corporate R&D Center, Coal Gasification Process Evaluation Facility. Responsible for test planning, operation of the sulfur removal system, environmental sampling, data analysis and presentation.

6/79 to 6/81

General Electric Company, Schenectady, NY

Edison Engineering Program. Three assignments to broaden entry experience.

- Gas Turbine Combustion Development: Developed a computer model of combustor aerodynamics.
- Knolls Atomic Power Laboratory: Developed a computer model for fuel element geometries.
- Corporate R&D Center, Emissions Control Unit: conducted a test program of semipermeable membranes for landfill gas purification.

6/77 to 6/78

Navel Surface Weapons Center, White Oak, MD

Cooperative Education Internship, Explosives Division. Developed a computer model of decomposition behavior, participated in field tests and data analysis.

EDUCATION:

University of Maryland, B.S. Chemical Engineering, 1979
Rensselaer Polytechnic Institute, M.E. Mechanical Engineering, 1982

HONORS:

Honor Societies: Phi Eta Sigma, Tau Beta Pi, Omega Chi Epsilon
Graduated University of Maryland Cum Laude
General Electric Gas Turbine Young Engineer Award 1984

PUBLICATIONS:

Cement Industry Alternative Fuels, PCA/IEEE Conference, October 2013
MSW Utilization at the Cushenbury Cement Plant, PCA/IEEE Conference, June 2009
Environmental Aspects of SEGS Solar Power Plants, ASES Annual Conference
SOLAR 95, Minneapolis, July 1995
A Coal-Gas Cleanup Facility, Environmental Progress, May 1983
Experience at Cool Water with General Electric Combined Cycle Equipment, EPRI
Conference on Synthetic Fuels for Power Generation, San Francisco, April 1985
Cool Water Environmental Performance Utilizing Four Coal Feedstocks, 8th EPRI Coal
Gasification Contractor's Conference, Palo Alto, October 1988

**Lewis Center for Educational Research
STAFF REPORT**

Date: May 14, 2018
 To: Board of Directors
 From: Lisa Lamb
 Re: President/CEO Staff Report

Goal 1: Improve the financial condition of the LCER, including key provisions for sustainability.	
1.1 Objective: By 2022, 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>Since setting this goal, a number of new revenue sources have been pursued and secured to include increased enrollment at both schools and partnerships with outside agencies. A current focus is on the redevelopment of Lewis Center’s Local Outreach programs in the High Desert. We have hired a new Local Outreach Instructor, Amy Ritter, after our long-time, beloved coordinator, Kay Ardenski, retired. Amy has been a part-time 1st grade teacher at AAE and has a strong background in science education. She is revamping the field trip offerings in Mineral City to align with current state standards and developing STEM and space-themed field trips that will take place on the Thunderbird Campus next school year.</p>
1.2 Objective: By December 2017, the Board of Directors and staff will perceive the budget to be stable and understandable with progress toward sustainability.	<p>The LCER Administration prepared a balanced budget for the 2017-2018 school year. This budget included \$491,112 to be added to the existing reserves. In order to cover the increasing healthcare and retirement costs, as well as pay for the short-term Tetra lease, significant cuts were made in operational and staffing budgets throughout the organization. This was necessary to improve the financial condition and sustainability of the LCER for 2017-2018 and the out years.</p> <p>The LCER Executive Team continues to meet regularly to review and analyze all aspects of LCER’s finances. This work has included reviewing past projects and agreements, researching new revenue initiatives and analyzing the budget. By continuously working toward clarity of the financial status, the projected budget will yield greater understanding by stakeholders. Year-to-date revenue is consistent and expenditures are in line with the 2017-2018 approved budget. We expect to have a 3% reserve for economic uncertainty set aside at the end of this school year.</p> <p>The new board meeting structure is providing all stakeholders greater access to budget discussions. We will continue to encourage attendance at these meetings in order to improve understanding and perceptions.</p> <p>The independent finance consultants hired by the Lewis Center, Charter School Management Corporation (CSMC), are working closely with staff to complete a 5-year budget projection. This projection considers rising costs for retirement and health and welfare benefits. In addition, they are completing a feasibility study for the upcoming build out of the NSLA campus. The results of this independent look at LCER finances will allow the Board and administration to have clarity around what NSLA can afford in long-term facilities obligations and ensure stability for the organization.</p> <p>We recognize that while growth has been made in this area, it continues to be a need for the 2018-2019 school year and must continue to be a topic during annual strategic planning session.</p>
1.3 Objective: By June 2021, 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>Currently, monthly personnel, benefits and payroll costs are approximately \$1,350,000 per month. With the budgeted addition of \$491,112 to reserves for the 2017-2018 school year, we are on track to meet this goal by 2021.</p>

<p>1.4 Objective: 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 mission and goals and/or the schools' LCAPs.</p>	<p><u>Apple Valley Center for Innovation (AVCI)</u> AVCI held its Explainers Banquet on May 2nd to recognize the outstanding efforts of the high school students from Apple Valley High, Granite Hills High and AAE who have guided the STEM Nights this school year. The final STEM Night for this school year will be held on May 16th.</p> <p>Next year, AVCI will grow and expand its reach to our local students and teachers. Daytime field trips will be provided for all 4th grade students in Apple Valley. Next Generation Science Standard Professional Development will be offered for teachers in grades transitional kindergarten through twelfth grade. Local Outreach field trips will be added for outside districts and will include local classes as well. HiDAS will continue to offer astronomy events to the public.</p> <p><u>Math Partnerships</u> NSLA is continuing its strong partnership with Swun Math and the Graduate School of Education at University of California, Riverside and University of New Mexico.</p> <p><u>Chinese Partnerships</u> Our Chinese Liaison, Jia Quan, recently returned from a trip to Shanghai. She received feedback from our Chinese partners about last year's exchange program that was overwhelmingly positive. Our 2017 visiting teachers told her that <i>"they missed the folks at AAE, asked me to thank you and your faculty, students again for giving them such a great opportunity to learn and observe education practice at AAE."</i></p> <p>The 2018 Exchange Program has been outlined as:</p> <ol style="list-style-type: none"> 1. Shanghai invites representatives from the 5 participating districts to visit Shanghai schools during the week of Sept. 24 (likely departure on Friday, 9/21), 2. Shanghai will send 20 visiting teachers to shadow at CA districts from Oct. 15-26, 2018. <p><u>GAVRT</u> The GAVRT Management Team continues to meet for weekly telecons and monthly full-day planning sessions. Recent topics include: Summer Institute planning, curriculum development, online professional development, mechanical antennae maintenance, and outreach strategies.</p> <p>The GAVRT team is proud to announce the airing of the Smithsonian's <i>STEM in 30</i> episode titled, "How Do We Know What's Out There?" on May 16, 2018. GAVRT will be highlighted as part of our Black Hole Patrol campaign. Ryan Dorcey has worked with Marty Kelsey on this project for the past several months. The episode will air live from 8:00- 8:30am PST and will also be available online at https://airandspace.si.edu/events/how-do-we-know-whats-out-there.</p> <p>The GAVRT promotional video produced by JPL videographer, John Beck, was just completed. This production was fully-funded by our partnership with JPL. It will be used for promotional purposes and will be linked on the Lewis Center and GAVRT websites.</p>
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Goal 2: Renegotiate a mutually beneficial lease agreement with the City and County or secure an alternative campus.	
2.1 Objective: By June 2018, a new lease will be executed that is long-range, affordable and allows for campus expansion.	LCER is working closely with County and City staff to resolve this dispute.
2.2 Objective: 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.	This objective is part of our ongoing settlement proposal with the County and City. We are working with SBCUSD to complete an in lieu offer for Prop 39. This will be presented to their school board for approval.
Goal 3: Strengthen the academic programs at both schools resulting in increased student mastery.	
3.1 Objective: 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.	CAASPP testing is underway at both schools for grades 3-8 and 11 and will be completed by May 23rd. The results of these assessments will be reflected in the Accountability Dashboard and will drive instructional planning and professional development for next fall. School Principals will present the results to the board and staff in August.
3.2 Objective: By 2022, both schools will develop a Computer Science/STEM strand that builds upon itself in grades K-12.	As of the 2017-2018 school year, the following Comp Science/STEM offerings are in place: AAE: <ul style="list-style-type: none"> • 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- Introduction to Computers and Computing with Robotics elective courses NSLA: <ul style="list-style-type: none"> • 6-8- Computer Science/Coding Elective Class 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. All instructional staff at NSLA become Apple Certified last spring.
3.2 Objective: By Fall 2018, AAE will demonstrate increases in AP passing rates in the area of Mathematics.	AP testing begins the week of May 7 th . The results are typically released during summer. In Spring 2017, the results were as follows:

	<p>Calculus--14 students tested, 3 passed Statistics—10 students tested, 5 passed</p> <p>This data is the baseline for comparison and progress monitoring on the AAE LCAP.</p>
<p>3.3 Objective: 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>Measurable predictors such as: surveys, attendance, assessment scores and enrollment indicate an overall strengthening of the middle school program. Administration has held middle school-specific meetings with parents to seek input and feedback on future growth and expansion.</p> <p>Current middle school opportunities: ASB, HERO Health Club, Rockets Lifting our Community Club, math support, athletics, dances, field trips and 8th grade Science Camp. These opportunities continue to expand through parent and teacher support and collaboration.</p>
<p>3.4 Objective: 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. This timeline continues to be dependent on securing adequate facilities to provide for expansion. Under the current direction, the first ninth grade class is predicted to begin Fall 2020 with the completion of Phase I of the Norton campus build out.</p>
<p>Goal 4: The Lewis Center for Educational Research will be unified under a common vision, mission, goals and objectives.</p>	
<p>4.1 Objective: Staff and the Board of Directors will continue to engage in ongoing open, honest and constructive communication.</p>	<p>We are supporting this goal through monthly Board Chair and CEO meetings and regular updates to the board regarding ongoing developments. The annual strategic planning sessions provide a way to measure progress and implement specific strategies to continue to unify the organization.</p>
<p>4.2 Objective: 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.</p>	<p>This is an ongoing effort that has become a lens for organizational decision-making. The Executive Team meets weekly. Principals regularly share feedback from their administrative and teacher leadership teams regarding school climate. This information guides communication and decision making that will positively impact school climate and culture.</p> <p>Growth in this area is evidenced by the increased engagement of LCER Board members, collaborative planning sessions, increased fiscal transparency and planning, and increased stakeholder input.</p>
<p>4.3 Objective: The Board of Directors will actively participate in the establishment and review of LCER policies.</p>	<p>Directors will be meeting over the summer to complete the business policy revisions. These will be brought forward for Board approval in August.</p>

Education Specialist (2)	Posted – Recently Hired (1) – Interview Scheduled (1)
Speech / Language Pathologist	Posted – Interviews on 4/6/18
Elementary Teacher Pool (TK-5 th Grade)	Posted – Recently Hired (2) – Interviews Scheduled
Math Teacher (2)	Posted – Recently Hired (1) – Interview Scheduled (1)
School Counselor	Posted
Vice Principal	Posted – Interviews Scheduled

AAE Classified:

Classified Substitute	Posted – Ongoing Posting
Health Office Substitute	Posted – Recently Hired – Ongoing Posting
Food Service Lead	Posted

NSLA Certificated:

Guest Teacher	Posted – Ongoing Posting
Teacher on Assignment	Re-Posted
MS Teacher Pool	Posted
ELEM Dual Immersion Teacher Pool	Posted

NSLA Classified:

Classified Substitute	Posted – Ongoing Posting
Administrative Assistant Office Services	Posted – On Hold
Bilingual Instructional Assistant (1)	Posted – Recently Rehired (1) – Recently Interviewed (1)
MS Track Coach	Posted
Facilities Technician	Recently Hired

HR Activities including both AAE & NSLA:

Employment:

- Created job postings / descriptions for above positions
- Recruited and advertised new positions: internally, Edjoin, Daily Press, Desert Dispatch, LCER Website, Monster.com, Local Universities
- Collected and screened job applicants. Interviewed employees for NSLA and AAE as well as followed up with thank you letters and emails for those applicants/candidates who were not selected
- Conducted 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
- Monitored seasonal coaching contracts
- Sent out Reasonable Assurance letters, Non Reasonable Assurance letters, and Employment Agreements to all staff for the 2018-2019 school year. Logged returned employment Agreements
- Attended San Bernardino County Schools recruitment event

Compliance:

- 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
- 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
- Monitored labor law updates and blogs for compliance
- Reviewing the 2018 Cal Chamber Labor Law Digest
- Worked on updating HR board policy & procedures
- Reviewing wage and hour updates
- Processed workers' comp & student injury claims
- Facilitate accommodations meetings with employees and supervisors for workers' comp

Personnel Items:

- Processed FMLA applications and SDI benefit claims
- Responded to notice of claim filed for unemployment insurance
- Ongoing new teacher induction management. Scheduled induction colloquium celebration.
- Ongoing credential processing and monitoring
- Calculated pay reconciliations for finance department for employees' terminations, leaves, etc.
- Investigated and responded to UCP and internal complaints
- Updated forms and implemented procedure changes: pre-hire orientation paperwork, requests for time, etc.
- Web Timesheets: Worked with Finance Department to continue to train and implement organizational wide roll out of new web based timesheet system
- Tracked sick leave balances in HR Software
- Assisted finance department in training of exec team, all supervisors and applicable administrative assistants
- Worked with CEO on NSLA lease
- Worked jointly with Finance to review personnel budget items for 2018-19
- Followed up on meetings with each director to review their personnel costs for 2018-19 with Finance Director
- Worked with finance to create reports for exec team and Board
- Update draft salary calculations for the 2018-2019 school year for all regular classified and certificated staff
- Prepared for this semester's Employee of the Semester: nominations, meetings, selections, awards, presentations, etc.
- Worked on updating HR board policy & procedures
- Continual update of HR forms to include workers comp/student accident, family leave, employee handbook, hiring checklists, SOPs, etc.
- Track, log, and send reminders to supervisors for performance evaluations
- Worked with board designee and began CEO evaluation process

Trainings/Meetings/Presentations:

- Received positive feedback from speaking at a CCSA HR training
- Monthly HDEAC seminar/training, specifically unemployment and wage & hour
- Monthly HDEAC board meetings
- LCER Board & special Board meetings
- Regional credential meetings
- SBCSS Board meetings
- SBC Board of Supervisor meetings
- Monthly board meetings for High Desert Employer Advisory Council
- RCOE Center for Innovation Regional Induction Meeting
- Weekly LCER Executive Team meetings
- Weekly LCER General Administrative Team Meetings
- Attended VMI meetings with CEO
- Attended and presented at California Charter Schools Conference

**Lewis Center for Educational Research
Staff Report**

Date: May 14, 2018
To: LCER Board of Directors
From: David Gruber
Re: Finance Department Report

Budget Development Update

The Finance Department has met with all administrators and have prepared a preliminary Budget for the 2018-2019 school year. We have received the plan rate increases for Health and Welfare with an average increase of just under 2% on premium. LCER will continue to absorb the increase rate for the Base Medical Plan C for the 2018/2019 year. We are also reviewing the possible option of offering an Anthem HMO plan pending the premium cost rate.

During the Budget Development process, the Finance Department has worked with aligning increases to the salary schedule beginning in the 2018/2019 school year. The first steps in this process is to reduce the gaps in years on the certificated schedule between salary increases, currently there is no increase from step 14 to step 22. Our proposed review of the salary schedule is to place an incremental salary increase at step 17 for the 2018/2019 school year with the desire of placing another increase at step 20 for the 2019/2020 school year.

I am pleased to announce that the organization has enough cash in the bank account to abide by the request of having a minimum of 3% cash reserve as of 6/30. This is a significant improvement and should provide clarity to both the Board and Staff that Lewis Center finances are stable and in a positive standing for the coming years.

CSMC has continued to work with the Finance Department and are nearing closure of our 5 year projections and affordability study for the expansion at the Norton Campus. This is vital in formalizing our investment strategy and construction development plans.

The Finance Department has begun the process of reviewing new avenues of revenue sources. We are reviewing Construction Grant funding options (SB740, Charter Construction Grants, and Kellogg Grant) and also, State/Federal Grants that will support our continuing expansion of academic offerings and student support.

Lewis Center for Educational Research

STAFF REPORT

Date: May 2nd, 2018
To: Board of Directors
From: Ryan Dorcey
Re: Information Technology/GAVRT Report

Information Technology

- Supporting CAASPP testing across AAE and NSLA.
- Rolled out 30 Chromebooks to supplement testing. Will also serve as evaluation of the platform.
- File E-Rate for 2018-19 school year to include bandwidth upgrade to 10 Gbp/s fiber optic services.
- Ongoing AB1584 compliance work including app listings and working through acceptable agreements in California Student Privacy Alliance.
- Cybersecurity Education Program rolls out across campus this month. Staff will receive training from TAPD, Technical Assistance & Professional Development, on Cybersecurity at no cost to the organization. Content and training will be offered to the Board after Staff has completed the training.
- Fall 2 completed and verified by staff. Report submitted to state well before deadline.
- Graphic design for Gala performed by Michael Clark.
- Physical Fitness Testing, PFT, approaching completion. Data process supported by staff.
- Supporting Intent to enroll performed via Illuminate.
- Supporting school Course Request process via Illuminate.
- Partial AAE lab replacement computers with upgraded units.
- Took possession of Ramp-Up backpack containing a GoPro and ruggedized laptop. To be used for field recordings.
- 338 support tickets resolved during reporting period, 03/14/18-05/02/18.

GAVRT

- Ongoing work and support for JPL employees working to repair DSS-28. LCER purchased power supplies to aid in repair of azimuth encoder as well as evaluating superseding models.
- Ongoing work cleaning up archived radio astronomy data.

- Ongoing work in anticipation of 3 summer trainings in Downey, CA, Washington, D.C., and Macquarie University in Sydney Australia.
- New GAVRT PR video to be shared with Board at meeting.
- Created Astronomy Club presence online in Google Classroom.
- Using Moodle in the cloud to create a community of GAVRT professionals to collaborate, share teaching and science techniques.
- GAVRT will be featured in Smithsonian production, “STEM in 30” on May 16th. Working on video packages to provide to their production team.
- GAVRT supported 8 schools performing 13 sessions with 144 students.

**Lewis Center for Educational Research
Staff Report**

Date: May 14, 2018
To: AAE School Board of Directors
From: Valli Andreasen and Wes Kanawyer
Re: Principal's Report

School Operations

- Field work resumed on April 28. Trenching, laying pipe, soil preparation, and hydro-seeding is planned.
- Exploring possibility of a local parking ordinance to remedy congestion caused by student parking in the local neighborhood.

Strategic Planning

- Utilizing the WASC Committee Report to refine our schoolwide plan for ongoing improvement.

Student Achievement and Performance

- Angelina Clinkenbeard was awarded a \$20,000 scholarship from Sunset Hills Children's Foundation. She plans to use the scholarship to help fund her education at Cal State Fullerton.
- AAE AFJROTC was awarded the Silver Star Community Service Award and the Distinguished Unit with Merit Award. We are one of only eight, four-time winners of the Silver Star Community Service Award. As a point of reference, there are a total of 894 AFJROTC Units worldwide.
- Elementary and Middle School third quarter Awards Ceremonies were held to recognize the achievements of our students.

School Event Highlights

- MS/HS student artwork was displayed at an April 14 Art Show. Student bands and the AAE band performed. World famous caricature artist, Tom Kelly, sketched one-minute portraits.
- High School ASB has been hard at working planning Junior/Senior Prom. Prom is being held at Edward's Mansion.
- ASB has partnered with PTC to hold our schools first ever Color Run. The event took place on May 5th. Numerous family friendly activities were offered at the event.
- Middle School Girls and Boys Basketball have advanced to the playoffs. They will both be traveling for the 1st round on April 26.
- Varsity Baseball and Softball will be wrapping up their season by early May and hoping to advance to playoffs as well.
- Middle School Soccer teams are also coming to the end of their season and hoping to advance to playoffs.

- AAE Staff continues to hold Knights in Training meetings to foster staff-parent partnership and prepare incoming students for a successful time in Kindergarten.
- Parents and Pastries continues to be well attended and watched via Facebook Live. The link to the April Presentation is as follows.
<https://docs.google.com/presentation/d/1dOoVnxwkZVLu1yp4uRZpUEeYLYMIAgCOW91BXYbGcMM/edit?usp=sharing>
- The Middle School Transition and High School Transition meetings were held to introduce students and their families to the new phase of academia at the AAE. Families were introduced to the grade level teacher teams and informed of new opportunities, clubs and the expectations at the new grade level band.
- Earlier this year, the Father-Daughter Dance generated approximately \$5,000 in revenue. On April 21 the AAE hosted the Mother-Son Dance which is expected to generate a similar amount of income for AAE elementary classes.
- Guided Course Selection for Middle School and High School students during homeroom periods with our AAE counseling department.
- Eleventh grade students attended the college fair in Ontario, California on April 24, 2018.
- Middle School and High School drama production: Wiley and the Hairy Man. Our students performed three times throughout the day on April 27 for elementary and secondary students as well as AAE parents.
- The first annual AAE Color Run sponsored by ASB and PTC was held on May 5.

Media Coverage

- “Students get moo-ving assembly” *Daily Press* article on April 27, 2018. TK-5 students enjoyed assemblies sponsored by the Dairy Council of California and learned about the importance of good nutrition, exercise, and the dairy industry.
- “Apple Valley teens flying high after earning Air Force scholarships” *Daily Press* article on March 29, 2018. AAE students Edwin Uglum and Austin Reeves received \$20,000 scholarships from the Air Force to attend the Flight Academy Program this summer.

Parent and Community Partnerships

- The third quarter Perfect Attendance Recognition Drawing was held on April 12. Partnerships with Greiner Buick-GMC and Stine Chiropractic has provided \$10,000 for prizes this year.
- AAE parents, Mr. and Mrs. Tran, donated \$1,000 to cover this year’s senior dinner and staff reception for graduation.

Fiscal Considerations

- Multiple budget workshops and LCAP development meetings have been held to prepare the proposed 2018-19 school budget.

Registrar/Enrollment

TK	24
K	97
1st	101
2nd	98

3rd	112
4th	111
5th	110
6th	124
7th	123
8th	124
9th	110
10th	90
11th	99
12th	95
Total	1418

<u>Discipline</u>	<u>TK-5</u>	<u>6-8</u>	<u>9-12</u>
In--house Suspension	1	5	4
Suspensions	22	19	24
Expulsions	0	0	0

**Norton Science and Language Academy
Board Report
April 2018**

Updates

With May comes the season of testing! Testing started the week of April 30th and will conclude on May 18, 2018. Students attended a rally to celebrate their work to prepare for SBAC and to encourage them to be at school on time and every day. ATM and MTSS teams have planned three weeks full of activities to celebrate the season of assessment. Students will be provided with themed snacks daily:

Monday: Donuts and Smarties

Tuesday: Granola Bars and Starbursts

Wednesday: Hershey's Kisses and Bananas

Thursday: Cuties (mandarin oranges) and Tootsie Rolls

Friday: Gold Fish Crackers

Every Friday for three weeks, students who had perfect attendance for SBAC testing will be entered into a raffle a weekly raffle for some fun prizes. Students who had perfect attendance will also be invited to a DJ dance party in the cafeteria hosted by the principal. Every student who has perfect attendance will also get the opportunity to dunk the principal in a dunk tank.

This seems like a lot of events have been planned, however, we feel it important that we celebrate all of the hard work of students are putting into a test will be a measure that the state will use for school accountability purposes. We will also use these measures to see the effectiveness of our programs at NSLA and how we will continue to build our capacity to provide students with the very best learning opportunities.

As always, we welcome you at Norton to visit our classrooms and to see the great things that teachers are doing daily.

With spring comes the increase of discipline and behavior issues on campus. We have started delivering daily positive morning messages in English and Spanish to remind students of the school-wide standards as well as to encourage them. We will continue to refine this practice to decrease instructional disruptions and to make sure that we make the decisions that are effective efficient and intentional. We hope that these daily messages set a positive daily tone that decreases discipline issues.

Staff continues to attend professional learning for various content areas including, Guided Language Acquisition Design, Swun Math, and Amplify ELA.

Staff continues to inquire about the status of the Norton Academy lease. Dr. Barragan continues to be open and transparent about any lease communication to decrease any staff anxiety about the future of NSLA and their jobs. As questions arise that cannot be answered immediately, Dr. Barragan will work with LCER to seek guidance as he continues to communicate with staff and keep community morale positive.

During the week of May 7th, administrative staff will celebrate Teacher Appreciation Week with daily special activities and treats.

Teacher Appreciation Themes

Monday: “How Sweet it is to Be Taught by You” – Assorted Desserts in Staff Lounge

Tuesday: “NSLA Teachers are Bionic” – Bionicos (Mexican fruit dessert) in the staff lounge

Wednesday: “Teachers are all that and a Bag of Chips” – Chips and assorted salsa bar in the staff lounge

Thursday: Fiesta Time: “Carne Asada Luncheon and staff piñata after school.

Friday: “Teachers have Swag” – Teacher treat bag

ENROLLMENT April 1st to April 30th

GRADE LEVEL	CURRENT ENROLLMENT	WAITING LIST	WAITING LIST 2017-2018
TK	25	0	24
K	109	11	105
1 st	113	1	
2 nd	110	1	
3 rd	97	1	
4 th	80	0	
5 th	65	3	
6 th	69	2	
7 th	51	2	
8 th	60	2	
ISAI TK-5	10	0	
ISAI 6-8	4	0	
TOTAL	793 99.95% Attendance	23	

Staffing:

Interviews were held to fill an additional middle school teaching position and to establish a pool of candidates for our Tk-5 dual language program. We interviewed some great candidates and hope that we can make offers to those who would be the best fit for NSLA.

April Events:

4/2- NSLA Lottery (K5) 5:00-6:00pm

4/4- PTO General Meeting (8:30-9: 30 am)

4/6-Middle Grades Dance – “A Night in Paris” (5:30-8: 30 pm)

4/9 - 4/13-Scholastics Book Fair

4/11- Read A Thon (PTO Fundraiser)

4/25- Parents and Pastries (8:30-9: 30 am)

4/30- Rockets in training (Kinder)

May Events:

We invite you to all events at NSLA. Please let administrative staff know when you will be on campus so that we may welcome you and show you around. We would love to see you here.

5/1—Hero Club Fieldtrip (10:00am-2:30pm)

5/3—Middle Grades fieldtrip to UC San Diego

5/7—Teacher Appreciation Week 5/7-5/11

5/9—NSLA Annual Art Show (Cafeteria) 4:30pm-6:30pm

5/10—School Site Council meeting (K5) 3:30pm-4:30pm

5/15— Middle Grades Parent Meeting for 5th grade students & Parents 3:00pm-4:00pm

5/16—ELAC Meeting (cafeteria) 8:30am-9:30am

—NSLA eats at Chipotle on Hospitality /PTO Fundraiser 4:00pm-8:00pm

5/18—NSLA Gala Fundraiser (see office for more info)

5/24—12:30pm Dismissal

5/25—Teacher In-Service Day- Non Student Day

5/28—NSLA Closed in observance of Memorial Day

5/29—1st grade fieldtrip to California Science Center (8:00am-4:00pm)

—5th grade fieldtrip to iFly (8:00am-2:00pm)

5/30—Rockets in Training (3:30pm-4:30pm)

June 2018 Calendar

6/1—4th grade fieldtrip to Olvera Street (student will meet at SB Metrolink)

—Annual NSLA Carnival 3:00pm-6:30pm

- 6/4—1st grade Awards Assembly (8:30am-9:15am)**
- 2nd grade Awards Assembly (9:30am-10:15am)**
- 8th grade promotion at Sturges performing Arts Center.**

**LEWIS CENTER FOUNDATION
COMBINED BALANCE SHEET AND INCOME STATEMENT
March 1 - March 30, 2018**

CHECKING (LEWIS CENTER FOUNDATION)

Beginning Balance		\$2,645.36
Revenue		
Donations - Unrestricted	\$224.10	
<i>Total</i>	\$224.10	
Expenditures		
National Orange Show - NSLA Gala	\$750.00	
Transfer to Savings - Unrestricted Donations	\$199.28	
<i>Total</i>	\$949.28	
Ending Balance	<i>Total</i>	\$1,920.18

SAVINGS (LEWIS CENTER FOUNDATION)

Beginning Balance		
Restricted Funds - AAE Capital Campaign		\$152,561.97
Restricted Funds- NSLA Capital Campaign		(\$653.38)
Restricted Funds - Davis Endowment		\$10,956.18
Restricted Funds - HiDAS Endowment		\$64,441.95
Restricted Funds - Scholarships		\$40,939.91
Unrestricted Funds		\$40,742.45
		\$308,989.09
Revenue		
Unrestricted Donations	\$199.28	
Interest	\$25.38	
<i>Total</i>	\$224.66	
Expenditures		
<i>Total</i>	\$0.00	
Ending Balance		
Restricted Funds - AAE Capital Campaign		\$152,576.69
Restricted Funds - NSLA Capital Campaign		(\$653.38)
Restricted Funds - Davis Endowment		\$10,956.94
Restricted Funds - HiDAS Endowment		\$64,447.03
Restricted Funds - Scholarships		\$40,943.21
Unrestricted Funds		\$40,943.25
	<i>Total</i>	\$309,213.75

Total Checking and Savings **\$311,133.93**

The High Desert Partnership in Academic Excellence Foundation, Inc.
 Check/Voucher Register - Board Report - 10K
 From 4/2/2018 Through 5/1/2018

<u>Effective D...</u>	<u>Check Nu...</u>	<u>Vendor Name</u>	<u>Check Amount</u>	<u>Transaction Description</u>
4/2/2018	348		521,557.78	Group: CERT; Pay Date: 4/2/2018
4/3/2018	40411	CharterSAFE	23,858.00	Insurance premium pymt for March 2018
4/3/2018	40415	SBCSS	18,851.18	NSAA PERS contributions for March
4/3/2018		SBCSS	43,278.26	LCER/AAE - PERS contributions for March
4/3/2018	40416	SchoolsFirst Federal C...	13,478.17	Employee TSA contributions - March 18
4/3/2018	40418	SBCSS	55,152.66	NSAA STRS contributions for March
4/3/2018		SBCSS	111,979.47	LCER/AAE - STRS contributions for March
4/13/2018	40435	CSMC	17,500.00	Pro Forma Analysis
4/13/2018	40438	Pali Institute	14,917.50	PO# 1718-0239-NSLA Pali Institute for NSLA 8th Grade
4/18/2018	40444	SISC	183,055.65	Health Coverage for April 2018
4/24/2018	40513	SBCSS	17,680.78	SBCSS NSAA Sub Costs for 1/10/18-4/9/18
4/24/2018	40515	San Bernardino City S...	26,985.00	NSLA Police Services
4/24/2018	40539	Xerox Financial Services	10,526.44	Contract # 020-0036039-001
4/30/2018	351		187,824.26	Group: CLASS; Pay Date: 4/30/2018
5/1/2018	353		<u>520,309.95</u>	Group: CERT; Pay Date: 5/1/2018
Report Total			<u>1,766,955.10</u>	

All Funds - Budget Comparison 2016/17 to 2017/18

2016-2017					2017-2018				
Note - Revenue Reported is % of Budgeted Revenue Earned	Current Period				Note - Revenue Reported is % of Budgeted Revenue Earned	Current Period			
	Total Budget \$ - Revised	Actual thru April	Remaining Budget	Percent Remaining		Total Budget \$ - Original	Actual thru April	Remaining Budget	Percent Remaining
Revenue		Annual Budgeted Revenue			Revenue		Annual Budgeted Revenue		
Revenue	21,616,684	18,013,903	3,602,781	16.67%	Revenue	21,766,039	18,138,366	3,627,673	16.67%
Expense					Expense				
Certificated Salaries	8,925,066	6,583,927	2,341,139	26.23%	Certificated Salaries	9,168,312	7,358,672	1,809,640	19.74%
Classified Salaries	3,527,341	2,711,097	816,244	23.14%	Classified Salaries	3,260,238	2,678,948	581,290	17.83%
Benefits	3,790,169	2,965,683	824,486	21.75%	Benefits	4,394,559	3,432,270	962,289	21.90%
Books and Supplies	1,450,443	1,281,836	168,607	11.62%	Books and Supplies	964,500	917,739	46,761	4.85%
Services & Other	2,290,074	1,385,670	904,404	39.49%	Services & Other	2,177,272	1,656,702	520,570	23.91%
Capital Outlay	458,000	350,083	107,917	23.56%	Capital Outlay	150,000	91,804	58,196	38.80%
Other Outgo	1,175,040	871,257	303,783	25.85%	Other Outgo	1,160,040	835,410	324,630	27.98%
Share of LCER	0	0	0	N/A	Share of LCER	0	0	0	N/A
Total Expense	21,616,133	16,149,553	5,466,580	25.29%	Total Expense	21,274,921	16,971,545	4,303,376	20.23%
Add (Subtract) to Reserves	551	1,864,350	(1,863,799)		Add (Subtract) to Reserves	491,118	1,166,821	(675,703)	
Total Revenue	21,616,684	18,013,903	3,602,781	83.33%	Total Revenue	21,766,039	18,138,366	3,627,673	83.33%
Total Expense	21,616,133	16,149,553	5,466,580	74.71%	Total Expense	21,274,921	16,971,545	4,303,376	79.77%
Add (Subtract) to Reserves	551	1,864,350	-1,863,799		Add (Subtract) to Reserves	491,118	1,166,821	-675,703	

AAE - Budget Comparison 2016/17 to 2017/18

2016-2017					2017-2018				
Note - Revenue Reported is % of Budgeted Revenue Earned	Current Period				Note - Revenue Reported is % of Budgeted Revenue Earned	Current Period			
	Total Budget \$ - Revised	Actual thru April	Remaining Budget	Percent Remaining		Total Budget \$ - Original	Actual thru April	Remaining Budget	Percent Remaining
Revenue		Annual Budgeted Revenue			Revenue		Annual Budgeted Revenue		
Revenue	13,138,740	10,074,765	3,063,975	23.32%	Revenue	13,208,142	11,006,785	2,201,357	16.67%
Expense					Expense				
Certificated Salaries	5,370,873	4,531,144	839,729	15.63%	Certificated Salaries	5,478,833	4,479,660	999,173	18.24%
Classified Salaries	1,432,221	1,140,785	291,436	20.35%	Classified Salaries	1,076,788	931,132	145,656	13.53%
Benefits	2,171,985	1,809,018	362,967	16.71%	Benefits	2,259,794	1,835,655	424,139	18.77%
Books and Supplies	587,932	644,013	(56,081)	-9.54%	Books and Supplies	438,240	504,755	(66,335)	-15.13%
Services & Other	1,102,831	623,483	479,348	43.47%	Services & Other	1,023,562	598,574	424,988	41.52%
Capital Outlay	340,000	328,942	11,058	3.25%	Capital Outlay	120,000	52,306	67,694	56.41%
Other Outgo	1,175,040	929,627	245,413	20.89%	Other Outgo	1,160,040	829,985	330,055	28.45%
Share of LCER	1,579,514	1,547,614	31,900	2.02%	Share of LCER	1,346,185	1,206,436	139,749	10.38%
Total Expense	13,760,396	11,554,626	2,205,770	16.03%	Total Expense	12,903,622	10,438,503	2,465,119	19.10%
Add (Subtract) to Reserves	(621,656)	(1,479,861)	858,205		Add (Subtract) to Reserves	304,520	568,282	(263,762)	
Total Revenue	13,138,740	10,074,765	3,063,975	76.68%	Total Revenue	13,208,142	11,006,785	2,201,357	83.33%
Total Expense	13,760,396	11,554,626	2,205,770	83.97%	Total Expense	12,903,622	10,438,503	2,465,119	80.90%
Add (Subtract) to Reserves	-621,656	-1,479,861	858,205		Add (Subtract) to Reserves	304,520	568,282	-263,762	

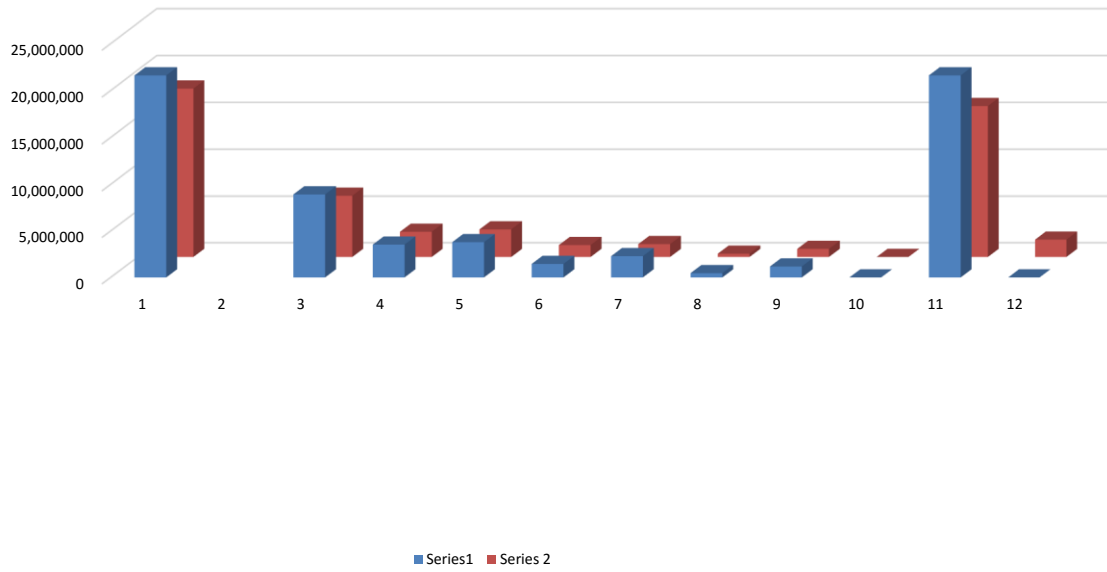
NSLA - Budget Comparison 2016/17 to 2017/18

2016-2017					2017-2018				
Note - Revenue Reported is % of Budgeted Revenue Earned	Current Period				Note - Revenue Reported is % of Budgeted Revenue Earned	Current Period			
	Total Budget \$ - Revised	Actual thru April	Remaining Budget	Percent Remaining		Total Budget \$ - Original	Actual thru April	Remaining Budget	Percent Remaining
Revenue		Annual Budgeted Revenue			Revenue		Annual Budgeted Revenue		
Revenue	8,372,944	6,977,453	1,395,491	16.67%	Revenue	8,557,897	7,131,581	1,426,316	16.67%
Expense					Expense				
Certificated Salaries	3,185,094	2,431,417	753,677	23.66%	Certificated Salaries	3,261,362	2,524,033	737,329	22.61%
Classified Salaries	841,088	759,043	82,045	9.75%	Classified Salaries	869,553	740,250	129,303	14.87%
Benefits	1,031,409	925,190	106,219	10.30%	Benefits	1,348,317	1,039,521	308,796	22.90%
Books and Supplies	668,011	756,586	(88,575)	-13.26%	Books and Supplies	514,205	336,071	178,134	34.64%
Services & Other	959,127	512,374	446,753	46.58%	Services & Other	1,001,677	649,718	351,959	35.14%
Capital Outlay	118,000	20,822	97,178	82.35%	Capital Outlay	30,000	37,013	(7,013)	-23.38%
Other Outgo			0	N/A	Other Outgo			0	N/A
Share of LCER	1,053,009	1,031,743	21,266	2.02%	Share of LCER	1,346,185	1,206,436	139,749	10.38%
Total Expense	7,855,738	6,437,175	1,418,563	18.06%	Total Expense	8,371,299	6,533,042	1,838,257	21.96%
Add (Subtract) to Reserves	517,206	540,279	(23,073)		Add (Subtract) to Reserves	186,598	598,539	(411,941)	
Total Revenue	8,372,944	6,977,453	1,395,491	83.33%	Total Revenue	8,557,897	7,131,581	1,426,316	83.33%
Total Expense	7,855,738	6,437,175	1,418,563	81.94%	Total Expense	8,371,299	6,533,042	1,838,257	78.04%
Add (Subtract) to Reserves	517,206	540,279	-23,073		Add (Subtract) to Reserves	186,598	598,539	-411,941	

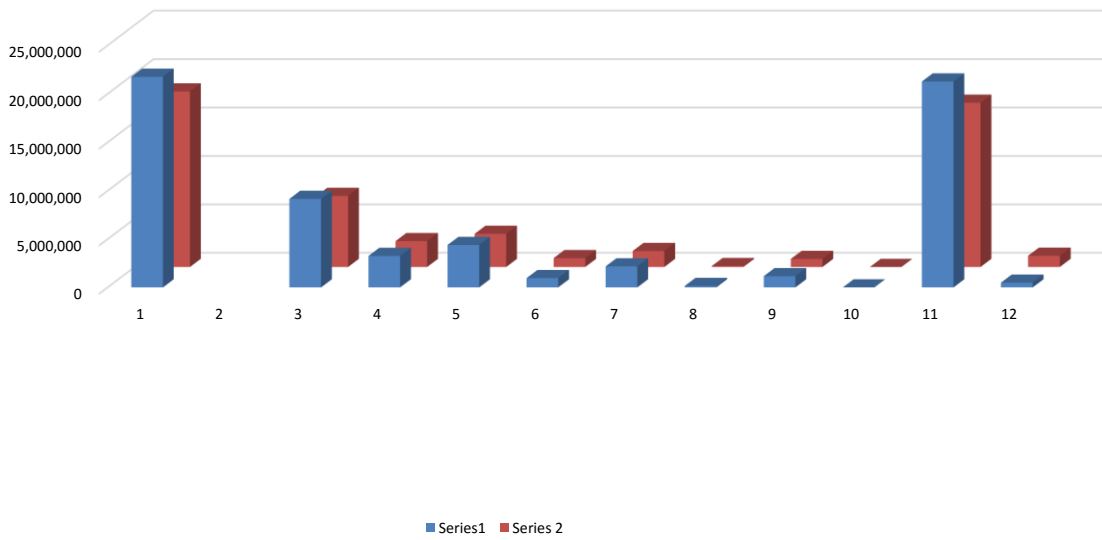
LCER - Budget Comparison 2016/17 to 2017/18

2016-2017					2017-2018				
Note - Revenue Reported is % of Budgeted Revenue Earned	Current Period				Note - Revenue Reported is % of Budgeted Revenue Earned	Current Period			
	Total Budget \$ - Revised	Actual thru April	Remaining Budget	Percent Remaining		Total Budget \$ - Original	Actual thru April	Remaining Budget	Percent Remaining
Revenue		Annual Budgeted Revenue			Revenue		Annual Budgeted Revenue		
Revenue	0	0	0	N/A	Revenue	0	0	0	N/A
Expense					Expense				
Certificated Salaries	369,099	382,008	(12,909)	-3.50%	Certificated Salaries	428,117	354,979	73,138	17.08%
Classified Salaries	1,254,033	1,130,978	123,055	9.81%	Classified Salaries	1,313,897	1,007,566	306,331	23.31%
Benefits	586,775	552,307	34,468	5.87%	Benefits	786,448	557,094	229,354	29.16%
Books and Supplies	194,500	107,233	87,267	44.87%	Books and Supplies	11,875	76,913	(65,038)	-547.69%
Services & Other	228,116	400,817	(172,701)	-75.71%	Services & Other	152,033	408,410	(256,377)	-168.63%
Capital Outlay		319	(319)	N/A	Capital Outlay	0	2,485	(2,485)	N/A
Other Outgo		5,695	(5,695)	N/A	Other Outgo	0	5,425	(5,425)	N/A
Share of LCER	(2,632,523)	(2,579,357)	(53,166)		Share of LCER	(2,692,370)	(2,412,872)	(279,498)	10.38%
Total Expense	0	0	0	#DIV/0!	Total Expense	0	0	0	#DIV/0!
Add (Subtract) to Reserves	0	0	0		Add (Subtract) to Reserves	0	0	0	
Total Revenue	0	0	0	N/A	Total Revenue	0	0	0	N/A
Total Expense	0	0	0	N/A	Total Expense	0	0	0	N/A
Add (Subtract) to Reserves	0	0	0		Add (Subtract) to Reserves	0	0	0	

2016-17



2017-18



**LCER Board Meetings
Attendance Log 2018**

	February Regular	March Regular	April Regular	May Regular	June Regular	August Regular	Sept. Regular	Oct Regular	Nov Regular	Dec Regular	TOTAL REGULAR	Jan 8 Spec.	Feb 26 Spec.	May 7 Spec.	TOTAL SPECIAL
Rick Wolf	Present	Present	Present								100%	Present	Present		100%
Duberly Beck	Present	Present	Present								100%	Present	Present		100%
Kevin Porter	Present	Present	Present								100%	Present	Present		100%
Kirtland Malhum	Absent	Absent	Present								33%	Present	Present		100%
Jim Morris	Present	Present	Present								100%	Present	Present		100%
Marcia Vargas	Present	Present	Present								100%	Present	Present		100%

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		\$ 7,851		\$ 7,851	\$ 100	\$ 6,025		\$ 6,125
David Bains				\$ -	\$ 100			\$ 100
Donna Siegel				\$ -				\$ -
Duberly Beck	\$ 2,000			\$ 2,000	\$ 100			\$ 100
Jose Palafox				\$ -				\$ -
Kevin Porter		\$ 300		\$ 300		\$ 100		\$ 100
Kirtland Mahlum				\$ -				\$ -
Marcia Vargas	\$ 3,633			\$ 3,633	\$ 917			\$ 917
Peter Torres				\$ -				\$ -
Regina Weatherspoon-Bell				\$ -	\$ 100			\$ 100
Rick Wolf				\$ -				\$ -
Robert Lovingood	\$ 500			\$ 500	\$ 100			\$ 100
Russ Stringham				\$ -	\$ 100			\$ 100
Scott Johnson				\$ -				\$ -
Tom Rosenbaum				\$ -	\$ 500			\$ 500
Total	\$ 6,283	\$ 8,151	\$ -	\$ 14,434	\$ 3,117	\$ 6,125	\$ -	\$ 9,242