

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 17500 Mana Rd., Apple Valley, CA, Gym Conference Room

Additional Location:

Norton Science and Language Academy, 503 E. Central Ave., San Bernardino, CA 92408, K5

September 17, 2018 - Public Meeting – 4:00 p.m.

1. **CALL TO ORDER AND PLEDGE OF ALLEGIENCE:** 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 AAE Ambassadors Presentation
 - .02 NSLA Associated Student Body Introduction and Presentation
 - .03 AAE Spanish Field Trip to Spain/Paris – Arely Flores
5. **CONSENT AGENDA:**
 - .01 Approve Minutes of August 13, 2018 Regular Meeting – Pg 3-4
 - .02 Approve AAE Spanish Field Trip to Spain/Paris March 22-31, 2019 – Pg 5-8
 - .03 Approve AAE Student Ambassador Field Trip to New York City April 1-6, 2019 – Pg 9-10
 - .04 Approve AAE 6th Grade Field Trip to Irvine Ranch Outdoor Education Center May 22-24, 2019 – Pg 11-12
6. **DISCUSSION/ACTION ITEMS:**
 - .01 Lewis Center Foundation Update - Marcia Vargas
 - .02 AAE Prop 39 Energy Efficiency Project – Closeout Report – Pg 13-14
 - .03 Approve Resolution 2018-01 Adopting an Amended Conflict of Interest Code Pursuant to the Political Reform Act of 1974 – Pg 15-21
 - .04 Approve Deletion of BP 5133: Uniform Assistance Policy – Pg 22
 - .05 LCER Board Recruitment
 - .06 VVWRA Easement
 - .07 Discuss Specific Powers of the Board Regarding Hiring – Pg 23-24
 - .08 Discuss Annual Election of Officers – Pg 25-26
7. **INFORMATION INCLUDED IN PACKET:** *(Board members may ask questions on items for clarification.)*
 - .01 Staff Reports
 - President/CEO – Lisa Lamb – Pg 27-30
 - Human Resources Director – Stacy Newman – Pg 31-33
 - Finance Director – David Gruber – Pg 34
 - AAE Principal – Valli Andreasen – Pg 35-37
 - NSLA Principal – Fausto Barragan – Pg 38-41

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- .02 LCER Financial Reports
 - Checks Over \$10K – Pg 42
 - Budget Comparisons – Pg 43-44
- .03 Lewis Center Foundation Financial Report
 - July 2018 – Pg 45
- .04 LCER Board Attendance Log – Pg 46
- .05 LCER Board Give and Get – Pg 47

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.

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

**Minutes
August 13, 2018**

1.0 Call to Order

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

2.0 Roll Call

LCER Board Members Duberly Beck, Kirt Mahlum, Jim Morris (arrived at 4:15), Omari Onyango, Sharon Page, Kevin Porter David Rib, Marcia Vargas and Rick Wolf (arrived at 4:10) were present.

Staff members Valli Andreasen, Fausto Barragan, Ryan Dorcey, Teresa Dowd, David Gruber, Lisa Lamb, and Stacy Newman, Toni Preciado and Paul Rosell were also present.

3.0 Public Comments: Madison Lamb, AAE Student Ambassador President, and Brittney Souter, AAE Student Ambassador Vice President, gave an update on activities at the school, including Ambassadors, AFJROTC, ASB, SLT and sports. They also provided information on what AAE Ambassadors do. Marcia Vargas asked the AAE Ambassadors to come to NSLA to speak to their ASB.

4.0 Special Presentations:

.01 Mark Skousen and Tammy Sweeris, Real Estate Developers from High Mark, presented an overview of the company. They will provide executive oversight of the future build out of NSLA, which will be in phases. A predevelopment reimbursement agreement will be forthcoming. Stakeholders will be surveyed regarding the build out. We also still need to finalize a settlement agreement with the City and County.

5.0 Consent Agenda

- .01** Approve Minutes of June 11, 2018 Regular Meeting
- .02** Approve Minutes of July 9, 2018 Special Meeting
- .03** Approve AAE ASB Spending Plan

A couple of minor corrections were pointed out on the minutes. On a motion by Omari Onyango, seconded by Duberly Beck, vote 9-0, the LCER Board of Directors approved Consent Agenda Items 5.01 – 5.03 with the corrections on the minutes.

6.0 Discussion/Action Items:

- .01 Lewis Center Foundation Update** – Marcia Vargas informed the Board of the Wine and Cheese Social on September 27. Invitations were sent by email with a reservation link. Please be sure to purchase your tickets and forward the event information to your contacts.
- .02 AAE Prop 39 Energy Efficiency Project – Closeout Report** – Tabled
- .03 Approve Deletion of BP 3311: Soliciting Prices, Bids and Quotations** – On a motion by Kirt Mahlum, seconded by Marcia Vargas, vote 9-0, the LCER Board of Directors approved the deletion of BP 3311: Soliciting Prices, Bids and Quotations.
- .04 Approve Deletion of BP 5133: Uniform Assistance Policy** – Tabled
- .05 Discuss Specific Powers of the Board Regarding Hiring** – Tabled

.06 Discuss Annual Election of Officers – Tabled

.07 Discuss Strategic Planning Date – October 19, 2018 – The annual Strategic Planning will focus on organizational goals, mission and vision. Pat Caldwell will be facilitating the planning. The date will be October 19. We also need to discuss NSLA programming, and felt this would be rushed if included with the Strategic Planning. It was decided to discuss NSLA programming at a Special Board Meeting just prior to the Regular Board meeting on September 17, beginning at 1:00 p.m. A draft pro forma will be sent out.

7.0 Information Included in Packet:

01. Staff Reports

- President/CEO – Lisa Lamb
- Human Resources Director – Stacy Newman
- Finance Director – David Gruber
- IT Director – Ryan Dorsey
- AAE Principal – Valli Andreasen
- NSLA Principal - Fausto Barragan

02. LCER Financial Reports

- Checks Over \$10K
- Budget Comparisons

03. Lewis Center Foundation Financial Report

- June 2018

04. LCER Board Attendance Log

05. LCER Board Give and Get

06. AVUSD Correspondence – Budget Review

8.0 Board/Staff Comments

.01 Ask a question for clarification – None

.02 Make a brief announcement – None

.03 Make a brief report on his or her own activities - None

.04 Future agenda Items - None

9.0 Closed Session

The LCER Board of Directors convened into closed session at 5:35 p.m. to discuss:

1. 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.
2. Public Employee Performance Evaluation: President/CEO - Tabled

The LCER Board of Directors reconvened into open session at 6:38 p.m. Kevin Porter, Chairman of the Board, reported that the LCER Board gave authorization to legal counsel for terms of the lease negotiation.

10.0 Adjournment

Chairman Kevin Porter adjourned the meeting at 6:40 p.m.

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

Date of meeting: September 17th at 4pm

Title: Field Trip to Spain & Paris (Spanish Department)

Presentation: Consent: X Action: Discussion: Information:

Background: Information on a trip to Spain and Paris that will be available to all High School students of Spanish Classes or that have completed their Spanish Courses at the Academy for Academic Excellence. Will briefly discuss the trip, the travel company, and the values students will take from this once in a lifetime experience.

Fiscal Implications (if any): N/A

Impact on Mission, Vision or Goals (if any): Will only enhance it by providing students an opportunity to see first-hand what they are learning/ have learned in the classroom. Students will become immersed in the culture and language thus becoming more appreciate and open-minded about others. Students will be transformed from a traveler into a true global citizen a marketable trait that will benefit them for the rest of their lives.

Recommendation: Approval of Spain & Paris Field Trip (Year 2019)
March 22nd-March 31st
10 days

Submitted by: Arely Flores
Spanish Teacher
LOTE (Language other than Spanish)
Academy for Academic Excellence

RECEIVED
 AUG 06 2018
 Office use only
 Date/Time submitted: _____
 Initials: _____
 Transportation Booked:
 Initials: _____
 Calendared:
 Initials: _____



**LEWIS CENTER FOR EDUCATIONAL RESEARCH
 FIELD TRIP REQUEST FORM**

AAE NSLA

Date Submitted: Aug. 2, 2018

Requested by: Arely Flores

Destination: Spain & Paris Phone: (760) 927-2016

Date(s) of trip: March 22 - March 31st Grade Level 9-12

School departure time: AM (TBD) Destination arrival time: AM

Destination departure time: AM School Return Time: AM

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

Number of students: Up to 30 adults: 1 per every 10 students. 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 be immersed in the culture and language they have been learning about in their classes. They will gain first-hand experience through the food, art, life-style/customs and history of the people who live there. Students will gain an appreciation of others and practice the language themselves.

I have followed the checklist prior to submitting this form _____
 Teacher Signature

Principal Signature: _____

Funding Code: Student funded Date: 8/7/18

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



Spain & Paris

explorica.com/GarciaFlores-77

March 22 - March 31, 2019

Day 1 Start tour

Day 2 Hola Madrid

Meet your tour director and check into hotel
Madrid city walk: Puerta del Sol, Plaza Mayor, Plaza de España
Prado visit

Day 3 Madrid landmarks

Madrid guided sightseeing tour: Calle Mayor, Gran Vía, Cibeles
Fountain, Puerta de Alcalá, Columbus Square, Royal Palace visit
Optional Toledo guided excursion: Toledo Cathedral visit, Church of
Santo Tomé, St. Mary's Synagogue visit

Day 4 Madrid

Flamenco evening
Optional El Escorial & Segovia guided excursion: El Escorial visit, Segovia
Alcázar visit

Day 5 Madrid--Barcelona

Travel to Barcelona via Zaragoza
Basilica of the Virgin of Pilar visit
Tapas dinner

Day 6 Barcelona landmarks

Barcelona guided sightseeing tour: Gaudí's Sagrada Família, Montjuïc
Hill, Park Güell visit
Barcelona city walk: Mercat de la Boquería, Las Ramblas, Columbus
Monument
Paella dinner

Day 7 Barcelona--Paris

Travel to Paris on the TGV
Paris city walk: Île de la Cité, Notre Dame Cathedral visit, Île St. Louis,
Latin Quarter visit
Dinner in Latin Quarter

Day 8 Paris landmarks

Paris guided sightseeing tour: Arc de Triomphe, Champs-Élysées, Eiffel
Tower, Champ de Mars, École Militaire, Les Invalides, Conciergerie,
Tuileries, Place Vendôme, Opera House
Optional Versailles guided excursion : State Apartments, Hall of Mirrors,
Gardens of Versailles

Day 9 The art of Paris

Louvre visit
Seine River cruise
Montmartre tour director-led sightseeing : Sacré Coeur, Place du Tertre,
Moulin Rouge
Farewell dinner in Montmartre

Day 10 End tour

Reserve your Spot!



Tour Center ID: GarciaFlores-77
Registration deadline: October 02, 2018

What's included

We provide everything you need for a remarkable trip:

- Round-trip airfare
- 8 overnight stays (11 with extension) in hotels with private bathrooms
- Full European breakfast daily
- Dinner daily
- Full-time services of a professional Tour Director
- Guided sightseeing tours and city walks as per itinerary
- Visits to select attractions as per itinerary
- High-speed TGV train
- Tour Diary™
- Note: On arrival day only dinner is provided; on departure day, only breakfast is provided
- Note: Tour cost does not include airline-imposed baggage fees, or fees for any required passport or visa. Please visit our Fees FAQ page for a full list of items that may not be included in the cost of your tour.

Tour investment

Students (travelers under the age of 23): \$3,335
Adults (age 23 and over): \$3,820

Price reflects savings of \$100 scholarship. Sign up by 9/30/2018 and enter code Spain2019 in order to take advantage of this limited-time offer!

Automatic monthly payment plan

Pay just \$50 upon enrollment and the balance will be divided into equal monthly payments, charged automatically to your credit card or checking account. As of August 02, 2018, your monthly payment would be just \$547.50.

Manual plan also available; learn more on explorica.com/paymentplans.

Travel protection

Most Explorica travelers protect their investment with one of our trusted plans, starting from just \$12 per day. To learn more, visit explorica.com/cfar.

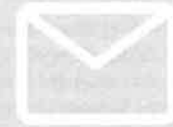
Enroll online,
by phone, or by mail



explorica.com/GarciaFlores-77



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a paper application on
explorica.com/resources



travel. learn.

145 Tremont Street
Boston, MA 02111

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

Date of meeting: 9/17/18

Title: Ambassadors Trip to New York City

Presentation: Consent: x Action: Discussion: Information:

Background: The Academy for Academic Excellence (AAE) Student Ambassadors are traveling to New York City in the spring to meet with the United Nations regarding how to be a more effective ambassador to various types of people. This knowledge will help them in their pivotal role in shaping people’s perceptions when discussing educational issues with our stakeholders, local and national representatives, as well as when meeting with NASA/JPL regarding the Lewis Center’s radio telescope program.

Students: 12 (7 male, 5 female)

Adults: 3 (1 male, 2 female)

Transportation: To/from airport by parent volunteers
Public transportation within city

Lodging: AirBnB

Possible Activities: Tour United Nations
 9/11 Memorial and Museum
 Statue of Liberty
 Grand Central Terminal
 Times Square
 Central Park
 Fraunces Tavern and Museum
 Empire State Building
 Broadway/Symphony/Opera
 Tour NYU
 Art Museum

Fiscal Implications (if any): N/A – paid by club

Impact on Mission, Vision or Goals (if any): supports the Lewis Center mission to “prepare students for success in a global society”.

Recommendation: To approve the AAE Student Ambassador Trip to New York City

Submitted by: Lisa Lamb, President/CEO



**LEWIS CENTER FOR EDUCATIONAL RESEARCH
FIELD TRIP REQUEST FORM**

AAE NSLA

Office use only

Date/Time submitted: _____
 Initials: _____
 Transportation Booked: _____
 Initials: _____
 Calendared: _____
 Initials: _____

Date Submitted: 8/30/18

Requested by: Lisa Lamb

Destination: New York City

Phone: 7100-403-0484

Date(s) of trip: April 1-10, 2019

Grade Level 10-12

School departure time: TBD

Destination arrival time: TBD

Destination departure time: TBD

School Return Time: TBD

Overnight/Out-of-State stay: YES NO

Water activities involved: YES NO

Number of students: 12 adults: 3

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 Ambassadors

Brief Description of Educational Benefit to be Derived From this Activity:

Throughout the trip, the Ambassadors will be interacting with various dignitaries which will draw on their public speaking skills. We will also visit/tour various cultural museum/sites/

I have followed the checklist prior to submitting this form

Lisa Lamb Landmarks
Teacher Signature

Principal Signature: Valle Anderson

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: September 17, 2018 _____

Title: 6th Grade Science Camp _____

Presentation: _____ Consent: XX Action: _____ Discussion: _____ Information: _____

Background: Board approval for 6th grade annual science camp to Irvine Ranch Outdoor Education Center, 2 Irvine Rd., Orange, CA.
Approximately 95 students, 10 adults.
\$200.00 per person. Fund raising efforts by 6th grade team help to defray the costs of camp.
Fund raising pays for the transportation.

Fiscal Implications (if any):
N/A

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

Recommendation:

To approve the 6th grade science camp.

Submitted by: S. Scantlin
Teacher
6th Grade



LEWIS CENTER FOR EDUCATIONAL RESEARCH FIELD TRIP REQUEST FORM

AAE

NSLA

RECEIVED

Office use only: AUG 10 2018

Date/Time submitted:

Initials:

BY:

Transportation Booked:

Initials:

Calendared:

Initials:

Date Submitted: August 9, 2018

Requested by: Scantlin/Klopping/Beare/Larrison

Destination: Irvine Ranch Outdoor Education Center

Phone: (714) 923-3191

Date(s) of trip: May 22-24, 2019

Grade Level 6th grade

School departure time: 7:00 a.m. 5/22/19

Destination arrival time: 9:30 a.m. 5/22/19

Destination departure time: 10:00 a.m. 5/24/19

School Return Time: 12:00 p.m. 5/24/19

Overnight/Out-of-State stay: YES NO

Water activities involved: YES NO

Number of students: 95

adults: 5

Admission students: \$200.00

adults:

Transportation

Bus requested?

(circle one)
YES NO

Bus company name: Ebmeyer

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 be engaged in active learning in the area of Science. This includes, but not limited to, science inquiry, mining, rockets, farming, astronomy, plants of the desert and team building activities.

I have followed the checklist prior to submitting this form

Principal Signature:

Joy Ast

J Scantlin

Teacher Signature

Funding Code:

Date:

8/13/18

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

AAE Prop 39 Energy Efficiency Project – Closeout Report

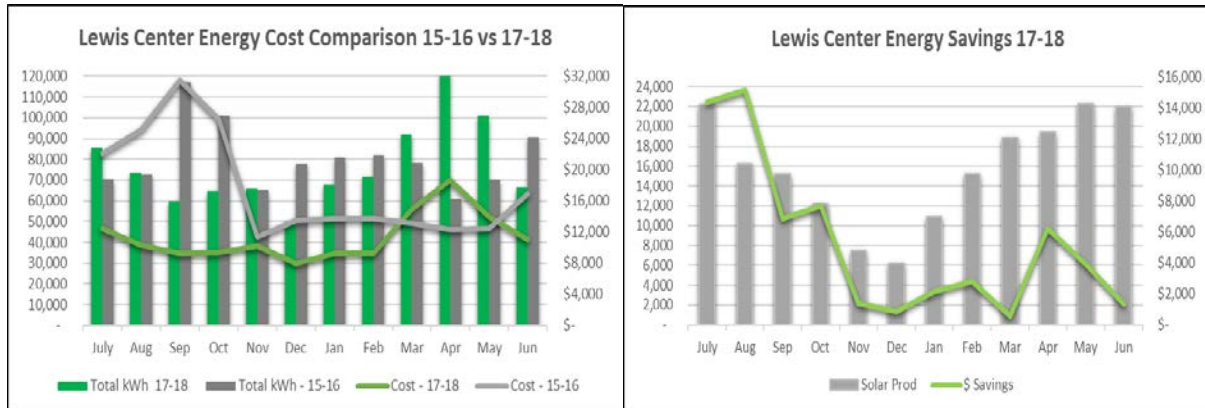
Overview:

Prop 39 Energy Grant planning activities for the Academy for Academic Excellence began in early 2015. Planned activities included energy efficient lighting throughout the campus, the installation of smart thermostats, and a mid-sized solar installation. Project grant funding totaled \$545,773. Projected annual cost savings and the breakout of planned activities, see below.

Energy Efficiency Measure	Demand Savings	KWh Savings	Annual Cost Savings	Project Cost	Simple Payback	Adjusted ROI
Replace Incandescent light with LED	7.37	67,863	\$ 15,916	\$ 31,250	1.9	7.55
Convert T12 fluorescent to T8 with electronic ballast or LED	2.21	21,705	\$ 5,102	\$ 37,250	7.2	2.21
Convert 32 Watt T8 fluorescent fixture to LED lamps	2.32	27,762	\$ 6,539	\$ 48,500	7.3	2.17
Replace Metal Halide with LED	0	6,681	\$ 1,277	\$ 17,600	13.8	1.27
Install Occupancy control for intermittently occupied rooms	0.42	826	\$ 158	\$ 500	3.2	2.59
Replace manual thermostat with programmable/smart thermostat	-1.33	3,800	\$ 1,048	\$ 12,673	17.4	0.79
Install photovoltaic system	46.33	277,992	\$ 56,467	\$ 398,000	7	2.78
Totals	57.32	406,629	\$ 86,507	\$ 545,773	6.3	2.86

Analytics:

Total savings 15-16 vs.17-18: \$75,472
 Solar annual Cost Savings: \$63,293
 Lighting & HVAC Measure Savings: \$12,680



Note:

Because of the new buildings constructed in the summer of 2016, the comparison of the initial projections versus actuals will contain an unknown variance because of the increase in energy consumption due to the increase in square footage in use.

Conclusion:

The overall impact of the energy efficiency measures is a smoothing of energy costs incurred throughout the year (seen in the cost comparison graph above). Prior to the installation of the solar array, large spikes in cost & consumption coincided with the hotter months of the year. Peak cost & usage occurred August – October, with the implementation of the solar installation those month’s consumption are offset by peak performance for the solar installation.

Recommendations:

The pursuit of a net zero campus is still a viable option for the Academy for Academic Excellence. Prop 39 still has funding for the 0% loan program that tailors the payback period to the yearly realized savings amount. Overall energy expense is still high at \$136,000 yearly. The initial estimate for a net zero additional solar installation combined with parking lot shade structures was a \$1.2 million cost. The payback period would be in the 7-8-year range.

17-18 Solar Data:

Solar Prod	Total kWh	\$ Savings
22,218	85,504	\$ 14,377.49
16,244	73,507	\$ 15,138.10
15,184	60,022	\$ 6,876.22
12,211	64,614	\$ 7,667.33
7,454	66,051	\$ 1,393.26
6,200	50,313	\$ 845.05
10,924	67,833	\$ 2,175.78
15,185	71,649	\$ 2,791.79
18,881	92,020	\$ 594.18
19,391	121,389	\$ 6,193.62
22,228	100,722	\$ 3,899.83
21,956	66,516	\$ 1,340.08
188076	920,140	\$ 63,292.74

calc for \$ savings = (15/16 rate*17/18 kWh) – 17/18 \$ cost

17-18 Consumption:

Meter Number: 259000-078559/259000-003192						
Period	Month	Days	Total kWh	Daily Avg kWh	Rate	Bill \$ Amount
1	July	30	63,286	1,055	\$0.20	\$ 12,452.91
2	Aug	30	57,263	910	\$0.18	\$ 10,291.54
3	Sep	31	44,838	759	\$0.21	\$ 9,282.12
4	Oct	30	52,403	873	\$0.18	\$ 9,324.81
5	Nov	30	58,597	945	\$0.17	\$ 10,168.49
6	Dec	31	44,113	735	\$0.18	\$ 7,918.42
7	Jan	32	56,909	884	\$0.16	\$ 9,308.71
8	Feb	30	56,464	927	\$0.16	\$ 9,254.36
9	Mar	29	73,139	1,261	\$0.20	\$ 14,900.58
10	Apr	30	101,998	1,700	\$0.18	\$ 18,625.54
11	May	30	78,494	1,266	\$0.18	\$ 13,904.95
12	Jun	31	44,560	743	\$0.25	\$ 11,063.08
Total		30	732,064	1,005	\$0.19	\$ 136,495.51

15-16 Consumption:

Meter Number: 259000-078559/259000-003192						
Period	Month	Days	Total kWh	Daily Avg kWh	Rate	Bill \$ Amount
1	8-Jul-15	30	70,231	2,341	\$0.31	\$ 22,037.87
2	8-Aug-15	29	72,710	2,507	\$0.35	\$ 25,153.92
3	7-Sep-15	29	116,884	4,030	\$0.27	\$ 31,465.98
4	6-Oct-15	32	100,910	3,153	\$0.26	\$ 26,537.24
5	7-Nov-15	30	65,286	2,176	\$0.18	\$ 11,427.84
6	8-Dec-15	33	77,785	2,357	\$0.17	\$ 13,548.52
7	7-Jan-16	30	80,881	2,696	\$0.17	\$ 13,693.59
8	7-Feb-16	29	81,766	2,820	\$0.17	\$ 13,747.09
9	9-Mar-16	32	78,346	2,448	\$0.17	\$ 13,192.27
10	7-Apr-16	30	60,506	2,017	\$0.20	\$ 12,371.04
11	9-May-16	29	70,010	2,414	\$0.18	\$ 12,375.77
12	8-Jun-16	32	90,722	2,835	\$0.19	\$ 16,916.83
Total		30	966,037	2,650	\$0.22	\$ 212,467.96

RESOLUTION NO. 2018-01

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
LEWIS CENTER FOR EDUCATIONAL RESEARCH
ADOPTING AN AMENDED CONFLICT OF INTEREST
CODE PURSUANT TO THE POLITICAL REFORM ACT
OF 1974**

WHEREAS, the State of California enacted the Political Reform Act of 1974, Government Code Section 81000 et seq. (the "Act"), which contains provisions relating to conflicts of interest which potentially affect all officers, employees and consultants of the Lewis Center for Educational Research (the "Center") and requires all public agencies to adopt and promulgate a conflict of interest code; and

WHEREAS, the Board of Directors adopted a Conflict of Interest Code (the "Code") which was last amended September 28, 2016, in compliance with the Act; and

WHEREAS, subsequent changed circumstances within the Center have made it advisable and necessary pursuant to Sections 87306 and 87307 of the Act to amend and update the Center's Code; and

WHEREAS, the potential penalties for violation of the provisions of the Act are substantial and may include criminal and civil liability, as well as equitable relief which could result in the Center being restrained or prevented from acting in cases where the provisions of the Act may have been violated; and

WHEREAS, notice of the time and place of a public meeting on, and of consideration by the Board of Directors of, the proposed amended Code was provided each affected designated employee and publicly posted for review at the offices of the Center; and

WHEREAS, a public meeting was held upon the proposed amended Code at a regular meeting of the Board of Directors on September 17, 2018, at which all present were given an opportunity to be heard on the proposed amended Code.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Lewis Center for Educational Research that the Board of Directors does hereby adopt the proposed amended Conflict of Interest Code, a copy of which is attached hereto and shall be on file with the Executive Assistant and available to the public for inspection and copying;

BE IT FURTHER RESOLVED that the said amended Code shall be submitted to the Board of Supervisors of the County of San Bernardino for approval and said Code shall become effective immediately after the Board of Supervisors approves the proposed amended Code as submitted.

APPROVED AND ADOPTED this 17th day of September, 2018.

Chairman, Board of Directors
Lewis Center for Educational Research

ATTEST:

Secretary, Board of Directors
Lewis Center for Educational Research

LEGISLATIVE VERSION
(SHOWS CHANGED MADE)

Formatte
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CONFLICT OF INTEREST CODE

OF THE

LEWIS CENTER

FOR EDUCATIONAL RESEARCH

CONFLICT OF INTEREST CODE FOR THE LEWIS CENTER FOR EDUCATIONAL RESEARCH

(Amended ~~September 28, 2016~~ September 17, 2018)

The Political Reform Act (Gov. Code § 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. § 18730) which contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code. After public notice and hearing it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This incorporation page, regulation and the attached Appendix designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the **Lewis Center For Educational Research** (the "**Center**").

All officials and designated positions required to submit a statement of economic interests shall file their statements with the **President/CEO Executive Assistant** as the Center's Filing Officer. The **President/CEO Executive Assistant** shall make and retain a copy of all statements filed by Members of the Board of Directors and the President, and forward the originals of such statements to the Clerk of the Board of Supervisors of the County of San Bernardino. The **President/CEO Executive Assistant** shall retain the originals of the statements filed by all other officials and designated positions and make all statements available for public inspection and reproduction during regular business hours. (Gov. Code § 81008.)

APPENDIX

CONFLICT OF INTEREST CODE OF THE LEWIS CENTER FOR EDUCATIONAL RESEARCH

(Amended ~~September 28, 2016~~ September 17, 2018)

PART "A"

OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

Center Officials who manage public investments, as defined by 2 Cal. Code of Regs. § 18700.3, are NOT subject to the Center's Code but must file disclosure statements under Government Code Section 87200 et seq. [Regs. § 18730(b)(3)] These positions are listed here for informational purposes only.

It has been determined that the positions listed below are officials who manage public investments¹:

Members of the Board of Directors

President/CEO

Director, Financial Officer

Financial Consultants

¹ Individuals holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by § 87200.

DESIGNATED POSITIONS

GOVERNED BY THE CONFLICT OF INTEREST CODE

<u>DESIGNATED POSITIONS'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
ASB & School Club Accountant	5
Bridge Coordinator	5, 6
Director, Facilities <u>Manager</u>	4
Director, Information Technology	5
General Counsel	1, 2
Athletics Director	5
Principal (ALL)	5
Psychologist, Director, Special Needs	5
Consultants and New Positions ²	

² Individuals providing services as a Consultant defined in Regulation 18700.3 or in a new position created since this Code was last approved that makes or participates in making decisions shall disclose pursuant to the broadest disclosure category in this Code subject to the following limitation:

The President may determine that due to the range of duties or contractual obligations, it is more appropriate to assign a limited disclosure requirement. A clear explanation of the duties and a statement of the extent of the disclosure requirements must be in a written document. (Gov. Code Sec. 82019; FPPC Regulations 18219 and 18734.). The President's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. (Gov. Code Sec. 81008.)

PART “B”

DISCLOSURE CATEGORIES

The disclosure categories listed below identify the types of economic interests that the designated position must disclose for each disclosure category to which he or she is assigned.³ “Investment” means financial interest in any business entity (including a consulting business or other independent contracting business) and are reportable if they are either located in or doing business in the jurisdiction, are planning to do business in the jurisdiction, or have done business during the previous two years in the jurisdiction of the Center.

Category 1: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that are located in, do business in, or own real property within the jurisdiction of the Center.

Category 2: All interests in real property which is located in whole or in part within, or not more than two (2) miles outside, the jurisdiction of the Center.

Category 3: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that are engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of the Center.

Category 4: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the Center.

Category 5: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the designated position’s department, unit or division.

Category 6: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to receive grants or other monies from or through the Center or its subdivisions.

³ This Conflict of Interest Code does not require the reporting of gifts from outside this agency’s jurisdiction if the source does not have some connection with or bearing upon the functions of the position. (Reg. 18730.1)

Lewis Center for Educational Research

BP 5133: STUDENTS UNIFORM ASSISTANCE

Adopted: June 5, 2003 **Revised: June 3, 2004**

The Foundation Board recognizes that purchase of required school uniforms may be a hardship for certain families.

When family income is insufficient, the Foundation Board will assist qualified families by either providing used uniforms in good condition or by purchasing uniforms. Students will be supplied with up to three sets of uniforms (maximum of \$105) per school year. The Foundation Board will follow State Income Eligibility Guidelines for free and reduced-price meals to determine financial need. To participate in this program, a copy of last year's tax return must be provided for each adult in the household.

Recipients of uniform assistance are required to return uniforms to the school in good condition when they leave the school or when they outgrow them. Uniforms must be returned before applying for new uniforms. These uniforms will be recycled to help other families in need of assistance.

Parents/guardians shall be informed of the school policy concerning uniform assistance. A letter and required application form shall be distributed to all parents/guardians during the end of the preceding school year. The letter shall contain information on eligibility standards and application procedures. This letter and an application form shall also be provided whenever a new student is enrolled.

All applications and records related to eligibility for uniform assistance shall be confidential and shall not be open to examination for any purpose not directly connected with the administration of uniform assistance.

The Foundation Board shall ensure that names of children eligible for uniform assistance shall not be published, posted, or announced in any manner, or used for any other purpose.

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.

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 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 Bylaws; and fix their compensation, if any.

Fixed Term Employment Agreement
Between
The Lewis Center for Educational Research & Lisa Lamb

This Fixed Term Employment Agreement (“Agreement”) is entered into by and between Lisa Lamb (“CEO”) and the Lewis Center for Educational Research (“LCER”) Governing Board of Directors (“Board”) which operates the charter schools of the LCER, the Academy for Academic Excellence, and the Norton Science and Language Academy (approved by the Apple Valley Unified School District and San Bernardino County Board of Education [“Granting Agencies”]), as well as the GAVRT, Local Outreach and K-16 Bridge Programs. The Board desires to hire employees who will assist the LCER in implementing its purposes, policies, and procedures, and in achieving the goals and meeting the requirements of its charters. The parties recognize that its charters are not governed by the provisions of the California Education Code, except as expressly set forth in the Charter Schools Act of 1992.

WHEREAS, the Board and the CEO wish to enter into an employment relationship under the conditions set forth herein, the parties hereby agree as follows:

A. STATUTORY PROVISIONS RELATING TO CHARTER SCHOOL EMPLOYMENT

1. The LCER has been established and operates its charter schools pursuant to the Charter Schools Act of 1992, Education Code section 47600, *et seq.* The charter schools have been duly approved by the Granting Agencies, according to the laws of the State of California.
2. Pursuant to Education Code section 47604, the LCER has elected to be formed and to operate as a non-profit public benefit corporation pursuant to the Non-Profit Public Benefit Corporation Law of California (Part 2, commencing with section 5110 *et seq.* of the Corporations Code). As such, the LCER is considered a separate legal entity from the Granting Agencies, which granted the charters. The Granting Agencies shall not be liable for any debts and obligations of the LCER, and the employee signing below expressly recognizes that she is being employed by the LCER and not the Granting Agencies.
3. Pursuant to Education Code section 47610, the LCER must comply with all of the provisions set forth in its charters, but is otherwise exempt from the laws governing school districts except as specified in Education Code section 47610.
4. The LCER shall be deemed the exclusive public school employer of the employees at the charter schools for purposes of Government Code section 3540.1.

B. EMPLOYMENT TERMS AND CONDITIONS

1. **Board/CEO Relationship:** The Board hires and evaluates the CEO, and the CEO manages all personnel and day-to-day operations of the charter schools/programs consistent with Board policy 2120. This recognition of proper adherence to defined roles is essential and will yield the greatest impact on the LCER’s mission and academic results.
2. **Term/Work Schedule:** Per Board policy 2121, and subject to Section 11 below, the LCER employs the CEO for a period of two (2) years beginning July 1, 2017 and terminating on June 30, 2019. The number of work days shall be consistent with the Salary Calculation outlined below. The CEO position is a full-time position exempt from overtime law. As a minimum performance requirement, the work schedule for the CEO shall be Monday through Friday, with daily work hours of 7:30 a.m. to 5:00 p.m. As this position is exempt from overtime, additional duties of the CEO may need to be performed outside of the work schedule.

- (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 Director may resign if Corporation could be left without a duly elected Director or 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 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 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.

- (A) documents, and instruments in writing in the name of the Corporation. 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.

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.

**Lewis Center for Educational Research
STAFF REPORT**

Date: September 17, 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>We have strategically pursued additional revenue sources. For the 2018-2019 school year, the LCER revenue has increased by 6.2% overall. The increase does include a 3% COLA increase per ADA. For this school year, new revenue sources include: Title I funding at AAE, K16 Bridge Support Funding from VVC, and one-time monies. Increases in existing revenue sources include SB740 Funding at NSLA and food services at both schools.</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>Per a survey given to all LCER staff in August 2018, there were no concerns given in regard to the Finance Department or budget transparency. An example of the feedback given is <i>“Again, our Finance department is incredibly helpful and better than we have ever had.”</i></p> <p>We have not taken a survey of the board to assess board member perceptions. 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 scheduled for October 2018. One goal will be to determine how we will measure this objective for the coming school years.</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>We are on track to meet this goal. We will maintain no less than 4% of our total budget in reserves for economic uncertainty. Additional reserves have been set aside to prepare for Norton’s campus expansion.</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><u>Apple Valley Center for Innovation (AVCI)</u> AVCI held the first STEM Night last week. There were more than 300 AAE students and family members in attendance. The excitement in the air was palatable. Many of the activities have been updated for this school year. The AVUSD Maintenance Department worked hard over the summer to prepare the campus and the refreshed look has made the space much more usable for us.</p> <p>AVCI has grown and expanded its reach to our local students and teachers. This year, daytime field trips will be provided for all 4th grade students throughout Apple Valley. Next Generation Science Standard Professional Development will be offered for teachers in grades transitional kindergarten through twelfth grade. Local Outreach field trips have been added for outside districts and will include local classes as well. HiDAS has expanded their public astronomy events as well.</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></p>

	<p>Valli Andreasen and Dana Myers will be traveling as part of the 2019 California-Pudong Delegation to Shanghai on September 14th. They are looking forward to visiting several of Shanghai’s best performing schools and studying the instructional practices of their teachers. AAE will then host three visiting teachers from Oct. 15-26, 2018.</p> <p><u>GAVRT</u> The GAVRT Team presented at the Astronomical Society of the Pacific (ASP) Annual Conference in Sonoma, CA in September. ASP partners with NASA, AAS, National Science Foundation, and other leading professional and educational organizations in North America and overseas. This conference is a great fit for the work of the GAVRT team as our curriculum can be embedded into many different settings. GAVRT will also be presented at the annual California STEAM Conference in Long Beach.</p> <p>We have expanded our training opportunities to include two Fall Institutes. One will be held in San Antonio, TX in coordination with a Juno Science Team meeting at the Southwest Research Institute, and the second will be held at the LCER Mission Control in Apple Valley. We are looking forward to training these participants to join the body of GAVRT educators across the state, nation and globe.</p> <p>The GAVRT Management Team is in talks with multiple science museums to bring our program into their mission control and to incorporate our missions into their field trips and/or professional development. We see the inclusion of informal education as a great opportunity to increase the reach of Radio Astronomy through GAVRT to thousands of additional students and teachers. More details will be provided as we solidify these partnerships.</p>
<p>Goal 2: Renegotiate a mutually beneficial lease agreement with the City and County or secure an alternative campus.</p>	
<p>2.1 Objective: By June 2018, a new lease will be executed that is long-range, affordable and allows for campus expansion.</p>	<p>LCER is working closely with County and City staff to settle the ongoing dispute regarding our current lease. The settlement is on track to be finalized by late September/early October. A new lease agreement will be executed as part of the resolution.</p>
<p>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.</p>	<p>No longer applicable.</p>
<p>Goal 3: Strengthen the academic programs at both schools resulting in increased student mastery.</p>	
<p>3.1 Objective: By Fall 2018, both schools will demonstrate increases in student mastery in the areas of Mathematics in</p>	<p>The public results of these assessments will be released via the Accountability Dashboard at the end of the month. These results will be presented in detail during our October Board Meeting.</p>

<p>grades 5-8 as indicated on the Accountability Dashboard.</p>	
<p>3.2 Objective: By 2022, both schools will develop a Computer Science/STEM strand that builds upon itself in grades K-12.</p>	<p>As of the 2018-2019 school year, the following Comp Science/STEM offerings are in place:</p> <p>AAE:</p> <ul style="list-style-type: none"> • K-5- Weekly Coding Classes • 3-5- Weekly Keyboarding Classes • NEW 4-6 NASA’s Best Engineering After School Elective Class • 4-8 AEX Aviation After School Elective Class • 6-8- MS Technology Explorative Wheel (Student take Technology Elective one quarter/year) • 6-8 Space Science • 9-12- Introduction to Computers and Computing with Robotics elective courses • NEW 9-12 Astronomy Class <p>NSLA:</p> <ul style="list-style-type: none"> • NEW 1st Grade STEAM Kits incorporated during Universal Access Time • 6-8- Robotics/Coding Elective Class • 6-8 HERO Health Club • NEW 6-8 Space Science Elective Class • NEW 6-8 Destination Imagination Elective Class • NEW 6-8 Makerspace Elective Class <p>Both schools continue to implement one-to-one devices (MacBook or iPad) in grades 3-12 with primary grades utilizing standing computer labs and iPad carts.</p> <p>We have teachers and staff from across LCER attending and presenting at the California STEAM Conference in October. The goal is to have staff bring back STEM and NGSS opportunities back to both school sites.</p> <p>All instructional staff at NSLA became Apple Certified.</p>
<p>3.2 Objective: By Fall 2018, AAE will demonstrate increases in AP passing rates in the area of Mathematics.</p>	<p>AAE is working to increase both the participation <u>and</u> passing rates for all AP testing. While the pass rates did improve this year, we are hoping to have every student enrolled in an AP course take the corresponding exam. The efforts and action items to increase participation and passing rates are summarized in the AAE College and Career Readiness Plan.</p> <p>In Spring 2017, the results were as follows:</p> <p>Calculus--14 students tested, 3 passed Statistics—10 students tested, 5 passed</p> <p>In Spring 2018, the results were as follows:</p> <p>Calculus- 10 students tested, 5 passed Statistics- 8 students tested, 6 passed</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,</p>	<p>Measurable predictors such as: surveys, attendance, assessment scores and enrollment indicate a continuous 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>decreased student attrition, parent and student surveys.</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 (comprised of the CEO, Directors of Finance, HR, Special Education, and IT, AAE Principal and NSLA Principal) 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>LCER board policies are continually being reviewed. Each month, policies needing revisions are brought before the board.</p>

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

September 6, 2018

AAE (8 Total)

New Hires: (7)

Last Name	First Name	Hire Date	Job Title	Position / Stipend #
Forrisdahl	Katlin	9/6/2018	Food Service Supervisor	00091
Sockwell	Karen	8/24/2018	Library Aide	00121
Williams	Lewis	8/17/2018	Certificated Sub (rehire)	Sub
Dolan	Kristen	8/8/2018	Character Development Officer (4hr/191day)	00268
Courtney	Miriam	8/6/2018	Guest Teacher	SUB
Biewend	Katherine	8/6/2018	Guest Teacher	SUB
Militante	Sonny	8/3/2018	Speech and Language Pathologist Assistant	00142

Reclassifications: (0)

Separations: (1)

Last Name	First Name	Separation Date	Job Title	Reason	Position / Stipend #
Anderson	Lourdes	8/3/2018	Teacher, Art	Resignation	00148

NSLA (12 Total)

New Hires: (7)

Last Name	First Name	Hire Date	Job Title	Position / Stipend #
Chang	Juyin (Ruby)	9/6/2018	Chinese Enrichment Instructor	Hourly
Lasso	Juan	8/29/2018	Facilities Technician	00089
Albert	Shelley	8/28/2018	Teacher, Ed Specialist - 00150	00150
Marquez	Miriam	8/20/2018	Guest Teacher	SUB
Dadia	Mary Jane	8/7/2018	Guest Teacher	SUB
Sanchez	Brandy	8/7/2018	Guest Teacher	SUB
Priest	Susan	8/7/2018	Guest Teacher	SUB

Reclassifications: (2)

Last Name	First Name	From	Position / Stipend #	To	Position / Stipend #	Date
Rubio	Eunise	Teacher, Elementary - 0162	00162	Certificated Sub	SUB	9/1/2018
Rodriguez-Pina	Angela	ASP Assistant (6/181)	00010	ASP Assistant (7/181)	00010	8/13/2018

Separations: (3)

Last Name	First Name	Separation Date	Job Title	Reason (resignation, At Will, or For Cause)	Position / Stipend #
Curtis	Tara	8/25/2018	Certificated Substitute	Expired TB	Sub
Macias-Gutierrez	Maria Fernanda	8/13/2018	Character Development Officer	For Cause - Job Abandonment	00039
Walworth	Cari	8/10/2018	Education Specialist Teacher	Resignation	00151

Positions Currently Posted / In the Interview Process / or Recently Hired:

LCER:

Food Service Supervisor	Recently Hired
Groundskeeper	Offer accepted – Start date: 9/14/18

AAE Certificated:

Certificated Substitute	Posted
Education Specialist	Recently Interviewed – Checking References
Speech / Language Pathologist	Recently Hired (as a SLPA until Credential is posted)
Art Teacher	Posted – Recently Interviewed – Offer Made (under contract w/ another district and awaiting release from contract)

AAE Classified:

Health Office Substitute	Posted
Library Assistant	Recently Hired
Enrichment Instructor – Coding	Posted – Recently Interviewed – Checking References
Character Development Officer	Recently Hired

NSLA Certificated:

Certified Substitute	Posted
Teacher on Assignment	Re-Posted
ELEM Dual Immersion Teacher	Posted
Education Specialist	Recently Hired

NSLA Classified:

Classified Substitute	Posted
Facilities Technician (2)	Recently Hired (1)
Enrichment Instructor – Chinese	Recently Hired
Enrichment Instructor – Music	References Completed – awaiting offer acceptance
After School Program Assistant	Posted
Character Development Officer (2)	Posted

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
- Scheduled and held interviews
- Sent follow up 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 (new hire packet, health benefits, sick leave, salary placement, and job requirements), processed job-reclassifications, etc.
- Processed new hire paperwork for 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
- Analyzed applicant credentialing and communicated with applicants regarding credentialing requirements

Compliance:

- Prepared packet for volunteers to include: DOJ fingerprint procedures, TB risk assessments, volunteer driver packets, LCER Agreements: Proprietary, Child Abuse, Internet Use, etc.
- Assisted employees with credentialing applications, renewals, waivers, etc.
- Maintained employee and 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 & employee handbook
- Reviewing wage and hour updates
- Processed workers' comp & student injury claims
- Facilitate accommodations meetings with employees and supervisors for workers' comp
- Assigned and tracked annual compliance trainings for staff

Personnel Items:

- Processed FMLA applications and SDI benefit claims
- Responded to notice of claim filed for unemployment insurance
- Ongoing new teacher induction management
- Ongoing credential processing and monitoring
- Calculated pay reconciliations for finance department for employees' terminations, leaves, etc.
- Investigated and responded to potential 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
- Worked with CEO on NSLA lease
- Assisted Finance with personnel budget items for 2018-19 and 2019-2020 school year
- 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
- Finalized 2018-19 salary calculations for all regular classified and certificated staff that were late hires
- Coordinated the Employee of the Semester: nominations, meetings, selections, awards, presentations, etc.
- Worked on updating HR board policy, procedures and employee handbook
- Continual update of HR forms to include workers comp/student accident, family leave, hiring checklists, SOPs, etc.
- Track, log, and send reminders to supervisors for performance evaluations and mandated training completions

Trainings/Meetings/Presentations:

- Quarterly HDEAC seminar/training
- Monthly HDEAC board meetings
- LCER regular/special board meetings
- Regional credential and induction meetings
- RCOE Center for Innovation Regional Induction meetings
- Held Induction Orientation with NLSA new teachers and their coaches
- Participated in Weekly LCER Executive Team meetings
- Facilitated/coordinated LCER General Administrative Team meetings
- Attended VMI meeting (State of the County) with CEO
- Facilitated/coordinated EWS trainings for all NSLA and AAE Substitutes
- Facilitated/coordinated training for administrators, managers and assistants regarding finance/HR changes and procedures
- Set up and tracked annual mandatory training videos for all staff through Charter Safe's Safe Schools website
- Facilitated/coordinated Wednesday teacher training/workshop regarding finance/HR procedures

Lewis Center for Educational Research Staff Report

Date: August 13, 2018
To: LCER Board of Directors
From: David Gruber
Re: Finance Department Report

Finance Updates

I am pleased to announce the hiring of Katlin Forridahl as our Food Services Supervisor. She will be working directly with staff at both AAE and NSLA and will be an intricate piece in helping the staff provide the highest level of quality food available for our students and planning for the growing needs of our campuses and the new facilities we are planning. I also am happy to announce that we have hired two new Facilities team members, Juan Lasso as Facilities Technician at Norton and Charles Whittenburg as our Groundskeeper keep to help service both campuses. While we continue to look to fulfil the second Facilities Technician at Norton, Charles will be subbing in this capacity.

The Finance Department has completed the initial closing of the 2017/2018 school year, preparing for the auditors to review our books. We have continued to work with staff to support and plan for the appropriate use of all funds including the clarity necessary to service our students to the highest capacity through the funding available.

Through the collaboration with CSMC, we are prepared to present the Pro Forma for financing the construction of the new Norton Science and Language Academy. The final stage of this Pro Forma is deciding the enrollment model, based on the program that the school will provide, will provide the final detail of our enrollment projections. Norton and LCER Administrative teams have prepared 3 surveys or feedback from Faculty, Families and Students. The goal of these surveys will allow us to identify the desired program we would like to direction of the enrollment and subsequent funding NSLA will receive through ADA funding.

**Lewis Center for Educational Research
Staff Report**

Date: September 17, 2018

To: LCER Board of Directors

From: Valli Andreasen

Re: Principal's Report

Strategic Planning

- AAE now offers the AP Capstone Diploma program. AP Capstone is only offered by approximately 140 of the 1,500 plus high schools in California. The distinct experiences of AP Seminar and AP Research promote critical thinking skills and communication skills. We anticipate our AP Capstone alumni will experience a positive influence on other AP exam scores, higher scholarship rates, and greater access to higher education.
- On September 22, Certified ALICE instructors Valli Andreasen, Lisa Longoria, Carolyn Schmitt, and Nicole Shay introduced staff to the ALICE strategies that are being implemented this school year. ALICE is a proactive response options-based program which can increase the chances of survival when faced with an active shooter situation. It aligns with active shooter recommendations from U.S. Department of Education, U.S. Department of Health and Human Services, U.S. Department of Homeland Security, U.S. Department of Justice, Federal Bureau of Investigation, and Federal Emergency Management Agency.
- Future changes needed to our charter and Parent/Student Handbook are under consideration in preparation for working with the District Attorney's Office, the probation department, law enforcement and social service agencies to combat truancy.
- AAE Registrar has compiled longitudinal data concerning K-12 enrollment to be analyzed by administration in determining possible ways to increase enrollment in 11th and 12th grades as well as maintain a waiting list that continues to support desired enrollment numbers.

Student Achievement and Performance

- Austin Reeves, a 12th grade student and Edwin Uglum, an 11th grade student, both Air Force Junior ROTC cadets, have completed the private pilot license training course at the University of North Dakota, earning their private pilot license. Reeves and Uglum are two of 120 AFJROTC cadets around the world to receive the Chief of Staff of the Air

Force scholarship from Headquarters AFJROTC. More than 750 cadets applied for one of the 120 scholarships, valued at approximately \$20,000.

School Event Highlights

- Academy for Academic Excellence observed the 17th anniversary of September 11 with three separate commemoration ceremonies. Mayor Art Bishop was the keynote speaker. Military personnel, veterans, and first responders were invited to participate and be honored in these ceremonies.
- AAE TK-5 students attended Family STEM Night at the Apple Valley Center for Innovation (AVCI) on September 5. As part of the evening, students were invited to enter the Aluminum Foil Boat Challenge by bringing a boat they built to test which one floated the most paper clips. For their overall participation, Mrs. Robsahm's class won an afternoon of science with Dr. Gillette in their classroom.
- ASB hosted their first spirit day of the school year on August 15th. It was fun to see both staff and students come to school dressed like a tourist.
- Athletics held tryouts for MS Volleyball, and High School Volleyball with a turnout of over 100 kids.
- Varsity Volleyball has held their first few matches.
- Athletics is rolling out spirit wear with a deadline of September 14th.

Media Coverage

- "AAE Cadets have future in flying" *Daily Press* article on September 4, 2018. Academy of Academic Excellence students Austin Reeves and Edwin Uglum earned their private pilot license through the Air Force's nine-week Flight Academy program.
- AAE will be purchasing an ad in an upcoming *Daily Press* insert "Getting to Know the Best of the Desert".

Parent and Community Partnerships

- The Mojave Desert Air Quality Management District is installing PurpleAir air quality sensors throughout its District boundaries. AAE is joining this sensor network to help reveal which areas are being adversely influenced by events such as wildfire or high wind, which will help MDAQMD to devise more targeted public advisories benefitting the school and surrounding community.
- As part of its AVCI partnership with Apple Valley Unified School District (AVUSD), AAE elementary and secondary science teachers will be attending Next Generation Science Standards (NGSS) trainings with their respective grade level counterparts from throughout the district. This will be free professional development provided by the AVUSD Science Instructional Coaches.

- David Greiner, owner of Greiner Buick GMC, has contributed \$2,500 towards prizes for the first quarter Perfect Attendance Celebration.
- As part of the Shanghai Teacher Development Program, AAE will be hosting three Chinese teachers in October. In return, Valli Andreasen and Dana Myers, will be visiting China September 14-22 as part of a delegation of 12 educators from Southern California.

Registrar/Enrollment

	Enrollment	Waiting List
Pre K		816
TK	25	absorbed
K	100	142
1st	100	184
2nd	100	233
3rd	112	150
4th	112	178
5th	112	137
6th	126	109
7th	123	157
8th	125	90
9th	119	23
10th	109	5
11th	90	4
12th	99	0
Total	1452	2228

<u>Discipline</u>	<u>TK-5</u>	<u>6-8</u>	<u>9-12</u>
In-house Suspension	1	0	0
Suspension	1	0	0
Expulsion	0	0	0

Norton Science and Language Academy
Principal's Board Report
2018-2019



TO: *Lewis Center for Educational Research Board of Directors*
FROM: *Fausto Barragán, Jr., Ed.D, Principal Norton Science and Language Academy*
DATE: *September 17, 2018*

Overview

This report was prepared using quantitative data as well as reflective qualitative data looking back at our accomplishments to date, while also sharing recent activity in a variety of key organizational areas

Principal's reflection and message	<i>The first 5 weeks of school have been great! Many changes have been implemented successfully and will continue to be implemented to increase safety, provide better access to all students and families. Our enrollment schoolwide is up by approximately 40 students. Recruitment efforts for the school year will increase to build up the grade levels that are low in enrollment and to build a waiting list.</i>
Academics	<i>Support talks have been calendared for the next three weeks. Administrators and support staff will meet with individual teachers to discuss professional growth goals and student support.</i>
Operations and Maintenance	<i>Juan Lasso joined NSLA as the new facilities technician in September. We are still waiting to fill the vacant position.</i>
Special Education	<i>Shelley Albert has joined NSLA as the new ISAI Educational Specialist. She has already implemented many changes to the classroom and the ISAI program.</i>
Classroom Observations	<i>Administrators are in classrooms everyday looking at environments and instruction. The majority of classrooms are set up to provide students with a student centered environment conducive to learning.</i>
Parent Participation	<i>Over 40 parents attended Parents and pastries in September. The meeting was informative and positive. Parents had many questions and feedback about changes at Norton. The following topics were discussed:</i> <ol style="list-style-type: none"> <i>1. Lease and construction</i> <i>2. Field trip requirements</i> <i>3. Volunteer requirements</i> <i>4. Changes to routines and procedures</i>
Recruitment Efforts	<i>September Recruitment Plan:</i> <ol style="list-style-type: none"> <i>1. Design recruitment flyer that includes information on expansion to high school, science pathways, dual language, and coursed offerings.</i>

Vision: *We are a bilingual, biliterate, and multicultural community that achieves at the highest levels*

Mission: *Our NSLA mission is to ensure learning for a diverse and often underserved population of students who will be college and career ready as a result of our safe and rigorous bilingual, biliterate, and multicultural education*

	<ol style="list-style-type: none"> 2. Provide families with recruitment flyers to distribute to other families who may be interested in attending NSLA (1 brochure in Wednesday Folder) 3. Distribute attendance data to ALT, ATM and MTSS and include it as part of the weekly agenda to discuss more and better recruitment and retention efforts. 4. Attend monthly San Bernardino Night swap meet to distribute brochures and to talk to perspective families about NSLA 5. Update school website with information about openings for students 6. Distribute Recruitment flyers at: <ol style="list-style-type: none"> a. Local businesses b. Non-Profit Organizations c. Hospitals d. Factories and Warehouses (Employee Lounges) e. Preschools 7. Collect and analyze monthly attendance data to plan and refine recruitment efforts. 8. Collect data from exit slips and schedule meetings to speak with families leaving NSLA to better understand areas of improvement to retain families.
<p>Current Enrollment</p>	<p>August ended with a total of 798 students.</p> <p>TK: 27 K: 102 1: 109 2: 108 3: 109 4: 95 5: 81 6: 55 7: 61 8: 54</p>
<p>Special Events</p>	<p style="text-align: center;"><u>September Events:</u></p> <p>9/10</p> <ul style="list-style-type: none"> · 8:15am-2:45pm- Swun Coaching (K5) **subs provided** · 3:05pm-4:05pm- ALT Meeting (G5) <p>9/11</p> <ul style="list-style-type: none"> · IEP DAY (D9) ** Roving subs provided** · 8:00am-3:00pm- Day 1. CPI Training (K5) **Subs provided** · 4:00pm- Volleyball Home Game vs. Redlands Christian (Pearce Center) <p>9/12</p> <ul style="list-style-type: none"> · 8:00am-3:00pm- Day 2. CPI Training (K5) **Subs provided**

	<ul style="list-style-type: none"> 2:15pm-4:00pm- Grade Level Meetings
9/13	<ul style="list-style-type: none"> 8:30am- 3:00pm- Support Talks #2 ** Roving subs provided** 4:00pm- Volleyball Home Game vs. The Grove (Pearce Center)
9/14	<ul style="list-style-type: none"> 8:30am-9:30am- Love & Logic Parent Class (K5) 2:00pm-4:00pm- Free Flu Shot Clinic (K5) 3:00pm-4:00pm- ELAC & SSC Meeting (G6)
9/17	<ul style="list-style-type: none"> 8:15am-4:00pm- GLAD Training for 2nd & 3rd Grades (K5) **Subs provided** 4:00pm-7:00pm- LCER Foundation Board Meeting (K5)
9/18	<ul style="list-style-type: none"> 8:30am-3:00pm- Support Talks #3 (K5) 4:00pm- Volleyball Home Game vs. Redlands Adventist (Pearce Center)
9/19	<ul style="list-style-type: none"> 8:15am-3:00pm- GLAD Training (Tk-1st Grade) 2:15pm-4:00pm- PD-GLAD (G4 M. Lara)
9/20	<ul style="list-style-type: none"> SST DAY (K5) 3:30pm- Volleyball Away Game vs. Mesa Grande (Mesa Grande Academy)
9/21	<ul style="list-style-type: none"> 8:30am-9:30am- Love & Logic Parent Class (K5)
9/22	<ul style="list-style-type: none"> 8:30am-12:00pm- Pancake Breakfast & Carwash (7th Grade Fundraiser)
9/25	<ul style="list-style-type: none"> IEP DAY (D9) ** Roving subs provided** 8:15am-4:00pm- Swun Coaching- 3rd to 8th Grade (K5) **Subs provided** 4:00pm-6:00pm- Volleyball Home Game vs. Inland Leaders (Pearce Center)
9/26	<ul style="list-style-type: none"> Progress Reports SENT HOME 2:15pm-4:00pm-PD/Growth Mindset WASC
9/27	<ul style="list-style-type: none"> 8:30am-2:00pm- SART Meeting (Deans Office)

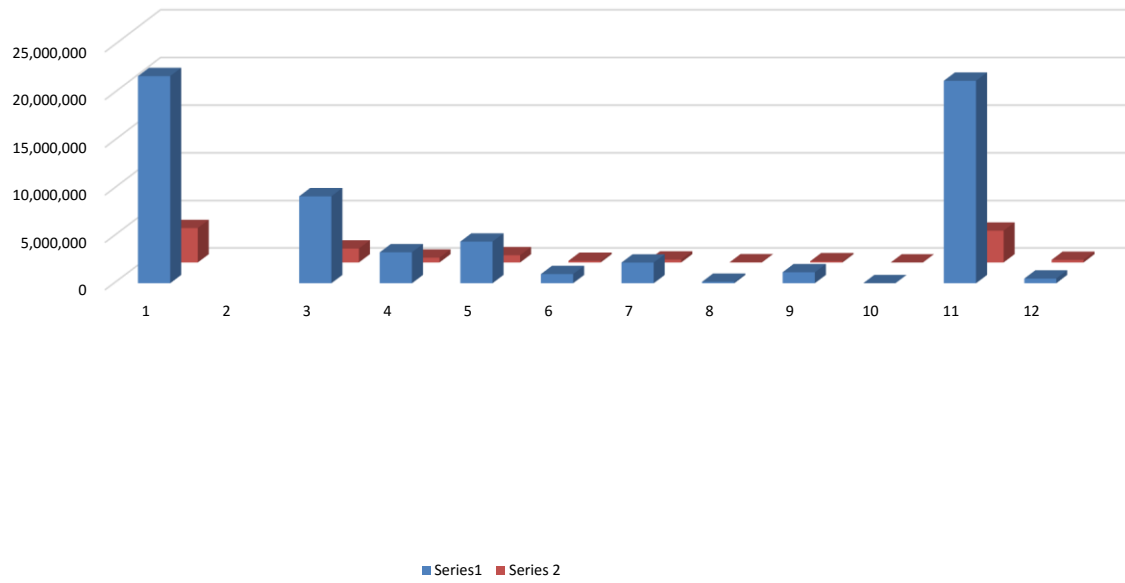
	<ul style="list-style-type: none"> · 4:00pm- Volleyball Home Game vs. Loma Linda (Pearce Center) <p>9/28</p> <ul style="list-style-type: none"> · Hispanic Heritage Day- All Student are encouraged to wear attire that represents there heritage (Appropriate Shoes Required) · 8:30am-9:30am- Love & Logic Parent Class (K5)
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As always, we welcome board and community members to all and any events taking place at Norton Science and Language Academy. If you would like to visit classrooms, please make sure to check into the office so that Dr. Barragán, any available administrator or student ambassador may give you a tour to show the rigorous learning taking place inside of the classrooms.

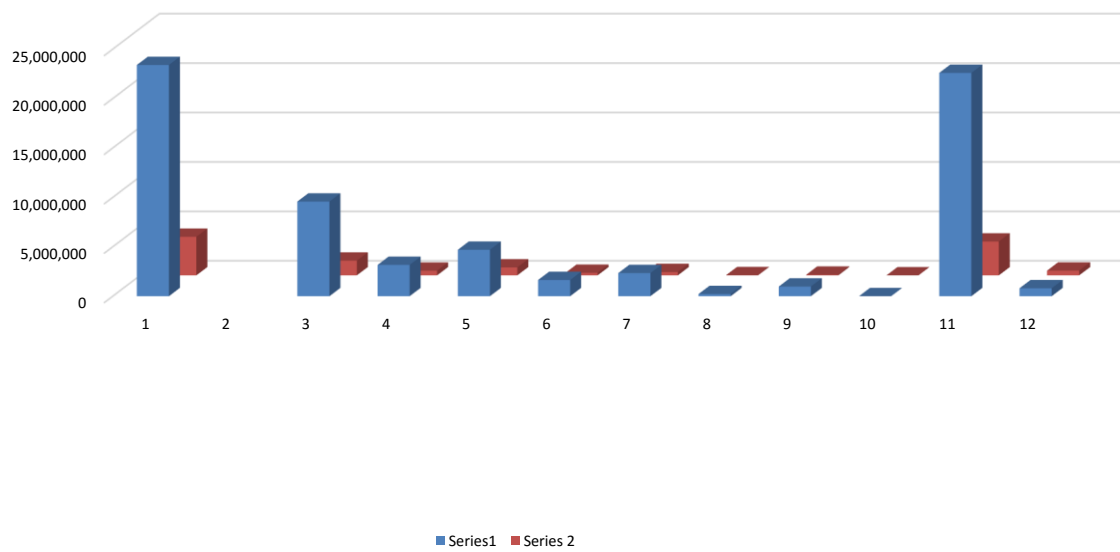
The High Desert Partnership in Academic Excellence Foundation, Inc.
 Check/Voucher Register - Board Report - 10K
 From 7/3/2018 Through 8/31/2018

<u>Effective D...</u>	<u>Check Nu...</u>	<u>Vendor Name</u>	<u>Check Amount</u>	<u>Transaction Description</u>
7/11/2018	40932	Adams & Associates	10,000.00	Attorney Fees for Marty Martinez Settlement
7/11/2018	40933	UMB Bank PlanMember	117,153.84	5th Contribution 2018-2019 Fiscal Year for Retirement Plan
7/11/2018	40934	Sharon Kennedy Estat...	35,000.00	Trust for Marty Martinez Settlement
7/17/2018	40937	SISC	179,943.20	Health Coverage for July 2018
7/18/2018	40938	Amplify Education, Inc.	19,001.28	Amplify Education for ELA and Science for NSLA
7/26/2018	40974	JAMF Software	22,400.00	PO# 19-0201-IT-S Casper Suite for AAE & NSLA
7/26/2018	40984	Nigro & Nigro, PC	11,700.00	Progress Billing for 2017/2018 Audit Services
7/26/2018	40994	SBCSS	14,064.20	SBCSS NSAA Sub Costs for 4/10/18-6/30/18
7/26/2018	40996	Southern California Edi...	10,114.68	Acct# 2-35-953-2850 - MRC
7/31/2018	364		163,210.86	Group: CLASS; Pay Date: 7/31/2018
8/1/2018	363		525,055.63	Group: CERT; Pay Date: 8/1/2018
8/2/2018	41025	CharterSAFE	24,626.00	Insurance premium pymt for August
8/2/2018	41029	SBCSS	61,241.63	NSAA STRS contributions for July
8/2/2018		SBCSS	121,304.00	LCER/AE - STRS contributions for July
8/2/2018	41030	SchoolsFirst Federal C...	14,878.17	Employee TSA contributions - July 2018
8/2/2018	41032	SBCSS	19,457.47	NSAA PERS contributions for July
8/2/2018		SBCSS	48,876.47	LCER/AE - PERS contributions for July
8/10/2018	41034	Abila	11,717.00	PO# 19-0211-IT-S MIP Fund accounting Maintenance Plan
8/10/2018	41092	Wells Fargo Vendor Fi...	54,787.81	Billing ID # 90136855086 - I-Pad Lease 18-821-IT-H
8/10/2018	41097	SISC	181,991.35	Health Coverage for August 18
8/21/2018	41105	Liberty Utilities	10,404.20	Acct# 084800
8/21/2018	41127	Illuminate Education, Inc	22,170.00	PO# 18-0213-IT-S ISI Lic, Grading Software
8/21/2018	41140	Southern California Edi...	11,655.55	Acct# 3-031-8444-40 - NSLA
8/21/2018		Southern California Edi...	12,099.64	Acct# 2-21-356-3786 - MRC
8/21/2018		Southern California Edi...	13,550.27	Acct# 2-35-953-2850 - MRC
8/31/2018	368		175,919.37	Group: CLASS; Pay Date: 8/31/2018
Report Total			1,892,322.62	

2016-17



2017-18



LEWIS CENTER FOUNDATION
COMBINED BALANCE SHEET AND INCOME STATEMENT
July 1 - July 31, 2018

CHECKING (LEWIS CENTER FOUNDATION)

Beginning Balance		\$11,145.36
Revenue		
Transfer from Savings - Scholarships	\$2,800.00	
Online Donations - NSLA Capital Campaign	\$100.00	
<i>Total</i>	\$2,900.00	
Expenditures		
USC - Matthew Burgnon - Bud Biggs Scholarship	\$500.00	
UC Santa Barbara - Sage Gunthner - SLT Scholarship	\$250.00	
CSU Long Beach - Brandon Miura - AAE Staff Scholarship	\$500.00	
Western Oregon University - Simone Horton - San Manuel Scholarship	\$1,000.00	
UC Riverside - Samantha D'Anna - Edison International Scholarship	\$5,000.00	
Grand Canyon University - Michelle Cunningham - AAE PTC Scholarship	\$500.00	
Cal Baptist University - Kara Cambridge - AAE PTC Scholarship	\$500.00	
Vanguard University - Kelsey Bryant - San Manuel Scholarship	\$1,000.00	
LCER - Matt Huffine - Educational Activity Grant	\$1,000.00	
Transfer to Savings - NSLA Capital Campaign	\$100.00	
<i>Total</i>	\$10,350.00	
Ending Balance	<i>Total</i>	\$3,695.36

SAVINGS (LEWIS CENTER FOUNDATION)

Beginning Balance		
Restricted Funds - AAE Capital Campaign		\$95,648.62
Restricted Funds- NSLA Capital Campaign		\$21,871.22
Restricted Funds - Davis Endowment		\$10,959.19
Restricted Funds - HiDAS Endowment		\$64,462.00
Restricted Funds - Scholarships		\$35,192.94
Unrestricted Funds		\$41,497.56
		\$269,631.53
Revenue		
Unrestricted Donations	\$1,000.00	
Transfer from Checking - Online Donation to NSLA Capital Campaign	\$100.00	
AAE Staff Scholarship Donations	\$35.00	
Interest	\$23.54	
<i>Total</i>	\$1,158.54	
Expenditures		
Transfer to Checking - Educational Activity Grant - Scholarships	\$1,000.00	
Transfer to Checking - Kobold Scholarship	\$300.00	
Transfer to Checking - San Manuel Scholarship	\$1,000.00	
Transfer to Checking - AAE PTC Scholarship	\$500.00	
<i>Total</i>	\$2,800.00	
Ending Balance		
Restricted Funds - AAE Capital Campaign		\$95,657.10
Restricted Funds - NSLA Capital Campaign		\$21,973.10
Restricted Funds - Davis Endowment		\$10,960.13
Restricted Funds - HiDAS Endowment		\$64,467.65
Restricted Funds - Scholarships		\$32,430.76
Unrestricted Funds		\$42,501.33
	<i>Total</i>	\$267,990.07

Total Checking and Savings

\$271,685.43

**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
Duberly Beck	Present	Present	Present	Present	Present	Present					100%
Jim Morris	Present	Present	Present	Present	Present	Present					100%
Rick Wolf	Present	Present	Present	Present	Present	Present					100%
Kevin Porter	Present	Present	Present	Present	Absent	Present					83%
Kirtland Malhum	Absent	Absent	Present	Absent	Present	Present					50%
Marcia Vargas	Present	Present	Present	Absent	Present	Present					83%
Omari Onyango					Present	Present					100%
Sharon Page					Present	Present					100%
David Rib					Present	Present					100%

	Jan 8 Spec.	Feb 26 Spec.	May 7 Spec.	July 9 Spec.	TOTAL SPECIAL
Kevin Porter	Present	Present	Present	Present	100%
Kirtland Malhum	Present	Present	Present	Present	100%
Duberly Beck	Present	Present	Present	Absent	75%
Jim Morris	Present	Present	Absent	Present	75%
Rick Wolf	Present	Present	Absent	Present	75%
Marcia Vargas	Present	Present	Absent	Absent	75%
Omari Onyango				Present	100%
Sharon Page				Present	100%
David Rib				Present	100%

LCER Board Give and Get
Current Fiscal Year 2018 /2019

Member	Give	Get	In-kind	Total
Duberly Beck				
Kirtland Mahlum	\$ 200			
James Morris				
Omari Onyango				
Sharon Page	\$ 160			
Kevin Porter		\$ 200		
David Rib		\$ 500		
Marcia Vargas	\$ 301			
Rick Wolf				
Total	\$ 661	\$ 700	\$ -	\$ 1,361