

High Desert “Partnership in Academic Excellence” Foundation, Inc. dba
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
September 12, 2022 - Public Meeting – 4:30 p.m.**

Meeting at 17500 Mana Rd., Apple Valley, CA, Bldg H (Multipurpose Room)
Additional Location: 230 S. Waterman Ave., San Bernardino, CA, Bldg D (Multipurpose Room)

To participate by teleconference, register for the meeting at this link:

<https://attendee.gotowebinar.com/rt/5500769137169282829>

Dial in using your phone: +1 (213) 929-4212 Passcode: 566-050-667

1. **CALL TO ORDER AND PLEDGE OF ALLEGIANCE:** Chairman Rodriguez
2. **ROLL CALL:** Chairman Rodriguez
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 and/or 250 words per person and 15 minutes per topic shall be observed. If more than one person wishes to speak on the same topic, subsequent speakers should limit their remarks to new information only. If you are attending virtually and wish to send in a public comment to be read at this meeting, please complete a “Registration Card to Address the Board” (located on the website) and email it to the Secretary at lcerboard@lcer.org. Your comment will be read at the meeting during public comments or as the agenda item is heard.
4. **SPECIAL PRESENTATIONS:**
 - .01 Update on Student Activities - LCER Ambassadors
 - .02 AAE and NSLA Assessment Data – Chet Richards, Victor Uribe, Heather Juarez – Pg 3
5. **CONSENT AGENDA:**
 - .01 Approve Minutes of the August 8, 2022 Regular LCER Board Meeting – Pg 8
 - .02 Approve AAE 8th-10th grade Field Trip to Washington D.C. October 9 -14, 2022 – Pg 10
6. **ACTION ITEM:**
 - .01 Approve Deletion of AR and BP 1312 – Complaints Concerning the Lewis Center – Pg 17
 - .02 Approve Revision of AR and BP 1312.1 – Complaints Concerning LCER Personnel – Pg 21
 - .03 Approve Revision of AR and BP 1312.2 – Complaints Concerning Instructional Materials – Pg 25
 - .04 Approve AR and BP 5123 – Promotion/Acceleration/Retention – Pg 30
7. **DISCUSSION ITEMS:**
 - .01 Review and Discuss Bylaws Update – Lisa Lamb – Pg 34
 - .02 Updated Specialized Services Supplemental Rate Salary Schedule – David Gruber, Stacy Newman
 - .03 Implementation of Catapult EMS System for School Safety – Lisa Lamb, Ryan Dorcey
 - .04 NSLA Gym Construction Update – David Gruber
 - .05 Lewis Center Foundation Board Update – Lisa Lamb
8. **INFORMATION INCLUDED IN PACKET:** *(Board members may ask questions on items for clarification.)*
 - .01 President/CEO Report to the Board – Pg 50
 - .02 LCER Grant Tracking Report – Pg 57
 - .03 LCER Financial Reports
 - Checks Over \$10K – Pg 58

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- Budget Comparisons – Pg 60
 - Lewis Center Foundation Financial Reports – Pg 62
 - AAE and NSLA Cash Management Data Collection for Categorical Funds – Pg 64
- .04 LCER Board Attendance Log – Pg 68

9. BOARD/STAFF COMMENTS:

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

10. ADJOURNMENT: Chairman Rodriguez

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

Date of meeting: _____ 9/12/22 _____

Title:

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

Background:

Report to board and community partners the end of year data for AAE and NSLA.

Fiscal Implications (if any):

None

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

Performance data used to support goals.

Recommendation:

Submitted by: Heather Juarez, Coordinator of Assessments & Programs, Victor Uribe, NSLA Principal, and Chet Richards, AAE Principal

Academy for Academic Excellence (AAE)

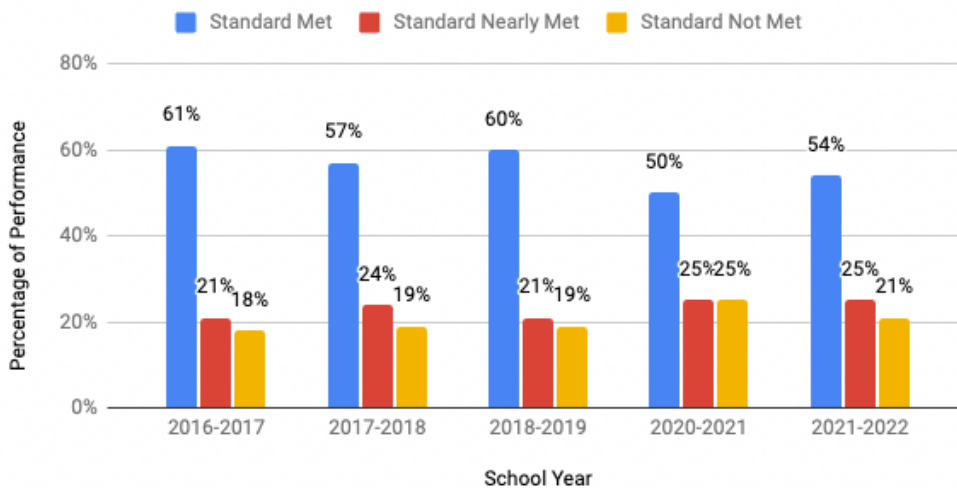
AAE FAST FACTS

District Appeal or Countywide: Apple Valley Unified
 Authorization Date by AVUSD: 1997
 Opened: 1997
 Renewal(s): 2025
 Material Revision(s): N/A
 Current Charter Term: AAE is in its 3rd Year of a 5-year Charter
 Grades Authorized to Serve: TK-12
 Grades Currently Served: TK-12

AAE ACADEMIC DATA – ENGLISH LANGUAGE ARTS

ELA % of Overall Student Performance

Annual State Assessment Data



ELA COMPARISON % Met/Exceed

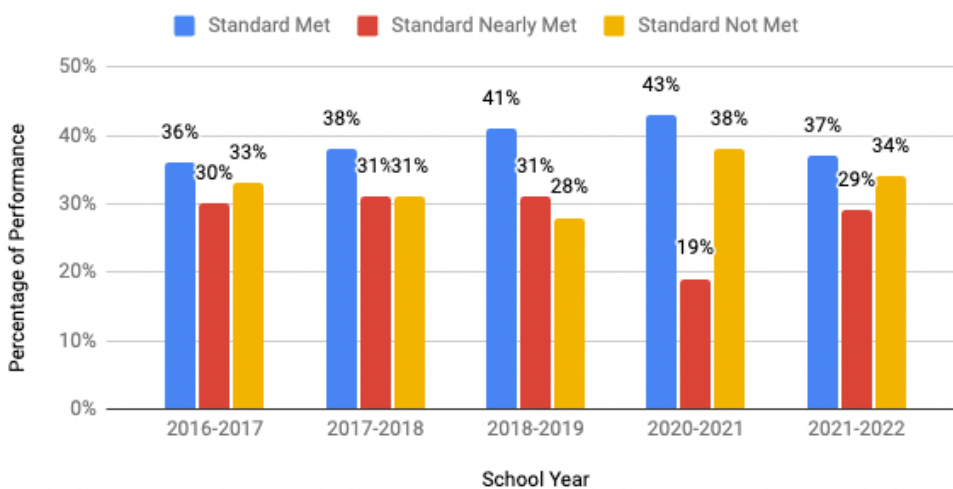
Year	AAE	AVUSD	SB COUNTY	CALIFORNIA
21-22	54	29	40	-
20-21*	50	-	42	49
18-19	60	41	45	51
17-18	57	40	44	50
16-17	61	39	42	49

*2020-21 data is from school benchmarks and 11th grade SBAC

AAE ACADEMIC DATA – MATH

Math % of Overall Student Performance

Annual State Assessment Data



MATH COMPARISON % Met/Exceed

Year	AAE	AVUSD	SB COUNTY	CALIFORNIA
21-22	37	15	24	-
20-21*	43	-	23	34
18-19	41	25	32	40
17-18	38	25	30	39
16-17	36	24	29	38

*2020-21 data is from school benchmarks and 11th grade SBAC

Academy for Academic Excellence (AAE)

AAE DEMOGRAPHIC DATA

2021-22 % ENROLLMENT BY ETHNICITY

	Black	Indian/ Alaskan	Asian	Filipino	Hispanic	Pacific Islander	White	Two+	Not Reported
AAE	2.7	0.6	3.1	2.1	40.8	0.0	42.7	8.0	0.0
AVUSD	7.5	0.4	1.7	0.4	53.9	0.4	32.3	3.4	0.0
SB COUNTY	7.9	0.4	4.0	1.3	67.6	0.4	15.0	2.6	0.8
CALIFORNIA	5.1	0.5	9.5	2.3	55.9	0.4	21.1	4.3	1.0

2021-22 % ENROLLMENT BY SUBGROUP

	English Learner	Foster Youth	Homeless	SWD	SED
AAE	3.7	0.1	0.4	9.8	39.6
AVUSD	9.8	1.3	4.3	12.1	71.3
SB COUNTY	15.5	0.9	4.8	13.0	69.1
CALIFORNIA	19.1	0.5	2.9	12.7	59.6

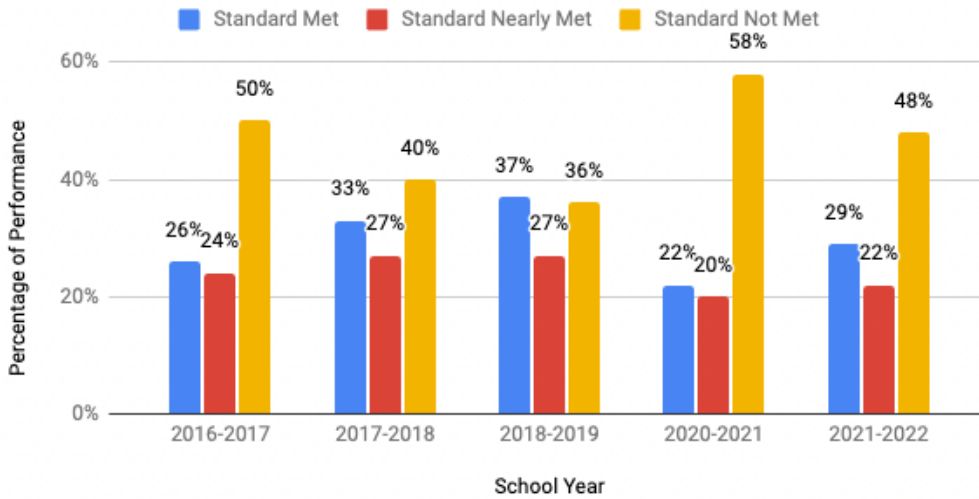
Norton Science and Language Academy (NSLA)

District Appeal or Countywide: Countywide
 Authorization Date by SBCBOE: 2007
 Opened: 2008
 Renewal(s): 2024
 Material Revision(s): N/A
 Current Charter Term: NSLA is in its 5th year of a 5-year Charter with a 2-year extension
 Grades Authorized to Serve: TK-12
 Grades Currently Served: TK-10

NSLA ACADEMIC DATA – ENGLISH LANGUAGE ARTS

ELA % of Overall Student Performance

Annual State Assessment Data



ELA COMPARISON % Met/Exceed

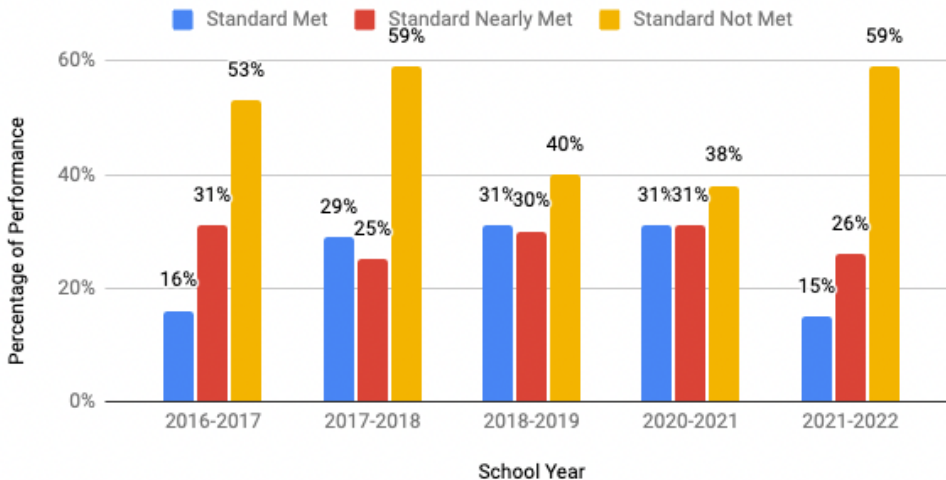
Year	NSLA	SBCUSD	SB COUNTY	CALIFORNIA
21-22	29	33	40	-
20-21*	22	49	42	49
18-19	37	40	45	51
17-18	33	40	44	50
16-17	26	36	42	49

*2020-21 data is from school benchmarks

NSLA ACADEMIC DATA – MATH

Math % of Overall Student Performance

Annual State Assessment Data



MATH COMPARISON % Met/Exceed

Year	NSLA	SBCUSD	SB COUNTY	CALIFORNIA
21-22	15	19	24	-
20-21*	31	17	23	34
18-19	31	27	32	40
17-18	29	26	30	39
16-17	16	23	29	38

*2020-21 data is from school benchmarks

Norton Science and Language Academy (NSLA)

NSLA DEMOGRAPHIC DATA

2021-22 % ENROLLMENT BY ETHNICITY

	Black	Indian/ Alaskan	Asian	Filipino	Hispanic	Pacific Islander	White	Two+	Not Reported
NSLA	5.7	0.0	0.9	0.0	89.1	0.0	3.6	0.9	0.0
SBCUSD	10.8	0.3	1.3	0.4	79.9	0.4	4.6	1.6	0.8
SB COUNTY	7.9	0.4	4.0	1.3	67.6	0.4	15.0	2.6	0.8
CALIFORNIA	5.1	0.5	9.5	2.3	55.9	0.4	21.1	4.3	1.0

2021-22 % ENROLLMENT BY SUBGROUP

	English Learner	Foster Youth	Homeless	SWD	SED
NSLA	31.5	0.5	2.0	13.1	74.5
SBCUSD	21.9	0.8	7.1	12.6	86.4
SB COUNTY	15.5	0.9	4.8	13.0	69.1
CALIFORNIA	19.1	0.5	2.9	12.7	59.6

Minute for Regular Meeting of the Lewis Center for Educational Research Board
August 8, 2022

1. **CALL TO ORDER AND PLEDGE OF ALLEGIENCE:** Chairman Rodriguez called the meeting to order at 4:34 p.m.
2. **ROLL CALL:** LCER Board Members Pat Caldwell, Jim Morris (arrived at 4:45), Kevin Porter, David Rib, Jessica Rodriguez and Pat Schlosser, were in attendance. LCER Board member Omari Onyango was absent.

Staff members Marcelo Congo, Jisela Corona, Ryan Dorcey, Teresa Dowd, David Gruber, Lisa Lamb, Sharon Page, Chet Richards and Victor Uribe were also in attendance.

3. **PUBLIC COMMENTS:** None

4. **SPECIAL PRESENTATIONS:**

- .01 Update on AAE Student Activities - LCER Ambassadors Daisy Combs and Alejandro Aguirre updated the Board on AAE student activities, facility updates, expanding Ambassadors to Norton, and the great start of the new year.
- .02 Lewis Center Programs Presentation on GAVRT, AVCI and Local Programs - Lisa Lamb and Ryan Dorcey present GAVRT Highlights, including maintenance updates to the Antenna, using CubeSAT tracking to support the Artemis mission, new Space Science teachers at AAE and NSLA, and solar activities from grant funds. They explained how GAVRT is funded, including grants and project funding. Community Events are planned such as Noche de las Estrellas, NASA Talks, Artemis Talks and a virtual Artemis Launch Watch Party. We are planning to reopen Mineral City to area schools for field trips in Pioneer Kids, Trails West and Gold Rush. We will also be offering additional programs before and after school with ELO-P funds at both schools, as well as field trips and tutoring. AVCI, the partnership with AVUSD and LCER, is planning new signage for the facility, as well as STEM nights and field trips. Facility needs are being completed including new flooring in the lab and a new walkway to access the upper campus. The High Desert Astronomical Society (HiDAS) is working on operations and sustainability. They are currently working on telescope repairs and upgrades. Plans are for the telescope to be accessed remotely in the future. Kevin asked if the funding for the radio telescope repairs is covered. Yes, through the grants and project funding. David asked about the field trips. Packages will be sent out to local schools.

5. **CONSENT AGENDA:**

- .01 Approve Minutes of the June 13, 2022 Regular LCER Board Meeting

On a motion by David Rib, seconded by Sharon Page, vote 7-0, the LCER Board of Directors approved the Consent Agenda by roll call vote.

6. **ACTION ITEM:**

- .01 Approve BP 6158 – Independent Study Revision with New Updates – Lisa Lamb reported that the policy was revised to reflect new changes. The school site teams have met and teachers will be mostly offering make up work for the first quarter to see how it goes and we will have this policy available to offer short term independent study if it is needed. We will not be offering long-term independent study. On a motion by Jim Morris, seconded by Pat Caldwell, vote 7-0, the LCER Board of Directors approved BP 6158 – Independent Study Revisions by roll call vote.
- .02 Approve AR 3314.3 – Credit Card Usage Revision and Request Authorization to Issue a Credit Card to Each Principal (Chet Richards, AAE and Victor Uribe, NSLA) to use for School Site Needs – David Gruber reported that purchasing needs have increased due to the receipt of additional Covid related funds. On a motion by Kevin Porter, seconded by Pat Schlosser, vote 7-0, the LCER Board

of Directors approved AR 3314.3 – Credit Card Usage Revision and Request Authorization to Issue a Credit Card to Each Principal (Chet Richards, AAE and Victor Uribe, NSLA) to use for School Site Needs by roll call vote.

- .03 Approve Yolanda Carlos as a Member of the High Desert Partnership in Academic Excellence Foundation, Inc. Board of Directors – Lisa Lamb reported that Pat Caldwell has recommended Yolanda Carlos for the Board and the three of them met to discuss the position. Pat shared Yolanda’s skills and experience. On a motion by Sharon Page, seconded by Pat Caldwell, vote 7-0, the LCER Board of Directors approved Yolanda Carlos as a Member of the High Desert Partnership in Academic Excellence Foundation, Inc. Board of Directors by roll call vote.

7. DISCUSSION ITEMS:

- .01 AAE Back to School Update – Chet Richards updated the Board on the teacher’s back to school training in Capturing Kids Hearts, field trips, the focus on safety, a 5 day training for our Campus Security Officers, attendance, enrollment, test scores, fencing the perimeter of the campus, intruder training, shade structures and improvement of instruction. He is very impressed by the school and the family feel. Kids are eager to get back to normal, and Back to School Night is this Wednesday. We also are planning to hold the 9-11 ceremony on September 9th. Perimeter fencing was discussed, and though it is not actually easy to get onto campus from that direction, it will add an additional layer of safety.
- .02 NSLA Back to School Update – Victor Uribe updated the Board on the focus on safety, Campus Security Officer training and expectations, active shooter training for staff, partnering with the police dept., boundaries for students, the Stop It App for anonymous reporting, Back to School night is this Thursday, volunteers, teacher training in Capturing Kids Hearts and Love and Logic, new staff, CIF next year, new 10th grade class, enrollment, attendance, and the great year ahead.
- .03 NSLA Gym Construction Update – David Gruber reported the footings have started. The City is asking for a plumbing change that we are waiting for. The concrete is scheduled for the next few weekends. Feb/March is the new expected completion date.
- .04 Lewis Center Foundation Board Update – Lisa Lamb reported the Foundation Board met today. We are in need of more members. The group is working on a Brew Event in September to establish connections in the Inland Empire. Raffle prizes are needed. Bring your friends! Please share the email information Jisela sent today.

8. INFORMATION INCLUDED IN PACKET:

- .01 LCER President/CEO Staff Report
- .02 LCER Financial Reports
- Checks Over \$10K
 - Budget Comparisons
 - Lewis Center Foundation Financial Reports
- .03 AAE and NSLA Enrollment Data
- .04 LCER Board Attendance Log
- .05 NSLA 2021-22 2nd Interim Review Narrative – Jim congratulated staff on the review. Jim asked about the fund balance, which was a timing issue.

9. BOARD/STAFF COMMENTS:

- .01 Ask a question for clarification
- .02 Make a brief announcement or a brief report on his or her own activities – Lisa reported that a film crew for the County will be highlighting SFJROTC and is filming this Wednesday. The regional PR Coalition was hosted onsite on Wednesday. We are continuing to work with Norm Nunez regarding the Taiwanese Education Delegation for the County Board of Supervisors. Lisa and Ryan will be giving a Solar System Ambassador talk next week and will highlight GAVRT and solar patrol.
- .03 Future agenda items

10. ADJOURNMENT: Chairman Rodriguez adjourned the meeting at 6:04 p.m.

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

Date of meeting: Sept 12, 2022

Title: AAE Trip to Washington DC

Presentation: Consent: Action: Discussion:
Information:

Background:

Our trip to Washington DC & Philadelphia will take place over Fall Break this year (10/9-10/14). We have 20 AAE students, 4 parents, and 3 chaperones going this year. The last trip was canceled due to the pandemic, so we are very excited to have the opportunity to resume our DC trips.

Fiscal Implications (if any):

None.

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

Global-mindedness: this trip will teach our students about our country's rich history, where we came from, and where we are going.

Recommendation:

Submitted by: Name, Title, Department

Josh Ulland, 7th grade history teacher, Tour Leader



**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: 8/10/22

Requested by: Josh Ulland

Destination: Washington DC (See Itinerary) Phone: _____

Date(s) of trip: Oct 9- Oct 14 Grade Level 8th/9th/10th

School departure time: 5:40 AM Destination arrival time: 4:34 PM

Destination departure time: 6:48 PM School Return Time: 9:45 PM

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

Number of students: 20 adults: 7 Admission students: 20 adults: 7

Transportation

Bus requested? ^(circle one) YES NO Bus company name: Gunther Charters
 Private Vehicle Used? YES NO Bus company contact name: Kevin Wirth
 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:

Trip to Washington DC. Students will visit historical sites and learn about our nations history.

I have followed the checklist prior to submitting this form

Principal Signature: [Signature]

Teacher Signature [Signature]

Funding Code: 200-2000-5327-2200

Date: 8-11-22

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

Master : D033
08/09 19:17:33

#9780 Academy for Academic
Josh Ulland
Apple Valley, CA
7/22 STA/LA

WESTIN ARLINGTON GATEWAY
801 North Glebe Road
Arlington VA
703-717-6200
9780

COURTYARD MARRIOTT PHIL
4100 Presidential Bl
Philadelphia PA
215-477-0200
9780

GUNTHER CHARTERS 56 SEATS (1)
TRANSFER BUS TO AIRPORT
TRANSFER BUS FROM AIRPORT

Morning

Afternoon

Evening

SUNDAY OCTOBER 9, 2022

ADULTS MUST HAVE REAL ID

LUNCH: ON OWN
*BRING SACK LUNCH OR BUY
TO GO @ LAX AIRPORT*

DINNER 6:00pm
CRACKER BARREL STERLING
23030 Indian Creek Drive
Sterling, VA
703-464-0044 (CHG/CC)
NOT CONFIRMED

MANDATORY LUGGAGE FEES
APPLY FOR CHECKED BAGS
\$_____ - TO DC
\$_____ - FROM PHL
* * * * *
FEES SUBJECT TO CHANGE &
ADDITIONAL CHARGES MAY
APPLY FOR OVERWEIGHT BAGS

BUS REPORTS AIRPORT 4:45pm
DULLES AIRPORT
ALASKA AIR #1108 @ 4:34PM
9780 Academy for Academic

AIR FORCE MEMORIAL
PENTAGON MEMORIAL
BUS DROPS HOTEL 9:00pm
HOTEL CHECK IN 9:00pm
WESTIN ARLINGTON GATEWAY
SECURITY REPORTS

TRANSFER BUS TO AIRPORT

_____-REPORT TO SCHOOL
_____-DEPART TO AIRPORT

** BUS NAME HERE **
KEVIN WIRTH-540-903-3073

In our dedication to tour
bus safety, itineraries
must comply with DOT Bus
Regulations. In order to
provide safety to all
participants and the bus
driver there cannot be
any extensions of hours.

MONDAY OCTOBER 10, 2022

BREAKFAST 7:00am
WESTIN ARLINGTON GATEWAY
Hotel Buffet (CHG)

LUNCH
ALLOTMENT - \$15.00
NATIONAL ZOO

DINNER 5:00pm
HARD ROCK CAFE DC
514 10th Street NW
Washington, DC
202-737-7625 (CHG)
CONFIRMED

BUS REPORTS HOTEL 8:00am

NATIONAL ZOO

LINCOLN ASSASSINATION
WALKING TOUR
7:00-8:30PM

GUIDE REPORTS 8:30am
ARLINGTON NAT'L CEMETERY
VISITOR'S CENTER

INTERNATIONAL SPY MUSEUM
_:00pm / ___ppl
1:10 CHAP RATIO

NOT CONFIRMED

* * * * *

ARLINGTON NAT'L CEMETERY
Tomb of the Unknowns
Changing of the Guard
Kennedy Gravesites
Challenger Memorial

16 AND OLDER - ID REQ'D

STUDENTS REQUIRED TO STAY
IN CHAPERONE GROUPS WHILE
TOURING MUSEUM.
CONF REQ'D ONSITE
MUST ARRIVE 15 MINUTES
PRIOR TO APPOINTMENT TIME
NOT CONFIRMED

Meet Guide at:
Andrew Jackson Statue
Lafayette Square-North
Side of White House at
16th & H St. NW

BUS DROPS HOTEL 9:00pm

IWO JIMA MEMORIAL

VIEW: WHITE HOUSE

SECURITY REPORTS

GUIDE DISMISSED 5:00pm
HARD ROCK CAFE DC

TUESDAY OCTOBER 11, 2022

BREAKFAST 6:30am
WESTIN ARLINGTON GATEWAY
Hotel Buffet (CHG)

LUNCH
ATRIUM CAFE
Museum of Natural History
Washington, DC
202-633-1000 (COU)

DINNER 6:00pm
HILL COUNTRY BBQ
410 Seventh Street NW
Washington, DC
202-556-2050 (CHG/CC)
CONFIRMED

BUS REPORTS HOTEL 7:30am

SMITHSONIAN COMPLEX
Natural History Museum

NIGHT TOUR
Jefferson Memorial
FDR Memorial
MLK Memorial

GUIDE REPORTS 8:15am
CAPITOL HILL-GRANT MEM'L

NATIONAL ARCHIVES
2:15pm / ___ Tickets
NOT CONFIRMED
TICKETS AT WILL-CALL
CONF REQUIRED ONSITE
(TIME VISIT ENTRY)

GUIDE DISMISSED 9:00pm
METRORAIL STATION

CAPITOL HILL
Library of Congress- View
Supreme Court - View

CAPITOL HILL
U.S. Capitol Tour
10:00am / ___ Tickets
NOT CONFIRMED
TICKETS AT WILL CALL
Must arrive 30 minutes
prior to appointment.

SMITHSONIAN AFRICAN
AMERICAN HISTORY MUSEUM
1400 Constitution Avenue
2:45pm / 45 tickets
(TICKETS IN GL PACKET)
CONFIRMED

BUS DROPS HOTEL 9:30pm

SECURITY REPORTS

BUS REPORTS 11:15am
CAPITOL HILL-GRANT MEM'L

BUS REPORTS 5:30pm
AFRUCAN AMERICAN MUSEUM

WEDNESDAY OCTOBER 12, 2002

BREAKFAST 7:15am
WESTIN ARLINGTON GATEWAY
Hotel Buffet (CHG)

LUNCH 12:00pm
PRIMO FAMILY RESTAURANT
1636 Belleview Blvd.
Alexandria, VA
703-765-6891 (CHG)
FAMILY STYLE
CONFIRMED

DINNER 7:45pm
CHEVY'S PENTAGON CITY
1201 South Hayes St.
Arlington, VA
703-413-8700 (CHG/CC)
CONFIRMED

BUS REPORTS HOTEL 8:15am

GUIDE REPORTS HOTEL 8:30am

MOUNT VERNON PLANTATION
Home of George Washington
Arrival Time: 9:00am
Mansion Time: 9:20am+
Confirmation #4235811

HOLOCAUST MEMORIAL MUSEUM
1:30pm -__:00pm / ___ TIX
NOT CONFIRMED
TICKETS IN GL PACKET
CONF REQUIRED ONSITE
RESV #: _____

SHOPPING-PENTAGON CITY
HOCKEY GAME
SCHEDULE PERMITTING
NOT CONFIRMED

BUS DROPS HOTEL 10:00pm

SMITHSONIAN COMPLEX
Natural History Museum

SECURITY REPORTS

BUS REPORTS 5:30pm
SMITHSONIAN COMPLEX
Natural History Museum
(Mall Side)

WORLD WAR II MEMORIAL
KOREAN MEMORIAL
LINCOLN MEMORIAL
VIETNAM VETERANS MEMORIAL

GUIDE DISMISSED 7:30pm
METRORAIL STATION

THURSDAY OCTOBER 13, 2022

BREAKFAST 7:00am
WESTIN ARLINGTON GATEWAY
Hotel Buffet (CHG)

LUNCH 11:45am
OUTBACK LAUREL
14718 Baltimore Avenue
Laurel, MD
301-317-8401 (CHG/CC)
(BUFFET)
CONFIRMED

DINNER 5:30pm
PLAIN & FANCY
3121 Old Philadelphia Pik
Bird-in-Hand, PA
717-768-4400 (CHG/CC)
CONFIRMED

HOTEL CHECK OUT

BUS REPORTS HOTEL 8:30am

GUIDE REPORTS 3:00pm
PLAIN & FANCY

TRAVEL TO PHILADELPHIA
(depart by 6:30pm)

GUIDE REPORTS HOTEL 8:30am

THE AMISH COUNTRY
Amish Home & Farm
Shopping-Kitchen Kettle
(Brunswick Tours)
CONFIRMED

BUS DROPS HOTEL 8:00pm

EMBASSY ROW

NATIONAL CATHEDRAL
10:00am Tour
NOT CONFIRMED

GUIDE DISMISSED 5:00pm
PLAIN & FANCY

HOTEL CHECK IN 8:00pm
COURTYARD PHILADELPHIA

Must arrive 15-mins prior
to Tour. If running late
call 202-537-5273.

SECURITY REPORTS

GUIDE DISMISSED 11:15am
METRORAIL STATION

TRAVEL TO AMISH COUNTRY

(depart by 11:00am)

FRIDAY OCTOBER 14, 2022

BREAKFAST 7:00am
COURTYARD PHILADELPHIA
Hotel Buffet (CHG)

LUNCH 1:00pm
NAT'L CONSTITUTION CENTER
DELEGATES' CAFE
525 Arch Street
Philadelphia, PA
215-409-6724 (CHG/CC)

DINNER
ALLOTMENT - \$15.00
AIRPORT

HOTEL CHECK OUT

BOX LUNCHESES
ORDERS NEEDED INADVANCE
(LUNCH ROOM RESERVED-NO)

BUS REPORTS HOTEL 8:00am

BUS DROPS 8:30am
INDEPENDENCE
TRANSPORTATION CENTER
(VISITOR CENTER)

NATIONAL CONSTITUTION CTR
Kimmel Theatre
3:00pm "Freedom Rising"
Story of We the People
(Conf # 11797501)
1787 Philadelphia Scene
"American Experience"
CONFIRMED

TRANSFER BUS FROM AIRPORT

DEPART UPON BOARDING

** BUS NAME HERE **
KEVIN WIRTH 540-903-3073

GUIDE REPORTS 8:30am
INDEPENDENCE
TRANSPORTATION CENTER
(VISITOR CENTER)

HISTORIC PHILADELPHIA
Independence Hall -
9:20am (30 Tkts)
9:40am (20 Tkts)
Liberty Bell
Betsy Ross House
Christ Church
Carpenter's Court

BUS REPORTS
NATIONAL CONSTITUTION CTR

BUS DROPS AIRPORT

ROUGH DRAFT ITINERARY
AS OF 07/22/22
All meals, sites, theatre
selections, and order of
events are pending
confirmation and subject
to revision.

GROUP WALKS TO NATIONAL
CONSTITUTION CENTER

GUIDE DISMISSED 12:30pm
NATIONAL CONSTITUTION CTR

TRANSPORTATION INFORMATION

DEPART

ARRIVE

#9780 Academy for Academic Excellence :
Record Locator: WJMWUF Seats: 30
10/09 8:40am LOS ANGELES, CA on ALASKA AIR #1108 4:34pm DULLES AIRPORT, D.C. VA

Record Locator: XZUUBD Seats: 30
10/14 6:48pm PHILADELPHIA, PA on AMERICAN #2392 9:45pm LOS ANGELES, CA

Tour Central Phone Number : (866) 491-1543 Washington D.C. local

itin: 9780 written by : KC Updated: 08/09/22 Master code: D033

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

Date of meeting: September 12, 2022

Title: Deletion of AR and BP 1312 – Complaints Concerning the Lewis Center

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

Background: We are deleting this AR and BP because the complaint process is covered in the Parent Student Handbook. Complaints regarding personnel, curriculum or formal complaints are covered in other policies.

Fiscal Implications (if any): N/A

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

Recommendation: Approve the deletion of AR and BP 1312 – Complaints Concerning the Lewis Center

Submitted by: Lisa Lamb, President/CEO

Lewis Center for Educational Research

~~AR 1312: COMMUNITY RELATIONS
COMPLAINTS CONCERNING THE LEWIS CENTER~~

~~Adopted: June 5, 2003 Revised: June 11, 2012~~

~~To best meet the need to provide answers to questions or concerns regarding the operation of the Lewis Center for Educational Research (LCER), the following process is established:~~

~~Specific Site Complaints~~

~~1. All specific LCER complaints shall be addressed beginning with the staff person involved or supervisor. A response should be given within three school/business days.~~

~~2. If the complaint is not resolved at the first level, the complaint shall be brought before the immediate supervisor managing the department. A response should be given within three school days.~~

~~These individuals are:~~

~~a. Instruction questions—Appropriate department head, then principal.~~

~~b. Student Discipline—Assistant Principal (appropriate grade level)~~

~~c. Business/Financial questions—LCER Financial Officer~~

~~d. Facilities/Maintenance questions—Facilities Manager.~~

~~e. Personnel questions—Human Resource Manager~~

~~g. Purchasing questions—Principal or appropriate Manager~~

~~h) Transportation questions—Sr. Mgr. General Administration~~

~~3. If the complaint is not resolved by the department supervisor, then the Principal or appropriate administrator shall be consulted. A response should be given within three school days upon receipt of complaint to the department supervisor.~~

~~4. If the complaint is not resolved by the Principal or appropriate administrator, then the CEO/President shall be consulted. A response should be given within three school days upon receipt of the complaint to the CEO.~~

~~5. If the complaint is not resolved by the CEO/President, then the appropriate school board or Foundation Board shall be addressed according the established procedures.~~

~~6. The decision of the Board shall be final.~~

~~If there is a question of whom to contact, the CEO/President's Executive Assistant shall be consulted to determine the appropriate information source.~~

~~*Complaint Form* available thru the CEO/President or HR department.~~

Lewis Center for Educational Research

**BP 1312: ~~COMMUNITY RELATIONS~~
~~COMPLAINTS CONCERNING THE LEWIS CENTER~~**

~~Adopted: June 5, 2003~~ ~~Revised: March 14, 2011~~

~~The Foundation Board welcomes constructive criticism of Lewis Center for Educational Research (LCER) policies, programs or personnel when it is motivated by a sincere desire to improve the quality of the educational process and to assist the center in performing their task more effectively.~~

~~The Board encourages the resolution of complaints as early as effectively possible. All complaints submitted in accordance with the procedures adopted by the Board shall be assured of receiving appropriate review and consideration. If the problem is not resolved at a lower level, it shall be dealt with by the Board.~~

~~Complaints against the LCER initially made to a Board member or at a Board meeting will be referred to the President/CEO for appropriate consideration and action according to Administrative guidelines. The Board prohibits retaliation in any form for the filing of a complaint or for participation in complaint procedures. Such participation shall not in any way affect the status, grades or work assignments of the complainant.~~

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

Date of meeting: September 12, 2022

Title: Revision of AR and BP 1312.1 – Complaints Concerning the LCER Personnel

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

Background: The AR and BP were revised with minor grammatical changes.

Fiscal Implications (if any): N/A

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

Recommendation: Approve the revision of AR and BP 1312.1 – Complaints Concerning the Lewis Center

Submitted by: Lisa Lamb, President/CEO

Lewis Center for Educational Research

AR 1312.1: COMMUNITY RELATIONS COMPLAINTS CONCERNING LEWIS CENTER PERSONNEL

Adopted: June 5, 2003

Revised: ~~June 8, 2015~~ September 12, 2022

In order to promote communication that is fair and constructive, the following procedures for resolving complaints are provided for all employees or other third parties to seek resolution of complaints. This policy is intended to supplement the open door policy that all employees and others have free access to administrators or supervisors or to informally express their work-related concerns or if resolution is not obtained, to formally address such matters. Every effort should be made to resolve a complaint at the earliest possible stage.

Complainants or witnesses participating in the complaint process will be advised that retaliation by any person as a result of participation in the complaint process will not be tolerated. Employees have the right to make good-faith complaints without retaliation.

1. Complaints concerning Lewis Center for Educational Research ("~~LCER~~") personnel shall be made directly by the complainant to the person against whom the complaint is lodged unless circumstances prevent such interaction. If the complaint is not resolved at this level, the complainant may submit the complaint in writing via the LCER Complaint Form to the ~~appropriate~~ administrator/supervisor.
2. All written complaints regarding LCER personnel shall be initially filed with the complainant's administrator/supervisor.— If the complaint regards an immediate supervisor, then the written complaint shall be filed with the appropriate administrator who oversees the immediate supervisor and/or Human Resources ("~~HR~~"). If the written complaint concerns the President/CEO ("~~CEO~~"), it shall be initially filed with the Board.
3. Any individual wishing to file a written complaint with an administrator may do so as soon as possible after the event(s) that gives rise to the work-related concerns. The written complaint should set forth in detail the basis for the complaint. A complaint form may be provided to the complainant to assist in the filing of the complaint. When necessary, administrative support staff shall assist in the preparation of the written complaint so as to meet the requirement of this regulation. The administrative staff shall inform the complainant that such assistance is available if he/she is unable to prepare the written complaint without help.

A written complaint must include the name of each employee involved and a brief but specific summary of the complaint and the facts surrounding it. It must also include a specific description of a prior attempt to discuss the complaint with the employee involved and the failure to resolve the matter.

The appropriate administrator/supervisor is responsible for investigating complaints and will attempt to resolve the complaint to the satisfaction of the person(s) involved. After the investigation has been finalized, the administrator/supervisor will so advise, in writing, the findings to the CEO and HR. The administrator's findings of the complaint shall contain a copy of the signed original complaint and a brief but specific summary of the complaint to include but not limited to factual background, the investigatory process, allegations and summary of findings and recommended action taken.

4. The President/CEO may confirm the administrator's decision, request further review by administration, or open an additional investigation. After the President/CEO reviews the investigation findings, the administrator will forward the findings to the necessary parties to include the complainant. The decision of the President/CEO shall be final.

Lewis Center for Educational Research

BP 1312.1: COMMUNITY RELATIONS COMPLAINTS CONCERNING LEWIS CENTER PERSONNEL

Adopted: June 5, 2003

Revised: ~~June 8, 2015~~ September 12, 2022

The ~~Foundation~~ Lewis Center for Educational Research (LCER) Board of Directors ("Board") places trust in its employees and desires to support their actions in such a manner that employees are freed from unwarranted, spiteful or negative criticism and complaints.

The President/ ~~Chief Executive Officer~~ ("CEO") shall adhere to established guidelines, which will permit the public to lodge criticism against staff members, assure a complete investigation and protect the rights of the staff members and the ~~Lewis Center for Educational Research~~ ("LCER").

Complaints against an employee initially made to a Board member or at a Board meeting will be referred to the President/CEO for appropriate consideration and action according to administrative guidelines.

LCER employees who are sued as a consequence of performing their assigned duties shall be provided full legal service unless they have violated LCER policy, regulation or instructions, or violation of state or federal law.

When public complaints involve accusations of child abuse by LCER employee, the provisions of this policy and regulation shall be implemented only after having completed the child abuse reporting requirements specified by law.

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

Date of meeting: September 12, 2022

Title: Revision of AR and BP 1312.2 – Complaints Concerning Instructional Materials

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

Background: The AR and BP were revised to be more consistent with local Districts and to align with the parent/student handbooks.

Fiscal Implications (if any): N/A

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

Recommendation: Approve the revision of AR and BP 1312.1 – Complaints Concerning Instructional Materials

Submitted by: Lisa Lamb, President/CEO

Lewis Center for Educational Research

AR 1312.2: COMMUNITY RELATIONS COMPLAINTS CONCERNING INSTRUCTIONAL MATERIALS

Adopted: May 1, 2003

Revised: ~~March 14, 2011~~ September 12, 2022

Step 1: Informal Complaint

If a staff member or parent/guardian of a student enrolled in a Lewis Center for Educational Research (LCER) school has a complaint regarding the content or use of any specific instructional material, he/she shall informally discuss the material in question with the teacher.

Step 2: Formal Written Complaint

If the complainant is not satisfied with the teacher's initial response, he/she shall present a written complaint to the Principal. Complaints regarding printed material shall name the author, title, and publisher and shall identify the objection by page and item numbers. In the case of nonprinted material, written information specifying the precise nature of the objection shall be given. Complainants shall sign all complaints and provide identifying information so that the principal is able to make a proper reply. Anonymous complaints will not be accepted.

Upon receiving a written complaint, the Principal shall acknowledge its receipt and answer any questions regarding procedure. The Principal then shall notify the teacher(s) involved of the written complaint.

During the investigation of the written complaint, the challenged material may remain in use until a final decision has been reached. However, upon request of the parent/guardian who has filed the written complaint, his/her child may be excused from using challenged materials until a resolution has been reached. The teacher shall assign the student an alternate material of equal merit.

Step 3: Principal Determination

The Principal or designee shall determine whether a review committee should be convened to review the complaint.

If the Principal or designee determines that a review committee is not necessary, he/she shall issue a decision regarding the complaint.

Step 4: Review Committee

If the Principal or designee determines that a review committee is necessary, he/she shall appoint a committee composed of administrators and staff members selected from relevant instructional and administrative areas. The Principal or designee may also appoint school stakeholders to serve on the committee.

The review committee shall determine the extent to which the challenged material supports the curriculum, the educational appropriateness of the material, and its suitability for the age level of the student.

Within 30 days of being convened, the review committee shall summarize its findings in a written report. The Principal or designee shall notify the complainant of the committee's decision within 15 days of receiving the committee's report.

Step 5: Appeal to the President/CEO

If the complainant remains unsatisfied, he/she may appeal the Principal's or the review committee's decision to the President/CEO. The President/CEO's decision shall be final.

County or State Adopted Material

If the questioned material has been adopted by the County Board, the Principal or designee may forward the complaint, without action, to the office of the County Superintendent of Schools for reevaluation and decision.

If the questioned material has been adopted by the State of California, the President or designee may forward the complaint, without action, to the office of the State Department of Education for reevaluation and decision.

~~All complaints must be presented on the form "Request for Review of Instructional Materials" to the principal. The statement must be signed and identified in such a way that a proper reply will be possible.~~

~~When a complaint is received, the principal will acknowledge the receipt of the complaint and answer any questions regarding the procedure. The principal will then notify the Chief Academic Office (CAO) and the teacher(s) involved of the receipt of the complaint. The CAO will determine whether the complaint should be considered an individual request or whether a review committee should be activated to reevaluate the material.~~

~~The review committee shall be under the direction of the CAO or designee and composed of the CAO or designee and four or more members selected by the CAO or designee from the administrative and instructional areas directly concerned who are deemed to have competence in the subject area concerned, and/or experience with and knowledge about the age group with which the material is used.~~

~~The use of challenged materials by class, school or district shall not be restricted until final disposition has been made by the appropriate review committee. Individuals may be excused from using challenged materials after the parent/guardian has presented written complaint until review committee renders a decision. The teacher will then assign the student alternate materials of equal merit.~~

~~In deliberation of challenged materials, the review committee shall consider the educational philosophy of the school and Lewis Center for Educational Research (LCER), the professional opinions of other teachers of the same subject and/or other competent authorities, reviews of the materials by reputable bodies, the teacher's own stated objectives in using the materials, and the objections of the complainant.~~

~~The findings of the review committee shall be a matter of written record transmitted to the appropriate Board, who shall make a final decision as to whether or not the material is to be retained. The CAO shall notify in writing the individual members of the review committee and the complainant of the Board's final decision.~~

~~If the questioned material has been adopted by the State of California, the Board may forward the complaint, without action, to the office of the State Department of Education for reevaluation and decision.~~

~~If the questioned material has been adopted by the county board of education, the Board may forward the complaint, without action, to the office of the County Superintendent of Schools for reevaluation and decision.~~

Lewis Center for Educational Research

**BP 1312.2: COMMUNITY RELATIONS
COMPLAINTS CONCERNING INSTRUCTIONAL MATERIALS**

Adopted: May 1, 2003

Revised: ~~March 14, 2011~~ September 12, 2022

The Lewis Center for Educational Research (LCER) uses a comprehensive process to adopt instructional materials that is based on selection criteria established by law and/or Board policy and includes opportunities for the involvement of stakeholders. Complaints concerning the content or use of instructional materials, including textbooks, supplementary instructional materials, library materials, or other instructional materials and equipment, shall be properly and fairly considered using established complaint procedures.

Parents/guardians are encouraged to discuss any concerns regarding instructional materials with their child's teacher and/or the school principal. If the situation remains unresolved, a complaint may be filed using the process specified in the administrative regulation.

The LCER shall accept complaints concerning instructional materials only from staff or the parents/guardians of children enrolled in a LCER school.

When deliberating upon challenged materials, the Principal and/or review committee shall consider the educational philosophy of the LCER, the professional opinions of teachers of the subject and of other competent authorities, reviews of the materials by reputable bodies, the teacher's stated objectives in using the materials, community standards, and the objections of the complainant.

Complainants are encouraged to accept the Principal's or review committee's decision. However, if the complainant finds that decision unsatisfactory, he/she may appeal the decision to the President/CEO. The decision of the President/CEO shall be final.

The LCER's decision shall be based on educational suitability of the materials and the criteria established in Board policy and/or administrative regulation.

~~The Foundation Board has approved the chosen instructional materials, which adhere to the requirements of state guidelines and provide good support for the educational programs of the Lewis Center for Educational Research (LCER).~~

~~However, the Board recognizes that all adopted materials may not be acceptable to all students, their parents/guardians, or others associated with the LCER. The Board shall afford parents/guardians and other members of the community with the opportunity to present complaints relating to instructional materials. The Chief Academic Officer (CAO) or designee shall adhere to established guidelines governing citizen complaint procedures.~~

~~The CAO is directed to implement procedures that will permit proper consideration of any complaints against the use of any instructional materials, including textbooks, supplementary textbooks, library books and other instructional materials and equipment.~~

~~The Board will not allow political party affiliation, racial prejudice, a desire to suppress ideas, or intent to deny students access to ideas with which the Board disagrees to influence its decision in any such case.~~

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

Date of meeting: September 12, 2022

Title: AR and BP 5123 – Promotion/Acceleration/Retention

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

Background: Previously this policy has been defined within the Parent-Student handbook. It was recommended by Charter School Development Center that we have this AR and BP as Board policy. Additionally we did not have an appeal process, so that is now included.

Fiscal Implications (if any):

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

Recommendation: Approve AR and BP – Promotion/Acceleration/Retention

Submitted by: Lisa Lamb, President/CEO

Lewis Center for Educational Research

**AR 5123 STUDENTS
PROMOTION/ACCELERATION/RETENTION**

Adopted: September 12, 2022

Revised:

Acceleration from Kindergarten to First Grade

Any student who meets the age eligibility requirement and has completed one year of kindergarten shall be admitted to first grade unless the parent/guardian and the Principal or designee agree that the student shall continue in kindergarten.

Continuation in Kindergarten

Whenever the Principal or designee and the parents/guardians agree that a student shall continue in kindergarten for an additional year, the Principal or designee shall secure an agreement, signed by the parent/guardian, stating that the student shall continue in kindergarten for not more than one additional school year.

The Principal or designee shall not approve a student's continuation in kindergarten until the student has been enrolled in kindergarten for close to one school year.

Elementary Promotion and Retention

Teachers will work closely with parents/guardians to determine the best academic placement for students. Each case will be considered individually and will take into account multiple factors to ensure the highest likelihood of future academic success.

Middle School Promotion and Retention

The following will serve as the guideline for repeating courses and/or a particular middle school grade level:

If one core academic (English, Science, History, Math) is failed in a semester of the school year, the student will not receive credit for that semester of coursework, and may be required to attend summer school.

If two or more core classes (English, Science, History, and Math) are failed in a semester, the student may be required to repeat the school year in the grade in which the courses were failed.

Math courses are sequential and integrated in nature. If a student fails one or two semesters of a middle school math course, they may be required to repeat that course and/or attend a support class the following year. Students may be required to give up their elective class to repeat the course. Successful completion of Math 8 is required to enroll in high school math coursework.

Core academic classes (English, Math, Science, and History) will have a grading scale of A, B, C, D and F. Retention will be considered on an individual basis after thorough dialogue with parents, teachers, and administrators to determine the most appropriate course of action.

Parental Notifications

The Principal or designee shall also provide a copy of the schools's promotion/retention policy and administrative regulation to parents/guardians who have been notified that their child is at risk of retention.

Appeal Process

Whenever a student's parent/guardian appeals the school's decision to promote or retain a student, the burden shall be on the parent/guardian to show why the school's decision should be overruled.

To appeal a school's decision, the parent/guardian shall submit a written request to the President/CEO or designee specifying the reasons that the school's decision should be overruled. The appeal must be initiated within 10 school days of the determination of retention or promotion.

The school shall be provided an opportunity to state orally and/or in writing the criteria on which the decision was based.

Within 30 working days of receiving the request, the President/CEO or designee shall determine whether or not to overrule the school's decision. Prior to making this determination, the President/CEO or designee may meet with the parent/guardian and the teacher. If the President/CEO or designee determines that the parent/guardian has overwhelmingly proven that the school's decision should be overruled, he/she shall overrule the school's decision. The President/CEO or designee's decision is final.

If the final decision is unfavorable to the parent/guardian, he/she shall have the right to submit a written statement of objections which shall become part of the student's record.

Lewis Center for Educational Research

**BP 5123 STUDENTS
PROMOTION/ACCELERATION/RETENTION**

Adopted: September 12, 2022

Revised:

The Lewis Center for Educational Research (LCER) Board of Directors (Board) expects students to progress through each grade within one school year. Instruction shall be designed to accommodate the variety of ways that students learn and provide strategies for addressing academic deficiencies as needed.

Students shall progress through the grade levels by demonstrating growth in learning and by meeting grade-level standards of expected student achievement.

When high academic achievement is evident, the teacher may recommend a student for acceleration into a higher grade level. The student's maturity level shall be taken into consideration in making a determination to accelerate a student.

Teachers shall identify students who should be retained or who are at risk of being retained at their current grade level as early as possible in the school year and as early in their school careers as practicable.

If a student does not have a single regular classroom teacher, the Principal or designee shall specify the teacher(s) responsible for the decision to promote or retain the student.

The teacher's decision to promote or retain a student may be appealed in accordance with AR 5123 - Promotion/Acceleration/Retention.

With regards to special education students, the determination as to the appropriate standards for promotion or retention should be made as part of the Individual Education Plan (IEP) process.

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

A California Nonprofit Public Benefit Corporation

ARTICLE I - NAME

Section 1.0 Name.

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

ARTICLE II - OFFICES

Section 2.0 Principal Offices.

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

Section 2.1 Change of Address.

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

Section 2.2 Other Offices.

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

ARTICLE III - PURPOSES

Section 3.0 Purposes.

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

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

**ARTICLE IV
CONSTRUCTION AND DEFINITIONS**

Section 4.0 Construction and Definitions.

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

**ARTICLE V
DEDICATION OF ASSETS**

Section 5.0 Dedication of Assets.

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

ARTICLE VI - MEMBERS

Section 6.0 Members Prohibited.

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

within the meaning of Section 5065 of the California Corporations Code (“~~CCCCORP~~”). 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 ~~CCCCORP~~, 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 ~~CCCCORP~~. 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.

- (2) Change the principal office or the principal business office in the State from one location to another; conduct business within or without the State; designate any place within or without the State-County for holding of any members' meeting including any annual meeting.
- (3) Borrow money and incur indebtedness for the stated purposes of the Corporation, and cause to be executed and delivered therefore, in the corporate name, promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecation, or other evidences of debt and securities therefore.
- (4) Approve any MOU or Charter for any charter school the Corporation manages. In the case of a conflict between the requirements of the MOU or Charter and provisions of the Articles of Incorporation and/or Bylaws, action taken in accordance with such Articles or Bylaws which conflicts with or is inconsistent with the requirements of the MOU or Charter shall be deemed a violation of the MOU or Charter. In the case of such a conflict, the Board of Directors shall take prompt action to revise the Articles or Bylaws to make them consistent with the requirements of the MOU or Charter or seek a material revision to the MOU or Charter to make the Articles, Bylaws, MOU and Charter consistent.

Section 7.2 Interested Person.

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

- (A) An interested person means either:
 - any person compensated by the Corporation for services rendered to it within the previous 12 months, whether as a full-time or part-time employee, independent contractor, or otherwise; or
 - any ancestor, descendant, spouse, sibling, brother-in-law, sister-in-law, son-in-law, daughter-in-law, mother-in-law, or father-in-law of such person.
- (B) The provisions of this paragraph shall not affect the validity or enforceability of any transaction entered into by the Corporation.

Section 7.3 Number, Responsibilities and Qualifications of Directors.

- (A) The authorized number of persons to be elected as members ("Directors") of the Board of Directors of this Corporation shall be not less than five (5) nor more than nine (9) until changed by an amendment to these Bylaws duly adopted in accordance with Article XV hereof, and no more than 4-44% of whom shall be a parent of students attending any charter school the Corporation manages. Collectively, the Directors shall be known as the Board of Directors ("Board").

- (B) Any Director elected to the Board must reside in San Bernardino County and have an interest in education and charter school governance. One Director position with no residence requirement shall be reserved for an individual who brings exceptional skills, background, affiliations, or expertise in an area specific to the LCER mission.
- (C) The authorizer of any charter school the Corporation may manage shall be entitled to a single representative on the Board of Directors. The authorizer or its designee, at its discretion, shall appoint the representative, but it will be within the authorizer's sole discretion whether or not to appoint such a representative at any time. Any representative appointed by the authorizer shall serve solely at the authorizer's discretion and shall have no limit on the number of consecutive or total terms he or she may serve. The representative shall serve at the pleasure of and be removed only by the action of the authorizer or designee. The representative may not serve as an officer of the Corporation.

Section 7.4 Nomination: Election and Term of Office.

- (A) Any non-interested person may be nominated to be a Director by the method of nomination authorized by the Board in Board Policy or by any other method authorized by law.
- (B) Directors shall be elected by the Board at the annual meeting.
- (C) Directors shall be elected to a three (3) year term and may serve two (2) consecutive three (3) year terms at the pleasure of the Board. A Director may be reelected after a one-year period off the Board.
- (D) A vacancy occurring in the office of Director may be filled by the Board for the balance of the unexpired term and until a successor has been qualified and elected.
- (E) Terms will be staggered at the discretion of the Board, and in compliance with the ~~CCCCORP~~, including but not limited to section 5220 (a).

Section 7.5 Resignation and Removal of Directors.

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

Commented [TD1]: How does this work if a minimum of 5 members is required? Would this be a notice of dissolution of the corporation?

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-CORP~~ 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.
- (F) Directors may participate in a meeting through use of conference telephone or similar communications equipment, so long as Brown Act requirements are met.
- (G) A majority of the authorized number of Directors shall constitute a required quorum for the transaction of business, except to adjourn as hereinafter provided. Every act or decision done or made by a majority of the Directors present at a meeting duly held at which a required quorum is present shall be regarded as the act of the Board, subject to the provision

of the California Nonprofit Public Benefit Corporation Law, especially those provisions relating to (i) approval of contracts or transactions in which a Director has a direct or indirect material financial interest, (ii) appointment of committees, and (iii) indemnification of Directors.

- (H) A majority of the Directors present, whether or not constituting a quorum, may adjourn any meeting to another time and place. Notice of the adjourned meeting must be given in accordance with the Brown Act.

Section 7.8 Fees and Compensation of Directors.

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

Section 7.9 Required Vote of Directors.

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

ARTICLE VIII - OFFICERS

Section 8.0 Officers.

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

- (A) The Chairman of the Board shall preside at all meetings of the Board. The Chairman of the Board is authorized to sign all contracts, notes, conveyances, and other papers, documents, and instruments in writing in the name of the Corporation. The Chairman 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 a one (1) year term at the pleasure of the Board.

The Chairman of the Board may not serve more than two (2) consecutive terms.

Section 8.2 Removal of Officers.

- (A) Any officer elected by the Board may be removed from office at any time by the Board by 2/3 vote, with or without cause or prior notice.

Section 8.3 Resignation of Officers.

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

Section 8.4 Vacancies in Office.

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

**ARTICLE IX
CONTRACTS WITH DIRECTORS AND OFFICERS**

Section 9.0 Contracts with Directors and Officers.

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

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

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

Section 10.0 Right of Indemnity.

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

Section 10.1 Approval of Indemnity.

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

Commented [TD2]: What does this mean?

Section 10.2 Advance of Expenses.

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

Section 10.3 Insurance.

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

ARTICLE XI STANDING COMMITTEES

Section 11.0 Authority of Committees.

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

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

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

Section 11.1 Duties of the Chairman of the Board Regarding Standing Committees.

The Chairman of the Board shall appoint the committee chairman of any committee formed pursuant to this Article XI of the Bylaws.

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

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

Section 11.2 Term of Office.

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

**ARTICLE XII
INSPECTION RIGHTS**

Section 12. Director's Right to Inspect.

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

Section 12.1 Accounting Records and Minutes.

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

Section 12.2. Maintenance and Inspection of Articles and Bylaws.

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

**ARTICLE XIII
RECORDS AND REPORTS**

Section 13.0 Minute-Record Book.

The Corporation shall keep or cause to be kept ~~a minute book which shall contain~~ the following records:

(A) The record of all meetings of the Board including ~~date, place, those attending and the proceedings thereof, a copy of the notice of the meeting and when and how given, written waivers of notice of meeting, written consents to holding meeting, written approvals of minutes of meeting, and unanimous written consents to action of the Board without a meeting~~ the agenda, packet, and minutes, and similarly as to meetings of committees of the Board established pursuant to the Bylaws, ~~and as to meetings or written consents of the incorporator or incorporators of the Corporation prior to the appointment of the initial Directors.~~

(B) A copy of the Articles of Incorporation and all amendments thereof and a copy of all certificates filed with the Secretary of State.

(C) A copy of the Bylaws as amended, duly certified by the Secretary.

~~(D)~~ Policies and resolutions adopted by the Board.

Section 13.1 ~~Annual Financial Report.~~

(A) The Board shall cause ~~an annual financial~~ an annual financial report to be sent to each Director within 180 days after the end of the Corporation's fiscal year. That report shall contain the following information, in appropriate detail, of the fiscal year:

- (1) The assets and liabilities, including the trust funds, of the Corporation as of the end of the fiscal year.
- (2) The principal changes in assets and liabilities, including trust funds.
- (3) The revenue or receipts of the Corporation both unrestricted and restricted to particular purposes.
- (4) The expenses or disbursements of the Corporation for both general and restricted purposes; and
- (5) Any information required under these Bylaws.

(B) If the income statements and balance sheets referred to in this section have not been audited, they shall be accompanied by the report of any independent accountants engaged by the Corporation or the certificate of an authorized officer of the Corporation that such financial statements were prepared without audit from the books and records of the Corporation.

(C) This requirement of an annual report shall not apply if the Corporation receives less than \$25,000 in gross receipts during the fiscal year, provided, however, that the information

specified above for inclusion in an annual report must be furnished annually to all Directors.

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

~~As part of the annual report to all Directors, or as a separate document if no annual report is issued, the Corporation shall annually prepare and mail or deliver to each Director a statement of any transaction or indemnification of the following kind within 180 days after the end of the Corporation's fiscal year:~~

~~(A) — Any covered transaction during the previous fiscal year involving more than fifty thousand dollars (\$50,000), or which was one of a number of covered transactions in which the same "interested person" had a direct or indirect material financial interest, and which transactions in the aggregate involved more than fifty thousand dollars (\$50,000). For this purpose, an "interested person" is either of the following:~~

~~(1) — Any Director or officer of the Corporation, its parent, or subsidiary (but mere common Directorship shall not be considered such an interest); or~~

~~(2) — Any holder of more than ten (10) percent of the voting power of the Corporation, its parent, or its subsidiary.~~

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

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

Commented [TD3]: This is not allowed, so is it necessary to include?

Section 13.3 Audit Financial Statements.

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

Commented [TD4]: Spell out

**ARTICLE XIV
GENERAL PROVISIONS**

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

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

Section 14.1 Contracts.

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

Section 14.2 Representation of Shares of Other Corporations.

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

Section 14.3 Construction and Definitions.

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

Section 14.4 Self-Dealing.

In the exercise of voting right by Directors, no Director shall vote on any issue, motion or resolution which directly or indirectly inures to his or her benefit or detriment financially. No Director of this Corporation nor any other corporation, firm, association, or other entity in which one or more of this Corporation's Directors are Directors have a material financial interest, shall be interested, directly or indirectly, in the contract or transaction, unless otherwise allowed under the provisions of Government Code Section 1090. In the case of a matter to be voted on, which is not a contractual arrangement with a Board member, but a Board member has a financial interest, the non-interested members of the Board may take action as long as the provisions of the Political

Reform Act are followed, namely 1) the interested board member discloses the financial interest at the public meeting; 2) the interested Board member recuses him or herself from the discussion and action and leaves the room during the discussion; and 3) such disclosure and recusal is reflected in the minutes of the meeting.

Section 14.5 Gifts and Donations.

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

Section 14.6 Bonding.

All employees handling funds shall be properly bonded.

**ARTICLE XV
AMENDMENTS**

Section 15.0 Amendment of Bylaws.

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

Section 15.1 Amendment of Articles of Incorporation.

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

CERTIFICATE OF SECRETARY

I, the undersigned, do hereby certify that:

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

2. that the foregoing Bylaws to which this certificate is attached, comprising 15 pages, constitute the Bylaws of such Corporation as duly approved and adopted by the Board of Directors of this Corporation at a meeting duly held on ~~October 15, 2018~~ October 17, 2022, pending approval through the process set forth in Education Code Section 47607 for material revision to the Charter.

IN WITNESS WHEREOF, I have hereunto subscribed my name this _____ day of _____, 20_____.

Secretary

**Lewis Center for Educational Research
STAFF REPORT**

Date: September 12, 2022
 To: LCER Board of Directors
 From: Lisa Lamb
 Re: President/CEO Report

<p>Goal 1 - Student Success: Strengthen all school programs and enrichment opportunities at both schools resulting in student success in the areas of academic, behavioral, and social emotional wellness.</p>	
<p>1.1 <u>Objective:</u> Both schools will demonstrate continual increases in student mastery in all areas as reported on the annual California School Dashboard.</p>	<p>Both schools have received their test scores from last spring. Principals are working with their Academic Leadership Teams to review student learning outcomes. Last year's testing will serve as a baseline for the coming years. Once the California School Dashboard information is released, the PLCs will discuss comparatives and set academic goals for the year. Presentations on AAE and NSLA academic performance from last spring and similar school comparatives will be presented during this board meeting.</p> <p>AAE:</p> <ol style="list-style-type: none"> 1. Principal, VP's, CEO, Instructional coaches doing 3 minute walk thrus to monitor classroom environment and provide quick feedback about instructional and behavior management practices. 2. MTSS Training with Teaching Staff <p>NSLA:</p> <ol style="list-style-type: none"> 1. Administration Team and Coordinators have focused their instructional coaching on a targeted group of teachers that need more assistance. 2. The Administrative Team does daily walkthroughs with feedback. 3. Provided initials PD for Learning Centers at the Secondary level during block days to increase rigor and engagement.
<p>1.2 <u>Objective:</u> Both schools will support Social Emotional Learning (SEL) to enhance the ability of students to self-regulate, strengthen interpersonal relationships, and increase healthy coping skills.</p>	<p>AAE:</p> <ol style="list-style-type: none"> 1. Elementary VP has presented Expectations Assembly on Aug 24th to our 3rd - 5th grade students 2. AAE counselor and administration going to all Middle School homerooms to discuss Behavior Expectations 3. Continued MTSS meetings weekly 4. Counselor check ins with students who have 2 or more D's or F's 5. AAE administration continuing weekly check in with students who are at risk 6. Use of our Go Guardian and StopIt Programs to identify students who are in need of support 7. SEL lessons in homerooms with focused curriculum. <p>NSLA:</p> <ol style="list-style-type: none"> 1. Every Friday the principal does a live presentation via zoom focusing on targeted social and emotional messages. 2. During the week elementary students earn Rocket Tickets. They earn these tickets through the display of character and values. On Friday

	<p>names are drawn to earn a prize from the treasure box.</p> <ol style="list-style-type: none"> 3. Continued MTSS weekly meetings. 4. ReLaunch of STOPit will be happening September 5, 2022. 5. Mindful Minutes and Brain Breaks have been integrated into instructional lessons. <p>LCER Mental Health supports</p> <ol style="list-style-type: none"> 1. Mental Health Team providing ongoing counseling support to students in crisis at both sites 2. GoBeacon alerts continue to be processed as needed (suicidal ideations). 3. Admin and MTSS teams are planning on launching a mindfulness area for staff and students at NSLA 4. Collaboration with DM SELPA, Care Solace continues. Supporting students, staff and the community
<p>1.3 <u>Objective:</u> Both schools will develop a more robust STEM strand that builds upon itself in grades TK-12.</p>	<p>AAE :</p> <ol style="list-style-type: none"> 1. The Engineering Mentorship Program, EMP, is currently recruiting. <ol style="list-style-type: none"> a. Marble Run for Kindergarten Students b. Egg Drop for 2nd and 3rd grade c. 2. STEM Night at AVCI on Sept 7th and 28th 3. STEM Quest Science Fair <ol style="list-style-type: none"> a. Ebright, Lee, Dennison and Johnston involved in promoting 4. Artemis Launch Sept 2nd. <p>NSLA :</p> <ol style="list-style-type: none"> 1. We are looking to implement an Aviation Club after school. Students have a lot of interest. 2. Amy Ritter will be attending our next staff meeting to present STEM options for our students. 3. We are providing STEM Enrichment opportunities to our TK-5 stuxents during school and after school.
<p>1.4 <u>Objective:</u> Both schools will support the LCER mission of creating global citizens through academic and co-curricular offerings each school year.</p>	<p>AAE :</p> <ol style="list-style-type: none"> 1. Mrs. Flynn hired for extra curricular after school Choir and Music programs 2. Mr. Chandler’s Music class has approximately 50 students learning how to play the violin 3. Started Girls and Boys Volleyball and Cross Country seasons 4. Developing our students as leaders in ASB class and Ambassador programs 5. Use of Friday club days that include: Spanish, KY/Radio, Art, Photography, Sports Fanatics, Comic Book, Tech/Gaming,Hiking, Christian, Interact, Chess, Musical Theater, Creators Space, Fashion Pop Music, Nerdvana, Healthy Living Clubs <p>NSLA:</p>

	<ol style="list-style-type: none"> 1. Empowering students as leaders through ASB, Ambassadors and DREAM Team. 2. Creating cultural based Homeroom Clubs like the Spanish Club, Origami Club, Film/Music Club and Anime Club. 3. Empowering students to collaborate and discuss Global issues in their history classes.
<p>Goal 2 - Business/Fiscal: Maintain fiscal stability and seek diversified outside funding that allows us to be innovative.</p>	
<p>2.1 <u>Objective</u>: Lewis Center schools will maintain a balance of no less than 45 days of cash on hand (or 12.33%).</p>	<p>Finance has now completed the closing transaction for both AAE and NSLA with providing our authorizers all documents. This process allowed us to confirm the closing financial position of both schools. I am happy to share that both schools far exceeded the required 45 days cash on hand. AAE ended with 184 days cash on hand and NSLA ended with 144 days cash on hand. Finance will now begin discussing future needs at each campus to be able to best plan and prepare to support the growth at each campus.</p>
<p>2.2 <u>Objective</u>: Most restrictive dollars (i.e.: categorical funding, one-time monies, Special Education funding, grants, etc.) will be utilized first and according to funding requirements and as approved by the School Site Councils.</p>	<p>With the closing of the 2021/2022 fiscal year, Finance has been able to identify the carryover amounts for all of the restricted funds. Our goal now is to begin discussing the revision to the budget and provide our Principals the information for them to go back to their teams to plan for the needs of the school and the best use of these funds. We plan to also provide added tools to our administrators for each of these funds to help explain what each of these funds were expected to support.</p>
<p>2.3 <u>Objective</u>: Prioritize staff compensation (inclusive of salaries and benefits) in a way that is sustainable.</p>	<p>We received a number of staff members interested in participating in the Health Benefits Committee to begin discussion for future planning and growth of our offerings. Our first meeting is scheduled for Tuesday, September 20th.</p>
<p>2.4 <u>Objective</u>: The Foundation Board will raise funds annually to support the identified needs of LCER schools and programs.</p>	<p>The Foundation Board is hosting a Brew Fest event to raise funds for both schools on September 28, 2022 in Redlands. This is currently the only in-person fundraising event scheduled for the remainder of the calendar year. We are encouraging our partners, supporters, board and staff to attend this 21 and over event. This event is free to attend and supports Lewis Center schools and programs for needs such as shade structures for NSLA, playground equipment for AAE, robotics equipment, athletics equipment, and more!</p>
<p>Goal 3 - Staffing: Recruit, develop, and retain a highly-qualified, innovative, flexible, and diversified staff.</p>	
<p>3.1 <u>Objective</u>: Evaluate ongoing and new recruitment efforts to ensure that all positions are filled with highly-qualified and</p>	<p>HR is finalizing the 2022-23 hiring for certificated and classified positions at both schools. HR, along with current LCER classified staff, attended the Workforce Development Department job fair to attract both culturally and socioeconomically diverse classified job seekers within the IE. During the job fair, HR collected over 60 resumes which lead to over a dozen job applicants for job postings on Edjoin in under a week. HR continues social media campaign for open positions, as well as recruiting through Edjoin.</p>

diversified staff.																									
<p>3.2 <u>Objective</u>: Develop a comprehensive succession plan for key positions.</p>	<p>The CEO continues to collaborate with the Executive Team and Board Task Force to develop a comprehensive succession plan.</p> <p>LCER leadership and stakeholder groups are calendared for the year. These include groups such as: data governance, management team, school site council, principals' advisory, LCAP, general administration and administrative assistants, administrative team meetings, academic leadership teams, health and safety, etc. These teams help establish a strategic flow of communication throughout the organization from the board to the parents as well as builds capacity of individuals within the various leadership groups.</p> <p>The CEO continues to meet with the executive directors weekly to discuss organizational needs. Monthly, she meets with directors individually to discuss their departmental/school needs and their professional and personal goals.</p>																								
<p>3.3 <u>Objective</u>: Invest in professional development for classified and certificated staff, administration, and board members to align with strategic plan and LCAP goals.</p>	<p>LCER staff completed their annual mandated trainings (i.e.: bullying, mandated reporting, bloodborne pathogens, suicide prevention, etc.) and school safety (i.e.: comprehensive school safety plans, monthly safety drills, school safety teams, etc.).</p> <p>AAE staff participated in active shooter training provided by Apple Valley USD's superintendent and cabinet members. Classified and certificated staff participated. Many staff members shared comments with administration about how much they valued and appreciated this training. AVUSD has offered to partner with AAE in the future on school safety training. This partnership is critical so that all schools in the Town are similarly prepared for crisis.</p> <p>NSLA staff participated in active shooter training provided by San Bernardino Sheriff's Department. Classified and certificated staff participated. This partnership is critical as the San Bernardino Sheriff Headquarters are near NSLA's campus. The Sheriff's Department would coordinate with the San Bernardino USD school police and San Bernardino Police Department in response to any major crisis on the campus.</p>																								
<p>3.4 <u>Objective</u>: As measured annually, LCER will increase and/or maintain organizational staff retention rates.</p>	<p>NSLA:</p> <table border="1" data-bbox="505 1440 1425 1864"> <thead> <tr> <th>Position</th> <th>21/22 Total Positions 6/30/22</th> <th>21/22 Vacancies Prior to EOY</th> <th>Staff Departed <u>LCER</u> at EOY 21/22</th> <th>Staff Retained 21/22 to 22/23</th> <th>Retention %</th> </tr> </thead> <tbody> <tr> <td>Teacher</td> <td>47</td> <td>0</td> <td>3</td> <td>44</td> <td>94%</td> </tr> <tr> <td>Para-professional</td> <td>23</td> <td>6</td> <td>3</td> <td>14</td> <td>82%</td> </tr> <tr> <td>Counselor</td> <td>1</td> <td>0</td> <td>0</td> <td>1</td> <td>100%</td> </tr> </tbody> </table>	Position	21/22 Total Positions 6/30/22	21/22 Vacancies Prior to EOY	Staff Departed <u>LCER</u> at EOY 21/22	Staff Retained 21/22 to 22/23	Retention %	Teacher	47	0	3	44	94%	Para-professional	23	6	3	14	82%	Counselor	1	0	0	1	100%
Position	21/22 Total Positions 6/30/22	21/22 Vacancies Prior to EOY	Staff Departed <u>LCER</u> at EOY 21/22	Staff Retained 21/22 to 22/23	Retention %																				
Teacher	47	0	3	44	94%																				
Para-professional	23	6	3	14	82%																				
Counselor	1	0	0	1	100%																				

AAE:					
Position	21/22 Total Positions 6/30/22	21/22 Vacancies Prior to EOY	Staff Departed LCER at EOY 21/22	Staff Retained 21/22 to 22/23	Retention %
Teacher	70	0	6	64	91%
Para-professional	22	3	3	16	84%
Counselor	1	0	0	1	100%

Goal 4 - Organizational Effectiveness: Communicate and engage students, staff, families, and community partners to drive a shared commitment to our common vision, mission, and goals.

4.1 Objective: Board and Executive Team will actively communicate LCER’s mission to the community partners that we serve.

The CEO, staff and Ambassadors have supported and attended a few events in the Town of Apple Valley. These include National Night Out, State of the Town, and Taste of the Town.

The LCER Ambassadors also spoke at the August Town Council meeting to thank the council for their support of the Desert Knolls Wash project which has been delayed for more than 20 years. The Mayor, Town Council, Congressman Obernolte, and Town Staff toured the wash area in August. Congressman Obernolte has pledged his support for this project

The CEO continues to participate in San Bernardino Sheriff’s Exchange and Apple Valley Sheriff’s Work Group. These networks have provided several opportunities to partner with our local law enforcement for each school.

4.2 Objective: Increase ongoing communication with LCER stakeholders as evidenced by staff, parent and student satisfaction on annual surveys.

Climate surveys are sent out to AAE and NSLA parents and students each September. The results of these surveys are carefully reviewed by each school’s administrative teams. The analysis allows administration and staff to determine where specific supports and resources should be allocated and to identify possible weaknesses in school climate. The results are also included in the narratives for the California Dashboard.

PR and Marketing Update

Our AAE team rooms have been completely remodeled thanks to the gracious help of two of our longtime families: the Bryant and Poulsen families. They have donated supplies, tools, and their time to get the team room ready for the new school year’s athletics. We are very grateful to have the Bryant’s and Poulsen’s in our Knight family.

Both schools had an amazing Back to School Night with high participation. New families and new staff had the opportunity to get to know each other better and give an overview of what to expect in their classrooms for this

school year. We are blessed to have the support of our Norton parents as they partner with us as food vendors for BTS night.

AAE Assistant Drum Major, Edwin Chen and Drum Major, Charlotte Jeffs attended "Varsity's United Spirit Association" Drum Major Camp at Cal Lutheran University Campus in mid July. Charlotte was named an All American Drum Major and asked to represent AAE in London's New Year's Day Parade!

Students and staff alike have reported their satisfaction with our new meal vendor, BetterForYou Food. Our Nutritional Services team on both sites have worked hard to ensure our students are not only receiving a nutritional meal, but one they actually enjoy.

We are officially having high school clubs at both AAE and NSLA! Club Rush begins in early September at NSLA and our Rockets are thrilled to have so many options including but not limited to: anime, chess, yoga, dance, film, robotics, and more!

On behalf of the Foundation, we've had the opportunity to celebrate our beloved longtime staff on their milestones with the Lewis Center. It's genuinely the best feeling to have so many employees committed to the Lewis Center's mission for years on end.

NSLA 10th graders took initiative in volunteering to assist TSK photographers for an impromptu photoshoot in our Mission Control room and around the campus. The photographers complimented our photogenic Rockets as the best students they have ever worked with. Once finished, the photos will be used for NSLA marketing.

AAE's 9/11 Ceremony will be held on September 9th from 8:45-10:15 AM. We are honored to be able to host this event on campus where we can recognize our local heroes for their service.

The Foundation will be holding their Brew Fest Fundraiser on September 28, 2022 from 5:00-7:00 pm at Ritual Brewing Co. This fundraiser supports Lewis Center schools and programs with needs such as shade structures, robotics equipment, athletics equipment, music, folklorico dance, and more! On top of supporting local business and education, there will be drinks, snacks, and raffle prizes!

NSLA will be participating in the Kids Expo on October 29th at the Tyler Galleria Mall. Come out and see our booth, enjoy the event festivities, and show your support. This will make a great opportunity for NSLA student recruitment.

AAE is once again nominated as Best Charter School in the High Desert. Best of the Desert's voting period begins September 16th through September 20th. Make sure to Vote AAE as BEST CHARTER SCHOOL!

Please Save the Date for December 3rd as we will be holding our 2nd annual Noche de las Estrellas event at NSLA. Last year's event was a huge hit in the local community with over 1k attendees. This year's theme will be Basic Sciences for Sustainable Development. We are already partnering with the Mexican Space Agency, NASA Ames, HIDAS, and CalTech/JPL.

AAE Data

	Starting	Aug	Sept	Oct
Secondary Attendance	96.51%	93.97%		
Elementary Attendance	95.52%	93.87%		
Secondary Enrollment	770	815		
Elementary Enrollment	642	679		
Total Enrollment	1412	1494		
Classroom Referral	0	0		
Suspensions	n/a	4		
In School Susp	n/a	3		
Walk Thrus	0	65		

NSLA Data

	Starting	Aug	Sept	Oct
Secondary Attendance	94.28%	92.09%		
Elementary Attendance	96.60%	91.77%		
Secondary Enrollment	430	371		
Elementary Enrollment	674	673		
Total Enrollment	1044	1111		
Classroom Referral	0	0		
Suspensions	N/A	22		
In School Susp	N/A	1		
Walk Thrus	0	250		

2022-2023 GRANT TRACKING SHEET						
Grant	Purpose/Description	Amount	Due Date	Date Submitted	Result	Award Date
Heliophysics Citizen Science Investigations	Forecasting Space Weather with GAVRT Sp	\$160k per year for 3 years	8/24/22	8/19/22		
Fiscal Year 2022 Recovery Grant Implementation	Rehabilitation of Tui Chub and Habitat	\$15,000.00	12/31/22			
San Manuel Grant	Scholarships	\$5,000.00	4/30/22	4/29/22	Yes	9/1/22

The High Desert Partnership in Academic Excellence Foundation, Inc.
 Check/Voucher Register - Board Report - 10K
 From 7/27/2022 Through 8/31/2022

Effective Date	Check Number	Vendor Name	Check Amount
7/29/2022	105		185,300.08
8/4/2022	47616	CharterSAFE	58,445.00
8/4/2022	47617	SBCSS	14,520.41
8/4/2022		SBCSS	70,134.70
8/4/2022	47619	SBCSS	28,586.29
8/4/2022		SBCSS	48,648.37
8/4/2022	47630	Employment Development D	21,301.76
8/4/2022	47642	CDW Government, Inc.	17,407.03
8/15/2022	106		229,040.28
8/15/2022	107		328,919.43
8/16/2022	47657	Apple Inc.	11,630.54
8/16/2022	47662	Benchmark Education Comp	52,944.04
8/16/2022	47670	Capturing Kids Hearts	29,000.00
8/16/2022	47671	Carnegie Learning	26,183.34
8/16/2022	47672	Carpets By Duane	20,970.00
8/16/2022	47676	Cengage Learning	13,019.59
8/16/2022		Cengage Learning	21,268.69
8/16/2022	47694	Dean Howard Heat & Air Inc.	15,340.00
8/16/2022		Dean Howard Heat & Air Inc.	23,010.00
8/16/2022	47701	Elrod Fence	19,389.00
8/16/2022	47719	International Paving Services	14,122.00
8/16/2022	47721	IXL Learning	11,969.00
8/16/2022	47722	JAMF Software	20,040.00
8/16/2022	47733	Learning A-Z	53,169.95
8/16/2022	47742	Near-Cal Corp	49,987.00
8/16/2022	47751	Southern California Edison	24,440.12
8/16/2022	47773	Vista Higher Learning	30,540.23
8/23/2022	47785	SISC	267,653.95
8/30/2022	47795	SYNCB/Amazon	21,821.40
8/30/2022	47797	Staples Advantage	19,386.64
8/31/2022	108		307,443.42
8/31/2022	109		<u>279,573.18</u>
Report Total			<u>2,335,205.44</u>

The High Desert Partnership in Academic Excellence Foundation, Inc.
Check/Voucher Register - Board Report - 10K
From 7/27/2022 Through 8/31/2022

Transaction Description

Group: Payroll; Pay Date: 7/29/2022
Insurance premium pymt for August
NSAA PERS contributions for July
LCER/AAE - PERS contributions for July
NSAA STRS contributions for July
LCER/AAE - STRS contributions for July
942-6189-8 2nd Quarter 2022 SUI
PO# 2122-1038-AAE
Group: Payroll; Pay Date: 8/15/2022
Group: 11mo Payroll; Pay Date: 8/15/2022
PO# 2223-0055-AAE
PO# 2223-0010-AAE
PO# 2223-096-NSLA Training at NSLA
PO# 2223-0093-NSLA
Project Balance for AAE Elementary Flooring
PO# 2223-0013-NSLA
PO# 2223-0031-AAE
Install of 2 Eubanks in Classroom E 106 and D111
3 Eubanks in Classrooms E110, D116, D117
PO# 2223-0074-NSLA
Speed Bumps for NSLA Campus
PO# 2223-0024-NSLA
PO# 2223-0072-LCER
PO#2223-0137-NSLA
PO# 2223-0194-NSLA
Acct# 700119778270
PO# 2223-0034-NSLA
Health Coverage for August 2022
Acct# XXXXX-XXXX-XXX-850 7
Customer # LA 1034793
Group: 11mo Payroll; Pay Date: 8/31/2022
Group: Payroll; Pay Date: 8/31/2022

All Funds - Budget Comparison 2021/22 to 2022/23

2021-2022				
Total Budget \$ - Revised	Current Period		Remaining Budget	Percent Remaining
	Actual thru July			
Revenue				
Revenue	37,081,283	3,090,107	33,991,176	91.67%
Expense				
Certificated Salaries	12,985,633	213,916	12,771,717	98.35%
Classified Salaries	5,004,461	191,239	4,813,222	96.18%
Benefits	6,590,649	164,307	6,426,342	97.51%
Books and Supplies	4,259,816	41,988	4,217,828	99.01%
Services & Other	6,729,180	209,749	6,519,431	96.88%
Capital Outlay	1,010,361	122	1,010,239	99.99%
Other Outgo	0	0	0	N/A
Share of LCER	0	0	0	N/A
Total Expense	36,580,100	821,320	35,758,780	97.75%
Add (Subtract) to Reserves	501,183	2,268,787	(1,767,604)	
Total Revenue				
	37,081,283	3,090,107	33,991,176	8.33%
Total Expense				
	36,580,100	821,320	35,758,780	2.25%
Add (Subtract) to Reserves	501,183	2,268,787	-1,767,604	

2022-2023				
Total Budget \$ - Original	Current Period		Remaining Budget	Percent Remaining
	Actual thru July			
Revenue				
Revenue	35,887,566	4,763,692	31,123,874	86.73%
Expense				
Certificated Salaries	13,137,383	296,014	12,841,369	97.75%
Classified Salaries	5,392,240	243,470	5,148,770	95.48%
Benefits	7,600,577	216,479	7,384,098	97.15%
Books and Supplies	2,414,293	20,031	2,394,262	99.17%
Services & Other	6,225,061	60,815	6,164,246	99.02%
Capital Outlay	360,000	22,970	337,030	93.62%
Other Outgo	0	0	0	N/A
Share of LCER	0	0	0	N/A
Total Expense	35,129,554	859,779	34,269,775	97.55%
Add (Subtract) to Reserves	758,012	3,903,913	(3,145,901)	
Total Revenue				
	35,887,566	4,763,692	31,123,874	13.27%
Total Expense				
	35,129,554	859,779	34,269,775	2.45%
Add (Subtract) to Reserves	758,012	3,903,913	-3,145,901	

AAE - Budget Comparison 2021/22 to 2022/23

2021-2022				
Total Budget \$ - Revised	Current Period		Remaining Budget	Percent Remaining
	Actual thru July			
Revenue				
Revenue	18,515,432	3,493,359	15,022,073	81.13%
Expense				
Certificated Salaries	6,909,149	103,607	6,805,542	98.50%
Classified Salaries	1,975,125	56,481	1,918,644	97.14%
Benefits	3,164,726	60,215	3,104,511	98.10%
Books and Supplies	1,883,523	18,964	1,864,559	98.99%
Services & Other	1,962,964	86,834	1,876,130	95.58%
Capital Outlay	885,511	122	885,389	99.99%
Other Outgo	0	0	0	N/A
Share of LCER	1,637,799	136,483	1,501,316	91.67%
Total Expense	18,418,797	462,705	17,956,092	97.49%
Add (Subtract) to Reserves	96,635	3,030,653	(2,934,018)	
Total Revenue				
	18,515,432	3,493,359	15,022,073	18.87%
Total Expense				
	18,418,797	462,705	17,956,092	2.51%
Add (Subtract) to Reserves	96,635	3,030,653	-2,934,018	

2022-2023				
Total Budget \$ - Original	Current Period		Remaining Budget	Percent Remaining
	Actual thru July			
Revenue				
Revenue	17,718,586	2,833,499	14,885,087	84.01%
Expense				
Certificated Salaries	6,710,492	124,962	6,585,530	98.14%
Classified Salaries	2,030,721	60,330	1,970,391	97.03%
Benefits	3,504,536	69,722	3,434,814	98.01%
Books and Supplies	1,162,144	7,440	1,154,704	99.36%
Services & Other	1,714,171	26,120	1,688,051	98.48%
Capital Outlay	300,000	22,970	277,030	92.34%
Other Outgo	0	0	0	N/A
Share of LCER	1,863,497	155,291	1,708,206	91.67%
Total Expense	17,285,561	466,836	16,818,725	97.30%
Add (Subtract) to Reserves	433,025	2,366,662	(1,933,637)	
Total Revenue				
	17,718,586	2,833,499	14,885,087	15.99%
Total Expense				
	17,285,561	466,836	16,818,725	2.70%
Add (Subtract) to Reserves	433,025	2,366,662	-1,933,637	

NSLA - Budget Comparison 2021/22 to 2022/23

2021-2022				
Total Budget \$ - Revised	Current Period		Remaining Budget	Percent Remaining
	Actual thru July			
Revenue				
Revenue	17,941,028	1,848,587	16,092,441	89.70%
Expense				
Certificated Salaries	5,366,913	58,339	5,308,574	98.91%
Classified Salaries	1,568,657	23,512	1,545,145	98.50%
Benefits	2,441,558	29,054	2,412,504	98.81%
Books and Supplies	2,321,668	16,331	2,305,337	99.30%
Services & Other	4,320,211	77,140	4,243,071	98.21%
Capital Outlay	100,000	0	100,000	100.00%
Other Outgo	0	0	0	N/A
Share of LCER	1,399,930	116,661	1,283,269	91.67%
Total Expense	17,518,937	321,037	17,197,900	98.17%
Add (Subtract) to Reserves	422,091	1,527,550	(1,105,459)	
Total Revenue				
	17,941,028	1,848,587	16,092,441	10.30%
Total Expense				
	17,518,937	321,037	17,197,900	1.83%
Add (Subtract) to Reserves	422,091	1,527,550	-1,105,459	

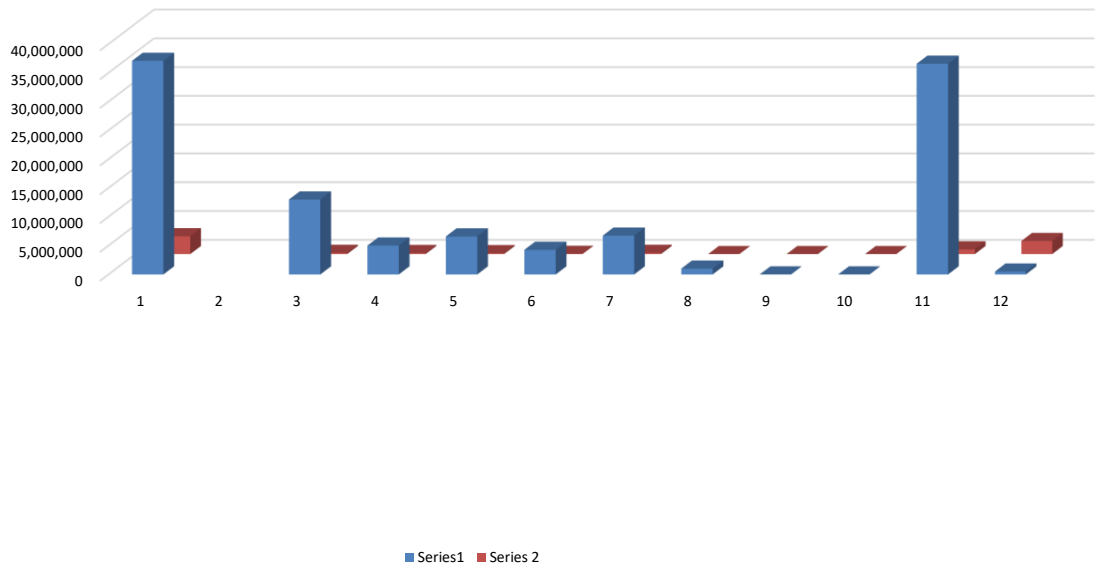
2022-2023				
Total Budget \$ - Original	Current Period		Remaining Budget	Percent Remaining
	Actual thru July			
Revenue				
Revenue	17,587,872	1,848,587	15,739,285	89.49%
Expense				
Certificated Salaries	5,625,666	102,646	5,523,021	98.18%
Classified Salaries	1,749,107	47,419	1,701,688	97.29%
Benefits	2,939,984	51,727	2,888,257	98.24%
Books and Supplies	1,166,824	8,299	1,158,525	99.29%
Services & Other	3,993,243	21,143	3,972,100	99.47%
Capital Outlay	40,000	0	40,000	100.00%
Other Outgo	0	0	0	N/A
Share of LCER	1,748,061	145,672	1,602,389	91.67%
Total Expense	17,262,885	376,905	16,885,980	97.82%
Add (Subtract) to Reserves	324,987	1,471,682	(1,146,695)	
Total Revenue				
	17,587,872	1,848,587	15,739,285	10.51%
Total Expense				
	17,262,885	376,905	16,885,980	2.18%
Add (Subtract) to Reserves	324,987	1,471,682	-1,146,695	

LCER - Budget Comparison 2021/22 to 2022/23

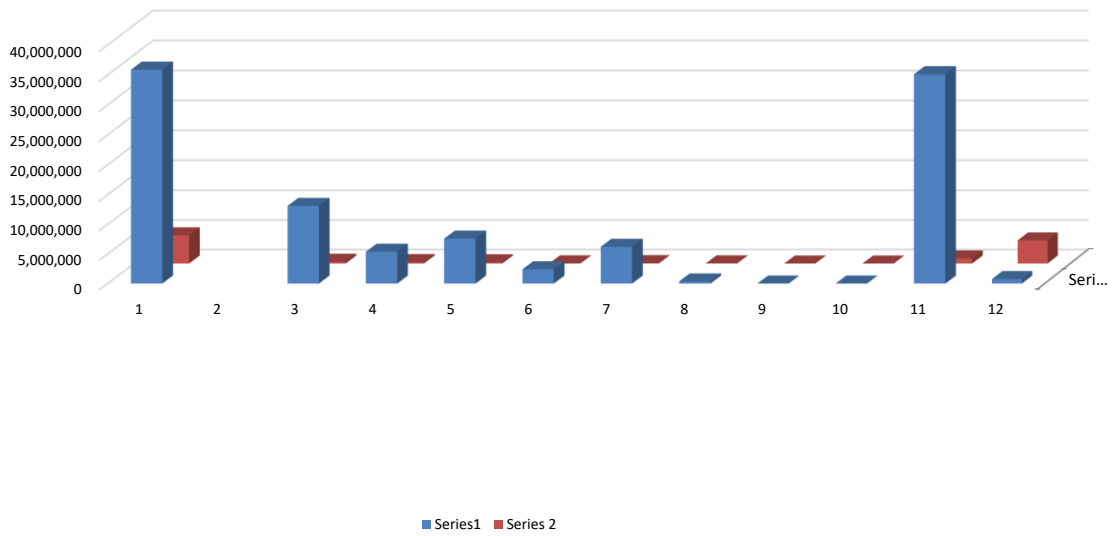
2020-2021				
Total Budget \$ - Revised	Current Period		Remaining Budget	Percent Remaining
	Actual thru July			
Revenue				
Revenue	624,823	81,606	543,217	86.94%
Expense				
Certificated Salaries	709,571	51,970	657,601	92.68%
Classified Salaries	1,460,679	111,246	1,349,433	92.38%
Benefits	984,365	75,038	909,327	92.38%
Books and Supplies	54,625	6,693	47,932	87.75%
Services & Other	446,005	45,776	400,229	89.74%
Capital Outlay	24,850	0	24,850	100.00%
Other Outgo	0	0	0	N/A
Share of LCER	(3,037,729)	(253,144)	(2,784,585)	
Total Expense	642,366	37,578	604,788	94.15%
Add (Subtract) to Reserves	(17,543)	44,028	(61,571)	
Total Revenue				
	624,823	81,606	543,217	13.06%
Total Expense				
	642,366	37,578	604,788	5.85%
Add (Subtract) to Reserves	-17,543	44,028	-61,571	

2022-2023				
Total Budget \$ - Original	Current Period		Remaining Budget	Percent Remaining
	Actual thru July			
Revenue				
Revenue	581,108	81,606	499,502	85.96%
Expense				
Certificated Salaries	801,225	68,407	732,818	91.46%
Classified Salaries	1,612,412	135,721	1,476,691	91.58%
Benefits	1,156,057	95,030	1,061,027	91.78%
Books and Supplies	85,325	4,291	81,034	94.97%
Services & Other	517,647	13,552	504,095	97.38%
Capital Outlay	20,000	0	20,000	100.00%
Other Outgo	0	0	0	N/A
Share of LCER	(3,611,558)	(300,963)	(3,310,595)	91.67%
Total Expense	581,108	16,037	565,071	97.24%
Add (Subtract) to Reserves	0	65,569	(65,569)	
Total Revenue				
	581,108	81,606	499,502	14.04%
Total Expense				
	581,108	16,037	565,071	2.76%
Add (Subtract) to Reserves	0	65,569	-65,569	

2021-22



2022-23



**LEWIS CENTER FOUNDATION
COMBINED BALANCE SHEET AND INCOME STATEMENT
July 1 - July 31, 2022**

CHECKING (LEWIS CENTER FOUNDATION)

Beginning Balance		\$26,586.02
Revenue		
Reimbursement	\$13.86	
Donation to NSLA Capital Campaign	\$ 100.00	
Interest	\$ 0.49	
<i>Total</i>	\$114.35	
Expenditure		
Transfer to Savings - NSLA Capital Campaign donations	\$ 200.00	
Transfer to Savings - unrestricted donations	\$ 119.84	
Employee Recognition	\$ 770.90	
Scholarships	\$ 7,500.00	
Dry Cleaning/Reimbursable	\$ 65.86	
Engraved Bricks - Capital Campaign	\$ 321.28	
<i>Total</i>	\$ 8,977.88	
Ending Balance	<i>Total</i>	\$17,722.49

SAVINGS (LEWIS CENTER FOUNDATION)

Beginning Balance		
Restricted Funds - AAE Capital Campaign		\$ 85,427.27
Restricted Funds- NSLA Capital Campaign		\$ 69,008.19
Restricted Funds - Davis Endowment		\$ 14,046.45
Restricted Funds - Global Exchange Programs		\$ 13,009.31
Restricted Funds - HiDAS Endowment		\$ 64,105.98
Restricted Funds - Scholarships		\$ 28,849.61
Unrestricted Funds		\$ 132,642.62
		\$ 407,089.43
Revenue		
Transfer from Checking - NSLA Capital Campaign Donation	\$ 200.00	
Unrestricted Donations	\$ 119.84	
Interest	\$ 103.73	
<i>Total</i>	\$ 423.57	
Expenditure		
Statement Fee for Copy of Check		
Transfer to Checking - Davis Endowment		
Transfer to Checking - Scholarships		
Transfer to Checking - Unrestricted Employee Recognition		
<i>Total</i>	\$ -	
Ending Balance		
Restricted Funds - AAE Capital Campaign		\$ 85,449.05
Restricted Funds - NSLA Capital Campaign		\$ 69,225.82
Restricted Funds - Davis Endowment		\$ 14,049.56
Restricted Funds - Global Exchange Programs		\$ 13,012.42
Restricted Funds - HiDAS Endowment		\$ 64,122.58
Restricted Funds - Scholarships		\$ 28,856.87
Unrestricted Funds		\$ 132,796.70
	<i>Total</i>	\$ 407,513.00
<i>Total Checking and Savings</i>		\$425,235.49

Foundation Savings - 4100005285

2021-22

As of 7/31/22

Description	Beginning Balance	Debit	Credit	Interest	Ending Balance
AAE Captial Campaign	\$85,427.27			21.78	\$85,449.05
NSLA Capital Campaign	\$69,008.19		\$200.00	17.63	\$69,225.82
Davis Scholarship Endowment	\$14,046.45			3.11	\$14,049.56
Global Exchange Programs	\$13,009.31			3.11	\$13,012.42
HiDAS Endowment	\$64,105.98			16.60	\$64,122.58
Scholarships	\$28,849.61			7.26	\$28,856.87
Unrestricted	\$132,642.62		\$119.84	34.23	\$132,796.69
TOTAL					\$407,512.99

Restricted Scholarship Funds					
AAE Ambassadors Scholarship	\$0.00				\$0.00
AAE PTC Scholarship	\$0.00				\$0.00
AAE Staff Scholarship	\$0.00				\$0.00
Bud Biggs Memorial Scholarship	\$0.00				\$0.00
Edison Scholarship	\$0.00				\$0.00
Gerardo Diaz Jr. Scholarship	\$0.00				\$0.00
Mike Mangold Scholarship	\$2,750.00				\$2,750.00
San Manuel Scholarship	\$0.00				\$0.00
Sandra Perea Scholarship	\$6,535.00				\$6,535.00
SLT Scholarship	(\$500.00)				-\$500.00
Total Unrestricted Scholarship Funds					\$20,071.87

Restricted AAE Capital Campaign Funds					
High Desert Turtle and Tortoise Club	\$2,500.00				\$2,500.00
AAE Gym Weight Room	\$2,150.00				\$2,150.00
Watertower, Gristmill, Shade Structures	\$25,060.39				\$25,060.39
AAE Shade Fundraiser	\$10,900.36				\$10,900.36
Total Unrestricted AAE Capital Campaign					\$44,838.30

Restricted NSLA Capital Campaign Funds					
Playground	\$7,438.21				\$7,438.21

Federal Cash Management Data Submission - CA Dept Of Education

Fiscal Year 2022-23, CMDC Report 1

Academy for Academic Excellence (CDS Code: 36750773631207)

Submitted 7/29/2022 10:51:35 AM

The data submitted was acknowledged to be true and accurate to the best of my knowledge as supported by accounting records in accordance with applicable government laws, regulations, and program requirements.

Submitted by:

Veronica Calderon

Title: Finance Administrator; E-mail: vcalderon@lcer.org

<u>Federal Program</u>	<u>Description</u>	<u>Data Collected</u>
Title I, Part A Resource Code: 3010	Cash Balance	\$54,227
Title II, Part A Resource Code: 4035	Cash Balance	\$7,502
Title III, Immigrant Resource Code: 4201	Cash Balance	\$0
Title IV, Part A Resource Code: 4127	Cash Balance	\$35

Federal Cash Management Data Submission - CA Dept Of Education

Fiscal Year 2022-23, CMDC Report 1

Academy for Academic Excellence (CDS Code: 36750773631207)

Submitted 7/29/2022 10:51:35 AM

Federal Cash Management Data Submission - CA Dept Of Education

Fiscal Year 2022-23, CMDC Report 1

Norton Science and Language Academy (CDS Code: 36103630115808)

Submitted 7/29/2022 10:58:15 AM

The data submitted was acknowledged to be true and accurate to the best of my knowledge as supported by accounting records in accordance with applicable government laws, regulations, and program requirements.

Submitted by:

Veronica Calderon

Title: Finance Administrator; E-mail: vcalderon@lcer.org

<u>Federal Program</u>	<u>Description</u>	<u>Data Collected</u>
Title I, Part A Resource Code: 3010	Cash Balance	\$101,138
Title II, Part A Resource Code: 4035	Cash Balance	-\$14,100
Title III, Immigrant Resource Code: 4201	Cash Balance	\$0
Title III, LEP Resource Code: 4203	Cash Balance	-\$945
Title IV, Part A Resource Code: 4127	Cash Balance	\$4,600

Federal Cash Management Data Submission - CA Dept Of Education

Fiscal Year 2022-23, CMDC Report 1

Norton Science and Language Academy (CDS Code: 36103630115808)

Submitted 7/29/2022 10:58:15 AM

**LCER Board Meetings
Attendance Log 2021**

	January Regular	February Regular	March Regular	April Regular	May Regular	June Regular	August Regular	Sept. Regular	Oct Regular	Nov Regular	Dec Regular	TOTAL REGULAR
Pat Caldwell	Present	Present	Present	Present	Present	Present	Present					100%
Sharon Page	Present	Present	Present	Present	Present	Present	Present					100%
Kevin Porter	Present	Present	Present	Present	Present	Present	Present					100%
David Rib	Present	Present	Present	Present	Present	Present	Present					100%
Omari Onyango	Absent	Present	Present	Present	Present	Present	Absent					71%
Jessica Rodriguez	Present	Absent	Present	Present	Present	Absent	Present					71%
Pat Schlosser		Present	Present	Present	Absent	Absent	Present					67%
Jim Morris	Absent	Absent	Present	Present	Absent	Present	Present					57%

	April 15	May 24	TOTAL SPECIAL
David Rib	Present	Present	100%
Jessica Rodriguez	Present	Present	100%
Pat Schlosser	Present	Present	100%
Sharon Page	Present	Present	100%
Pat Caldwell	Present	Absent	50%
Omari Onyango	Present	Absent	50%
Kevin Porter	Present	Absent	50%
Jim Morris	Present	Absent	50%