

**Regular Joint Meeting of the
High Desert “Partnership in Academic Excellence” Foundation, Inc. Board of Directors
Academy for Academic Excellence School Board Committee and
Norton Space and Aeronautics Academy School Board Committee**

**Minutes
December 14, 2015**

1.0 Call to Order

Chairman Bud Biggs called the meeting to order at 7:10 a.m.

2.0 Roll Call

Foundation Board Members David Bains, Duberly Beck, Regina Bell, Bud Biggs, Andrew Jaramillo, Scott Johnson, Robert Lovingood, Kirt Mahlum, Jose Palafox (by phone), Kevin Porter, Tom Rosenbaum, Donna Siegel, Russell Stringham, and Marcia Vargas were present. Member Buck Goodspeed arrived after roll call.

Foundation Board Member Rick Wolf was absent.

Regina Bell, David Bains, Andy Jaramillo, Robert Lovingood and Russ Stringham left before agenda items were voted on.

AAE School Board Committee Members David Bains, Robert Lovingood, Jose Palafox, Kevin Porter, and Russell Stringham were present.

AAE School Board Committee Member Rick Wolf was absent.

NSAA School Board Committee Members Duberly Beck, Andrew Jaramillo, Scott Johnson, Tom Rosenbaum and Marcia Vargas were present.

Staff members Valli Andreasen, Brenda Day, Ryan Dorcey, Darren Dowd, Teresa Dowd, Guadalupe Girard, Wesley Kanawyer, Lisa Lamb, Stacy Newman, Rena Payne, Jim Quinn, Paul Rosell, Carolyn Schmidt, Gordon Soholt and Jim Southwick were also present.

Angel Arrington represented SBCSS.

3.0 Public Comments: None

4.0 Special Presentations/Announcements:

.01 Bud Biggs presented Breanna Beare, Heather Biewend and Nicole Shay Employee of the Semester awards.

.02 Trevor DeLaHoussaye, AAE Senior, discussed clubs, including a new Engineering Club, College Club, and KSPN Club.

5.0 Information Included in Packet: The following information was included in the packet:

.01 Staff Reports – The Board was instructed to let staff know if they have any comments on the reports.

Gordon Soholt reported on the attack in San Bernardino on December 2 that occurred near NSAA and thanked SBCSS Board member Hardy Brown for stopping by that day to make sure we were ok. Gordon also thanked County Supervisors Beth Higby, Josie Gonzales and Robert Lovingood for their support in stopping by during the days after the incident. SELPA provided counselors for students 2 days last week. Kirt Mahlum asked what plans we have in place for this type of incident. The schools have lock down procedures and participate in active shooter drills. Duberly Beck thanked staff for keeping parents calm and for their support afterwards.

- .02** Foundation Financial Reports
- .03** Lewis Center Financial Reports
- .04** AAE Financial Report – The report is based on CDE requirements. Kevin Porter noted that it is overwhelming and would like summary reports with key information such as long term debt, cash flow, and reserves.
- .05** NSAA Financial Report – Duberly Beck would like a summary page with this report.
- .06** Internal Financial Statement
- .07** Unaudited Actuals
- .08** Board Give and Get – Lists Foundation donations – will include additional donations.
- .09** Board Attendance Log
- .10** November 20, 2015 Budget/Audit Committee Meeting Minutes
- .11** December 1, 2015 Personnel Committee Meeting Minutes
- .12** NSAA WASC Mid-Cycle Review Report
- .13** VA Loma Linda Letter
- .14** SBCSS Oversight Letter
- .15** NSAA SBFAC Grant Letter

6.0 Discussion Items

- .01** Solar Project – Simeon Trotter, Energy Consultant, presented that he applied for a Prop 39 grant and received \$550K. We have implemented lighting and HVAC/thermostat improvements and the next step is solar. Mr. Trotter solicited proposals and is recommending DS Energy to do the solar panel installation. The panels would be placed on buildings A and C. This is a first phase with no cost and no risk to us, but we do not want to move forward until the grant funds have been received. David Bains recommends pursuing an energy storage system. This could be a future phase and he offered to assist if needed. The Board recommended moving forward with Mr. Trotter’s recommendation for the first phase. A contact will be brought to the Board for approval.
- .02** Finance – Jim Quinn will forward Mr. Trotter’s contact information.
- .03** Consultant – Andy Jaramillo distributed a resume from Dr. Ralph Baker. He would like him to work with us. Russ noted that he has good ideas and would like to add this on the next agenda as an action item. Regina asked what he could do for us. Andy noted that he could give us creative ideas and vision. Gordon was concerned that we are already working with Dr. Pat Caldwell and this could create a conflict. He would like us to continue the process we have started through its conclusion before bringing on additional consultants. Robert noted that Dr. Baker did not list current projects on his resume. Marcia Vargas recommended doing the strategic planning first and then seeing if there were areas we needed assistance in. Duberly Beck agreed that we need a solid plan in place first. Kirt Mahlum asked if Board members can add action items to the agenda – yes.
- .04** President/CEO Goal Update – Gordon Soholt presented a staffing report that included an org chart and positions that remain unfilled. Lisa Lamb will be transitioning into the unfilled CAO position and it will be included in next year’s budget. Also proposed for 2016/17 would be a K-5 and 6-12 Principal (currently Vice Principals), Dean, PR Manager, adding

Budget Analyst duties to the current finance position, and a GA Director to cover compliance, food services and credentialing. This is all dependent on the budget figures. Russ asked about grants. We have a grant writer as a consultant. We need to assess if it is paying for itself. We are hoping to see more efforts as she has gotten more involved in the schools. Robert Lovingood questioned the need for some of the positions. Duberly Beck would like the grant writer to complete the grants rather than the teacher, which she does. The teachers let her know what grants they are interested in pursuing and provide information to help her complete the grant applications.

Gordon also presented a use of facilities report. He has been working with AVUSD Superintendent Tom Hoegerman on an after school STEM program. Another proposal is to offer Transitional Kindergarten (TK). The Kindergarten entry age of 5 was moved back from December 2 to September 2. Any student that turns 5 between these dates is eligible for TK. The program generates ADA and gives us an extra year with some of our K students. We will look into TK at NSAA also.

Rick Piercy presented another option for an independent study home school program that would include a master teacher component.

Kevin Porter would like to discuss the options during strategic planning.

- .05 Strategic Planning Meeting in January – Potential meeting dates were discussed and January 15 and 16 was decided on for the dates. Russ Stringham is unavailable.
- .06 Meeting Structure – The structure of combining the Foundation Board meeting with the AAE and NSAA School Board Committee meetings was discussed. It sometimes creates confusion when agenda items may only pertain to the School Board Committee rather than the full Foundation Board. Options could be considered such as the School Board Committees meeting prior to the Foundation Board meetings or restructuring the order of the agenda.
- .06 Board Comments/Brown Act – Gordon Soholt provided a summary document for clarification of the Brown Act. The goal is not to stop comments but to agendize discussions so the public and stakeholders are aware of what is being discussed.

7.0 **Board Comments:**

Kevin noted that items the Board wishes to discuss that weren't agendized can and should be added on the following agenda if needed.

Marcia Vargas appreciated the professionalism of staff handling the San Bernardino incident.

Kirt Mahlum appreciated the quality of reports and the information contained. He appreciated Dr. Pat Caldwell's information also.

8.0 **Standing Board Committee Reports**

- .01 (a) Budget/Audit Committee – Russell Stringham reported that the committee met and is reviewing construction costs.
- (b) Personnel Committee – Stacy Newman reported that the committee met and reviewed the Foundation Board job description duties. The biggest concern was attendance and they added a confidentiality agreement.
- (c) Fundraising Committee – No report.

9.0 Foundation Board Consent Agenda

On a motion by Kevin Porter, seconded by Scott Johnson, vote 10-0, the Foundation Board of Directors approved Consent Agenda Items 9.01.

- .01 Approve September 9, 2015 Regular Meeting and November 6, 2015 Special Meeting Minutes

On a motion by Kirt Mahlum, seconded by Kevin Porter, vote 10-0, the following items were pulled from the consent agenda and tabled to the next meeting.

- .02 Approve Revised Foundation Board Job Description
- .03 Approve Confidential Volunteer Packet
- .04 Approve Personnel Committee Job Description
- .05 Approve Finance Committee Job Description

10.0 Foundation Board Action Items

- .01 Approve Renewal of Term for Bud Biggs – Approved on a motion by Kevin Porter, seconded by Kirt Mahlum, vote 10 – 0.
- .02 Approve Renewal of Term for Kirtland Mahlum– Approved on a motion by Scott Johnson, seconded by Kevin Porter, vote 10 – 0.
- .03 Approve Renewal of Term for Kevin Porter – Approved on a motion by Kirt Mahlum, seconded by Scott Johnson, vote 10 – 0.
- .04 Approve Renewal of Term for Rick Wolf – Approved on a motion by Kevin Porter, seconded by Kirt Mahlum, vote 10 – 0.
- .05 Appoint Foundation Board Chairman of the Board – Approved on a motion to appoint Bud Biggs by Kirt Mahlum, seconded by Scott Johnson, vote 10 – 0.
- .06 Appoint Foundation Board Vice Chairman of the Board - Approved on a motion to appoint Scott Johnson by Kirt Mahlum, seconded by Tom Rosenbaum, vote 10 – 0.
- .07 Appoint Foundation Board Secretary - Approved on a motion to appoint Andy Jaramillo by Kirt Mahlum, seconded by Scott Johnson, vote 10 – 0.
- .08 Appoint Foundation Board Treasurer - Approved on a motion to appoint Russ Stringham by Kirt Mahlum, seconded by Scott Johnson, vote 10 – 0.
- .09 Appoint AAE School Board Committee Chair - Approved on a motion to appoint Kevin Porter by Kirt Mahlum, seconded by Scott Johnson, vote 10 – 0.
- .10 Appoint NSAA School Board Committee Chair - Approved on a motion to appoint Scott Johnson by Kevin Porter, seconded by Kirt Mahlum, vote 10 – 0.
- .11 Appoint Finance Committee Chair - Approved on a motion to appoint Russ Stringham by Kirt Mahlum, seconded by Kevin Porter, vote 10 – 0.
- .12 Appoint Personnel Committee Chair - Approved on a motion to appoint Regina Bell by Kirt Mahlum, seconded by Tom Rosenbaum, vote 10 – 0.
- .13 Appoint Fundraising Committee Chair - Approved on a motion to appoint Donna Siegel by Kirt Mahlum, seconded by Kevin Porter, vote 10 – 0.
- .14 Approve Revised 2015-16 Budget - Tabled to the next meeting on a motion by Jose Palafox, seconded by Kevin Porter, vote 10-0.
- .15 Approve Revised BP 6164.6 - Approved on a motion by Kevin Porter, seconded by Kirt Mahlum, vote 10 – 0.
- .16 Approve AR 6164.6 - Approved on a motion by Duberly Beck, seconded by Scott Johnson, vote 10 – 0.

.17 Approve Foundation Board Consultant Contract for Dr. Patricia Caldwell - Approved on a motion by Kirt Mahlum, seconded by Marcia Vargas, vote 10 – 0.

11.0 AAE School Board Committee Consent Agenda

The following consent items were tabled to January as a quorum was not present.

- .01 Approve Minutes of November 14, 2015 Regular Meeting
- .02 Approve AAE 1st Interim Report

12.0 NSAA School Board Committee Consent Agenda

On a motion by Duberly Beck, seconded by Marcia Vargas, vote 4-0, the NSAA School Board Committee approved Consent Agenda Items 12.01 – 12.03.

- .01 Approve Minutes of November 18, 2015 Regular Meeting
- .02 Approve NSAA 1st Interim Report
- .03 Approve Changing NSAA School Board Committee Meeting Time to 7:30 a.m.

13.0 Closed Session

The Foundation Board of Directors convened into closed session at 9:40 a.m. and reconvened into open session at 10:00 a.m. Chairman Biggs reported that the Foundation Board of Directors authorized speaking to consultant regarding scope of duties.

- .01 Conference with Legal Counsel Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956: 1 case

14.0 Adjournment

Chairman Bud Biggs adjourned the meeting at 10:02 a.m.