

**Regular Joint Meeting of the
Lewis Center for Educational Research Board of Directors
Academy for Academic Excellence School Board Committee and
Norton Science and Language Academy School Board Committee**

**Minutes
December 12, 2016**

1.0 Call to Order

NSLA Chair Duberly Beck called the meeting to order at 7:08 a.m. Bud Biggs arrived later and assumed the Chairman duties.

2.0 Roll Call

LCER Board Members David Bains, Duberly Beck, Regina Bell, Bud Biggs (arrived at 8:00 a.m.), Buck Goodspeed, Andrew Jaramillo, Kirt Mahlum, Jose Palafox (by phone), Rena Payne, Kevin Porter, Russell Stringham, Marcia Vargas, and Rick Wolf were present.

LCER Board Members Scott Johnson, Robert Lovingood, Donna Siegel were absent.

AAE School Board Committee Members David Bains, Jose Palafox (by phone), Kevin Porter and Russell Stringham were present.

AAE School Board Committee Member Robert Lovingood was absent.

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

NSAA School Board Committee Member Scott Johnson was absent.

Staff members Valli Andreasen, Ryan Dorcey, Darren Dowd, Teresa Dowd, Vincent Garcia, Wes Kanawyer, Lisa Lamb, Stacy Newman, Rena Payne, Toni Preciado, Jim Quinn, Paul Rosell, were also present.

3.0 Public Comments: None

4.0 Special Presentations:

.01 Bud Biggs, Duberly Beck, and Lisa Lamb thanked Tom Rosenbaum for his service on the LCER Board and NSLA School Board Committee.

.02 Bud Biggs and Lisa Lamb presented Employee of the Semester Awards to Tyler DeLaHoussaye, Rebecca Kobold and Debbie Bonacio.

.03 Educational Activity Grant recipient Lourdes Anderson presented on the California Art Educator's Association Annual Conference she attended.

.04 The YM&C Brown Act and Conflict of Interest Training was tabled to March.

5.0 Standing Board Committee Reports

.01 (a) Finance Committee – Kirt Mahlum reported that the committee met on October 20, per the Board's direction, to discuss the accuracy of Section 8.0 of the June 13, 2016 meeting minutes. The committee recommends that the Board approve the minutes as is. The committee also met on October 21 regarding the 5-year forecast. We are moving

forward and the committee is impressed with transparency and spending cuts. At the November meeting, new sources of revenue were discussed. Three real estate agents presented regarding the 11 acres on the other side of the wash. Jim is looking into land bank mitigation.

- (b) Personnel Committee – Duberly Beck reported that information regarding evaluation of the President/CEO will be presented in closed session today. Stacy reported that the two UCP complaints were resolved. They were investigated by CDE and we were found in compliance. We received an additional complaint that is currently being investigated. Lisa thanked Stacy, Paul and Wes for their work on these cases.
- (c) Lewis Center Foundation – Pat Caldwell reported that the Foundation met to discuss their bylaws and job description. They are also developing recruitment procedures.

6.0 LCER Board Consent Agenda

On a motion by Kevin Porter, seconded by Kirt Mahlum, vote 11-1 with David Bains as the nay vote, the LCER Board of Directors approved Consent Agenda items 6.01-6.24.

- .01 Approve June 13, 2016 Regular Meeting Minutes
- .02 Approve September 12, 2016 Regular Meeting Minutes
- .03 Approve September 28, 2016 Special Meeting Minutes
- .04 Approve Updated BP 1330 – Use of Lewis Center Facilities
- .05 Approve Updated AR 1330 – Use of Lewis Center Facilities
- .06 Approve Deletion of BP 2300 – Conflict of Interest
- .07 Approve Updated BP 2500 – Scholarship Awards
- .08 Approve Deletion of BP 3330 – Long Term Higher Education Use of Lewis Center Facilities
- .09 Approve Updated BP 3514 – Safety
- .10 Approve Updated AR 3514 – Environmental Safety Precautions
- .11 Approve Updated BP 3515 – Security
- .12 Approve Updated AR 3515 – Security Incidents and Key Control
- .13 Approve Updated BP 9100 – Board Vacancies
- .14 Approve Updated BP 9110 – Terms and Officers
- .15 Approve Updated BP 9270 – Conflict of Interest
- .16 Approve Updated BP 9311 – Board Policies
- .17 Approve Updated BP 9502 – Acquisition of Property
- .18 Approve Updated BP 9503 – Endowment Establishment-Maintenance
- .19 Approve Updated BP 9504 – Interfund Payables & Receivables
- .20 Approve Updated BP 9505 – Investment
- .21 Approve New BP 6191 – Math Placement
- .22 Approve Finance Committee Job Description
- .23 Approve Personnel Committee Job Description
- .24 Approve Lewis Center Foundation (Fundraising Committee) Job Description

7.0 AAE School Board Committee Consent Agenda

Kevin questioned what the sub-recipient agreement was for. It is for the Ramp Up Grant. The Every 15 Minutes program was explained. We do it every 3 years with a grant from CHP. It encourages students not to drink or drive. On a motion by David Bains, seconded by Russ Stringham, vote 5-0, the AAE School Board Committee approved Consent Agenda items 7.01-7.03.

- .01 Approve November 10, 2016 Regular Meeting Minutes
- .02 Approve AAE and VVC 2016-17 Sub-Recipient Agreement
- .03 Approve Every 15 Minutes Overnight Program April 11-12, 2017

8.0 NSAA School Board Committee Consent Agenda

On a motion by Marcia Vargas, seconded by Andy Jaramillo, vote 3-0, the NSAA School Board Committee approved Consent Agenda Item 8.01.

- .01 Approve November 18, 2016 Regular Meeting Minutes

9.0 Discussion/Action Items

- .01 **CCSA Multiple Measure Review of NSLA** – Duberly Beck thanked staff for presenting at the San Bernardino County Board of Education hearing regarding the NSLA charter renewal. The County visited the school the same day. Staff, Board, students and parents attended in support. They only asked two questions and will be making their decision at the January 3 meeting. Kirt Mahlum thanked staff for making the Board look good. CCSA read a letter of support on our behalf.
- .02 **Location of March LCER Board Meeting** – Chairman Bud Biggs requested LCER Board members commit to attending in San Bernardino twice annually. Andy prefers that we meet together. Regina and Russ appreciate the ability to teleconference. At the March meeting, we will discuss the time and location of meetings. Due to the Brown Act and Conflict of Interest training in March, that meeting will be held at AAE and June’s meeting will be at NSLA.
- .03 **Approve Executive Committee Job Description** – On a motion by Kirt Mahlum, seconded by Kevin Porter, vote 12–0, the LCER Board of Directors approved the Executive Committee Job Description.
- .04 **Approve LCER Bylaws Revisions** – On a motion by Kevin Porter, seconded by Kirt Mahlum, vote 12-0 the LCER Board of Directors approved the Bylaws revisions.
- .05 **Approve LCER Foundation Bylaws** – Pat Caldwell reviewed a few key points of the Bylaws. Kevin suggested LCER Members be used as speakers for fundraising presentations and to be “friend raisers”. On a motion by Russ Stringham, seconded by Duberly Beck, vote 12-0, the LCER Board of Directors approved the LCER Foundation Bylaws.
- .06 **Approve Nominating Committee Recommendation of LCER/NSLA Board Member** – Rick Wolf reported that the Nominating Committee met with Peter Torres regarding serving on the LCER/NSLA Board. He speaks Spanish and is in real estate. The committee recommends approving his nomination. On a motion by Russ Stringham, seconded by Buck Goodspeed, vote 12 – 0, the LCER Board of Directors approved Peter Torres as a member of the LCER Board of Directors and the NSLA School Board Committee.
- .07 **Approve Nominating Committee Recommendation of Term Renewals and Officers** - Rick Wolf reported that the Nominating Committee recommends the renewal of terms for Duberly Beck, Marcia Vargas and Regina Bell, and is not recommending the renewal of term for David Bains. They also recommend the renewal of all current officer positions. Rick made a motion of approval of the recommendation, Kirt Mahlum seconded. David provided the history of his service as a Board member and projects he is working on. Various Board members gave their opinion on the situation. Stacy noted that an investigation was conducted of the parking lot incident. Pat commented that the County wants few members and term limits as is common with other nonprofit entities. She helped develop the nominating committee procedures. Automatic renewals cannot continue. Rick revised his

motion to not include David, which was seconded by David, vote 12-0 the LCER Board of Directors approved term renewals for Duberly Beck, Marcia Vargas and Regina Bell and approved the current officer positions of Bud Biggs, Chairman, Scott Johnson, Vice Chairman, Kirt Mahlum, Treasurer, and Andy Jaramillo, Secretary. Rick made a separate motion for David Bains term to not be renewed, seconded by Kirt, vote 6-6, with Rick Wolf, Kirt Mahlum, Bud Biggs, Marcia Vargas, Duberly Beck and Buck Goodspeed in favor of nonrenewal and David Bains, Russ Stringham, Kevin Porter, Andy Jaramillo, Regina Bell and Jose Palafox in favor of renewal the LCER Board of Directors approved the term renewal for David Bains.

10.0 Information Included in Packet:

.01 Staff Reports

- Lisa Lamb reported that GAVRT would be providing a summer institute at NASA headquarters this summer. The STEM collaborative with AVUSD at the Thunderbird campus is moving along. Kevin asked if we could monetize GAVRT. Ryan stated that at their strategic planning 5 years ago it was decided to eliminate the fees. They have talked about ways to increase revenue. They currently receive funds for the JUNO mission. Andy would like us to apply for grants, which we will be looking into. Regina requested numbers of what we have provided over the last 20 years – costs and revenues. David suggested using the 20-year anniversary for PR.
- Stacy Newman reported that we are currently recruiting for the NSLA Principal but it is difficult mid-year. Kirt asked about guest teachers – they are certificated substitutes.
- Jim Quinn reported that employer retirement contributions are increasing and are being included in projections. The audit is due 12/15/17 and will be sent to the Board. He will also be sending the draft of the income tax return for review. Bud may have environmental contacts re: the land bank.
- Paul Rosell reported his report is numbers of identified students receiving services, and that students referred for counseling are not necessarily special ed. Kirt asked that information on Love and Logic be sent to the Board.
- Ryan Dorsey reported that we are transitioning to a new website template. The Tech Task Force is looking at going to iPads for the 1:1 Program. It would be a cost savings over the MacBooks.
- The Principals are working on the School Accountability Report Card that goes to CDE.

.02 Foundation Financial Reports

.03 Lewis Center Financial Reports - Jim reported that fund balance = net assets and reimbursables are moneys spent that are going to be reimbursed, i.e. a field trip. They will be budget neutral at the end of the year.

- Checks Over \$10K
- Balance Sheet
- By Department
- Comparatives
- AAE Comparatives
- NSLA Comparatives

.04 LCER Board Attendance Log

.05 LCER Board Give and Get

.06 Tom Rosenbaum Resignation

11.0 Board/Staff Comments

.01 Ask a question for clarification - Jim asked if the Executive Committee would like to be invited to the School Development Company presentations at the Finance Committee meeting. Yes and the NSLA Board would like to be invited as well.

.02 Make a brief announcement - Kirt was directed to spearhead an effort on reimbursement of construction cost overage. Jim and Darren have been working with a construction consultant and we have consulted with an attorney as well. The consultant will be finalizing the report and sending it to the attorney. Russ thanked staff and Pat for time spent getting the Board on track. Marcia thanked NSLA staff for the work on the charter renewal. Kirt felt the term discussion was done well and supports the decisions. Bud finds it comforting that the Board does not rubber stamp everything.

.03 Make a brief report on his or her own activities - Duberly Beck attending a charter school conference with administration and learned a lot on board governance. We are doing so many things right and commends everyone for being so diligent. There are things we can work on as well. Lisa attended a dual immersion session and SNLA is way ahead of where other schools are.

.04 Future agenda items – increase number on Nominating Committee Policy, add terms to bylaws, meeting time and location.

12.0 Closed Session

.01 The LCER Board of Directors convened into closed session at 10:38 a.m. to discuss the President/CEO Performance Evaluation. They reconvened into open session at 11:28 a.m. Chairman Biggs reported that no action was taken in closed session.

13.0 Adjournment

Chairman Bud Biggs adjourned the meeting at 11:30 a.m.