

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

**Minutes
March 12, 2018**

1.0 Call to Order

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

2.0 Roll Call

LCER Board Members Duberly Beck, Jim Morris, Kevin Porter, Marcia Vargas, and Rick Wolf were present.

LCER Board Members Kirt Mahlum was absent.

Staff members George Armstrong, Fausto Barragan, Ryan Dorcey, Teresa Dowd, David Gruber, Heather Juarez, Wes Kanawyer, Lisa Lamb, Stacy Newman and Jim Quinn were present.

3.0 Public Comments: AAE student Eli Lovett presented on Independent Study.

4.0 Special Presentations:

.01 NSLA Employee of the Semester awards were presented to Sophia Martinez and Michaela Sepulveda.

.02 Wes Kanawyer presented Desert Valley Hospital CEO Fred Hunter and staff member Marie Langley a plaque for their donation of 4 additional AED's to ensure the safety of students and staff on the AAE campus.

.03 New Finance Director David Gruber was welcomed. He comes with many contacts in the Inland Empire.

.04 Colonel George Armstrong reported that last November's unit evaluation received a grade of Exceeds Standards, which sets up the unit for Distinguished Unit with Merit. They have logged over 7K community service hours. Two students received full ride scholarships this year – Matthew Burgnon received a Type 1 and Austin Reeves received a Type II. There is a Flight Academy Pilot Scholarship being offered for the first time, with 700 applying, and 120 given out. Two of our students, Edwin Uglum and Austin Reeves, were selected and will receive their private pilot's license at the end of the Academy, which will be held June 3 – August 3. Kevin Porter thanked Colonel for all he's done for AAE. Duberly Beck noted that through visiting AAE and Board meetings, she is very impressed with the program and thanked him for all he's done.

.05 Jeri Christopher from Nigro & Nigro presented the 2016-17 Audit. Assets are down 1%, liabilities are down 14%, net assets are up \$1.2 million and revenues and expenses are both slightly up. There were several recommendations and they are being addressed. The firm audits AAE, NSLA and LCER. The statement of functional expenses explains how expenses are allocated across the programs. The methodology will be reviewed. Jim Quinn noted that there is an extra step this year as NSLA's MOU requires us to look at individual items on a more detailed basis. We will be doing this towards the end of the year.

.06 Wes Kanawyer and Heather Juarez presented on AAE WASC accreditation. This process is done every 6 years. We had a mid-cycle review 3 years ago. We are looking back over previous goals and reporting on their progress. We are improving classroom instruction and becoming more data driven. The WASC visit is April 8-11. They will be meeting with the Board and

WASC committee. They will be doing observations to see if what was reported is being done in the classroom. Action plan goals are:

1. Increase the % of students meeting Math Achievement Standards
2. Increase the % of students meeting ELA Achievement Standards, focusing on early literacy
3. Triangulate multiple data sources to inform curricular, pedagogical decisions schoolwide
4. Implement professional development designed to increase learning and academic achievement for all students

5.0 Consent Agenda

1. Approve Minutes of February 5, 2018 Regular Meeting
2. Approve Minutes of February 26, 2018 Special Meeting
3. Approve AAE 2018-19 and 2019-20 School Calendar
4. Approve NSLA 2018-19 and 2019-20 School Calendar
5. Accept Resignations of LCER Board Members Peter Torres and Delores Williams

It was noted that the NSLA 2019-20 Calendar showed July 3 as the holiday, rather than July 4. This will be corrected. On a motion by Rick Wolf, seconded by Duberly Beck, vote 5-0, the LCER Board of Directors approved Consent Agenda Items 5.01-5.05.

6.0 Discussion/Action Items:

- .01** Staff Report Format and Frequency – Kevin Porter reported that staff is comfortable proving these reports as long as it is ok with the Board. Rick Wolf noted that as he reads the material, it answers questions prior to the meeting. We will continue with the same format at this time.
- .02** NSLA 10th Anniversary Gala – Marcia Vargas reported that the Lewis Center Foundation is holding its first gala on May 18 at the National Orange Show. Tickets are \$100 and proceeds will support NSLA's Capital Campaign. AAE Ambassadors and NSLA ASB will work as ushers and AAE Color Guard will be doing the pledge, with NSLA students then reciting the pledge in Spanish. Invitations will be going out the beginning of April. We need the Board's help recruiting sponsors.
- .03** On a motion by Duberly Beck, seconded by Marcia Vargas, vote 5-0, the LCER Board of Directors approved adding David Gruber and removing James Foley as a signer on East West and Union Bank Accounts.
- .04** On a motion by Marcia Vargas, seconded by Duberly Beck, vote 5-0, the LCER Board of Directors approved the VVC Dual Enrollment MOU.
- .05** On a motion by Rick Wolf, seconded by Jim Morris, vote 5-0, the LCER Board of Directors approved the AAE Educator Effectiveness Fund Plan.
- .06** On a motion by Jim Morris, seconded by Duberly Beck, vote 5-0, the LCER Board of Directors approved the NSLA Educator Effectiveness Fund Plan.
- .07** Appoint Nominating Committee – We currently have 2 applications on file and have spoken to several others regarding serving on the LCER Board of Directors. We currently need 1 community member from each community (High Desert and Inland Empire) as well as 1 AAE parent. Please have anyone you would recommend forward their resume and letter of interest to us. Kevin Porter and Jim Morris agreed to serve on the committee with Lisa Lamb.

7.0 Information Included in Packet:

.01 Staff Reports

- President/CEO – Lisa Lamb
- Human Resources Director – Stacy Newman
- Special Education Director – Paul Rosell
- Finance Director – David Gruber
- IT Director – Ryan Dorsey
- AAE Principals – Wes Kanawyer/Valli Andreasen
- NSLA Principal – Fausto Barragan

.02 Lewis Center Foundation Financial Reports

- January 2018

.03 LCER Financial Reports

- Checks Over \$10K
- Budget Comparisons
- Internal Financials

.04 LCER Board Attendance Log

.05 LCER Board Give and Get

8.0 Board/Staff Comments

.01 Ask a question for clarification

.02 Make a brief announcement

- Marcia Vargas discussed the immigration enforcement issue and the need to be sensitive to our students. Conversations are taking place with staff and LCER has a policy.

.03 Make a brief report on his or her own activities

.04 Future agenda Items

9.0 Closed Session

The LCER Board of Directors convened into closed session at 5:25 p.m.

1. Conference with Legal Counsel Anticipated Litigation: Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: 1 case
2. Public Employee Performance Evaluation: President/CEO

The LCER Board of Directors reconvened into open session at 7:08 p.m. Kevin Porter, Chairman of the Board, reported that the LCER Board took action to authorize funding for facilities costs as a potential settlement offer.

10.0 Adjournment

Chairman Kevin Porter adjourned the meeting at 7:09 p.m.