

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

**Minutes  
December 2, 2019**

**1.0 Call to Order**

Chairman Duberly Beck called the meeting to order at 4:01 p.m.

**2.0 Roll Call**

LCER Board Members Duberly Beck, Pat Caldwell, Jim Morris (arrived at 4:25), Omari Onyango, Sharon Page, David Rib, Jessica Rodriguez, Marcia Vargas and Rick Wolf were present.

Staff members Valli Andreasen, Fausto Barragan, Marcelo Congo, Ryan Dorcey, Teresa Dowd, David Gruber, Lisa Lamb, and Stacy Newman were also present.

**3.0 Public Comments: None.**

**4.0 Special Presentations:**

.01 The following employees were recognized as Employee of the Semester: Michael Allen, Mary Dumont, Nancy Martinez, Lenny Ruesch, Joshua Ulland and Charles Whittenberg.

**5.0 Consent Agenda:**

- .01 Approve Minutes of November 12, 2019 Regular Meeting
- .02 Approve AAE AFJROTC Leadership Camp at Fawnskin March 23-27, 2020

On a motion by Rick Wolf, seconded by Jessica Rodriguez, vote 9-0, the LCER Board of Directors approved Consent Agenda items 5.01-5.02.

**6.0 Discussion/Action Items:**

- .01 Discuss Architect Plans for NSLA to include Interior and Exterior Designs – Steve Fierce reviewed the site plan of the new NSLA campus. Some of the classrooms will have roll up doors to create a common space. Rick Wolf brought up security issues. A complex perimeter fence will be planned, as well as controlled ingress, egress and a security station. Head Start will be completely separate with fencing.
- .02 Discuss NSLA Budget Projections and Priority Process – Larry Rieder discussed budget projections, including soft and hard costs, with all expenses included. Additional requirements include street paving, traffic signal, power lines moved and a 6% contingency. Potential cuts and priorities have been identified. We will be going out to bid with the full plans and see how the pricing comes in. There is a planning commission meeting January 14.
- .03 Discuss Negotiation with TETRA – John Phan discussed the TETRA lease that was for the AAE consolidation project. It was discovered there would be a large payout fee with the final payment. We were able to negotiate and reduce the fee.
- .04 Discuss Postponing Sale and Close of AAE Financing Until mid January/early February until survey/title issues are resolved – John Phan reported that the AAE bond was postponed due to the survey that showed some issues with the property line and setback. We are working with the Town of Apple Valley to remedy this issue and will be able to close in mid January/early February.
- .05 (a) Discuss AAE Charter Renewal – on a motion by Sharon Page, seconded by Jessica Rodriguez, vote 9-0, the LCER Board of Directors voted to add “Discuss AAE Charter Renewal” as agenda item 6.05 (a), and move “Discuss Debt Capacity for Norton” to agenda item 6.05 (b). Lisa Lamb reported that

we have a close working relationship with AAE's authorizer, AVUSD and have been working together on the Charter renewal draft. The draft was presented to the LCER Board in October, and revisions were reviewed in November. Additional changes have been made to lottery procedures, similar schools and a breakdown by zip code. The Charter should go before AVUSD's Board for approval in March.

- .05 (b) Discuss Debt Capacity for Norton – John Phan reviewed the numbers and reported that financing is strong and the project is affordable.
- .06 Approve Subordination Agreement (not included in packet) – This item was tabled to the next regular meeting as we are still working on the subordination management agreement.
- .07 Discuss 2018-19 Annual Audit – David Gruber reported that the audit has been completed and submitted to the underwriters. It includes new STRS and PERS requirements. The audit will be presented to the Board in February by Nigro and Nigro. They had a few recommendations for internal practices, including an asset log for items over \$5K.
- .08 Discuss Parent Student Handbook Updates – Lisa Lamb and Valli Andreasen reported that the AAE Parent Handbook is being revised in conjunction with the Charter revision, as it will be included in the appendix. The Handbook needs to be consistent with the Charter, Board policy, etc. NSLA's will be revised next.
- .09 Discuss School Safety Practices – Lisa Lamb, Valli Andreasen and Fausto Barragan are working with the Safety Task Force to update the Safety Plan, to include prevention, assessing student behavior and mental health, bullying, violent intruder training, emergency procedures, curriculum, and school climate. The plan is updated annually and reviewed by law enforcement agencies. The issues of school threats was discussed. We work with law enforcement to assess the situation and follow ALICE protocols. If students are recommended for counseling, we receive progress reports from clinicians if the student has an IEP, but there is a disconnect if the parent doesn't accept counseling through SELPA. We don't receive a report or know if they were or weren't receiving services elsewhere.
- .10 Discuss 2020 State of the County Regional Business Summit February 5, 2020 – Lisa Lamb discussed the Vision 2020 State of the County event on February 5. Board members should let her know if they are interested in attending.
- .11 Discuss Lewis Center Foundation Update – Marcia Vargas reported that the Foundation is meeting next week. The Foundation needs the commitment of a LCER Board member to join as Marcia is termed out and will no longer be on the LCER Board. Jessica Rodriguez volunteered. We also need volunteers for the Gala Committee. Jim Morris volunteered for the committee. Marcia asked all Board members commit to a give or get for a minimum of a table for \$1,250. Lisa, Duberly and Marcia all committed. The Save the Date will be emailed.
- .12 On a motion by David Rib, seconded by Omari Onyango, vote 9-0, the LCER Board of Directors approved the Nominating Committee Recommendation of Kevin Porter as a member of the LCER Board of Directors.
- .13 On a motion by Jessica Rodriguez, seconded by Marcia Vargas, vote 9-0, the LCER Board of Directors approved the Nominating Committee Recommendation of Torri Gray as a member of the LCER Board of Directors.
- .14 On a motion by Rick Wolf, seconded by Jim Morris, vote 9-0, the LCER Board of Directors approved the Nominating Committee Recommendation of Slate of LCER Board Officers for 2020:
  - i. Chairman – Kevin Porter
  - ii. Vice Chairman – Sharon Page
  - iii. Secretary – Jessica Rodriguez
  - iv. Treasurer – David Rib

## 7.0 **Information Included in Packet:**

- 01.** President/CEO Report – it was noted that this update is helpful.

- 02. LCER Financial Reports
  - Checks Over \$10K
  - Budget Comparisons
- 03. Lewis Center Foundation Financial Report
  - October 2019
- 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 or report on his or her own activities** – Lisa Lamb recognized Duberly and Marcia and thanked them for their service. Duberly stated that it has been an honor to serve on the LCER Board and is proud of our accomplishments. She thanked all the Board members. Marcia Vargas stated the same and that she has enjoyed the experience.

**.03 Future agenda items**

**9.0 Closed Session:**

The LCER Board of Directors convened into closed session at 6:45 p.m. They reconvened into open session at 7:09 p.m. Chairman Beck reported that the President/CEO Evaluation was completed and signed.

**10.0 Adjournment**

Chairman Duberly Beck adjourned the meeting at 7:10 p.m.