

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

**Minutes
September 9, 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, Omari Onyango (arrived at 4:10 p.m.), Sharon Page, David Rib, Jessica Rodriguez, and Rick Wolf were present.

LCER Board Member Jim Morris, Pat Caldwell, and Marcia Vargas were absent.

Staff members Valli Andreasen, Fausto Barragan, Matt Cabe, Elizabeth Chronister, Marcelo Congo, Ryan Dorcey, Teresa Dowd, David Gruber, Heather Juarez, and Lisa Lamb were also present.

3.0 Public Comments: None.

4.0 Special Presentations:

- .01 AAE Ambassadors Brielle DeLaHoussaye, President and Alex North, Vice President, updated the Board on activities at AAE such as the Chinese Delegation visit, the voice over of the Mojave Water Agency video, and the planning of the 9/11 ceremony.
- .02 Heather Juarez reported that NSLA received a WASC accreditation of 6 years. The Academic Leadership Team is staying on top of the action plan. Strengths and weaknesses were reviewed. Rick asked why Spanish was a strength but Biliteracy was a weakness. It is due to seeing the Spanish in the classroom vs. students actually being biliterate. The WASC committee felt NSLA was overstaffed and encouraged us to look at that for sustainability. There are a lot of support staff, counseling and student services. We also need to add more rigor to MS.

5.0 Consent Agenda

- .01 Approve Minutes of August 12, 2019 Special Meeting
- .02 Approve Minutes of August 9, 2019 Special Meeting
- .03 Approve Updated 2019 LCER Board Calendar
- .04 Approve AAE European Field Trip March 21 – April 3, 2020

On a motion by Rick Wolf, seconded by Sharon Page, vote 6-0, the LCER Board of Directors approved Consent Agenda Items 5.01 – 5.04.

6.0 Discussion/Action Items:

- .01 Approve Urban Futures Engagement Letters for AAE and NSLA – The prior engagement letter was for NSLA only, and was approved for \$85K. The new agreements are \$65K each. A lot of the work is the same regardless of the bond amount and the scope of work has grown. On a motion by Sharon Page, seconded by Omari Onyango, vote 6-0, the LCER Board of Directors approved the Urban Futures Engagement Letters for AAE and NSLA.
- .02 Approve Charter School Property Solutions Development Consultant Services Agreement – This formal development agreement has gone through legal but has had some minor delays due to having to make up ground from the former developer. It was asked if there was a guaranteed timeline in the agreement with a penalty for delay within their control. We are anticipating a 2 month delay currently and want to start the bid process by January. Rick also wanted to be sure the payout schedule was

based on completion of construction and also that we were working on traffic and security. Duberly would like timelines for completion of the project in writing. CSPS is ok to postpone approval until the timeline is included. This item was tabled to the next meeting.

- .03 Approve Resolution NO. 2019-02 – Declaring an Official Intent to Reimburse Itself From the Proceeds of a Future Borrowing for Capital Expenditures and Providing Certain Other Matters in Connection Therewith – It was brought to our attention that the resolution figures were different than the Tefra notice figures. These figures are “not to exceed” amounts and allows us to reimburse ourselves from tax exempt bonds. The figures should be consistent and we will revise the figures to match. On a motion by Sharon Page, seconded by David Rib, vote 6-0, the LCER Board of Directors approved Resolution NO. 2019-02 with the figures updated to \$15K and \$45K.
- .04 Discuss AAE Bond Refinancing and Capital Improvement Needs – John Phan and David Gruber reviewed a summary of financing scenarios. Three of them were with no added investment and three were with AAE projects of need included such as an 8K sq ft multipurpose room with a stage, repurposing the cafeteria into science labs, athletic fields, updating the asphalt parking lot, shade, and special education needs. John indicated that now would be the best time to take on additional debt for AAE. The addition of AAE debt was presented to AAE staff with positive feedback. There are options for shorter terms as well. We can prepay without penalty in year 9 or 10. We currently have 1.1 million in reserve, but would like to increase that to 3 million.
- .05 Discuss Bond Financing Update and Tefra Notice for AAE and NSLA Including Timeline Projections – John stated that the timing for AAE would be to close by late November. Staff are working on due diligence items. The Tefra Notice is required for tax exempt bonds and notifies the public that the project is taking place. They can comment at the County Board meeting in October. We will be going to the rating agency this month. After January 1, 2020 projects will be subject to prevailing wage so we are going to expedite the schedule and have NSLA close by December. Usually investors want approval before financing closes, so finance will set up and escrow that cannot be accessed until approval. There will be additional interest expenses, but the savings is greater than prevailing wage.
- .06 Discuss NSLA Expansion Executive Committee Update – Lisa reported that the committee is planning to finalize the floor plans for NSLA and the pre-school. They are working hard to be sure site plans meet needs.
- .07 Discuss Strategic Plan Revision Update – Lisa sent out a draft of the Strategic Plan, which was reviewed. Several sections were revised and goals and objectives were updated. The history of the plan will be moved to an appendix
- .08 Discuss Succession Plan Update – The Personnel Task Force did not have any update. They have been reviewing documents but have not been able to meet.
- .09 Discuss AAE Charter Renewal Update and Timeline – Lisa, Valli and Heather are working on the AAE charter renewal. They would like to have a draft ready for the November LCER Board Packet and a final draft to AVUSD Board by December and a presentation at their January meeting. The lottery guidelines will need to be updated as we will not be able to accept students on the waiting list until they are age eligible for TK or K. Current students on the list will be grandfathered in.
- .10 Discuss Lewis Center Foundation Update – Matthew reported that the committee has over \$53K committed to sponsorships so far, and there are several sponsorships remaining. Expenses have been budgeted for \$16K. Board members were encouraged to give or get, or volunteer. David Rib volunteered to help that morning.

7.0 **Information Included in Packet:**

01. President/CEO Report –
02. LCER Financial Reports
 - Checks Over \$10K
 - Budget Comparisons

- 03. Lewis Center Foundation Financial Report
 - June 2019
- 04. LCER Board Attendance Log
- 05. LCER Board Give and Get
- 06. AVUSD Correspondence Re: LCER Budget

8.0 Board/Staff Comments:

.01 Ask a question for clarification

.02 Make a brief announcement – Lisa invited the Board to the 9/11 ceremony at AAE. She also reported that the Science on a Sphere should be installed next week. Also the CCSA Conference is March 16-19, 2020. Let Teresa know if your interested in attending.

.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 6:19 p.m. to discuss:

.01 Public Employment: President/Chief Executive Officer

.02 Public Employee Performance: President/Chief Executive Officer

The LCER Board of Directors reconvened into open session at 6:37 p.m. Chairman Duberly Beck reported that no action was taken in closed session.

10.0 Adjournment

Chairman Duberly Beck adjourned the meeting at 6:38 p.m.