

**Minutes for Regular Meeting of the Lewis Center for Educational Research Board
September 13, 2021**

1. **CALL TO ORDER AND PLEDGE OF ALLEGIENCE:** Chairman Rib called the meeting to order at 4:05 p.m.
2. **ROLL CALL:** LCER Board Members Pat Caldwell (arrived at 4:18), Torii Gray (arrived at 4:20 p.m.), Jim Morris (arrived at 4:15 p.m.), Sharon Page, Kevin Porter, David Rib, Jessica Rodriguez and Rick Wolf were present. LCER Board member Omari Onyango was absent.

Staff members Valli Andreasen, Fausto Barragan, Marcello Congo, Jisela Corona, Ryan Dorcey, Teresa Dowd, David Gruber, Heather Juarez, Lisa Lamb and Stacy Newman were also present.

3. **PUBLIC COMMENTS:** Sharon Page read a comment from NSLA parent Lucy Tello regarding communication and COVID safety.
4. **SPECIAL PRESENTATIONS:**
 - .01 LCER Ambassadors Update – None
 - .02 AAE and NSLA End of Year 2021 Academic Performance Reports – Heather Juarez reported on end of year testing for AAE and NSLA. She reported on benchmarks and reviewed the data reports that were included in the packet. AAE’s testing participation rate was 92% overall and NSLA’s was 89% overall. We are continuing rocket lab at NSLA and working on social emotional learning. There is an increase in students seeing the counselors. Kevin Porter asked about benchmarks for each grade level. The chart is 3rd – 8th grade at both schools and 11th at AAE. Angel Arrington from SBCSS created the format and Lisa and Heather thought it would be good to use to present information to our Board. She would like the Board’s feedback on the format. There are some gaps that we need to focus on. Sharon Page added that distance learning math was not successful during COVID. Kudos for getting back in person as soon as we could.

5. **CONSENT AGENDA:**
 - .01 Approve Minutes of the August 9, 2021 Regular LCER Board Meeting
 - .02 Approve AAE 6th Grade Field Trip to Pali in Running Springs, CA, 9/29/21 – 10/1/21
 - .03 Approve Revised AAE SFJROTC Senior Cadet Field Trip – Los Angeles & JPL Oct 2-4, 2021
 - .04 Approve 2021/24 Amended MOU and College Careers Access Pathways Partnership Agreement Between Victor Valley Community College District and the LCER

On a motion by Jim Morris, seconded by Sharon Page, vote 8-0, the LCER Board of Directors approved Consent Agenda items 5.01 – 5.04 by roll call vote.

6. **ACTION ITEMS:**
 - .01 Approve NSLA English Learner (EL) Master Plan – Heather Juarez reported that she and Toni Preciado have worked this past year on this plan as WASC asked about it when they visited. This is the formal plan about how to inform stakeholders about our English Learner population. Norton’s EL population is 28% this year. It was 32% last year so it has decreased. At AAE it is 4%. Last year was 3%, so it is increasing. They will work on AAE’s plan next. The Board officer positions will be updated and a date should be added as well. At NSLA, they are getting their MS/HS EL students together for instruction. Jim Morris asked how the EL students integrate with ELA proficiency. They receive additional instruction and we’re hoping with teacher training we will see an improvement. It is something we are working on at AAE. Toni Preciado added that at AAE we have professional development planned and it is a priority. On a motion by Kevin Porter, seconded by Pat Caldwell, vote 8-0, the LCER Board of Directors approved the NSLA English Learner Master Plan by roll call vote with the updated Board list and date added.
 - .02 Approve updated BP: 6158 Independent Study to include grades K-12 for long-term independent study – Lisa Lamb reported that since the last revision we have needed to rethink our plan regarding

long term independent study and we now need to offer it to Elementary and Middle School, as well as high school. We have lost several families to home school options. She provided quarantine statistics on COVID cases and close contacts. We are contracting with vendors to provide long term independent study instruction. Kevin asked if a new student that wanted to do remote learning could do so. It's not an option. We are not creating a virtual learning environment. It is for current families that need it on a more temporary basis. To received ADA, short and long term independent study students/parents need to sign and return a Master Agreement and we must receive assignments back as well. It is a lot of tracking. We are 10% down ADA for August and may be more this month which is a loss in revenue. On a motion by Sharon Page, seconded by Kevin Porter, vote 8-0, the LCER Board of Directors approved updated BP: 6158 Independent Study by roll call vote.

- .03 Approve updated IIPP (Illness, Injury and Prevention Plan) Addendum to reflect new COVID guidance for employees – Lisa publicly commended Stacy Newman for the incredible job she has done as the sole contract tracer for the LCER at this time. These updates are from CDPH guidance from September 1, 2021. The intent is to keep students in person to the greatest extent possible. It eliminated temperature screening, which is not effective. Masks are required indoors. Staff will need to be vaccinated or tested weekly on campus. This does not apply to students. We also have serious staff shortages. We also cannot use volunteers at this time, but are working on a plan to possibly use vaccinated volunteers to add additional help. It is a multifaceted issue. CalOSHA will have new guidelines that may require future updates. David Rib thanked Stacy for the detailed document. On motion by Pat Caldwell, seconded by Jessica Rodriguez, vote 8-0, the LCER Board of Directors approved the updated IIPP Addendum by roll call vote.
- .04 Approve updated BP 3500 Health and Safety Policy for COVID-19 to reflect new COVID guidance for staff and students – Sharon Page brought up that it states “limited volunteers”. They will be limited, not our regular volunteers. She suggested moving “volunteers” before non-essential visitors and activities and noting “limited volunteers”. On a motion by Sharon Page, seconded by Pat Caldwell, vote 8-0, the LCER Board of Directors approved updated BP 3500 Health and Safety Policy for COVID-19 by roll call vote with the discussed changes.

7. DISCUSSION ITEMS:

- .01 NSLA Gym Construction Project Status Update – Lisa Lamb reported that we are preparing to go out to bond in November. We have put in fencing around the site. Lisa will have TSK provide the final architect plan, and the plan is not to exceed \$5 million for hard and soft costs. Steel needs to be ordered at it is an 8-week turnaround time. Lisa feels doing this isn't too much of a risk. The plan is to break ground in December. We will have the full plan brought to the Board in November.
- .02 NSLA Construction Update and Completion Timeline – Lisa Lamb is excited to announce we are done with the campus! Lisa commended Ryan Chamberlain and all facilities staff who have done an amazing job at both schools, as well as Ryan Dorcey and all IT staff. Fausto, Myrna and Humberto have done an amazing job and staff have pulled together to help out as well. Jessica Rodriguez commended staff and administration as well.
- .03 Discuss Changing Time of LCER Board Meetings, Alternating Primary Sites and Executive Order N-08-21 rescinding prior Executive Order N-29-20 and setting a date of October 1, 2021 for public agencies to transition back to public meetings held in full compliance with the Brown Act – Lisa Lamb – Lisa Lamb wanted to know if 4:00 was an ok time for starting traffic wise. She proposed pushing the time back to 4:30 p.m. We will try this time moving forward and see how it goes. Beginning October 1, Board members will need to again post their location on the agenda to be able to participate in the meeting, and we would need that information a week in advance. The public would be able to attend at that location and the agenda must be posted at that site. Board members should plan on attending at one of the school locations. An alternating main site has been designated and Board members are asked to attend that site if possible. The alternate site will be available as well. We will maintain the teleconference option for the public to attend the meetings.
- .04 Discuss Upcoming Key Events – Lisa Lamb reported that key events are included for the Board's convenience and members are welcome to attend events as able. The James Webb night will have NASA officials in attendance and we'd love to see some Board members there.

- .05 NSLA Back to School Update – Fausto Barragan provided an update on the start of school for NSLA. Teachers and staff have been amazing. Lisa visits classrooms every Monday, alternating sites, and invited the Board to join her anytime.
- .06 Lewis Center Foundation Update – Jessica Rodriguez reminded the Board that October 1 is the Gala. Invite your friends and family. If you can't attend, please support in some way. We need auction items as well.

8. INFORMATION INCLUDED IN PACKET: *(Board members may ask questions on items for clarification.)*

- .01 President/CEO Report – Sharon Page asked about an update on the A101 HVAC unit. We ordered a new unit on the first day of school but it has an 8-week turnaround time. The air was serviced for the classrooms and they are cooling well. The Merv 13 filters installed for COVID causes the units to overwork.
- .02 LCER Grant Tracking Report
- .03 LCER Financial Reports
 - Checks Over \$10K
 - Budget Comparisons
- .04 Lewis Center Foundation Financial Reports
 - July 2021
- .05 AAE and NSLA Enrollment Data – Kevin asked about NSLA enrollment – it is on pace and just a little low for secondary. Families are continuing to enroll. We have a new Registrar, Angela, that is doing a great job and Annalee is doing a great job training her.
- .06 LCER Board Attendance Log

9. BOARD/STAFF COMMENTS:

- .01 Ask a question for clarification
- .02 Make a brief announcement
- .03 Make a brief report on his or her own activities – Kevin Porter attended the NSLA dedication and noted that everyone from our stakeholder team didn't make it about themselves and were great speakers. He congratulated everyone. David Rib added that Lisa's comments were uplifting, Fausto's were heartfelt, and Max stole the show. The right person represented the Board. Jim gave a great history and it was very moving. Pat also said it was a great event and loved walking around and seeing the excitement. David Rib attended the NASA in Your Neighborhood event last Saturday. The speakers were engaging and the youth asked lots of questions. It was a wonderful event and facility. They are the same NASA scientists we are partnering with for Noche de Estrella. Several teachers received certification to check out meteorite samples. There were rocks from the moon and Mars.
- .04 Future agenda items

10. ADJOURNMENT: Chairman Rib adjourned the meeting at 6:23 p.m.