

**Minutes for Regular Meeting of the Lewis Center for Educational Research Board
October 16, 2023**

1. **CALL TO ORDER AND PLEDGE OF ALLEGIENCE:** Chairman Caldwell called the meeting to order at 4:30 p.m.
2. **ROLL CALL:** LCER Board members Pat Caldwell, Yolanda Carlos, Sharon Page, Omari Onyango, David Rib, Jessica Rodriguez and Pat Schlosser were in attendance. LCER Board member Marisol Sanchez was absent. LCER staff members Marcelo Congo, Jisela Corona-Gonzalez, Ryan Dorcey, Teresa Dowd, David Gruber, Lisa Lamb, Toni Preciado and Victor Uribe were also in attendance.
3. **PUBLIC COMMENTS:** None
4. **SPECIAL PRESENTATIONS:**
 - .01 LCER Student Updates – LCER Ambassador CJ Jeffs gave an update on AAE student activities, such as planning for Fall Festival and Winter Formal. The Ambassadors are having a yard sale this Saturday. Donations are welcome. Girls’ Volleyball has their first CIF playoff game this Thursday. Winter sports tryouts are upcoming. ROTC is adopting a street to clean up. They are also providing the Color Guard for the CSDC conference in November. Scholarship opportunities are coming in. Corey Zaman gave an update on NSLA student activities, such as soccer tryouts and MS and HS are having Halloween dances.
 - .02 AAE School Update – Lisa Lamb updated the Board that many projects were completed over the break, such as an ADA ramp in front of the M building, and the soccer field is completed and students will be able to use it starting November 1. A bridge was completed over the wash to get to the field. The baseball field is out to bid and should start construction in November. Building B is being remodeled for Admin. We will be meeting with teachers regarding the grading policy and tutoring is happening for grades 2-12.
 - .03 NSLA School Update – Victor Uribe, Principal, updated the Board that PTO held their first ever fall festival before break. They raised over \$15K and it was a great evening. Dia de los Muertos will be November 2 and altars will be shared. A tailgate is happening November 3. Community Day is this Wednesday to support inclusiveness. A new pedestrian gate was added
 - .04 LCER/Chilean GAVRT Student Exchange Program - Lisa Lamb, Ryan Dorcey and Toni Preciado shared an update on this program. We had our 3rd exchange in August with 13 students and 1 staff member from Chile visiting. The students attended classes with NSLA students and there were excursions. Their favorite class was computer science. GAVRT has been the foundation for this exchange, and they were able to tour Harvey House and run a GAVRT session at AAE. On the weekends the students spent time with their host families and visited Universal Studios, attended a Dodger Game and went to laser tag. NSLA has started Club Chile with 7 students and 3 staff members that will be going to Chile in the fall of 2024. The club is looking to raise \$25K for the trip. The next steps are to sign a MOU to further define the GAVRT partnership in Chile and continue to collaborate with them and develop internships. Lisa thanked Toni for making this happen.
5. **CONSENT AGENDA:**
 - .01 Approve Minutes of September 11, 2023 Regular Meeting
 - .02 Approve AAE Band Field Trip to World Strides Anaheim Heritage Festival April 25-28, 2024
 - .03 Approve NSLA AAE/AVCI Field Trip December 1-2, 2023

On a motion by Omari Onyango, seconded by Pat Schlosser, vote 7-0, the LCER Board approved Consent Agenda Items 5.01-5.03 by roll call vote.

6. ACTION ITEMS:

- .01 Approve AAE Unaudited Actuals – David Gruber reported that these are the closing figures for AAE and the auditors were here just before break. AAE met all of the regulation requirements for COVID fund expenditures. On a motion by David Rib, seconded by Yolanda Carlos, vote 7-0, the LCER Board approved the AAE Unaudited Actuals by roll call vote.
- .02 Approve NSLA Unaudited Actuals – David Gruber reported that NSLA also met their COVID fund obligations and is also in a good position. On a motion by Sharon Page, seconded by David Rib, vote 7-0, the LCER Board approved the NSLA Unaudited Actuals by roll call vote.
- .03 Approve AAE Consolidated Application – David Gruber reported that this is an annual application we complete. It provides federal funding for Title I, Title II and Title IV. On a motion by David Rib, seconded by Pat Schlosser, vote 7-0, the LCER Board approved the AAE Consolidated Application by roll call vote.
- .04 Approve NSLA Consolidated Application – David Gruber reported that this is an annual application we complete. It provides federal funding for Title I, Title II, Title III and Title IV. The EL population is greater at NSLA, which allows Title III funding. On a motion by Omari Onyango, seconded by Jessica Rodriguez, vote 7-0, the LCER Board approved the NSLA Consolidated Application by roll call vote.
- .05 Authorize Dr. Lisa Lamb to sign MOU between LCER and Universidad Católica de la Santísima Concepcion (UCSC) – Lisa Lamb reported that the MOU is GAVRT centered and calls out the coordinators and activities and includes hold harmless language and a term of 3 years. On a motion by Yolanda Carlos, seconded by Sharon Page, vote 7-0, the LCER Board authorized Dr. Lisa Lamb to sign the MOU between LCER and Universidad Católica de la Santísima Concepcion by roll call vote.

7. DISCUSSION ITEMS:

- .01 AAE Projects Update – David Gruber reported that the soccer field is completed; we have received one proposal for the baseball field and are hoping for more, we are seeking legal support for the RFP process on the B Building remodel. The old walk in freezer was relocated over break. Once Admin moves out of N, it will be used for Special Ed offices and classroom space. The cost for these projects is around \$1.2 million.
- .02 Lewis Center Foundation Board Update and Annual Gala Review – Lisa Lamb reported the Gala raised over \$17K. Thank you to everyone for their support. Thank you to the Foundation and Teresa and Jisela for their hard work. The next Gala will be September 28, 2024 in the Inland Empire. Mark your calendars now. They are also planning a wine social for April 18, 2024 and another McTeacher’s night on January 24, 2024 in Apple Valley and San Bernardino.
- .03 Update on new Payroll and Substitute systems to be implemented in January – David Gruber reported that we are converting our payroll system in January and are looking forward to the update to increase productivity. Ryan Dorcey reported that we are updating our sub system to Frontline. This will free up time at each site as we are currently manually calling for subs. There will also be an online payment system added to our Infinite Campus system for parent to make electronic payments. We hope the systems will share data to streamline processes.

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

- .01 President/CEO Report
- .02 Grant Tracking Report
- .03 LCER Financial Reports
 - Checks Over \$10K
 - Budget Comparisons
 - Lewis Center Foundation Financial Reports
- .04 LCER Board Attendance Log
- .05 LCER Board/Lewis Center Foundation Give and Get

9. BOARD/STAFF COMMENTS:

- .01 Ask a question for clarification
- .02 Make a brief announcement or a brief report on his or her own activities - Ryan reported that the eclipse presentation went very well Saturday via livestream. We were written into a grant that funded the solar observations and we were able to get great images. Yolanda reported that it was very interesting to watch. Our upgraded observatory has a new solar telescope and there were 87 participants at AVCI. Pat Schlosser thanked Ryan for the use of new equipment. The star parties have a huge increase in attendance due to the new equipment. STEM nights are having an increase in attendance as well. Thank you to the partnership with AVUSD.
- .03 Future agenda items

10. ADJOURNMENT: Chairman Caldwell adjourned the meeting at 5:23 p.m.