

**Minutes for Regular Meeting of the Lewis Center for Educational Research Board
November 13, 2023 - Public Meeting – 4:30 p.m.**

1. **CALL TO ORDER AND PLEDGE OF ALLEGIANCE:** Vice Chairman Rodriguez called the meeting to order at 4:31 p.m.
2. **ROLL CALL:** LCER Board Members Jessica Rodriguez, Omari Onyango, David Rib, Sharon Page, Marisol Sanchez and Pat Schlosser were present. LCER Board Members Pat Caldwell and Yolanda Carlos were absent.
3. **PUBLIC COMMENTS:**
4. **SPECIAL PRESENTATIONS:**
 - .01 LCER Student Updates – LCER Ambassadors CJ Jeffs and Kyriacos Philippou presented AAE student updates. Last week ASB held Winter Formal. The haunted house at fall festival made more than any previous year. ASB is planning a school clean up on December 1. The Ambassadors are fundraising for Sacramento. Band is preparing for the Christmas Parade and winter concerts. AAE and NSLA will have a soccer game and a basketball game in December. ROTC is holding a joint military ball at Sultana HS. Mock Trial is going well and they won their first round. Students Run LA ran a 15K yesterday. LCER Ambassador Kasey Medina presented NSLA student updates. On November 2 there was a Dia de los Muertos celebration. A canned food drive is being held for the holidays. National Honor Society has started and is planning university tours. Cross Country girls qualified for CIF. Soccer and MS baseball have started.
 - .02 AAE School Update – Chet Richards, Principal reported that we are working on increasing attendance. The CSDC conference provided some ideas on this. SART meetings are being held per our attendance policy. We will fill open spots in January. The CSDC conference was great this year and the team divided up to attend as many sessions as possible. Fall Festival raised over \$34K. A drug trend presentation is happening on Thursday online. We are reviewing data to see what is working, what is not, and what reading levels students are at.
 - .03 NSLA School Update – Victor Uribe, Principal reported that the CSDC conference was great. NSLA had their first 2 athletes in school history to be named all-league. They also received the CIF sportsmanship award. NSLA is working on attendance as well. Parent conferences are this week for TK-5. The October dances went well. The 8th grade PALI trip was a great trip. The 6th graders enjoyed Garner Holt and 2nd grade went to Riley’s Farms.
 - .04 SEL/MTSS/Special Education Presentation - Marcelo Congo, Director of Student Support Services presented a LCER MTSS Mission to best support and collaborate with teachers to meet the needs of all students. School counseling services have been strengthened at both sites. The MTSS tiered support system was reviewed as well as the team approach to decision making. The parents are always involved. Legislative updates were also discussed. We are using new curriculum and programs to help support students. The counseling team has set up many support groups for various age groups and grade levels. He commended his staff for being so responsive and professional when interacting with outside agencies. The fall SEL survey results were shared. We continue to use GoBeacon software for suicide prevention. It alerts staff if students are searching actions online and we follow up as necessary. Care Solace is another online resource to assist families in finding local mental health related programs and counseling services. We are supporting 342 students with disabilities in Special Ed. The population at AAE is staying around 10-11%, and the population at NSLA is increasing each year and is at 15%. We have many allied services and partnerships as well. Marcelo thanked his team for their hard work. He commended his assistant Sam for all the coordination of services.
5. **CONSENT AGENDA:**
 - .01 Approve Minutes of October 16, 2023 Regular Meeting

.02 AAE SFJROTC WALTS Overnight Camp January 3 - 4, 2024

.03 NSLA 4th Grade Field Trip to YMCA Camp Surf Week of April 8 or April 15, 2024

On a motion by Pat Schlosser, seconded by David Rib, vote 6-0, the LCER Board of Directors approved Consent Agenda items 5.01-5.03 by roll call vote. WALTS is Winter Advanced Leadership Training School.

6. ACTION ITEMS:

- .01 Approve Revision of BP 4100 – Certificated Personnel – Lisa Lamb reported this policy was updated to align with the employee handbook and updated job descriptions. On a motion by David Rib, seconded by Omari Onyango, vote 6-0, the LCER Board of directors approved the revision of BP 4100 by roll call vote.
- .02 Approve Revision of BP 4112.4 – Health Examinations – Lisa Lamb reported that this policy was updated to align with California Ed Code and California Department of Public Health. On a motion by Omari Onyango, seconded by Pat Schlosser, vote 6-0, the LCER Board of Directors approved the revision of BP 4112.4 by roll call vote.
- .03 Approve Deletion of BP 4118 – Suspension/Disciplinary Action – Lisa Lamb reported that this policy was adopted in early years when we followed District policies. We are at will so do not need to follow this policy. The employee handbook states what constitutes disciplinary actions. Our legal counsel advises not to have this policy. It was asked if we are bound by labor code. Yes we are as we do not have a bargaining agreement. It was asked who the final authority is for employee terminations. It is the President/CEO. The Board’s jurisdiction is only over the President/CEO. Lisa will share the handbook language with the Board. If there is any legal action, it is shared with the Board. This agenda item was tabled to the next meeting for additional review.
- .04 Approve Revision of BP 4119.21 – Code of Ethics – Lisa Lamb reported that this policy was updated to align with the employee handbook. Professional standards were updated. It was asked what defines inappropriate attire. If it disrupts the learning environment it would not be allowed. On a motion by Pat Schlosser, seconded by Marisol Sanchez, vote 6-0, the LCER Board of Directors approved the revision of BP 4119.21 by roll call vote.
- .05 Approve Deletion of E 4119.21 – Code of Ethics – Lisa Lamb reported that the information included in this policy previously was included in the revised BP 4119.21. The E is usually an exhibit. On a motion by Sharon Page, seconded by Marisol Sanchez, vote 6-0, the LCER Board of Directors approved deleting E 4119.21 by roll call vote.
- .06 Approve Revision of BP 4121 – Substitute Teachers – Lisa Lamb reported that this language was updated to include requirements for certificated substitutes. On a motion by David Rib, seconded by Omari Onyango, vote 6-0, the LCER Board of Directors approved the revision of BP 4121 by roll call vote. It was asked if classified substitutes were mentioned in a different policy. Lisa will provide this information to the Board.
- .07 Approve Revision of BP 4401 – At Will Employer – Lisa Lamb reported that this revision is aligning language to our charters, bylaws and employee handbook. As this policy is similar to the other policy being tabled, this item will be tabled to the next meeting and we will bring back more information to the Board.

7. DISCUSSION ITEMS:

- .01 AAE Projects Update – Chet Richards updated the Board that we are moving forward on the baseball field, but it may not be ready by spring due to the grass needing additional time.
- .02 Lewis Center Foundation Board Update – Marisol Sanchez updated the Board that McTeacher’s night is on January 24, 2024 in Apple Valley and San Bernardino, the wine social is being planned for April 18, 2024 and the gala is being planned for September 28, 2024.

8. INFORMATION INCLUDED IN PACKET:

- .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
- .06 AAE and NSLA Federal Cash Management Data Collection Reports

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
- .03 Future agenda items

10. CLOSED SESSION: The LCER Board of Directors convened into closed session at 6:01 p.m. The LCER Board of Directors reconvened into open session at 6:43 p.m. Vice Chairman Rodriguez that the LCER Board approved the Pupil Personnel Administrative Hearing Panel Recommendation on AAE Stipulated Expulsion Case #7859 by unanimous roll call vote, and the Pupil Personnel Administrative Hearing Panel Recommendation on NSLA Expulsion Case #33500 by unanimous roll call vote.

11. ADJOURNMENT: Vice Chairman Rodriguez adjourned the meeting at 6:45 p.m.