

LEWIS CENTER FOR EDUCATIONAL RESEARCH

17500 Mana Road, Apple Valley, CA 92307 (760) 946-5414 (760) 946-9193 fax

Agenda for Regular Meeting of the Lewis Center for Educational Research Board

Meeting at 17500 Mana Rd., Apple Valley, CA, Gym Conference Room

Additional Location:

Norton Science and Language Academy, 503 E. Central Ave., San Bernardino, CA 92408, K5

November 13, 2018 - Public Meeting – 4:00 p.m.

1. **CALL TO ORDER AND PLEDGE OF ALLEGIENCE:** Kevin Porter
2. **ROLL CALL:** Kevin Porter
3. **PUBLIC COMMENTS:** Members of the general public may address the Board during Public Comments or as items appearing on the agenda are considered. A time limit of three (3) minutes shall be observed. Those wishing to speak are invited to fill out a Request to Speak Card and give it to the Secretary.
4. **SPECIAL PRESENTATIONS:**
 - .01 AAE Ambassadors Presentation
 - .02 NSLA ASB Presentation
 - .03 AAE LCAP Local Indicators presentation – Pg 3
 - .04 NSLA LCAP Local Indicators Presentation – Pg 4
5. **CONSENT AGENDA:**
 - .01 Approve Minutes of October 15, 2018 Regular Meeting – Pg 5-6
 - .02 Approve Minutes of October 19, 2018 Special Meeting – Pg 7
 - .03 Approve AAE Class of 2019 Disneyland Grad Nite Field Trip – Pg 8-9
6. **DISCUSSION/ACTION ITEMS:**
 - .01 Lewis Center Foundation Update - Marcia Vargas
 - .02 Discuss AAE College Readiness Block Grant Plan – Valli Andreasen – Pg 10
 - .03 Discuss LCER Nominating Committee – Kevin Porter
 - .04 Discuss VVWRA Easement – Kevin Porter
7. **INFORMATION INCLUDED IN PACKET:** *(Board members may ask questions on items for clarification.)*
 - .01 Staff Reports
 - President/CEO – Lisa Lamb – Pg 11-15
 - Human Resources Director – Stacy Newman – Pg 16-19
 - Finance Director – David Gruber – Pg 20
 - AAE Principal – Valli Andreasen – Pg 21-23
 - NSLA Principal – Fausto Barragan – Pg 24-28
 - .02 LCER Financial Reports
 - Checks Over \$10K – Pg 29
 - Budget Comparisons – Pg 30-31
 - .03 Lewis Center Foundation Financial Report
 - September 2018 – Pg 32
 - .04 LCER Board Attendance Log – Pg 33
 - .05 LCER Board Give and Get – Pg 34

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8. 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
- .04 Future agenda items

9. CLOSED SESSION:

- .01 Public Employee Performance Evaluation: President/CEO

10. ADJOURNMENT: Kevin Porter

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the agency at least 48 hours before the meeting by calling (760) 946-5414 x201.

Any written materials relating to agenda items to be discussed in open session are available for public inspection prior to the meeting at 17500 Mana Rd., Apple Valley, CA.

**Lewis Center for Educational Research
Board Packet Agenda Items**

Date of meeting: November 13, 2018

Title: Annual LCAP Review

Presentation: X Consent: Action: Discussion: Information:

Background:

The Local Control and Accountability Plan (LCAP) is a three-year plan that describes the goals, actions, services, and expenditures to support positive student outcomes that address state and local priorities. As part of the LCAP process, AAE Principal is reviewing the progress toward the goals included in the existing LCAP with stakeholders and preparing for California School Dashboard release.

Fiscal Implications (if any):

Dashboard indicators will inform the development and revision of our LCAP and budget alignment to identified needs.

Impact on Mission, Vision or Goals (if any):

LCAP aligns financial resources with school Mission, Vision, and Goals.

Recommendation:

Review LCAP and provide input.

Submitted by:

Valli Andreasen, Principal, Academy for Academic Excellence

**Lewis Center for Educational Research
Board Packet Agenda Items**

Date of meeting: November 13, 2018

Title: NSLA Principal's LCAP presentation

Presentation: X Consent: Action: Discussion: Information:

Background:

The LCAP is a tool for local educational agencies to set goals, plan actions, and leverage resources to meet those goals to improve student outcomes. NSLA's LCAP includes the following goals:

Goal 1 : All school community members (administrators, teachers, paraprofessionals, parents, students) will work together to improve student achievement in all content Areas.

Goal 2 : Provide safe and well-maintained facilities with a positive learning climates and instructional practices that are culturally responsive, and support the academic, social, emotional, and physical needs of all students.

Goal 3: To actively engage parents in meaningful collaboration and shared decision making, resulting in achievement of measurable goals for school climate, student engagement, and academic achievement, including all learners.

Fiscal Implications (if any): None

Impact on Mission, Vision or Goals (if any): The goals set in the NSLA LCAP will drive decision making that will impact the NSLA Mission Vision and Goals.

Recommendation:

Review NSLA Local Control Accountability Plan

Submitted by: Fausto Barragán, Principal

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

**Minutes
October 15, 2018**

1.0 Call to Order

Chairman Kevin Porter called the meeting to order at 4:00 p.m.

2.0 Roll Call

LCER Board Members Duberly Beck, Kirt Mahlum, Omari Onyango, Sharon Page, Kevin Porter, Marcia Vargas and Rick Wolf were present.

LCER Board Members Jim Morris and David Rib were absent.

Staff members Valli Andreasen, Tony Castro, Fausto Barragan, Ryan Dorcey, Teresa Dowd, David Gruber, Lisa Lamb, and Stacy Newman, and Paul Rosell were also present.

3.0 Public Comments: None

4.0 Special Presentations:

.01 NSLA 7th Grader Joshua Ladson presented his robotics project to the Board.

.02 Valli Andreasen presented AAE's CAASPP results. All student performance is higher than state, county and local schools. The next steps include more rigorous curriculum and professional development on new math curriculum.

.03 Fausto Barragan presented NSLA's CAASPP results. They will be celebrating the scores this week on campus.

5.0 Consent Agenda

.01 Approve Minutes of September 17, 2018 Special Meeting

.02 Approve Minutes of September 17, 2018 Regular Meeting

.03 Approve Updated 2018-19 LCER Board Calendar Changing March 11 to March 18, 2019

On a motion by Kirt Mahlum, seconded by Marcia Vargas, vote 7-0, the LCER Board of Directors approved Consent Agenda Items 5.01 – 5.03.

6.0 Discussion/Action Items:

.01 Lewis Center Foundation Update – Marcia Vargas thanked everyone for supporting the Wine and Cheese Social. There were 97 in attendance and good Board representation. It was a good “friendraiser” and we made some great new contacts, as well as rekindled some old contacts. The event brought in \$5,550 in revenue towards scholarships. Don't forget October 30 is Give BIG San Bernardino County.

.02 Strategic Planning Reminder – Don't forget this Friday is the Strategic Planning meeting at 8:30 a.m. Pat Caldwell is facilitating.

.03 Approve Bylaws Revisions – On a motion by Duberly Beck, seconded by Omari Onyango, vote 7-0, the LCER Board of Directors approved the amended bylaws.

.04 LCER Board Recruitment – Pat Caldwell has submitted her letter of interest and resume. Kevin asked for help recruiting someone from the San Bernardino area. Please think about

your contacts. Also an additional Board members is needed for the Nominating Committee – Rick Wolf volunteered.

7.0 Information Included in Packet:

01. Staff Reports

- President/CEO – Lisa Lamb – Kirt Mahlum asked Lisa why every AP student doesn't take the AP test. There are various reasons including cost and confidence in doing well. We may be able to help offset the cost with college and career readiness grant funds. We also need to educate parents that colleges are not accepting AP test scores as readily as in the past.
- Human Resources Director – Stacy Newman
- Finance Director – David Gruber – Kirt Mahlum asked David about free and reduced lunch numbers. More breakfast is being served at NSLA due to being able to serve it during break rather than only before school. AAE is looking into serving breakfast but needs freezer storage space. Duberly Beck asked about the costs of moving to a semi monthly payroll. David reported that the Purchasing Clerk will help support payroll.
- IT Director – Ryan Dorcey discussed new partnerships that are being developed such as NARO, which is part of the VLA. We can help them with remote observations and present at their New Mexico residential camp. SETI Institute is also interested in us our data collection. College professors are helping us with publishing papers that include students. The local Girl Scouts would like to create a GAVRT badge. We are talking with Scott Bolton regarding Parker solar probe work on X-ban operations.
- AAE Principal – Valli Andreasen – Kirt noted that the 2 students receiving their pilot licenses over the summer was amazing.
- NSLA Principal - Fausto Barragan – Fausto noted that the new drop off/pick up strategy has improved safety and traffic flow and has decreased tardies.

02. LCER Financial Reports

- Checks Over \$10K
- Budget Comparisons

03. Lewis Center Foundation Financial Report

- June 2018

04. LCER Board Attendance Log

05. LCER Board Give and Get

8.0 Board/Staff Comments

.01 Ask a question for clarification – None

.02 Make a brief announcement – None

.03 Make a brief report on his or her own activities - None

.04 Future agenda Items - None

9.0 Closed Session

The LCER Board of Directors did not convene into closed session.

10.0 Adjournment

Chairman Kevin Porter adjourned the meeting at 6:15 p.m.

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Lewis Center for Educational Research Board of Directors Special Minutes October 19, 2018

1. **CALL TO ORDER:** Chairman Kevin Porter called the meeting to order at 8:35 a.m.
2. **ROLL CALL:** LCER Board Members Duberly Beck, Kirt Mahlum (arrived at 9:00 a.m.), Jim Morris, Omari Onyango (left at 2:30 p.m.), Kevin Porter, David Rib and Marcia Vargas were in attendance.

LCER Board Members Sharon Page and Rick Wolf were absent.

Staff members Valli Andreasen, Fausto Barragan, Ryan Dorcey, Teresa Dowd, David Gruber, Lisa Lamb and Stacy Newman and Paul Rosell were also in attendance.

Pat Caldwell facilitated the Strategic Planning.

3. **PUBLIC COMMENTS:** None
4. **DISCUSSION/ACTION ITEMS ON STRATEGIC PLANNING:**
 - .01 LCER Organizational Structure/Board and Staff Roles:** Pat Caldwell led an activity on the structure of the LCER. David Gruber also presented information on how LCER is funded.
 - .02 Review/Update LCER Strategic Plan S.W.O.T. Analysis:** Strengths, weaknesses, opportunities and threats were identified.
 - .03 Review/Update LCER Strategic Plan Existing Goals:** Pat Caldwell instructed the Board that strategic planning is visionary. The Board sets goals, which give direction for staff and the organization. Staff then develops objectives and strategies for how to implement the goals. Strategies can change throughout the year. Existing goals were reworded to the following:
Goal 1 – Build the financial capacity of the LCER, including key provisions for sustainability.
Goal 2 – Develop and maintain facilities to meet the TK-12 needs at both campuses.
Goal 3 - Strengthen the academic programs at both schools resulting in increased student mastery.
Goal 5 – (formerly Goal 4) The Lewis Center for Educational Research will communicate and operate under a common vision, mission, goals and objectives.
 - .04 Identify any New Critical Issues and Goals:** The top 3 critical issues identified were: Successful NSLA expansion, financial stability/capacity, and maintain a high quality staff.

The following new goal was numbered as Goal 4 – Recruit, develop and retain a highly qualified staff.

The Executive Team will develop new objectives and strategies for implementing the goals, and the Strategic Plan will be revised and brought back to the Board for approval in February.

5. **ADJOURNMENT:** Chairman Kevin Porter adjourned the meeting at 3:30 p.m.

**Lewis Center for Educational Research
AAE School Board Committee Agenda Item Cover Sheet**

Date of meeting: Nov 13, 2018

Title: Class of 2019 Disneyland Grad Nite Trip

Presentation: Consent: X Action: Discussion: Information:

Background:

This is a yearly event celebration for the graduating class

Fiscal Implications (if any):

~~NA~~

Impact on Mission, Vision or Goals (if any):

~~NA~~

Recommendation:

Approve Field Trip

Submitted by: Name: Cynthia Allen Title: Counseling Assistant Department: Counseling

A.A.E. Field Trip Request Form

<u>Office use only</u>
Date/Time submitted:
Initials:
Calendared:
Initials:

Today's Date October 15, 2018

Requested by: Cynthia Allen

Phone/ext.: 208

Destination: Disneyland Grad Nite 2019

Phone:

Desired date for trip: June 7, 2019

Alternate date: n/a

School departure time: June 7, 10:00 am

School return time: June 8, 4:30 am

Destination arrival time: 11:30 am

Destination departure: 3:00 am

Overnight/Out-of-State stay: YES NO

Water activities involved: YES NO

Grade level: 12th

cost: \$189. students: adults:

Group size: 135 students: 120 adults: 15

AAE Bus requested? YES NO

AAE van requested? YES NO
(Van seats = eight including driver)

AAE Bus available? YES NO

Charter Bus requested? YES NO

Bus company name: Ebmeyer Charter
Bus company contact name: Kami

PTC sponsored? (paid by PTC) YES NO

PTC donates \$1,000. towards the cost of buses.

Trip description Senior Grad Nite 2019 at Disneyland Resort – Anaheim, CA.

Learning objectives (standards supported)

I have followed the checklist prior to submitting this form

Principal Signature: *Wally Anderson*

Date: *10/17/18*
Teacher Signature: *Cynthia Allen*

Notes:

BOARD APPROVAL REQUIRED BEFORE TICKET PURCHASE -- ITINERARY INCLUDED FOR EACH FIELD TRIP
BOARD APPROVAL REQUIRED FOR OVERNIGHT/OUT-OF-STATE STAYS and WATER ACTIVITIES
THREE MONTHS PRIOR BOARD APPROVAL FOR OUT OF THE COUNTRY TRIPS

**Lewis Center for Educational Research
AAE School Board Committee Agenda Item Cover Sheet**

Date of meeting: November 13, 2018

Title: College Readiness Block Grant Plan

Presentation: Consent: Action: Discussion: X Information:

Background:

The College Readiness Block Grant (CRBG) was established for the purposes of providing California’s high school pupils, particularly unduplicated pupils, additional supports to increase the number who enroll at institutions of higher education and complete an undergraduate degree within four years

LEAs must develop a plan describing how funds will increase or improve services for unduplicated pupils to ensure college readiness and include information on how it aligns with the LEA’s Local Control and Accountability Plan (LCAP),

In order to ensure community and stakeholder input, the plan is to be discussed at a regularly scheduled meeting by the governing body of the charter school and adopted at a subsequent regularly scheduled meeting.

Fiscal Implications (if any):

AAE will receive an allocation of \$75,000. Funds may be expended anytime during the 2016–17, 2017–18, and 2018–19 fiscal years.

Impact on Mission, Vision or Goals (if any):

Supports the AAE mission to prepare students for post-secondary success through a relevant, rigorous college-preparatory education.

Recommendation:

Discuss the CRBG plan and then adopt it at the December 10, 2018 meeting.

Submitted by:

Valli Andreasen, Principal, Academy for Academic Excellence

**Lewis Center for Educational Research
STAFF REPORT**

Date: November 13, 2018
To: LCER Board of Directors
From: Lisa Lamb
Re: President/CEO Report

Goal 1: Build the financial capacity of the LCER, including key provisions for sustainability.
We continue to look into additional funding sources to support our goals and objectives. These include categorical funding (Title I and Title III at AAE), increased food services funding through higher participation at both schools, multiple GAVRT and Local Outreach partnerships, and potential facilities funding sources. Each of these will build the financial capacity and provide for sustainability.
Goal 2: Develop and maintain facilities to meet the TK-12 needs at both campuses.
Please refer to the recent facilities inspection logs for the current conditions at both campuses and the plan for corrective action for this school year (attached). This log is an annual facilities report that will be included in our Accountability Dashboard and guides our budget decisions.
Goal 3: Strengthen the academic program resulting in increased student mastery.
<u>2018 CAASPP Highlights</u> AAE English/Language Arts: <ul style="list-style-type: none">• All Student Performance is higher than State, County, and District Authorizer• 11th grade is significantly higher and shows greater growth than comparatives• Middle School grades showed growth AAE Mathematics: <ul style="list-style-type: none">• All Student Performance is higher than County and District Authorizer• 11th grade is significantly higher and shows greater growth than comparatives• Grades 5-8 showed growth NSLA English/Language Arts: <ul style="list-style-type: none">• There was a 6% increase in students meeting achievement standards• 6th grade demonstrated a 17% increase in students achieving proficiency• The percentage of students meeting achievement levels declined in 7th and 8th grade. NSLA Mathematics: <ul style="list-style-type: none">• All but one grade level increased the percentage of students meeting academic standards.• Overall, students demonstrated 12% growth• 7th grade had the highest gains of students meeting achievement standards

Next Steps

AAE:

- Adopt and implement new CCSS aligned Math Curriculum K-5
- Professional Development on new Math curriculum
- Continued Professional Development on Carnegie Learning Math 6-12
- Ongoing Professional Development on Benchmark ELA K-5

NSLA:

- Continue to strength the academic program in middle school
- Continue to build integrated STEM offerings in all grades
- Continued Swun Professional Development for staff and parents
- Adopt and implement new NGSS curriculum in grades TK-5
- Continue GLAD Professional Development

Goal 4: Recruit, develop and retain a highly qualified staff.

A task force for the NSLA Expansion has been established. This task force is comprised of the Executive Team, NSLA Administrative Team and general Administration support staff. One sub-committee is focused solely on personnel. This committee is actively analyzing current staffing needs and setting benchmarks for each stage of growth at NSLA.

The HR Department is also completing salary comparisons for administration, certificated and classified staff with local districts and charters. These comparisons will guide our budget decisions for next school year and the out-years. Compensation continues to an obstacle to recruiting and retaining staff- especially within the certificated and administrative positions.

The Principals are utilizing their one-time and Title II funds for to support continued professional development of staff. This has resulted in a dramatic increase to the professional development that AAE has been able to offer in many years. As categorical funding increases at AAE, professional development will continue to increase which will strengthen the academic program overall.

Effective November 16, 2018, we have increased the daily pay for internal bilingual certificated substitutes from \$135 per day to \$175 per day. This is a strong avenue for teacher recruitment at Norton as we often hire teachers from our substitute pool. At the current rate, we were not able to recruit highly qualified bilingual substitutes to fill our vacancies.

Goal 5: The Lewis Center for Educational Research will communicate and operate under a common vision, mission, goals and objectives.

With a common academic emphasis on science and technology, we sent a team of twelve to the California STEAM Conference in Long Beach on October 28-29th. This team was comprised of the Director of IT, Local Outreach Instructor, Coordinator of Assessment & Programs, 4 NSLA teachers, 4 AAE teachers, and CEO. There were many takeaways from this conference that will be presented at both schools. Some examples include: enhanced Space Science classroom projects and ideas for improving our STEAM offerings across grade levels. New partnership opportunities were cultivated with the California Department of Education’s Expanded Learning Division and Quest for Space (which will allow NSLA students to complete projects on the International Space Station through a Title I grant opportunity).

The Executive Team is scheduled to have an all-day retreat during the Winter Break to draft the objectives and strategies to support each of our organizational goals. These will be presented to the board at the subsequent board meeting for approval.

PART II: EVALUATION DETAIL

Date of Inspection: 10/26/18

School Name: Academy for Academic Excellence

CATEGORY AREA	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	GAS LEAKS	MECH/HVAC	SEWER	INTERIOR SURFACES	OVERALL CLEANLINESS	PEST/VERMIN INFESTATION	ELECTRICAL	RESTROOM	SINKS/ FOUNTAINS	FIRE SAFETY	HAZARDOUS MATERIALS	STRUCTURAL DAMAGE	ROOFS	PLAYGROUND/S CHOO L GROUND S	WINDOWS/ DOORS/ GATES/FENCES
Building A	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	NA	✓
COMMENTS:	Lighting in hallway is being replaced with LED														
Building B	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	NA	✓
COMMENTS:															
Building C	✓	✓	✓	✓	✓	✓	✓	D	✓	✓	✓	✓	D	NA	✓
COMMENTS:	Assessing new roof leak, boys restroom needs trap and drain replaced on sink, C102 electrical floor plate repair														
Building D	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	NA	✓
COMMENTS:															
Building E	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	NA	✓
COMMENTS:															
Building F	NA	✓	✓	✓	✓	✓	✓	NA	NA	✓	✓	✓	✓	NA	✓
COMMENTS:															
Building M	NA	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	NA	✓
COMMENTS:															
Building N	NA	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	D	✓	NA	✓
COMMENTS:	Back stairs need plywood replaced														
Building O	NA	✓	NA	✓	✓	✓	✓	NA	NA	✓	✓	✓	✓	NA	✓
COMMENTS:															
Building P	NA	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	NA	✓
COMMENTS:															
Building Q	NA	✓	NA	✓	✓	✓	✓	NA	NA	✓	✓	✓	✓	NA	✓
COMMENTS:															
Building T	NA	✓	NA	✓	✓	✓	✓	NA	NA	✓	✓	✓	✓	NA	✓
COMMENTS:															
Playgrounds/	NA	NA	✓	NA	✓	✓	✓ ₁₃	NA	✓	✓	✓	✓	✓	D	✓

PART II: EVALUATION DETAIL

Date of Inspection: 10/26/18

School Name: Academy for Academic Excellence

CATEGORY AREA	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	GAS LEAKS	MECH/HVAC	SEWER	INTERIOR SURFACES	OVERALL CLEANLINESS	PEST/VERMIN INFESTATION	ELECTRICAL	RESTROOM	SINKS/ FOUNTAINS	FIRE SAFETY	HAZARDOUS MATERIALS	STRUCTURAL DAMAGE	ROOFS	PLAYGROUND/S CHOOOL GROUNDS	WINDOWS/ DOORS/ GATES/FENCES
Grounds	COMMENTS: Parking lot needs repair, working on new softball and playfields														
Gym	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	NA	✓
	COMMENTS: Emergency floor lighting needs to be replaced														

Marks: ✓ = Good Repair; D = Deficiency; X = Extreme Deficiency; NA = Not Applicable
 Use additional Area Lines as necessary.

PART II: EVALUATION DETAIL

Date of Inspection: 10/26/18

School Name: Norton Science and Language Academy

CATEGORY AREA	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	GAS LEAKS	MECH/HVAC	SEWER	INTERIOR SURFACES	OVERALL CLEANLINESS	PEST/VERMIN INFESTATION	ELECTRICAL	RESTROOM	SINKS/ FOUNTAINS	FIRE SAFETY	HAZARDOUS MATERIALS	STRUCTURAL DAMAGE	ROOFS	PLAYGROUND/SCHOOL GROUNDS	WINDOWS/DOORS/GATES/FENCES
Offices	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	NA	✓
	COMMENTS:														
Building C	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	NA	✓
	COMMENTS:														
Building D	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	NA	✓
	COMMENTS:														
Building E	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	NA	✓
	COMMENTS:														
Building F	✓	✓	NA	✓	✓	✓	✓	NA	NA	✓	✓	✓	✓	NA	✓
	COMMENTS:														
Building G	✓	✓	NA	✓	✓	✓	✓	NA	NA	✓	✓	✓	✓	NA	✓
	COMMENTS:														
Building K	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	NA	✓
	COMMENTS:														
Playgrounds/ School Grounds	NA	NA	✓	NA	✓	D	NA	NA	NA	NA	NA	NA	NA	D	NA
	COMMENTS: Gophers and ants on fields, fields in process of repair														
	COMMENTS:														
	COMMENTS:														
	COMMENTS:														

Marks: ✓ = Good Repair; D = Deficiency; X = Extreme Deficiency; NA = Not Applicable
 Use additional Area Lines as necessary.

**Lewis Center for Educational Research
Human Resources Staff Report
October 31, 2018**

AAE (19 Total)

New Hires: (7)

Last Name	First Name	Job Title	Position / Stipend #	Hire Date
Wolff	Krystal	Classified Sub	Sub	10/31/2018
Solis	Mandy	Teacher, Elementary (1st grade)	00188	10/29/2018
Sullivan	Alison	Classified Sub	Sub	10/29/2018
Walker	Dianna	Math Teacher - 7th grade	00229	10/29/2018
Whittenburg	Charles	LCER Groundskeeper (7/217)	00263	10/29/2018
Williams	Lewis	Certificated Sub (rehire)	Sub	10/29/2018
Atkisson	Erin	Teacher, Art	00148	10/5/2018

Reclassifications: (1)

LAST	FIRST	From	Position / Stipend #	To	Position / Stipend #	Date
Militante	Sonny	SLPA	00142	Speech and Language Pathologist	00142	10/15/2018

Separations: (11)

Last Name	First Name	Job Title	Reason	Position / Stipend #	Termination Date
Johnson	Anita	Certificated Substitute	Resignation	Sub	10/18/2018
Justman	Cody	Certificated Substitute	Resignation	Sub	10/18/2018
Martindale	Zachary	Classified Substitute	Resignation	Sub	10/18/2018
Reyes	D'Andre	Classified Substitute	Resignation (didn't do mand. Trning)	Sub	10/18/2018
Smith	Kailee	Classified Substitute	Resignation (didn't do mand. Trning)	Sub	10/18/2018
Stubblefield	Carol	Library Aide - 00121	Resignation	00121	10/18/2018
Walker	Veronica	Food Service Worker	Resignation	00094	10/18/2018
White	Kenya	Classified Substitute	Resignation (didn't do mand. Trning)	Sub	10/18/2018
Williams	Lewis	Certificated Substitute	Resignation	Sub	10/18/2018
Foster	Ashley	Classified Substitute	Resignation (didn't do mand. Trning)	Sub	10/14/2018
Hernandez	Jason	Classified Substitute	Resignation (didn't do mand. Trning)	Sub	10/12/2018

NSLA (17 Total)

New Hires: (2)

Last Name	First Name	Job Title	Position / Stipend #	Hire Date
Evans	Jeffery	Guest Teacher	SUB	10/29/2018
Wilkins	Bailey	Music Enrichment Instructor	Hourly	10/8/2018

Reclassifications: (4)

Last Name	First Name	From	Position / Stipend #	To	Position / Stipend #	Date
Perez-Salinas	Lourdes	CDO (4 hr / 181 day)	00038	CDO (6 hr / 181 day)	00039	10/1/2018
De La Cruz	Nancy	Classified Substitute	Sub	CDO (4 hr / 181 day)	00038	10/1/2018
Whittenburg	Charles	Groundskeeper (7/217) - LCER	00267	Facilities Technician - NSLA	00087	10/1/2018
Lopez	Angelica	Ed Spec IA	00071	Classified Sub	SUB	9/20/2018

Separations: (11)

Last Name	First Name	Job Title	Reason (resignation, At Will, or For Cause)	Position / Stipend #	Termination Date
Garrett	Megan	Certificated Substitute	Resignation	SUB	10/26/2018
Hsieh	Shen Yun	Classified Rotation	Resignation	Hourly	10/26/2018
Garcia	Diana	Certificated Substitute	Resignation (did not complete Mand. Trainings)	Sub	10/18/2018
Mendez-Villanueva	Danielle	Classified Substitute	Resignation (did not complete Mand. Trainings)	Sub	10/18/2018
Nichols	Tyrone	Facilities Technician	For Cause	00089	10/18/2018
Ruiz	Katie	Classified Substitute	Resignation (did not complete Mand. Trainings)	Sub	10/18/2018
Sanchez	Brandy	Certificated Substitute	Resignation (did not complete Mand. Trainings)	Sub	10/18/2018
Walworth	Cari	Education Specialist Teacher	Resignation	00151	10/18/2018
Garcia	Marc	Classified Substitute	At Will	SUB	10/4/2018
Macias-Gutierrez	Maria Fernanda	Character Development Officer	For Cause - Job Abandonment	00039	10/1/2018

Positions Currently Posted / In the Interview Process / or Recently Hired:**LCER:**

Groundskeeper Posted

AAE Certificated:

Certificated Substitute Posted (Ongoing) – Recently Hired
 Education Specialist Offer Accepted

AAE Classified:

Health Office Substitute Posted
 Coach – Var. Girls Softball Posted
 Classified Substitute Posted (Ongoing) – Recently Hired

NSLA Certificated:

Certified Substitute Posted (Ongoing) – Recently Hired
 Teacher on Assignment Re-Posted – Interviews Scheduled
 ELEM Dual Immersion Teacher Posted – Interviews Scheduled
 MS Baseball Coach Posted

MS Softball Coach	Posted
MS Flag Football Coach	Posted
MS Soccer Coach	Posted
MS Track Coach	Posted
Ed Specialist Instructional Assistant	Posted

NSLA Classified:

Classified Substitute	Posted (Ongoing) – Recently Hired
Facilities Technician	Recently Hired
Enrichment Instructor – Music	Offer Declined – Checking References on Alternate Applicant
After School Program Assistant	Posted
Character Development Officer (2)	Posted – Recently Hired (1) – Offer Accepted Pending Clearance (1)
Education Specialist Instr. Assistant	Posted – Recently Promoted – Interviewing to backfill
Instructional Assistant	Posted

HR Activities including both AAE & NSLA:

Employment:

- Created job postings / descriptions for above positions
- Recruited and advertised new positions: internally, Edjoin, Daily Press, Desert Dispatch, LCER Website, Monster.com, Local Universities
- Collected and screened job applicants
- Scheduled and held interviews
- Sent follow up thank you letters and emails for those applicants/candidates who were not selected
- Conducted reference checks for all prospective new hires for the month of September (approximately 60 prospective hires including Classified and Certificated Substitutes for AAE and NSLA)
- Conducted new hire orientations for new employees (new hire packet, health benefits, sick leave, salary placement, and job requirements), processed job-reclassifications, etc.
- Processed new hire paperwork for new hires, including DOJ, background checks, benefits paperwork, etc.
- Processed paperwork for employee terminations and completed exit interviews
- Responded to verifications of employment from other schools and/or credit/loan institutions
- Monitored seasonal coaching contracts
- Analyzed applicant credentialing and communicated with applicants regarding credentialing requirements
- Planning for future staff recruitment for NSLA build out

Compliance:

- Prepared packet for volunteers to include: DOJ fingerprint procedures, TB risk assessments, volunteer driver packets, LCER Agreements: Proprietary, Child Abuse, Internet Use, etc.
- Assisted employees with credentialing applications, renewals, waivers, etc.
- Maintained employee and volunteer fingerprint information and DOJ database as well as provided training at the parent/volunteer workshops at the AAE
- Maintained employer pull notices through the DMV
- Sent letters to employees for expirations of TB tests, Food handler’s cards, CPR/First Aid cards, etc
- Follow up to employee notices for CPR/first aid, mandated sexual harassment training for supervisors, TB tests, etc.
- Continued implementation for TB tests for parents and volunteers to be in line with new laws
- Monitored labor law updates and blogs for compliance
- Reviewing the 2018 Cal Chamber Labor Law Digest
- Worked on updating HR board policy, procedures & employee handbook
- Reviewing wage and hour updates
- Processed workers’ comp & student injury claims
- Facilitated accommodations meetings with employees and supervisors for workers’ comp
- Assigned and tracked annual compliance trainings for staff

Personnel Items:

- Processed FMLA applications and SDI benefit claims
- Responded to notice of claim filed for unemployment insurance
- Ongoing new teacher induction management
- Ongoing credential processing and monitoring
- Calculated pay reconciliations for finance department for employees' terminations, leaves, etc.
- Investigated and responded to potential UCP and internal complaints
- Updated forms and implemented procedure changes: pre-hire orientation paperwork, requests for time, etc.
- Web Timesheets: Worked with Finance Department to continue to train and implement organizational wide roll out of new web based timesheet system
- Tracked sick leave balances in HR Software
- Worked with CEO on NSLA lease
- Assisted Finance with personnel budget items for 2018-19 and 2019-2020 school year
- Followed up on meetings with each director to review their personnel costs for 2018-19 with Finance Director
- Worked with finance to create reports for exec team and Board
- Finalized 2018-19 salary calculations for all regular classified and certificated staff that were late hires
- Coordinated the Employee of the Semester: nominations, meetings, selections, awards, presentations, etc.
- Worked on updating HR board policy, procedures and employee handbook
- Continual update of HR forms to include workers comp/student accident, family leave, hiring checklists, SOPs, etc.
- Track, log, and send reminders to supervisors for performance evaluations and mandated training completions
- Continue to assist Finance with budget projections
- Researched and compiled information for CEO on Dual Immersion schools in Southern California
- Salary Benefits Comparisons

Trainings/Meetings/Presentations:

- Quarterly HDEAC seminar/training
- Monthly HDEAC board meetings
- LCER regular/special board meetings
- Regional credential and induction meetings
- RCOE Center for Innovation Regional Induction meetings
- Participated in Weekly LCER Executive Team meetings
- Facilitated/coordinated LCER General Administrative Team meetings
- Facilitated/coordinated EWS trainings for all NSLA and AAE Substitutes
- Facilitated/coordinated training for administrators, managers and assistants regarding finance/HR changes and procedures
- Set up and tracked annual mandatory training videos for all staff through Charter Safe's Safe Schools website
- Facilitated/coordinated Wednesday teacher training/workshop regarding finance/HR procedures
- Strategic planning with the board

Lewis Center for Educational Research Staff Report

Date: November 13, 2018
To: LCER Board of Directors
From: David Gruber
Re: Finance Department Report

Finance Updates

This month Payroll, Purchasing and Accounts Payable staff met with a representative from NP Solutions (Finance Software Co.) to begin the detail process for semi-monthly payroll and encumbering purchase orders in our financial system.

As a result of the meeting, the purchasing clerk has been able to go through all outstanding purchase orders and we have encumbered those financial obligations in the system. The next steps moving forward is creating the pathways to be able to start an electronic requisition process where we hope to be able to site staff to enter their purchase requests directly into the finance system, move through an approval path and once arriving at purchasing be able to turn the request into a purchase order and submit request to vendors. Once the goods and services are confirmed received, accounts payable will begin to process payment directly off of the purchase order as standard operating procedures and produce third party warrants accordingly.

Payroll, is now preparing the operating system to begin semi-monthly payroll disbursements. We have provided all staff with elective deductions with information about how their future deductions will be calculated and impact their paychecks. We will continue to support our staff to make sure that this transition is as smoothly as possible.

Facilities Updates

Facilities has been an extremely busy department this school year. We unfortunately lost both technicians over the summer at Norton Science and Language Academy, but the Academy for Academic Excellence picked up as best they could to make the opening of a new school year go as smoothly as possible. Since then, we have successfully been able to bring on new technicians that have really been a great addition to the team and are supporting the staff at NSLA. To just highlight a few projects Facilities have been able to accomplish this year and more importantly this month. Just in October, Facilities have closed out 151 Fix-it Tickets, we are taking bids to repair the roofs of the Observatory at our Thunderbird campus and Building Cat Mojave River Campus, receiving bids to repair the asphalt parking lot at Mojave River Campus, worked on pest control for gophers and ants at NSLA, and recruiting for a gardener/landscaper to support grounds at both campuses.

**Lewis Center for Educational Research
Staff Report**

Date: November 13, 2018
To: LCER Board of Directors
From: Valli Andreasen
Re: Principal's Report

School Operations

- The field was reseeded during fall break to cover bare areas. It is currently being used for MS softball practice and will be open to PE and recesses after Thanksgiving.

Student Achievement and Performance

- AAE 2019 graduates will be eligible to receive the California State Seal of Biliteracy which is given in recognition of students who have attained proficiency in two or more languages. Students will be recognized with a seal on their high school diploma as well as their transcript. They will wear a cord at their high school graduation which indicates that they have earned this distinction. Presently, six seniors meet the criteria.
- Over 1.6 million students took the 2017 Preliminary SAT/National Merit Scholarship Qualifying Test (PSAT/NMSQT) last October. AAE senior Krystin Flores was named Commended Student for placing among the top 3% of scorers.

School Event Highlights

- Second grade teacher, Donna Hackney was selected as (Mojave Environmental Education Consortium's (MEEC's) personal guest to join four other educators at the annual "EnviRetreat" for K-12 grade school teachers on November 7th and 8th in Laughlin, Nevada. This day and a half of standards-based, environmental education (EE) training includes transportation, lodging, meals, and substitute pay reimbursement.
- 8th and 9th grade students had the opportunity to visit Washington D.C. trip over fall break with Sarah Grief.
- AFJROTC cadets visited Washington D.C. over fall break.
- Deputy Conley hosted two assemblies about anti-bullying for our TK-2nd and 3rd-5th grade students during Kindness Week October 15-19.
- The Kindness Week fundraiser raised funds for playground equipment through the shirt sales. Equipment included: scooters, stencils for obstacle course, and parachutes for our Elementary students.
- Over 607 students had perfect attendance for first quarter qualifying them to participate in the Perfect Attendance Celebration on October 24. Prizes totaling \$2,500 were awarded.
- Elementary grades 3-5 now have an Elementary VP Cabinet that will be meeting monthly.
- Perfect Parkers (HS) were treated to the second Starbucks coffee morning and an In-n-Out drawing on October 24.

- ASB has been hard at work with multiple events. Small treats with inspirational messages were passed out during Kindness Week. On Friday, October 19 High School ASB put on a pep rally honoring fall sports and promoting the upcoming Fall Festival.

Media Coverage

- The Lewis Center for Educational Research and Academy for Academic Excellence was highlighted in the Daily Press special section, Getting to Know... 2018 Best of the Desert, on pages 54-55.

https://issuu.com/highdesertmediagroup/docs/getting_to_know

Parent and Community Partnerships

- Greiner Buick-GMC donated \$2,500 for the first quarter Perfect Attendance Celebration.
- Ms. Kobold secured a donation for over \$300 worth of Valspar Paint for elementary obstacle from Lowes and Valspar.
- As part of a SchoolStore Caring for Classrooms program, parents donated \$2,155.00 worth of gift cards to our teachers.
- High Desert Principals Advisory (HDPAC) Committee met at Southern California Logistics Airport (SCLA) on October 24. Valli Andreasen and Genevieve Cook attended and brought back lots of information to give students about opportunities through VVC Aviation Department, COMAV, Exquadrum, General Atomics, and General Electric Aviation Division.
- Preliminary numbers indicate that Fall Festival earned approximately \$25,000 which goes directly to the grade levels and clubs that sponsored booths and/or baskets.

Registrar/Enrollment

Pre K		879
TK	25	absorbed
K	100	152
1st	100	190
2nd	100	239
3rd	111	156
4th	112	184
5th	112	148
6th	125	123
7th	123	161
8th	125	98
9th	117	20
10th	108	5
11th	88	4
12th	97	0
Total	1443	2359

<u>Discipline</u>	<u>TK-5</u>	<u>6-8</u>	<u>9-12</u>
In-house Suspension	1	1	1
Suspensions	2	0	0
Expulsions	0	0	0

Special Education

Total for AAE- 125

Speech ONLY- 38

Pending Assessment Referrals- 6

Norton Science and Language Academy
Principal's Board Report
2018-2019



To: *Lewis Center for Educational Research Board of Directors*
From: *Fausto Barragán, Jr., Ed.D, Principal, Norton Science and Language Academy*
Date: *November 13, 2018 (submitted October 31, 2018)*

Overview

This report was prepared using quantitative data as well as reflective qualitative data looking back at our accomplishments to date, while also sharing recent activity in a variety of key organizational areas.

Principal's reflection and message	<p>Another fabulous month at Norton Science and Language Academy. Teachers have and will continue to use the data from various assessments to plan classroom instruction and adjust intervention groups and Universal Access time. Grade level teams continue to work diligently to meet the ever-changing needs of our students.</p> <p><i>A few Weeks ago, as part of my Friday Wrap-Up message to staff, I wrote the following:</i></p> <p><i>“In my house, my daughter, Alexa has started a new school and she is tasked with balancing six classes, making new friends and surviving the middle school environment. Alexa is an extremely shy introvert, so it has been a struggle for her adapting to a new environment.</i></p> <p><i>I call it growing pains. Of course, Growing Pains was one of my favorite shows in the late 80s. So lately, a topic in our house is growing pains. My growing pains here are the result of coming from 20 years of experience in another system and now trying to become part of the NSLA culture, especially since it has only been almost one year. GROWING PAINS! I experience them and you experience them with me.</i></p> <p><i>The biggest way to resolve any of these growing pains is communication. My intention in being a principal is to serve kids and provide a schooling environment that helps them excel at the next level. This year, I am focused on building trust, developing two-way communication and continually learning and supporting best practices. Trust will come when I have shown that I am a person of my word. But communication is critical. I use the gator news you can use to communicate. Communication needs to be two-way where you feel you can reach back to me and communicate with me. Know that my intentions are always to help. If you struggle with talking to me in person, email me or leave me a note. I want us to work together. Sometimes, mistakes happen. We can work together to make big problems, get smaller. I understand that support looks different to different people. What I think may be supporting you may not be what you really need or have asked for. This is where the communication comes in. Let me know how I can support you.”</i></p> <p>I write this as a reminder that the next few months and years will be filled with growing pains as we plan to expand the NSLA program, increase recruitment efforts and work with the county and city to support our proposal.</p> <p>I am confident that as communication increases and improves that all of the pieces</p>
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Vision: *We are a bilingual, biliterate, and multicultural community that achieves at the highest levels*

Mission: *Our NSLA mission is to ensure learning for a diverse and often underserved population of students who will be college and career ready as a result of our safe and rigorous bilingual, biliterate, and multicultural education*

	<p>will come together to grow and maintain a school that provides students and families with an exceptional facility and an exceptional TK-12 program.</p> <p>We are looking forward to a well-deserved break during the Thanksgiving week and in December. This time will be used to refresh and reflect as we move into the last six months of the school year. We have a lot of work to do and the NSLA staff, students and families are up to the challenge of doing great things.</p>
Academics	<p><i>In October, we celebrated staff and students for their success on CASSPP. We are very proud of our students' accomplishments in math and ELA. Through our continuous and increased professional development and data driven decision making we know that NSLA staff will continue to provide students with a balanced and rigorous Spanish dual language program of instruction that will contribute to the academic growth not only in the CASSPP but in formative assessments used at NSLA to make best decisions about instructional practices in the classroom. We would like to Thank Mr. Kirtland Mahlum and Mrs. Marcia Vargas for helping us celebrate the NSLA staff for their accomplishments.</i></p> <p><i>Administrators continue to observe classroom instruction to provide teachers with feedback and coaching support. Walk-throughs are focused on the following, student engagement, Checking for Understanding, Schema, Cognition, Learning Environment. These focus areas are applicable to all content areas.</i></p> <p>There is a lot of learning going on at NSLA! We invite you to see all that is going on in our classrooms.</p> <p>Transitional Kindergarten and Kindergarten teachers continue to build home to school connections through their parent communication. In their monthly newsletters, teachers inform families of the content being learned in class, as well as of the connections that can be made at home to extend learning.</p> <p>In first grade, students worked on monthly projects done at home and presented at school. In October, students had the opportunity to work on a biomimicry project. Students invented a human necessity inspired by a plant or an animal. For example, students could invent a helmet inspired by a turtle's shell that could provide protection for their head. This activity ignites creativity, helps students make connections and gives students the opportunity to increase their oral language skills by presenting their projects to their peers.</p> <p>In Second Grade, students are practicing their Spanish writing by creating descriptive paragraphs utilizing adjectives and adverbs to help create an image in the mind. In English writing students practiced writing expository paragraphs that shared information about science concepts that they are learning in class.</p> <p>Third grade students continue to strengthen their basic math facts by working on multiplication and division with SWUN Math. They will also revisit addition and subtraction using the multiple strategies learned in class.</p> <p>Fourth Graders visited Mount San Jacinto State Park to experience a bus ride through the dessert and ascended to the base of Mt. San Jacinto. Students were met by a ranger team</p>

	<p>that guided them through the geology and biology and geology of the area. This trip is always a highlight of the fourth graders' learning experience.</p> <p>In Spanish Language Arts, Fifth Graders are learning about Cultivating Natural Resources. Students will practice citing evidence from text to support comprehension questions. They will also be applying annotation skills to identify main ideas and details of a text. In writing, students will focus on the expository text. Students will write essays about Benjamin Franklin.</p> <p>A team of NSLA teachers attended the STEAM symposium from October 28-29 in Long Beach California. A goal at NSLA is to increase science learning experiences for students at NSLA.</p> <p>Parent conferences are scheduled in November. Teachers will use these meetings to inform families of their child's progress and will strengthen the home – school partnership to support student learning.</p>
Staffing	<p><i>Karla Manes has resigned from her position as third grade teacher at NSLA to pursue a different opportunity in a Dual Language Program in Beaumont Unified School District. Interviews for the vacancy were scheduled for November 1, 2018. In the interim, a long-term substitute will be placed in the classroom while we find the best candidate for the third grade Dual Language Classroom.</i></p> <p><u>We are currently working to fill the following vacancies:</u> <i>Nutrition Services Instructional Aide Special Education Character Development Officer After School Program Instructor</i></p>
Technology	<i>Technology continues to be strong focus and instructional tool at NSLA.</i>
Special Education	<p>Norton Science and Language Academy supports learners with different needs</p> <p>Currently Norton Science and Language Academy is providing services to students in the following areas:</p> <p>Total- 77 (10%) Speech ONLY- 22 (3%) Pending referrals- 4 (.5%) (this number is dependent upon information that gets sent to me. If there documents still out to parents that the team hasn't received yet, then there may be a couple more.)</p>
Athletics	<p><i>We would like to congratulate our Lady Rockets Volleyball and the Boys' and Girls' Flag Football teams for their successful season.</i></p> <p><i>The Rocket's flag football team played an amazing season that resulted in a 10-0 win- loss record. The students on the team represented NSLA in a stellar way. Their passion for the game was especially evident at their last game as they faced defeat with poise and grace. These athletes have a bright future ahead of them.</i></p> <p><i>The Lady Rocket's volleyball team showed great sportsmanship, spirit, pride and skill on the volleyball court by earning a record of 8-6 . A banquet in their honor was held on October 27,</i></p>

	<p>2018. We are very proud of the young athletes and of the skills that they developed during the fall season.</p> <p>Softball and Baseball season is upon us. We invite you to attend our baseball and softball games to cheer on our rockets.</p>
Discipline Data	<p>During the month of October, we had a couple of suspensions, we did conflict resolutions and the majority of the students' who came to the office came because they were horse playing in class, during PE time or in the cafeteria. We worked with the students regarding personal space, inappropriate language and disrespect to authority as they were sent to the office by the teachers or the CDO staff.</p> <p>2 suspension 4 personal space 4 disrespect to authority 2 inappropriate language 6 horseplay 4 Conflict resolutions 2 In house Discipline</p> <p>As an administrative team, we will continue to find ways to address behaviors and will take preventative measures so that students are spending the instructional day in their classrooms and not in the office.</p>
Recruitment Efforts	<p>On Monday November, 29, NSLA ATM, along with Mr. David Gruber, reviewed the NSLA recruitment plan draft. The team is reviewing the recruitment events for November to implement timelines and involve other stakeholders in the recruitment efforts at Norton. We would like to include parents in the recruitment process as they can give potential families their perspective about Norton and the Dual Language program. A portion of Parents and pastries will focus on NSLA recruitment.</p>
Current Enrollment	<p>TK: 26 K: 104 1: 109 2: 108 3: 104 4: 95 5: 80 6: 55 7: 61 8: 53</p> <p>Total: 795</p>
Special Events	<p>October 3 – GLAD Training October 4 – Hispanic Heritage Month Assembly October 10 – US Forest Presentation to 4th grade students October 11 – Family Reading Night October 16 – SWUN Math Training October 18 – California Great Shakeout October 19 – ELPAC training provided by CABE October 24 – Coach Interviews</p>

	<p><i>October 26 – Fifth Grade Field Trip to Glen Oaks Preserve</i></p> <p><i>October 29 – SWUN Parent Training</i></p> <p><i>October 30 – NSLA Eats at Chuck E Cheese PTO Fundraiser</i></p> <p><i>October 31- Halloween</i> <i>Students allowed to wear Halloween inspired t-shirt</i></p> <p><i>November 1 – NSLA Color Run and Rocket Races – Sponsored by PTO</i></p> <p><i>November 2 – Dia De Los Muertos</i> <i>Grade Levels will create Dia De Los Muertos exhibits</i></p> <p><i>November 12 – Veteran’s Day Holiday Observed</i></p> <p><i>November 19-23 – Thanksgiving Holiday</i></p>
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Upcoming Events:

As always, we welcome board and community members to all and any events taking place at Norton Science and Language Academy. If you would like to visit classrooms, please make sure to check into the office so that Dr. Barragán, any available administrator or ASB leader may give you a tour to show the rigorous learning taking place inside of the classrooms.

The High Desert Partnership in Academic Excellence Foundation, Inc.
 Check/Voucher Register - Board Report - 10K
 From 10/1/2018 Through 10/31/2018

<u>Effective D...</u>	<u>Check Nu...</u>	<u>Vendor Name</u>	<u>Check Amount</u>	<u>Transaction Description</u>
10/1/2018	376		548,211.61	Group: CERT; Pay Date: 10/1/2018
10/2/2018	41327	SBCSS	22,275.68	NSAA PERS contributions for September
10/2/2018		SBCSS	49,684.86	LCER/AAE - PERS contributions for September
10/3/2018	41320	CharterSAFE	24,626.00	Insurance premium pymt for September
10/3/2018	41324	SBCSS	64,191.29	NSAA STRS contributions for September
10/3/2018		SBCSS	121,913.75	LCER/AAE - STRS contributions for September
10/3/2018	41325	SchoolsFirst Federal C...	15,628.17	Employee TSA contributions - September 2018
10/3/2018	41329	JM & J	16,350.00	Service Done 8/18/18 - Install New Air Unit
10/17/2018	41356	American Express	11,085.42	Acct# XXXX-XXXXX2-61002
10/18/2018	41360	SISC	175,114.65	Health Coverage for October 2018
10/26/2018	41423	IXL Learning	13,575.00	IXL Site License
10/26/2018	41453	Southern California Edi...	11,332.55	Acct# 2-35-953-2850 - MRC
10/26/2018		Southern California Edi...	11,400.57	Acct# 2-21-356-3786 - MRC
10/31/2018	382		186,192.85	Group: CLASS; Pay Date: 10/31/2018
Report Total			1,271,582.40	

All Funds - Budget Comparison 2017/18 to 2018/19

2017-2018				
	Current Period		Remaining Budget	Percent Remaining
	Total Budget \$ - Revised	Actual thru October		
Revenue	Annual Budgeted Revenue			
Revenue	21,766,039	7,255,346	14,510,693	66.67%
Expense				
Certificated Salaries	9,168,312	2,924,739	6,243,573	68.10%
Classified Salaries	3,260,238	1,086,799	2,173,439	66.67%
Benefits	4,394,559	1,431,149	2,963,410	67.43%
Books and Supplies	964,500	312,581	651,919	67.59%
Services & Other	2,177,272	666,319	1,510,953	69.40%
Capital Outlay	150,000	46,314	103,686	69.12%
Other Outgo	1,160,040	367,142	792,898	68.35%
Share of LCER	0	0	0	N/A
Total Expense	21,274,921	6,835,043	14,439,878	67.87%
Add (Subtract) to Reserves	491,118	420,303	70,815	
Total Revenue	21,766,039	7,255,346	14,510,693	33.33%
Total Expense	21,274,921	6,835,043	14,439,878	32.13%
Add (Subtract) to Reserves	491,118	420,303	70,815	

2018-2019				
	Current Period		Remaining Budget	Percent Remaining
	Total Budget \$ - Original	Actual thru October		
Revenue	Annual Budgeted Revenue			
Revenue	23,293,369	7,764,456	15,528,913	66.67%
Expense				
Certificated Salaries	9,624,971	3,752,781	5,872,190	61.01%
Classified Salaries	3,204,142	989,054	2,215,088	69.13%
Benefits	4,583,606	1,740,125	2,843,481	62.04%
Books and Supplies	1,453,520	616,150	837,370	57.61%
Services & Other	2,347,826	690,557	1,657,269	70.59%
Capital Outlay	175,000	37,208	137,792	78.74%
Other Outgo	1,104,500	147,559	956,941	86.64%
Share of LCER	0	0	0	N/A
Total Expense	22,493,565	7,973,434	14,520,131	64.55%
Add (Subtract) to Reserves	799,804	(208,978)	1,008,782	
Total Revenue	23,293,369	7,764,456	15,528,913	33.33%
Total Expense	22,493,565	7,973,434	14,520,131	35.45%
Add (Subtract) to Reserves	799,804	-208,978	1,008,782	

AAE - Budget Comparison 2017/18 to 2018/19

2017-2018				
	Current Period		Remaining Budget	Percent Remaining
	Total Budget \$ - Revised	Actual thru October		
Revenue	Annual Budgeted Revenue			
Revenue	13,208,142	4,402,714	8,805,428	66.67%
Expense				
Certificated Salaries	5,478,833	1,793,359	3,685,474	67.27%
Classified Salaries	1,076,788	359,200	717,588	66.64%
Benefits	2,259,794	776,635	1,483,159	65.63%
Books and Supplies	438,420	183,705	254,715	58.10%
Services & Other	1,023,562	254,780	768,782	75.11%
Capital Outlay	120,000	16,502	103,498	86.25%
Other Outgo	1,160,040	367,142	792,898	68.35%
Share of LCER	1,346,185	517,665	828,521	61.55%
Total Expense	12,903,622	4,268,988	8,634,635	66.92%
Add (Subtract) to Reserves	304,520	133,727	170,794	
Total Revenue	13,208,142	4,402,714	8,805,428	33.33%
Total Expense	12,903,622	4,268,988	8,634,635	33.08%
Add (Subtract) to Reserves	304,520	133,727	170,794	

2018-2019				
	Current Period		Remaining Budget	Percent Remaining
	Total Budget \$ - Original	Actual thru October		
Revenue	Annual Budgeted Revenue			
Revenue	14,150,329	4,716,776	9,433,553	66.67%
Expense				
Certificated Salaries	5,760,416	2,239,525	3,520,891	61.12%
Classified Salaries	1,193,375	354,961	838,414	70.26%
Benefits	2,381,680	961,110	1,420,570	59.65%
Books and Supplies	725,940	286,514	439,426	60.53%
Services & Other	1,099,271	296,703	802,568	73.01%
Capital Outlay	90,000	25,469	64,531	71.70%
Other Outgo	1,104,500	147,559	956,941	86.64%
Share of LCER	1,547,024	635,246	911,778	58.94%
Total Expense	13,902,206	4,947,087	8,955,119	64.42%
Add (Subtract) to Reserves	248,123	(230,311)	478,434	
Total Revenue	14,150,329	4,716,776	9,433,553	33.33%
Total Expense	13,902,206	4,947,087	8,955,119	35.58%
Add (Subtract) to Reserves	248,123	(230,311)	478,434	

NSLA - Budget Comparison 2017/18 to 2018/19

2017-2018				
	Current Period		Remaining Budget	Percent Remaining
	Total Budget \$ - Revised	Actual thru October		
Revenue	Annual Budgeted Revenue			
Revenue	8,557,897	2,852,632	5,705,265	66.67%
Expense				
Certificated Salaries	3,261,362	992,660	2,268,702	69.56%
Classified Salaries	869,553	290,792	578,761	66.56%
Benefits	1,348,317	407,713	940,604	69.76%
Books and Supplies	514,205	100,463	413,742	80.46%
Services & Other	1,001,677	228,878	772,799	77.15%
Capital Outlay	30,000	27,885	2,115	7.05%
Other Outgo	0	0	0	N/A
Share of LCER	1,346,185	517,665	828,521	61.55%
Total Expense	8,371,299	2,566,056	5,805,244	69.35%
Add (Subtract) to Reserves	186,598	286,577	(99,979)	
Total Revenue	8,557,897	2,852,632	5,705,265	33.33%
Total Expense	8,371,299	2,566,056	5,805,244	30.65%
Add (Subtract) to Reserves	186,598	286,577	-99,979	

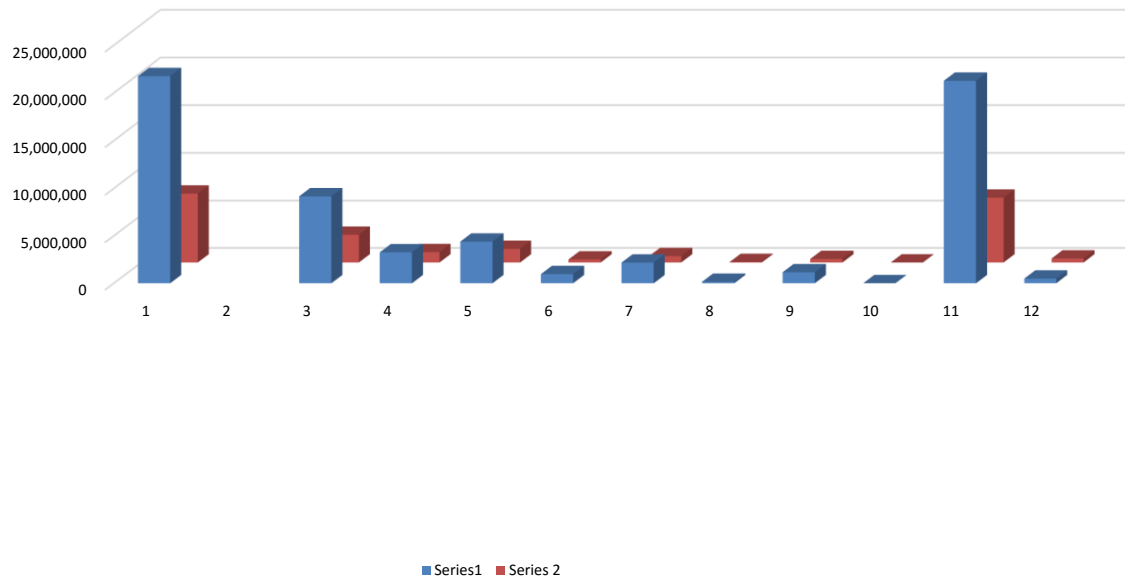
2018-2019				
	Current Period		Remaining Budget	Percent Remaining
	Total Budget \$ - Original	Actual thru October		
Revenue	Annual Budgeted Revenue			
Revenue	9,037,540	3,012,513	6,025,027	66.67%
Expense				
Certificated Salaries	3,395,610	1,317,537	2,078,073	61.20%
Classified Salaries	875,892	254,407	621,485	70.95%
Benefits	1,498,379	527,888	970,491	64.77%
Books and Supplies	666,199	271,070	395,129	59.31%
Services & Other	872,853	203,277	669,576	76.71%
Capital Outlay	20,000	10,726	9,274	46.37%
Other Outgo	0	0	0	N/A
Share of LCER	1,156,926	441,442	715,484	61.84%
Total Expense	8,485,859	3,026,347	5,459,512	64.34%
Add (Subtract) to Reserves	551,681	(13,834)	565,515	
Total Revenue	9,037,540	3,012,513	6,025,027	33.33%
Total Expense	8,485,859	3,026,347	5,459,512	35.66%
Add (Subtract) to Reserves	551,681	(13,834)	565,515	

LCER - Budget Comparison 2017/18 to 2018/19

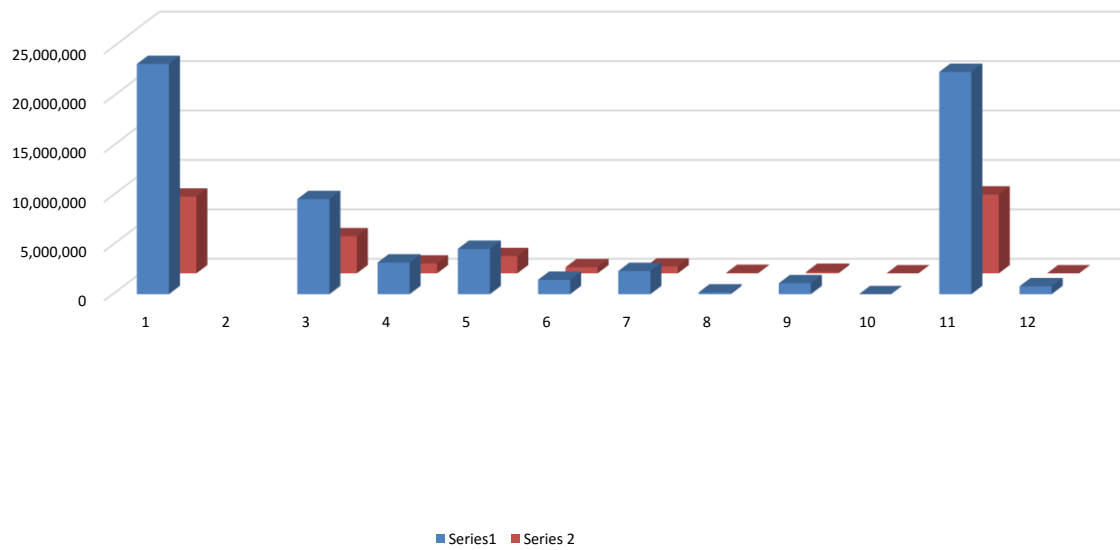
2017-2018				
	Current Period		Remaining Budget	Percent Remaining
	Total Budget \$ - Revised	Actual thru October		
Revenue	Annual Budgeted Revenue			
Revenue	0	0	0	N/A
Expense				
Certificated Salaries	428,117	138,720	289,397	67.60%
Classified Salaries	1,313,897	436,807	877,090	66.75%
Benefits	786,448	246,801	539,647	68.62%
Books and Supplies	11,875	28,413	(16,538)	-139.27%
Services & Other	152,033	182,661	(30,628)	-20.15%
Capital Outlay	0	1,927	(1,927)	N/A
Other Outgo	0	0	0	N/A
Share of LCER	(2,692,370)	(1,035,329)	(1,657,041)	
Total Expense	0	0	0	#DIV/0!
Add (Subtract) to Reserves	0	0	0	
Total Revenue	0	0	0	N/A
Total Expense	0	0	0	N/A
Add (Subtract) to Reserves	0	0	0	

2018-2019				
	Current Period		Remaining Budget	Percent Remaining
	Total Budget \$ - Original	Actual thru October		
Revenue	Annual Budgeted Revenue			
Revenue	105,500	39,908	65,592	62.17%
Expense				
Certificated Salaries	468,945	195,719	273,226	58.26%
Classified Salaries	1,134,875	379,686	755,189	66.54%
Benefits	703,547	251,127	452,420	64.31%
Books and Supplies	61,381	58,566	2,815	4.59%
Services & Other	375,702	190,577	185,125	49.27%
Capital Outlay	65,000	1,013	63,987	98.44%
Other Outgo	0	0	0	N/A
Share of LCER	(2,703,950)	(1,076,688)	(1,627,262)	60.18%
Total Expense	105,500	0	105,500	100.00%
Add (Subtract) to Reserves	0	39,908	(39,908)	
Total Revenue	105,500	0	65,592	0.00%
Total Expense	105,500	0	105,500	0.00%
Add (Subtract) to Reserves	0	0	-39,908	

2016-17



2017-18



**LEWIS CENTER FOUNDATION
COMBINED BALANCE SHEET AND INCOME STATEMENT
September 1 - September 30, 2018**

CHECKING (LEWIS CENTER FOUNDATION)

Beginning Balance		\$4,629.67
Revenue		
Wine & Cheese Social Tickets and Donations	\$2,641.62	
Online Donations - NSLA Capital Campaign	\$100.00	
<i>Total</i>	\$2,741.62	
Expenditures		
On Location Marketing - Lanyards and Water Bottles for Staff	\$1,073.94	
CSU San Bernardino - Jake Bonacio - Peacock/Casillas Scholarship	\$500.00	
CSU Northridge - Humberto Llanderos - SLT Scholarship	\$500.00	
<i>Total</i>	\$2,073.94	
Ending Balance	<i>Total</i>	\$5,297.35

SAVINGS (LEWIS CENTER FOUNDATION)

Beginning Balance		
Restricted Funds - AAE Capital Campaign		\$92,265.11
Restricted Funds- NSLA Capital Campaign		\$22,074.88
Restricted Funds - Davis Endowment		\$10,961.02
Restricted Funds - HiDAS Endowment		\$64,472.99
Restricted Funds - Scholarships		\$28,933.43
Unrestricted Funds		\$39,670.98
		\$258,378.41
Revenue		
AAE Staff Scholarship	\$70.00	
AAE PTC Scholarship	\$2,000.00	
Bill Davis Scholarship	\$550.00	
History of AV Video	\$40.00	
LCER Art Show T-shirts	\$30.00	
Deposit Refund from National Orange Show	\$763.92	
Wine & Cheese Social	\$2,987.00	
Interest	\$19.88	
<i>Total</i>	\$6,460.80	
Expenditures		
<i>Total</i>	\$0.00	
Ending Balance		
Restricted Funds - AAE Capital Campaign		\$92,272.26
Restricted Funds - NSLA Capital Campaign		\$22,840.39
Restricted Funds - Davis Endowment		\$10,961.82
Restricted Funds - HiDAS Endowment		\$64,477.76
Restricted Funds - Scholarships		\$34,542.82
Unrestricted Funds		\$39,744.16
	<i>Total</i>	\$264,839.21
<i>Total Checking and Savings</i>		\$270,136.56

**LCER Board Meetings
Attendance Log 2018**

	February Regular	March Regular	April Regular	May Regular	June Regular	August Regular	Sept. Regular	Oct Regular	Nov Regular	Dec Regular	TOTAL REGULAR

Rick Wolf	Present	Present	Present	Present	Present	Present	Present	Present			100%
Duberly Beck	Present	Present	Present	Present	Present	Present	Absent	Present			88%
Jim Morris	Present	Present	Present	Present	Present	Present	Present	Absent			88%
Kevin Porter	Present	Present	Present	Present	Absent	Present	Present	Present			88%
Marcia Vargas	Present	Present	Present	Absent	Present	Present	Present	Present			88%
Kirtland Malhum	Absent	Absent	Present	Absent	Present	Present	Present	Present			63%
Omari Onyango					Present	Present	Present	Present			100%
Sharon Page					Present	Present	Present	Present			100%
David Rib					Present	Present	Present	Absent			75%

	Jan 8 Spec.	Feb 26 Spec.	May 7 Spec.	July 9 Spec.	Sept. 17 Spec.	Oct. 19 Spec.	TOTAL SPECIAL
Kevin Porter	Present	Present	Present	Present	Present	Present	100%
Kirtland Malhum	Present	Present	Present	Present	Present	Present	100%
Jim Morris	Present	Present	Absent	Present	Present	Present	83%
Duberly Beck	Present	Present	Present	Absent	Absent	Present	67%
Marcia Vargas	Present	Present	Absent	Absent	Present	Present	67%
Rick Wolf	Present	Present	Absent	Present	Present	Absent	67%
Omari Onyango				Present	Present	Present	100%
David Rib				Present	Present	Present	100%
Sharon Page				Present	Present	Absent	67%

LCER Board Give and Get
Current Fiscal Year 2018 /2019

Member	Give	Get	In-kind	Total
Duberly Beck				\$ -
Kirtland Mahlum	\$ 260			\$ 260
James Morris	\$ 62			\$ 62
Omari Onyango	\$ 250			\$ 250
Sharon Page	\$ 160			\$ 160
Kevin Porter	\$ 317	\$ 200		\$ 517
David Rib	\$ 60	\$ 1,500		\$ 1,560
Marcia Vargas	\$ 1,016			\$ 1,016
Rick Wolf				\$ -
Total	\$ 2,124	\$ 1,700	\$ -	\$ 3,824