

High Desert “Partnership in Academic Excellence” Foundation, Inc. dba
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 Foundation Board (Fundraising Committee)
October 4, 2022 - Public Meeting – 9:00 a.m.**

Meeting at: 17500 Mana Rd., Apple Valley, CA
Additional Locations: 230 S. Waterman Ave., San Bernardino, CA
2436 E. Morrow, Phoenix, AZ

Public may attend the meeting from computer, tablet or smartphone at this link:

<https://global.gotomeeting.com/join/612285245>

Dial in using your phone: United States: +1 (646) 749-3122 Access Code: 612-285-245

1. **CALL TO ORDER AND PLEDGE OF ALLEGIENCE:** Lisa Lamb, President/CEO
2. **ROLL CALL:** Lisa Lamb, President/CEO
3. **PUBLIC COMMENTS:** Members of the public may address the Foundation Board during Public Comments or as items appearing on the agenda are considered. A time limit of three (3) minutes and/or 250 words per person and 15 minutes per topic shall be observed. If you are attending virtually and wish to send in a public comment to be read at this meeting, please complete a “Registration Card to Address the Board” (located on the website) and email it to the Secretary at foundation@lcer.org. Your comment will be read at the meeting during public comments or as the agenda item is heard.
4. **CONSENT AGENDA:**
 - .01 Approve Minutes of June 6, August 8, and September 6, 2022 Regular Meetings
5. **DISCUSSION/ACTION ITEMS:**
 - .01 Fundraisers
 - i. Review Brew Event – Jisela Corona
 - ii. Giving Tuesday – Jisela Corona
6. **INFORMATION INCLUDED IN PACKET:** *(Board members may ask questions on items for clarification.)*
 - .01 Lewis Center Foundation Financial Reports
 - .02 Donations 2022-23
 - .03 Lewis Center Foundation Board Attendance Log
7. **BOARD/STAFF COMMENTS:**
 - .01 Ask a question for clarification
 - .02 Make a brief announcement or report on his or her own activities
 - .03 Future agenda items
8. **RECOMMENDATIONS TO THE LCER BOARD:**
9. **ADJOURNMENT**

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**Minutes for Regular Meeting of the Lewis Center Foundation Board (Fundraising Committee)
June 6, 2022**

1. **CALL TO ORDER AND PLEDGE OF ALLEGIENCE:** Lisa Lamb, President/CEO called the meeting to order at 5:00 p.m.
2. **ROLL CALL:** Foundation Board Members Rosalie Cameron, Buck Goodspeed, and Jessica Rodriguez were in attendance. Foundation Board member Sarina Daniel-Muhammad was absent. Staff members Teresa Dowd, Jisela Corona, David Gruber and Lisa Lamb were also in attendance.
3. **PUBLIC COMMENTS:** Lisa Lamb reported that Foundation Board members Araceli Armenta and Edie Armenta have resigned.
4. **CONSENT AGENDA:**
 - .01 Approve Minutes of June 6, 2022 Regular Meeting
 - .02 Approve Minutes of May 2, 2022 Regular Meeting
 - .03 Approve Genesis Vargas as a Member of the Lewis Center Foundation Board

On a motion by Jessica Rodriguez, seconded by Buck Goodspeed, vote 3-0, the Foundation Board approved the Consent Agenda.

5. **DISCUSSION/ACTION ITEMS:**
 - .01 Meeting Time of 5:00 – Does this time still work for the meeting? The group thought that earlier may be better. We will meet at 9:00 a.m. moving forward.
 - .02 August Meeting Date – August 2 is the NSLA All Staff so the meeting was rescheduled to August 8.
 - .03 LCER Board Update – Lisa Lamb reported that the Board will be approving the budget and LCAP next week, as well as the state funded Extended Learning Opportunity Program which extends the day to 9 hours for elementary grades. Upon approval, staff will receive a 6.5% cola. There were also 22 certificated and 52 classified staff that received an increase in their salary level. We presented retirement recognitions thanks to the Foundation at the May all staff meetings.
 - .04 Kemper Campbell Ranch Mixer Sponsorship – Jisela Corona would like to do a sponsorship for this mixer to help with recruitment of Foundation Board members. This event is sponsored by the Greater High Desert Chamber of Commerce and is a very well attended members only event. The Board members agreed this would be a good investment.
 - .05 Fundraisers
 - i. Brew Event Update – Jisela Corona updated the group that we are looking at September 21, 2022 for the date. The brewery will do a tab, and we could sell tickets at a slightly higher price to hopefully make a little bit. We could also do a raffle for baskets and items. David will renew our raffle registration. Start talking and gathering items and list of invitees.
 - .06 Golf Tournament – Lisa Lamb reported that we aren't sure if we will be able to partner with the Greater High Desert Chamber for the golf tournament. We will see. If we can't maybe we could do our own, but it would be a big project.
6. **INFORMATION INCLUDED IN PACKET:** *(Board members may ask questions on items for clarification.)*
 - .01 Lewis Center Foundation Financial Reports
 - .02 Donations 2021-22
 - .03 Lewis Center Foundation Board Attendance Log
 - .04 LCER Grant Tracking Report – Jisela reported that NSLA was written into a grant for charter schools that provides free books to our families. We will also get funding to do literacy events. Staff are able to get a stipend. The US Dept. of Fish and Wildlife received a grant and are providing funds to restore the Tui

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Chub habitat. Their field biologist will be coming to work with AAE students. We will develop curriculum and additional educational resources. We are finishing up the solar patrol grant with NASA. Jessica asked about San Manuel grant for Norton. It was not completed and we found out we cannot use it for capital, so it would not have been approved for the playground. We will continue to look into it. Be sure to include Jisela when applying for grants. Goodwill applies for multi-year grants. San Bernardino is prime for grants. We need to develop partnerships. Be sure to invite Jisela and Lisa if a meeting is set up with San Manuel again. It takes a lot of man power to manage grants as well, including Finance.

7. BOARD/STAFF COMMENTS:

- .01 Ask a question for clarification
- .02 Make a brief announcement or report on his or her own activities
- .03 Future agenda items

8. RECOMMENDATIONS TO THE LCER BOARD:

- 9. ADJOURNMENT:** Lisa Lamb adjourned the meeting at 5:36 p.m.

**Minutes for Regular Meeting of the Lewis Center Foundation Board (Fundraising Committee)
August 8, 2022**

1. **CALL TO ORDER AND PLEDGE OF ALLEGIENCE:** Lisa Lamb, President/CEO, called the meeting to order at 9:07 a.m.
2. **ROLL CALL:** Lewis Center Foundation Board member Genesis Vargas was in attendance. Staff members Jisela Corona, Teresa Dowd, Lisa Lamb and David Gruber were also in attendance.

Lewis Center Foundation Board members Rosalie Cameron, Sarina Daniel, Buck Goodspeed and Jessica Rodriguez were absent.

3. **PUBLIC COMMENTS:** None
4. **CONSENT AGENDA:**
 - .01 Approve Minutes of June 6, 2022 Regular Meeting – The minutes were not approved as a quorum was not present.
5. **DISCUSSION/ACTION ITEMS:**
 - .01 LCER Board Update – Lisa Lamb reported that we are interviewing a possible new Board member to fill the open position. There is a updated Independent Study policy on the agenda.
 - .02 Fundraisers
 - i. Golf Tournament – Lisa Lamb reported the Chamber is doing the tournament on their own this year so we will not be partnering
 - ii. Giving Tuesday – Jisela Corona reported that this will be an online campaign with email, social media and a QR code. Please forward to your contacts once available.
 - iii. Brew Event Update – Jisela Corona shared a donation request letter for raffle prizes. She will email the flyer to share with your contacts. It starts at 5:00 so Foundation Board members should be there by 4:00 to set up. We would like to have a special raffle prize for staff that bring a non-staff member to the event. We will have signs by baskets for who they were donated by. We will have an interest form for Foundation recruitment at the event. Jisela will do sound offs at both chamber meetings.
6. **INFORMATION INCLUDED IN PACKET:** *(Board members may ask questions on items for clarification.)*
 - .01 Lewis Center Foundation Financial Reports
 - .02 Donations 2021-22
 - .03 Lewis Center Foundation Board Attendance Log
7. **BOARD/STAFF COMMENTS:**
 - .01 Ask a question for clarification
 - .02 Make a brief announcement or report on his or her own activities
 - .03 Future agenda items
8. **RECOMMENDATIONS TO THE LCER BOARD:**
9. **ADJOURNMENT:** Lisa Lamb adjourned the meeting at 9:36 a.m.

**Minutes for Regular Meeting of the Lewis Center Foundation Board (Fundraising Committee)
September 6, 2022**

1. **CALL TO ORDER AND PLEDGE OF ALLEGIENCE:** Lisa Lamb, President/CEO called the meeting to order at 9:03 a.m.
2. **ROLL CALL:** Foundation Board member Genesis Vargas was in attendance. Members Sarina Daniels, Buck Goodspeed, and Jessica Rodriguez were absent. Staff members Lisa Lamb, Jisela Corona, David Gruber, and Teresa Dowd were also in attendance.
3. **PUBLIC COMMENTS:** Rosalie Cameron let Lisa know that she would need to step down from the Foundation Board.
4. **CONSENT AGENDA:**
 - .01 Approve Minutes of June 6 and August 8, 2022 Regular Meetings – a quorum was not present so the consent agenda was not approved.
5. **DISCUSSION/ACTION ITEMS:**
 - .01 Approve Updated Schedule of Foundation Board Meeting Dates – The meetings were moved to the 1st Tuesday of the month.
 - .02 Fundraisers
 - i. Brew Event Update – Jisela Corona reported that the date is September 28. We will call other members to confirm attendance. We have 16 raffle baskets. We will be promoting to staff and on social media. We will also do an email blast through the SB Chamber and talk to members at VMI.
 - ii. Giving Tuesday – Jisela Corona reported it is a social media campaign and we will be doing some video campaigns. Once the brew fest is over we will be focusing on this event.
6. **INFORMATION INCLUDED IN PACKET:** *(Board members may ask questions on items for clarification.)*
 - .01 Lewis Center Foundation Financial Reports
 - .02 Donations 2022-23
 - .03 Lewis Center Foundation Board Attendance Log
7. **BOARD/STAFF COMMENTS:**
 - .01 Ask a question for clarification
 - .02 Make a brief announcement or report on his or her own activities
 - .03 Future agenda items
8. **RECOMMENDATIONS TO THE LCER BOARD:** Attend Brew Fest and Recruit Members.
9. **ADJOURNMENT:** Lisa Lamb adjourned the meeting at 9:22 a.m.

LEWIS CENTER FOUNDATION
COMBINED BALANCE SHEET AND INCOME STATEMENT
July 1 - July 31, 2022

CHECKING (LEWIS CENTER FOUNDATION)

Beginning Balance		\$26,586.02
Revenue		
Reimbursement	\$13.86	
Donation to NSLA Capital Campaign	\$ 100.00	
Interest	\$ 0.49	
<i>Total</i>	\$114.35	
Expenditure		
Transfer to Savings - NSLA Capital Campaign donations	\$ 200.00	
Transfer to Savings - unrestricted donations	\$ 119.84	
Employee Recognition	\$ 770.90	
Scholarships	\$ 7,500.00	
Dry Cleaning/Reimbursable	\$ 65.86	
Engraved Bricks - Capital Campaign	\$ 321.28	
<i>Total</i>	\$ 8,977.88	
Ending Balance	<i>Total</i>	\$17,722.49

SAVINGS (LEWIS CENTER FOUNDATION)

Beginning Balance		
Restricted Funds - AAE Capital Campaign	\$ 85,427.27	
Restricted Funds- NSLA Capital Campaign	\$ 69,008.19	
Restricted Funds - Davis Endowment	\$ 14,046.45	
Restricted Funds - Global Exchange Programs	\$ 13,009.31	
Restricted Funds - HiDAS Endowment	\$ 64,105.98	
Restricted Funds - Scholarships	\$ 28,849.61	
Unrestricted Funds	\$ 132,642.62	
	\$ 407,089.43	
Revenue		
Transfer from Checking - NSLA Capital Campaign Donation	\$ 200.00	
Unrestricted Donations	\$ 119.84	
Interest	\$ 103.73	
<i>Total</i>	\$ 423.57	
Expenditure		
Statement Fee for Copy of Check		
Transfer to Checking - Davis Endowment		
Transfer to Checking - Scholarships		
Transfer to Checking - Unrestricted Employee Recognition		
<i>Total</i>	\$ -	
Ending Balance		
Restricted Funds - AAE Capital Campaign	\$ 85,449.05	
Restricted Funds - NSLA Capital Campaign	\$ 69,225.82	
Restricted Funds - Davis Endowment	\$ 14,049.56	
Restricted Funds - Global Exchange Programs	\$ 13,012.42	
Restricted Funds - HiDAS Endowment	\$ 64,122.58	
Restricted Funds - Scholarships	\$ 28,856.87	
Unrestricted Funds	\$ 132,796.70	
	\$ 407,513.00	
	<i>Total</i>	\$ 425,235.49
Total Checking and Savings		\$425,235.49

Foundation Savings - 4100005285

2021-22

As of 7/31/22

Description	Beginning Balance	Debit	Credit	Interest	Ending Balance
AAE Captial Campaign	\$85,427.27			21.78	\$85,449.05
NSLA Capital Campaign	\$69,008.19		\$200.00	17.63	\$69,225.82
Davis Scholarship Endowment	\$14,046.45			3.11	\$14,049.56
Global Exchange Programs	\$13,009.31			3.11	\$13,012.42
HiDAS Endowment	\$64,105.98			16.60	\$64,122.58
Scholarships	\$28,849.61			7.26	\$28,856.87
Unrestricted	\$132,642.62		\$119.84	34.23	\$132,796.69
TOTAL					\$407,512.99

Restricted Scholarship Funds					
AAE Ambassadors Scholarship	\$0.00				\$0.00
AAE PTC Scholarship	\$0.00				\$0.00
AAE Staff Scholarship	\$0.00				\$0.00
Bud Biggs Memorial Scholarship	\$0.00				\$0.00
Edison Scholarship	\$0.00				\$0.00
Gerardo Diaz Jr. Scholarship	\$0.00				\$0.00
Mike Mangold Scholarship	\$2,750.00				\$2,750.00
San Manuel Scholarship	\$0.00				\$0.00
Sandra Perea Scholarship	\$6,535.00				\$6,535.00
SLT Scholarship	(\$500.00)				-\$500.00
Total Unrestricted Scholarship Funds					\$20,071.87

Restricted AAE Capital Campaign Funds					
High Desert Turtle and Tortoise Club	\$2,500.00				\$2,500.00
AAE Gym Weight Room	\$2,150.00				\$2,150.00
Watertower, Gristmill, Shade Structures	\$25,060.39				\$25,060.39
AAE Shade Fundraiser	\$10,900.36				\$10,900.36
Total Unrestricted AAE Capital Campaign					\$44,838.30

Restricted NSLA Capital Campaign Funds					
Playground	\$7,438.21				\$7,438.21

Donations 2022-23

Date	Recognition Name	Amount	Fund	Appeal	Note
8/12/2022	Jennifer Fanscoyoc	\$240.00	AAE	Visual and Performing Arts	Towards bows for Strings
8/16/2022	Isabelle Shyu	\$40.00	AAE	Visual and Performing Arts	Towards bows for strings class
8/17/2022	James Muir	\$500.00	AAE		
8/19/2022	Huirong Liang	\$100.00	AAE		
7/27/2022	Marcia Vargas	\$103.30	Foundation		
8/10/2022	Lisa Lamb	\$10.53	Foundation		
8/22/2022	Buck Goodspeed	\$200.00	Foundation	Brew Fest Fundraiser	\$200 toward raffle prize
8/27/2022	Marcia Vargas	\$103.30	Foundation		
9/1/2022	Christina Edlauer	\$20.76	Foundation	Brew Fest Fundraiser	
9/2/2022	Darryn Doman	\$102.56	Foundation	Brew Fest Fundraiser	
9/13/2022	Donna Hackney	\$10.00	Foundation	Brew Fest Fundraiser	
9/14/2022	Staci Yune	\$102.56	Foundation	Brew Fest Fundraiser	
9/15/2022	Sara Jeffs	\$10.53	Foundation	AAE Staff Scholarship	
9/22/2022	Penny Bean	\$41.21	Foundation	Brew Fest Fundraiser	
9/26/2022	Lisa Lamb	\$10.53	Foundation		
9/27/2022	Brook Gupta	\$102.56	Foundation	Brew Fest Fundraiser	
9/27/2022	Brook Gupta	\$92.33	Foundation	Brew Fest Fundraiser	
9/27/2022	Teresa Dowd	\$41.21	Foundation	Brew Fest Fundraiser	
9/27/2022	Jon Keller	\$20.76	Foundation	Brew Fest Fundraiser	
9/28/2022	Diana Crowe	\$41.21	Foundation	Brew Fest Fundraiser	
9/28/2022	Joshua Direen	\$10.00	Foundation	Brew Fest Fundraiser	
9/28/2022	David Tellyer	\$20.76	Foundation	Brew Fest Fundraiser	
9/28/2022	Stephanie Deininger	\$20.00	Foundation	Brew Fest Fundraiser	
9/28/2022	Mike Gonzalez	\$10.53	Foundation	Brew Fest Fundraiser	
9/28/2022	Candice Gayle	\$76.99	Foundation	Brew Fest Fundraiser	
8/2/2022	Pizza Factory	\$100.00	LCER		Gift Certificates for a Lunch Spe
8/2/2022	Los Domingos	\$100.00	LCER		4 \$25 Gift Certificates
8/2/2022	Schools First Credit Union	\$120.00	LCER		2 \$15 McDonald's, 2 \$15 Starbu
8/2/2022	SISC	\$120.00	LCER		Fit Bit Scale, Amazon Echo Dot,
8/26/2022	Stephanie Deininger	\$167.00	NSLA	Middle School	7th Grade Field Trips

\$ 2,638.63

LCF Board Meetings
Attendance Log 2022

	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	TOTAL
Genesis Vargas					Present	Present	Present				100%
Buck Goodspeed	Absent	Present	Present	Present	Present	Absent	Absent				57%
Sarina Daniels	Present	Present	Absent	Present	Absent	Absent	Absent				43%
Jessica Rodriguez	Absent	Present	Present	Absent	Present	Absent	Absent				43%