

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)  
November 1, 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;  
1936 De Anza Dr., Colton, CA; 15370 Cholame Rd. Unit.12, Victorville, CA**

**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 ALLEGIANCE:** 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](mailto: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, September 6 and October 4, 2022 Regular Meetings
5. **DISCUSSION/ACTION ITEMS:**
  - .01 New Foundation Board Member Interest – Introduce Ambar Martinez Palacios and Marisol Sanchez and Approve as a Lewis Center Foundation Board Member
  - .02 Approve Revision of Lewis Center Foundation Bylaws
  - .03 Discuss New Board Member Fingerprinting Requirement – Lisa Lamb
  - .04 Fundraisers
    - i. Giving Tuesday – Jisela Corona
    - ii. Gala – 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 1<sup>st</sup> 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.

**Minutes for Regular Meeting of the Lewis Center Foundation Board (Fundraising Committee)  
October 4, 2022**

1. **CALL TO ORDER AND PLEDGE OF ALLEGIENCE:** Lisa Lamb, President/CEO, called the meeting to order at 9:15 a.m.
2. **ROLL CALL:** Foundation Board Members Buck Goodspeed and Genesis Vargas (by phone) were in attendance. Members Sarina Daniel-Muhammad and Jessica Rodriguez were absent. Staff members Jisela Corona, Teresa Dowd, Lisa Lamb and David Gruber were also in attendance.
3. **PUBLIC COMMENTS:** No
4. **CONSENT AGENDA:**
  - .01 Approve Minutes of June 6, August 8, and September 6, 2022 Regular Meetings – Not approved as a quorum was not present.
5. **DISCUSSION/ACTION ITEMS:**
  - .01 Fundraisers
    - i. Review Brew Event – Jisela Corona – Lisa gave out huge props to everyone for contributing to the Brew Event. It was a great success. We made great connections and profit was a little over \$2,100. David and Jisela will contact Ritual to see if they will donate a % of sales.
    - ii. Giving Tuesday – Jisela Corona reported that she will be scheduling time to film some promotional videos. We will start sending out request messages before and after the day.
6. **INFORMATION INCLUDED IN PACKET:**
  - .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 – Lisa reported NSLA is anxious for the playground addition. There are some monies in the Foundation for NSLA capital campaign but we do not have enough to fund it completely. We could also look at some grants. Buck asked about future Chile trips. Lisa was approached by GAVRT scientists that attended a conference in Madrid and met with the Deep Space Network. They have asked for GAVRT to take over educational activities there. We are looking at a 3-way partnership between us, Chile and Madrid. We are also working on a Capstone science class. David and Lisa met with our Union Bank representatives. They have a funding application process we could receive a donation through. With the merger of US Bank and Union Bank, there will be more flexibility in our accounts and we could move some of the Foundation funds to a higher yield account. We could look at doing a gala in spring. David notified the Board that if you are contacted regarding our bonds, please refer them to us.
  - .03 Future agenda items – bank fund transfer
8. **RECOMMENDATIONS TO THE LCER BOARD:**
9. **ADJOURNMENT:** Lisa adjourned the meeting at 9:55 a.m.

Lewis Center Foundation  
Interested Board Member Information

Name: Ambar Martinez Palacios

Email: caliautoglassnow@gmail.com

Address: 13885 Choctaw Ln

Cell Phone: 760 987-4551

Victorville CA 92395

Cell Phone: \_\_\_\_\_

Occupation: Business Owner

Place of Employment: CALI AUTO GLASS

AAE Parent

NSLA Parent

Community Member

Why are you interested in being a Lewis Center Foundation Board Member?

I would like to see where the school is going.  
How to help it be better for the children

What skills, talents or attributes do you have that would be beneficial to the Lewis Center Foundation?

Honest, reliable, self motivated, customer service oriented  
hungry for achievement, Tenacious, competitive,  
hard worker, team worker

Do you have any nonprofit board experience? If yes, on what board(s)?

No, also have a lot of work load.

I'm willing to be helpfull as long as you  
are okay with my workload.

# Ambar Martinez Palacios

13285 Choctaw Lane  
Victorville, CA 92395  
(760) 987-4551  
ambar.m.palacios@gmail.com

## EXPERIENCE

### **Cali Auto Glass, Victorville — *President***

May 2017 - PRESENT

Build a company from the ground up. part time receptionist, customer service representative, networking rep . Part Time Auto glass installation assistant, full time ADAS calibration technician and visionary of this enterprise

### **A NOTARY PUBLIC AND TAX PREPARER, Victorville— *Notary Public and tax Preparer***

January 2015 - December 2020

Verify the authenticity of legal documents and create a trustworthy environment for parties to an agreement as Notary Public

Prepare tax returns for individuals and Sole Proprietors

## EDUCATION

### **I CAR, Chicago Illinois (on line)— *Adas Certified Technician, Diagnostic Technician, Auto Glass Technician***

MONTH 2018- to present

### **Mike Russ, San diego— *Notary Public and tax Preparer Certifications***

### **South Gate High School, South Gate — *High School Diploma***

Class of 1999

With Honors

## Achievements

2020-2021-2022 BEST OF THE DESERT 1ST PLACE

2021 BBB Ethic Awards Small Business

2021 Excellence Honoree Hispanic Chamber

2022 Spirit of Entrepreneur Award Nominee for small business

## SKILLS

Interested in continuous improvement

Hard worker

Ethic

Tenacious

## LANGUAGES

English and Spanish



**Lewis Center Foundation**  
**Interested Board Member Information**

Name: Marisol Sanchez Alvarez

Email: marisol.sanchez@sanchezenterprises.net

Address: 16343 Ridge View Dr

Phone: 626-392-6230

Apple Valley, CA 92307

Cell Phone: 626-392-6230

Occupation: Attorney/Business Owner

Place of Employment: Sanchez Enterprises, LLC, dba McDonald's located in Apple Valley, CA

AAE Parent

NSLA Parent

Community Member

Why are you interested in being a Lewis Center Foundation Board Member?

I am a local community member, AAE parent, and business owner and have a vested interest in the success and continuity of LCER. I am so impressed by the staff, teachers and board and would like to participate and lend a hand to this incredible group.

I am a McDonald's Franchisee with restaurant located in the High Desert, Inland Empire and Los Angeles areas of Southern California. I am certain I can be of assistance to fundraising and lending support as needed.

What skills, talents or attributes do you have that would be beneficial to the Lewis Center Foundation?

I have attached my resume as part of the application. I am a licensed attorney with non-profit, government and corporate law experience. Additionally, I am a local business owner. I own and operate 20 McDonald's restaurants in the Southern California area including the restaurants in Hesperia, Apple Valley and 3 locations in Victorville.

Do you have any nonprofit board experience? If yes, on what board(s)?

Member, Board of Trustees, Ronald McDonald House Charities of Southern California, Inland Empire House

Former Chair, HACER Scholarship Program, Ronald McDonald House Charities of Southern California

# Marisol Sanchez

5234 Via San Delarro Unit 1  
Los Angeles, California, 90022  
6263926230  
marisolcsanchez@gmail.com

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## WORK EXPERIENCE

### **SANCHEZ FAMILY CORPORATION, Los Angeles, California**

*McDonald's Licensee*, October 2012 – Present

*General Counsel*, Jan 2008 – Present

- Advise clients concerning business transactions, claim liability, advisability of prosecuting or defending lawsuits, or legal rights and obligations.
- Perform administrative and management functions related to the practice of law. Prepare and draft legal documents, such as deeds, mortgages, leases, and contracts.

*Executive Vice President/Human Resources Director*, Jan 2018 – Jan 2022

- Confer with board members, organization officials, or staff members to discuss issues, coordinate activities, or resolve problems.
- Direct, plan, or implement policies, objectives, or activities of organizations or businesses to ensure continuing operations, to maximize returns on investments, or to increase productivity.
- Direct human resources activities, including the approval of human resource plans or activities, the selection of directors or other high-level staff, or establishment or organization of major departments.
- Prepare or present reports concerning activities, expenses, budgets, government statutes or rulings, or other items affecting businesses or program services.
- Coordinate the development or implementation of budgetary control systems, recordkeeping systems, or other administrative control processes.
- Implement corrective action plans to solve organizational or departmental problems.

### **LOS ANGELES COUNTY DISTRICT ATTORNEY'S OFFICE , Los Angeles, California**

*Deputy District Attorney*, Jan 2006 – Jan 2008

- Represent the People of the State of California in Superior Court. Present evidence to
- prosecute defendants in criminal litigation.
- Select jurors, argue motions, meet with judges and question witnesses during the course of trial.
- Study Constitution, statutes, decisions, regulations, and ordinances of quasi-judicial bodies to determine ramifications for cases.

### **OFFICE OF THE UNITED STATES ATTORNEY, EASTERN DISTRICT OF CALIFORNIA, Fresno, California**

*Certified Law Clerk*, Jun 2004 – Aug 2004

- Present evidence to prosecute defendants in criminal litigation.
- Select jurors, argue motions, meet with judges and question witnesses during the course of trial.
- Study Constitution, statutes, decisions, regulations, and ordinances of quasi-judicial bodies to determine ramifications for cases.

### **UNITED STATES DISTRICT COURT, CENTRAL DISTRICT OF CALIFORNIA, Los Angeles, California**

*Extern*, Jun 2003 – Aug 2003

- Attend court sessions to hear oral arguments or record necessary case information. Assisted in the preparation of
- judicial opinions, decisions, or citations.
- Prepare briefs, legal memoranda, or statements of issues involved in cases, including appropriate suggestions or recommendations.

- Research laws, court decisions, documents, opinions, briefs, or other information related to cases before the court.

## **EDUCATION**

**University of California, Berkeley, Berkeley, California**

*Bachelor of Arts, Sociology, Jun 2001*

**Loyola Law School, Los Angeles , California**

*Juris Doctor, May 2005*

## **MEMBERSHIPS**

- *Member, Board of Trustees, Ronald McDonald House Inland Empire*
- *Member, Board of Directors, McDonald's Operator Association of Southern California*

# **BYLAWS OF THE LEWIS CENTER FOUNDATION**

## **ARTICLE I – NAME**

### 1.0 Name

The name of this organization shall be the Lewis Center Foundation (hereinafter referred to as "Foundation").

## **ARTICLE II – OFFICE**

### 2.0 Principal Office

The principal office and address of the Foundation shall be that of the Lewis Center for Educational Research (“LCER”): specifically, 17500 Mana Road, Apple Valley, CA 92307.

## **ARTICLE III – PURPOSES**

### 3.0 Purposes

The Foundation has two purposes (1) supporting the mission of the LCER, which is “to ensure that the schools and programs operated by the LCER prepare students for success in a global society through data-driven, innovative and research proven practices in a safe and inclusive culture,” and (2) to provide supplemental financial support to the LCER and any and all schools and programs it operates. By providing such financial support, the Foundation will enable the LCER:

- a. to serve the educational needs of the communities it serves,
- b. to receive and utilize funds acquired through the solicitation of donations, gifts, grants, and bequests, and
- c. to be a careful steward of the resources entrusted to it.

## **ARTICLE IV – ORGANIZATION AND GOVERNANCE**

### 4.0 Organization and Governance

The Foundation is organized as a subordinate standing committee authorized and sponsored by the LCER Board. Its activities are governed by the Lewis Center Foundation Board which is empowered by and reports to the LCER Board. The Foundation shall at all times

operate and conduct its affairs in compliance with the values and Code of Ethics established by the LCER Board for all of its members and committees.

## **ARTICLE V – LEWIS CENTER FOUNDATION BOARD**

### **5.0 Lewis Center Foundation Board**

All business of the Foundation shall be exercised by and under the authority of a managing body known as the Lewis Center Foundation Board (hereafter referred to as "Foundation Board").

### **5.1 Duties**

The Foundation Board shall be responsible for the following:

- a. Raise restricted and unrestricted contributions for LCER and its schools and programs;
- b. Direct the administration of restricted and unrestricted trusts and endowment funds and other restricted and unrestricted contributions;
- c. Prepare recommendations to the LCER Board as to policies for the administration of existing endowment, restricted and unrestricted funds;
- d. Foster and promote such programs, events or activities that would have a general appeal to the public; and
- e. Ensure donors' restrictions are adhered to.

### **5.2 Number of Foundation Board Members**

The authorized number of voting Foundation Board members shall be not more than 15. Ex officio members of the Foundation Board with a vote will be up to 3 designated LCER Board members appointed by the Chair of the LCER Board, and one high school student from each high school (nominated by the ASB and approved by the principal of that school). The remainder of the Foundation Board members will be parent and community members representing the schools and communities served by LCER.

### **5.3 Qualifications of Foundation Board Members.**

Each member should have an interest in and dedication to the goals of the Foundation. Each member should have skills that will assist the Foundation Board in managing the Foundation and meeting its goals. Each member should have an interest in and dedication to furthering the mission of the LCER.

#### 5.4 Election of Foundation Board Members

Except for ex officio members, the Foundation Board members shall be elected at any properly noticed and duly constituted meeting of the Foundation Board by majority vote. Election of members to fill vacancies may occur at any meeting of the Foundation Board.

Eligibility for Foundation Board service is contingent upon the successful completion of current fingerprinting and criminal background report and clearance through the Department of Justice and the Federal Bureau of Investigations.

#### 5.6 Resignation

Any member of the Foundation Board may resign at any time by giving written notice to the Foundation Board Chair. Any such resignation shall take effect on the date of receipt or at any later time specified therein; acceptance of such resignation shall not be necessary to make it effective.

#### 5.7 Vacancies

A vacancy or vacancies on the Foundation Board shall be deemed to exist in the event of resignation, disqualification, or death of a member, or removal of a member (see 5.8), or if the authorized number of members is increased. Vacancies in the membership may be filled by majority vote of the remaining members.

#### 5.8 Removal of Foundation Board Members

The Foundation Board may declare vacant the office of any member who has been absent from regularly scheduled Foundation Board meetings three consecutive times or been found by the Foundation Board to be unacceptable or to have an otherwise unresolvable conflict of interest.

### **ARTICLE VI - MEETINGS**

#### 6.0 Brown Act

As a standing committee of the LCER Board, and notwithstanding any other provision in these bylaws, all meetings of the Foundation Board shall be held in compliance with the requirements of the Ralph M. Brown Act as set forth in Section 54950 of the California Government Code.

#### 6.1 Regular Meetings

Regular meetings of the Foundation Board shall be held at the principal offices of the LCER unless another place is stated in the notice of the meeting. Regular meeting times will be established annually by the Foundation Board, but may be changed as needed. The time and address of the meeting will be included in the formal posting of the meeting and its agenda. Notice of time and place of the meeting shall be in accordance with the Brown Act and delivered by telephone, electronic communication or first class mail.

## 6.2 Special Meetings

Special meetings of the Foundation Board may be called at any time for any purpose or purposes by the Foundation Board Chair, the LCER Chair of the Board, LCER President/CEO or by a majority of the Foundation Board members then serving.

## 6.3 Attendance at Meetings

Members may participate in meetings through use of conference telephone or similar communications equipment, so long as Brown Act requirements are met. Such participation counts toward determining a quorum.

## 6.4 Quorum

A majority of the authorized number of Foundation Board members constitute a required quorum for the transaction of business at any meeting of the Foundation Board. If a quorum is not present, the members there present shall have the power to adjourn the meeting from time to time until the number of members required for a quorum shall be present. At any such adjourned meeting, any and all business may be transacted which might have been transacted at the meeting as originally noticed, if within 4 business days. A meeting of members at which a quorum is present may continue to do business until adjournment, notwithstanding the withdrawal of enough members to leave less than a quorum, if any action taken (other than adjournment) is approved by at least a majority of the members required to constitute the quorum.

## 6.5 Self-Dealing

In the exercise of voting right by Foundation Board members, no member shall vote on any issue, motion or resolution which directly or indirectly inures to his or her benefit or detriment financially. No member of this corporation nor any other corporation, firm, association, or other entity in which one or more of this corporation's members are members have a material financial interest, shall be interested, directly or indirectly, in the contract or transaction, unless otherwise allowed under the provisions of Government Code Section 1090. In the case of a matter to be voted on, which is not a contractual arrangement with a Board member, but a Board member has a financial interest, the non-interested members of the Board may take action as long as the provisions of the Political Reform Act

are followed, namely 1) the interested board member discloses the financial interest at the public meeting; 2) the interested Board member recuses him or herself from the discussion and action and leaves the room during the discussion; and 3) such disclosure.

#### 6.6 Compensation of Foundation Board Members

Foundation Board members shall serve without compensation except they shall be allowed reasonable advancement or reimbursement of expenses incurred in the performance of their regular duties.

#### 6.7 Meeting Minutes

All actions of the Foundation Board shall be duly recorded in minutes which shall be submitted to the LCER Board at its next regular meeting for information and inclusion in the LCER's official records.

### **ARTICLE VII – OFFICERS**

#### 7.0 Foundation Board Chair

Annually, the Foundation Board Chair is nominated by the Foundation Board and appointed by the LCER Board Chair.

#### 7.1 Chair's Duties

The Chair shall have the responsibility for general leadership and direction of the Foundation Board. The Chair shall preside at all meetings of the Foundation Board and shall have the general powers and duties of management usually vested in the office of chair of a committee and shall have such other powers and duties as may be prescribed by the LCER Board and Lewis Center Foundation job description

#### 7.2 Vice Chair

The Foundation Board shall annually elect a Vice Chair from the other members serving on the Foundation Board. In the absence or disability of the Chair, the Vice Chair shall preside at the meetings of the Foundation Board, shall perform all the duties of the Chair and, when so acting, shall have all the powers of and be subject to all the restrictions upon the Chair

### **ARTICLE VIII – COMMITTEES**

#### 8.1 Committees



The Foundation Board may, if approved by a majority of the authorized number of members, designate one or more committees to serve at the pleasure of the Foundation (e.g., Annual Fund, Special Events, etc.) Any committee shall have all responsibilities and authority designated by the Foundation Board.

## **ARTICLE IX – GIFTS**

### 9.0 Generally

The Foundation is authorized to accept gifts to the Lewis Center Foundation. "Gift" includes the transfer of money or other property of any kind, real, personal or mixed, or any interest in property, and whether made by delivery, grant, conveyance, payment, device, bequest or any other method of transfer.

### 9.1 Terms of Gifts

Each donor by making a gift to the Foundation accepts and agrees to all the terms of the LCER Articles of Incorporation and these Bylaws, and provides that the fund so created shall be subject to the provisions for presumption of donor's intent, for modification or restrictions or conditions for amendments and termination, and to all other terms of the LCER's Articles of Incorporation and these Bylaws, each as from time to time amended.

### 9.2 Gifts in Trust

If a gift is made in trust to make income or other payments for a period of a life or lives or term of years, to any individuals or for noncharitable purposes, followed by payments to the Foundation, or in trust to make income or other payments to the Foundation, followed by payments to any individuals or for noncharitable purposes, only the payments to the Foundation shall be regarded as Foundation funds, subject to the LCER Articles of Incorporation and these Bylaws, and then only when the Foundation becomes entitled to their use. The LCER Board may take such actions from time to time as it deems necessary to protect the Foundation's rights to receive such payment.

The Foundation may act as Trustee of Trusts in which LCER has an interest.

### 9.3 Restricted Gifts

Any donor may, with respect to a gift made by such donor to the Lewis Center Foundation and subject to these Bylaws, give directions in the instrument of gift or transfer as to:

- a. Specific charitable purposes or particular charitable organizations to be supported;

- b. Manner of distribution, including amounts, times, and conditions of payments and whether from principal and/or income; and
- c. A name as a memorial or otherwise for a fund given, or addition to a fund previously held or anonymity for the gift.

#### 9.4 Segregation of Gifts

No gift shall be required to be separately invested or held unless the donor so directs, or it is necessary in order to follow any other direction by the donor as to purpose, or in order to prevent tax disqualification, or it is required by law. Directions for naming a fund as a memorial or otherwise may be satisfied by keeping under such name accounts reflecting appropriately the interest of such fund in each common investment.

#### 9.5 Interpretation of Restrictions

- a. Each fund of the Foundation shall be presumed to be intended:
  - i. To be used only for charitable purposes;
  - ii. To be productive of a reasonable return of net income over a reasonable period of time.
  - iii. To be used only for such of those purposes and in such manner as not to disqualify the gift from deduction as a charitable contribution, gift or bequest in computing any federal income, gift or estate tax of the donor or his estate and not to disqualify the Foundation from exemption from federal income tax as a qualified charitable organization described in Section 501(c)(3) of the Internal Revenue Code.
- b. If a direction by the donor, however expressed, would, if followed, result in use contrary to the intent so presumed, or if the LCER Board is advised by legal counsel that there is substantial risk of such result, the direction shall not be followed, but shall be varied by the LCER Board so far as necessary to avoid such result; provided, however, that if the donor has clearly stated that compliance with the direction is a condition of the gift, then the gift shall not be accepted unless an appropriate judicial or administrative body first determines that the condition and direction need not be followed. Reasonable charges and expenses of counsel for such advice and proceedings shall be proper expenses. For purpose of these Bylaws, "charitable purposes" include charitable, educational and scientific purposes, contributions for which are deductible under Sections 170(c) (1) and 170 (c) (2) (B) of the Internal Revenue Code, and "qualified charitable organization" means an organization which is described in Section 170(c) (1) or (2) of the Internal Revenue Code.

## 9.6 Powers of Foundation Board

Notwithstanding any provision in these Bylaws or in any instrument of gift or transfer creating or adding to a fund of the Foundation, the Foundation Board shall have the power, subject to approval by the LCER Board, to modify any Foundation designated restriction or condition on the distribution of funds for any specified charitable purposes or on the manner of the distribution of such funds, if in the judgment and discretion of the Foundation, the restriction or condition is unnecessary, incapable of or not reasonably susceptible of fulfillment, or not in the best interest of advancing the charitable purposes of the Foundation.

## **ARTICLE X – MISCELLANEOUS PROVISIONS**

### 10.0 Amendment of the Bylaws

These Bylaws shall become effective upon adoption by the Lewis Center Foundation (after affirmative vote of a majority of the Foundation Board) and approval by the LCER Board. New Bylaws may be adopted or these Bylaws may be amended or repealed by the same process.

### 10.1 Parliamentary Authority

The most recent edition of Robert's Rules of Order Revised, shall be the parliamentary authority for all matters of procedure not specifically covered by the Bylaws.

### 10.2 Checks, Drafts, and Notes

All checks, drafts or other orders for payment of money, notes or other evidences of indebtedness, issued in the name of or payable to the Foundation, shall be signed or endorsed by such person or persons and in such manner as, from time to time, shall be determined by the LCER Board .

### 10.3 Segregation of Gift Annuity Reserve Funds

The Foundation shall at all times maintain a reserve fund adequate to meet the future payments under its outstanding annuity contracts.

Approval Signatures

These Bylaws were adopted by the Lewis Center Foundation Board on November 1, 2022, and were approved by the LCER Board on ~~November 12, 2019~~ December 12, 2022

\_\_\_\_\_  
Chair, Lewis Center Foundation Board

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chair, LCER Board

\_\_\_\_\_  
Date

**Foundation Savings - 4100005285**

**2021-22**

**As of 8/31/22**

<b>Description</b>	<b>Beginning Balance</b>	<b>Debit</b>	<b>Credit</b>	<b>Interest</b>	<b>Ending Balance</b>
AAE Captial Campaign	\$85,427.27	\$243.25		43.56	\$85,227.57
NSLA Capital Campaign	\$69,008.19	\$78.03	\$200.00	35.26	\$69,165.42
Davis Scholarship Endowment	\$14,046.45			6.22	\$14,052.67
Global Exchange Programs	\$13,009.31			6.22	\$13,015.53
HiDAS Endowment	\$64,105.98			33.19	\$64,139.17
Scholarships	\$28,849.61			14.52	\$28,864.13
Unrestricted	\$132,642.62	\$1,961.83	\$119.84	68.45	\$130,869.08
<b>TOTAL</b>					<b>\$405,333.58</b>

<b>Restricted Scholarship Funds</b>					
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
<b>Total Unrestricted Scholarship Funds</b>					<b>\$20,079.13</b>

<b>Restricted AAE Capital Campaign Funds</b>					
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
<b>Total Unrestricted AAE Capital Campaign</b>					<b>\$44,616.82</b>

<b>Restricted NSLA Capital Campaign Funds</b>					
Playground	\$7,438.21				\$7,438.21

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

**CHECKING (LEWIS CENTER FOUNDATION)**

<b>Beginning Balance</b>		<b>\$17,722.49</b>
<b>Revenue</b>		
Online donation to Unrestricted	\$9.92	
Online donation to NSLA Capital Campaign	\$100.00	
Transfer from Savings - Unrestricted	\$500.00	
Transfer from Savings - AAE and NSLA Capital Campaign	\$ 321.28	
Interest	\$ 0.44	
<i>Total</i>	\$931.64	
<b>Expenditure</b>		
Greater High Desert Chamber - Kemper Campbell Ranch Mixer Sponsor	\$ 500.00	
AAE Staff Scholarship - Jackson Gormley - University of Cincinnati	\$ 500.00	
SLT Scholarship - Ryan German - Grand Canyon University	\$ 500.00	
Sandra Perea Scholarship - Mikayla Ramirez - Boise State University	\$ 500.00	
<i>Total</i>	\$ 2,000.00	
<b>Ending Balance</b>	<i>Total</i>	<b>\$16,654.13</b>

**SAVINGS (LEWIS CENTER FOUNDATION)**

<b>Beginning Balance</b>		
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
		<b>\$ 407,513.00</b>
<b>Revenue</b>		
Interest	\$ 103.70	
<i>Total</i>	\$ 103.70	
<b>Expenditure</b>		
Transfer to Checking - Unrestricted - Kemper Campbell Ranch Mixer Sponsor	\$ 500.00	
Bloomerang Annual Fee	\$ 1,461.83	
Transfer to Checking - AAE Capital Campaign - Engraved Bricks	\$ 243.25	
Transfer to Checking - NSLA Capital Campaign - Engraved Bricks	\$ 78.03	
<i>Total</i>	\$ 2,283.11	
<b>Ending Balance</b>		
Restricted Funds - AAE Capital Campaign		\$ 85,227.58
Restricted Funds - NSLA Capital Campaign		\$ 69,165.42
Restricted Funds - Davis Endowment		\$ 14,052.67
Restricted Funds - Global Exchange Programs		\$ 13,015.53
Restricted Funds - HiDAS Endowment		\$ 64,139.17
Restricted Funds - Scholarships		\$ 28,864.13
Unrestricted Funds		\$ 130,869.09
	<i>Total</i>	<b>\$ 405,333.59</b>
<b><i>Total Checking and Savings</i></b>		<b>\$421,987.72</b>

## 2022-23 Donations

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		
		<b><u>\$880.00</u></b>			
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	
9/4/2022	Tom O'Neil	\$500.00	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	
10/15/2022	Sara Jeffs	\$10.53	Foundation	AAE Staff Scholarship	
10/26/2022	Lisa Lamb	\$10.53	Foundation		
		<b><u>\$1,672.69</u></b>			

8/2/2022 Pizza Factory	\$100.00	LCER
8/2/2022 Los Domingos	\$100.00	LCER
8/2/2022 Schools First Credit Union	\$120.00	LCER
8/2/2022 SISC	\$120.00	LCER
	<u>\$440.00</u>	

Gift Certificates for a Lunch Spe  
 4 \$25 Gift Certificates  
 2 \$15 McDonald's, 2 \$15 Starbu  
 Fit Bit Scale, Amazon Echo Dot,

8/26/2022 Stephanie Deininger	\$167.00	NSLA
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Middle School

7th Grade Field Trips



LCF Board Meetings  
Attendance Log 2022

	<b>Feb-22</b>	<b>Mar-22</b>	<b>Apr-22</b>	<b>May-22</b>	<b>Jun-22</b>	<b>Aug-22</b>	<b>Sep-22</b>	<b>Oct-22</b>	<b>Nov-22</b>	<b>Dec-22</b>	<b>TOTAL</b>
Genesis Vargas					Present	Present	Present	Present			100%
Buck Goodspeed	Absent	Present	Present	Present	Present	Absent	Absent	Present			63%
Sarina Daniels	Present	Present	Absent	Present	Absent	Absent	Absent	Absent			38%
Jessica Rodriguez	Absent	Present	Present	Absent	Present	Absent	Absent	Absent			38%