

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
Meeting at Lewis Center for Educational Research
17500 Mana Rd., Apple Valley, CA 92307
November 5, 2019 - Public Meeting – 9:00 a.m.

1. **CALL TO ORDER AND PLEDGE OF ALLEGIENCE:** Chair Marcia Vargas
2. **ROLL CALL:** Chair Marcia Vargas
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 Chair.
4. **CONSENT AGENDA:**
 - .01 Approve Minutes of October 15, 2019 Regular Meeting
5. **DISCUSSION/ACTION ITEMS:**
 - .01 Discuss 2020 Annual Gala and Timeline – Marcia Vargas
 - .02 Discuss Special Gala Committee Meeting Date of January 14, 2020 – Marcia Vargas
 - .03 Discuss Changing December 3, 2019 Meeting Date to December 10, 2019 – Marcia Vargas
6. **INFORMATION INCLUDED IN PACKET:** *(Board members may ask questions on items for clarification.)*
 - .01 Lewis Center Foundation Financial Reports
 1. September 2019 Foundation Balance Sheet
 2. September 2019 Foundation Savings Report
 3. Donations 2019-20
 4. LCF Board Attendance Log
7. **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
8. **RECOMMENDATIONS TO THE LCER BOARD:**
9. **ADJOURNMENT:** Chair Marcia Vargas

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 Foundation
Minutes
October 15, 2019**

1. **CALL TO ORDER AND PLEDGE OF ALLEGIENCE:** Chairman Marcia Vargas called the meeting to order at 9:50 am. The Foundation Board previewed the new Science on a Sphere prior to the beginning of the meeting.
2. **ROLL CALL:** Lewis Center Foundation Board Members Desiree Burgnon, Charity Frash, Tyler Jaramillo, Umang Patel and Marcia Vargas were in attendance.

Lewis Center Foundation Board Members Buck Goodspeed was absent.

Staff members Matt Cabe, Teresa Dowd and Lisa Lamb were also in attendance.

3. **PUBLIC COMMENTS:** Marcia Vargas stated that she was proud of the Foundation's contribution to the Science on a Sphere room remodel.
4. **CONSENT AGENDA:**
 - .01 Approve Minutes of August 6, 2019 Regular Meeting
 - .02 Approve Minutes of September 3, 2019 Regular Meeting

On a motion by Desiree Burgnon, seconded by Umang Patel, vote 5-0, the Lewis Center Foundation Board of Directors approved Consent Agenda items

5. **DISCUSSION/ACTION ITEMS:**
 1. Ratify Educational Activity Grant for Armani and Malay Petteway – Notification of Educational Activity Grants was sent out in a Parent Square email, along with promotion of an upcoming Snapology Camp. A parent applied for an Educational Activity Grant for 2 of her children for the Snapology Camp, but it was passed the time to get it on the Foundation agenda for approval so Lisa and Marcia approved the grant. On a motion by Charity Frash, seconded by Tyler Jaramillo, vote 5-0, the Lewis Center Foundation Board of Directors ratified approval of the Educational Activity Grant for Armani and Malay Petteway.
 2. Approve Garner Holt Educational Activity Grant Application – Lisa recently attended a CUBE training at Garner Holt, an educational facility in Redlands that is the world leader in animatronics. Lisa won a grand prize for a field trip to the facility, and LCER will be sending 18 students from AAE and 18 students from NSLA. This grant request will provide \$5K to be split between both schools for professional development, field trip opportunities and classroom kits. On a motion by Desiree Burgnon, seconded by Tyler Jaramillo, vote 5-0, the Lewis Center Foundation Board of Directors approved the Garner Holt Educational Activity Grant of \$5K to be provided from unrestricted funds.
 3. Approve Revised Bylaws and Job Description – As discussed at the last meeting, the Lewis Center Foundation Bylaws and Job Description were updated to remove the term limit. On a motion by Tyler Jaramillo, seconded by Desiree Burgnon, vote 5-0,

the Lewis Center Foundation Board of Directors approved the revised Bylaws and Job Description.

4. Discuss LCF Board Recruitment – We are still looking for additional members on the Lewis Center Foundation Board. If you know of anyone, have them contact Teresa.
5. Review of 2019 Golf Tournament – The tournament went very well and we raised close to \$50K to split between the two organizations. The Victor Valley Chamber did a great job of organizing the event and we came through with sponsorships and volunteers. The new POS machines worked very well. Thank you to all who participated.
6. Discuss 2020 Annual Gala – Marcia distributed a preliminary timeline. Duberly will chair the committee. We can use the same colors as last year and have that be our standard colors as they're from the LCER logo. We will begin gathering historic pictures of Congressman Lewis, Rick Piercy, the Thunderbird Campus, Apple Valley Science and Technology Center, etc. Marcia will be in charge of the silent auction, with help from Tyler and Desiree. She will follow up on the digital auction. Matt is in charge of marketing, graphic design and the Delorian. Charity will help with decorations. Tyler will work on the mystery box. He will check the price of a streamer machine. It was decided to increase the \$1,000 sponsorship to \$1,250. We will put together a budget as well. The Save the Dates should go out in November. We can email those as well as print cards to hand out. Lisa will check into advertising at VMI. Lisa and Teresa will confirm with Jerry.

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

1. Lewis Center Foundation Financial Reports
 1. August 2019 Foundation Balance Sheet
 2. August 2019 Foundation Savings Report
 3. Donations 2019-20
 4. LCF Board Attendance Log

8. **BOARD/STAFF COMMENTS:**

1. Ask a question for clarification
2. Make a brief announcement –
3. Make a brief report on his or her own activities
4. Future agenda items

9. **RECOMMENDATIONS TO THE LCER BOARD:** Approve the revised Lewis Center Foundation Bylaws.

10. **ADJOURNMENT:** Chairman Marcia Vargas adjourned the meeting at 10:58 a.m.

**LEWIS CENTER FOUNDATION
COMBINED BALANCE SHEET AND INCOME STATEMENT
September 1 - September 30, 2019**

CHECKING (LEWIS CENTER FOUNDATION)

Beginning Balance		\$11,775.04
Revenue		
2019 Victor Valley Regional Open Golf Tournament Sponsorships, Raffle Tickets	\$16,313.20	
Online Donation - NSLA Capital Campaign	\$100.00	
Transfer from Savings - HiDAS	\$761.18	
Transfer from Savings - Unrestricted	\$27,621.03	
<i>Total</i>	\$44,795.41	
Expenditures		
CSU Channel Islands - Kailyn Flores - San Manuel Scholarship	\$1,000.00	
Grand Canyon University - Carinn Rodriguez - AAE PTC Scholarship	\$500.00	
AVCI Construction	\$10,162.00	
LCER - \$15K PR/Marketing Position, \$99.29 Chile, \$1,553 AAE Perfect Attendanc	\$16,652.29	
Application for State Raffle Registration	\$20.00	
Transfer to Savings - NSLA Capital Campaign	\$100.00	
<i>Total</i>	\$28,434.29	
Ending Balance	<i>Total</i>	\$28,136.16

SAVINGS (LEWIS CENTER FOUNDATION)

Beginning Balance		
Restricted Funds - AAE Capital Campaign		\$97,569.15
Restricted Funds- NSLA Capital Campaign		\$33,163.55
Restricted Funds - Davis Endowment		\$12,022.35
Restricted Funds - HiDAS Endowment		\$64,540.94
Restricted Funds - Scholarships		\$28,808.32
Unrestricted Funds		\$80,497.31
		\$316,601.62
Revenue		
AAE Staff Scholarship	\$15.00	
Transfer from Checking - NSLA Capital Campaign - Online Donation	\$100.00	
Interest	\$25.67	
<i>Total</i>	\$140.67	
Expenditures		
Transfer to Checking - HiDAS	\$761.18	
Transfer to Checking - Unrestricted	\$27,621.03	
<i>Total</i>	\$28,382.21	
Ending Balance		
Restricted Funds - AAE Capital Campaign		\$97,578.39
Restricted Funds - NSLA Capital Campaign		\$33,265.60
Restricted Funds - Davis Endowment		\$12,023.38
Restricted Funds - HiDAS Endowment		\$63,785.92
Restricted Funds - Scholarships		\$28,826.40
Unrestricted Funds		\$52,880.38
	<i>Total</i>	\$288,360.08

Total Checking and Savings

\$316,496.24

Foundation Savings - 4100005285

2019-20

As of 9/30/19

Description	Beginning Balance	Debit	Credit	Interest	Ending Balance
AAE Captial Campaign	\$88,097.42		\$9,452.10	\$28.84	\$97,578.36
NSLA Capital Campaign	\$23,507.11		\$9,752.09	\$6.40	\$33,265.60
Davis Scholarship Endowment	\$12,020.18			\$3.21	\$12,023.39
HiDAS Endowment	\$64,527.90	\$761.18		\$19.13	\$63,785.85
Scholarships	\$50,051.79	\$21,300.00	\$65.00	\$9.61	\$28,826.40
Unrestricted	\$116,721.12	\$64,498.55	\$645.00	\$12.83	\$52,880.40
TOTAL					\$288,360.00

Total Unrestricted - Savings + Checking					\$54,967.50
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Restricted Scholarship Funds					
AAE PTC Scholarship	\$4,000.00	\$2,000.00			\$2,000.00
AAE Staff Scholarship	\$544.33	\$350.00	\$65.00		\$259.33
Bud Biggs Memorial Scholarship	\$1,400.00	\$1,300.00			\$100.00
Edison Scholarship	\$5,000.00	\$5,000.00			\$0.00
Kobold Scholarship	\$150.00	\$150.00			\$0.00
Mike Mangold Scholarship	\$4,250.00	\$500.00			\$3,750.00
San Manuel Scholarship	\$5,000.00	\$5,000.00			\$0.00
Schools First Scholarship	\$500.00	\$500.00			\$0.00
SLT Scholarship	\$1,500.00	\$1,500.00			\$0.00
Total Unrestricted Scholarship Funds					\$22,717.07

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	\$57,953.82				\$57,953.82
Total Unrestricted AAE Capital Campaign					\$34,974.54

DONATIONS 2019-20

Date	Name	Amount	Fund	Campaign	Appeal
9/6/2019	360 Freestyle Gymnastics	\$ 100.00	AAE	Clubs	HOSA
7/31/2019	AAE PTC	\$ 96.91	AAE	Department	Elementary
9/19/2019	AAE PTC	\$ 100.00	AAE	Department	Elementary
10/14/2019	AAE PTC	\$ 2,400.00	AAE		
8/30/2019	Amazon Smile	\$ 81.24	AAE		
9/13/2019	Carpet Club	\$ 200.00	AAE	Clubs	HOSA
9/6/2019	Cindy Gilmore	\$ 40.00	AAE	Clubs	Christian Club
8/23/2019	Greiner Buick GMC	\$ 1,600.00	AAE		
8/26/2019	Rick Piercy	\$ 250.00	AAE	Department	Athletics
	Subtotal	\$ 4,868.15			
10/7/2019	Alaska USA	\$ 500.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
7/8/2019	Alaska USA Mortgage Company	\$ 500.00	Foundation		2019 VVRO Golf Tournament
8/13/2019	Apple Valley Communications	\$ 1,500.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
8/26/2019	Apple Valley Dental	\$ 1,000.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
10/7/2019	Armac Insurance Agency, Inc.	\$ 1,000.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
9/20/2019	Armstrong Fairway Insurance A	\$ 1,000.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
9/27/2019	Bridge Home Health and Hospi	\$ 600.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
9/13/2019	Burrtec Waste Industries, Inc.	\$ 600.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
10/7/2019	C.A.R.S.	\$ 1,100.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
9/6/2019	Calcom Roofing, Inc.	\$ 1,000.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
7/10/2019	Caldwell, Kennedy & Porter	\$ 1,000.00	Foundation		2019 VVRO Golf Tournament
10/8/2019	Charter School Property Soluti	\$ 1,500.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
9/27/2019	Chop Stop	\$ 600.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
10/7/2019	City of Victorville	\$ 600.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
7/10/2019	Coldwell Banker Commercial/H	\$ 500.00	Foundation		2019 VVRO Golf Tournament
9/27/2019	Desiree Burgnon	\$ 500.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
10/7/2019	Devoll Rubber Mfg.	\$ 150.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
9/5/2019	Dr. Michael Fanous Foot & Ank	\$ 2,500.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
10/7/2019	First Team Real Estate High De	\$ 1,000.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
9/13/2019	Geo Group Foundation Inc.	\$ 2,500.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
10/7/2019	Grand Canyon University	\$ 500.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
8/23/2019	Greiner Buick GMC	\$ 600.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
10/7/2019	Heritage Victor Valley Medical	\$ 3,000.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
10/7/2019	ICR Staffing Services	\$ 500.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
9/13/2019	Jessica Rodriguez	\$ 150.00	Foundation	Unrestricted	2019 VVRO Golf Tournament

9/26/2019	Kimley-Horn	\$	1,000.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
9/13/2019	Kona Ice of Victorville	\$	150.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
10/17/2019	Krank It Hole LLC	\$	500.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
9/13/2019	Leary Sport & Spine Chiropract	\$	150.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
10/7/2019	Mall of Victor Valley	\$	150.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
7/27/2019	Marcia Vargas	\$	103.30	Foundation	NSLA Capital Campaign	
8/8/2019	Marcia Vargas	\$	1,000.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
9/5/2019	Marcia Vargas	\$	103.30	Foundation	NSLA Capital Campaign	
9/27/2019	Marcia Vargas	\$	103.30	Foundation	NSLA Capital Campaign	
10/27/2019	Marcia Vargas	\$	103.30	Foundation	NSLA Capital Campaign	
7/10/2019	Mitsubishi Cement Corporator	\$	1,500.00	Foundation		2019 VVRO Golf Tournament
10/17/2019	Mountain Avenue Bees Inc.	\$	150.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
9/27/2019	Off the Grid Brewery	\$	1,000.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
7/10/2019	Palmdale Family Dental & Orth	\$	200.00	Foundation		2019 Annual Gala - Beyond the
10/17/2019	Palmdale Family Dental & Orth	\$	1,000.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
9/11/2019	PRMG	\$	500.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
10/7/2019	R&S Beverage Company	\$	5,000.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
9/26/2019	Schools First Credit Union	\$	150.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
9/16/2019	Sharon Page	\$	150.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
9/25/2019	Snapology	\$	150.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
10/7/2019	Southwest Gas	\$	1,000.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
10/7/2019	Stirling Development	\$	600.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
8/14/2019	Thompson Family Plumbing	\$	500.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
9/11/2019	Urban Futures Inc.	\$	500.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
8/15/2019	Victorville Chevrolet Cadilac	\$	500.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
7/8/2019	Vineyard Insurance Services	\$	500.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
8/13/2019	W.A. Thompson Distributing Cc	\$	500.00	Foundation	Unrestricted	2019 VVRO Golf Tournament
	Subtotal	\$	41,663.20			

8/21/2019	Aflac	\$	10.00	LCER		
8/15/2019	American Fidelity 2	\$	25.00	LCER		
8/19/2019	American Fidelity 2	\$	25.00	LCER		
8/3/2019	Foresters Financial	\$	25.00	LCER		
8/19/2019	Horace Mann - Elite Insurance	\$	70.00	LCER		
8/19/2019	New York Life	\$	40.00	LCER		
	Subtotal	\$	195.00			

8/12/2019	Silvia Cruzado	\$	20.00	NSLA	Department	Chile Exchange
8/14/2019	On Point Land Surveying	\$	3,000.00	NSLA		Chile Exchange
8/23/2019	Bonnie Parti	\$	1,000.00	NSLA		Chile Exchange
8/23/2019	Micaela Sepulveda	\$	700.00	NSLA		Chile Exchange

8/23/2019	Duberly Beck	\$	500.00	NSLA		Chile Exchange
8/23/2019	On Point Land Surveying	\$	200.00	NSLA		Chile Exchange
8/23/2019	Stephanie Deininger	\$	100.00	NSLA		Chile Exchange
8/24/2019	Pedro Corrales	\$	102.56	NSLA		Chile Exchange
8/27/2019	Toni Preciado	\$	1,500.00	NSLA		Chile Exchange
9/3/2019	E & R Auto Body Shop	\$	40.00	NSLA		Chile Exchange
9/4/2019	Pistil and Sigma, Inc.	\$	250.00	NSLA		Chile Exchange
9/10/2019	Rosalva Manzanero	\$	10.00	NSLA	Department	Chile Exchange
9/25/2019	Sebastian Lamb	\$	500.00	NSLA		Chile Exchange
9/4/2019	Arwa Hunsucker	\$	500.00	NSLA	Department	Elementary
9/5/2019	Arwa Hunsucker	\$	500.00	NSLA	Department	Elementary
8/16/2019	Lifetouch	\$	268.34	NSLA		
8/27/2019	Elizabeth Chronister	\$	534.59	NSLA		
9/3/2019	Your Cause	\$	300.00	NSLA		
9/3/2019	Your Cause	\$	28.00	NSLA		
9/6/2019	Your Cause	\$	28.00	NSLA		
	Subtotal		\$10,081.49			
	TOTAL		\$56,807.84			

**LCF Board Meetings
Attendance Log 2019**

	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	TOTAL
Marcia Vargas	Present	Present	Present	Present	Present	Present	Present	Present	Present			100%
Charity Frash	Present	Present	Present	Absent	Present	Present	Absent	Present	Present			78%
Desiree Burgnon	Present	Absent	Absent	Present	Absent	Present	Present	Present	Present			67%
Buck Goodspeed	Present	Absent	Present	Present	Present	Present	Present	Absent	Absent			67%
Umang Patel				Present	Present	Absent	Present	Absent	Present			67%
Tyler Jaramillo	Absent	Absent	Present	Present	Absent	Absent	Absent	Absent	Present			33%