

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)
May 5, 2023 - Public Meeting – 9:00 a.m.**

Meeting at: 17500 Mana Rd., Apple Valley, CA

Additional Locations: 2436 E. Morrow, Phoenix, AZ;

1936 De Anza Dr., Colton, CA; 15370 Cholame Rd. Unit.12, Victorville, CA;

14441 Palo Alto Ct., Victorville, CA; 14526 Palmdale Rd, Victorville CA, 952 Palm Drive, Colton, 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. 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 March 7, 2023 and April 4, 2023 Regular Meetings
 - .02 Approve 2023-24 Lewis Center Foundation Board Calendar
5. **DISCUSSION/ACTION ITEMS:**
 - .01 Approve Vianey Gonzalez as a Lewis Center Foundation Board Member – Lisa Lamb
 - .02 Approve Foundation funds to be put into a CD
 - .03 Fundraisers – Jisela Corona
 - i. High Desert Brew Fest
 - ii. McDonald’s Fundraisers on May 11, 2023
 - iii. Celestial Soirée – LCF Annual Gala on September 30, 2023
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 or make a brief announcement or report on his or her own activities
 - .02 Future agenda items
8. **RECOMMENDATIONS TO THE LCER BOARD:**
9. **ADJOURNMENT**

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.

**Minutes for Regular Meeting of the Lewis Center Foundation Board (Fundraising Committee)
March 7, 2023**

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:** Foundation Board members Buck Goodspeed, Jessica Rodriguez, Marisol Sanchez and Genesis Vargas were in attendance.

Staff members Jisela Corona-Gonzalez, Teresa Dowd, Lisa Lamb and David Gruber were in attendance, as well as NSLA parent Vianey Gonzalez.

3. **PUBLIC COMMENTS:**

4. **CONSENT AGENDA:**

- .01 Approve Minutes of February 7, 2023 Regular Meeting – On a motion by Marisol Sanchez, seconded by Jessica Rodriguez, vote 4-0, the Lewis Center Foundation approved the consent agenda by roll call vote.

5. **DISCUSSION/ACTION ITEMS:**

- .01 Apple Valley Center for Innovation (AVCI) Explainer Scholarship – Lisa Lamb informed the Foundation Board about AVCI, which is a partnership with LCER and AVUSD. It is located on our original campus and was established to benefit the entire community. Buildings are owned by the LCER and the property is owned by the District. We have a MOU to jointly provide programs, field trips and STEM nights. Student docents from AVHS, GHHS and AAE are the “Explainers”. They would like to launch a scholarship open to the Explainers from the 3 high schools. It would be a minimum of \$500, per our scholarship policy. We could solicit donors to support the scholarship and use unrestricted scholarship funds to kick it off. When NSLA has seniors, we will need to double our scholarship opportunities. The Transition Coordinator is the point person for scholarship opportunities and promotes the scholarships. The LCER is a community based organization and benefits our communities at large. This helps us secure additional partnerships. Lisa will work with our staff and move forward on the scholarship. Teresa will send out scholarship information to the Foundation Board.

.02 Fundraisers – Jisela Corona

- i. High Desert Brew Fest – Teresa and Jisela stopped by Off the Grid as a potential location for the brew fest and it looked a little small. We plan to contact Oak Hills Brewery instead. Jisela will call them today. Casey Armstrong is opening a bar at the Apple Valley Golf Course. She would be open to fundraisers once they open.
- ii. McDonald’s Fundraiser – Marisol brought this to the group. Jisela thought it would be good to do it during staff appreciation week in May. We would do one in each community. We would get 20% of all sales during the event. Coloring sheets could be distributed and the class with the most participation could get happy meal gift cards. We could get school admin, exec team, ambassadors, board members and Foundation to help. The funds would go to unrestricted. We will follow up with Marisol for dates and what we need to do.
- iii. Annual Gala
 1. Venue Update – We discussed venues visited and selected Hilton Garden Inn.
 2. Theme – Jisela reviewed some names for the gala she came up with. Celestial Soirée was the theme selected.
 3. Sponsorship Amounts – Jisela reviewed some names for sponsorship levels as well. We could use NASA missions, moon theme, etc. Lisa recommended using missions LCER has participated in, such as LCROSS and Juno. Lisa can talk to our GAVRT scientists to see what they think. We could possibly have HiDAS bring out a telescope to the event.
 4. Timeline – The timeline was shared with the group via Google.
 5. Budget – The budget in included as a link within the Google planning document.

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 or make a brief announcement or report on his or her own activities –
Teresa will send out a list of public STEM nights at AVCI to see the Science on a Sphere.
 - .02 Future agenda items

8. **RECOMMENDATIONS TO THE LCER BOARD:**

9. **ADJOURNMENT:** The meeting was adjourned at 10:24 a.m.

Minutes for Regular Meeting of the Lewis Center Foundation Board (Fundraising Committee)
April 4, 2023

1. **CALL TO ORDER AND PLEDGE OF ALLEGIENCE:** Dr. Lisa Lamb, President/CEO, called the meeting to order at 9:05 a.m.
2. **ROLL CALL:** Lewis Center Foundation Board members Ambar Martinez Palacios, Jessica Rodriguez (arrived at 9:20) and Marisol Sanchez were in attendance. Members Sarina Daniels-Muhammad, Buck Goodspeed and Genesis Vargas were absent. Staff members Teresa Dowd, David Gruber, and Lisa Lamb were also in attendance. NSLA Parent Vianey Gonzalez was also in attendance.
3. **PUBLIC COMMENTS:** None
4. **CONSENT AGENDA:**
 - .01 Approve Minutes of March 7, 2023 Regular Meeting – Tabled to next meeting.
5. **DISCUSSION/ACTION ITEMS:**
 - .01 Approve Vianey Gonzalez as a Lewis Center Foundation Board Member – Tabled to next meeting.
 - .02 Discuss Changing Foundation Board meetings to Fridays – Lisa Lamb asked if the Foundation Board members would be able to meet on Fridays instead of Tuesdays, as staff is not at NLSA on Tuesdays. Members were in agreement with the change and the next meeting will be May 5, 2023.
 - .03 Fundraisers
 - i. High Desert Brew Fest – there is no update on this event.
 - ii. McDonald’s Fundraisers will be May 11, 2023. We will split attendance between the events with Foundation members, school Admin, Exec Team and Ambassadors. A Save the Date with event details will be sent out through Bloomerang, Infinite Campus and All Staff emails. Flyers will be distributed at drop off on the morning of May 11. Flyers will also be posted on social media and at each reception site.
 - iii. Celestial Soirée – The LCF Annual Gala is September 30, 2023. We have reserved Hilton Garden Inn in Victorville for the event. Individual ticket prices were set as well as sponsorship levels. We will begin collecting silent auction items as well as getting sponsors. Lisa and Marisol will work on getting the speaker, and we will also work on a Distinguished Award program to recognize a staff member from each school site as well as a community member.
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 or make a brief announcement or report on his or her own activities – Lisa Lamb thanked the Foundation for their support of the new NSLA playground and showed the students playing at recess. Ambar asked about AAE Fall Festival – it raised a lot of funds for clubs, athletics and grade levels.
 - .02 Future agenda items – David Gruber would like approval to move some Foundation funds to a CD.
8. **RECOMMENDATIONS TO THE LCER BOARD:**
9. **ADJOURNMENT** – Dr. Lisa Lamb adjourned the meeting at 9:41 a.m.

**Lewis Center Foundation Board
(Fundraising Committee)**

**Meeting Dates 2023-24
2nd Friday @ 9:00 a.m.**

August 4, 2023
September 1, 2023
October 6, 2023
November 3, 2023
December 1, 2023
February 2, 2024
March 1, 2024
April 5, 2024
May 3, 2024
June 7, 2024

Foundation Savings - 4100005285

2022-23

As of 3/31/23

Description	Beginning Balance	Debit	Credit	Interest	Ending Balance
AAE Capital Campaign	\$85,427.27	\$243.25		255.82	\$85,439.84
NSLA Capital Campaign	\$69,008.19	\$69,578.24	\$300.00	207.09	(\$62.96)
Davis Scholarship Endowment	\$14,046.45			36.55	\$14,083.00
Global Exchange Programs	\$13,009.31			36.55	\$13,045.86
HiDAS Endowment	\$64,105.98	\$1,568.28		194.91	\$62,732.61
Scholarships	\$28,849.61	\$500.00	\$7,755.96	85.28	\$36,190.85
Unrestricted	\$132,642.62	\$7,930.74	\$1,749.84	402.01	\$126,863.73
TOTAL					\$338,292.92

Restricted Scholarship Funds					
AAE Ambassadors Scholarship	\$0.00				\$0.00
AAE PTC Scholarship	\$0.00				\$0.00
AAE Staff Scholarship	\$0.00		\$255.96		\$255.96
Bud Biggs Memorial Scholarship	\$0.00		\$2,000.00		\$2,000.00
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		\$5,000.00		\$5,000.00
Sandra Perea Scholarship	\$6,535.00				\$6,535.00
SLT Scholarship	(\$500.00)	\$500.00	\$1,000.00		\$0.00
Total Unrestricted Scholarship Funds					\$19,649.89

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					\$44,829.09

**LEWIS CENTER FOUNDATION
COMBINED BALANCE SHEET AND INCOME STATEMENT
March 1 - March 31, 2023**

CHECKING (LEWIS CENTER FOUNDATION)

Beginning Balance		\$12,151.67
Revenue		
Transfer from Savings - HiDAS Club Funds	\$100.00	
Donations to Bud Biggs Scholarship	\$295.38	
Online donation to AAE Shade Fundraiser	\$99.29	
Online donation to AAE Staff Scholarship	\$9.92	
Online donation to Unrestricted	\$19.84	
Interest	\$ 0.21	
<i>Total</i>	\$524.64	
Expenditure		
2022-23 LCER All Staff T-shirts	\$ 4,214.52	
Board Fingerprint Reimbursement	\$ 50.00	
Transfer to Savings - Online Donations to AAE Staff Scholarship	\$ 166.28	
Transfer to Savings - Online Ambassador Donations to LCER	\$ 501.97	
<i>Total</i>	\$ 4,932.77	
Ending Balance	<i>Total</i>	\$7,743.54

SAVINGS (LEWIS CENTER FOUNDATION)

Beginning Balance		
Restricted Funds - AAE Capital Campaign		\$ 85,409.74
Restricted Funds- NSLA Capital Campaign		\$ (87.33)
Restricted Funds - Davis Endowment		\$ 14,078.70
Restricted Funds - Global Exchange Programs		\$ 13,041.56
Restricted Funds - HiDAS Endowment		\$ 62,709.68
Restricted Funds - Scholarships		\$ 33,964.53
Unrestricted Funds		\$ 126,856.43
		\$ 335,973.30
Revenue		
Donation to Bud Biggs Scholarship	\$2,000.00	
Donation to Unrestricted	\$60.00	
Donations to AAE Staff Scholarship	\$216.28	
Interest	\$ 143.34	
<i>Total</i>	\$2,419.62	
Expenditure		
Transfer to Checking - HiDAS Club Dues	\$ 100.00	
<i>Total</i>	\$ 100.00	
Ending Balance		
Restricted Funds - AAE Capital Campaign		\$ 85,439.84
Restricted Funds - NSLA Capital Campaign		\$ (62.96)
Restricted Funds - Davis Endowment		\$ 14,083.00
Restricted Funds - Global Exchange Programs		\$ 13,045.86
Restricted Funds - HiDAS Endowment		\$ 62,732.61
Restricted Funds - Scholarships		\$ 36,190.85
Unrestricted Funds		\$ 126,863.73
	<i>Total</i>	\$ 338,292.92
<i>Total Checking and Savings</i>		\$346,036.46

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 Class
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		
10/27/2022	Life Church	\$200.00	AAE	Athletics	Cheer Donation
11/28/2022	Lawren Bell	\$70.00	AAE		Microwave for cafeteria
12/9/2022	AAE PTC	\$10,397.44	AAE		Fall Festival Proceeds
2/9/2023	Mojave River Equine Veterinar	\$520.00	AAE	Elementary	Living Desert Zoo Field Trip
3/13/2023	Cynthia Allen	\$220.00	AAE	High School	Grad Nite
3/13/2023	Brendan Richards	\$72.00	AAE	Elementary	2nd Grade Field Trip to AVCI
		\$12,359.44			
7/27/2022	Marcia Vargas	\$103.30	Foundation		
8/10/2022	Lisa Lamb	\$10.53	Foundation		
8/27/2022	Marcia Vargas	\$103.30	Foundation		
8/28/2022	Buck Goodspeed	\$200.00	Foundation	Brew Fest Fundraiser	\$200 towards lottery gift basket
9/1/2022	Christina Edlauer	\$20.76	Foundation	Brew Fest Fundraiser	Didn't use tickets
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	Did not use tickets
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	
9/28/2022	Vineyard Insurance Services	\$75.00	Foundation	Brew Fest Fundraiser	Coffee Gift Basket

9/28/2022	Vineyard Insurance Services	\$75.00	Foundation	Brew Fest Fundraiser	Wine Gift Basket
9/28/2022	Lisa Lamb	\$300.00	Foundation	Brew Fest Fundraiser	Wine Gift Basket
9/28/2022	Brenda Cornejo	\$360.00	Foundation	Brew Fest Fundraiser	Healthy Bodies, Healthy Minds Gift Basket
9/28/2022	Jisela Corona	\$150.00	Foundation	Brew Fest Fundraiser	Cozy Fall Gift Basket
9/28/2022	Veronica Calderon	\$50.00	Foundation	Brew Fest Fundraiser	Apple Gift Basket
9/28/2022	Ritual Brewing	\$100.00	Foundation	Brew Fest Fundraiser	Ritual Brewing Gift Basket
9/28/2022	PRMG	\$200.00	Foundation	Brew Fest Fundraiser	Pumpkin Gift Basket
9/28/2022	PRMG	\$75.00	Foundation	Brew Fest Fundraiser	Get Your Life Together Gift Basket
9/28/2022	Bonnie Parti	\$100.00	Foundation	Brew Fest Fundraiser	Fall Gift Basket
9/28/2022	Dream Dinners	\$300.00	Foundation	Brew Fest Fundraiser	Dream Dinners Party
9/28/2022	NearCal	\$450.00	Foundation	Brew Fest Fundraiser	65" Vizio TV
9/28/2022	Thinkwise Federal Credit Union	\$500.00	Foundation	Brew Fest Fundraiser	58" Insignia Fire TV
9/28/2022	Tracy Goulet	\$50.00	Foundation	Brew Fest Fundraiser	Snack Gift Basket
9/28/2022	BSN Sports	\$100.00	Foundation	Brew Fest Fundraiser	BSN Gift Card
9/28/2022	NSLA PTO	\$65.00	Foundation	Brew Fest Fundraiser	Date Night Gift Basket
9/28/2022	RE/MAX	\$200.00	Foundation	Brew Fest Fundraiser	Apple Gift Basket
10/15/2022	Sara Jeffs	\$10.53	Foundation	AAE Staff Scholarship	
10/26/2022	Lisa Lamb	\$10.53	Foundation		
11/15/2022	Sara Jeffs	\$10.53	Foundation	AAE Staff Scholarship	
11/26/2022	Lisa Lamb	\$10.53	Foundation		
11/29/2022	Marcia Vargas	\$250.00	Foundation	Giving Tuesday	
11/29/2022	David Tellyer	\$250.00	Foundation	Giving Tuesday	
12/15/2022	Sara Jeffs	\$10.53	Foundation	AAE Staff Scholarship	
12/26/2022	Lisa Lamb	\$10.53	Foundation		
1/15/2023	Sara Jeffs	\$10.53	Foundation	AAE Staff Scholarship	
1/26/2023	Lisa Lamb	\$10.53	Foundation		
2/8/2023	Mitsubishi Cement Corporator	\$2,000.00	Foundation	Bud Biggs Scholarship	
2/15/2023	Sara Jeffs	\$10.53	Foundation	AAE Staff Scholarship	
2/17/2023	U.S. Borax, Inc.	\$1,000.00	Foundation	Ambassadors	
2/21/2023	Linda Robsahm	\$100.00	Foundation	AAE Staff Scholarship	
2/21/2023	Sally Ritchea	\$50.00	Foundation	AAE Staff Scholarship	
2/22/2023	Tami Ebright	\$51.43	Foundation	AAE Staff Scholarship	
2/26/2023	Lisa Lamb	\$10.53	Foundation		
3/1/2023	Yolanda Carlos	\$100.00	Foundation	Bud Biggs Scholarship	
3/1/2023	Patricia Caldwell	\$102.56	Foundation	Bud Biggs Scholarship	
3/1/2023	Marisol Sanchez	\$102.56	Foundation	Bud Biggs Scholarship	
3/15/2023	Sara Jeffs	\$10.53	Foundation	AAE Staff Scholarship	

\$8,924.01

8/2/2022	Pizza Factory	\$100.00	LCER		Gift Certificates for a Lunch Special, Large Plzza and Bre
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 Starbucks, 2 \$15 Panera and 2
8/2/2022	SISC	\$120.00	LCER		Fit Bit Scale, Amazon Echo Dot, and Anthem Backpack
10/2/2022	Farmer Boys	\$450.00	LCER	Ambassadors	
10/20/2022	PCH Architects	\$100.00	LCER	Ambassadors	
10/24/2022	The Bradco Co.	\$210.00	LCER	Ambassadors	
11/29/2022	BNSF	\$1,500.00	LCER	Ambassadors	
12/7/2022	Mitsubishi Cement Corporatior	\$1,000.00	LCER	Ambassadors	
12/14/2022	Suzanne Carmona	\$1,000.00	LCER	Ambassadors	Ambassador - Corey Zaman
12/16/2022	Alaska USA	\$500.00	LCER	Ambassadors	
1/12/2023	Dr. Paul Bell DDS Inc.	\$50.00	LCER	Ambassadors	
1/16/2023	David Higginson	\$255.93	LCER	Ambassadors	Please give credit to Corey Zaman
1/17/2023	Town's End	\$180.00	LCER	Ambassadors	Given to Charlotte Jeffs
1/20/2023	Demetrius Freeman	\$1,000.00	LCER	Ambassadors	
1/23/2023	Anonymous Anonymous	\$100.00	LCER	Ambassadors	Sent on behalf of Kyriacos Philippou
1/24/2023	Pete Morse	\$204.81	LCER	Ambassadors	Per Jerold Farber
2/16/2023	A Dancer's Pointe	\$102.56	LCER	Ambassadors	Ambassadors
2/23/2023	Edward Bonadiman	\$500.00	LCER	Ambassadors	Ambassadors
2/24/2023	Sara Jeffs	\$200.00	LCER	Ambassadors	
		\$7,793.30			
8/26/2022	Stephanie Deininger	\$167.00	NSLA	Middle School	7th Grade Field Trips
9/9/2022	Stephanie Deininger	\$92.00	NSLA	Middle School	
9/30/2022	Stephanie Deininger	\$196.00	NSLA	Middle School	7th Grade Field Trips
		\$455.00			
	TOTAL \$	29,531.75			

