

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.