



# Meeting Agenda

October 16

# 2017

Encore Education Corporation Executive Office  
3800 Main Street, 3<sup>rd</sup> floor  
Riverside, CA 92501

EXECUTIVE  
BOARD OF  
DIRECTORS

*Reasonable Accommodation for any individual with a Disability: In compliance with the American with Disabilities Act, any individual with a disability who requires reasonable accommodation in order to participate in the public meetings of the corporation's board may request assistance by contacting the office (760) 949-2036.*

*Public Documents relating to Open Session Agenda items are available for review by the public at the Reception Desk at Encore Education Corporation Executive office.*

Denise Griffin, CEO  
Chairman of the Board

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**ENCORE EDUCATION CORPORATION BOARD OF DIRECTORS MEETING  
AGENDA**

*Monday, October 16<sup>th</sup>, 2017*

*6:00 pm*

*Encore Education Corporation Executive Offices*

*3800 Main Street, 3<sup>rd</sup> floor, Riverside, CA & 16955 Lemon Street, Hesperia*

*POSTED: Monday, October 13<sup>th</sup>, 2017*

**1.0 CALL TO ORDER – Board and Cabinet Member Roll Call**

**2.0 PUBLIC PARTICIPATION**

This is the time and place for the general public to address the Board of Directors on any matter within jurisdiction of the Board. State law prohibits the Board from addressing any issue not previously included on the Agenda. The Board may receive testimony and set the matter for a subsequent meeting. Comments are limited to five minutes per individual.

The Board respects the right of members of the public to speak to the Board regarding matters on the agenda and other matters within the jurisdiction of the Board. Derogatory comments made at a Board meeting, which are repeated outside of the context of a Board meeting, may be actionable as defamation.

In addition, the Board wishes to make clear that it is bound by the limitations set forth in Government Code Section 54957, which states that when specific complaints or charges are to be made against an Encore employee, such employee has the right to have such complaints heard in closed session and to be given prior notice that such complaints shall be heard by the board.

**3.0 CONSENT ITEMS**

It is recommended that the Encore Education Corporation Board of Directors consider approving a number of Agenda items as a Consent list. Consent items are routine in nature, and can be enacted in one motion without further discussion. Consent items may be called up by any Member at the meeting for clarification, discussion, or change.

**BE IT RESOLVED** that the following Consent Items in a group be approved as presented in a single motion:

3.1 **Approve September 11, 2017 Board meeting minutes.**

**4.0 ENCORE Executive information items**

4.1 **September 2017 Monthly Financial Update** – Submitted by Delta Managed Solutions.

**5.0 ENCORE EXECUTIVE ACTION ITEMS**

- 5.1 **Annual Potential Conflict of Interest Disclosure** – In the fall of each year, Encore Education Corporation discloses all conflicts and relationships within the organization. The cabinet recommends approval of this Disclosure.
- 5.2 **Ratify June 2017 Architectural/Engineering Services Agreement between WLC Architects and Encore High School for the Arts** – This agreement is for the redevelopment of the Mission Lakes Property for the purposes of purchase and creation of a permanent Riverside campus. The cabinet recommends approval of this agreement.
- 5.3 **Ratify June 30, 2017 Purchase and Sale agreement between Mission Lakes Owner, LLC and Western Encore Properties, Inc for the purchase of Real Property located at 3600 Lime Street, Riverside, CA in the amount of Ten Million Nine Hundred Fifty Thousand Dollars (\$10,950,000.00).** – This purchase and sale agreement is for the permanent Riverside campus and improvements. The cabinet recommends approval of this ratification.
- 5.4 **Encore Education Corporation Authorizing Resolution** – The cabinet recommends approval of this resolution.
- 5.5 **Encore Education Corporation Temporary Advancements made for capital expenditures** – The cabinet recommends approval of this resolution.
- 5.6 **Encore Education Corporation Hiring Procedures and Policy** – This is the formal policy for hiring procedures of all positions on campus. The cabinet recommends approval of this resolution.

## 6.0 MEMBER COMMENTS / REPORTS

This is the time when the board members can comment on visits made to the campuses and / or request for items to be added to subsequent meetings.

## 7.0 ADJOURN TO CLOSED SESSION

Pursuant to Government Code Section 54957, the Board may adjourn to Closed Session at any time during the meeting to discuss staff/student personnel matters, negotiations, litigation, and/or the acquisition of land or facilities. The board will adjourn to Closed Session in a private area for discussion and may take action on the following closed session items.

- A. Student Discipline appeals. Due to the confidential nature of discipline appeals, all student discipline appeals take place in closed session.
  - i. No student discipline appeals have been identified for this board meeting
- B. Pending Litigation. Due to the confidential nature of any litigation that may come against the corporation, issues relating specifically to pending legal issues are orders of closed session.
  - i. One potential risk will be discussed.
- C. Real Estate Negotiations. In the intent of fair and legal bargaining power, issues related to real estate negotiations are discussed in closed session.
  - i. Real estate negotiations regarding Riverside properties will be discussed.

- D. Employee Actions. Any actions that may take place in regards to employees including disciplinary and corrective actions are discussed within closed session.
- i. Three employee separations will be discussed along with exposure.

#### **8.0 RECONVENE AFTER CLOSED SESSION**

At the conclusion of closed session, the Encore Education Corporation Board of Directors will reconvene in open session for the purposes of disclosing in public session any actions taken during closed session regarding the outlined scope of closed session.

#### **9.0 ADJOURNMENT**

Encore High School's next Executive board meeting will be held on November 13, 2017.