



MEMORANDUM

DATE: March 7, 2022
 TO: Encore Board of Directors
 FROM: Dr. Sabrina Bow, Interim Executive Director
 SUBJECT: Executive Director Board Report

Enrollment

Current Enrollment	Feb 7	Feb 14	Feb 28	Mar 7
7	100	100	98	99
8	142	142	144	144
8	114	114	112	111
10	137	138	136	136
11	99	98	96	95
12	112	110	109	109
Total	704	702	695	694

2022-23 Pre-Enrollment (New Students)	Feb 7	Feb 14	Feb 28	Mar 7
7	34	35	43	47
8	1	1	2	2
8	3	6	6	7
10	0	1	1	2
11	1	1	1	1
12	1	1	2	2
Total	40	44	55	61

Staffing

Per the resolution for reduction in force approved by the Encore Board on February 19, the following positions have been closed:

- | | |
|---------------------------------------|---------------------------|
| 1. Chief Operating Officer | 4. Intern Counselor (1) |
| 2. Executive Manager, Human Resources | 5. Instructional Aide (1) |
| 3. Administrative Counselor (1) | |

No salary reductions for continuing staff are planned for the balance of this fiscal year ending June 30, 2022