



Encore JR/SR High School

Regular Encore Board of Directors Meeting - December 2020

Compiled by Joelle Schwarck and Reviewed by Wayne Strumpfer YM&C

Amended on December 11, 2020 at 7:16 PM PST

Date and Time

Monday December 14, 2020 at 6:00 PM PST

Location

This meeting is being held virtually in compliance with the Governor's Executive order N-29-20.

Website: www.encorehighschool.com If you would like to speak during public comment, please email your full name, the item you would like to comment about, and your comment, to board@encoreedcorp.com. These comments will be read aloud during open session at the board meeting. The chance to add public comment through emails will close after the public comment agenda item is completed.

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:00 PM
A. Record Attendance		Suzanne Cherry, Board President	1 m
B. Call the Meeting to Order		Suzanne Cherry, Board President	
C. Approve Minutes	Approve Minutes	Ashlin Barkdull, General Executive Manager	1 m

The Board minutes for approval are from Encore's November 9, 2020 regular Encore Board of Directors meeting.

D. Invitation for public to address the Board, open session items	Discuss	Ashlin Barkdull	5 m
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This is the time and place for the general public to address the Board of Directors on any matter within jurisdiction of the Board. Comments should be limited to 3 minutes. Public

comments can be related to agenda items or non-agenda items. Unless an item has been placed on the published agenda in accordance with the Brown Act, there shall be no action taken, nor should there be comments on, responses to, or discussion of a topic not on the agenda. The Board members may: (1) acknowledge receipt of information/report; (2) refer to staff with no direction as to action or priority; or (3) refer the matter to the next agenda.

II. Academic Excellence

**6:07
PM**

A. Academic Excellence - Associated Student Body (ASB) Director Report FYI Kiara Sampson, ASB Director 5 m

Each month, Encore's the ASB Director or the ASB President routinely reports on the academic operations on campus to the Encore Board of Directors. This is for information purposes only.

B. Assistant Dean of Academics Report FYI Julia Dolf 5 m

Each month, Encore's Assistant Dean of Academics routinely reports on the academic operations on campus to the Encore Board of Directors. This is for information purposes only.

C. Math / Science Department Academic Excellence Report FYI Kristine Jareno 5 m

Over the course of the school year, each department chair will report to the Encore Board of Directors to talk about achievements, special events, and happenings within their department on campus. This report is for information only.

D. Special Education Academic Excellence Report FYI Eric Buries 5 m

Over the course of the school year, each department chair will report to the Encore Board of Directors to talk about achievements, special events, and happenings within their department on campus. This report is for information only.

E. Information Items - Academic Excellence FYI Julia Dolf 3 m

Each month, Encore's administrative team updates the Encore Board of Directors on professional development, data, and other events that help drive student success. These items are submitted as a group of data materials and will be summarized monthly. No action is needed. Included in these reported notes are agendas and notes from Monday Morning Meetings, Department Chair meetings, and Independent Study meetings that took place in the month of November.

III. Governance

**6:30
PM**

A. Staff Liaison Report Discuss Jamie Waggoner 3 m

Encore High School has a staff elected liaison that makes themselves available to the staff for questions, comments, and concerns throughout the school year. The liaison also meets each semester with the staff and reports monthly to the Encore Board of Directors.

B. H&R Block Bookkeeping Proposal Vote Ashlin Barkdull 5 m

Encore High School is seeking the professional services from a bookkeeping service to maintain transparency of the student services debit accounting. This proposal comes from H&R Block to fill this vacancy

C. Conflict of Interest Code	Vote	Wayne Strumpfer, YM&C	5 m
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Encore Education Corporation is updating the Conflict of Interest Code. Staff recommends approval of this action.

D. Bylaws	Vote	Wayne Strumpfer, YM&C	5 m
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This action item is to approve Encore Education Corporation's updated bylaws for the California Nonprofit Benefit Corporation. Staff recommends approval of this action.

IV. Development

**6:48
PM**

A. Board On Track - Board Training	Discuss	Denise Griffin	10 m
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Encore has contracted with Board on Track to help formalize and normalize Board meetings and engagement with staff. Each month, a small training piece will be presented to the Board to help train the platform. In December's Board meeting, the entire Board will be shown how to complete the skills reporting for yourself. The purpose of this report is to help Encore build the makeup of Encore's Board of Directors.

B. National Clearinghouse Contract	Vote	Denise Griffin	3 m
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Encore Education Corporation is seeking this contract. The purpose of this contract is create data regarding the post secondary education for Encore graduates. This contract would give Encore Education Corporation an opportunity to have nationally recognized data for our graduates after high school. This will also give alumni an opportunity to get automatic diplomas. Hesperia Unified School District also uses this service. Staff recommends approval of this contract.

V. Finance

**7:01
PM**

A. Finance Consent Items	Vote	Denise Griffin	5 m
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It is recommended that the board considers approving a number of agenda items as a finance consent list. These 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. Included in this list:

- STRS payment report
- PERS payment report
- 403B payment report
- November 2020 Warrant Report Detail
- Summary for Riverside
- Summary for Hesperia
- Attendance Report

