



Encore JR/SR High School

Regular Encore Board of Directors Meeting - March 2021

Published on March 5, 2021 at 4:07 PM PST

Date and Time

Monday March 8, 2021 at 6:30 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 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 for up to three (3) minutes. 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			6:30 PM
A. Call the Meeting to Order		Suzanne Cherry, Board President	
B. Record Attendance		Suzanne Cherry, Board President	1 m
C. Approve Minutes	Approve Minutes	Ashlin Barkdull, General Executive Manager	1 m

The Board minutes for approval are from Encore's February 08, 2021 regular Encore Board of Directors meeting.

Approve minutes for Regular Encore Board of Directors Meeting - February 2021 on February 8, 2021

	Purpose	Presenter	Time
D. Invitation for public to address the Board, open session items	Discuss	Ashlin Barkdull	5 m

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 three (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

6:37 PM

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

B. Information Items - Academic Excellence	FYI	Julia Dolf	3 m
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No Discussion planned. 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 NWEA Data reports and Observation Form, and agendas and notes from Monday Morning Meetings, Department Chair Meetings, ELL Meetings, and Independent Study Meetings that took place in the month of February.

C. 2021-2022 School Calendars	Vote	Denise Griffin	3 m
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Attached are the 2021-2022 School Calendars for Junior High and High School.

D. IT Manager Report	FYI	Jim Barkdull	5 m
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Over the course of the school year, Encore's IT Manager will report to the Encore Board of Directors to talk about special events and happenings within their department on campus. This report is for information purposes only.

E. School Accountability Report Card (SARC) Report	FYI	Ashlin Barkdull	5 m
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California public & nonpublic, nonsectarian schools annually provide information to the community to allow public comparison of schools for student achievement, environment, resources & demographics.

F. Variable Term Waiver Request	Vote	Ashlin Barkdull	5 m
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Waiver from the California Teacher Commission on credentialing. This waiver is for teachers that are currently working towards the A.B. 1505 qualifications. The listed teachers will be allowed to teach EL students.

G. DOJ Report	FYI	Ashlin Barkdull	2 m
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Routine report outlining background checks from the Department of Justice.

III. Governance

7:05 PM

	Purpose	Presenter	Time
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. Statements of Economic Interest (Forms 700)	Discuss	Wayne Strumpfer	5 m
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This is the time when all individuals that need to complete the annual Forms 700 will complete their forms and ask legal counsel any questions prior to the April 1, 2021 deadline.

IV. Operations 7:13 PM

A. Risk/Maintenance Manager Report	FYI	Joseph Griffin	5 m
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Over the course of the school year, Encore's Maintenance Manager will report to the Encore Board of Directors to discuss events and happenings within their department on campus. This report is for information purposes only.

V. Development 7:18 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.

VI. Finance 7:28 PM

A. Financial Reporting Department	FYI	Denise Griffin	5 m
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As part of the renewal process with Hesperia Unified School District, Encore is submitting an organization chart for the financial experts that help Encore with all finance operations.

B. Audit Engagement Letter	Vote	Denise Griffin	5 m
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Nigro & Nigro Audit Engagement Letter for independent audit and tax preparation services for the three (3) fiscal years ending June 30, 2021 through June 30, 2023.

C. 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
- February 2021 Warrant Report Detail
- January 2021 Student Services Reconciliation Summary
- Attendance Reports

	Purpose	Presenter	Time
D. Second Interim Budget	Vote	Paul Khoury	10 m

Paul Khoury from Delta Managed Solutions will go over the year to date budget updates for second interim. This report happens annually. Staff recommends approval of this budget.

E. Audited Actuals	Vote	Denise Griffin	5 m
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Third party auditor, Nigro & Nigro, have completed the audited actuals and the report needs to be approved by the Board. This is a routine audit and happens annually. It is normally approved in December, but has been delayed due to COVID-19. Staff recommends approval of this audit.

F. Consolidated Application- 2020-2021 Title I, Part A	Discuss	Paul Khoury	5 m
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2020-2021 Title I, Part A School Allocations report identifies the amount of funds to be allocated to eligible schools.

G. Chromebook Purchase	Vote	Denise Griffin	5 m
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Purchase of 250 new Chromebooks based on The Learning Loss Mitigation Funding (LLMF) Funding.

VII. Adjourn to closed session

8:08 PM

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 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.

Conference with Legal Counsel- Anticipated Litigation.

Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9 (one case).

A. Reconvene from closed session	Discuss	Suzanne Cherry	3 m
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After the closed session is complete, the Board will reconvene and report any action taken on closed session.

VIII. Closing Items

8:11 PM

A. Adjourn Meeting	Vote
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A copy of the agenda will be posted at least 72 hours before such meeting. A copy of the written materials which will be submitted to the School Board Directors is available along with this agenda following the posting of the agenda by emailing abarkdull@encorehighschool.com.

Requests for disability-related modifications or accommodations to participate in this public meeting shall be made 24 hours prior to the meeting by calling (760) 956-2632 or emailing abarkdull@encorehighschool.com. All efforts will be made for reasonable accommodations. The agenda and public documents can be modified upon request as required by Section 202 of the Americans with Disabilities Act.