



Encore JR/SR High School

Regular Encore Board of Directors Meeting - September 2021

Published on September 17, 2021 at 3:43 PM PDT

Date and Time

Monday September 20, 2021 at 6:30 PM PDT

Location

This meeting is being held virtually in compliance with the Governor's Executive order N-29-20. The public can access this meeting live on our website:

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.

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 agenda is approved during the meeting.

The Order of Business may be changed without notice: Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice. Reasonable Limitations May be placed on public testimony: The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed. For any person requiring a translator, this time will be doubled to account for translation time. Reasonable Accommodation for any individual with a Disability: Pursuant to the Rehabilitation Act of 1973, any individual with a disability who requires reasonable accommodation to attend or to participate in this meeting of the Governing board may request assistance by contacting the EEC (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's Executive office or on the internet at www.encorehighschool.com. For more information concerning this agenda, please contact EEC (760) 949-2036.

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:30 PM
A. Call the Meeting to Order		Rob Gabler, Board President	1 m
B. Record Attendance		Rob Gabler, Board President	1 m
C. Approve Minutes	Approve Minutes	Joseph Thibodeaux	3 m
The Board minutes for approval are from Encore's August 23, 2021 Regular Board of Directors meeting, August 30, 2021 Special Board of Directors Meeting and September 9, 2021 Special Board of Directors Meeting.			
D. Invitation for public to address the Board, open session items	Discuss	Joseph Thibodeaux	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. Operations			6:40 PM
A. Janitorial Bids	Vote	Johnny Griffin	5 m
Proposals for cleaning programs and janitorial services for the Encore campus.			
B. Encore's Pandemic Addendum	Vote	Denise Griffin	2 m
Updated COVID response in order to follow current compliance. There are a couple key changes to the COVID response based on the changing guidelines.			
C. Board Calendar for 2022	Vote	Denise Griffin	2 m
The list of dates for the Encore Board Meetings for January to June 2022.			
III. Finance			6:49 PM
A. Finance Consent Items	Vote	Denise Griffin	5 m
It is recommended that the board considers approving a number of agenda items as a finance consent list. These items 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:			
<ul style="list-style-type: none"> • STRS payment report, PERS payment report, 403B payment report • August 2021 Warrant Report Detail and August 2021 Warrant Report Summary for Hesperia 			
B. Employee Reimbursement	Vote	Joseph Thibodeaux	2 m

	Purpose	Presenter	Time
Employee reimbursement forms and receipts for a field trip and staff lunch.			

C. Salvage Items for Sale	Vote	Jim Barkdull	5 m
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On behalf of Encore Education Corporation the IT department will price and make available for purchase to Encore staff, staff friends and family, any working or nonworking equipment that no longer has any production value to Encore Education Corporation. Items include non-technology surplus items.

D. Emburse Certify Credit Card & Expense Management Platform	Vote	Karl Yoder, Key Charter Advisors, LLC	5 m
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Encore is seeking a solution that will allow staff to pay for smaller items incurred for travel, events, and on-site payments that cannot be efficiently processed through Encore's standard purchasing process but meets all necessary accounting controls. In the past, these needs have been met with a combination of petty cash/checks and/or debit cards, which do not provide the same level of purchasing control and transparency. This Emburse Certify platform is a combination of physical and virtual Mastercards and an online web-based management tool, that will allow the Controller to approve individuals, purchasing limits, and even the type of approved purchases that each approved individual can make. It also updates all transactions in real-time at point of sale, substantially enhancing the level of accounting supervision and fiscal control over petty cash/checks and debit cards. The Emburse Certify platform is primarily paid for from the merchants' credit card fees, but will have an additional management fee paid by Encore of approximately \$1,500/year, depending on the number of users.

IV. Adjourn to closed session

7:06 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.

Public Employee Discipline/Dismissal/Release

A. Reconvene from closed session	Discuss	Rob Gabler	15 m
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After the closed session is complete, the Board will reconvene and report any action taken on closed session.

V. Closing Items

7:21 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.