



Encore JR/SR High School

Special Board Meeting- August 30, 2021

Amended on August 28, 2021 at 9:02 AM PDT

Date and Time

Monday August 30, 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. Record Attendance		Rob Gabler	1 m
B. Call the Meeting to Order		Rob Gabler	1 m
C. Variable Term Waiver Request	Vote	Ashlin Barkdull	3 m
<p>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.</p>			
D. Adjourn to Closed Session	Discuss	Rob Gabler	30 m
<p>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.</p> <p>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)</p>			
E. Reconvene from Closed Session	Discuss	Rob Gabler	10 m
<p>After the closed session is complete, the Board will reconvene and report any action taken on closed session.</p>			
F. Approval of Amendment to Key Charter Advisors (“KCA”) Contract	Vote	Rob Gabler	10 m
II. Closing Items			7:25 PM
A. Adjourn Meeting	Vote	Rob Gabler	3 m

Encore Education Corporation does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender identity or expression, age, national origin (ancestry), ethnic group identification, mental and physical disability, marital or parental status, sex, sexual orientation, or military status, or genetic information in any of its activities or operations. The perception of one or more of such characteristics: or association with a person or group with one or more of these actual or perceived characteristics. Encore Education Corporation is an equal opportunity employer.

Cover Sheet

Approval of Amendment to Key Charter Advisors (“KCA”) Contract

Section: I. Opening Items
Item: F. Approval of Amendment to Key Charter Advisors (“KCA”)
Contract
Purpose: Vote
Submitted by:
Related Material:
FIRST AMENDMENT TO Encore-KCA Services Agreement - 8-27-21 v2.pdf

FIRST AMENDMENT DATED AUGUST 27, 2021

TO:

AGREEMENT FOR
CHARTER SCHOOL ADVISORY SERVICES
Dated as of September 1, 2020

THIS **FIRST AMENDMENT** ("First Amendment") to the existing Agreement For Services ("Agreement") between **ENCORE EDUCATION CORPORATION, INC**, to which reference is made herein as the "School," and **KEY CHARTER ADVISORS, INC**, to which reference is made herein as "KCA," is dated August 27, 2021 and is entered into by and between School and KCA subject to Board approval.

School and KCA desire to amend the Agreement as follows:

- A. The term of the Agreement in Section 5 is amended to extend the end date of the Agreement through June 30, 2022. The Agreement is terminable at any time pursuant to the original termination provisions of the Agreement.
- B. The Scope of Services is expanded to include the additional Services listed on the following page.

IN WITNESS WHEREOF, this First Amendment to the Agreement has been executed and delivered for and in the names and on behalf of the School and KCA as of the date set forth above.

ENCORE EDUCATION CORPORATION

KEY CHARTER ADVISORS, LLC

By: _____

By: _____

Name: _____

Name: Karl Yoder

Title: _____

Title: Managing Partner

ENCORE EDUCATION CORPORATION, INC. / KEY CHARTER ADVISORS, LLC

FIRST AMENDMENT – ADDITIONAL SCOPE OF SERVICES

- Support School Controller in fulfilling all responsibilities of the Controller position, ensuring that all requisite Conditions of Approval for the School's current charter petition are met in full.
- Working with the School's governing board, assist School in refining and clarifying the specific roles and responsibilities of the Controller, Board, management, and backoffice provider, particularly regarding purchasing decisions, staffing decisions, and overall budgetary control.
- Assist Controller and School with development of specific additional, expanded, and/or updated fiscal policies that best reflect sufficient accounting controls and transparent operation of a public charter school.
- Assist Controller and School with development of a business credit card purchasing program/platform that meets authorizer, auditor, and state requirements for public school purchasing, including but not limited to student services accounts, replacing both physical petty cash as well as debit cards linked to the school's operating bank accounts.
- Act as liaison between Controller and School's external backoffice provider (Delta Managed Solutions, Inc., or "DMS") to ensure Controller has access to all current and historical financial information of the School maintained by DMS, and that Controller is sufficiently trained on use of each system to obtain any reports needed to fulfill the duties of the Controller position.
- Where necessary, act as liaison between Controller and School management, to ensure proper lines of communication are maintained while preserving the independent role of the Controller and in compliance with any current or future complaint process resolution.
- Support School, Controller, and DMS during School's annual independent audit, ensuring that all necessary information needed by the auditing team is produced in the format needed to complete the production of the annual audited financial statements.
- Regularly report to the designated representatives of the School's Governing Board to provide status reports and progress made towards defined goals and objectives of the Controller position.
- All other duties as assigned by the designated representatives of the School's Governing Board in furtherance of the above-listed Services.