



Encore JR/SR High School

Special Board Meeting- February 19, 2021

Amended on February 19, 2022 at 2:13 PM PST

Date and Time

Saturday February 19, 2022 at 2:30 PM PST

Location

This meeting is being held virtually pursuant to Government Code Section 54953 (e). The public can access this meeting via Zoom as follows:

Join Zoom Meeting

<https://zoom.us/j/5871494303?pwd=Mit3eIRMOVhzYjM4K1d2SSStPeEZiQT09>

Meeting ID: 587 149 4303

Passcode: 936591

One tap mobile

+16699006833,,5871494303#,,,,,0#,,936591# US (San Jose)

+13462487799,,5871494303#,,,,,0#,,936591# US (Houston)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 346 248 7799 US (Houston)

+1 253 215 8782 US (Tacoma)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington D.C)

Meeting ID: 587 149 4303

Passcode: 936591

Find your local number: <https://zoom.us/u/aFccAHayh>

Members of the public who wish to comment during the Board meeting may use the “raise hand” tool on the Zoom platform. Members of the public calling in will be given the opportunity to address the Board during the meeting. Individual comments will be limited to three (3) minutes. If an interpreter is needed for comments, they will be translated to English and the time limit shall be six (6) minutes. The Board may limit the total time for public comment to a reasonable time. The Board reserves the right to mute or remove a participant from the meeting if the participant unreasonably disrupts the Board meeting.

Agenda

	Purpose	Presenter	Time
I. Opening Items			2:30 PM
A. Call the Meeting to Order		Rob Gabler, Board President	1 m
B. Record Attendance		Rob Gabler, Board President	1 m
C. Invitation for public to address the Board	Discuss	Joseph Thibodeaux	1 m

All public comment, both on agenda items and non-agenda items within the jurisdiction of the Board, should be provided during the agenda item titled, "invitation for public to address the Board." Members of the public who wish to comment during the Board meeting may use the "raise hand" tool on the Zoom platform. Members of the public calling in will be given the opportunity to address the Board during the meeting. Individual comments will be limited to three (3) minutes per agenda item and one three (3) minute period to address an item not on the agenda. If an interpreter is needed for comments, they will be translated to English and the time limit shall be six (6) minutes per person per agenda item. The Board limits the total time for public comment to thirty minutes, and may extend this time at its sole discretion. The Board reserves the right to mute or remove a participant from the meeting if the participant unreasonably disrupts the Board meeting.

II. Human Resources			2:33 PM
A. Approval of a reduction in force for balance of 2021-2022 academic year.	Vote	Sabrina Bow	10 m

III. Adjourn to Closed Session **2:43 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.

1. Public Employee: Discipline/Dismissal/Release

2. 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	Vote	Rob Gabler	180 m
After the closed session is complete, the Board will reconvene and report any action taken on closed session.			

IV. Closing Items			5:43 PM
A. Adjourn Meeting	Vote	Rob Gabler	1 m

A copy of the agenda will be posted at least 24 hours before such meeting. A copy of the written materials which will be submitted to the Board of Encore Junior and Senior High School for the Arts is available along with this agenda following the posting of the agenda by emailing Sabrina Bow at sbow@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 Joseph Thibodeaux at jthibodeaux@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.

Cover Sheet

Approval of a reduction in force for balance of 2021-2022
academic year.

Section:	II. Human Resources
Item: academic year.	A. Approval of a reduction in force for balance of 2021-2022
Purpose:	Vote
Submitted by:	
Related Material:	Encore Board Resolution 2022-003 (Reduction in Force).pdf

ENCORE EDUCATION CORPORATION
Board Resolution #2022-003
for
Reduction in Force for Balance of 2021-2022 Academic Year

Purpose

Encore Education Corporation (“EEC”) experienced a significant financial hardship during the 2021-2022 academic year which has prompted the Board of Directors to take substantial and immediate steps to protect EEC from a risk of harm or further financial loss. Specifically, EEC has experienced a significant decline in student enrollment during the 2021-2022 academic year, which created a corresponding decline in funding from Average Daily Attendance (“ADA”).

With student enrollment and ADA numbers in decline, EEC continued to be staffed in accordance with its prior/increased student enrollment numbers, which were historically higher, creating an apparent overstaffing issue when compared to the decreased size of the student body. While EEC would like to retain as many valued staff members as possible, within reason, the loss in enrollment has directly impacted EEC’s budget and ability to spend on resources such as staffing and employee salaries. It is also a high priority of EEC to practice fiscally sustainable staffing, and to demonstrate to the authorizer that it is taking all appropriate steps to apply sound fiscal practices in that regard.

For these reasons, the Board of Directors of EEC has instructed the Executive Director to carry out one (1) or more staff reductions, also known as Reductions in Force (“RIF”), between the date of approval of this resolution and the end of the academic year. EEC believes the RIF will represent a cost savings of up to \$200,000. It will also result in staffing figures bearing a closer relation to a charter school with a student population of 700 students.

Scope

A RIF involves the elimination of certain job classifications (e.g., the Aide position or Dean position) or the downsizing of the number of job positions within a job classification (e.g., the number of Aides or Deans positions).

The RIF at EEC will seek to preserve instructional positions to the extent possible and focus on eliminating/reducing administrative/non-instructional positions first. It will also aim to eliminate or reduce departments that may be considered relatively overstaffed. Overstaffing is determined by estimating how many employees are needed to operate the department at the present size and enrollment of EEC when compared with EEC’s budget. The Executive Director will first determine which departments will be subject to the RIF, and how many employees in each department will be impacted before any employees are selected.

Criteria

To avoid any appearance of preference or favoritism, job classifications that are to be eliminated will be selected based on the job role itself, without regard to the specific staff member(s) in the position(s).

ENCORE EDUCATION CORPORATION
Board Resolution #2022-003
for
Reduction in Force for Balance of 2021-2022 Academic Year

For job classifications undergoing a reduction and not an elimination, EEC will be fair and impartial in selecting individuals. The Executive Director shall select staff members for separation in impacted job positions based on the following criteria:

1. Length of service (50% of decision)
2. Performance (25% of decision)
3. Overall cost and ability to be restaffed in the event of volatility (25%)

Termination

All employees selected for RIF are released from employment upon written notice from the Executive Director. Employees in the positions reduced or eliminated do not have rehire rights or preference in hiring, although they may apply for re-employment with EEC as positions become available and are posted for hire to the public.

PASSED AND ADOPTED by the Encore Education Corporation Board of Directors on February 19, 2022.

Signed:

Kelly Ahmed, Board Secretary

Date _____