



Encore JR/SR High School

Regular Encore Board of Directors Meeting - May 2022

Published on May 20, 2022 at 6:06 PM PDT

Date and Time

Monday May 23, 2022 at 6:30 PM PDT

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=Mit3eIRMOVhzYjM4K1d2SStPeEZiQT09>

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			6:30 PM
A. Call the Meeting to Order		Rob Gabler, Board President	
B. Record Attendance		Rob Gabler, Board President	1 m
C. Approval of Board Findings Relating to Teleconference Meetings During State of Emergency	Vote	Joseph Thibodeaux	1 m
Board findings pursuant to Government Code Section 54953(e)			

The Charter School Board of Directors determines, in accordance with Government Code Section 54953(e)(1)(B), that meeting in person would present imminent risks to the health or safety of attendees. Pursuant to Government Code Section 54953(e)(3), the Board has also reconsidered the circumstances of the State of Emergency declared by the Governor on March 4, 2020, and finds the State of Emergency continues to directly impact the ability of the Directors to meet safely in person and/or that State or local officials continue to impose or recommend measures to promote social distancing.

D. Public Comment		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. Consent Items **6:33 PM**

It is recommended that the board considers approving a number of agenda items as a 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.

A. Board Meeting Minutes	Approve Minutes	Joseph Thibodeaux	2 m
---------------------------------	-----------------	-------------------	-----

Minutes corresponding to the following meetings of the Encore Education Corporation Board of Directors:

- April 22, 2022 Special Board Meeting
- April 25, 2022 Regular Board Meeting
- May 1, 2022 Special Board Meeting

B. Payment Reports	Vote	Sabrina Bow	1 m
---------------------------	------	-------------	-----

	Purpose	Presenter	Time
1. STRS payment report, PERS payment report, 403B payment report 2. April 2022 Warrant Report Detail 3. April 2022 Warrant Report Summary			
III. Budget and Finance			6:36 PM
A. Ratification of Key Charter Advisors LLC Agreement for Charter School Advisory Services	Vote	Sabrina Bow	2 m
B. Board Resolution #2022-006 (Bank Signatories)	Vote	Sabrina Bow	1 m
This resolution updates the authorized signers on Encore bank accounts.			
C. April 2022 Financial Reports	FYI	Paul Khoury	3 m
April 2022 Financial Reports			
IV. Staff Reports			6:42 PM
A. Executive Director Report	FYI	Sabrina Bow	3 m
The Executive Director will provide a written report summarizing school operations for each regular board meeting.			
B. Staff Liaison Report	FYI	Jamie Waggoner	2 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.			
C. Principal Report	FYI	St. Claire Adriaan	3 m
The Principal provides a written update on the educational program at each regular Board meeting.			
V. Curriculum and Instruction			6:50 PM
A. 2022-2023 Instructional Calendar	Vote	Sabrina Bow	2 m
Proposed Instructional Calendar for the 2022-2023 school year.			
B. 2022-2023 Bell Schedule	Vote	Sabrina Bow	2 m
Proposed Bell Schedule for the 2022-2023 school year.			
VI. Governance			6:54 PM
A. 2022-2023 Board Meeting Calendar	Vote	Sabrina Bow	2 m
Proposed Board Meeting Calendar for the 2022-2023 school year.			

Purpose Presenter Time

VII. Adjourn to Closed Session **6:56 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.

A. Conference with Legal Counsel. Anticipated Litigation

Significant exposure to litigation pursuant to Section 54956.9(d)(2): Two (2) Cases

A. Reconvene from closed session	Discuss	Rob Gabler	2 m
----------------------------------	---------	------------	-----

After the closed session is complete, the Board will reconvene and report any action taken on closed session.

VIII. Closing Items **6:58 PM**

A. Adjourn Meeting	Vote	Rob Gabler	2 m
--------------------	------	------------	-----

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 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

Board Meeting Minutes

Section: II. Consent Items
Item: A. Board Meeting Minutes
Purpose: Approve Minutes
Submitted by: Sabrina Bow
Related Material: 2022_04_22_board_meeting_minutes DRAFT.pdf
2022_04_25_board_meeting_minutes DRAFT.pdf
2022_05_01_board_meeting_minutes (1) DRAFT.pdf

BACKGROUND:

Minutes corresponding to the following meetings of the Encore Education Corporation Board of Directors:

- April 22, 2022 Special Board Meeting
- April 25, 2022 Regular Board Meeting
- May 1, 2022 Special Board Meeting

RECOMMENDATION:

Encore staff recommends approval of these minutes.

DRAFT



Encore JR/SR High School

Minutes

Special Board Meeting- April 22, 2022

Date and Time

Friday April 22, 2022 at 6:00 PM

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=Mit3elRMOVhzYjM4K1d2SSStPeEZiQT09>

Meeting ID: [587 149 4303](#)

Passcode: 936591

One tap mobile

[+16699006833](tel:+16699006833),[5871494303](tel:+15871494303)#,,,,,,0#,,936591# US (San Jose)

[+13462487799](tel:+13462487799),[5871494303](tel:+15871494303)#,,,,,,0#,,936591# US (Houston)

Dial by your location

[+1 669 900 6833](tel:+16699006833) US (San Jose)

[+1 346 248 7799](tel:+13462487799) US (Houston)

[+1 253 215 8782](tel:+12532158782) US (Tacoma)

[+1 312 626 6799](tel:+13126266799) US (Chicago)

[+1 929 205 6099](tel:+19292056099) US (New York)

[+1 301 715 8592](tel:+13017158592) 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.

Directors Present

C. Sutton (remote), K. Staley (remote), R. Gabler (remote)

Directors Absent

K. Ahmed

Guests Present

B. Holman (remote), J. Barkdull (remote), S. Bow (remote)

I. Opening Items

A. Call the Meeting to Order

R. Gabler called a meeting of the board of directors of Encore JR/SR High School to order on Friday Apr 22, 2022 at 6:07 PM.

B. Record Attendance

C. Public Comment

No members of the public present.

II. Governance

A. Removal and Appointment of Directors for Western Encore Properties, Inc.

R. Gabler made a motion to Approve.
K. Staley seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

R. Gabler Aye
C. Sutton Aye
K. Ahmed Absent
K. Staley Aye

III. Closing Items

A. Adjourn Meeting

R. Gabler made a motion to Approve.
K. Staley seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

R. Gabler Aye
K. Ahmed Absent
K. Staley Aye
C. Sutton Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:21 PM.

Respectfully Submitted,
R. Gabler

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.

DRAFT



Encore JR/SR High School

Minutes

Regular Encore Board of Directors Meeting - April 2022

Date and Time

Monday April 25, 2022 at 6:30 PM

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=Mit3elRMOVhzYjM4K1d2SSStPeEZiQT09>

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.

Directors Present

K. Ahmed (remote), K. Staley (remote), R. Gabler (remote)

Directors Absent

C. Sutton

Guests Present

A. Barkdull (remote), B. Holman (remote), J. Barkdull (remote), J. Dolf (remote), J. Simmons (remote), J. Thibodeaux (remote), Karl Yoder, S. Bow (remote), St. Claire Adriaan (remote)

I. Opening Items

A. Call the Meeting to Order

R. Gabler called a meeting of the board of directors of Encore JR/SR High School to order on Monday Apr 25, 2022 at 6:36 PM.

B. Record Attendance

C. Approval of Board Findings Relating to Teleconference Meetings During State of Emergency

R. Gabler made a motion to Approve findings related to teleconference...
K. Staley seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

R. Gabler Aye
K. Ahmed Aye
C. Sutton Absent
K. Staley Aye

D. Public Comment

No members of the public present

II. Finance

A. Board Resolution 2022-004 (CEDA Series 2022 Bonds)

Karl Yoder gave background on the proposed \$2M bond issuance to provide working capital to meet Encore's working capital needs through June 30.

Brian Holman outlined that the School is required to pledge all of its assets.

John Kim reiterated that these investors are current investors and bondholders are willing to make second offer of credit is predicated on the work of the board and new management team. Representative of trust. Stifel will serve as private placement agent.

K. Staley made a motion to approve.
K. Ahmed seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

C. Sutton Absent
R. Gabler Aye

Roll Call

K. Ahmed Aye
K. Staley Aye

B. March 2022 Financials

Paul Khoury, Director of Finance for Delta Managed Solutions.

R. Gabler made a motion to approve march 2022 financials.
K. Staley seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

K. Staley Aye
C. Sutton Absent
K. Ahmed Aye
R. Gabler Aye

III. Employee Reimbursement

A. Executive Director expense reimbursement

R. Gabler made a motion to approve reimbursemnt.
K. Ahmed seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

C. Sutton Absent
K. Ahmed Aye
R. Gabler Aye
K. Staley Aye

IV. Staff Reports

A. Executive Director Report

B. Director of Academics Report

C. Staff Liaison Report

Mr. Waggoner did not make oral presentation

D. ESG President Report

ESG President Anabel Estrada provided oral report.

Prom, Spelling Bee, Spongebob (final senior production).
ESG campus cleanup and quad-facing window decorations

V. Consent Items

A. Board Meeting Minutes

Motion to approve meeting minutes.
The board **VOTED** to approve the motion.

Roll Call

K. Ahmed Aye

R. Gabler Aye

K. Staley Aye

C. Sutton Absent

K. Ahmed made a motion to approve the minutes from Special Board Meeting- February 19, 2021 on 02-19-22.

K. Staley seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

C. Sutton Absent

R. Gabler Aye

K. Ahmed Aye

K. Staley Aye

K. Ahmed made a motion to approve the minutes from Regular Encore Board of Directors Meeting - February 2022 on 02-28-22.

K. Staley seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

C. Sutton Absent

K. Staley Aye

K. Ahmed Aye

R. Gabler Aye

K. Ahmed made a motion to approve the minutes from Regular Encore Board of Directors Meeting - March 2022 on 03-07-22.

K. Staley seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

R. Gabler Aye

K. Ahmed Aye

K. Staley Aye

C. Sutton Absent

K. Ahmed made a motion to approve the minutes from Special Board Meeting- March 11, 2022 on 03-11-22.

K. Staley seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

K. Staley Aye

K. Ahmed Aye

R. Gabler Aye

C. Sutton Absent

K. Ahmed made a motion to approve the minutes from Regular Meeting: Encore Board of Directors on 03-14-22.

K. Staley seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

R. Gabler Aye

C. Sutton Absent

K. Staley Aye

K. Ahmed Aye

K. Ahmed made a motion to approve the minutes from Special Meeting: Encore Board of Directors on 03-27-22.

K. Staley seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

C. Sutton Absent
K. Ahmed Aye
K. Staley Aye
R. Gabler Aye

B. DOJ Report

C. Finance Reports

R. Gabler made a motion to approve finance reports.
K. Ahmed seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

K. Ahmed Aye
K. Staley Aye
R. Gabler Aye
C. Sutton Absent

VI. Closing Items

A. Adjourn Meeting

K. Ahmed made a motion to adjourn the meeting.
K. Staley seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

K. Ahmed Aye
K. Staley Aye
R. Gabler Aye
C. Sutton Absent

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:40 PM.

Respectfully Submitted,
S. Bow

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 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.

DRAFT



Encore JR/SR High School

Minutes

Special Board Meeting- May 1, 2022

Date and Time

Sunday May 1, 2022 at 4:30 PM

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=Mit3elRMOVhzYjM4K1d2SSStPeEZiQT09>

Meeting ID: [587 149 4303](#)

Passcode: 936591

One tap mobile

[+16699006833](tel:+16699006833),[5871494303](tel:+15871494303)#,,,,,,0#,,936591# US (San Jose)

[+13462487799](tel:+13462487799),[5871494303](tel:+15871494303)#,,,,,,0#,,936591# US (Houston)

Dial by your location

[+1 669 900 6833](tel:+16699006833) US (San Jose)

[+1 346 248 7799](tel:+13462487799) US (Houston)

[+1 253 215 8782](tel:+12532158782) US (Tacoma)

[+1 312 626 6799](tel:+13126266799) US (Chicago)

[+1 929 205 6099](tel:+19292056099) US (New York)

[+1 301 715 8592](tel:+13017158592) 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.

Directors Present

K. Ahmed (remote), K. Staley (remote), R. Gabler (remote)

Directors Absent

C. Sutton

Guests Present

J. Schwarck, S. Bow (remote)

I. Opening Items

A. Call the Meeting to Order

R. Gabler called a meeting of the board of directors of Encore JR/SR High School to order on Sunday May 1, 2022 at 4:33 PM.

B. Record Attendance

C. Public Comment

No members of the public present.

II. Finance

A. Board Resolution 2022-005 (CEDA Series 2022 Bonds)

K. Staley made a motion to Approve.
K. Ahmed seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

K. Ahmed Aye
C. Sutton Absent
R. Gabler Aye
K. Staley Aye

III. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 4:37 PM.

Respectfully Submitted,
R. Gabler

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

Payment Reports

Section:	II. Consent Items
Item:	B. Payment Reports
Purpose:	Vote
Submitted by:	
Related Material:	ENCORE April 2022 Warrant Report Summary.pdf ENCORE April 2022 Warrant Report Details.pdf STRS, PERS, 403b May 2022.pdf

**ENCORE JUNIOR/SENIOR HIGH SCHOOL
WARRANT REGISTER: April 2022**

Check Number	Check Date	Payee	Sum of Amount
0422-001	4/7/2022	WELLS FARGO BUSINESS CARD	\$3,500.00
0422-201	4/5/2022	California Department of Tax and Fee Administration	\$632.00
0422-202	4/19/2022	Emburse	\$5,000.00
0422-203	4/11/2022	Wells Fargo Bank Service Fee	\$673.14
0422-204	4/22/2022	Emburse	\$76.73
0422-205	4/29/2022	Emburse	\$1,836.69
0422-206	4/18/2022	Delta Managed Solutions, Inc.	\$200,000.00
0422-207	4/21/2022	Fonality - NetFortis	\$1,295.46
2249	4/18/2022	HA Batteries	(\$700.00)
69971	4/12/2022	John Griffin	(\$95.88)
70448	4/5/2022	Ebmeyer Charter	\$15,000.00
70451	4/6/2022	Advance Disposal Co.	\$3,020.58
70452	4/6/2022	Amazon Capital Services, Inc.	\$8.98
70453	4/6/2022	APEX Rentals	\$1,800.00
70454	4/6/2022	American Society of Composers	\$860.30
70455	4/6/2022	AT&T	\$238.24
70456	4/6/2022	AT&T	\$50.76
70457	4/6/2022	Bell Mountain Enterprise, Inc. dba Hi Desert Alarm	\$2,950.00
70458	4/6/2022	California Department of Education / Cashier's Office	\$515.85
70459	4/6/2022	Car Clinic Inc.	\$93.86
70460	4/6/2022	Cintas	\$3,196.60
70461	4/6/2022	Delta Managed Solutions, Inc.	\$24,716.00
70462	4/6/2022	DEPARTMENT OF JUSTICE / ACCOUNTING OFFICE / CASHIERING U	\$32.00
70463	4/6/2022	Drafting For All	\$2,500.00
70464	4/6/2022	Eide Bailly LLP	\$10,000.00
70465	4/6/2022	FRESH START MEALS, INC.	\$13,018.43
70466	4/6/2022	Friesens Corporation	\$1,052.82
70467	4/6/2022	Frontier	\$244.26
70468	4/6/2022	Frontier	\$231.72
70469	4/6/2022	Frontier	\$137.58
70470	4/6/2022	GreatAmerica Financial Services	\$1,043.61
70471	4/6/2022	Green Comfort	\$2,562.51
70472	4/6/2022	Guard Dog Storage of Hesperia LLC	\$640.20
70473	4/6/2022	Hesperia Unified School District	\$102.54
70474	4/6/2022	Jamie Waggoner	\$99.00
70475	4/6/2022	Leonardo C. Rivera	\$1,800.00
70476	4/6/2022	Measure Education Inc.	\$4,051.76
70477	4/6/2022	Nigro & Nigro	\$10,167.92
70478	4/6/2022	Nuso, LLC	\$709.22
70479	4/6/2022	PayFlex Systems USA, Inc.	\$700.00
70480	4/6/2022	Pitney Bowes Global Financial Services LLC	\$1,904.07
70481	4/6/2022	PresenceLearning, Inc.	\$15,185.35
70482	4/6/2022	PSAT/NMSQT	\$1,504.00
70483	4/6/2022	Rapid Ouik Courier	\$40.00
70484	4/6/2022	Robert Half	\$3,971.60
70485	4/6/2022	Rush Order Tees	\$333.37
70486	4/6/2022	San Bernardino County Fire Protection District	\$179.15
70487	4/6/2022	Southern California Edison	\$8,207.71
70488	4/6/2022	Southwest Gas Corporation	\$8,012.77
70489	4/6/2022	Sprint	\$847.70
70490	4/6/2022	Teamleader	\$6,215.14
70491	4/6/2022	Terminix International Company	\$354.00
70492	4/6/2022	UMB Bank	\$2,620.00
70493	4/6/2022	US Premium Finance	\$3,049.31
70494	4/6/2022	Vaness Crook	\$60.33
70495	4/6/2022	Verizon	\$1,640.94
70496	4/6/2022	Western NRG, Inc.	\$270.00
70497	4/6/2022	Young, Minney & Corr, LLP	\$25,000.00
70498	4/6/2022	Nicole Miller & Associates, Inc	\$19,750.50
70503	4/11/2022	Ebmeyer Charter	\$15,000.00
70504	4/12/2022	John Griffin	\$95.88
70505	4/18/2022	Sherri Redmon	\$117.33
70506	4/21/2022	Jeffery Galluzzo	\$234.22
70510	4/21/2022	Ebmeyer Charter	\$15,000.00
70515	4/27/2022	BROADCAST VIDEO SOLUTIONS	\$2,700.00
70516	4/27/2022	Ebmeyer Charter	\$15,000.00
70517	4/29/2022	Advance Disposal Co.	\$442.88
70518	4/29/2022	Amazon Capital Services, Inc.	\$3,319.88
70519	4/29/2022	Amazon Capital Services, Inc.	\$4,491.26
70520	4/29/2022	AT&T	\$497.34
70521	4/29/2022	Cintas	\$757.68

**ENCORE JUNIOR/SENIOR HIGH SCHOOL
WARRANT REGISTER: April 2022**

Check Number	Check Date	Payee	Sum of Amount
70522	4/29/2022	City of Hesperia	\$117.00
70523	4/29/2022	Ecolab	\$672.14
70524	4/29/2022	FedEx	\$368.66
70525	4/29/2022	Language Training Center Inc.	\$15.84
70526	4/29/2022	Leonardo C. Rivera	\$600.00
70527	4/29/2022	The Master Teacher	\$177.00
70528	4/29/2022	PresenceLearning, Inc.	\$2,500.00
70529	4/29/2022	Purchase Power	\$56.19
70530	4/29/2022	Southern California Edison	\$8,514.02
70531	4/29/2022	Southwest Gas Corporation	\$1,904.77
70532	4/29/2022	The Stepping Stones Group LLC	\$5,000.00
70533	4/29/2022	US Premium Finance	\$12,082.71
Grand Total			\$502,573.62

**ENCORE HIGH SCHOOLS
WARRANT REGISTER: April 2022**

Check Number	Check Date	Payee	Reason	Sum of Amount
2249	4/18/2022	HA Batteries	Onsite Check	(\$700.00)
2249 Total				(\$700.00)
70448	4/5/2022	Ebmeyer Charter	21-22 Bus Services - 5	\$15,000.00
70448 Total				\$15,000.00
70451	4/6/2022	Advance Disposal Co.	February 2022 Storage Box	\$420.00
			February 2022 Trash Disposal Service	\$802.86
			Finance Charge On Invoice #0001707073	\$16.37
			January 2021 HAUL CHARGE	\$552.07
			January 2022 Storage Box	\$426.42
			January 2022 Trash Disposal Service	\$802.86
70451 Total				\$3,020.58
70452	4/6/2022	Amazon Capital Services, Inc.	Supplies for performance	\$8.98
70452 Total				\$8.98
70453	4/6/2022	APEX Rentals	Equipment rent for maintenace & repairs	\$1,800.00
70453 Total				\$1,800.00
70454	4/6/2022	American Society of Composers	2/15/22-2/14/23 License Fee	\$286.00
			Outstanding balance	\$574.30
70454 Total				\$860.30
70455	4/6/2022	AT&T	January 2022 Phone Service	\$238.24
70455 Total				\$238.24
70456	4/6/2022	AT&T	Phone Service	\$50.76
70456 Total				\$50.76
70457	4/6/2022	Bell Mountain Enterprise, Inc. dba Hi Desert Alarm	Fire Alarm Monitoring	\$2,950.00
70457 Total				\$2,950.00
70458	4/6/2022	California Department of Education / Cashier's Office	Student meals	\$515.85
70458 Total				\$515.85
70459	4/6/2022	Car Clinic Inc.	Car Maintanance	\$93.86
70459 Total				\$93.86
70460	4/6/2022	Cintas	Janitorial Supplies	\$1,041.71
			FACEMASKS - Covid	\$1,939.50
			Janitorial Supplies - Gloves	\$215.39
70460 Total				\$3,196.60
70461	4/6/2022	Delta Managed Solutions, Inc.	Accounting Service - December 2021	\$24,716.00
70461 Total				\$24,716.00
70462	4/6/2022	DEPARTMENT OF JUSTICE / ACCOUNTING OFFICE / CASHIERING U	February 2022 Fingerprints	\$32.00
70462 Total				\$32.00
70463	4/6/2022	Drafting For All	Structural Engineering	\$2,500.00
70463 Total				\$2,500.00
70464	4/6/2022	Eide Bailly LLP	CPA Services	\$10,000.00
70464 Total				\$10,000.00
70465	4/6/2022	FRESH START MEALS, INC.	CHRISTMAS BREAKFAST FOR TEACHERS AND FAMIL	\$572.25
			January 2022 Meals	\$12,446.18
70465 Total				\$13,018.43
70466	4/6/2022	Friesens Corporation	Friesens Year Books	\$1,052.82

**ENCORE HIGH SCHOOLS
WARRANT REGISTER: April 2022**

Check Number	Check Date	Payee	Reason	Sum of Amount
70466 Total				\$1,052.82
70467	4/6/2022	Frontier	January 2022 Internet Service	\$80.97
			October & December 2021 Internet Service	\$163.29
70467 Total				\$244.26
70468	4/6/2022	Frontier	October & December 2021 Internet Service	\$154.22
			February 2022 Internet Service	\$77.50
70468 Total				\$231.72
70469	4/6/2022	Frontier	October & December 2021 Internet Service	\$137.58
70469 Total				\$137.58
70470	4/6/2022	GreatAmerica Financial Services	Avaya Phone System/IPO Licenses	\$1,043.61
70470 Total				\$1,043.61
70471	4/6/2022	Green Comfort	A/C & Heater Commercial Maintenance & Repair	\$2,562.51
70471 Total				\$2,562.51
70472	4/6/2022	Guard Dog Storage of Hesperia LLC	March 2022 Storage Rent	\$640.20
70472 Total				\$640.20
70473	4/6/2022	Hesperia Unified School District	Printing	\$102.54
70473 Total				\$102.54
70474	4/6/2022	Jamie Waggoner	Garbanzo - 11/28/21-11/28/22 Curriculum Subscription	\$99.00
70474 Total				\$99.00
70475	4/6/2022	Leonardo C. Rivera	December 2021 Lawn care	\$1,000.00
			January 2022 Lawn care	\$800.00
70475 Total				\$1,800.00
70476	4/6/2022	Measure Education Inc.	February 2022 Data Management Services	\$2,025.88
			January 2022 Data Management Services	\$2,025.88
70476 Total				\$4,051.76
70477	4/6/2022	Nigro & Nigro	2020/21 Audit - Travel Expenses	\$87.92
			2020/21 Audit Services	\$10,080.00
70477 Total				\$10,167.92
70478	4/6/2022	Nuso, LLC	February 2022 Business Phone Service	\$277.84
			January 2022 Business Phone Service	\$278.02
			March 2022 Business Phone Service	\$153.36
70478 Total				\$709.22
70479	4/6/2022	PayFlex Systems USA, Inc.	December 2021 Cobra Service Fee	\$150.00
			February 2022 Cobra Service Fee	\$150.00
			January 2022 Cobra Service Fee	\$400.00
70479 Total				\$700.00
70480	4/6/2022	Pitney Bowes Global Financial Services LLC	Postage equipment lease Acct #18223708	\$1,904.07
70480 Total				\$1,904.07
70481	4/6/2022	PresenceLearning, Inc.	December 2021 Sped Services	\$8,185.35
			January 2022 Sped Services	\$7,000.00
70481 Total				\$15,185.35
70482	4/6/2022	PSAT/NMSQT	PSAT/NMSQT (October 2021 admin)	\$1,504.00
70482 Total				\$1,504.00
70483	4/6/2022	Rapid Ouik Courier	Delivery Service	\$40.00

**ENCORE HIGH SCHOOLS
WARRANT REGISTER: April 2022**

Check Number	Check Date	Payee	Reason	Sum of Amount
70483 Total				\$40.00
70484	4/6/2022	Robert Half	Employment agency	\$3,971.60
70484 Total				\$3,971.60
70485	4/6/2022	Rush Order Tees	T-Shirts	\$333.37
70485 Total				\$333.37
70486	4/6/2022	San Bernardino County Fire Protection District	Annual Inspection	\$64.00
			FANL-998 Annual Inspection - Delinquent Fee	\$115.15
70486 Total				\$179.15
70487	4/6/2022	Southern California Edison	December 2021 Electric Svc Acct #700439790970	\$8,207.71
70487 Total				\$8,207.71
70488	4/6/2022	Southwest Gas Corporation	December 2021 Gas Svc Acct #910000679629	\$627.35
			December 2021 Gas Svc Acct #910000679630	\$1,603.51
			December 2021 Gas Svc Acct #910000679631	\$1,341.74
			December 2021 Gas Svc Acct #910000679632	\$1,505.12
			December 2021 Gas Svc Acct #910000679633	\$1,381.37
			December 2021 Gas Svc Acct #910000886540	\$1,553.68
70488 Total				\$8,012.77
70489	4/6/2022	Sprint	January 2022 Phone Service	\$418.77
			November 2021 Phone Service	\$428.93
70489 Total				\$847.70
70490	4/6/2022	Teamleader	Cheerleaders Costumes	\$6,215.14
70490 Total				\$6,215.14
70491	4/6/2022	Terminix International Company	December 2021 Pest Control	\$118.00
			February 2022 Pest Control	\$118.00
			January 2022 Pest Control	\$118.00
70491 Total				\$354.00
70492	4/6/2022	UMB Bank	February 2022 Fees	\$2,620.00
70492 Total				\$2,620.00
70493	4/6/2022	US Premium Finance	Insurance installment #7	\$3,049.31
70493 Total				\$3,049.31
70494	4/6/2022	Vaness Crook	Printer Ink	\$60.33
70494 Total				\$60.33
70495	4/6/2022	Verizon	December 2021 Wireless Service	\$446.87
			January 2022 Wireless Service	\$1,194.07
70495 Total				\$1,640.94
70496	4/6/2022	Western NRG, Inc.	Western NRG's 24x7 URGENT CARE SUPPORT	\$270.00
70496 Total				\$270.00
70497	4/6/2022	Young, Minney & Corr, LLP	December 2021 Legal Service	\$25,000.00
70497 Total				\$25,000.00
70498	4/6/2022	Nicole Miller & Associates, Inc	Independent investigative service	\$19,750.50
70498 Total				\$19,750.50
70503	4/11/2022	Ebmeyer Charter	21-22 Bus Services - 5	\$13,076.06
			1-29-22 Knott's Berry Farm	\$1,923.94
70503 Total				\$15,000.00

**ENCORE HIGH SCHOOLS
WARRANT REGISTER: April 2022**

Check Number	Check Date	Payee	Reason	Sum of Amount
70505	4/18/2022	Sherri Redmon	Payroll ck # 66345 2/25/19 reissue	\$117.33
70505 Total				\$117.33
0422-001	4/7/2022	WELLS FARGO BUSINESS CARD	January 2022 CC Statement	\$199.95
			February 2022 CC Statement	\$3,300.05
0422-001 Total				\$3,500.00
0422-201	4/5/2022	California Department of Tax and Fee Administration	Q1 2022 Use Tax	\$632.00
0422-201 Total				\$632.00
0422-203	4/11/2022	Wells Fargo Bank Service Fee	Mar 2022 Client Analysis Service Charge	\$673.14
0422-203 Total				\$673.14
0422-202	4/19/2022	Emburse	Payment to Emburse	\$5,000.00
0422-202 Total				\$5,000.00
0422-204	4/22/2022	Emburse	Payment to Emburse	\$76.73
0422-204 Total				\$76.73
0422-205	4/29/2022	Emburse	Payment to Emburse	\$1,836.69
0422-205 Total				\$1,836.69
69971	4/12/2022	John Griffin	Meal	(\$80.88)
			Sr Beach Day Parking	(\$15.00)
69971 Total				(\$95.88)
70504	4/12/2022	John Griffin	Meal	\$80.88
			Sr Beach Day Parking	\$15.00
70504 Total				\$95.88
70506	4/21/2022	Jeffery Galluzzo	Stale dated check refund	\$234.22
70506 Total				\$234.22
70533	4/29/2022	US Premium Finance	Insurance installment #8	\$12,082.71
70533 Total				\$12,082.71
70518	4/29/2022	Amazon Capital Services, Inc.	Supplies for performance	\$1,302.16
			IT Equipment	\$749.85
			Maintenance & Repair supplies	\$1,267.87
70518 Total				\$3,319.88
70519	4/29/2022	Amazon Capital Services, Inc.	Classroom supplies	\$41.94
			Supplies & Technology Equipment	\$4,449.32
70519 Total				\$4,491.26
70521	4/29/2022	Cintas	Janitorial Supplies	\$757.68
70521 Total				\$757.68
70529	4/29/2022	Purchase Power	Postage Equipment refill	\$56.19
70529 Total				\$56.19
70520	4/29/2022	AT&T	Feb & Mar 2022 Phone Service	\$497.34
70520 Total				\$497.34
70515	4/27/2022	BROADCAST VIDEO SOLUTIONS	04/16/22 - Shoot and Edit Spongebob	\$2,700.00
70515 Total				\$2,700.00
70526	4/29/2022	Leonardo C. Rivera	Feb- Mar 2022 Lawn care	\$600.00
70526 Total				\$600.00
70532	4/29/2022	The Stepping Stones Group LLC	SPECIAL EDUCATION TEACHER - WST	\$5,000.00
70532 Total				\$5,000.00

**ENCORE HIGH SCHOOLS
WARRANT REGISTER: April 2022**

Check Number	Check Date	Payee	Reason	Sum of Amount
0422-206	4/18/2022	Delta Managed Solutions, Inc.	DMS Loan Repayment	\$200,000.00
0422-206 Total				\$200,000.00
70510	4/21/2022	Ebmeyer Charter	21-22 Bus Services - 5	\$15,000.00
70510 Total				\$15,000.00
70516	4/27/2022	Ebmeyer Charter	21-22 Bus Services - 5	\$15,000.00
70516 Total				\$15,000.00
70523	4/29/2022	Ecolab	Cleaning supplies	\$672.14
70523 Total				\$672.14
70524	4/29/2022	FedEx	Shipping	\$368.66
70524 Total				\$368.66
70525	4/29/2022	Language Training Center Inc.	February 2022 Phone Interpreting	\$15.84
70525 Total				\$15.84
70527	4/29/2022	The Master Teacher	English learning online training - Subscription	\$177.00
70527 Total				\$177.00
70528	4/29/2022	PresenceLearning, Inc.	January 2022 Sped Services	\$2,500.00
70528 Total				\$2,500.00
0422-207	4/21/2022	Fonality - NetFortis	Fonality monthly payment for phone service	\$1,295.46
0422-207 Total				\$1,295.46
70517	4/29/2022	Advance Disposal Co.	Finance Charge On Invoice #1743920	\$16.87
			March 2021 Storage Box	\$426.01
70517 Total				\$442.88
70522	4/29/2022	City of Hesperia	Business License Renewal Fees	\$117.00
70522 Total				\$117.00
70530	4/29/2022	Southern California Edison	January 2022 Electric Svc Acct #700439790970	\$8,514.02
70530 Total				\$8,514.02
70531	4/29/2022	Southwest Gas Corporation	January 2022 Gas Svc Acct #910000679629	\$484.76
			January 2022 Gas Svc Acct #910000679630	\$1,420.01
70531 Total				\$1,904.77
Grand Total				\$502,573.62

Hesperia Payroll Month	STRS/PERS Payment Due Date	Payment Date	PERS Ck Number	Date Cleared	STRS CK Number	Date Cleared	403B Check number	Due Date based on regular rules, not safe harbor	Payment Date	Date Cleared
July	15th of the month	7/23/2021	69736	7/26/2021	69736	7/26/2021	69714	7/13/2021	7/8/2021	7/14/2021 -5
July	31th of the month	8/6/2021	69753	8/10/2021	69753	8/10/2021	69735	7/28/2021	7/23/2021	7/28/2021 -5
Aug-21	15th of the month	8/24/2021	69851	8/27/2021	69851	8/27/2021	69752	8/13/2021	8/6/2021	8/11/2021 -7
Aug-21	31th of the month	9/9/2021	69877	9/10/2021	69877	9/10/2021	69850	8/28/2021	8/24/2021	8/27/2021 -4
Sep-21	15th of the month	9/24/2021	69943	9/30/2021	69943	9/30/2021	69876	9/13/2021	9/9/2021	9/15/2021 -4
Sep-21	31th of the month	10/7/2021	69993	10/8/2021	69993	10/8/2021	69942	9/28/2021	9/24/2021	9/29/2021 -4
Oct-21	15th of the month	10/22/2021	70005	10/25/2021	70005	10/25/2021	69992	10/13/2021	10/7/2021	10/14/2021 -6
Oct-21	31th of the month	11/8/2021	70084	11/10/2021	70084	11/10/2021	70004	10/28/2021	10/22/2021	11/10/2021 -6
Nov-21	15th of the month	11/23/2021	70120	12/1/2021	70120	12/1/2021	70086	11/13/2021	11/9/2021	11/29/2021 -4
Nov-21	31th of the month	12/8/2021	70164	12/10/2021	70164	12/10/2021	70119	11/28/2021	11/23/2021	12/16/2021 -5
Dec-21	15th of the month	12/22/2021	70202	1/4/2022	70202	1/4/2022	70163	12/13/2021	12/8/2021	12/20/2021 -5
Dec-21	31th of the month	1/10/2022	70259	1/11/2022	70259	1/11/2022	70201	12/28/2021	12/22/2021	1/10/2021 -6
Jan-22	15th of the month	1/24/2022	70265	1/27/2022	70265	1/27/2022	70258	1/13/2022	1/10/2022	1/21/2022 -3
Jan-22	31th of the month	2/7/2022	70300	2/8/2022	70300	2/8/2022	70264	1/28/2022	1/24/2022	1/31/2022 -4
Feb-22	15th of the month	2/28/2022	70331	3/1/2022	70331	3/1/2022	70299	2/13/2022	2/7/2022	2/16/2022 -6
Feb-22	31th of the month	3/9/2022	70417	3/10/2022	70417	3/10/2022	70330	2/28/2022	2/28/2022	3/7/2022 0
Mar-22	15th of the month	3/25/2022	70429	4/4/2022	70429	4/4/2022	70416	3/13/2022	3/9/2022	3/15/2022 -4
Mar-22	31th of the month	4/7/2022	70502	4/8/2022	70502	4/8/2022	70428	3/28/2022	3/25/2022	3/29/2022 -3
Apr-22	15th of the month	4/26/2022	70513	5/9/2022	70513	5/9/2022	70501	4/13/2022	4/7/2022	4/12/2022 -6
Apr-22	31th of the month	5/6/2022	70543	5/10/2022	70543	5/10/2022	70512	4/28/2022	4/26/2022	5/2/2022 -2
May-22	15th of the month						70542	5/13/2022	5/6/2022	5/11/2022 -7
May-22	31th of the month									

Hesperia Contributions to PERS & STRS: Due date is the 5th business date of the month
 To note, the payroll for 7/24 and 8/10 paid July payroll; 8/25 and 9/10 paid August payroll; 9/25 and 10/9 will pay Sept payroll
 Contributions to 403b

The DOL rule is somewhat gray. It states that:

An employer is required to deposit your money into your retirement account as soon as the employee assets can be reasonably segregated from employer assets, but no later than 15 business days of the month following the month in which the payroll deduction occurred.

Based on fact patterns in DOL plan audits and other published commentary, some considerations are as follows:

- For plans with fewer than 100 participants, the DOL finalized regulations on January 14, 2010 which establishes a "safe harbor" of 7 business days following the payroll deduction date. Depositing employee 401K and 403b payroll deduction funds will be considered timely if this 7 day "safe harbor" test is met; and
- No safe harbor time period exists for plans with 100 or more employee-participants. Commentary does exist that suggests funding the retirement plan by the due date of an employer's Form 941 tax deposit will be considered timely (which for large employers is the next day after payroll).

STRS 95% by 5th business day; remainder by 15th
 100% of payroll makes up 95% for charter and districts
 PERS - 15 days 95%; remainder by end of month

Cover Sheet

Ratification of Key Charter Advisors LLC Agreement for Charter School Advisory Services

Section: III. Budget and Finance
Item: A. Ratification of Key Charter Advisors LLC Agreement for
Charter School Advisory Services
Purpose: Vote
Submitted by: Sabrina Bow
Related Material: Encore-KCA 2022-23 Services Agreement FINAL.docx.pdf

RECOMMENDATION:

Encore staff recommends approval of this item.

AGREEMENT FOR
CHARTER SCHOOL ADVISORY SERVICES
Dated as of July 1, 2022

THIS IS AN AGREEMENT FOR SERVICES (“Agreement”) between **ENCORE EDUCATION CORPORATION, INC.**, to which reference is made herein as the “School,” and **KEY CHARTER ADVISORS, LLC**, to which reference is made herein as “KCA,” in connection with charter school advisory services to be provided by KCA to the School, as described in the Scope of Services attached hereto.

1. **Retention.** The School hereby retains KCA to perform, as requested by the School, services set forth in the Scope of Services, attached hereto.
2. **Representations of KCA.** KCA hereby represents the following:
 - A. KCA acknowledges that under this Agreement, it has a fiduciary duty to the School and agrees to act in the School’s best interests.
 - B. KCA shall not receive a fee from any source other than the School for the services in the Scope of Services attached to this Agreement, except as may be disclosed in writing, and has no arrangement with respect thereto with any party other than the School regarding the services in the Scope of Services attached.
 - C. KCA is an independent private business and is not acting in any other professional capacity than as represented in this Agreement and the Scope of Services attached hereto.
 - D. KCA hereby confirms that it is registered as a municipal advisor with the Securities Exchange Commission (“SEC”) and Municipal Securities Rulemaking Board (the “MSRB”).
3. **Primary Contact.** The Primary Contact shall be Karl Yoder. The Primary Contact may not be substituted without prior written consent of School. The intention of both parties is that the Primary Contact shall personally perform all Services under this Agreement. KCA guarantees a minimum of 20 hours per month of Primary Contact availability during the contract term.
4. **Term of the Agreement.** The term of this Agreement shall be **twelve (12)** months, for the period beginning on **July 1, 2022** and ending on **June 30, 2023**. The Agreement is terminable at any time (see “Termination” below).
5. **Compensation.** The School shall pay to KCA compensation of \$295 per hour during the term of this Agreement. A \$5,000 retainer is due and payable at commencement of this Agreement. Payment is due upon receipt of invoice delivered from KCA to School. KCA’s monthly fee covers all services set forth in the Scope of Services attached hereto, with the exception of travel costs. Travel costs (including reasonable airfare, rental car, hotel, meals and parking not exceeding actual cost of travel) are in addition to the hourly fee and shall be reimbursed via invoice to KCA. All other out-of-pocket costs are the responsibility of KCA, unless specifically authorized by School.

In the event School is considering issuance of debt obligations in which KCA is requested to provide services as a registered municipal advisor, KCA shall receive separate compensation for such services directly related to such issuance, with such compensation contingent upon successful completion of the issuance. The amount of such compensation shall be set forth in a written addendum to this Agreement in that event.
6. **On-Site Visits.** School and KCA agree that the services to be provided will involve a combination of telephone, email, teleconference, and in-person visits, in whatever combination provides optimal

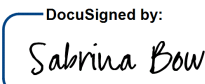
12. **Non-Compete For Back Office Services.** While KCA may provide advisory services to assist the School as set forth in the attached Scope of Services, KCA will not provide back office services to the School. Furthermore, while KCA's Primary Contact maintains an existing executive relationship with Delta Managed Solutions, Inc. ("DMS"), a services provider, KCA shall neither provide any information received from School regarding School's activities to DMS or any third party, nor be involved in any proposal from DMS to provide services in the future, nor assist DMS with provision of such services if retained.
13. **Standards.** KCA shall perform its services pursuant hereto in accordance with competent professional standards. The liability of KCA to the School for any breach of those professional standards arising out of or related to this Agreement or the services performed hereunder shall not exceed the aggregate limit of KCA's errors and omissions insurance, which is two million dollars. KCA shall not be liable for mistakes of judgement or other actions taken in good faith unless such error results from an intentionally wrongful or grossly negligent act of KCA. At the time of signing this Agreement, KCA does not to its knowledge have any outstanding claims which could result in liability to KCA due to failure to perform in accordance with competent professional standards regarding services as described in the Scope of Services hereto.
14. **Severability.** If any provision of this Agreement is unenforceable or invalid under any applicable law or is so held by applicable court decision(s), such unenforceability or invalidity shall not render this Agreement unenforceable or invalid as a whole. In such event, such provision shall be changed and interpreted so as to best accomplish the objectives of such unenforceable or invalid provision within the limits of applicable law or court decision(s).
15. **Waiver.** The failure of either party to require performance by the other party of any provision hereof shall not affect the full right to require such performance at any time thereafter unless otherwise agreed by the parties in writing; nor shall the waiver by either party of a breach of any provision hereof be taken or held to be a waiver of the provision itself unless otherwise agreed by the parties in writing.
16. **Counterparts; Scan/Facsimile.** This Agreement may be signed in counterparts and shall be effective against signatures by scan/facsimile.
17. **Governing Law.** This Agreement shall be construed in accordance with the laws of the State of California. KCA and the School agree that no legal action may be brought against the other more than two (2) years after the date the claim giving rise to such action became known by the party asserting the claim or exercising reasonable diligence should have been known to that party.
18. **Dispute Resolution.** If a dispute arises under this Agreement, the parties agree to first try to resolve the dispute with the help of a mutually agreed-upon mediator. Any costs and fees other than attorneys' fees associated with the mediation shall be shared equally by the parties. If it proves impossible to arrive at a mutually satisfactory solution through mediation, the parties may agree to submit the dispute to a mutually agreed-upon arbitrator so long as both parties, in their sole and unreviewable discretion, choose to resolve the dispute through arbitration. Judgment upon the award rendered by the arbitrator may be entered in any court having jurisdiction to do so. Costs of arbitration will be allocated by the arbitrator.
19. **Liability and Indemnification.** Each party agrees, to the extent permitted by applicable law, to indemnify and hold harmless the other party, including any individual member of the governing boards, and their employees from every claim, demand, or suit which may arise out of, be connected with or be made by reason of the indemnifying party's negligence or failure to meet any of the duties the parties are required to perform pursuant to this Agreement all of which are subject to the Standards provided in this Agreement. Notwithstanding the preceding sentence, this

indemnification shall not cover any claim, demand, or suits against a party seeking indemnification that is based on the willful misconduct or fraud of the party or its employees or agents. Either party shall, at its own expense and risk, defend, or at its option settle, any court proceeding that may be brought on any claim or demand on which such party has an indemnification obligation, and shall satisfy any judgement that may be rendered with respect to any such claim or demand, provided that the party to be indemnified notifies the other party, in writing within twenty (20) business days of receipt of such claim or demand.

- 20. **Independent Contractor.** KCA’s relationship to the School is that of an independent contractor. Nothing in this Agreement or in the activities contemplated by the School and KCA shall be deemed to create an agency, partnership, employment, or joint venture relationship between the School and KCA. The School acknowledges that KCA is not a law firm, and no services or written or oral communications made by KCA during the course of providing services are or should be construed as legal advice. KCA neither assumes nor underwrites any liability of the School and acts only as a provider of the services in the Scope of Services attached hereto, which are ministerial in nature.
- 21. **Certain Mandatory Disclosures.** KCA agrees to provide to the School disclosures required by Municipal Securities Rulemaking Board (“MSRB”) Rule G-42 and Rule G-10 (the “Disclosures”), which are attached here as Appendix A. KCA agrees to promptly amend or supplement the Disclosures to reflect any material changes or additions, which shall be delivered to the School and incorporated by reference as of the date thereof into this Agreement to the same extent as if set forth herein.


IN WITNESS WHEREOF, this 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

By:  _____
DocuSigned by:
39B22416097D4B4...

Name: Dr. Sabrina Bow
Title: Executive Director

KEY CHARTER ADVISORS, LLC

By:  _____
DocuSigned by:
23A23405347841B...

Name: Karl Yoder
Title: Managing Partner

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

SCOPE OF SERVICES

The services provided under this Agreement are limited to the services described below unless otherwise agreed to in writing by KCA.

In performing under this Agreement, KCA shall provide strategic consulting and advisory services to School, including but not limited to the following areas:

SCHOOL OPERATIONS:

- Provide regular updates and insight on new legislation affecting charter schools, and how such legislation might impact the School if approved. This legislative information shall provide specific functional information to the School on the real-world effects of the legislation on the School in particular, vs. a general summary of the proposed law.
- Assist in coordinating with School's CPA/auditors in preparation and filing of all IRS and FTB tax forms, including but not limited to Form 990s and Form 199s, with the goal of ensuring full compliance and good standing of Encore Education Corporation, Western Encore Properties Incorporated, and 16955 Lemon Street LLC as legal entities.
- Assist School in complying with Hesperia USD financially-related requests, including but not limited to preparing financial analyses, responding to authorizer requests for narrative and/or descriptive information, presenting at authorizer staff and Board meetings as needed, and all other activities to support the School in maintaining a positive authorizer relationship.
- Support School 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, including but not limited to all bond-related disclosures and reporting.
- Act as liaison between School and School's contracted back office provider to ensure School has access to all current and historical financial information of the School and that back office provider is meeting its contractual obligations with School pursuant to its agreement for back office services.
- Provide ongoing compliance with all aspects of the Employee Retention Credit Program, with the goal of receiving full reimbursement for the tax credit refund submitted to the Internal Revenue Service in April 2022 and providing any additional compliance steps required.
- Assist School management and contracted provider as needed in preparing and/or analyzing budgetary and cash flow reports to ensure all operational goals of School are met.
- Coordinate preparation and filing of all bond-related continuing disclosure information with School's bond trustee and/or dissemination agent as required under School's bond issue, including but not limited to monthly investor calls, quarterly and annual financial reports, and all required event filings.

Charter School Advisory Services Agreement
Page 6 of 7

- Coordinate investor updates and conference calls with School and bond underwriting team to ensure complete, timely and accurate information is disseminated to investors to assist School in meeting its disclosure obligations.
- Monitor School revenues to ensure compliance with bond covenants relating to mandatory redemption from one-time unrestricted revenues in connection with the School's 2022 Bonds.
- Advise school on potential benefits and drawbacks to various combinations of charters, 501(c)3 nonprofit corporations, sole statutory memberships, and other structural considerations of charter network formation, to optimize the School's flexibility and risk mitigation for the foreseeable future.
- Maintain ongoing working relationships with key charter industry professionals, including school executive directors, board members, CBOs, CDE staff, CSFA staff, county office of education staff, school district staff, attorneys, accountants, bankers, bond counsel, bond underwriters, fiscal consultants, lobbyists, providers, advocacy bodies, and others, in order to maintain a comprehensive view of events and trends that could potentially impact the School before official notifications or actions occur.
- Upon request, attend select board meetings requiring KCA participation. The School shall be responsible for timely notifying KCA of scheduled board meetings at which KCA attendance is requested, and absent circumstances warranting special/emergency board meetings, timely notification shall be at least one (1) week in advance absent prior scheduling conflicts. KCA must be provided the board agenda for review of KCA-related items prior to public posting.
- Coordinate and communicate with School's leadership team, legal, accounting, back office, and other professional advisors to assist School in achieving its objectives of maximizing accuracy and value received, to ensure all activities provided are in the best interests of the School.
- Any other technical and advisory services of a related nature to the specific services described above, as required by School during the course of each year.

**APPENDIX A:
DISCLOSURES REQUIRED UNDER MSRB RULE G-10 AND G-42**

Required Disclosures. MSRB Rule G-10 and G-42 require that KCA provide you with the following disclosures of actual and potential material conflicts of interest, of information regarding certain legal events and disciplinary history, and of information regarding municipal advisory client education and protection.

- 1) **Disclosures of Conflicts of Interest.** KCA makes the following disclosures with respect to material conflicts of interest in connection with the Scope of Services under its Agreement with the School, together with explanations of how KCA addresses or intends to manage or mitigate each conflict. To that end, with respect to all of the conflicts disclosed below, KCA mitigates such conflicts through its adherence to its fiduciary duty to the School, which includes a duty of loyalty to the School in performing all municipal advisory activities for the School. This duty of loyalty obligates KCA to deal honestly and with the utmost good faith with the School and to act in the School's best interests without regard to KCA's financial or other interests. The disclosures below describe, as applicable, any additional mitigations that may be relevant with respect to any specific conflict disclosed below.
 - a) **Compensation-Based Conflicts.** In the event of a new financing, the municipal advisory fees due under KCA's agreement with the School are contingent upon the completion of the financing for which KCA is providing municipal advisory services. While contingent compensation is customary in the municipal securities market, this may present a conflict because it could create an incentive for KCA to advise the School to complete a financing or to alter the structure of a financing. This conflict of interest is mitigated by our fiduciary obligation to the School as described above. Further, KCA works closely and carefully with the School to ensure the structure of the financing is appropriate for the School's needs.
 - b) **Related Disclosure Relevant to the School.** KCA has not made any contributions to bond referendum campaigns or provided in-kind election-related assistance to bond referendum campaigns, and has not made contributions to charitable organizations at the request of personnel of the School.
 - c) **Other Municipal Advisor Relationships.** KCA serves as municipal advisor to other municipal advisory clients and, in such cases, owes a regulatory duty to such other clients just as it does to the School under its agreement. These other clients may, from time to time and depending on the specific circumstances, have competing interests, such as accessing the new issue market with the most advantageous timing and with limited competition at the time of the offering. In acting in the interests of its various clients, KCA could potentially face a conflict of interest arising from these competing client interests. KCA is not aware of any such current conflicts of interest.
- 2) **Disclosures Regarding Legal Events, Disciplinary History and Client Education and Protection.** MSRB Rule G-42 requires that municipal advisors provide to its clients certain disclosures of legal or disciplinary events material to the clients' evaluation of the municipal advisor or the integrity of the municipal advisor's management or personnel. Additionally, MSRB Rule G-10 requires that municipal advisors provide to its clients certain disclosures of education and protection information. Accordingly, KCA sets out below required disclosures and related information in connection with such disclosures.
 - a) **Registration.** KCA is registered with the US Securities and Exchange Commission and the MSRB. The website for the MSRB is www.msrb.org.
 - b) **Client Brochure.** A municipal advisory client brochure is available to you on the MSRB website that describes the protections that may be provided by the MSRB rules and how to file a complaint with an appropriate regulatory authority.
 - c) **Material Legal or Disciplinary Events.** KCA has no legal or disciplinary events disclosed on its Form MA or Form MA-I filed with the SEC.
 - d) **Most Recent Change in Legal or Disciplinary Event Disclosure.** As required by the SEC, KCA regularly updates its Forms MA and MA-I with information pertinent to the firm. As noted above, there are no legal or disciplinary events disclosed on its Form MA or Form MA-I.

How to Access Form MA and Form MA-I Filings. KCA's most recent Form MA and each most recent Form MA-I filed with the SEC are located on the SEC's EDGAR system by searching for "Key Charter Advisors" at: <https://www.sec.gov/edgar/searchedgar/companysearch.html>.

Cover Sheet

Board Resolution #2022-006 (Bank Signatories)

Section:	III. Budget and Finance
Item:	B. Board Resolution #2022-006 (Bank Signatories)
Purpose:	Vote
Submitted by:	
Related Material:	ENCORE Board Resolution 2022-06 (bank signatories).pdf

ENCORE EDUCATION CORPORATION
Board Resolution #Encore-2022-06
for
Signatories on Bank Accounts

WHEREAS, Encore Education Corporation (“ENCORE”) operates Encore Junior and Senior High School for the Arts, and

WHEREAS, ENCORE is incorporated as a 501(c)3 non-profit organization, and **WHEREAS**, the ENCORE by-laws state that the Chief Executive Officer/Executive Director is the general manager and chief executive officer of the Corporation and has, subject to the control of the Board, general supervision, direction, and control of the business and the officers of the School; and

WHEREAS, ENCORE has established business checking account/s, and

WHEREAS, the ENCORE Board of Directors takes action to authorize this resolution May 23, 2022,

THEREFORE, BE IT RESOLVED, that Chief Executive Officer/Executive Director Sabrina Bow is added as an authorized signatory for ENCORE bank accounts.

THEREFORE BE IT FURTHER RESOLVED, that Board Chairman Robert Gabler is added as an authorized signatory for ENCORE bank accounts

THEREFORE BE IT FURTHER RESOLVED, Principal St. Claire Adriaan shall be added as an authorized signatory for ENCORE bank accounts

THEREFORE BE IT FURTHER RESOLVED, that all other signatories shall be removed from the accounts referenced above.

THEREFORE BE IT FURTHER RESOLVED, checks made payable to signatories must be signed by other authorized signers.

THEREFORE BE IT FURTHER RESOLVED, checks over \$5,000 must be executed by two authorized signers.

THEREFORE BE IT FURTHER RESOLVED, wire transfers to other accounts held by ENCORE must be requested by at least one authorized signatory.

THEREFORE BE IT FURTHER RESOLVED, wire transfers to any account not held by ENCORE must be requested by two authorized signatories.

ENCORE EDUCATION CORPORATION
Board Resolution #Encore-2022-06
for
Signatories on Bank Accounts

PASSED AND ADOPTED by the Encore Education Corporation Board of Education on
May 23, 2022.

Signed:

Kelly Ahmed
Board Secretary

Date _____

Cover Sheet

April 2022 Financial Reports

Section:	III. Budget and Finance
Item:	C. April 2022 Financial Reports
Purpose:	FYI
Submitted by:	
Related Material:	Encore April 2022_Financial Update.pdf



Encore High School for the Arts

DMS Monthly Update
Actuals through: **April 30, 2022**





SUMMARY NARRATIVE

Following is the financial update thru April 30, 2022. With ten months of the fiscal year completed, overall expenditures are tracking in alignment with the 2nd interim budget projections. Materials and supplies have exceeded 2nd interim budget projections but this will be offset to some degree by slack in employee benefits and outside services.

Encore received an inflow of cash of \$1.425 mil. thru additional bond financing related to the facility. This will be repaid in future years thru increased lease expense but overall the influx will stabilize the organizations cash position. Cash will continue to be monitored closely on a weekly basis.

Work on the 2022-23 budget has begun in conjunction with development of the 22-23 LCAP. This budget will be presented to the board for formal approval in June for submission to authorizer before July 1st. Aside from the standard recurring operating revenues any remaining Cares Act funds will be carried over to next year. These additional one-time funds, allocated to assist schools during the pandemic, have provided significant amounts of funding. The new budget is being developed to reflect a viable plan that will be successful in a normal operating environment. Current May revised state budget reflects significant COLA increases to state revenues along with additional one time funds. Further details on the budget are forthcoming and these will be highlighted in the 2022-23 budget presentation in June.

**Encore High School
Statement of Revenues & Expenditures
As of April 30, 2022**

Encore Budget vs Actuals	2nd Interim Budget	Actuals 4/30/2022	% of Budget
ADA			
Revenues			
LCFF State Revenue	6,826,986	5,929,060	87%
Federal Revenues	2,648,025	1,114,565	42%
Other State Revenues	1,454,462	1,094,927	75%
Local Revenue	2,148,658	2,296,916	107%
TTL Revenues	13,078,131	10,435,468	80%
Expenditures			
Certificated Salaries	2,980,706	2,276,349	76%
Classified Salaries	2,208,254	1,729,256	78%
Benefits	2,012,132	1,509,539	75%
Books & Supplies	772,825	951,093	123%
Services & Operations	4,377,403	3,620,173	83%
Capital Outlay	204,240	-	0%
Other Outgo	-	1,105	0%
Total Expenditures	12,555,560	10,087,516	80%
Operating Income/(Loss)	522,571	347,952	

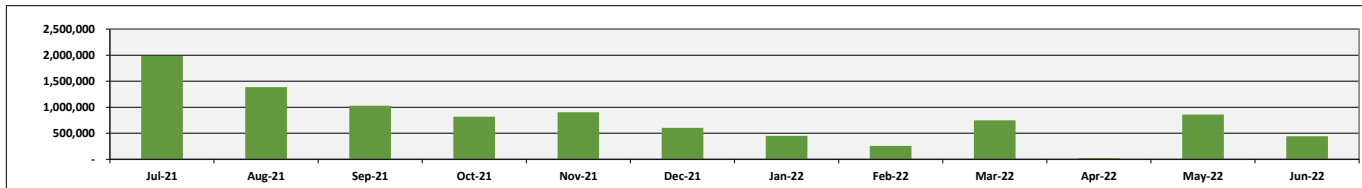
**Encore High School
Balance Sheet
As of April 30, 2022**

Balance Sheet	Description	Actuals 4/30/2022
ASSETS		
Cash & Equivalents		
	Cash in Bank	21,805
Total Cash & Equivalents		21,805
Current Assets		
	A/R	62,065
	Ppd Exp	5,941
Total Current Assets		68,006
Fixed Assets		
	Buildings	104,320
	Accum Depr-Buildings	(7,444)
	Equipment	2,214,945
	Accum Depr-Equipment	(1,371,846)
	WIP	22,315
	Lease Adj	1,253,863
Total Fixed Assets		2,216,153
Total ASSETS		\$2,305,963
LIABILITIES		
Current Liabilities		
	AP System	844,689
	Payroll Liabilities	(2,577)
	Use Tax Pybl	-
	Due to Grantor Gov't	522,292
	Other Current Liabilities	-
Total Current Liabilities		1,364,403
Long Term Liabilities		
	CAM Funding	0
	LaFear Settle	-
Total Long Term Liabilities		0
TOTAL LIABILITIES		\$1,364,404
Calculated Fund Balance/Net Assets		
	Beginning Fund Balance	593,608
	Operating Income/Loss	347,952
Net Assets		941,560
Liabilities + Net Assets		\$2,305,963

Proof=Zero

**Encore Jr./Sr. High School for the Performing & Visual Arts
2021-22 1st Interim Budget Budget
2021-22 Projected Monthly Cash Flow Statement**

Description	2021-22 2nd Interim Budget	July Actuals	August Actuals	September Actuals	October Actuals	November Actuals	December Actuals	January Actuals	February Actuals	March Actuals	April Actuals	May Forecast	June Forecast	Accruals	Total For Year	Notes
BEGINNING CASH		1,426,658	1,982,804	1,388,072	1,030,302	817,971	904,062	604,831	449,150	256,951	747,969	21,805	857,496	441,229	1,426,658	
CASH INFLOWS																
REVENUES																
LCFF State Aid	4,141,940	-	343,371	343,371	618,068	618,068	618,068	618,068	618,068	-	-	-	-	364,858	4,141,940	
Education Protection Account	2,446,898	-	-	-	609,490	-	-	609,489	-	690,753	-	-	-	514,248	2,423,980	
Prior Year Adjustments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
In-Lieu-Of Property Taxes	238,148	-	-	-	-	13,822	172,580	-	27,613	18,821	9,410	9,410	9,410	-	261,066	
Federal Revenues	2,648,025	23,417	127,144	-	98,755	32,436	47,321	626,138	124,376	14,802	20,176	488,176	146,275	899,009	2,648,025	
Other State Revenues	1,454,462	-	-	-	(10,595)	86,464	33,991	425,282	1,703	448,259	109,823	1,468	146,521	211,547	1,454,462	
Other Local Revenues	2,148,658	-	3,405	8,601	188	2,033,551	86,126	5,898	50,690	103,375	5,083	1,427,620	-	-	3,724,536	
TTL CASH INFLOWS	13,078,131	23,417	473,920	351,972	1,315,906	2,784,341	958,085	2,284,875	822,450	1,276,010	144,492	1,926,674	302,206	1,989,662	14,654,009	
EXPENDITURES																
All Certificated Salaries	2,980,706	42,528	80,334	190,035	296,034	296,338	275,648	267,510	289,238	250,670	288,014	281,743	281,743	140,871	2,980,706	
All Classified Salaries	2,208,254	70,635	153,832	177,097	188,478	189,614	182,857	165,323	207,565	174,845	219,010	211,491	211,491	56,016	2,208,254	
All Benefits	2,012,132	54,239	111,024	141,330	175,383	173,140	170,969	168,127	186,467	163,730	165,130	180,466	180,466	141,661	2,012,132	
All Materials & Supplies	772,825	465,241	96,032	164,365	63,913	36,149	20,289	14,708	7,581	43,283	39,532	21,309	15,602	15,602	1,003,605	
All Services and Operations	4,377,403	199,173	409,823	362,423	492,428	321,479	418,034	325,380	195,363	623,883	272,188	304,172	304,172	148,886	4,377,403	
All Capital Outlay/Depreciation	204,240	-	-	-	-	-	-	-	-	-	-	-	-	204,240	204,240	
All Other Outgo	-	1,105	-	-	-	-	-	-	-	-	-	-	-	-	1,105	
TTL CASH OUTFLOWS	12,555,560	832,921	851,044	1,035,251	1,216,237	1,016,720	1,067,796	941,048	886,215	1,256,411	983,874	999,180	993,473	707,277	12,787,446	
NET REVENUES	522,571														1,866,564	
Accounts Receivable (net change)	4,757,489	2,222,835	849,576	919,939	430,947	16,784	-	140,165	-	-	140,779	55,523	-	-	(19,059.15)	
Accounts Payable (net change)	(671,554)	(122,186)	(309,423)	119,272	(225,126)	186,639	(22,564)	64,784	(14,767)	333,918	172,439	(147,325)	-	-	(707,214)	
Due to Grantor Gov't	(1,160,641)	-	(58,032)	(58,032)	(104,457)	(104,457)	(104,457)	(104,457)	(104,457)	-	-	-	-	(364,858)	(522,292)	
Fixed Asset Acquisitions	-	(55,500)	(67,774)	(14,594)	-	(180,496)	-	-	(5,000)	-	-	-	-	-	323,363	
Fixed Asset Sale (Vans)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
CAM Financing	-	-	400,000	400,000	400,000	800,000	400,000	-	-	-	-	-	-	-	(2,400,000)	
CAM Repayments	(3,362,582)	(679,499)	(1,031,955)	(978,577)	(672,550)	(400,000)	(400,000)	(1,600,000)	-	-	-	-	-	-	2,400,000	
Financing	-	-	-	-	-	-	-	-	-	200,000	(200,000)	-	275,000	-	-	
Repair and Maint. Fund Reimb.	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
PPP Loan	(2,000,000)	-	-	-	-	(2,000,000)	-	-	-	-	-	-	-	-	-	
LaFear Settlement	(187,500)	-	-	(62,500)	-	-	(62,500)	-	-	(62,500)	-	-	-	-	-	
Deferred Revenue	(140,814)	-	-	-	(140,814)	-	-	-	-	-	-	-	-	-	-	
Capital Leases	(4,209)	-	-	-	-	-	-	-	(4,209)	-	-	-	-	-	-	
NET INFLOWS/OUTFLOWS	1,365,649	(217,608)	325,509	(311,999)	(1,681,530)	(189,521)	(1,499,508)	(128,434)	471,418	113,218	(91,802)	275,000	(364,858)	(925,203)		
ENDING CASH BALANCE	1,982,804	1,388,072	1,030,302	817,971	904,062	604,831	449,150	256,951	747,969	21,805	857,496	441,229				
Days Cash On Hand		59	41	30	24	27	18	13	8	22	1	25	13			



Cover Sheet

Executive Director Report

Section: IV. Staff Reports
Item: A. Executive Director Report
Purpose: FYI
Submitted by: Sabrina Bow

BACKGROUND:

The Executive Director will provide a written report summarizing school operations for each regular board meeting.

RECOMMENDATION:

There is no action required for this report.

Cover Sheet

Staff Liaison Report

Section: IV. Staff Reports
Item: B. Staff Liaison Report
Purpose: FYI
Submitted by: Jamie Waggoner
Related Material: Staff Liaison Board Report May 2022.pdf

BACKGROUND:

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.

RECOMMENDATION:

There is no action required for this report.



Staff Liaison Report

5/18/2022

The only inquiries that I have had since my last report are those concerning the arrival of "reasonable assurance of employment" notices. Several staff members have asked me if I know anything about when they will be presented. The only thing I can tell them is to be patient and that I do not have any more knowledge about this item than they do. We have been advised that they are on the way and will be presented soon.

I heard several positive comments from staff 5/17 concerning the arrival of Mr. St. Claire Adriaan. It was very reassuring that he was able to get to school so quickly and talk to us at the Tuesday morning meeting. His arrival sent a strong message concerning Encore's future.

Jamie Waggoner
Encore Staff Liaison

Cover Sheet

2022-2023 Instructional Calendar

Section: V. Curriculum and Instruction
Item: A. 2022-2023 Instructional Calendar
Purpose: Vote
Submitted by: Sabrina Bow
Related Material: Encore School Calendar 2022-2023.pdf

BACKGROUND:

Proposed Instructional Calendar for the 2022-2023 school year.

RECOMMENDATION:

Encore staff recommends approval of this item.

Encore Jr./Sr. High School | 2022-2023 CALENDAR

JULY '22						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

25 – 29 Jump Start

JANUARY '23						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

02-03 Winter Break
06 B Minimum Day
Begin Fall Semester
13 A Minimum Day
16 Martin Luther King Jr. Day
20 A Day
27 B Minimum Day

19 Days

AUGUST '22						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

08 First Day of School
12 A Minimum Day
19 B Minimum Day
23 A Minimum Day

18 Days

FEBRUARY '23						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

10 Staff in-service
20 Presidents' Day

18 Days

SEPTEMBER '22						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

02 B Minimum Day
05 Labor Day
09 A Day
1st Progress Report Grades
16 B Minimum Day
23 A Minimum Day
30 B Minimum Day

21 Days

MARCH '23						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

20-24 Spring Break
31 Staff in-service

17 Days

OCTOBER '22						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

07 B Minimum Day
1st Quarter grades
10 Indigenous People's Day
14 A Day
21 Staff Inservice No school
28 B Minimum Day

19 Days

APRIL '23						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

State Testing

20 Days

NOVEMBER '22						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

04 A Minimum Day
11 Veterans Day
18 B Minimum Day
21-25 Fall Break

16 Days

MAY '23						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

26 1-8 Periods-Last Day of School
27 Senior Graduation
29 Memorial Day
30-31 Staff in-service

20 Days

DECEMBER '22						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

02 A Minimum Day
09 B Minimum Day
16 A Day
19-30 Winter Break
End of Fall Semester

12 Days

JUNE '23						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Red Periods 1-4
Black Periods 5-8
Blue A or B Minimum Day
Green Periods 1-8
Purple Carnival/Graduation
Yellow Holiday/School Break – No School

Regular days – 150
Friday Minimum Days – 29
Periods 1-8 Last Day – 1
Total Instructional Days – 180

Senior High School State Required Instructional Minutes – 64,800
Junior High School State Required Instructional Minutes – 54,000
Encore Jr./Sr. High School Total Instructional Minutes – 65,050

Cover Sheet

2022-2023 Bell Schedule

Section: V. Curriculum and Instruction
Item: B. 2022-2023 Bell Schedule
Purpose: Vote
Submitted by: Sabrina Bow
Related Material: Bell Schedule 2022-23.pdf

BACKGROUND:

Proposed Bell Schedule for the 2022-2023 school year.

RECOMMENDATION:

Encore staff recommends approval of this item.

ENCORE



Junior & Senior High School for the Arts

Bell Schedule 2022-2023

Regular Day Monday - Thursday			
Periods	Time		Minutes
Breakfast	8:00 AM	8:25 AM	25
Passing	8:25 AM	8:30 AM	5
Period 1/5	8:30 AM	10:07 AM	97
Passing	10:07 AM	10:12 AM	5
Period 2/6	10:12 AM	11:44 AM	92
LUNCH	11:44 AM	12:24 PM	40
Passing	12:24 PM	12:29 PM	5
Period 3/7	12:29 PM	2:01 PM	92
Passing	2:01 PM	2:06 PM	5
Period 4/8	2:06 PM	3:38 PM	92
Total Instructional Minutes			373

Minimum Day Friday			
Periods	Time		Minutes
Breakfast	8:00 AM	8:25 AM	25
Passing	8:25 AM	8:30 AM	5
Period 1/5	8:30 AM	9:50 AM	80
Passing	9:50 AM	9:55 AM	5
Period 2/6	9:55 AM	11:10 AM	75
LUNCH	11:10 AM	12:00 PM	50
Passing	12:00 PM	12:05 PM	5
Period 3/7	12:05 PM	1:20 PM	75
Passing	1:20 PM	1:25 PM	5
Period 4/8	1:25 PM	2:40 PM	75
Total Instructional Minutes			305

Last Day of School Periods 1-8			
Periods	Time		Minutes
Breakfast	8:00 AM	8:25 AM	25
Passing	8:25 AM	8:30 AM	5
Period 1	8:30 AM	9:05 AM	35
Passing	9:05 AM	9:10 AM	5
Period 2	9:10 AM	9:40 AM	30
Passing	9:40 AM	9:45 AM	5
Period 3	9:45 AM	10:15 AM	30
Passing	10:15 AM	10:20 AM	5
Period 4	10:20 AM	10:50 AM	30
Passing	10:50 AM	10:55 AM	5
Period 5	10:55 AM	11:25 AM	30
LUNCH	11:25 AM	12:05 PM	40
Passing	12:05 PM	12:10 PM	5
Period 6	12:10 PM	12:40 PM	30
Passing	12:40 PM	12:45 PM	5
Period 7	12:45 PM	1:15 PM	30
Passing	1:15 PM	1:20 PM	5
Period 8	1:20 PM	1:50 PM	30
Total Instructional Minutes			255

Cover Sheet

2022-2023 Board Meeting Calendar

Section: VI. Governance
Item: A. 2022-2023 Board Meeting Calendar
Purpose: Vote
Submitted by: Sabrina Bow
Related Material: Board Meeting Calendar 22-23 (1).pdf

BACKGROUND:

Proposed Board Meeting Calendar for the 2022-2023 school year.

RECOMMENDATION:

Encore staff recommends approval of this item.



Board Meeting Calendar 2022-2023

- Monday, July 25, 2022
- Monday, August 22, 2022
- Monday, September 26, 2022
- Monday, October 24, 2022
- Monday, November 14, 2022
- Monday, December 12, 2022
- Monday, January 23, 2023
- Monday, February 27, 2023
- Monday, March 27, 2023
- Monday, April 24, 2023
- Monday, May 22, 2023
- Monday, June 12, 2023
- Monday, June 26, 2023

Regular Meetings of the Encore Education Board of Directors begin at 6:30 p.m. unless otherwise indicated.

Board Approved May 23, 2022