



## Encore JR/SR High School

### Regular Encore Board of Directors Meeting

February 27, 2023

Published on February 24, 2023 at 4:17 PM PST

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#### Date and Time

Monday February 27, 2023 at 6:30 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=Mit3eIRMOVhzYjM4K1d2SStPeEZiQT09>

Meeting ID: 587 149 4303

Passcode: 936591

One tap mobile

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

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+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
<b>I. Opening Items</b>			<b>6:30 PM</b>
<b>A. Call the Meeting to Order</b>		Chandale Sutton	
<b>B. Record Attendance</b>		Chandale Sutton	1 m
<b>C. Approval of Board Findings Relating to Teleconference Meetings During State of Emergency</b>	Vote	Chandale Sutton	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.

<b>D. Public Comment</b>		Chandale Sutton	1 m
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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.

	Purpose	Presenter	Time
<b>E. Approval of the Agenda</b>	Vote	Chandale Sutton	1 m
<b>F. Board Member Comments</b>	Discuss	Chandale Sutton	6 m

This agenda item has been included to give Board Members the opportunity to share updates or provide feedback to school staff.

**II. Consent Items 6:40 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.

<b>A. Consent Items</b>	Vote	Sabrina Bow	1 m
<ol style="list-style-type: none"> <li>1. Approval of the January 23, 2023 Regular Board Meeting Minutes</li> <li>2. Approval of the January 31, 2023 Special Board Meeting Minutes</li> <li>3. January 2023 STRS, PERS, 403b payment report</li> <li>4. January 2023 Warrant Report Detail</li> <li>5. January 2023 Warrant Report Summary</li> </ol>			

**III. Budget and Finance 6:41 PM**

<b>A. Approval of the 2022-23 Second Interim Budget</b>	Vote	Jeff Clanton, DMS	5 m
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**IV. Staff Reports 6:46 PM**

<b>A. Executive Director's Report</b>	FYI	Sabrina Bow	2 m
<b>B. Principal's Report</b>	FYI	St. Claire Adriaan	3 m
<b>C. Staff Liaison Report</b>	FYI	Sandi Del Sole	3 m

**V. Governance 6:54 PM**

<b>A. Brown Act and Conflict of Interest Training</b>	FYI	Jerry Simmons	45 m
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	Purpose	Presenter	Time
<b>VI. Operations</b>			<b>7:39 PM</b>
<b>A. Williams Quarterly Report (January 2023)</b>	FYI	Sabrina Bow	1 m
<p>As Williams-monitored school, Encore is required to provide its governing board with the Williams reports provided by the San Bernardino County Superintendent of Schools (SBCSS) each quarter (October, January, April, July). The attached report is the second quarterly report for the 2022-23 year.</p>			
<b>B. Approval of the 2022-23 School Safety Plan</b>	Vote	Sabrina Bow	2 m
<b>VII. Closing Items</b>			<b>7:42 PM</b>
<b>A. Adjourn Meeting</b>	Vote	Chandale Sutton	1 m

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# Coversheet

## Consent Items

**Section:** II. Consent Items  
**Item:** A. Consent Items  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** 2023\_01\_23\_board\_meeting\_minutes DRAFT.pdf  
2023\_01\_31\_board\_meeting\_minutes DRAFT.pdf  
ENC\_January\_Warrant\_Report\_-\_Detail.pdf  
ENC\_January\_Warrant\_Report\_-\_Summary.pdf  
Jan\_2023\_STRS\_\_PERS\_\_403b\_payment\_report.pdf

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## Encore JR/SR High School

### Minutes

Regular Encore Board of Directors Meeting - January 23,  
2023

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#### Date and Time

Monday January 23, 2023 at 6:30 PM

#### Location

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#### Directors Present

C. Sutton (remote), I. Rapier (remote)

**Directors Absent**

R. Hunt

**Guests Present**

E. Contreras (remote), J. Barkdull (remote), J. Clanton (remote), J. Simmons (remote), S. Adriaan (remote), S. Bow (remote)

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**I. Opening Items**

**A. Call the Meeting to Order**

C. Sutton called a meeting of the board of directors of Encore JR/SR High School to order on Monday Jan 23, 2023 at 6:37 PM.

**B. Record Attendance**

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

I. Rapier made a motion to approve board findings related to teleconference meetings during a state of emergency.

C. Sutton seconded the motion.

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

**Roll Call**

I. Rapier Aye

R. Hunt Absent

C. Sutton Aye

**D. Public Comment**

No members of the public offered comment.

**E. Approval of the Agenda**

I. Rapier made a motion to approve the agenda as amended to postpone Item VII.b to a future meeting.

C. Sutton seconded the motion.

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

**Roll Call**

I. Rapier Aye

R. Hunt Absent

C. Sutton Aye

**F. Board Member Comments**

**II. Consent Items**

**A. Board Meeting Minutes**

I. Rapier made a motion to approve the minutes from Regular Encore Board of Directors Meeting - December 2022 on 12-12-22.

C. Sutton seconded the motion.

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

**Roll Call**

R. Hunt Absent  
I. Rapier Aye  
C. Sutton Aye

**B. Payment Reports**

**III. Budget and Finance**

**A. December 2022 Financial Report**

I. Rapier made a motion to approve the December 2022 financial report with the exception of the cash flow projection.  
C. Sutton seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

I. Rapier Aye  
C. Sutton Aye  
R. Hunt Absent

**IV. Staff Reports**

**A. Executive Director's Report**

Dr. Bow provided an oral report on:

- 1. Student Enrollment:** 607 students. We have 37 students pre-enrolled for the 2023-24 year.
- 2. Classified Staffing:** Adding campus aide positions to increase student supervision.
- 3. Professional Development and Planning:** Retained an instructional coach to work with Dr. Adriaan to plan the professional development schedule and topics for the second half of the 2022-23 year and the 2023-24 year. This coach will also help facilitate the LCAP, which will be brought to the board in June for public hearing and approval.
- 4. HUSD:** We have three comprehensive meetings this week to discuss our charter MOU in the areas of fiscal management, facilities, and curriculum and instruction.

**B. Principal's Report**

Dr. Adriaan shared highlights from his written report, including the increased growth already apparent in the NWEA mid-year benchmarks. He will include the benchmark results at the February board meeting.

**C. Staff Liaison Report**

Ms. Del Sole provided a written and oral report regarding split lunches (jr. high vs. high school); study hall, and overall positive impact on student behavior. Ms. Del Sole also provided highlights of our current Encore Kids Camp--an after school arts program for elementary school students in grades 3-6. We currently have 120 Kids Camp participants, which is a good sign for future student enrollment.



## V. Curriculum and Instruction

### A. 2022-23 Second Semester Bell Schedule Revised

I. Rapier made a motion to approved the revised 2022-23 second semester bell schedule.

C. Sutton seconded the motion.

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

#### Roll Call

C. Sutton Aye

R. Hunt Absent

I. Rapier Aye

### B. 2022-23 Course Catalog

I. Rapier made a motion to approve the 2022-23 Course Catalog.

C. Sutton seconded the motion.

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

#### Roll Call

R. Hunt Absent

I. Rapier Aye

C. Sutton Aye

### C. 2022-23 Graduation Requirements

## VI. Operations

### A. Williams Monitoring Report

Dr. Bow provided an oral report on Williams monitoring vis a vis facilities repair status.

### B. General Complaint, Title IX and UCP Policies

This item is postponed to next week's anticipated special meeting.

## VII. Adjourn to Closed Session

### A. Reconvene from closed session

The Board returned to open session at 8:51 p.m. Mr. Sutton reported that no action was taken during closed session.

## VIII. Closing Items

### A. Adjourn Meeting

I. Rapier made a motion to adjourn the meeting.

C. Sutton seconded the motion.

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

#### Roll Call

I. Rapier Aye

C. Sutton Aye

R. Hunt Absent

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:53 PM.

Respectfully Submitted,  
S. Bow

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### **Documents used during the meeting**

- ENC December 2022 Warrant Report - Detail.pdf
- ENC December 2022 Warrant Report - Summary.pdf
- Dec 2022 STRS,PERS,403B payment report.pdf
- Encore December 2022 Financials.pdf
- Principles Report Jan 2023.pdf
- Jan 23 Staff Liaison Report.pdf
- 2022-23 Second Semester Bell Schedule Revised.pdf
- Encore High School Course Descriptions\_ 2022-2023.pdf

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DRAFT



## Encore JR/SR High School

### Minutes

#### Special Board Meeting- January 31, 2023

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#### Date and Time

Tuesday January 31, 2023 at 1:00 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=Mit3elRMOVhzYjM4K1d2SStPeEZiQT09>

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#### Directors Present

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C. Sutton (remote), I. Rapier (remote), R. Hunt (remote)

**Directors Absent**

None

**Guests Present**

E. Contreras (remote), J. Barkdull (remote), J. Clanton (remote), J. Simmons (remote), S. Adriaan (remote), S. Bow (remote)

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**I. Opening Items**

**A. Call the Meeting to Order**

C. Sutton called a meeting of the board of directors of Encore JR/SR High School to order on Tuesday Jan 31, 2023 at 1:15 PM.

**B. Record Attendance**

**C. Public Comment**

No members of the public provided comment.

**D. Approval of the Agenda**

I. Rapier made a motion to approve the agenda.  
R. Hunt seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**Roll Call**

C. Sutton Aye  
R. Hunt Aye  
I. Rapier Aye

**II. Consent Items**

**A. Conflict of Interest Code**

R. Hunt made a motion to approve the Conflict of Interest Code.  
I. Rapier seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**Roll Call**

C. Sutton Aye  
I. Rapier Aye  
R. Hunt Aye

**B. Anti-Nepotism Policy**

R. Hunt made a motion to approve the Anti-Nepotism Policy.  
I. Rapier seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**Roll Call**

R. Hunt Aye  
I. Rapier Aye  
C. Sutton Aye

**C.**

### **General Complaint Policy**

R. Hunt made a motion to approve the General Complaint Policy.

I. Rapier seconded the motion.

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

#### **Roll Call**

I. Rapier Aye

C. Sutton Aye

R. Hunt Aye

### **D. Uniform Complaint Policy**

R. Hunt made a motion to approve the Uniform Complaint Policy.

I. Rapier seconded the motion.

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

#### **Roll Call**

R. Hunt Aye

C. Sutton Aye

I. Rapier Aye

## **III. Budget and Finance**

### **A. 2022-23 Encore Education Corporation Fiscal Policy Manual**

I. Rapier made a motion to approve the 2022-23 Encore Education Corporation Fiscal Policy Manual as presented.

R. Hunt seconded the motion.

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

#### **Roll Call**

I. Rapier Aye

C. Sutton Aye

R. Hunt Aye

## **IV. Operations and Human Resources**

### **A. 2022-23 School Accountability Report Card (SARC)**

R. Hunt made a motion to approve the 2022-23 SARC as presented.

I. Rapier seconded the motion.

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

#### **Roll Call**

R. Hunt Aye

I. Rapier Aye

C. Sutton Aye

### **B. 2022-23 Employee Handbook**

I. Rapier made a motion to approved the 2022-23 Employee Handbook with the revisions incorporated within.

R. Hunt seconded the motion.

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

#### **Roll Call**

C. Sutton Aye

R. Hunt Aye

**Roll Call**

I. Rapier Aye

**C. Notice of Intent to Employ Under a Provisional Internship Permit (PIP)**

R. Hunt made a motion to approve the Notice of Intent to Employ Under a Provisional Internship Permit.

I. Rapier seconded the motion.

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

**Roll Call**

R. Hunt Aye

C. Sutton Aye

I. Rapier Aye

**V. Closing Items**

**A. Adjourn Meeting**

I. Rapier made a motion to adjourn the meeting.

C. Sutton seconded the motion.

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

**Roll Call**

I. Rapier Aye

R. Hunt Absent

C. Sutton Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 2:00 PM.

Respectfully Submitted,

S. Bow

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**Documents used during the meeting**

- Conflict of Interest Code 2023-01-31.pdf
- Anti-Nepotism Policy 2023-01-31.pdf
- BP 1312 General Complaints Policy.pdf
- BP 1312.3 Uniform Complaint Policy.pdf
- ENCORE Fiscal Policies and Procedures 2023-01-31.docx
- 2022\_School\_Accountability\_Report\_Card\_Encore\_Education\_Corporation\_20230131.pdf
- Encore Employee Handbook APPROVED 2023-01-31 (4857-8390-7655.v1).pdf
- Notice of Intent to Employ Under a Provisional Internship Permit (S. Hitselberger).pdf

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Paper copies of the agenda and board meeting materials are available for inspection by members of the public at the School's Main Office during regular business hours (7:30 a.m. - 4:00 p.m.) Monday through Friday. The School's Main Office is located in the A Building at 16955 Lemon Street, Hesperia, CA 92345.

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**ENCORE HIGH SCHOOLS  
WARRANT REGISTER: January 2023**

Check Number	Check Date	Payee	Reason	Sum of Amount
010322-PACE	1/3/2023	Pace Payments Systems	BANKCRD CCDISCOUNT	\$159.86
<b>010322-PACE Total</b>				<b>\$159.86</b>
01042023 PIT	1/4/2023	EDD-PIT	12292022 Payroll PIT Payment	\$85.41
<b>01042023 PIT Total</b>				<b>\$85.41</b>
01042023 SDI	1/4/2023	EDD-SDI	12292022 Payroll SDI Payment	\$29.98
<b>01042023 SDI Total</b>				<b>\$29.98</b>
01132023 PIT	1/13/2023	EDD-PIT	01102023 Payroll PIT Payment	\$5,253.23
<b>01132023 PIT Total</b>				<b>\$5,253.23</b>
01132023 SDI	1/13/2023	EDD-SDI	01102023 Payroll SDI Payment	\$1,550.34
<b>01132023 SDI Total</b>				<b>\$1,550.34</b>
01182023 SDI	1/18/2023	EDD-SDI	01132023 Payroll SDI Payment	\$8.03
<b>01182023 SDI Total</b>				<b>\$8.03</b>
011823-BankDirec	1/18/2023	Bank Direct Capital Finance	Sexual Assault & Molestation Policy Installment	\$17,851.39
<b>011823-BankDirect Total</b>				<b>\$17,851.39</b>
012023-SUI SEF	1/24/2023	EDD	Variance to GL	\$0.00
			Q4 2022 SUI SEF	\$0.00
<b>012023-SUI SEF Total</b>				<b>\$0.00</b>
012422-ACH	1/23/2023	Fonality - NetFortis	Fonality monthly payment for phone service	\$1,500.41
<b>012422-ACH Total</b>				<b>\$1,500.41</b>
71212	1/6/2023	Advance Disposal Co.	Finance Charge on Invoice #0001909087	\$1.76
			Finance charge on invoice #0001945635	\$19.98
			November 2022 Trash Disposal Service	\$1,937.39
			Storage Box	\$120.00
<b>71212 Total</b>				<b>\$2,079.13</b>
71213	1/6/2023	APEX Rentals	Equipment rental for maintenance & repairs	\$1,251.80
<b>71213 Total</b>				<b>\$1,251.80</b>
71214	1/6/2023	Hi Desert Alarm	Consolidated Invoice for Services from 12/1/22 to 2/28/23	\$1,380.00
<b>71214 Total</b>				<b>\$1,380.00</b>
71215	1/6/2023	Big Rob's Automotive	Oil change - Ford Transit	\$103.48
			Vehicle Service - Red Truck	\$618.03
			Water Pump and New Belt	\$723.44
<b>71215 Total</b>				<b>\$1,444.95</b>
71216	1/6/2023	Brainiac Center LLC	December 2022 Psychological Supervisory Services	\$1,500.00
<b>71216 Total</b>				<b>\$1,500.00</b>
71217	1/6/2023	Cintas	Janitorial Supplies	\$768.54
<b>71217 Total</b>				<b>\$768.54</b>
71218	1/6/2023	City of Hesperia	Water Service acct #DB0022-002	\$3,034.47
<b>71218 Total</b>				<b>\$3,034.47</b>
71219	1/6/2023	2022 CSDC Conference Registration	PO #20221017CSDC - Liza Contreras, Confirmation 14626353	\$479.00
<b>71219 Total</b>				<b>\$479.00</b>
71220	1/6/2023	Delta Managed Solutions, Inc.	Accounting Service - October 2022	\$19,752.50
<b>71220 Total</b>				<b>\$19,752.50</b>
71221	1/6/2023	Document Tracking Services	Document Tracking Services 4/1/22 - 4/1/23	\$395.00
<b>71221 Total</b>				<b>\$395.00</b>
71222	1/6/2023	Fresh Start Healthy Meals	Cereal	\$186.35
<b>71222 Total</b>				<b>\$186.35</b>
71223	1/6/2023	Friesens Corporation	Friesens Year Books	\$14,572.72
<b>71223 Total</b>				<b>\$14,572.72</b>
71224	1/6/2023	Frontier	10/16/22 to 11/15/22 Internet Service	\$316.01
<b>71224 Total</b>				<b>\$316.01</b>
71225	1/6/2023	Green Comfort	A/C & Heater Commercial Maintenance & Repair	\$7,117.58
<b>71225 Total</b>				<b>\$7,117.58</b>
71226	1/6/2023	Hesperia Unified School District	Printing	\$1,652.05
<b>71226 Total</b>				<b>\$1,652.05</b>
71227	1/6/2023	Locksavvy LLC	Repair panic devices	\$185.00
<b>71227 Total</b>				<b>\$185.00</b>
71228	1/6/2023	Mesquit's Supply, LLC	Janitorial Supplies	\$160.89
<b>71228 Total</b>				<b>\$160.89</b>
71229	1/6/2023	PresenceLearning, Inc.	October 2022 Sped Services	\$5,966.93
<b>71229 Total</b>				<b>\$5,966.93</b>
71230	1/6/2023	Raptor Technologies, LLC	Raptor Link API Suite & Visitor Management Annual Access Fee	\$750.00
<b>71230 Total</b>				<b>\$750.00</b>
71231	1/6/2023	The Stepping Stones Group LLC	SPECIAL EDUCATION TEACHER - WST	\$10,944.00
<b>71231 Total</b>				<b>\$10,944.00</b>
71232	1/6/2023	Terminix International Company	October 2022 Pest Control	\$124.66
<b>71232 Total</b>				<b>\$124.66</b>
71233	1/6/2023	UMB Bank	Administrative Fees	\$4,000.00
<b>71233 Total</b>				<b>\$4,000.00</b>
71234	1/6/2023	Verizon	9/24/22 - 10/23/22 Wireless Services	\$2,093.25
<b>71234 Total</b>				<b>\$2,093.25</b>
71235	1/6/2023	Wells Fargo Business Card	July 2022 Statement	\$1,285.42
			June 2022 Statement	\$1,192.02
			March 2022 CC Statement	\$5,611.67
			May 2022 Statement	\$3,933.98
<b>71235 Total</b>				<b>\$12,023.09</b>
71236	1/6/2023	Western NRG, Inc.	Western NRG's 24x7 URGENT CARE SUPPORT	\$135.00
<b>71236 Total</b>				<b>\$135.00</b>
71237	1/6/2023	Young, Minney & Corr, LLP	D. Griffin, et al. v. Encore Education Corporation, et al.	\$5,397.54
<b>71237 Total</b>				<b>\$5,397.54</b>



**ENCORE HIGH SCHOOLS  
WARRANT REGISTER: January 2023**

Check Number	Check Date	Payee	Reason	Sum of Amount
71240	1/10/2023	National Benefits Services	January 10 23 403b Contributions	\$700.00
<b>71240 Total</b>				<b>\$700.00</b>
71243	1/17/2023	American Society of Composers	Ourstanding Balance	\$286.00
<b>71243 Total</b>				<b>\$286.00</b>
71244	1/17/2023	AT&T	November 2022 Services	\$258.59
<b>71244 Total</b>				<b>\$258.59</b>
71245	1/17/2023	BoardOnTrack, Inc.	11/5/2022 - 11/5/2023 BoardOnTrack Essential Membership	\$5,995.00
<b>71245 Total</b>				<b>\$5,995.00</b>
71246	1/17/2023	Cintas	Janitorial Supplies	\$2,287.25
<b>71246 Total</b>				<b>\$2,287.25</b>
71247	1/17/2023	City of Hesperia	Water Service acct #DB0022F-002	\$237.09
<b>71247 Total</b>				<b>\$237.09</b>
71248	1/17/2023	Delta Managed Solutions, Inc.	Accounting Service - October 2022	\$19,752.50
<b>71248 Total</b>				<b>\$19,752.50</b>
71249	1/17/2023	Erin Cherry	Lighting Design and Lighting Run for Ice Castles	\$1,500.00
<b>71249 Total</b>				<b>\$1,500.00</b>
71250	1/17/2023	Heartland School Solutions	HSS0366 - SUP: NK Director MP and NA Annual Support	\$315.00
<b>71250 Total</b>				<b>\$315.00</b>
71251	1/17/2023	OEM Service Products	Toner	\$1,987.47
<b>71251 Total</b>				<b>\$1,987.47</b>
71252	1/17/2023	Pace Payments Systems	Pace Equipment	\$788.65
<b>71252 Total</b>				<b>\$788.65</b>
71253	1/17/2023	Pitney Bowes Global Financial Services LLC	Postage equipment lease Acct #18223708	\$948.23
<b>71253 Total</b>				<b>\$948.23</b>
71254	1/17/2023	Schola	ScholaRecruiter Pro-3 Month Subscription	\$3,500.00
<b>71254 Total</b>				<b>\$3,500.00</b>
71255	1/17/2023	Southwest Gas Corporation	November 2022 Gas Svc Acct#910000679631	\$0.00
<b>71255 Total</b>				<b>\$0.00</b>
71256	1/17/2023	Southwest School and Office Supply	Sales Order: W662408 - School Supplies	\$623.84
			Sales Order: W665701 - School Supplies	\$292.51
			Sales Order: W665701 - Supplies for coffee with principal	\$91.67
<b>71256 Total</b>				<b>\$1,008.02</b>
71257	1/17/2023	Staples Technology Solutions	Managed Print Service Charge for Meter LIFECOUNTMONO	\$155.86
<b>71257 Total</b>				<b>\$155.86</b>
71258	1/17/2023	The Stepping Stones Group LLC	SPECIAL EDUCATION TEACHER - WST	\$5,472.00
<b>71258 Total</b>				<b>\$5,472.00</b>
71259	1/17/2023	Terminix International Company	December 2022 Pest Control	\$124.66
			November 2022 Pest Control	\$124.66
<b>71259 Total</b>				<b>\$249.32</b>
71260	1/17/2023	Text-Em-All	Monthly Calling and Texting 02/01/23 - 04/30/23	\$552.00
<b>71260 Total</b>				<b>\$552.00</b>
71261	1/17/2023	Verizon	Acct #342532720-00001	\$250.50
			Acct #842068593-00002	\$239.26
			Acct #842068593-00002 10/26/22 - 11/25/22 Wireless Services	\$605.03
<b>71261 Total</b>				<b>\$1,094.79</b>
71262	1/17/2023	Young, Minney & Corr, LLP	July 2022 Legal Services	\$6,871.00
<b>71262 Total</b>				<b>\$6,871.00</b>
71269	1/26/2023	Ebmeyer Charter	22-23 Bus Services - 6th Installment	\$73,660.35
<b>71269 Total</b>				<b>\$73,660.35</b>
71270	1/26/2023	Metropolitan Life Insurance Company	MetLife, Group #05728946, 02/01/23 - 02/28/23	\$599.23
<b>71270 Total</b>				<b>\$599.23</b>
January 2022 Fees	1/11/2023	Wells Fargo Bank Service Fee	Jan 2023 Client Analysis Service Charge	\$182.45
<b>January 2022 Fees Total</b>				<b>\$182.45</b>
January 2023	1/31/2023	Emburse	January 2023 Emburse	\$2,882.33
<b>January 2023 Total</b>				<b>\$2,882.33</b>
MCHK23-0005	1/30/2023	Southern California Edison	SCE Payments	\$23,612.63
<b>MCHK23-0005 Total</b>				<b>\$23,612.63</b>
<b>Grand Total</b>				<b>\$279,044.87</b>

**ENCORE JUNIOR/SENIOR HIGH SCHOOL  
WARRANT REGISTER: January 2023**

Check Number	Check Date	Payee	Sum of Amount
010322-PACE	1/3/2023	Pace Payments Systems	\$159.86
01042023 PIT	1/4/2023	EDD-PIT	\$85.41
01042023 SDI	1/4/2023	EDD-SDI	\$29.98
01132023 PIT	1/13/2023	EDD-PIT	\$5,253.23
01132023 SDI	1/13/2023	EDD-SDI	\$1,550.34
01182023 SDI	1/18/2023	EDD-SDI	\$8.03
011823-BankDirect	1/18/2023	Bank Direct Capital Finance	\$17,851.39
012023-SUI SEF	1/24/2023	EDD	\$0.00
012422-ACH	1/23/2023	Fonality - NetFortis	\$1,500.41
71212	1/6/2023	Advance Disposal Co.	\$2,079.13
71213	1/6/2023	APEX Rentals	\$1,251.80
71214	1/6/2023	Hi Desert Alarm	\$1,380.00
71215	1/6/2023	Big Rob's Automotive	\$1,444.95
71216	1/6/2023	Brainiac Center LLC	\$1,500.00
71217	1/6/2023	Cintas	\$768.54
71218	1/6/2023	City of Hesperia	\$3,034.47
71219	1/6/2023	2022 CSDC Conference Registration	\$479.00
71220	1/6/2023	Delta Managed Solutions, Inc.	\$19,752.50
71221	1/6/2023	Document Tracking Services	\$395.00
71222	1/6/2023	Fresh Start Healthy Meals	\$186.35
71223	1/6/2023	Friesens Corporation	\$14,572.72
71224	1/6/2023	Frontier	\$316.01
71225	1/6/2023	Green Comfort	\$7,117.58
71226	1/6/2023	Hesperia Unified School District	\$1,652.05
71227	1/6/2023	Locksavvy LLC	\$185.00
71228	1/6/2023	Mesquit's Supply, LLC	\$160.89
71229	1/6/2023	PresenceLearning, Inc.	\$5,966.93
71230	1/6/2023	Raptor Technologies, LLC	\$750.00
71231	1/6/2023	The Stepping Stones Group LLC	\$10,944.00
71232	1/6/2023	Terminix International Company	\$124.66
71233	1/6/2023	UMB Bank	\$4,000.00
71234	1/6/2023	Verizon	\$2,093.25
71235	1/6/2023	Wells Fargo Business Card	\$12,023.09
71236	1/6/2023	Western NRG, Inc.	\$135.00
71237	1/6/2023	Young, Minney & Corr, LLP	\$5,397.54
71240	1/10/2023	National Benefits Services	\$700.00
71243	1/17/2023	American Society of Composers	\$286.00
71244	1/17/2023	AT&T	\$258.59
71245	1/17/2023	BoardOnTrack, Inc.	\$5,995.00
71246	1/17/2023	Cintas	\$2,287.25
71247	1/17/2023	City of Hesperia	\$237.09
71248	1/17/2023	Delta Managed Solutions, Inc.	\$19,752.50
71249	1/17/2023	Erin Cherry	\$1,500.00
71250	1/17/2023	Heartland School Solutions	\$315.00
71251	1/17/2023	OEM Service Products	\$1,987.47
71252	1/17/2023	Pace Payments Systems	\$788.65
71253	1/17/2023	Pitney Bowes Global Financial Services LLC	\$948.23
71254	1/17/2023	Schola	\$3,500.00
71255	1/17/2023	Southwest Gas Corporation	\$0.00
71256	1/17/2023	Southwest School and Office Supply	\$1,008.02
71257	1/17/2023	Staples Technology Solutions	\$155.86
71258	1/17/2023	The Stepping Stones Group LLC	\$5,472.00
71259	1/17/2023	Terminix International Company	\$249.32
71260	1/17/2023	Text-Em-All	\$552.00
71261	1/17/2023	Verizon	\$1,094.79
71262	1/17/2023	Young, Minney & Corr, LLP	\$6,871.00
71269	1/26/2023	Ebmeyer Charter	\$73,660.35
71270	1/26/2023	Metropolitan Life Insurance Company	\$599.23
January 2022 Fees	1/11/2023	Wells Fargo Bank Service Fee	\$182.45
January 2023	1/31/2023	Emburse	\$2,882.33
MCHK23-0005	1/30/2023	Southern California Edison	\$23,612.63

**ENCORE JUNIOR/SENIOR HIGH SCHOOL  
WARRANT REGISTER: January 2023**

Check Number	Check Date	Payee	Sum of Amount
<b>Grand Total</b>			<b>\$279,044.87</b>

Hesperia	Payroll Month	STRS/PERS Payment		PERS Ck Number	STRS CK		403B Check number	Due Date based on			
		Due Date	Payment Date		Date Cleared	Date Cleared		regular rules, not safe harbor	Payment Date	Date Cleared	
	July	15th of the month	7/8/2022	70788	7/14/2022	70788	7/14/2022	70787	7/13/2022	7/8/2022	7/20/2022
	July (Additional PERS)		7/13/2022	70790	7/14/2022	70790	7/14/2022				
	July	31st of the month	7/26/2022	70846	7/26/2022	70846	7/29/2022	70845	7/13/2022	7/26/2022	8/2/2022
	Aug-23	15th of the month	8/10/2022	70907	8/12/2022	70907	8/12/2022	70906	8/13/2022	8/10/2022	8/18/2022
	Aug-23	31st of the month	8/29/2022	70945	8/30/2022	70945	8/30/2022	70944	9/1/2022	8/29/2022	9/8/2022
	Sep-23	15th of the month	9/12/2022	70972	9/13/2022	70972	9/13/2022	70974	9/13/2022	9/16/2022	9/21/2022
	Sep-23	31st of the month	9/29/2022	71019	9/30/2022	71019	9/30/2022	71022	10/1/2022	9/29/2022	10/6/2022
	Oct-23	15th of the month	10/7/2022	71035	10/12/2022	71035	10/12/2022	71057	10/12/2022	10/7/2022	10/14/2022
	Oct-23	31st of the month	10/26/2022	71087	10/31/2022	71087	10/31/2022	71089	10/27/2022	10/27/2022	11/7/2022
	Nov-23	15th of the month	11/15/2022	71146	11/29/2022	71146	11/29/2022	71145	11/13/2022	11/15/2022	11/28/2022
	Nov-23	31st of the month	11/30/2022	71160	12/2/2022	71160	12/2/2022	71159	11/30/2022	11/30/2022	12/12/2022
	Dec-23	15th of the month	12/28/2022	71208	1/3/2023	71208	1/3/2023	71165	12/8/2022	12/8/2022	12/22/2022
	Dec-23	31st of the month	1/11/2023	71242	1/17/2023	71242	1/17/2023	71207	12/28/2022	12/28/2022	1/9/2023
	Jan-23	15th of the month	1/26/2023	71273	2/6/2023	71273	2/6/2023	71240	1/10/2023	1/10/2023	1/17/2023
	Jan-23	31st of the month	2/10/2023	71304		71304		71271	1/26/2023	1/26/2023	2/1/2023
	Feb-23	15th of the month									
	Feb-23	31st of the month									
	Mar-23	15th of the month									
	Mar-23	31st of the month									
	Apr-23	15th of the month									
	Apr-23	31st of the month									
	May-23	15th of the month									
	May-23	31st of the month									
	Jun-23	15th of the month									
	Jun-23	31st 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

# Coversheet

## Approval of the 2022-23 Second Interim Budget

**Section:** III. Budget and Finance  
**Item:** A. Approval of the 2022-23 Second Interim Budget  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Encore - Second Interim Report\_Board Final 02.23.23.pdf  
Encore 2022-23 Second Interim - Summary Slide.pdf



# Encore High School

## 2022-23 Second Interim Budget



## Encore High School

### 2022-23 Second Interim Budget - Summary Analysis



#### SUMMARY OF RESULTS

This 2022-23 Second Interim Budget update projects a budget surplus of \$1,204,931.

This is an decrease of (\$137,259) from the prior 2022-23 First Interim Report projected surplus of \$1,342,190.

This will allow Encore High School to end this fiscal year with a balance of \$4,303,125, which is 34.6% of annual expenditures.

#### CASH FLOW

Operating cash flow is projected to remain positive throughout the next two fiscal years, as shown in the attached monthly cash flow schedule.

The lowest projected ending cash balance this coming fiscal year is \$355,622, which represents 11 days of operating costs on average.

The June 30 ending cash balance this coming fiscal year is projected to be \$2,315,215, which represents 69 days of average operating costs.

This cash flow takes into account all currently projected impacts on cash flow at the time of this budget approval.

#### SIGNIFICANT CHANGES IN REVENUE (Total Change from Prior = decrease of (\$27,077), or -0.2% of prior revenues)

**LCFF Entitlement:** These "Local Control Funding Formula" revenues are the primary funding source for the school.

LCFF Entitlement projected revenues are (\$212,002) lower than in the prior cycle, due to average daily attendance (ADA) decreasing by 21.12.

**Federal Revenues:** This consists of federal special education (IDEA), ESSA ongoing Title I-IV funding, and one-time ESSER/ELO Stimulus Funding. Federal Revenues are projected at \$36,694 higher than in the prior cycle.

**Other State Revenues:** These are the non-LCFF state revenues such as Lottery, AB602 (SPED), and one-time grants such as the Learning Recovery Emergency and AMIM block grants. Other State Revenues are projected at \$92,405 higher than in the prior cycle.

**Other Local Revenues:** This category is primarily fundraising revenue, but includes any non-LCFF local revenue sources. Other Local Revenues are projected at \$55,827 higher than in the prior cycle.

#### SIGNIFICANT CHANGES IN EXPENSES (Total Change from Prior = increase of \$110,183, or 0.9% of prior expenses)

**Salaries and Benefits:** This includes all employee pay, plus benefits such as retirement, healthcare, Medicare, Social Security, etc.

Salaries and Benefits costs are \$80,150 higher than in the prior cycle, reflecting budget adjustments to address changes in enrollment and other factors.

**Books & Supplies:** This category includes textbooks, computers, supplies, and other instructional and non-instructional materials and equipment. Books & Supplies costs are projected at \$10,809 higher than in the prior cycle.

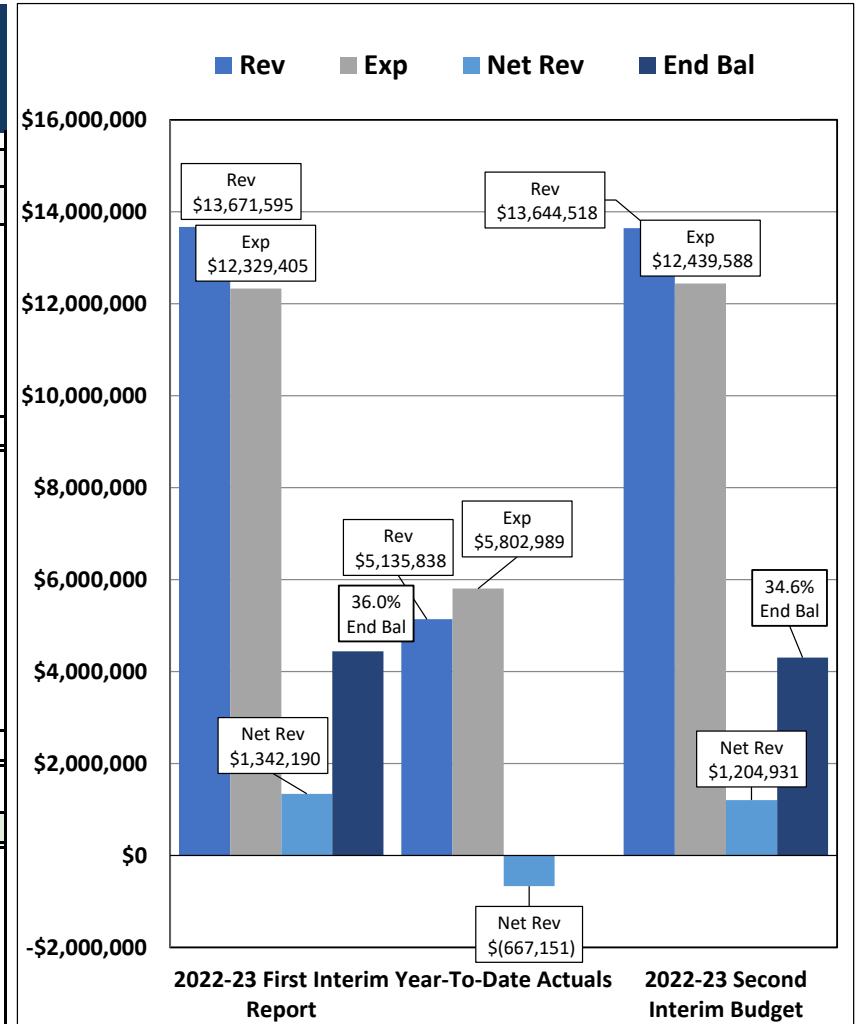
**Services & Operating Expenses:** These include all contracted services as well as travel, insurance, rent, legal costs, and other service-related expenses. Services & Operating costs are projected to be \$19,223 higher than in the prior cycle.

**Depreciation, Capital Outlay, and Other Outgo:** This category includes depreciation on fixed assets and interest on long-term debt.

These costs are projected at \$0 lower than in the prior cycle, reflecting stable depreciation and interest expense projections.

## Encore High School 2022-23 Second Interim Budget BUDGET SUMMARY

	2022-23 First Interim Report	Year-To-Date Actuals	2022-23 Second Interim Budget	Change
<b>Projected Enrollment:</b>	<b>636</b>		<b>630</b>	<b>(6)</b>
<b>Projected P-2 ADA:</b>	<b>591.48</b>		<b>570.36</b>	<b>(21.12)</b>
<b>Revenues:</b>				
General Purpose Entitlement	\$ 9,557,422	\$ 3,626,254	\$ 9,345,420	\$ (212,002)
Federal Revenue	1,227,043	366,501	1,263,737	36,694
Other State Revenue	2,822,485	1,064,986	2,914,890	92,405
Other Local Revenue	64,645	78,097	120,472	55,827
<b>TTL Revenues</b>	<b>\$ 13,671,595</b>	<b>\$ 5,135,838</b>	<b>\$ 13,644,518</b>	<b>\$ (27,077)</b>
<b>Expenditures:</b>				
Certificated Salaries	\$ 2,900,183	\$ 1,488,427	\$ 2,799,257	\$ (100,926)
Non-Certificated Salaries	1,557,244	903,586	1,732,568	175,324
Benefits	1,722,622	881,871	1,728,374	5,753
Books/Supplies/Materials	371,000	198,864	381,809	10,809
Services/Operations	3,809,116	2,330,241	3,828,339	19,223
Capital Outlay	187,240	-	187,240	-
Other Outgo	1,782,000	-	1,782,000	-
<b>TTL Expenditures</b>	<b>\$ 12,329,405</b>	<b>\$ 5,802,989</b>	<b>\$ 12,439,588</b>	<b>\$ 110,183</b>
<b>Net Revenues</b>	<b>\$ 1,342,190</b>	<b>\$ (667,151)</b>	<b>\$ 1,204,931</b>	<b>\$ (137,259)</b>
<b>Beginning Balance July 1</b>	<b>\$ 3,098,194</b>		<b>\$ 3,098,194</b>	
<b>Ending Balance June 30</b>	<b>\$ 4,440,384</b>		<b>\$ 4,303,125</b>	
<b>Ending Balance as % of Exp:</b>	<b>36.0%</b>		<b>34.6%</b>	





**Encore High School**  
**2022-23 Second Interim Budget**  
**BUDGET DETAIL & PRIOR CYCLE COMPARISON**

Description	2022-23 First Interim Report	Year-To-Date Actuals	2022-23 Second Interim Budget	Change From Prior Cycle	Notes/Comments
<b>Enrollment (CALPADS)</b>	<b>636</b>		<b>630</b>	<b>(6)</b>	
<b>Average Daily Attendance (P-2)</b>	<b>591.48</b>		<b>570.36</b>	<b>(21.12)</b>	
<b>REVENUES</b>					
<b>General Purpose Entitlement</b>					
8011 General Purpose Block Grant	4,977,020	2,531,548	4,836,962	(140,058)	
8012 Education Protection Account	1,788,480	979,948	1,724,619	(63,861)	
8019 Prior Year Corrections/Adjustments	2,565,550	-	2,565,550	-	
8096 Funding in Lieu of Property Taxes	226,372	114,758	218,289	(8,083)	
<b>TTL General Purpose Entitlement</b>	<b>9,557,422</b>	<b>3,626,254</b>	<b>9,345,420</b>	<b>(212,002)</b>	
<b>Federal Revenue</b>					
8181 Federal IDEA SpEd Revenue	84,000	-	75,448	(8,552)	
8220 School Nutrition Program - Federal	135,000	80,080	165,000	30,000	
8290 Other Federal Revenue	1,008,043	286,421	1,023,289	15,246	
<b>TTL Federal Revenue</b>	<b>1,227,043</b>	<b>366,501</b>	<b>1,263,737</b>	<b>36,694</b>	
<b>Other State Revenue</b>					
8311 AB602 State SpEd Revenue	485,014	159,187	620,187	135,173	
8520 School Nutrition Program - State	10,000	69,849	95,000	85,000	
8550 Mandated Cost Reimbursements	26,082	25,658	25,658	(424)	
8560 State Lottery Revenue	144,807	66,750	141,015	(3,792)	
8590 Other State Revenue	2,156,582	743,542	2,033,030	(123,552)	
<b>TTL Other State Revenue</b>	<b>2,822,485</b>	<b>1,064,986</b>	<b>2,914,890</b>	<b>92,405</b>	
<b>Other Local Revenue</b>					
8634 Student Lunch Fees	24,645	22,625	45,000	20,355	
8695 Local Grant Revenue	20,000	-	10,000	(10,000)	
8696 Fundraising	20,000	-	10,000	(10,000)	
8699 Other Revenue	-	55,472	55,472	55,472	
<b>TTL Other Local Revenue</b>	<b>64,645</b>	<b>78,097</b>	<b>120,472</b>	<b>55,827</b>	
<b>TTL REVENUES</b>	<b>13,671,595</b>	<b>5,135,838</b>	<b>13,644,518</b>	<b>(27,077)</b>	
<b>EXPENDITURES</b>					
<b>1000 - Certificated Salaries</b>					
1100 Teacher Compensation	2,228,004	1,215,585	2,308,877	80,872	
1130 Substitute Teacher Compensation	38,016	32,462	67,440	29,424	
1150 Teacher Stipends/Extra Duty	35,000	27,463	42,963	7,963	
1200 Student Support	276,963	107,030	244,978	(31,985)	
1300 Certificated Administrators	322,200	105,887	135,000	(187,200)	
<b>TTL Certificated Salaries</b>	<b>2,900,183</b>	<b>1,488,427</b>	<b>2,799,257</b>	<b>(100,926)</b>	
<b>2000 - Non - Certificated Salaries</b>					
2100 Instructional Aides	252,426	100,700	248,011	(4,416)	
2160 Electives Instructional Aides	65,280	-	-	(65,280)	
2200 Pupil Support Administration	312,544	265,911	542,524	229,980	
2300 Classified Administrators	390,688	252,627	466,388	75,700	

**Encore High School**  
**2022-23 Second Interim Budget**  
**BUDGET DETAIL & PRIOR CYCLE COMPARISON**

Description	2022-23 First Interim Report	Year-To-Date Actuals	2022-23 Second Interim Budget	Change From Prior Cycle	Notes/Comments
2400 Clerical & Technical Staff	536,306	284,348	475,646	(60,660)	
<b>TTL Non - Certificated Salaries</b>	<b>1,557,244</b>	<b>903,586</b>	<b>1,732,568</b>	<b>175,324</b>	
<b>3000 - Employee Benefits</b>					
3101 STRS Certificated	553,935	253,371	509,879	(44,056)	
3102 STRS Classified	-	7,661	12,932	12,932	
3201 PERS Certificated	-	16,931	32,480	32,480	
3202 PERS Classified	395,073	219,656	423,028	27,955	
3301 OASDI/Medicare	42,053	32,593	40,589	(1,463)	
3302 OASDI/Medicare	118,206	57,216	130,858	12,652	
3401 Health Care Certificated	321,140	120,398	302,175	(18,966)	
3402 Health Care Classified	210,326	135,394	193,615	(16,711)	
3501 Unemployment Insurance	14,501	10,364	13,996	(505)	
3502 Unemployment Insurance	7,786	4,539	8,553	767	
3601 Workers' Comp Certificated	34,802	12,716	33,591	(1,211)	
3602 Workers' Comp Classified	18,687	8,228	20,527	1,840	
3901 Other Benefits Cert	1,084	595	1,050	(34)	
3902 Other Benefits Class	5,028	2,209	5,100	72	
<b>TTL Employee Benefits</b>	<b>1,722,622</b>	<b>881,871</b>	<b>1,728,374</b>	<b>5,753</b>	
<b>4000 - Books/Supplies/Materials</b>					
4100 Textbooks & Core Curriculum	60,000	12,284	20,000	(40,000)	
4310 Materials & Supplies	75,000	36,832	80,309	5,309	
4320 Office Supplies	15,000	7,606	12,000	(3,000)	
4330 Meals & Events	1,000	1,162	3,500	2,500	
4340 Student Events	-	13,373	25,000	25,000	
4350 Other Supplies - Materials & Supplies	50,000	7,020	50,000	-	
4390 Other Supplies	-	650	1,000	1,000	
4400 Non - Capitalized Equipment	40,000	5,530	10,000	(30,000)	
4700 School Nutrition Program	130,000	114,408	180,000	50,000	
<b>TTL Books/Supplies/Materials</b>	<b>371,000</b>	<b>198,864</b>	<b>381,809</b>	<b>10,809</b>	
<b>5000 - Services &amp; Operations</b>					
5100 Subagreements For Services	100,000	69,669	90,000	(10,000)	
5200 Travel & Conferences	5,000	4,149	9,000	4,000	
5210 Mileage Reimbursements	500	-	500	-	
5300 Dues & Memberships	15,000	12,400	15,000	-	
5400 Insurance	337,945	276,186	337,945	-	
5500 Operations & Housekeeping	50,000	10,879	27,500	(22,500)	
5510 Utilities (General)	250,000	162,726	320,000	70,000	
5520 Janitorial Services	15,000	13,805	28,000	13,000	
5610 Facility Rents & Leases	1,269,720	764,351	1,147,199	(122,521)	
5620 Equipment Leases	25,000	7,648	12,000	(13,000)	
5630 Maintenance & Repair	166,000	44,820	90,000	(76,000)	
5635 Maintenance & Repair	-	1,445	3,500	3,500	
5800 Professional Services - Non - instructional	59,300	16,384	40,000	(19,300)	

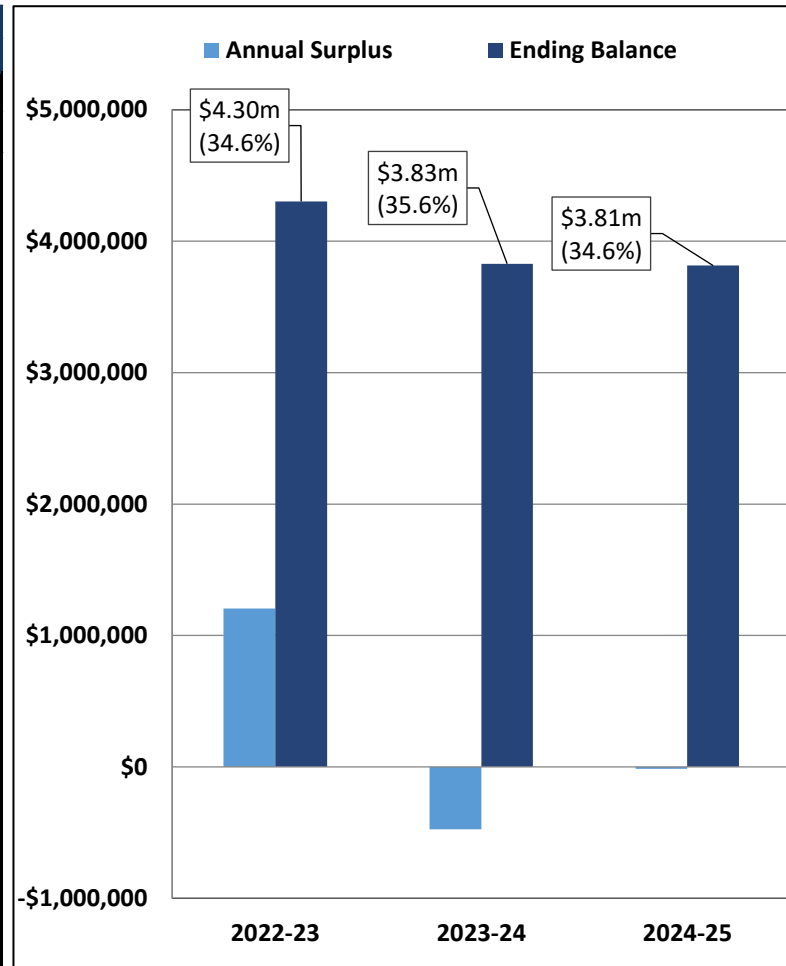
**Encore High School**  
**2022-23 Second Interim Budget**  
**BUDGET DETAIL & PRIOR CYCLE COMPARISON**

Description	2022-23 First Interim Report	Year-To-Date Actuals	2022-23 Second Interim Budget	Change From Prior Cycle	Notes/Comments
5810 Legal	200,000	41,312	150,000	(50,000)	
5820 Audit & CPA	20,000	33,215	40,000	20,000	
5825 DMS Business Services	237,030	134,265	237,030	-	
5830 Non - Instructional Software Licenses/Fees	37,500	35,264	45,000	7,500	
5835 Field Trips - Bus Transportations	-	2,023	10,000	10,000	
5840 Advertising & Recruitment	60,000	39,156	60,000	-	
5850 Oversight Fees	69,454	-	67,799	(1,656)	
5860 Service Fees	15,000	15,169	30,000	15,000	
5861 Student Fees	53,542	-	53,542	-	
5862 SBC Tax Collector	-	4,089	8,200	8,200	
5865 General - Bus Transportation	740,000	594,086	889,000	149,000	
5870 Livescan Fingerprinting	1,000	513	1,000	-	
5880 Instructional Vendors & Consultants	40,000	17,500	60,000	20,000	
5900 Communications	6,000	1,160	3,000	(3,000)	
5910 Telephone	12,000	14,755	29,000	17,000	
5920 Internet	20,625	12,241	20,625	-	
5930 Postage	3,500	1,033	3,500	-	
5940 Technology Services	-	-	-	-	
5990 PY Services Adjustments	-	-	-	-	
<b>TTL Services &amp; Operations</b>	<b>3,809,116</b>	<b>2,330,241</b>	<b>3,828,339</b>	<b>19,223</b>	
<b>6000 - Capital Outlay</b>					
6900 Depreciation	187,240	-	187,240	-	
<b>TTL Capital Outlay</b>	<b>187,240</b>	<b>-</b>	<b>187,240</b>	<b>-</b>	
<b>7000 - Other Outgo</b>					
7400 2022 Bond Prepayment	1,782,000	-	1,782,000	-	
<b>TTL Other Outgo</b>	<b>1,782,000</b>	<b>-</b>	<b>1,782,000</b>	<b>-</b>	
<b>TTL EXPENDITURES</b>	<b>12,329,405</b>	<b>5,802,989</b>	<b>12,439,588</b>	<b>110,183</b>	
<b>Revenues less Expenditures</b>	<b>1,342,190</b>	<b>(667,151)</b>	<b>1,204,931</b>	<b>(137,259)</b>	
<b>Beginning Fund Balance</b>	<b>3,098,194</b>		<b>3,098,194</b>		
<b>Net Revenues</b>	<b>1,342,190</b>		<b>1,204,931</b>		
<b>ENDING BALANCE</b>	<b>4,440,384</b>		<b>4,303,125</b>		
<b>ENDING BALANCE AS % OF OUTGO</b>	<b>36.0%</b>		<b>34.6%</b>		

<b>Encore High School</b> <b>2022-23 Second Interim Budget</b> <b>ENROLLMENT AND A.D.A. ASSUMPTIONS</b>						
	2022-23		2023-24		2024-25	
	ENROLL	ADA	ENROLL	ADA	ENROLL	ADA
<b>Total K-3</b>	-	-	-	-	-	-
<b>Total 4-6</b>	-	-	-	-	-	-
<b>Total 7-8</b>	<b>225</b>	<b>203.70</b>	<b>250</b>	<b>232.50</b>	<b>270</b>	<b>251.10</b>
<b>Total 9-12</b>	<b>405</b>	<b>366.66</b>	<b>420</b>	<b>390.60</b>	<b>430</b>	<b>399.90</b>
<b>TTL Enrollment/ADA</b>	<b>630</b>	<b>570.36</b>	<b>670</b>	<b>623.10</b>	<b>700</b>	<b>651.00</b>
<b>ADA Ratio (average):</b>		<b>90.53%</b>		<b>85.13%</b>		<b>81.48%</b>
Transitional Kinder	-	-	-	-	-	-
Kinder	-	-	-	-	-	-
Grade 1	-	-	-	-	-	-
Grade 2	-	-	-	-	-	-
Grade 3	-	-	-	-	-	-
Grade 4	-	-	-	-	-	-
Grade 5	-	-	-	-	-	-
Grade 6	-	-	-	-	-	-
Grade 7	116	105.01	130	120.90	135	125.55
Grade 8	109	98.69	120	111.60	135	125.55
Grade 9	111	100.49	110	102.30	120	111.60
Grade 10	106	95.97	100	93.00	110	102.30
Grade 11	104	94.15	110	102.30	100	93.00
Grade 12	84	76.05	100	93.00	100	93.00
<b>TOTAL:</b>	<b>630</b>	<b>570.36</b>	<b>670</b>	<b>623.10</b>	<b>700</b>	<b>651.00</b>
CALPADS Enrollment	630		670		700	
Unduplicated Count	337		358		374	
Unduplicated % (1-Year):	53.49%		53.43%		53.43%	

## Encore High School 2022-23 Second Interim Budget MULTI-YEAR PROJECTION SUMMARY

	2022-23	2023-24	2024-25
<b>Projected Enrollment:</b>	<b>630</b>	<b>670</b>	<b>700</b>
<b>Projected P-2 ADA:</b>	<b>570.36</b>	<b>623.10</b>	<b>651.00</b>
<b>Revenues:</b>			
General Purpose Entitlement	\$ 9,345,420	\$ 7,972,192	\$ 8,605,278
Federal Revenue	1,263,737	489,173	506,979
Other State Revenue	2,914,890	1,705,247	1,767,318
Other Local Revenue	120,472	124,821	129,364
<b>TTL Revenues</b>	<b>\$ 13,644,518</b>	<b>\$ 10,291,433</b>	<b>\$ 11,008,939</b>
<b>Expenditures:</b>			
Certificated Salaries	\$ 2,799,257	\$ 2,883,235	\$ 2,969,732
Non-Certificated Salaries	1,732,568	1,784,545	1,838,082
Benefits	1,728,374	1,805,081	1,879,452
Books/Supplies/Materials	381,809	423,263	435,961
Services/Operations	3,828,339	3,682,690	3,712,538
Capital Outlay	187,240	187,240	187,240
Other Outgo	1,782,000	-	-
<b>TTL Expenditures</b>	<b>\$ 12,439,588</b>	<b>\$ 10,766,054</b>	<b>\$ 11,023,004</b>
<b>Net Revenues</b>	<b>\$ 1,204,931</b>	<b>\$ (474,622)</b>	<b>\$ (14,065)</b>
<b>Beginning Balance July 1</b>	<b>\$ 3,098,194</b>	<b>\$ 4,303,125</b>	<b>\$ 3,828,503</b>
<b>Ending Balance June 30</b>	<b>\$ 4,303,125</b>	<b>\$ 3,828,503</b>	<b>\$ 3,814,438</b>



**Encore High School**  
**2022-23 Second Interim Budget**  
**MULTI-YEAR PROJECTION DETAIL**

Description	2022-23	2023-24	2024-25
<b>Projected Enrollment:</b>	<b>630</b>	<b>670</b>	<b>700</b>
<b>Projected P-2 ADA:</b>	<b>570.36</b>	<b>623.10</b>	<b>651.00</b>
<b>REVENUES</b>			
<b>General Purpose Entitlement</b>			
8011 General Purpose Block Grant	4,836,962	5,696,452	6,152,291
8012 Education Protection Account	1,724,619	2,037,267	2,203,836
8019 Prior Year Corrections/Adjustments	2,565,550	-	-
8096 Funding in Lieu of Property Taxes	218,289	238,473	249,151
<b>TTL General Purpose Entitlement</b>	<b>9,345,420</b>	<b>7,972,192</b>	<b>8,605,278</b>
<b>Federal Revenue</b>			
8181 Federal IDEA SpEd Revenue	75,448	78,172	81,017
8220 School Nutrition Program - Federal	165,000	170,957	177,179
8290 Other Federal Revenue	1,023,289	240,045	248,783
<b>TTL Federal Revenue</b>	<b>1,263,737</b>	<b>489,173</b>	<b>506,979</b>
<b>Other State Revenue</b>			
8311 AB602 State SpEd Revenue	620,187	562,576	583,054
8520 School Nutrition Program - State	95,000	98,430	102,012
8550 Mandated Cost Reimbursements	25,658	26,584	27,552
8560 State Lottery Revenue	141,015	146,106	151,424
8590 Other State Revenue	2,033,030	871,552	903,276
<b>TTL Other State Revenue</b>	<b>2,914,890</b>	<b>1,705,247</b>	<b>1,767,318</b>
<b>Other Local Revenue</b>			
8634 Student Bus Fees	45,000	46,625	48,322
8695 Local Grant Revenue	10,000	10,361	10,738
8696 Fundraising	10,000	10,361	10,738
<b>TTL Other Local Revenue</b>	<b>120,472</b>	<b>124,821</b>	<b>129,364</b>
<b>TTL REVENUES</b>	<b>13,644,518</b>	<b>10,291,433</b>	<b>11,008,939</b>

**Encore High School**  
**2022-23 Second Interim Budget**  
**MULTI-YEAR PROJECTION DETAIL**

Description	2022-23	2023-24	2024-25
<b>EXPENDITURES</b>			
<b>1000 - Certificated Salaries</b>			
1100 Teacher Compensation	2,308,877	2,378,143	2,449,487
1150 Teacher Stipends/Extra Duty	42,963	44,251	45,579
1160 Electives Teachers	-	-	-
1200 Student Support	244,978	252,327	259,897
1250 Support Stipends/Extra Duty	-	-	-
1300 Certificated Administrators	135,000	139,050	143,222
1350 Administrator Stipends/Extra Duty	-	-	-
<b>TTL Certificated Salaries</b>	<b>2,799,257</b>	<b>2,883,235</b>	<b>2,969,732</b>
<b>2000 - Non - Certificated Salaries</b>			
2100 Instructional Aides	248,011	255,451	263,115
2150 Instructional Aides Stipends	-	-	-
2160 Electives Instructional Aides	-	-	-
2200 Pupil Support Administration	542,524	558,799	575,563
2400 Clerical & Technical Staff	475,646	489,916	504,613
2450 Clerical & Technical Stipends	-	-	-
2900 Other Classified Positions	-	-	-
2950 Other Classified Stipends	-	-	-
<b>TTL Non - Certificated Salaries</b>	<b>1,732,568</b>	<b>1,784,545</b>	<b>1,838,082</b>
<b>3000 - Employee Benefits</b>			
3101 STRS Certificated	509,879	550,698	567,219
3202 PERS Classified	423,028	481,827	516,501
3301 OASDI/Medicare	40,589	41,807	43,061
3302 OASDI/Medicare	130,858	134,784	138,828
3401 Health Care Certificated	302,175	311,240	320,577
3402 Health Care Classified	193,615	199,423	205,406
3501 Unemployment Insurance	13,996	14,416	14,849
3502 Unemployment Insurance	8,553	8,809	9,074
3601 Workers' Comp Certificated	33,591	34,599	35,637
3602 Workers' Comp Classified	20,527	21,143	21,777
<b>TTL Employee Benefits</b>	<b>1,728,374</b>	<b>1,805,081</b>	<b>1,879,452</b>
<b>4000 - Books/Supplies/Materials</b>			
4100 Textbooks & Core Curriculum	20,000	50,600	52,118
4200 Other Reference Materials	-	-	-
4310 Materials & Supplies	80,309	82,718	85,200
4320 Office Supplies	12,000	12,360	12,731
4330 Meals & Events	3,500	3,605	3,713
4340 Student Events	25,000	25,750	26,523
4350 Other Supplies - Materials & Supplies	50,000	51,500	53,045
4390 Other Supplies	1,000	1,030	1,061
4400 Non - Capitalized Equipment	10,000	10,300	10,609
4700 School Nutrition Program	180,000	185,400	190,962

**Encore High School**  
**2022-23 Second Interim Budget**  
**MULTI-YEAR PROJECTION DETAIL**

Description	2022-23	2023-24	2024-25
4990 PY Materials Adjustments	-	-	-
<b>TTL Books/Supplies/Materials</b>	<b>381,809</b>	<b>423,263</b>	<b>435,961</b>
<b>5000 - Services &amp; Operations</b>			
5100 Subagreements For Services	90,000	92,700	95,481
5200 Travel & Conferences	9,000	9,270	9,548
5210 Mileage Reimbursements	500	515	530
5300 Dues & Memberships	15,000	15,450	15,914
5400 Insurance	337,945	348,083	358,526
5500 Operations & Housekeeping	27,500	28,325	29,175
5510 Utilities (General)	320,000	329,600	339,488
5520 Janitorial Services	28,000	28,840	29,705
5610 Facility Rents & Leases	1,147,199	1,021,116	1,021,116
5620 Equipment Leases	12,000	12,360	12,731
5630 Maintenance & Repair	90,000	92,700	95,481
5635 Maintenance & Repair	3,500	3,605	3,713
5800 Professional Services - Non - instructional	40,000	41,200	42,436
5810 Legal	150,000	54,500	6,135
5820 Audit & CPA	40,000	41,200	42,436
5825 DMS Business Services	237,030	244,141	251,465
5830 Non - Instructional Software Licenses/Fees	45,000	46,350	47,741
5835 Field Trips - Bus Transportations	10,000	10,300	10,609
5840 Advertising & Recruitment	60,000	61,800	63,654
5850 Oversight Fees	67,799	69,833	71,928
5855 Interest Expense - Short Term	-	-	-
5860 Service Fees	30,000	30,900	31,827
5861 Student Fees	53,542	55,148	56,803
5862 SBC Tax Collector	8,200	8,446	8,699
5865 General - Bus Transportation	889,000	915,670	943,140
5870 Livescan Fingerprinting	1,000	1,030	1,061
5880 Instructional Vendors & Consultants	60,000	61,800	63,654
5890 Misc Other Outside Services	-	-	-
5900 Communications	3,000	3,090	3,183
5910 Telephone	29,000	29,870	30,766
5920 Internet	20,625	21,244	21,881
5930 Postage	3,500	3,605	3,713
5940 Technology Services	-	-	-
5990 PY Services Adjustments	-	-	-
<b>TTL Services &amp; Operations</b>	<b>3,828,339</b>	<b>3,682,690</b>	<b>3,712,538</b>
<b>6000 - Capital Outlay</b>			
6900 Depreciation	187,240	187,240	187,240
<b>TTL Capital Outlay</b>	<b>187,240</b>	<b>187,240</b>	<b>187,240</b>
<b>7000 - Other Outgo</b>			
7400 2022 Bond Prepayment	1,782,000	-	-

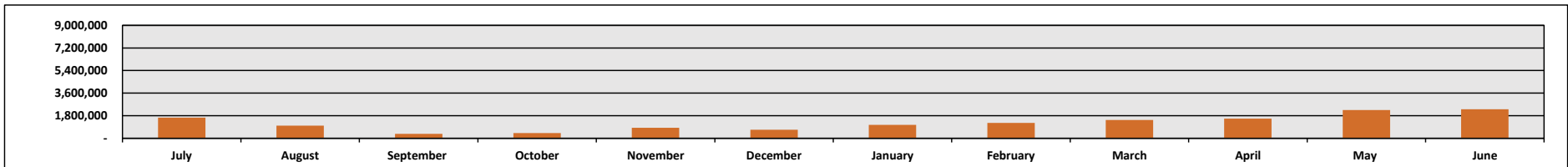


**Encore High School  
2022-23 Second Interim Budget  
MULTI-YEAR PROJECTION DETAIL**

Description	2022-23	2023-24	2024-25
TTL Other Outgo	1,782,000	-	-
<b>TTL EXPENDITURES</b>	<b>12,439,588</b>	<b>10,766,054</b>	<b>11,023,004</b>
Revenues less Expenditures	1,204,931	(474,622)	(14,065)
Beginning Fund Balance	3,098,194	4,303,125	3,828,503
Net Revenues	1,204,931	(474,622)	(14,065)
<b>ENDING BALANCE</b>	<b>4,303,125</b>	<b>3,828,503</b>	<b>3,814,438</b>
<b>ENDING BALANCE AS % OF OUTGO</b>	<b>34.6%</b>	<b>35.6%</b>	<b>34.6%</b>

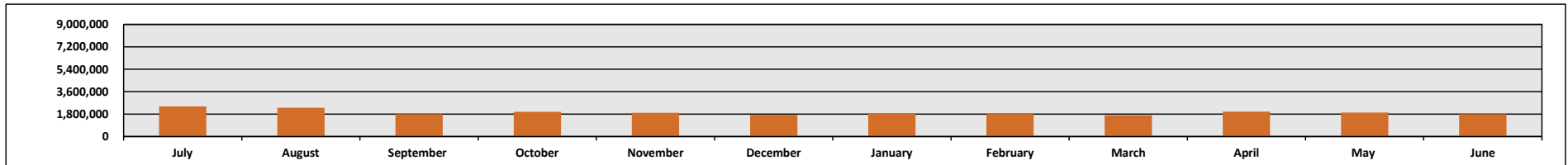
**Encore High School  
2022-23 Second Interim Budget  
2022-23 Projected Monthly Cash Flow Statement**

Description	2022-23 Second Interim Budget	July	August	September	October	November	December	January	February	March	April	May	June	Accruals	Total For Year
<b>BEGINNING CASH</b>		<b>414,330</b>	<b>1,651,459</b>	<b>1,010,993</b>	<b>355,622</b>	<b>412,099</b>	<b>830,607</b>	<b>680,929</b>	<b>1,073,671</b>	<b>1,228,224</b>	<b>1,452,774</b>	<b>1,562,567</b>	<b>2,248,065</b>	<b>2,315,215</b>	<b>414,330</b>
<b>CASH INFLOWS</b>															
<b>REVENUES</b>															
LCFF State Aid	4,836,962	-	275,168	275,168	495,303	495,303	495,303	495,303	445,824	445,824	445,824	445,824	414,780	107,339	4,836,962
Education Protection Account	1,724,619	-	-	-	489,974	-	-	489,974	-	-	372,336	-	-	372,335	1,724,619
Prior Year Adjustments	2,565,550	-	-	-	-	-	-	-	-	44,700	44,700	2,386,700	44,700	44,750	2,565,550
In-Lieu-Of Property Taxes	218,289	-	-	-	-	6,929	107,829	-	17,463	28,747	9,555	9,555	9,555	28,655	218,289
Federal Revenues	1,263,737	-	21,869	187,449	49,593	11,559	32,923	63,109	100,114	497,902	30,000	30,000	174,856	64,364	1,263,737
Other State Revenues	2,914,890	-	12,246	-	187,107	482,554	318,605	64,474	475,542	91,768	91,768	479,809	307,647	403,371	2,914,890
Other Local Revenues	120,472	300	10,879	6,556	6,910	3,168	11,404	38,880	1,310	1,310	1,310	1,310	1,310	35,827	120,472
<b>TTL CASH INFLOWS</b>	<b>13,644,518</b>	<b>300</b>	<b>320,162</b>	<b>469,172</b>	<b>1,228,887</b>	<b>999,513</b>	<b>966,064</b>	<b>1,151,739</b>	<b>1,040,252</b>	<b>1,110,249</b>	<b>995,492</b>	<b>3,353,197</b>	<b>952,848</b>	<b>1,056,641</b>	<b>13,644,518</b>
<b>EXPENDITURES</b>															
All Certificated Salaries	2,799,257	14,737	132,901	252,130	272,579	250,680	264,238	245,994	256,530	256,530	256,530	256,530	256,530	83,350	2,799,257
All Classified Salaries	1,732,568	52,068	144,136	160,255	160,199	163,671	151,520	126,905	173,720	173,720	173,720	173,720	173,720	(94,786)	1,732,568
All Benefits	1,728,374	31,943	109,936	159,206	159,861	145,522	143,666	131,737	169,940	169,940	169,940	169,940	169,940	(3,194)	1,728,374
All Materials & Supplies	381,809	22,201	6,668	28,028	63,136	38,522	21,198	19,110	34,710	34,710	34,710	34,710	34,710	9,395	381,809
All Services and Operations	3,828,339	255,130	424,317	285,589	371,122	460,889	260,479	272,714	250,800	250,800	250,800	250,800	250,800	244,098	3,828,339
All Capital Outlay/Depreciation	187,240	-	-	-	-	-	-	-	-	-	-	-	-	187,240	187,240
All Other Outgo	1,782,000	-	-	-	-	-	-	-	-	-	-	1,782,000	-	-	1,782,000
<b>TTL CASH OUTFLOWS</b>	<b>12,439,588</b>	<b>376,080</b>	<b>817,958</b>	<b>885,208</b>	<b>1,026,897</b>	<b>1,059,285</b>	<b>841,102</b>	<b>796,460</b>	<b>885,699</b>	<b>885,699</b>	<b>885,699</b>	<b>2,667,699</b>	<b>885,699</b>	<b>426,103</b>	<b>12,439,588</b>
<b>NET REVENUES</b>	<b>1,204,931</b>														<b>1,204,931</b>
Accounts Receivable (net change)		2,076,818	19,560	16,231	14,711	537,951	(5,504)	150,021							2,809,788
Accounts Payable (net change)		(463,909)	(162,231)	(255,567)	(160,224)	(49,333)	(259,136)	(101,874)							(1,452,273)
Fixed Asset Acquisitions		-	-	-	-	(10,338)	(10,000)	(10,685)							(31,023)
Other Cash Inflows/Outflows															-
<b>NET INFLOWS/OUTFLOWS</b>		<b>1,612,909</b>	<b>(142,671)</b>	<b>(239,336)</b>	<b>(145,513)</b>	<b>478,280</b>	<b>(274,640)</b>	<b>37,462</b>							<b>1,326,492</b>
<b>ENDING CASH BALANCE</b>		<b>1,651,459</b>	<b>1,010,993</b>	<b>355,622</b>	<b>412,099</b>	<b>830,607</b>	<b>680,929</b>	<b>1,073,671</b>	<b>1,228,224</b>	<b>1,452,774</b>	<b>1,562,567</b>	<b>2,248,065</b>	<b>2,315,215</b>		
Days Cash On Hand		49	30	11	12	25	20	32	37	43	47	67	69		



**Encore High School**  
**2022-23 Second Interim Budget**  
**2023-24 Projected Monthly Cash Flow Statement**

Description	2023-24 Budget	July	August	September	October	November	December	January	February	March	April	May	June	Accruals	Total For Year
<b>BEGINNING CASH</b>		<b>2,315,215</b>	<b>2,411,189</b>	<b>2,308,983</b>	<b>1,794,008</b>	<b>1,985,413</b>	<b>1,903,781</b>	<b>1,734,506</b>	<b>1,859,401</b>	<b>1,807,945</b>	<b>1,705,779</b>	<b>1,991,330</b>	<b>1,916,411</b>	<b>1,796,748</b>	<b>2,315,215</b>
<b>CASH INFLOWS</b>															
<b>REVENUES</b>															
LCFF State Aid	5,696,452	-	284,823	284,823	512,681	512,681	512,681	512,681	512,681	512,681	512,681	512,681	512,681	512,681	5,696,452
Education Protection Account	2,037,267	-	-	-	431,155	-	-	431,155	-	-	587,479	-	-	587,479	2,037,267
Prior Year Adjustments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
In-Lieu-Of Property Taxes	238,473	-	13,097	26,195	17,463	17,463	17,463	17,463	17,463	37,289	18,644	18,644	18,644	18,644	238,473
Federal Revenues	489,173	-	8,465	72,558	19,197	4,474	12,744	24,429	38,753	192,730	11,613	11,613	67,684	24,914	489,173
Other State Revenues	1,705,247	-	7,164	-	109,460	282,300	186,388	37,718	278,198	53,685	53,685	280,694	179,977	235,977	1,705,247
Other Local Revenues	124,821	10,402	10,402	10,402	10,402	10,402	10,402	10,402	10,402	10,402	10,402	10,402	10,302	100	124,821
<b>TTL CASH INFLOWS</b>	<b>10,291,433</b>	<b>10,402</b>	<b>323,951</b>	<b>393,977</b>	<b>1,100,357</b>	<b>827,320</b>	<b>739,678</b>	<b>1,033,847</b>	<b>857,496</b>	<b>806,786</b>	<b>1,194,503</b>	<b>834,033</b>	<b>789,288</b>	<b>1,379,795</b>	<b>10,291,433</b>
<b>EXPENDITURES</b>															
All Certificated Salaries	2,883,235	72,081	240,270	245,652	245,652	245,652	245,652	245,652	245,652	245,652	245,652	245,652	245,652	114,368	2,883,235
All Classified Salaries	1,784,545	44,614	153,173	158,651	158,651	158,651	158,651	158,651	158,651	158,651	158,651	158,651	158,651	244	1,784,545
All Benefits	1,805,081	45,127	152,149	156,348	156,348	156,348	156,348	156,348	156,348	156,348	156,348	156,348	156,348	44,322	1,805,081
All Materials & Supplies	423,263	10,582	35,272	35,272	35,272	35,272	35,272	35,272	35,272	35,272	35,272	35,272	35,272	24,690	423,263
All Services and Operations	3,682,690	92,067	313,029	313,029	313,029	313,029	313,029	313,029	313,029	313,029	313,029	313,029	313,029	147,308	3,682,690
All Capital Outlay/Depreciation	187,240	-	-	-	-	-	-	-	-	-	-	-	-	187,240	187,240
All Other Outgo	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TTL CASH OUTFLOWS</b>	<b>10,766,054</b>	<b>264,470</b>	<b>893,892</b>	<b>908,952</b>	<b>908,952</b>	<b>908,952</b>	<b>908,952</b>	<b>908,952</b>	<b>908,952</b>	<b>908,952</b>	<b>908,952</b>	<b>908,952</b>	<b>908,952</b>	<b>518,172</b>	<b>10,766,054</b>
	<b>(474,622)</b>														<b>(474,622)</b>
Accounts Receivable (net change)		588,906	467,735												1,056,641
Accounts Payable (net change)		(238,863)													(238,863)
Fixed Asset Acquisitions		-													-
Other Cash Inflows/Outflows															-
<b>NET INFLOWS/OUTFLOWS</b>		<b>350,043</b>	<b>467,735</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>817,778</b>
<b>ENDING CASH BALANCE</b>		<b>2,411,189</b>	<b>2,308,983</b>	<b>1,794,008</b>	<b>1,985,413</b>	<b>1,903,781</b>	<b>1,734,506</b>	<b>1,859,401</b>	<b>1,807,945</b>	<b>1,705,779</b>	<b>1,991,330</b>	<b>1,916,411</b>	<b>1,796,748</b>		
Days Cash On Hand		<b>83</b>	<b>80</b>	<b>62</b>	<b>69</b>	<b>66</b>	<b>60</b>	<b>64</b>	<b>62</b>	<b>59</b>	<b>69</b>	<b>66</b>	<b>62</b>		



# Budget Summary

- **The 2022-23 Second Interim Budget is a state requirement, updating the First Interim Budget from last December. The Second Interim Budget must be board-approved and submitted to Hesperia USD by March 15<sup>th</sup> of each year.**
- **Encore is receiving substantial one-time pandemic recovery revenues this year from both federal and state sources. These funds include \$2.56 million in state “Hold Harmless ADA” funds and \$1.28 million in State Learning Recovery and Arts/Music Block Grants. This budget does not include any portion of the Employee Retention Credit, which is anticipated to be received this year but is not certain.**
- **While enrollment has dropped from last year, these one-time revenues will allow Encore to end this 2022-23 year with a budget surplus of \$1.2 million, increasing ending balance to \$4.3 million, or 34.6% of expenditures.**
- **The influx of one-time funds will also allow Encore to repay its 2022 Bonds in full this year, leaving the School with no debt other than the lease for the main campus. Cash flow is also greatly improved from prior years, providing fiscal stability for operations.**
- **However, Encore is facing an ongoing structural budget deficit when all one-time monies are removed, which will require enrollment growth and/or expenditure reductions in future years for ongoing balanced budgets.**
- **We recommend that Encore work to stimulate student retention and demand for new Encore students next year. Increasing enrollment will be the best way to bridge budget gaps in future years without cutting programs.**

# Coversheet

## Executive Director's Report

**Section:** IV. Staff Reports  
**Item:** A. Executive Director's Report  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** Executive Director Board Report 2023-02.pdf



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## MEMORANDUM

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**DATE:** February 27, 2023

**TO:** Board of Directors

**FROM:** Sabrina Bow, Executive Director

**SUBJECT:** Monthly Report

### **Staffing**

We have added 1.5 FTE campus aides to bolster student supervision and campus safety. Our Spanish teacher position remains vacant pending review of applications received this week. We are looking forward to our new Biology teacher beginning this week. Encore will begin an intensive staff recruiting campaign for 2023-24 positions, including substitute teachers, that may include new hire bonuses to attract candidates as the labor market continues to be competitive.

### **Enrollment**

Current enrollment is 596 students in grades 7 through 12. Students enrolled for the 2023-24 year is 546, with the incoming 7<sup>th</sup> grade class at 38 out of a projected 125 seats.

We are working on a budget projection for next year based on a total enrollment of approximately 670 students.

### **Governance**

The board seeks to add at least two and possibly four new board members as soon as possible. Mr. Sutton and I are working to identify and vet candidates to present to the board for consideration.

# Coversheet

## Staff Liaison Report

**Section:** IV. Staff Reports  
**Item:** C. Staff Liaison Report  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** Staff Liaison Report for 02\_24\_2023.pdf

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**memorandum**

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**date:** 02/24/2023

**to:** Board of Directors

**from:** Sandi Del Sole

**subject:** Staff Liaison Report

Things have been flowing smoothly on campus over the last month. Our show, Matilda Jr had a very successful run, selling out for almost all of our shows. The entire campus came together to make it a success and we are appreciative of all of the extra work so many put in to make the magic happen. We are proud to share that we hosted 100 5<sup>th</sup> graders, many parents, and some staff from West Palms Conservatory (a parent choice performing arts school in the High Desert) for a special showing of Matilda Jr and the response from all was so warm, positive, and we overheard a lot of interest in the school coming out of conversations and comments.

Encore was showcased at the MindFueled Conference in Palm Spring where our various groups performed to a warm and appreciative audience of educators. The positive exposure for our school within the educational community is priceless.

Encore Kids Camp is coming to a close and we look forward to the camper's performance of Pixar Playhouse on 3/11.



# Coversheet

## Brown Act and Conflict of Interest Training

**Section:** V. Governance  
**Item:** A. Brown Act and Conflict of Interest Training  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:**  
Brown Act and COI Workshop February 2023 (4888-5752-5330.v1).pptx



**YOUNG, MINNEY & CORR, LLP**



**ENCORE JUNIOR AND SENIOR  
HIGH SCHOOL  
BROWN ACT AND CONFLICT OF  
INTEREST TRAINING**

February 27, 2023

Presented by:  
**Jerry W. Simmons** ([jsimmons@mycharterlaw.com](mailto:jsimmons@mycharterlaw.com))  
**(916) 646-1400**

**THE CHARTER LAW FIRM**

# Education Code 47604.1



## Charter School Transparency Law Effective January 1, 2020

- ▶ Charter schools must comply with Public Records Act, Brown Act, Political Reform Act, and Government Code 1090.
- ▶ Applicable to charter schools and entities managing/operating charter schools.

# Understanding the Brown Act

# Purpose of The Brown Act



## What Is the Purpose of the Brown Act?

- ▶ To Foster Broad Public Access



“ . . . The people of this State do not yield their sovereignty to the agencies which serve them. The people, in delegating authority, do not give their public servants the right to decide what is good for the people to know and what is not good for them to know. The people insist on remaining informed so that they may retain control over the instruments they have created.”

# Meetings



## Brown Act Applies to Meetings of the Board

- ▶ Basic Definition



When any congregation of a majority of the members of the body meet to hear, discuss, deliberate, or take action on any item of Charter School business

# Meetings



**Board Committees:** Nearly all Committees Must Comply with the Brown Act

**Exception Applies Only if All of the Following:**

- ▶ Advisory Committee (not decision making)
- ▶ Composed of only Board members
- ▶ Less than a quorum of the Board
- ▶ Must not be a standing committee

# Meetings



## Serial Meetings

### Serial Meetings Are Prohibited

- ▶ Majority of Board members
- ▶ Engaging in a series of communications
- ▶ Outside Board meeting
- ▶ Through direct communications or intermediaries or technology
- ▶ To discuss, deliberate, or take action on any item of business (including relaying comments or position of other Board members)



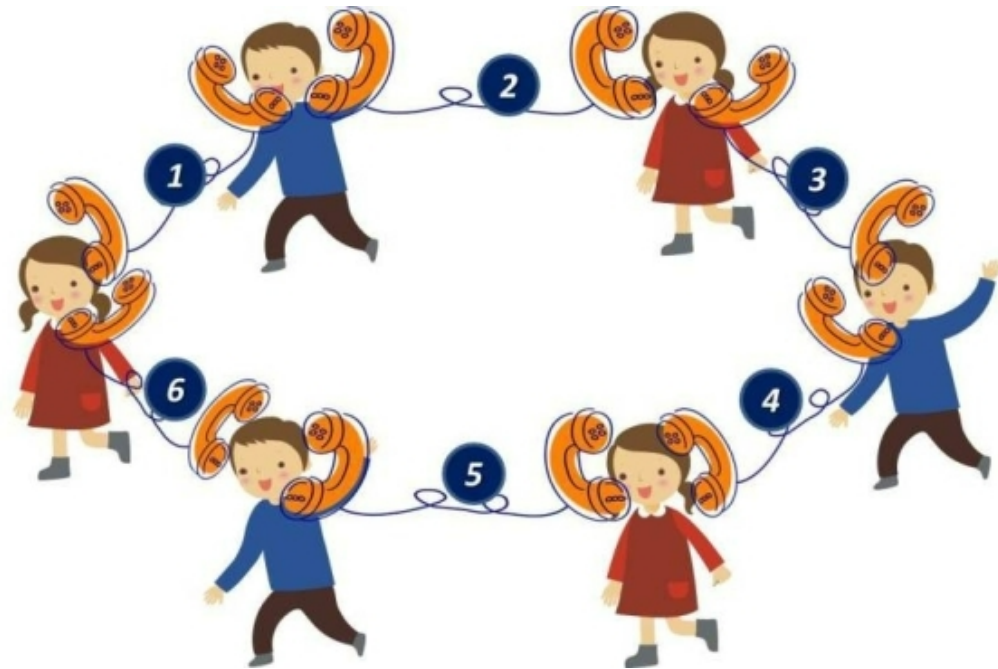


# Meetings



## Serial Meetings

- ▶ Hub or Chain prohibited
- ▶ Technology may result in meetings at times you might not expect
  - ☞ E-mails
  - ☞ Text messages
  - ☞ Social media
  - ☞ Website postings
  - ☞ Online forums
  - ☞ Telephone calls
  - ☞ Faxes



# Meetings



## Serial Meeting & Limit on One-Way Communications

- While an employee or official may engage in separate conversations or communications with other members of the Board in order to answer questions or provide information regarding a matter of Charter School business, that person may not communicate to members of the Board the comments or position of any other member or members of the Board.

# Meetings



## Teleconference Meetings (Normal rules)

Six Additional Requirements:

1. Agenda must be posted at all teleconference locations.
2. Each teleconference location must be identified in the notice and agenda of the meeting.



# Meetings



## Teleconference Meetings *(cont'd)*

3. All votes taken must be by roll call.
4. Each teleconference location must be accessible to the public. (ADA-compliance required.)
5. Members of the public must be able to hear and must have the right to address the Board directly from each teleconference location.
6. A quorum of the Board must participate from within the Charter School's "jurisdiction."

# Assembly Bill 361



**Pursuant to AB 361 (October 1, 2021), a charter school board may continue to hold teleconference meetings without adhering to some of the traditional requirements of the Brown Act. If certain conditions are met, a charter school board may continue to meet virtually with the following flexibilities:**

- The agenda does not need to provide notice of each teleconference location nor do agendas need to be posted at each location;
- A quorum of board members do not need to be located within the Charter School's jurisdiction; and
- Governing board members may participate in a teleconference meeting from places that are not publicly accessible.



# Assembly Bill 361



**A charter school board may continue to hold teleconference meetings without adhering to all of the traditional requirements of the Brown Act under the following circumstances:**

- During a proclaimed state of emergency; *and*
- State or local officials have imposed or recommended measures to promote social distancing; *or*
- The charter school board determines that meeting in person would present imminent risks to the health or safety of attendees.



# Assembly Bill 361



## If meeting pursuant to AB 361, the board must:

- Protect the statutory and constitutional rights of the parties and public appearing before the board.
- Give notice and post agendas as otherwise required under the Brown Act.
- Allow members of the public to access the meeting (e.g., Zoom) and describe the manner in which the public can offer public comment.
- Not require members of the public to submit comments in advance of the meeting. The public must be able to participate in real time.
- Provide a timed or a reasonable period for public comment.
- If there is a technical disruption in the meeting broadcast, take no further action on items on the agenda until public access is restored.



# Assembly Bill 361



**In order to continue holding meetings pursuant to AB 361, the board must make the following findings by majority vote every 30 days:**

- The charter school board has reconsidered the circumstances of the state of emergency.
  
- Any of the following circumstances exist:
  - The state of emergency continues to directly impact the ability of the members to meet safely in person.
  
  - State or local officials continue to impose or recommend measures to promote social distancing.





# New Law! AB 2449



- Signed by the Governor on September 13, 2022; effective on January 1, 2023
- Amends the Brown Act teleconferencing rules to allow relaxed teleconferencing requirements for members' personal **emergencies** and for **just cause**
- Allows teleconferencing without any obligation to
  - Identify the teleconferencing location on the agenda
  - Allow public access to the teleconferencing location
- Member must participate through both audio and visual technology

# New Law! AB 2449



Teleconferencing is available under these rules where one of the following circumstances applies:

- The member notifies the governing board at the earliest opportunity possible, up to the start of a regular meeting, for **just cause** up to twice per calendar year
- The member requests to participate in the meeting remotely due to **emergency circumstances** and the governing board takes action to approve the request.
  - A general description of an item generally need not exceed 20 words (no need to disclose medical diagnosis or disability, or any personal medical information that is already exempt under existing law)

# New Law! AB 2449



**“Emergency circumstances”** means a physical or family medical emergency that prevents a member from attending in person.

**“Just cause”** means any of the following:

- A childcare or caregiving need of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires them to participate remotely.
- A contagious illness that prevents a member from attending in person.
- A need related to a physical or mental disability as defined in law and not otherwise accommodated
- Travel while on official business of the governing board or another state or local agency.

# New Law! AB 2449



Teleconferencing based on an **emergency** requires that:

- The member shall make a request to participate remotely as soon as possible.
- The member must make a separate request for each meeting in which they seek to participate remotely.
- If the request does not allow sufficient time to place proposed action on such a request on the posted agenda for the meeting for which the request is made, the legislative body may take action at the beginning of the meeting.

# New Law! AB 2449



- Under no circumstances can a member participate in meetings solely by teleconference from a remote location for a period of more than:
  - three consecutive months;
  - 20 percent of the regular meetings within a calendar year; or
  - more than two meetings if the legislative body regularly meets fewer than 10 times per calendar year.

# New Law! AB 2449



## Other requirements:

- At least a quorum of members must participate in person from a singular physical location clearly identified on the agenda and which is open to the public and situated within the local agency's jurisdiction.
- Members of the public must be provided a means to “remotely hear and visually observe the meeting, and remotely address” the governing board, ” i.e., a two-way audiovisual platform or a two-way telephonic service and a live webcasting of the meeting.
- Agenda must provide notice of how members of the public can access the meeting and provide public comment. Cannot require public comments to be submitted in advance.
- If the broadcast is disrupted, the board may not take action until remote access to the meeting is restored
- Board cannot require public comments to be submitted in advance

# New Law! AB 2449



- The member shall publicly disclose before any action is taken, if any individuals 18 years of age or older are present in the room at the remote location, and the general nature of the member's relationship with any such individuals.

# Notice Requirements



## Notice and Agendas

General Rule: The agenda shall be posted properly in advance of a meeting and must include a brief description of items to be transacted or discussed.

With a few exceptions, if an item is not on the agenda, the Board cannot discuss it.





# Notice Requirements



## Contents

- ▶ Brief description = usually not more than 20 words
- ▶ How to request disability-related accommodation
- ▶ Location for inspection of docs distributed to Board

# Notice Requirements



## When?

- ▶ Regular meetings – 72 hours notice
- ▶ Special meetings – 24 hours notice
- ▶ Emergency meetings – 1 hour notice (rare)

## Where to Post?

- ▶ Physically at a publicly accessible location within the jurisdiction during the entire posting period
- ▶ On the website – homepage with a prominent, direct link

# Rights of the Public



## Rights to Enable Access and Participation

- ▶ Give oral testimony at meeting
  - ☞ Time limits
  - ☞ Addressing disruptive speakers
- ▶ Virtual meetings and best practices (stay in control of your meeting!)
- ▶ Audio record and broadcast



# Rights of the Public



## Rights to Enable Access and Participation *(cont.)*

- ▶ No conditions of public attendance
- ▶ Non-discriminatory facilities (reasonable accommodations under ADA)
- ▶ Copies of agendas and other public writings

# New Law! SB 1100



- Signed by the Governor on August 22, 2022; effective on January 1, 2023
- Adds a new section to the Brown Act authorizing the presiding member of the governing board conducting a meeting or their designee to **remove, or cause the removal of, an individual for disrupting the meeting.**

# New Law! SB 1100



- “Disrupting” means engaging in behavior during a meeting of a legislative body that actually disrupts, disturbs, impedes, or renders infeasible the orderly conduct of the meeting and **includes, but is not limited to**, one of the following:
  - (A) A failure to comply with reasonable and lawful regulations or policies adopted by a legislative body related to public comment, or any other law.
  - (B) Engaging in behavior that constitutes use of force or a true threat of force.

# New Law! SB 1100



- Before removing an individual, the presiding member or their designee **must warn the individual** that their behavior is
  - 1. disrupting the meeting and
  - 2. that their failure to cease their behavior may result in their removal.
- The presiding member or their designee may then remove the individual if they do not promptly cease their disruptive behavior.

# New Law! SB 1100



- The warning requirement does not apply to behavior constituting a **“true threat of force.”**
- A **“true threat of force”** means “a threat that has sufficient indicia of intent and seriousness, that a reasonable observer would perceive it to be an actual threat to use force by the person making the threat.”



# Closed Sessions



## What Are the Permissible Closed Sessions?

- ▶ Pending/Anticipated Litigation (conference with legal counsel)
  - ▶ Personnel (appointment, employment, evaluation, discipline, dismissal)
  - ☞ Caveat: 24-hour written notice to employee is required if Board will hear complaints and/or charges



# Closed Sessions



## What Are the Permissible Closed Sessions?

*(cont.)*

- ▶ Conference with Real Estate Negotiator
- ▶ Conference with Labor Negotiator
- ▶ Public Security
- ▶ Pupil Discipline (Education Code)

# Closed Session



## Requirements

- ▶ Use “Safe Harbor” agenda language (GC 54954.5)
- ▶ Prior to Closed Session:
  - ✎ Board Must Make a Public Announcement of Reasons for Closed Session Prior to Closed Session
- ▶ Public Must Have an Opportunity to Comment
- ▶ After Closed Session:
  - ✎ Board Must Make a Public Report of Action Taken in Closed Session and Vote or Abstention of Every Board Member
- ▶ Only necessary personnel may attend
- ▶ Confidentiality is required

# Executive Compensation



## Executive Compensation

- ▶ Approval of CEO/Executive Director's compensation (and some others) must occur at a regular meeting
  - ▶ Govt. Code 54953: Prior to final action, Board must orally report a summary of the recommendation for final action, including the salary, salary schedule, and fringe benefits, during the open meeting where final action will be taken.
  - ▶ Final action in open session



# Enforcement



## Complaints and Challenges

### Notice of Concern

- ▶ Often brought by Charter Authorizer
- ▶ Short turnaround to respond
- ▶ Seek advice from legal counsel on response

### Notice and Demand for Cure or Cease and Desist

- ▶ Can be brought by DA or member of the public
- ▶ Board must cure/respond within 30 days
- ▶ Seek advice from legal counsel on response

# Understanding Conflict of Interest Laws

# Conflicts of Interest



## Broad Definition

- ▶ A *conflict of interest* arises when an individual who has a private financial interest in the outcome of a corporate contract or a public decision, participates in the decision-making process or influences or attempts to influence others making the contract or decision.
- ▶ In short, a conflict of interest is a clash between an individual's duty to his or her office and his or her personal interests.

# Financial Interests



## Common Types of Financial Interests Regulated by Conflict Laws

- ▶ Ownership or investment in business entity
  - ▶ Investment in real property
  - ▶ Source of income
  - ▶ Source of gifts
  - ▶ Effect on personal finances
- 👉 Financial interests of immediate family members of Board Members and employees typically are covered.





# Government Code Section 1090



## Elements

1. Public official (officer, board member, or employee)
2. Making a public contract (for sale or purchase)
3. Public official has a financial interest in the contract

# Government Code Section 1090



## What you need to know about Section 1090

- ▶ If board member has financial interest, the entire board is prohibited from entering into the contract; *even if it is with the best vendor at the best price and the interested board member abstains.* (Unless an exception applies.)
- ▶ Making a public contract is defined very broadly! Applies to earliest discussions, planning, solicitation for bids, etc., not just vote.
- ▶ Thus, this statute is, in most respects, the toughest standard to meet.
- ▶ Violation of GC 1090 is a felony and the contract void!

# Political Reform Act



D E C I S I O N S



# Political Reform Act



## Big Picture

1. Public official
2. Participating in or attempting to influence a governmental decision
3. Public official has qualifying financial interest  
*(Includes spouse and children)*
4. Financial interest is material

**The Official Must Recuse Him or Herself from  
All Parts of the Decision-Making Process**

👉 Lots of very detailed regulations have also been adopted by FPPC.

# COI Code



## Conflict of Interest Code

- ▶ States who must file the Form 700
- ▶ Assigns disclosure categories



# Form 700



## Form 700

- ▶ Statement of Economic Interests
- ▶ When it must be filed:
  - ▶ Assuming or reappointment to office or position (within 30 days)
  - ▶ Once annually (by April 1<sup>st</sup>)
  - ▶ Leaving office or position (within 30 days)
- ▶ Penalties for failure to file:
  - ▶ Criminal charges by Atty General or District Atty for deliberate failure to file
  - ▶ Civil or administrative action by FPPC or private citizen

# Political Reform Act



## “Financial Interest” for Form 700

- ▶ Investment in business entity of \$2,000 or more
- ▶ Real property investment of \$2,000 or more
- ▶ Income of \$500 or more
- ▶ Business position in entity
- ▶ Gift of \$50 or more

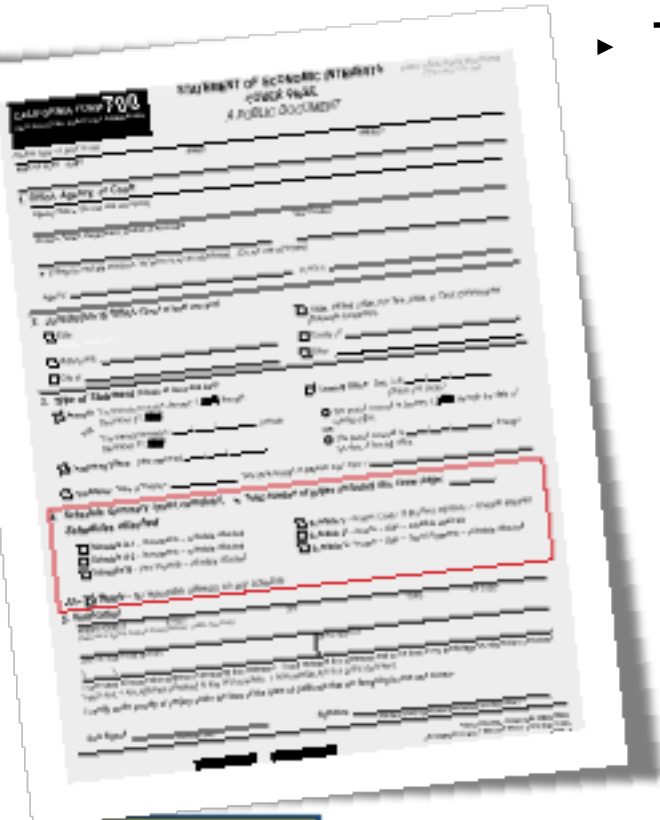


# Form 700



Check the Conflict-of-Interest Code to Determine What You Must Report (Board members: broad disclosure).

- ▶ Typically, All Financial Interests
  - ☞ Not Your Residence
  - ☞ Not Income from a Public Agency
  - ☞ Half of Your Spouse's Income
  - ☞ Financial Interest within Your Jurisdiction
    - ▲ Property – within 2 miles of jurisdiction
    - ▲ Investments/Business in jurisdiction
    - ▲ Gifts – all gifts inside or outside of jurisdiction





# Form 700



## Gifts

- ▶ General rule is that you cannot accept more than \$500 from one source in a calendar year.
- ▶ General rule is that gifts worth more than \$50 must be reported (one gift or aggregate gifts from same source in a calendar year).
- 1. Many exceptions to both general rules, the most common being:
  - ☞ Special Occasions – Birthdays, Holidays:
    - ▲ Can be gifts from anyone (other than lobbyists) if the gift giving and taking is proportional.
- 2. Inheritance

# Form 700



## Gift (cont.)

### 3. Family Members:

- ☞ Spouse (or former spouse), child, parent, grandparent, great grandparent, grandchild, brother, sister, current or former parent-in-law, brother-in-law, sister-in-law, aunt, great aunt, uncle, great uncle, niece, great niece, nephew, great nephew, first cousin, or first cousin once removed, or the spouse of any such person. (other than a lobbyist)

### 4. “BFF’s”- Long-term friendships:

- ☞ Friends for a “period of time” and gift giving and taking must be proportional. (other than a lobbyist)

### 5. Dating – “bona fide” relationship (other than a lobbyist)

- ☞ Returning or Donating Gifts vs. Reporting

# Common Law on Conflicts-of-Interest



## Prohibition Against Conflicts of Interest

- ▶ Public official engaging in transaction or influencing decision.
- ▶ Creating an appearance of impropriety (financial interest not necessarily required)

## Doctrine of Incompatible Offices

- ▶ Public official holding two public offices simultaneously
- ▶ Offices are incompatible with each other (creating divided loyalties); overlapping jurisdictions

# New Law! AB 2158



- Signed by the Governor on September 13, 2022, effective January 1, 2023; subject to a ramp up period for full compliance by January 1, 2026
- Existing law has required members and certain employees of cities and counties to engage in **two hours** of ethics training “relevant” to their public service” **every two years**
- AB 2158 adds charter schools to the list of **local agencies** subject to the biennial training requirement and extends the training obligation to members of charter school boards

# New Law! AB 2158



- “Ethics laws” include, but are not limited to, the following:
- (1) Laws relating to personal financial gain by public servants, including, but not limited to, laws prohibiting bribery and conflict-of-interest laws.
  - (2) Laws relating to claiming perquisites of office, including, but not limited to, gift and travel restrictions, prohibitions against the use of public resources for personal or political purposes, prohibitions against gifts of public funds, mass mailing restrictions, and prohibitions against acceptance of free or discounted transportation by transportation companies.

# New Law! AB 2158



“Ethics laws” include, but are not limited to, the following:

- (3) Government transparency laws, including, but not limited to, financial interest disclosure requirements and open government laws.
- (4) Laws relating to fair processes, including, but not limited to, common law bias prohibitions, due process requirements, incompatible offices, competitive bidding requirements for public contracts, and disqualification from participating in decisions affecting family members.

# New Law! AB 2158



## Requirements

- The Fair Political Practices Committee and the Attorney General must be “consulted” in connection with the development of course materials
- Charter schools must provide their officials with information on how they can meet the training requirements at least once annually
- Charter schools must maintain records for at least five years after the training was provided indicating
  - The dates that officials satisfied the training requirements
  - The entit(ies) that provided the training

# New Law! AB 2158



## Applicability

- Not applicable to board members whose terms will expire before January 1, 2026
- All other board members seated as of January 1, 2025 must receive the required training by January 1, 2026 and retrain at least once every two years thereafter



# New Law! AB 2158



## Applicability

- What about charter school employees?
  - Are they an “[a]n employee designated by a local agency governing body to receive the training specified under this article?”
- What about training requirements in charters and MOUs?
- Does this training count towards the new “ethics training” requirement?

# Public Records Act

# Public Records Act



- Nearly all electronic and paper records held by the charter school are disclosable to members of the public and the media.
- Emails and text messages relating to school business are disclosable if a specific exemption does not apply



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**QUESTIONS AND  
RESPONSES**

**THANKS FOR  
ATTENDING  
TODAY!**

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SUITE 370  
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**SAN DIEGO OFFICE:**

591 CAMINO DE LA REINA  
SUITE 910  
SAN DIEGO, CA 92108

**WALNUT CREEK OFFICE:**

500 YGNACIO VALLEY ROAD  
SUITE 190  
WALNUT CREEK, CA 94596

# Coversheet

## Williams Quarterly Report (January 2023)

**Section:** VI. Operations  
**Item:** A. Williams Quarterly Report (January 2023)  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** Williams Quarterly Report 2023-01-31.pdf



# San Bernardino County Superintendent of Schools

Ted Alejandre  
County Superintendent

*Transforming lives through education*

January 31, 2023

Dr. Sabrina Bow, Executive Director  
Encore Jr./Sr. High School for the Performing and Visual Arts  
16955 Lemon Street  
Hesperia, CA 92345

Dear Dr. Bow:

Thank you for your continued collaboration throughout the Williams monitoring process. As you may know, California Education Code section 1240 requires that I annually visit Williams-monitored schools identified in our county and report to you the results of my findings on a quarterly basis (October, January, April, and July). This report serves as your district's **second quarterly report** for the 2022/23 fiscal year.

Education Code section 1240(c)(2)(C) also requires that the results of the visits and/or reviews be reported to the governing board of each school district at a regularly scheduled meeting held in accordance with public notification requirements. ***Please be sure to include this report as an agenda item for your next regularly scheduled Board meeting.***

In summary, there are no findings to report in the following areas:

**1. Instructional Materials**

The instructional materials sufficiency reviews were conducted during the first quarter of the 2022/23 fiscal year as part of the Williams site visitation process and the findings were reported in the first quarterly reports generated in October 2022.

**2. School Facilities**

The facilities inspections were conducted during the first quarter of the 2022/23 fiscal year as part of the Williams site visitation process and the findings were reported in the first quarterly reports generated in October 2022.

**3. Teacher Assignments**

The annual assignment monitoring review for the 2022/23 fiscal year is scheduled to take place between April and June 2023; however, the timeline is dependent on the release of California Longitudinal Pupil Achievement Data System (CALPADS) Fall 2 data from the California Department of Education. Findings will be included in the corresponding quarterly report. The 2021/22 review was recently completed, and findings were only included for applicable districts and school sites.

My findings are as follows:

**4. School Accountability Report Cards (SARC)**

2020/21 SARCs published in the 2021/22 school year were reviewed for accuracy of information pertaining to the quality, currency, and availability of instructional materials, and facilities good repair. Preliminary findings were provided to districts and charter

Office of the Superintendent

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Williams Second Quarterly Report  
Page 2 of 2

schools with an opportunity for revision and resubmission, as appropriate. Upon final review, no inaccuracies were reported for your Williams-monitored site(s).

On behalf of the SBCSS Williams team, it has been a pleasure to work in partnership with you and the staff of Encore Jr./Sr. High School for the Performing and Visual Arts.

Sincerely,



Ted Alejandre  
County Superintendent

cc: Mr. Chandale Sutton, Board President  
Ms. Liza Contreras, Williams Liaison  
Mr. Isaac Newman-Gomez HUSD Asst. Superintendent - Innovative Technology & Communication  
Ms. Jenny Owen, SBCSS Director, Communications and Intergovernmental Relations  
Mr. James Fields, SBCSS Senior Manager, Intergovernmental Relations and Communications  
Ms. Amanda Shoffner, SBCSS Credentials Manager