APPROVED

Encore JR/SR High School

Minutes

Regular Encore Board of Directors Meeting - July 17, 2023

Date and Time
Monday July 17, 2023 at 6:30 PM

Location
Encore High School
16955 Lemon Street
Hesperia CA 92345

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, “Public Comment.” Members of the public who wish to comment during the Board meeting may fill out a public comment card. 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 after being warned by the Board Chair or designee that they are disrupting the meeting.

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

Directors Present
C. Sutton, I. Rapier, R. Magana

Directors Absent

K. Lutz, R. Hunt

Guests Present
I. Garcia, J. Schwarck, P. Alaimalo, S. Adriaan, S. Bow

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 Jul 17, 2023 at 6:53 AM.

B. Record Attendance

C. Public Comment

No public comment.

D. Approval of the Agenda

I. Rapier made a motion to Approve.
R. Magana seconded the motion.
Recommended to postpone Item V.B. Approval of 2023-24 Fiscal Policies Manual to August 2023 Board Meeting.
The board **VOTED** to approve the motion.

Roll Call

R. Magana	Aye
I. Rapier	Aye
R. Hunt	Absent
C. Sutton	Aye
K. Lutz	Absent

E. Board Member Comments

No board member comments.

II. Consent Items

A. Approval of Board Meeting Minutes

I. Rapier made a motion to approve the minutes from Regular Encore Board of Directors Meeting - June 2023 on 06-26-23.
R. Magana seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

R. Hunt	Absent

Roll Call

R. Magana	Aye
K. Lutz	Absent
C. Sutton	Aye
I. Rapier	Aye

III. Items Pulled From Consent Calendar

A. Items Pulled From Consent Calendar

No items pulled from Consent Calendar.

IV. Governance

A. Appointment of Board Member: Chandale Sutton

I. Rapier made a motion to Approve.
R. Magana seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

C. Sutton	Aye
I. Rapier	Aye
R. Hunt	Absent
R. Magana	Aye
K. Lutz	Absent

B. Appointment of Board Chair: Chandale Sutton

I. Rapier made a motion to Approve.
R. Magana seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

C. Sutton	Aye
R. Hunt	Absent
R. Magana	Aye
K. Lutz	Absent
I. Rapier	Aye

V. Business and Finance

A. Presentation by ICON School Management

Daniel Lee presented. Daniel was previously a charter school auditor from 2003 to 2014. ICON has 2 partners and 40 clients.

B. Approval of 2023-24 Fiscal Policies Manual

Moved to August 2023 Board Meeting.

VI. Operations

A. Approval of 2023-24 Student Handbook

I. Rapier made a motion to Approve.
R. Magana seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

R. Hunt	Absent
R. Magana	Aye
C. Sutton	Aye
I. Rapier	Aye
K. Lutz	Absent

B. Approval of 2023-24 Employee Handbook

I. Rapier made a motion to Approve.
R. Magana seconded the motion.
Changes made are: Administration List, Payroll dates and pay periods, contact information for IT department, new HR contact with additional training, correction to 90 day waiting period for health benefits to become effective first day of month following the month of hire.
The board **VOTED** to approve the motion.

Roll Call

R. Hunt	Absent
K. Lutz	Absent
I. Rapier	Aye
C. Sutton	Aye
R. Magana	Aye

VII. Closing Items

A. Adjourn Meeting

I. Rapier made a motion to Approve.
R. Magana seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

K. Lutz	Absent
C. Sutton	Aye
R. Magana	Aye
I. Rapier	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 6:56 PM.

Respectfully Submitted,
C. Sutton

Documents used during the meeting

- ICON Intro to Team.pdf
- Encore Student Handbook 23-24 for board approval July 17 2023.pdf
- Encore Employee Handbook for Board Approval 2023-07-17 (4857-8390-7655.v1).pdf

---

A copy of the agenda will be posted at least 72 hours before such meeting. A copy of the written materials which will be submitted to the Board of Encore Junior and Senior High School for the Arts is available along with this agenda following the posting of the agenda by emailing Sabrina Bow at sbow@encorehighschool.com. Any public records relating to an agenda item for an open session of the Board shall be available for inspection at 16955 Lemon Street, Hesperia CA 92345.

Requests for disability-related modifications or accommodations to participate in this public meeting shall be made 24 hours prior to the meeting by calling (760) 956-2632 or emailing Sabrina Bow at sbow@encorehighschool.com. All efforts will be made for reasonable accommodations consistent with the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. The agenda and public documents can be modified upon request as required by Section 202 of the Americans with Disabilities Act.