



## Encore JR/SR High School

### Minutes

#### Regular Encore Board of Director's Meeting - September 23, 2024

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**Date and Time**

Monday September 23, 2024 at 6:30 PM

**Location**

Encore High School  
16955 Lemon Street  
Hesperia, CA 92345

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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, "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.

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**Directors Present**

C. Sutton, I. Rapier, K. Lutz, R. Magana

**Directors Absent**

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*None*

**Ex Officio Members Present**

D. Muñoz, P. Alaimalo

**Non Voting Members Present**

D. Muñoz, P. Alaimalo

**Guests Present**

Daniel Lee, J. Grant, J. Schwarck, J. Thibodeaux, S. Del Sole

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**I. Opening Items**

**A. Record Attendance**

**B. 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 Sep 23, 2024 at 6:44 PM.

**C. Public Comment**

No members of the public present.

**D. Approval of the Agenda**

I. Rapier made a motion to Approve.

R. Magana seconded the motion.

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

**Roll Call**

I. Rapier     Aye

R. Magana   Aye

C. Sutton    Aye

K. Lutz       Aye

**E. Board Member Comments**

No comments from board members.

**II. Consent Items**

**A. Approval of Board Meeting Minutes**

K. Lutz made a motion to approve the minutes from Regular Encore Board of Directors Meeting- August 26, 2024 on 08-26-24.

I. Rapier seconded the motion.

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

**Roll Call**

C. Sutton Aye

K. Lutz Aye

R. Magana Aye

I. Rapier Aye

K. Lutz made a motion to approve the minutes from Special Encore Board of Directors Meeting- September 3, 2024 on 09-03-24.

I. Rapier seconded the motion.

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

**Roll Call**

I. Rapier Aye

C. Sutton Aye

R. Magana Aye

K. Lutz Aye

**B. Personnel Report**

K. Lutz made a motion to Approve.

I. Rapier seconded the motion.

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

**Roll Call**

C. Sutton Aye

I. Rapier Aye

K. Lutz Aye

R. Magana Aye

**C. Ratification of Contracts for Professional Services**

K. Lutz made a motion to Approve.

I. Rapier seconded the motion.

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

**Roll Call**

K. Lutz Aye

C. Sutton Aye

R. Magana Aye

I. Rapier Aye

**III. Items Pulled From Consent Calendar**

**A. Items Pulled From Consent Calendar**

No items pulled from consent items.

## IV. Staff Reports

### A. Executive Director/Principal's Report

Dr. Munoz updated the board regarding staffing. Jr. high is fully staffed with teachers with all proper credentials in all areas of proper content. One final math position has been filled. This teacher will start with Encore on Wednesday, Sept 25, 2024.

### B. Staff Liaison's Report

Sandi Del Sole updated the board about the positive changes that are happening at Encore. Hesperia Days Parade was a success. No Drugs America event is in the works on October 12 in Apple Valley at the Civic Center. There are many winter festivities coming. Encore is putting together Kids Camp. Ambassadors are working with elementary schools to see some of Encore's productions. Carnival is coming up in October.

### C. Student Representative's Report

Irene Kim presented the Student Advocacy Council and the purpose of bringing attention to students' voices and concerns regarding AP classes, after-school tutoring, and sports.

## V. Budget and Finance

### A. July 2024 Financials

Daniel Lee with ICON present the Financial report.

### B. 23-24 Unaudited Actuals

I. Rapier made a motion to Approve.

K. Lutz seconded the motion.

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

#### Roll Call

K. Lutz     Aye

C. Sutton   Aye

R. Magana   Aye

I. Rapier    Aye

### C. Approval of Freedom Writers Foundation Proposal

K. Lutz made a motion to Approve.

R. Magana seconded the motion.

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

#### Roll Call

C. Sutton   Aye

R. Magana   Aye

**Roll Call**

K. Lutz     Aye

I. Rapier     Aye

**D. Approval of Facilitron for Rental of Facilities & Facilities Management Portal Agreement**

K. Lutz made a motion to Approve.

I. Rapier seconded the motion.

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

**Roll Call**

C. Sutton     Aye

R. Magana     Aye

I. Rapier     Aye

K. Lutz     Aye

**VI. Adjourn to Closed Session**

**A. Reconvene from closed session**

The board reconvened at 8:58pm.

During closed session, the board took no action.

**VII. Closing Items**

**A. Adjourn Meeting**

I. Rapier made a motion to Adjourn.

R. Magana seconded the motion.

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

**Roll Call**

I. Rapier     Aye

C. Sutton     Aye

R. Magana     Aye

K. Lutz     Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:58 PM.

Respectfully Submitted,

C. Sutton

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**Documents used during the meeting**

- 2024\_09\_03\_board\_meeting\_minutes DRAFT.pdf

- 2024\_08\_26\_board\_meeting\_minutes DRAFT.pdf
- Personnel Report 09.13.24.pdf
- Board Meeting Ratification 2024-2025 09.23.24.pdf
- PO 250102 - signed.pdf
- Staff Liaison Report for 09-23-2024.pdf
- Jul '24 Encore Financial Report.pdf
- 23-24 Unaudited Actuals.pdf
- Encore Education Corporation\_ Facilitron\_RWM.pdf

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Requests for disability-related modifications or accommodations to participate in this public meeting shall be made 24 hours prior to the meeting by calling (760) 956-2632 or emailing Joseph Thibodeaux at [jthibodeaux@encorehighschool.com](mailto:jthibodeaux@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.