

**REGULAR MEETING AGENDA  
GOVERNING BOARD  
RIVERSIDE GATEWAY TO COLLEGE EARLY COLLEGE HIGH SCHOOL  
Riverside City College  
Lovekin Complex L4  
4800 Magnolia Avenue  
Riverside, CA 92506**

**July 13, 2017  
7:30 A.M.**

**INSTRUCTIONS FOR PRESENTATIONS TO  
THE BOARD BY PARENTS AND CITIZENS**

Gateway to College Early College High School (“School”) and Gateway College and Career Academy (“GCCA”) welcomes your participation at the School’s Governing Board meetings. The purpose of a public meeting of the Governing Board (“Board”) is to conduct the affairs of the School in public. We are pleased that you are in attendance and hope that you will visit these meetings often. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:

1. Agendas are available to all audience members at the door to the meeting.
2. Ivory “Request to Speak” forms are available to all audience members who wish to speak on any agenda item(s) or under the general category of “Oral Communications.”
3. “Oral Communications” is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes each and total time allotted to non-agenda items will not exceed fifteen (15) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
4. With regard to items that are on the agenda, you may specify that agenda item on your ivory request form and you will be given an opportunity to speak for up to five (5) minutes when the Board discusses that item.
5. When addressing the Board, speakers are requested to state their name and address and adhere to the time limits set forth.
6. Citizens may request that a topic related to school business be placed on a future agenda. Once such an item is properly agendaed and publicly noticed, the Board can discuss, respond, and possibly act upon such an item.
7. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. The agenda shall include information regarding how, to whom, and when a request for disability related modification or accommodation, including auxiliary aids or services may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting.
8. The Board shall make any writing that is a public record and that relates to an agenda item in open session which is distributed less than 72 hours in advance of the meeting, available for public inspection at Lovekin Complex L5, Riverside City College, 4800 Magnolia Avenue, Riverside, CA 92506. The writing will also be posted on the Gateway College and Career Academy website: [www.thinkbeyonddiploma.org](http://www.thinkbeyonddiploma.org).

**I. PRELIMINARY**

**A. CALL TO ORDER**

Meeting called to order by the Board Chair at 7:49 A.M.

**B. ROLL CALL**

	Present	Absent
Ilsa Garza-Gonzalez	_____	___X___
Michele Gracia	___X___	_____
Mark Pedersen	___X___	_____
Debra Postil	___X___	_____
Joan Wells	___X___	_____

**II. COMMUNICATIONS**

A. **ORAL COMMUNICATIONS:** Non-agenda items: no individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

**III. CONSENT AGENDA ITEMS**

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them. The Director recommends approval of all consent agenda items.

A. Approval of Board Meeting Minutes for June 2017- pg.5-12

B. Approval of Claims Paid Activity Report for June 2017- pg.13

It is recommended that the Board approve Consent Agenda Items A and B			Motion: <u>  X  </u> Action: <u>      </u> Second: <u>  X  </u> Vote: <u>  X  </u>		
	Motion	2 <sup>nd</sup>	In Favor	Against	Abstain
<b>Michele Gracia</b>		X	X		
<b>Mark Pedersen</b>	X		X		
<b>Debra Postil</b>			X		
<b>Joan Wells</b>			X		
<b>Ilsa Garza-Gonzales</b>					

*No discussion was made on consent agenda items A and B.*

**IV. ITEMS SCHEDULED FOR ACTION**

A. 2017-18 Education Protection Account Resolution and Spending Determinations- pg.14-18

It is recommended that the Board approve Agenda Item A.			Motion: <u>  X  </u> Action: <u>      </u>	Second: <u>  X  </u> Vote: <u>  X  </u>	
	Motion	2 <sup>nd</sup>	In Favor	Against	Abstain
Michele Gracia	X		X		
Mark Pedersen		X	X		
Debra Postil			X		
Joan Wells			X		
Ilsa Garza-Gonzales					

*The school's EPA spending determinations for 2017-2018 were presented to the Board . Gateway plans to use the funds for teacher salaries and supplies under function code 1000.*

B. 4<sup>th</sup> Quarter Uniform Complaint Procedure Report- pg.19-20

It is recommended that the Board approve Agenda Item B.			Motion: <u>  X  </u> Action: <u>      </u>	Second: <u>  X  </u> Vote: <u>  X  </u>	
	Motion	2 <sup>nd</sup>	In Favor	Against	Abstain
Michele Gracia	X		X		
Mark Pedersen		X	X		
Debra Postil			X		
Joan Wells			X		
Ilsa Garza-Gonzales					

*No complaints filed in the 2016-2017 4<sup>th</sup> quarter. Report will be sent to RCOE directly after meeting.*

C. Approval of 2017-18 Student Handbook-pg.21-47

It is recommended that the Board approve Agenda Item C.			Motion: <u>  X  </u> Action: <u>      </u>	Second: <u>  X  </u> Vote: <u>  X  </u>	
	Motion	2 <sup>nd</sup>	In Favor	Against	Abstain
Michele Gracia			X		
Mark Pedersen		X	X		
Debra Postil	X		X		
Joan Wells			X		

<b>Ilsa Garza-Gonzales</b>					
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*The 2017-2018 student handbook was updated to comply with recent changes to Ed Code and State law. The Board recommends adding an acknowledgement page to the handbook as well as a method for continuing students to certify that they have reviewed and understand the most recent version. Debra Postil also recommends putting a date of revision on the bottom of document. Staff will make the suggested changes before publishing the handbook.*

D. Approval of 2017-18 Employee Handbook-pg.48-92

It is recommended that the Board approve Agenda Item D.	Motion: <u>  X  </u> Action: <u>      </u> Second: <u>  X  </u> Vote: <u>  X  </u>
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	<b>Motion</b>	<b>2<sup>nd</sup></b>	<b>In Favor</b>	<b>Against</b>	<b>Abstain</b>
<b>Michele Gracia</b>	<b>X</b>		<b>X</b>		
<b>Mark Pedersen</b>			<b>X</b>		
<b>Debra Postil</b>		<b>X</b>	<b>X</b>		
<b>Joan Wells</b>			<b>X</b>		
<b>Ilsa Garza-Gonzales</b>					

*Annual updates to the employee handbook were made in consultation with a human resource specialist from CharterSAFE. Board members approved agenda Item D pending the review of pregnancy/disability language to reflect proper time off.*

E. Approval of Director's 2017-2018 Personnel Actions

Name	Position	Start Date	FTE
<u>Certificated Full Time</u>			
Andrea Puente	Counselor	07/17/17	1.0
<u>Classified Part Time</u>			
Kimberly Garcia	EL Instructional Aide	08/21/17	.75

It is recommended that the Board approve Agenda Item E.	Motion: <u>  X  </u> Action: <u>      </u> Second: <u>  X  </u> Vote: <u>  X  </u>
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	<b>Motion</b>	<b>2<sup>nd</sup></b>	<b>In Favor</b>	<b>Against</b>	<b>Abstain</b>
<b>Michele Gracia</b>	<b>X</b>		<b>X</b>		
<b>Mark Pedersen</b>			<b>X</b>		
<b>Debra Postil</b>		<b>X</b>	<b>X</b>		
<b>Joan Wells</b>			<b>X</b>		
<b>Ilsa Garza-Gonzales</b>					

*Two new hires were brought to the Board for final approval. Andrea Puente is a counselor who will be working with foundation students. Kimberly Garcia, a Gateway graduate, will be working to support EL students alongside Kathleen Bywater as an EL Instructional Aide..*

F. Designation to the Board of Directors: Ruth Adams-pg.93-96

It is recommended that the Board approve Agenda Item F.			Motion: <u>  X  </u> Action: <u>      </u> Second: <u>  X  </u> Vote: <u>  X  </u>		
	Motion	2 <sup>nd</sup>	In Favor	Against	Abstain
Michele Gracia			X		
Mark Pedersen	X		X		
Debra Postil		X	X		
Joan Wells			X		
Ilsa Garza-Gonzales					

*In accordance with the process set forth in the RGTCECHS bylaws, the nomination of Ruth Adams for the vacant seat on the Board was brought forth for approval. Ruth Adams has a history as a long time general counsel with Riverside Community College District and has expressed a strong interest in serving our students.*

G. Designation to the Board of Directors: Maria Maness-pg.97-101

It is recommended that the Board approve Agenda Item G.			Motion: <u>  X  </u> Action: <u>      </u> Second: <u>  X  </u> Vote: <u>  X  </u>		
	Motion	2 <sup>nd</sup>	In Favor	Against	Abstain
Michele Gracia			X		
Mark Pedersen		X	X		
Debra Postil	X		X		
Joan Wells			X		
Ilsa Garza-Gonzales					

*In accordance with the process set forth in the RGTCECHS bylaws, the nomination of Maria Maness for the vacant seat on the Board was brought forth for approval. Maria is currently a counselor at RCC who will bring excellent knowledge of the college, available resources, and student support. She is also the parent of a class of 2017 graduate of Gateway.*

V. ITEMS SCHEDULED FOR INFORMATION

A. Director’s Report- This is a presentation of information which has occurred since the previous Board meeting.

i. Financial Report-pg.102-105

Miguel Contreras gave the Board a brief overview of Gateway's financials as of June 30, 2017.

ii. RCC Update

It was announced that Chancellor Burke would be resigning at the end of 2017. Details on the search for a new district chancellor will come in the fall. Director of Facilities Chip West has taken on the role of Interim VP of Business Services. Kathleen Bywater's work as College Articulation Coordinator is in full swing, she is working with GCCA and RCC faculty to begin aligning our high school courses. RCC CTE department will be holding a cyber-security conference in 2017-18.

iii. Fiscal Operations

The school is continuing to examine options for fulfilling fiscal operations needs. We are currently gathering proposals to fulfill the fiscal operations needs vacated by Michael Wright. One proposal has been submitted and others are being requested and will be compared.

B. Strategic Planning Taskforce Report

i. Governance workshop in September (approximately 2 hours)

Discussion on the best time for the previously mentioned governance workshop. The workshop will be scheduled depending on Board availability and when new members formally join the board. Law Offices of Young, Minney and Corr will deliver the workshop.

**VI. ADJOURNMENT**

Meeting adjourned at 9:34 a.m. The next regular Board Meeting is scheduled for Friday September 15, 2017 at 7:30 am in the RCC Lovekin Complex L4.