

**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**

**June 22, 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 agendized and publicly noticed, the Board can discuss, respond, and possible 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.

I. PRELIMINARY

A. CALL TO ORDER

Meeting called to order by the Board Chair at 7:46 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 May 2017- pg.5-9
- B. Approval of Claims Paid Activity Report for April 2017- pg.10
- C. Approval of Claims Paid Activity Report for May 2017- pg.11

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

Discussion regarding the procedure for approving payments to Women Wonder Writers. Miguel Contreras confirmed that Gateway's legal representation, Young, Minney and Corr did not feel that this was a conflict of interest or violation of corporate code and suggested a process for

approving payments in the future.

IV. ITEMS SCHEDULED FOR ACTION

A. Approval of Revised 2017-18 Budget- pg.12-18

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	2nd	In Favor	Against	Abstain
Michele Gracia			X		
Mark Pedersen	X		X		
Debra Postil		X	X		
Joan Wells			X		
Ilsa Garza-Gonzales					

Miguel Contreras presented the updated 2017-2018 budget to the Board. Miguel let the board know there was only minimal changes compared to what was presented in the May meeting. Changes were related to retirement benefits expenditures.

B. Approval of 2017-2018 Board of Directors Meeting Calendar- 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	2nd	In Favor	Against	Abstain
Michele Gracia			X		
Mark Pedersen		X	X		
Debra Postil	X		X		
Joan Wells			X		
Ilsa Garza-Gonzales					

Discussion on whether the day and time for Board meetings should be moved or stay the same. It was decided that discussion would continue throughout the next couple of months. Board plans to meet July 13, 2017 and plans to invite Chip West (RCC facilities director) to that meeting to continue RCC administrator discussions.

C. Approval of 2016-17 Employee Benefits Plan: Charter Life-pg.21-27

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	2nd	In Favor	Against	Abstain
Michele Gracia			X		
Mark		X	X		

Pedersen					
Debra Postil	X		X		
Joan Wells			X		
Ilsa Garza-Gonzales					

Discussion on employee benefits plan proposal from CharterLife for the 2017-2018 fiscal year.

D. Approval of 2016-17 Insurance Coverage Proposal: Charter Safe-pg.28-44

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>		
	Motion	2nd	In Favor	Against	Abstain
Michele Gracia					
Mark Pedersen					
Debra Postil					
Joan Wells					
Ilsa Garza-Gonzales					

The 2017-2018 insurance coverage proposal from CharterSafe was presented to the members of the Board. Discussion was had about details of coverage.

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

Name	Position	Start Date	FTE
<u>Certificated Full Time</u>			
Elena Bautista	Counselor	07/03/17	1.0
Issac Contreras	Counselor	07/03/17	1.0
Brenda Forsse	Interim Dean of Students	07/03/17	1.0
Scott Jacobs	Instructor, English/Language Arts	08/21/17	1.0
Misty Loucks	Instructor, Math	08/21/17	1.0
Amy Moring	Instructor, English/Language Arts	08/21/17	1.0
Christopher Rosado	Counselor	07/03/17	1.0
Zach Taylor	Instructor, Social Studies	08/21/17	1.0
Mercedes Winton	Counselor	07/03/17	1.0
<u>Certificated Part Time</u>			
Robin Acosta	Administrator on Special Assignment	07/01/17	.30
Kathleen Bywater	ELL Program and College Articulation	07/01/17	.25
<u>Classified Full Time</u>			
Samantha Hager	Business Operations Manager	07/03/17	1.0
Stacy Lobato	Clerk	07/03/17	1.0

Classified Part Time

Jessica Baron	Instructional Aide	08/21/17	.75
Linda Montgomery	Academic Coach	08/21/17	.80
Mayomy Navarrete	Instructional Aide	07/03/17	.75
Kailin Scott	Marketing/Outreach Specialist	07/03/17	.75

Stipends

Elena Bautista	Lead Counselor
Issac Contreras	Outreach/Recruitment Coordinator
Brenda Forsse	Dean of Students
Scott Jacobs	Special Project II (WACS and Testing Coordinator)
Zach Taylor	Lead Teacher

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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	Motion	2 nd	In Favor	Against	Abstain
Michele Gracia			X		
Mark Pedersen	X		X		
Debra Postil		X	X		
Joan Wells			X		
Ilsa Garza-Gonzales					

Discussion on the change in roles a few employees are making during the 2017-2018 fiscal year. Changes and additions to personnel was also discussed with the Board.

F. Approval of 2017-18 Local Control Accountability Plan and Annual Update-*pg.45-62*

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>
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	Motion	2 nd	In Favor	Against	Abstain
Michele Gracia					
Mark Pedersen		X	X		
Debra Postil	X		X		
Joan Wells			X		
Ilsa Garza-Gonzales					

Miguel Contreras presented the board with Gateway's 2017-2018 LCAP report. Miguel let the Board know the LCAP would show emphasis on transportation, nutrition, and a one-to-one technology program for Gateway students. The Board asked that an assessment strategy be conducted on the use of chromebooks. They want to ensure that chromebooks are adequately meeting the needs of students in RCC courses.

G. 2017-2018 Election of Officers to the Riverside Gateway to College ECHS Board of Directors.

1. President
2. Vice-President
3. Treasurer
4. Secretary

It is recommended that the Board approve Agenda Item G.1			Motion: <u> X </u> Action: <u> </u> Second: <u> X </u> Vote: <u> X </u>		
	Motion	2 nd	In Favor	Against	Abstain
Michele Gracia					
Mark Pedersen		X	X		
Debra Postil	X		X		
Joan Wells			X		
Ilsa Garza-Gonzales					

Joan Wells voted as 2017-2018 President.

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

Debra Postil voted as 2017-2018 Vice President.

It is recommended that the Board approve Agenda Item G.3			Motion: <u> X </u> Action: <u> </u> Second: <u> X </u> Vote: <u> X </u>		
	Motion	2 nd	In Favor	Against	Abstain
Michele Gracia					
Mark Pedersen			X		
Debra Postil		X	X		
Joan Wells	X		X		
Ilsa Garza-Gonzales					

Mark Pedersen voted as 2017-2018 Treasurer.

It is recommended that the Board approve Agenda Item G.4			Motion: <u> X </u> Action: <u> </u> Second: <u> X </u> Vote: <u> X </u>		
Michele Gracia					
Mark Pedersen		X	X		
Debra Postil			X		
Joan Wells	X		X		
Ilsa Garza-Gonzales					

Michele Gracia voted as 2017-2018 Secretary.

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. 63-66

Miguel Contreras went over the financial reports with members of the Board.

ii. Fiscal Operations

Discussion on business operations and staffing for it. It was suggest that Gateway should add expertise support. It was also discussed that Gateway staff should explore possibility of future development position for grant writing.

iii. Classified Retirement Plans

Discussion on retirement options for classified staff.

B. Strategic Planning Taskforce Report-

i. New member nominations

Joan Wells made a motion to create a new task force to review new nominees.

It is recommended that the Board approve New Task Force.			Motion: <u> X </u> Action: <u> </u> Second: <u> X </u> Vote: <u> X </u>		
Michele Gracia					
Mark Pedersen	X		X		
Debra Postil		X	X		
Joan Wells			X		
Ilsa Garza-Gonzales					

Mark Pedersen, Debra Postil and Miguel Contreras have been appointed to new task force. Sole

function of task force is to review board candidacies and make recommendations to the Board.

ii. Governance workshop- July or September- 2 hours

VI. ADJOURNMENT

Meeting adjourned at 10:02 A.M.

The next regular Board Meeting is scheduled for Thursday July 13, 2017 at 7:30 am in the RCC Lovekin Complex L4.

Minutes