

**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**

**April 22, 2016
7:30 A.M.**

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

Riverside Gateway to College Early College High School and Gateway College and Career Academy (“GCCA”) welcome 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.

I. PRELIMINARY

A. CALL TO ORDER

Meeting will be called to order by the Board Chair at 7:42 A.M.

B. ROLL CALL

	Present	Absent
Shelagh Camak	<u> X </u>	<u> </u>
Ilsa Garza-Gonzalez	<u> </u>	<u> X </u>
Michele Gracia	<u> X </u>	<u> </u>
Mark Pedersen	<u> X </u>	<u> </u>
Debra Postil	<u> X </u>	<u> </u>
Joan Wells	<u> X </u>	<u> </u>

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.

REFERENCES

A. Approval of Claims Paid Activity Report for March 2016 *Check Register-pg.4-5*

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

IV. ITEMS SCHEDULED FOR ACTION

A. Approval of Board meeting minutes for February and March 2016 and adoption of

new meeting minutes standards- pg.6-16

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

Updated format and style of meeting minutes were illustrated in the February and March minutes. Board members were asked to provide further feedback. Upon review by the members, the updated minutes format and style were approved. As suggested by the Board, a cover/informational page for each item scheduled for action was added to the board packet.

B. Battleship USS Iowa Museum fieldtrip- pg.17

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

The upcoming fieldtrip to the Battleship Iowa for the social studies classes was discussed. The members raised a few logistical questions but were very supportive of the planned outing and its educational value.

C. Professional development international travel request- pg.18-28

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

Debra Postil			X		
Joan Wells			X		
Shelagh Camak	X		X		
Ilsa Garza-Gonzales					

The RGTCECHS International travel policy states that Board approval is required for all international travel by staff and students. As part of Mr. Taylor’s invitation to participate in the Berlin summer education program, the Director sought approval to utilize existing professional development funds to help cover the expense of the trip. Other staff members in attendance have expressed their support and excitement for Mr. Taylor’s opportunity. Mr. Taylor was asked to bring back and share his experiences and learning with the Board, staff and students.

V. ITEMS SCHEDULED FOR INFORMATION

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

i. Spring enrollment as of 4/12/16:

Continuing- 83
Foundation- 65
Bridge- 10
Total: 158 → @.88 ADA= 139.04 Projected P2 ADA= 161

The most recent enrollment figures were presented to the Board. Current ADA is lower than projected for P2. Staff has a plan in place to raise ADA numbers for the upcoming years to ensure future ADA targets are met. A new data warehouse to run more detailed student demographic and achievement reports was created with Cindy Gibbons and Wendy McEwen during spring break. Newly developed reports will be brought for the Board’s review as part of the strategic planning process.

ii. Financial Report-*pg.29-32*

The latest financial reports were presented by the Business operations staff. Cash flow projections are still on track for a healthy ending cash balance and we are on track to add funds to our existing reserves.

a. 2nd Interim Financial Report letter-*pg.33-34*

Staff took 2nd interim report letter recommendations from the County Office of Education into account by planning to lower Enrollment and ADA projections for the next two years. Staff plans to budget more conservatively but will continue to push to meet previously set enrollment and ADA targets.

iii. Employee benefits and insurance coverage-*pg.35-38*

Gateway is in process of shopping for a new employee benefits provider. There is an opportunity for savings for the Charter, but additional costs shift to the employees. The Director asked for the Board’s input on the plans under consideration and reported that he will also be gathering feedback from the employees. Staff has also been in the process of gathering proposals from potential insurance providers but found that it is a very time sensitive issue. Rather than make a hasty decision, it was decided that we

would keep our current provider for one more year and revisit the issue starting in December.

iv. Accreditation Update-pg.39

A timeline was given to all members for the upcoming WASC accreditation process. Kathy Bywater and Scott Jacobs are currently leading the process as Chair and Co-Chair. More information on process is to come.

B. Board/Staff Discussions - Board and staff discuss items of mutual interest

i.Strategic Planning Taskforce Report

A brief update of the taskforce's ongoing work was discussed. Data gathering and reporting continues to be a focus as preparations are made for our May retreat. The taskforce will meet as necessary as the May meeting approaches. The plan remains to have a mission/vision focused discussion and to review and edit the strategic plan prototype for eventual adoption in our June meeting.

ii.Board Member Recruitment Taskforce Update

A discussion on progress in recruiting someone for the vacant seat on the Board. Per our charter, we will ask RCC and RCOE for potential nominees as well as continue independent recruitment activities.

VI. ADJOURNMENT

Board Meeting adjourned at 9:05 a.m.

The next regular Board Meeting is scheduled for Friday May 20, 2016 at 7:30 am in the Alumni House on the RCC campus.