

**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**

**September 16, 2016
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.

I. PRELIMINARY

A. CALL TO ORDER

Meeting will be called to order by the Board Chair at 7:40 A.M.

B. ROLL CALL

	Present	Absent
Ilsa Garza-Gonzalez	<u> X </u>	<u> </u>
Michele Gracia	<u> X </u>	<u> </u>
Mark Pedersen	<u> </u>	<u> X </u>
Debra Postil	<u> </u>	<u> X </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 Board Meeting Minutes for July 2016 *Minutes-pg.5-9*
- B. Approval of Claims Paid Activity Report for July and August 2016 *Check Register-pg.10-11*

It is recommended that the Board approve Consent Agenda Items A and B. Motion: X Action: X
Second: X Vote: X

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

Board Chair, Joan Wells, noticed a mistake on page 8 of the Board Meeting Minutes for July 2016. A vote was tallied for an absent member. Staff will correct the minutes to reflect the accurate vote tally. The Board requested a business purpose detail column in the claims paid

report during the July meeting. Staff included the column in the current report and received further feedback on the necessary details for the report. Further adjustments will be made by the staff for next month's report.

IV. ITEMS SCHEDULED FOR ACTION

A. 2015-2016 Unaudited Actuals Report-*pg.12-36*

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

Report summary was presented to the Board by Miguel Contreras. No concerns arose and was voted to approve by Board.

B. 2016-17 Education Protection Account Expenditures- *pg.37-38*

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

Miguel Contreras presented the allocation plans to the Board for the 2016-2017 EPA funds. He expressed that the funds are planned to be used for teacher salaries.

C. 2016-17 Educator Effectiveness Expenditures- *pg.39-40*

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>
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	Motion	2 nd	In Favor	Against	Abstain
Michele		X	X		

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

Miguel Contreras let the Members of the Board know that there was no difference of fund allocations to what was presented in July. Grant funds will be allocated to teacher and administrator professional development. The expenditure sheet provided shows that the funds will be used for new teacher induction program and conferences/workshop costs for both teachers and administrators.

V. ITEMS SCHEDULED FOR INFORMATION

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

Motion was made to change order of Directors report. Financials, Enrollment and Strategic plan will be presented first.

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

i. **Financial Report (Samantha Hager)-pg.41-44**

Samantha Hager went over the financial statements for July and August. Two months into the fiscal year and all revenues and expenditures look to be in order.

a. **Adopted budget letter from RCOE- Cash flow questions**

Not reviewed by Board.

ii. **Student Enrollment Report**

Miguel Contreras gave the Board a quick update on current semester enrollment. An enrollment goal of 184 students was reached with 185 students currently enrolled at Gateway College and Career Academy. Currently GCCA is only budgeting for an ADA of 139 students, with the enrollment goal achieved, GCCA will be able to make an adjustment on its budget at P1. Mr. Contreras will provide an update at the next meeting.

iii. **2015-16 Key Performance Outcomes Report**

a. 2016-17 Integrated Action Plan

iv. Accreditation Report (Kathy Bywater)

Kathleen Bywater and Scott Jacobs, WASC Chair and Co-Chair, gave members of the Board a presentation on the progress of the WASC accreditation process.

v. Report from Berlin (Zach Taylor)

Zach Taylor presented a summary of his summer trip to Berlin with the Good Luck Charlie Foundation. He also conveyed how he plans on implementing what he learned in his classes.

vi. 2015-16 staff survey

Tabled for October 2016 meeting. Director will send the survey summary to Board members via email.

vii. Quick Updates:

a. Kick-off and Welcome week recap

Miguel Contreras gave quick recap of kick-off and welcome week for students and staff.

b. ACLU Report- changes in application

Gateway was on the list of charter schools on an ACLU report of schools with potentially exclusionary admissions practices. Miguel expressed GCCA was flagged because of the essay requirement on the application packet. Miguel has been in contact with ACLU representative and has received feedback on how the application materials can be updated so as not to be perceived as exclusionary (GCCA's intention was not to be exclusionary). After the updates are made they will be shared with the ACLU staffer and GCCA will be taken off their report.

c. New RCC and RCOE leadership- Dr. FeRita Carter, VP Student Services and Dr. Corey Loomis, Charter School Administrator

Miguel Contreras let the Board know about the new leaders who have joined RCC and RCOE.

d. Gateway to Careers Project

News about a new project in partnership with Gateway National Network was discussed. It is a 2 year project focused on improving career readiness. Gateway staff applied to be part of the project over the summer and were recently notified that the application has been accepted. Preliminary work has begun and updates will be provided as the project moves forward.

e. Meal program options

Miguel let the Board know this is an area of interest given the discussions about the schools Unduplicated student count late last year. Staff will be investigating possible ways to offer food access and update the Board.

f. Emergency preparedness/Integration with RCCD plan

- i. Community Emergency Response Team
- ii. Great Shakeout on 10/21- Campus wide drill

Miguel Contreras has joined the Community Emergency Response Team at RCC. Plans are underway for the Great Shakeout at the College. Miguel plans to build an evacuation plan specifically for Gateway.

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

- i. Governance and Board Development
- ii. Strategic Planning Update

Updates on the Strategic plan were given by Joan Wells. The Strategic Planning Task Force plans to work toward bringing the plan up for adoption by the full Board during the October meeting. An update was made to the suggested GCCA mission statement, replacing the word “those” with the word “learner,” in the opening sentence. Vision statement is still a work in progress but the task force has some ideas being worked through.

- iii. Board membership

VI. ADJOURNMENT

Meeting adjourned at 9:41 A.M.

The next regular Board Meeting is scheduled for Friday October 21, 2016 at 7:30 am in the RCC Lovekin Complex L4.