

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

**June 27, 2019  
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 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.riversidegccca.org](http://www.riversidegccca.org).

**I. PRELIMINARY**

**A. CALL TO ORDER**

Meeting called to order by the Board President at 7:30 A.M.

**B. ROLL CALL**

	Present	Absent
Ruth Adams	__X__	_____
Maria Maness	__X__	_____
Jill Marks 10735 Rochester Ave., Los Angeles, CA 90024	_____	__X__
Mark Pedersen	__X__	_____
Debra Postil	_____	__X__
Lois Tomlinson	__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 Meeting Minutes for May 2019-pg.5-10
- B. Approval of Claims Paid Activity Report for May 2019- pg.11

It is recommended that the Board approve Consent Agenda Items A and B.			Motion: __X__ Action: __ Second: X Vote: X		
	Motion	2 <sup>nd</sup>	In Favor	Against	Abstain
<b>Ruth Adams</b>			<b>X</b>		
<b>Maria Maness</b>			<b>X</b>		
<b>Jill Marks</b>					
<b>Mark Pedersen</b>	<b>X</b>		<b>X</b>		

<b>Debra Postil</b>					
<b>Lois Tomlinson</b>		<b>X</b>	<b>X</b>		
<b>Joan Wells</b>			<b>X</b>		

*Joan Wells requested edits to the May 2019 minutes. Gateway staff will update before posting final minutes.*

**IV. ITEMS SCHEDULED FOR ACTION**

**A. 2019-20 Local Control and Accountability Plan and Annual Update-pg.12-104**

It is recommended that the Board approve  
Agenda Item A.

Motion:   X   Action:         
Second:   X   Vote:   X  

	<b>Motion</b>	<b>2<sup>nd</sup></b>	<b>In Favor</b>	<b>Against</b>	<b>Abstain</b>
<b>Ruth Adams</b>			<b>X</b>		
<b>Maria Maness</b>			<b>X</b>		
<b>Jill Marks</b>					
<b>Mark Pedersen</b>		<b>X</b>	<b>X</b>		
<b>Debra Postil</b>					
<b>Lois Tomlinson</b>			<b>X</b>		
<b>Joan Wells</b>	<b>X</b>		<b>X</b>		

*Miguel Contreras went over the 2019-20 LCAP and Annual Update summary with members of the Board. Mr. Contreras mentioned focusing on aligning goals, actions, and measurable outcomes to the DASS dashboard and core charter elements. Board members asked for clarification about supporting data for community input in order to utilize the input in other ways and share with RCC administrators. It was also suggested by members of the Board to add table notes to slideshow to explain why school was in the Red on certain measures on the dashboard.*

**B. 2019-20 Budget- pg.105-109**

It is recommended that the Board approve  
Agenda Item B.

Motion:   X   Action:         
Second:   X   Vote:   X  

	<b>Motion</b>	<b>2<sup>nd</sup></b>	<b>In Favor</b>	<b>Against</b>	<b>Abstain</b>
<b>Ruth Adams</b>			<b>X</b>		
<b>Maria Maness</b>			<b>X</b>		
<b>Jill Marks</b>					
<b>Mark Pedersen</b>		<b>X</b>	<b>X</b>		
<b>Debra Postil</b>					
<b>Lois Tomlinson</b>			<b>X</b>		
<b>Joan Wells</b>	<b>X</b>		<b>X</b>		

*Miguel Contreras and staff brought forward the 2019-2020 budget that was tabled at last month's meeting. ADA is being estimated at 138 total with an 87% attendance rate. The budget was submitted into SACs with no fatal errors. Board member Lois Tomlinson left the meeting*

following the vote on agenda item B.

C. Approval of Executive Director's 2019-20 Personnel Actions

Name	Position	FTE
<u>Certificated Full Time</u>		
Elena Bautista	Lead Counselor	1.0
Kathleen Bywater	Instructor	1.0
Issac Contreras	Counselor	1.0
Brenda Forsse	Site Director	1.0
Kim Hatzold	Instructional Support Coordinator	1.0
Mozhan Irani	Counselor	1.0
Scott Jacobs	Instructor	1.0
Misty Loucks	Instructor	1.0
Andrea Puente	Counselor	1.0
Zach Taylor	Lead Instructor	1.0
Mercedes Winton	Counselor	1.0

Classified Full Time

Samantha DiSalvio	Business and Operations Manager	1.0
Stacy Lobato	Clerk	1.0
Linda Montgomery	Academic Support Assistant	1.0
Kailin Scott	Marketing/Outreach Specialist	1.0

Classified Part Time

Morgan Jensen	Academic Support Assistant	.625
Mayomy Navarrete	Academic Support Assistant	.625
Jesse Rodriguez	Academic Support Assistant	.625

It is recommended that the Board approve  
Agenda Item C.

Motion:  X  Action:        
Second:  X  Vote:  X

	Motion	2 <sup>nd</sup>	In Favor	Against	Abstain
<b>Ruth Adams</b>		<b>X</b>	<b>X</b>		
<b>Maria Maness</b>			<b>X</b>		
<b>Jill Marks</b>					
<b>Mark Pedersen</b>	<b>X</b>		<b>X</b>		
<b>Debra Postil</b>					
<b>Lois Tomlinson</b>					
<b>Joan Wells</b>			<b>X</b>		

Miguel Contreras presented the 2019-2020 staffing plan to the Board which includes a slight change from last year by not filling the vacant part-time social studies position.

D. 2019-20 GCCA Work Calendars-pg.110-114

It is recommended that the Board approve  
Agenda Item D.

Motion:  X  Action:        
Second:  X  Vote:  X

	Motion	2 <sup>nd</sup>	In Favor	Against	Abstain
<b>Ruth Adams</b>			<b>X</b>		

<b>Maria Maness</b>			<b>X</b>		
<b>Jill Marks</b>					
<b>Mark Pedersen</b>		<b>X</b>	<b>X</b>		
<b>Debra Postil</b>					
<b>Lois Tomlinson</b>					
<b>Joan Wells</b>	<b>X</b>		<b>X</b>		

*Miguel Contreras presented the 2019-2020 work calendars and let members of the Board know a new calendar for the instructional support staff was added.*

**E. 2019-20 GCCA Salary Schedules-pg.115-121**

It is recommended that the Board approve  
Agenda Item E.

Motion:   X   Action:         
Second:   X   Vote:   X  

	<b>Motion</b>	<b>2<sup>nd</sup></b>	<b>In Favor</b>	<b>Against</b>	<b>Abstain</b>
<b>Ruth Adams</b>			<b>X</b>		
<b>Maria Maness</b>		<b>X</b>	<b>X</b>		
<b>Jill Marks</b>					
<b>Mark Pedersen</b>	<b>X</b>		<b>X</b>		
<b>Debra Postil</b>					
<b>Lois Tomlinson</b>					
<b>Joan Wells</b>			<b>X</b>		

*Staff presented the 2019-2020 salary schedules which reflect a 3.26% COLA. Not included were the substitute and academic hourly schedules.*

**F. 2019-20 Warren G. Bender Employee Health Benefits Agreement-pg.122-123**

It is recommended that the Board approve  
Agenda Item F.

Motion:   X   Action:         
Second:   X   Vote:   X  

	<b>Motion</b>	<b>2<sup>nd</sup></b>	<b>In Favor</b>	<b>Against</b>	<b>Abstain</b>
<b>Ruth Adams</b>			<b>X</b>		
<b>Maria Maness</b>		<b>X</b>	<b>X</b>		
<b>Jill Marks</b>					
<b>Mark Pedersen</b>	<b>X</b>		<b>X</b>		
<b>Debra Postil</b>					
<b>Lois Tomlinson</b>					
<b>Joan Wells</b>			<b>X</b>		

*Miguel Contreras presented the benefits agreement between Gateway and Warren G. Bender. Gateway has renewed benefits administration services with Bender. Last year's HRA account arrangement worked as planned and offerings for 2019-20 include only slight changes to vision*

and life insurance companies.

G. 2019-20 Charter Safe Insurance Coverage Agreement-pg.124-141

It is recommended that the Board approve  
Agenda Item G.

Motion:  X  Action:    
Second:  X  Vote:  X

	Motion	2 <sup>nd</sup>	In Favor	Against	Abstain
Ruth Adams			X		
Maria Maness	X		X		
Jill Marks					
Mark Pedersen		X	X		
Debra Postil					
Lois Tomlinson					
Joan Wells			X		

Miguel Contreras presented the Board with the 2019-2020 insurance coverage agreement with Charter Safe. The new policy has an increase of approximately \$1400 in premium payments.

H. Revolution Foods Services Agreement-pg.142-154

It is recommended that the Board approve  
Agenda Item H.

Motion:  X  Action:    
Second:  X  Vote:  X

	Motion	2 <sup>nd</sup>	In Favor	Against	Abstain
Ruth Adams			X		
Maria Maness		X	X		
Jill Marks					
Mark Pedersen			X		
Debra Postil					
Lois Tomlinson					
Joan Wells	X		X		

Miguel Contreras explained that the National School Lunch program requires 3 food services vendor bids which proved difficult for us due to the small size of the school. The bid from Revolution Foods proved to be the best mix of quality, value and logistical flexibility to meet the needs of the GCCA school lunch program.

I. Apex Learning Digital Curriculum Solutions Services Agreement-pg.155-167

It is recommended that the Board approve  
Agenda Item I.

Motion:  X  Action:    
Second:  X  Vote:  X

	Motion	2 <sup>nd</sup>	In Favor	Against	Abstain
Ruth Adams			X		
Maria Maness		X	X		
Jill Marks					

<b>Mark Pedersen</b>	<b>X</b>		<b>X</b>		
<b>Debra Postil</b>					
<b>Lois Tomlinson</b>					
<b>Joan Wells</b>			<b>X</b>		

Staff presented the services agreement for a new credit recovery system; Apex will be replacing the system currently in use. The team of Gateway instructors and counselors who looked at vendor options felt it was the best system to meet student needs and offers a cost savings over our current system. Board member Joan Wells requested that staff work with RCC to develop online dual enrollment courses as part of its online credit recovery strategy. RCCD leadership recently communicated that the college and district could engage to assist Gateway in improving its college credit success metric.

## **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.168-171

Miguel Contreras went over Gateway's current financials with Board.

ii. Asset management options

Staff has spoken with RCOE which indicated that moving funds from the county treasury to other types of accounts is not permitted.

iii. 2019 Graduation

The following items were tabled due to board members needing to leave the meeting. The items will be brought back for discussion at future meetings.

B. Planning Committee

i. Governance and Expansion

- i. Member term limits
- ii. RCC MOU amendments
- iii. Data project
- iv. Alumni speaker gift
- v. GtCNN Membership

C. Board Member New Business

## **VI. ADJOURNMENT**

Board adjourned at 9:20 A.M

The next regular Board Meeting is scheduled for Thursday July 18, 2019 at 7:30 am.