

**PLANNING COMMITTEE MEETING AGENDA  
RIVERSIDE GATEWAY TO COLLEGE EARLY COLLEGE HIGH SCHOOL**

**August 30, 2019**

**7:30 A.M.**  
**Riverside City College**  
**4800 Magnolia Avenue**  
**Riverside, CA 92506**  
**Lovekin Complex, Room L-7A**

**REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY**

With at least 48-hours' notice, any individual with a disability who requires reasonable accommodation to participate in a Board meeting may request assistance by contacting Miguel Contreras at miguel.contreras@rcc.edu or by calling (951) 951-222-8934.

**I. PRELIMINARY**

**A. CALL TO ORDER:** *Meeting called to order at 9:36 A.M.*

**B. ROLL CALL**

	Present	Absent
Ruth Adams	<u>  X  </u>	<u>      </u>
Maria Maness	<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.

*No oral communications delivered by guests/members of the public.*

**III. APPROVAL OF MINUTES**

**A.** August 8, 2019 meeting minutes  
*Meeting minutes approved.*

**IV. ITEMS SCHEDULED FOR DISCUSSION**

**A.** RCC MOU

*Updates to the current MOU with RCC were discussed. Section 1.1 will be updated to reflect the current management structure and the signature page will include updated names and signatures.*

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**B. Bylaws review**

*The Committee reviewed language to amend section 2.3.1 of the corporate bylaws. The Committee developed draft language for the full board to consider. The board will be asked to decide if they want to introduce term limits and what length terms should be.*

**C. Board member succession planning and training**

*The Committee discussed the need to plan carefully as Board members near the end of their terms. Several members joined the Board within the same year so their departures will need to be staggered to avoid losing several members at once. The Committee discussed upcoming opportunities for Board members to receive governance/school board training. There are both in person and online options for members to receive training in Brown Act, Political Reform Act and conflict of interest compliance.*

**D. Community Awareness/School Profile**

*Opportunities and strategies to raise GCCA's profile in stakeholder communities were discussed. There is a need to better develop the school's identity and communicate it clearly. More than marketing and outreach, there is a need to incorporate elements of strategic enrollment management. Current data analysis project should inform our planning in this area heavily.*

**E. Facilities planning project**

*Board member Ruth Adams was interviewed for the stakeholder input portion of our facilities planning project.*

**IV. ADJOURNMENT- 9:02 A.M.**

The next Planning Committee Meeting date is October 4, 2019.