

**REGULAR MEETING AGENDA
GOVERNING BOARD
RIVERSIDE GATEWAY TO COLLEGE EARLY COLLEGE HIGH SCHOOL
Riverside City College
Lovekin Complex, Room L-4
4800 Magnolia Avenue
Riverside, CA 92506**

**October 20, 2023
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:

This meeting can be accessed in-person on the Riverside City College Campus, Lovekin Complex Room L-4 and by teleconference using the following virtual meeting room: <https://cccconfer.zoom.us/j/6528150021>. You may also call in using the **Zoom phone number: +1 669 900 6833 (US Toll), Meeting ID: 652 815 0021**.

“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. If an interpreter is needed for comments, they will be translated to English and the time limit shall be six (6) minutes. The Board may limit the total time for public comment to a reasonable time. The Board reserves the right to mute or remove a participant from the meeting if the participant unreasonably disrupts the Board meeting.

Members of the public participating virtually who wish to comment during “Oral Communications” may use the “raise hand” tool on the Zoom platform. Members of the public calling in will be given the opportunity to address the Board during the meeting.

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. When addressing the Board, speakers are requested to state their name and address and adhere to the time limits set forth.

Citizens may request that a topic related to school business be placed on a future agenda. Once such an item is properly agendaized and publicly noticed, the Board can discuss, respond, and possibly act upon such an item.

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.

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.

I. PRELIMINARY

A. CALL TO ORDER

Meeting called to order by the Board President at 7:52 A.M.

B. ROLL CALL

	Present	Absent
Ruth Adams	__X__	_____
Adrienne Grayson	__X__	_____
Maria Maness- Secretary	__X__	_____
Jill Marks- President	__X__	_____
Erica Murphy- Treasurer	_____	__X__
Thea Quigley	_____	__X__
Ozzie Villela- Vice President	_____	__X__

II. COMMUNICATIONS

A. PUBLIC COMMENTS: Non-agenda items: no individual comments 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 comments and no action can be taken. However, the Board may give direction to staff following comments.

III. CONSENT AGENDA ITEMS

All matters listed under the consent agenda are considered by the Board to be routine and may 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 September 2023- *pg.4-8*
- B. Approval of Claims Paid Activity Report for September 2023- *pg.9*
- C. Approval of Executive Director’s Personnel Actions:

Name	Position	Hire Date	FTE
<i>Jeny Imasa</i>	<i>Instructional Assistant</i>	<i>9/13/23</i>	<i>.725</i>

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
Ruth Adams		X	X		
Adrienne Grayson			X		
Maria Maness	X		X		
Jill Marks			X		

Ericka Murphy					
Thea Quigley					
Ozzie Villela					

A discussion took place on changing the business purpose under the NWEA payment. Currently states DocuSign, but actual business purpose was for MAP testing. Samantha Di Salvio explained to the board that the workers compensation audit conducted by CharterSAFE is annual and based on previous years salaries. Due to higher salaries than expected, CharterSAFE billed us for the difference. In the past we have usually received a refund. Members of the Board voted and approved consent agenda items A-C with a vote of 4-0.

IV. ITEMS SCHEDULED FOR ACTION

A. Board Policy 401- High School Graduation Requirements- Amendment- *pg.10-13*

It is recommended that the Board approve
Agenda Item A.

Motion: X Action:
Second: X Vote: X

	Motion	2nd	In Favor	Against	Abstain
Ruth Adams			X		
Adrienne Grayson		X	X		
Maria Maness	X		X		
Jill Marks			X		
Ericka Murphy					
Thea Quigley					
Ozzie Villela					

Miguel Contreras introduced BP 401, necessitating amendments to align with the latest graduation requirements. The language was revised to incorporate recent updates, introducing new courses into the graduation criteria. Notably, the updated policy now encompasses a comprehensive description of the calculation and awarding process for dual credits, a facet previously absent from the policy. The Board members unanimously voted to approve item A, with a decisive 4-0 vote in favor.

B. 2023-2024 Academic Calendar Amendment- *pg.14-15*

It is recommended that the Board approve
Agenda Item B.

Motion: X Action:
Second: X Vote: X

	Motion	2nd	In Favor	Against	Abstain
Ruth Adams		X	X		
Adrienne Grayson			X		
Maria Maness	X		X		
Jill Marks			X		
Ericka Murphy					

Thea Quigley					
Ozzie Villela					

The GCCA academic calendar needed to be amended to align with changes made to RCC's academic calendar. The calendar was amended to observe the Caesar Chavez Day holiday from March 29th to April 1st. Motion was passed with a vote of 4-0 by members of the Board.

C. Board Resolution: Student Incentives- *pg.16-17*

It is recommended that the Board approve
Agenda Item C.

Motion: X Action:
Second: X Vote: X

	Motion	2 nd	In Favor	Against	Abstain
Ruth Adams			X		
Adrienne Grayson	X		X		
Maria Maness		X	X		
Jill Marks			X		
Ericka Murphy					
Thea Quigley					
Ozzie Villela					

The Gateway staff proactively sought guidance from both our legal counsel and audit firm regarding inquiries on student incentives and prizes. An overarching concern was whether such incentives might be construed as a gift of public funds. Legal counsel acknowledged the nuanced nature of this matter, emphasizing the need to ascertain whether these incentives truly benefit students or if supporting their success is a rational expenditure.

In response, the recommendation received was to draft a Board resolution, affirming the Board's support for these incentives to students. During the discussion, Miguel Contreras sought the Board's guidance on expenditure amounts. The presented document proposed an annual spending allowance of \$5,000 for these incentives.

After careful deliberation, the Board members collectively agreed upon a \$7,500 annual budget sourced from public general funds. Subsequently, it was decided to update the Board resolution to explicitly state that purchases for student incentives should not exceed \$7,500 per academic year from public funds.

The agenda item scheduled for action (Item C) underwent a vote and received unanimous approval, concluding with a final vote of 4-0.

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.18-21*

Samantha Di Salvio gave an update on current financials and credit card expenditures. Staff will continue to present the credit card reconciliation at every regular board meeting. Samantha brought up credit card rewards and was asked to reach out to auditors on whether that revenue is considered unrestricted funds.

- ii. Enrollment Report
- iii. Miguel Contreras informed the Board that the fall demographics report will be presented in November, and a noteworthy addition to the data will be the inclusion of a mode of participation. Currently, our student enrollment stands at 354 students. Simultaneously, there is a waitlist comprising 49 students, prompting consideration of a lottery if the decision is made to open additional spots during this academic year.

ED Updates and News

- i. Gateway Graduation Achievement Award
- ii. K12 SWF Grant Round 6 Application
- iii. Mind and Mill marketing project (ECMC Expansion Grant)
- iv. Principal's Report
Shawna Admire, lead Apex teacher, presented a slideshow describing the program to the Board.

B. New Business Items from Members

VIII. ADJOURNMENT

Meeting adjourned at 9:09AM

The next regular Board Meeting is scheduled for Friday, November 17, 2023 at 7:30 am.