



**REGULAR MEETING AGENDA  
GOVERNING BOARD  
GATEWAY COLLEGE AND CAREER ACADEMY  
RIVERSIDE GATEWAY TO COLLEGE ECHS**

**4800 Magnolia Ave., Lovekin L-4  
Riverside, Ca 92506**

**December 19, 2025  
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 at the GCCA Administrative Office Conference Room and by teleconference using the following virtual meeting room: <https://cccconfer.zoom.us/j/6528150021>. You may also call 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 agendized and publicly noticed, the Board can discuss, respond, and possible 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 and at the GCCA Administrative Office at 3750 University Ave., Suite 560, Riverside, CA 92501. 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 will be called to order by the Board President at 7:30 A.M.

**B. ROLL CALL**

	Present	Absent
Adrienne Grayson	___X___	_____
Miguel Lujano- Treasurer	___X___	_____
Thea Quigley	_____	___X___
Kathleen Sarmiento- Vice President	___X___	_____
Ozzie Villela- President	___X___	_____
Bryon Ward	___X___	_____

**II. COMMUNICATIONS**

**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 November 2025- *pg.5-8*
- B. Approval of Claims Paid Activity Report for November 2025- *pg.9*
- C. Approval of Executive Director’s Personnel Actions:



Name	Position	Hire Date	FTE

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
Adrienne Grayson		X	X		
Miguel Lujano			X		
Thea Quigley					
Kathleen Sarmiento	X		X		
Ozzie Villela			X		
Bryan Ward			X		

*No discussion or comments were made regarding consent agenda items A and B. Board voted to approve items with a 5-0 vote.*

**IV. ITEMS SCHEDULED FOR ACTION**

A. FY 2025-26 First Interim Financial Report. - pg.10-34

It is recommended that the Board approve Agenda Item A.

Motion:   X   Action:       
 Second:   X   Vote:   X  

	Motion	2 <sup>nd</sup>	In Favor	Against	Abstain
Adrienne Grayson	X		X		
Miguel Lujano			X		
Thea Quigley					
Kathleen Sarmiento		X	X		
Ozzie Villela			X		
Bryan Ward			X		

*Miguel Contreras presented the 1<sup>st</sup> Interim Financial Report Summary to the Board. It was submitted to Riverside County Office of Education earlier this week. Looking at ADA projections, staff revised the budget by 10 students. Multiyear projections are 2 FTE teachers for the 27/28 FY with hopes of expansion. No critical findings in SAC web technical review. Board voted to approve items with a 5-0 vote.*



B. FY 2024-25 Independent Audit Report. - pg.35-67

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>	
	Motion	2 <sup>nd</sup>	In Favor	Against	Abstain
Adrienne Grayson			X		
Miguel Lujano	X		X		
Thea Quigley					
Kathleen Sarmiento		X	X		
Ozzie Villela			X		
Bryan Ward			X		

Miguel Contreras explains the school's required yearly financial audit and the results. For the 2024–25 audit, the school received a clean opinion, meaning the financial statements are accurate and reliable. The school is financially stable, has strong cash reserves, and is meeting state compliance requirements. The auditor did note one internal process issue related to how year-end financial records were closed (timing, reconciliations, and technical accounting details). This was not due to misuse of funds, and the school has already started fixing the issue with updated procedures and staff training. Board voted to approve items with a 5-0 vote.

C. 2025-26 Certification of Signatures. - pg.68-70

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>	
	Motion	2 <sup>nd</sup>	In Favor	Against	Abstain
Adrienne Grayson	X		X		
Miguel Lujano		X	X		
Thea Quigley					
Kathleen Sarmiento			X		
Ozzie Villela			X		
Bryan Ward			X		

The Board is asked to approve the annual Certification of Signatures (Form 3350), which verifies governing board signatures and officially designates GCCA staff authorized to approve payments and financial transactions. Approval ensures compliance with state law and allows the school to continue normal financial operations for the 2025–26 fiscal year. Board voted to approve items with a 5-0 vote.



D. Board Policy #323- Student Privacy. - pg.71-78

It is recommended that the Board approve Agenda Item D.			Motion: <u>  X  </u> Action: <u>      </u>		
			Second: <u>  X  </u>	Vote: <u>  X  </u>	
	Motion	2 <sup>nd</sup>	In Favor	Against	Abstain
Adrienne Grayson	X		X		
Miguel Lujano			X		
Thea Quigley					
Kathleen Sarmiento		X	X		
Ozzie Villela			X		
Bryan Ward			X		

Miguel Contreras outlines Board Policy No. 323, which establishes clear rules for how student records and personal information are collected, protected, shared, and retained in compliance with FERPA and state privacy laws. Miguel Lujano asks about data breach possibility and Miguel Contreras explained the preventative trainings our staff obtains from RCCD network and other sources to prevent data breaches from occurring. Adrienne Grayson recommends having a committee to review board policies and creating a process for yearly, semiyearly, or quarterly review. Board voted to approve items with a 5-0 vote.

E. Board Policy #324- Satisfactory Academic Progress for Students 19+. - pg.79-84

It is recommended that the Board approve Agenda Item E.			Motion: <u>  X  </u> Action: <u>      </u>		
			Second: <u>  X  </u>	Vote: <u>  X  </u>	
	Motion	2 <sup>nd</sup>	In Favor	Against	Abstain
Adrienne Grayson		X	X		
Miguel Lujano	X		X		
Thea Quigley					
Kathleen Sarmiento			X		
Ozzie Villela			X		
Bryan Ward			X		

Miguel Contreras explains Board Policy No. 324, which defines how satisfactory academic progress is measured for students age 19 and older in compliance with state law. The policy supports older and returning students while maintaining accountability, reducing compliance risk, and has no fiscal impact. Board voted to approve items with a 5-0 vote.



## 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

*Current Financials discussed during Action Item A, FY 2025-26 First Interim Financial Report.*

ii. Principal's Report

*A PowerPoint of "What's been happening at Gateway: November" was presented to the members of the Board.*

iii. Enrollment Report

*Current Enrollment Report discussed during Action Item A, FY 2025-26 First Interim Financial Report.*

iv. Charter Renewal Update

*Miguel Contreras shared that the Charter Renewal will be submitted to Riverside County Office of Education the first week of January 2026.*

v. Reminder: Open Board Seat

B. New Business Items from Members

*No new business items from members.*

## VI. ADJOURNMENT

*Board adjourned at 9:00 AM.*

The next regular Board Meeting is tentatively scheduled for Friday, January 16, 2025 at 7:30 am.