

**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**

**September 15, 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](http://www.riversidegccca.org).

**I. PRELIMINARY**

**A. CALL TO ORDER**

Meeting called to order by the Board President at 7:39 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 7:44am___	_____
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 July 2023- *pg.*
- B. Approval of Claims Paid Activity Report for July-August 2023- *pg.*
- C. Approval of Executive Director’s Personnel Actions:

Name	Position	Hire Date	FTE
<i>Shawna Admire</i>	<i>Virtual Teacher</i>	<i>8/21/23</i>	<i>1.0</i>
<i>Samira Galvan</i>	<i>Instructional Assistant</i>	<i>8/14/23</i>	<i>0.5</i>
<i>Kanann Merritt</i>	<i>Virtual Teacher</i>	<i>9/6/23</i>	<i>1.0</i>
<i>Christina Williams</i>	<i>Attendance Clerk</i>	<i>8/16/23</i>	<i>1.0</i>

It is recommended that the Board approve Consent Agenda Items A, B, and 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>Adrienne Grayson</b>					

<b>Maria Maness</b>	<b>X</b>		<b>X</b>		
<b>Jill Marks</b>			<b>X</b>		
<b>Ericka Murphy</b>			<b>X</b>		
<b>Thea Quigley</b>					<b>X</b>
<b>Ozzie Villela</b>					

*Board member Ruth Adams asked what typical charges Gateway College and Career Academy currently reimburses Riverside Community College District for. Typically the charges being reimbursed are our lunch program services with the cafeteria, postage, and printing. No other questions or discussion was made regarding consent agenda items A, B, and C. Members of the Board voted and approved items with a 4-0- vote.*

#### **IV. ITEMS SCHEDULED FOR ACTION**

##### **A. 2022-23 Educator Effectiveness Block Grant Report- *pg.***

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>X</b>		
<b>Adrienne Grayson</b>					
<b>Maria Maness</b>	<b>X</b>		<b>X</b>		
<b>Jill Marks</b>			<b>X</b>		
<b>Ericka Murphy</b>			<b>X</b>		
<b>Thea Quigley</b>			<b>X</b>		
<b>Ozzie Villela</b>					

*The Educator Effectiveness Block Grant (EFF) program funding source started in fiscal year 2021-2022 and requires annual reporting for expenditures. The school has until 2024-2025 fiscal year to expend all funds. Gateway College and Career Academy's current plan will expend all funding at the end of the current fiscal year. Members of the Board voted and approved the 2022-2023 educator effectiveness block grant report with a vote of 5-0.*

##### **B. New Course Approvals: Financial Literacy, English Language Development, Student Leadership- *pg.***

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>X</b>		
<b>Adrienne Grayson</b>					
<b>Maria Maness</b>			<b>X</b>		
<b>Jill Marks</b>			<b>X</b>		
<b>Ericka Murphy</b>		<b>X</b>	<b>X</b>		
<b>Thea Quigley</b>			<b>X</b>		

Ozzie Villela					
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GCCA staff presented three new courses for board approval:

Student Leadership: Elective credit, supports Student Council

Financial Literacy: Under review as a state requirement, currently elective credit replacing a foundation math class

English Language Development: Designed to help new arrivals, currently recommended by counselors

Guy Forseman presented a detailed breakdown of the courses. The board voted to approve them with a 5-0 vote.

C. 2023–24 Consolidated Application Funding Selections- *pg.*

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
Ruth Adams			X		
Adrienne Grayson					
Maria Maness		X	X		
Jill Marks			X		
Ericka Murphy	X		X		
Thea Quigley			X		
Ozzie Villela					

Miguel Contreras informed the Board that this is an annual process to apply for federal Title funds. Gateway College and Career Academy has not applied for Title funds in the past due to the small allocation size resulting from lower enrollment. However, due to growing enrollment, staff will explore the possibility of applying for Title funds in the future. The Board unanimously approved this item.

D. 2023–24 Student/Parent Handbook- *pg.*

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
Ruth Adams	X		X		
Adrienne Grayson					
Maria Maness		X	X		
Jill Marks			X		
Ericka Murphy			X		
Thea Quigley			X		
Ozzie Villela					

Principal Elena Bautista, with the assistance of Young Minney, and Corr (YMC), updated the Student/Parent Handbook. YMC provided many edits and suggestions. Mrs. Bautista presented the 2023-2024 changes to the Board. The Board unanimously approved the handbook.

E. 2022–23 Unaudited Actuals Report - *pg.*

It is recommended that the Board approve  
Agenda Item E.

Motion:   X   Action:         
Second:   X   Vote:   X  

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

*Samantha Di Salvio presented the 2022-2023 unaudited actuals report. The School is in good financial standing as we enter the new fiscal year. Jill Marks asked if staff has considered applying for the National School Lunch Program. Staff will explore this option and the associated deadlines.*

#### **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. A thorough update on current financials was given by Samantha Di Salvio.*
- ii. Enrollment Report- *Miguel Contreras explained that a new process for enrollment has been rolled out. Currently student count is around 389 students with 11 more possibly enrolling the following week. Staff has agreed on a two week break for enrolling students as they feel school is at capacity. Miguel is currently looking at how to communicate this to partners.*
- iii. Principal’s Report- *Elena Bautista will email out report to all members.*
- iv. Middle College/Early College Expansion Grant- \$250,000- *Miguel and Samantha applied and were approved for the Middle College/Early College expansion grant. Key anticipated expenditures include marketing campaign to build visibility and awareness of our program and student support services.*

B. New Business Items from Members- *No new business to report by Members.*

#### **VIII. ADJOURNMENT**

Board adjourned at 9:12 AM

The next regular Board Meeting is scheduled for Friday, October 20, 2023 at 7:30 am.