

**REGULAR MEETING AGENDA
GOVERNING BOARD
RIVERSIDE GATEWAY TO COLLEGE EARLY COLLEGE HIGH SCHOOL
March 18, 2022
7:30 A.M.
Lovekin Room L-9**

**INSTRUCTIONS FOR COMMENTS 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 participating and hope that you will do so 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 will be by teleconference pursuant to Assembly Bill 361 and in-person on the Riverside City College Campus, Lovekin Complex Room L-9. Please note that all visitors to the RCC campus must comply with RCCD Board of Trustees Resolution No. 012-21/22 requiring full Covid-19 vaccination.

For the virtual meeting the Board and employees of GCCA shall meet via the Zoom meeting platform. Members of the public who wish to access this Board meeting may do so at: <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**

Members of the public participating virtually who wish to comment during the Board meeting 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.

Individual comments will be limited to three (3) minutes. 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.

“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.

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. 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 7:33 A.M.

B. ROLL CALL

| | Present | Absent |
|---------------|--------------|---------------|
| Ruth Adams | <u> X </u> | <u> </u> |
| Maria Maness | <u> X </u> | <u> </u> |
| Jill Marks | <u> X </u> | <u> </u> |
| Ericka Murphy | <u> X </u> | <u> </u> |
| Thea Quigley | <u> X </u> | <u> </u> |
| Ozzie Villela | <u> X </u> | <u> </u> |

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 February 2022- *pg.5-9*
 B. Approval of Claims Paid Activity Report for February 2022- *pg.10*

| It is recommended that the Board approve Consent Agenda Items A and B. | | | Motion: <u> X </u> Action: <u> </u> Second: <u> X </u> Vote: <u> X </u> | | |
|--|--------|-----------------|---|---------|---------|
| | Motion | 2 nd | In Favor | Against | Abstain |
| Ruth Adams | | | X | | |
| Maria Maness | X | | X | | |
| Jill Marks | | | X | | |
| Ericka Murphy | | | X | | |
| Thea Quigley | | | X | | |
| Ozzie Villela | | X | X | | |

There was a question regarding a payment to Janet Sewell. Gateway has contracted services with Janet for last two years. Janet provides instructional support and training to teachers and counselors. Most recently, she assisted with the design and implementation of our simultaneous teaching model. In addition, Janet will be consulting this spring to teach staff how to better work with EL students. No other questions or discussions were made regarding consent agenda items A and B. Board voted and approved items A and B.

IV. ITEMS SCHEDULED FOR ACTION

A. Extension of AB 361 Virtual Meetings Resolution - pg.11-12

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 | | |
| Maria Maness | | X | X | | |
| Jill Marks | | | X | | |
| Ericka Murphy | | | X | | |
| Thea Quigley | | | X | | |
| Ozzie Villela | X | | X | | |

The board voted to reaffirm the AB 361 Virtual Meetings Resolution with out comment.

B. BP 213- Notification of Dangerous Pupils - pg.13-14

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 | | |
| Maria Maness | | X | X | | |
| Jill Marks | X | | X | | |
| Ericka Murphy | | | X | | |
| Thea Quigley | | | X | | |
| Ozzie Villela | | | X | | |

This is a new Board policy for Gateway, which is required in the comprehensive school safety plan. The policy gives details on when/how to notify teachers when a student has certain serious disciplinary action taken against them while ensuring student records are not compromised. Board member, Maria Maness, asked if we have had students who have had probation officers and had the teachers been aware. Staff let her know that probation officers who contact the school are primarily looking for attendance records, but that status is not always shared with teachers. Jill Marks stated that not judging students by background is exactly what Gateway is all about. She also inquired about sharing the information with paraprofessionals working one-on-one with the students and the college. Miguel let Jill Marks know that certificated staff are the only ones this

information is shared with, and that Gateway does not have a process of sharing information with college faculty. The Board has voted and approved items scheduled for action B. BP 213- Notification of Dangerous Pupils.

C. BP 318- Dress code- *pg.15*

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 | | |
| Maria Maness | | X | X | | |
| Jill Marks | | | X | | |
| Ericka Murphy | | | X | | |
| Thea Quigley | | | X | | |
| Ozzie Villela | X | | X | | |

Board policy 318- dress code will also be included in the comprehensive school safety plan. Gateway has never had a dress code for students. Gateway staff have presented the board with a simple dress code policy that calls for no distractions or interference with the educational environment. Item scheduled for action C. BP 318 was voted on and approved by the Board.

D. BP 313 Amendment- School Discipline- *pg.16-27*

It is recommended that the Board approve
Agenda Item D.

Motion: X Action:
Second: X Vote: X

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

Presented to the Board is an amendment to the existing policy. While working on the school safety plan, Miguel Contreras noticed the policy was out of date and needed to be amended. Board member Ozzie Villela asked Miguel if Gateway currently enrolls students who are on suspension or expulsion from their high schools and if Gateway staff hold them accountable to the reasons they were released? Miguel let the Board know that the school does enroll those students and assesses individual situations to determine accountability to other schools' re-entry plans. Item scheduled for action D. BP 313- Amendment to School Discipline has been voted for and approved by the Board.

E. Comprehensive School Safety Plan- *pg.28-108*

It is recommended that the Board approve
 Agenda Item E.

Motion: X Action:
 Second: X Vote: X

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

AB 1747 requires schools to develop and renew annually a comprehensive school safety plan. Miguel Contreras let the Board know that this plan for Gateway is a bit tricky because of the co-location on the RCC campus. RCC’s Safety Coordinator, Sean DiSalvio, assisted with sections of the document to ensure alignment with the college. Board member, Ericka Murphy, stated she did not see a section on active shooters and asked if that would be something we should include in plan. Gateway staff will check with campus safety to bring back a plan with active shooter protocols included. Board has voted and approved the comprehensive school safety plan.

F. Title IX Policy and Information- *pg.109-112*

It is recommended that the Board approve
 Agenda Item F.

Motion: X Action:
 Second: X Vote: X

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

Miguel Contreras let the Board know he will serve as the schools Title IX coordinator. This policy and procedures are required to be in place for all schools according to Federal law. The adopted policy and procedures will be posted on the school website. The Board has voted and approved Item F. Title IX Policy and Information.

G. Approval of Executive Director’s 2021-22 Personnel Actions

| Name | Position | FTE |
|------|----------|-----|
|------|----------|-----|

Certificated Full Time

| | | |
|-----------------|-----------|-----|
| Andrea Zacarias | Counselor | 1.0 |
|-----------------|-----------|-----|

Classified Part Time

| | | |
|-----------------|-------------------------|------|
| Ashley Espinoza | Instructional Assistant | .625 |
|-----------------|-------------------------|------|

It is recommended that the Board approve
Agenda Item G.

Motion: X Action:
Second: X Vote: X

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

Gateway has two new employees joining the team. After the resignation of one of Gateway's counselors, Andrea Zacarias will fill that open position. Ashley Espinoza will serve as an instructional assistant working in all classrooms and with students taking college classes. Elena Bautista let the board know both hires are bilingual and bring forth lots of experience. Jill Marks asked if the Board should approve resignations as well as hires? Miguel Contreras let the Board know that has not been the Board's practice in the past but that it could be instituted if desired. Jill suggested notifying the Board of any personnel changes so that they can better support the actions of the Executive Director. Board President, Ruth Adams, has asked for there to be a placeholder on every agenda for personnel actions. Members of the Board have voted and approved the Executive Director's personnel actions.

H. 2021-22 Notice of the Governing Board's Intention to Provide for an Audit- *pg.113-121*

It is recommended that the Board approve
Agenda Item H.

Motion: X Action:
Second: X Vote: X

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

The 2021-22 notice of the Governing Board's intention to provide for an audit is an annual form submitted to RCOE. Gateway is entering year three of its three-year contract with Eide Bailly. Item scheduled for action H. Governing Board's intention to provide audit has been voted and approved by the members of the Board.

I. FY 2021-22 Second Interim Financial Report- *pg.122-135*

It is recommended that the Board approve

Motion: X Action:

Agenda Item I.

Second: X

Vote: X

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

Samantha Di Salvio presented the 2021-2022 2nd interim report to members of the Board. No further discussion or questions were made. The Board has voted and approved Gateway's 2nd interim report.

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.136-140*

Samantha Di Salvio gave the Board an update on financials up to February 28,2022.

ii. Enrollment Report

Miguel Contreras reported current active student enrollment of 114, with 16 students in the enrollment pipeline.

iii. A-G Completion Improvement Plan

Miguel Contreras informed the Board that staff is working on a plan to access grant funds targeting improving A-G completions rates for Gateway students. The plan will include staffing and services to deliver more academic support and academic advising to help students achieve A_G completion. The plan will be completed before April 1, 2022 and will detail how funds will be utilized and progress will be tracked. Total allocation for this grant plan is \$150,000.

iv. Community Schools Planning Grant

School staff had submitted the RFA for the state's Community Schools Planning Grant. The grant award is up-to \$200,000 for a two-year performance period. The grant requires a 1:3 match. The deadline for the RFA is April 1st and we should get a decision by mid-May.

v. Form 700 Submissions due April 1.

Reminder to please submit Form 700 no later than April 1.

vi. Principal's Report

B. New Business Items from Members

VI. ADJOURNMENT

Meeting adjourned at 9:06 A.M.

The next regular Board Meeting is scheduled for Friday, April 15, 2022 at 7:30 am.

Minutes