

**REGULAR MEETING AGENDA
GOVERNING BOARD
RIVERSIDE GATEWAY TO COLLEGE EARLY COLLEGE HIGH SCHOOL
September 16, 2022
7:30 A.M.
Lovekin Room L-4**

**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 7:34 A.M.

B. ROLL CALL

	Present	Absent
Ruth Adams-Vice <i>President</i>	___X___	_____
Adrienne Grayson	_____	___X___
Maria Maness- <i>Secretary</i>	___X___	_____
Jill Marks- <i>President</i>	___X___	_____
Erica Murphy	___X___	_____
Thea Quigley	___X___	_____
Ozzie Villela- <i>Treasurer</i>	___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 and August, 2022- *pg.4-10*
- B. Approval of Claims Paid Activity Report for July and August 2022- *pg.11-12*
- C. Approval of Executive Director’s Personnel Actions:

<i>Name</i>	<i>Position</i>	<i>FTE</i>
<i>Jasmine Guerrero</i>	<i>Counseling Technician</i>	<i>1.0</i>
<i>Alicia Garcia</i>	<i>Clerk/Instructional Assistant</i>	<i>0.6</i>
<i>Jennifer Padilla Arellano</i>	<i>Outreach and Enrollment Specialist</i>	<i>1.0</i>
<i>Kellie Heiser</i>	<i>English Teacher</i>	<i>1.0</i>
<i>Lizbeth Suarez</i>	<i>Social Studies Teacher</i>	<i>1.0</i>
<i>Denise Mosqueda Ramirez</i>	<i>Community School Coordinator</i>	<i>1.0</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	2nd	In Favor	Against	Abstain
Ruth Adams			X		
Adrienne Grayson					

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

No discussion. Motion passed with Board vote 6-0.

IV. ITEMS SCHEDULED FOR ACTION

A. Extension of AB 361 Virtual Meetings Resolution - *pg.13-14*

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

Miguel Contreras let members of the Board know there has been some new developments from the state on virtual meetings. Gateway staff will continue to monitor and assess any updates to AB 361. The Board had no further comments or discussion. Motion passed with vote 6-0.

B. 2021-2022 Unaudited Actuals Financial Report- *pg.15-35*

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

Annual unaudited actuals report for fiscal year 21-22 was presented to the Board. All documents will be submitted to

RCOE who then forwards the reviewed report to the state by October 15. Samantha Di Salvio reviewed the report in detail. No questions or comments from the Board regarding the 2021-2022 unaudited actuals financial report. Motion passed with a vote of 6-0.

C. 2022-2023 Employee Handbook Amendments- pg.36-130

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

Miguel Contreras and Samantha Di Salvio discussed the edits and additions being made in the 2022-2023 employee handbook. Many of the edits came from examples provided by CharterSafe. Ruth Adams suggested changing the wording under reasonable accommodations. Staff will make those changes. Jill Marks noted that staff should verify and review Gateway's employee agreements to make sure wording matches in the future. Once all edits have been completed, a clean copy will be sent out to all members of the Board. Motion passed with vote 6-0.

D. 2022-2023 Student Handbook Amendments- pg.131-194

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

Miguel Contreras and Elena Bautista gave the Board information on the amendments made to the 22-23 student handbook. Elena gave detailed information for each section. Board president, Jill Marks, asked how students access the handbook. Elena Bautista explained that the student handbook is shared with students and parents online on the school's website, and it is incorporated into welcome week as an assignment for students. Motion passed with vote 6-0.

2022-2023 Charter Safe Insurance Coverage- pg.195-200

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

Gateway's 2022-2023 CharterSafe insurance coverage was presented to the members of the Board. Jill Marks inquired if CharterSafe still provides safety audits on campus? Miguel Contreras said they have done it in the past, and that he was unsure if they were still offering that service on request. He will talk with Charter Safe risk management staff to inquire. Motion passed with vote 6-0.

E. GCCA Graduation Requirements Amendment: COM 12

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

Mercedes Sapien, a Counselor with Gateway, presented a request to include Communications 12: Intercultural Communications within the GCCA communications graduation requirement. Maria Maness stated that this would be a double win for all students as it is Cal State and UC transferable. Motion passed with vote 6-0.

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.201-206

Samantha Di Salvio reviewed the financial reports for July 2022 and August 2022.

ii. Enrollment Report

Miguel Contreras gave the Board an update on Gateway's current enrollment. The school started week 1 with 120 students enrolled, and as of the week of September 15, there are 135 students enrolled with 7 scheduled for enrollment meetings. Gateway still relies heavily on referrals for

new student interest.

- iii. Strategic Planning Update

Miguel gave the Board updates and a planned timeline for the strategic plan.

- iv. CSDC and CCSA Governance Trainings

Gateway staff is happy to register any member for trainings they feel will benefit them as a board member.

- v. Principal's Report

Elena Bautista will email her updates to the Board following the meeting. Misty Loucks shared a PowerPoint, created by Student Council, with updates and information on what the student council has been working on and planning. Gateway's student council is currently in the process of becoming an official RCC club. Mercedes Sapien shared highlights from the graduate class of 2022.

- B. New Business Items from Members

None.

VI. ADJOURNMENT

Board adjourned at 9:14 A.M.

The next regular Board Meeting is scheduled for Friday October 21, 2022 at 7:30 am.