

**REGULAR MEETING AGENDA
GOVERNING BOARD
RIVERSIDE GATEWAY TO COLLEGE EARLY COLLEGE HIGH SCHOOL
Riverside City College
Lovekin Complex L4
4800 Magnolia Avenue
Riverside, CA 92506**

**June 21, 2016
7:30 A.M.**

**INSTRUCTIONS FOR PRESENTATIONS TO
THE BOARD BY PARENTS AND CITIZENS**

Gateway to College Early College High School (“School”) and Gateway College and Career Academy (“GCCA”) welcomes 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:

1. Agendas are available to all audience members at the door to the meeting.
2. Ivory “Request to Speak” forms are available to all audience members who wish to speak on any agenda item(s) or under the general category of “Oral Communications.”
3. “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.
4. 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.
5. When addressing the Board, speakers are requested to state their name and address and adhere to the time limits set forth.
6. Citizens may request that a topic related to school business be placed on a future agenda. Once such an item is properly agendaed and publicly noticed, the Board can discuss, respond, and possibly act upon such an item.
7. 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.
8. 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.thinkbeyonddiploma.org.

I. PRELIMINARY

A. CALL TO ORDER

Meeting will be called to order by the Board Chair at 7:33 A.M.

B. ROLL CALL

	Present	Absent
Shelagh Camak	<u> X </u>	<u> </u>
Ilsa Garza-Gonzalez	<u> X </u>	<u> </u>
Michele Gracia	<u> X </u>	<u> </u>
Mark Pedersen	<u> </u>	<u> X </u>
Debra Postil	<u> X </u>	<u> </u>
Joan Wells	<u> X </u>	<u> </u>

II. COMMUNICATIONS

A. **ORAL COMMUNICATIONS:** Non-agenda items: no individual presentation 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 presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

III. CONSENT AGENDA ITEMS

All matters listed under the consent agenda are considered by the Board to be routine and will 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.

REFERENCES

A. Approval of Board Meeting Minutes for May 2016

Minutes-pg.5-9

B. Approval of Claims Paid Activity Report for May 2016

Check Register-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
Michele Gracia			X		
Mark Pedersen			X		
Debra Postil	X		X		
Joan Wells			X		
Shelagh Camak		X	X		
Ilsa Garza-Gonzales			X		

No Discussion noted for consent Agenda items A and B.

IV. ITEMS SCHEDULED FOR ACTION

A. Approval of Revised 2016-17 Budget- *pg.11-15*

It is recommended that the Board approve Agenda Item A.			Motion: <u> X </u> Action: <u> </u> Second: <u> X </u> Vote: <u> X </u>		
	Motion	2 nd	In Favor	Against	Abstain
Michele Gracia	X		X		
Mark Pedersen					
Debra Postil		X	X		
Joan Wells			X		
Shelagh Camak			X		
Ilsa Garza-Gonzales			X		

Director presented the 2016-2017 budget revisions. It was noted that not many changes were made to the preliminary budget presented to the Board in May. Included with this budget were the SACS upload form and RCOE detailed forms.

B. Establishment of Fund 62 and transfer of 2015-16 fiscal year accounts- *pg.16*

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 nd	In Favor	Against	Abstain
Michele Gracia			X		
Mark Pedersen					
Debra Postil			X		
Joan Wells			X		
Shelagh Camak	X		X		
Ilsa Garza-Gonzales		X	X		

Members were presented the establishment of fund 62. The Director informed the Board that RCOE was requiring all of its charters to adopt fund 62 instead of funds 03/06 currently being used by all districts. This will allow more accurate audits and to stay in compliance with the CSAM (California Schools Accounting Manual) principals.

C. 2015-16 Education Protection Account Resolution and Expenditures- pg.17-21

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 nd	In Favor	Against	Abstain
Michele Gracia			X		
Mark Pedersen					
Debra Postil	X		X		
Joan Wells			X		
Shelagh Camak		X	X		
Ilsa Garza-Gonzales			X		

EPA funding is provided by CDE and can be used for almost anything but administrative salaries. The 2015-2016 expenditures are being presented later than usual, therefore 2016-2017 will be presented to Board soon. The document of expenditures shows different functions in which the EPA funding can be used for. All of the Gateway EPA funding was used for instructional expenditures in 2015-16.

D. Approval of 2016-17 Employee Benefits Plan: Charter Life-pg.22-30

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 nd	In Favor	Against	Abstain
Michele Gracia			X		
Mark Pedersen					
Debra Postil		X	X		
Joan Wells			X		
Shelagh Camak	X		X		
Ilsa Garza-Gonzales			X		

During the 2015-2016-year Gateway staff members compared plans and pricing for employee health and welfare benefits providers. Information sessions were held with all staff members to get a feedback on several different plans and providers. After comparing plans and gathering staff input it was decided to renew our agreement for services with our current provider; CharterLife, which provided the best mix of desired coverages and affordable premiums.

E. Approval of 2016-17 Insurance Coverage Proposal: Charter Safe-pg.31-46

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	2nd	In Favor	Against	Abstain
Michele Gracia			X		
Mark Pedersen					
Debra Postil	X		X		
Joan Wells			X		
Shelagh Camak		X	X		
Ilsa Garza-Gonzales			X		

The Director expressed to the Board that CharterSAFE has been the schools long time insurance company. Shopping for other companies was started but stopped due to timing. Initiating a change in service provider would have been too rushed if pursued at this time. In the coming year staff will be starting the process much sooner and will be able to thoroughly compare potential insurance providers. The Board President suggested taking into account a comment made by Mark Pedersen in a previous meeting which was to shop every three years to keep up with the market.

F. The following list of personnel actions are for the Board's approval and authorize the school Director to sign the employment agreements.

Name	Position	Start Date	FTE
<u>Certificated Full Time</u>			
Robin Acosta	Dean of Students	07/01/16	1.0
Elena Bautista	Lead Counselor	07/01/16	1.0
Issac Contreras	Counselor	07/01/16	1.0
Scott Jacobs	Instructor, English/Language Arts	08/22/16	1.0
Misty Loucks	Instructor, Math	08/22/16	1.0
Amy Moring	Instructor, English/Language Arts	08/22/16	1.0
Christopher Rosado	Counselor	07/01/16	1.0
Valerie Smith	Counselor	07/01/16	1.0
Zach Taylor	Instructor, Social Studies	08/22/16	1.0
Mercedes Winton	Counselor	07/01/16	1.0
<u>Certificated Part Time</u>			
Kathleen Bywater	Coordinator, Curriculum and Instruction	08/22/16	.25
<u>Classified Full Time</u>			
Samantha Hager	Business and Accounting Clerk	07/01/16	1.0
<u>Classified Part Time</u>			
Stacy Lobato	Clerk	07/01/16	.625
Linda Montgomery	Academic Coach	08/22/16	.75
Mayomy Navarrete	Academic Coach	07/01/16	.625
Kailin Scott	Marketing/Outreach Specialist	07/01/16	.625
<u>Stipends</u>			

Elena Bautista	Lead Counselor	07/01/16	Annual
Issac Contreras	Outreach/Recruitment Coordinator	07/01/16	Annual
Scott Jacobs	WASC Co-chair	08/22/16	Annual
Mercedes Winton	Testing Coordinator	07/01/16	Annual

It is recommended that the Board approve Agenda Item F.			Motion: <u> X </u> Action: <u> </u>		
			Second: <u> X </u> Vote: <u> X </u>		
	Motion	2 nd	In Favor	Against	Abstain
Michele Gracia			X		
Mark Pedersen					
Debra Postil			X		
Joan Wells			X		
Shelagh Camak	X		X		
Ilsa Garza-Gonzales		X	X		

List provided to Board shows all the staff currently hired on for the next fiscal year. There were no changes in the number of full-time certificated staff, but the significant change was the addition of 3 new part time employees.

G. Approval of 4th Quarter Report on Uniform Complaint Procedures-*pg47-48*

It is recommended that the Board approve Agenda Item G.			Motion: <u> X </u> Action: <u> </u>		
			Second: <u> X </u> Vote: <u> X </u>		
	Motion	2 nd	In Favor	Against	Abstain
Michele Gracia	X		X		
Mark Pedersen					
Debra Postil		X	X		
Joan Wells			X		
Shelagh Camak			X		
Ilsa Garza-Gonzales			X		

The form being presented to the Board is the standard quarterly report. Director discussed background language included in the packet for further clarification on the report. No filings were made last quarter.

H. Approval of 2016-17 Local Control Accountability Plan and Annual Update-Handout

It is recommended that the Board approve Agenda Item H.			Motion: <u> X </u> Action: <u> </u> Second: <u> X </u> Vote: <u> X </u>		
	Motion	2nd	In Favor	Against	Abstain
Michele Gracia			X		
Mark Pedersen					
Debra Postil			X		
Joan Wells			X		
Shelagh Camak	X		X		
Ilsa Garza-Gonzales		X	X		

The Director presented the 2016-2017 Gateway LCAP and Annual Update. There were no changes to the overall identified needs and goals for the school. Updates were made to the performance metrics and projections and additional actions and services were added to help improve student performance outcomes. Members of the Board gave staff ideas on truancy reduction planning for next year.

- I. 2015-2016 Election of Officers to the Riverside Gateway to College ECHS Board of Directors.
1. President
 2. Vice-President
 3. Treasurer
 4. Secretary

It is recommended that the Board approve Agenda Item I.1			Motion: <u> </u> Action: <u> </u> Second: <u> </u> Vote: <u> </u>		
It is recommended that the Board approve Agenda Item I.2			Motion: <u> </u> Action: <u> </u> Second: <u> </u> Vote: <u> </u>		
It is recommended that the Board approve Agenda Item I.3			Motion: <u> </u> Action: <u> </u> Second: <u> </u> Vote: <u> </u>		
It is recommended that the Board approve Agenda Item I.4			Motion: <u> </u> Action: <u> </u> Second: <u> </u> Vote: <u> </u>		
	Motion	2nd	In Favor	Against	Abstain
Michele Gracia		X			
Mark Pedersen					
Debra Postil					
Joan Wells					
Shelagh Camak	X				
Ilsa Garza-Gonzales					

Action Item I was tabled for the July 2016 Board meeting due to timing issues.

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. 49-52

No Discussion made on financials. Reports for May will be presented with June financials at the July Board Meeting.

B. Board/Staff Discussions - Board and staff discuss items of mutual interest.

i. Strategic Planning Taskforce- Mission Statement

Discussion of Strategic Planning Taskforce-Mission Statement was tabled for July. Joan Wells asked that members of the Board to think about the wording and personas of students when looking at the mission statements.

VI. ADJOURNMENT

Board Meeting adjourned at 8:59 A.M.

The next regular Board Meeting is scheduled for Thursday July 14, 2016 at 7:30 am in the RCC Lovekin Complex L4.