

**REGULAR MEETING AGENDA  
GOVERNING BOARD  
RIVERSIDE GATEWAY TO COLLEGE EARLY COLLEGE HIGH SCHOOL  
Riverside City College  
4800 Magnolia Avenue  
Riverside, CA 92506  
Bradshaw Building, Citrus Room**

**November 15, 2018  
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:

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 agendized and publicly noticed, the Board can discuss, respond, and possible 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.riversidegccca.com](http://www.riversidegccca.com)

**I. PRELIMINARY**

**A. CALL TO ORDER**

Meeting called to order by the Board President at 7:37 A.M.

**B. ROLL CALL**

	Present	Absent
Ruth Adams	__X__	_____
Maria Maness	__X__	_____
Jill Marks 4740 Green River Road, Suite 210. Corona, CA 92880	_____	__X__
Mark Pedersen	__X__	_____
Debra Postil	_____	__X__
Joan Wells	__X__	_____

**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.

- A. Approval of Meeting Minutes for October 2018-pg.4-7
- B. Approval of Claims Paid Activity Report for October 2018- pg.8

It is recommended that the Board approve Consent Agenda Items A and B.	Motion: __X__ Action: __ Second: __X__ Vote: __X__
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	Motion	2 <sup>nd</sup>	In Favor	Against	Abstain
<b>Ruth Adams</b>	<b>X</b>		<b>X</b>		
<b>Maria Maness</b>		<b>X</b>	<b>X</b>		
<b>Jill Marks</b>					
<b>Mark Pedersen</b>			<b>X</b>		
<b>Debra Postil</b>					
<b>Joan Wells</b>			<b>X</b>		

**IV. ITEMS SCHEDULED FOR ACTION**

A. 2017-18 Annual Financial Audit Report –pg.9-45

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>		
	<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>Maria Maness</b>			<b>X</b>		
<b>Jill Marks</b>					
<b>Mark Pedersen</b>	<b>X</b>		<b>X</b>		
<b>Debra Postil</b>					
<b>Joan Wells</b>			<b>X</b>		

*Miguel Contreras reported to the Board that this was year two of a the three year agreement Gateway has with Vavernik, Trine, Day & Co. The 2017-18 audit revealed no findings or weaknesses and no management letter was issued. The report will now be forwarded to Riverside County Office of Education and then to the CDE. In addition, Miguel Contreras reported that VTD has been a great company to work with, assisting with questions as they come up throughout the year.*

B. Designation to the Board of Directors: Lois Tomlinson- pg.46-51

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>		
	<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>Maria Maness</b>			<b>X</b>		
<b>Jill Marks</b>					
<b>Mark Pedersen</b>		<b>X</b>	<b>X</b>		
<b>Debra Postil</b>					
<b>Joan Wells</b>			<b>X</b>		

*Ruth Adams, chair of the Board Member Recruitment Task Force, informed the Board on the process used by the Board Member Recruitment Task Force for gathering and reviewing nominations of potential board member candidates. After their review, the task force brought forth the nomination of Lois Tomlinson to join the Board of Directors.*

**V. ITEMS SCHEDULED FOR INFORMATION**

C. Director’s Report - This is a presentation of information which has occurred since the previous Board meeting.

1. Financial Report- pg.52-55

*Gateway staff is continuing to monitor expenditures closely. Miguel Contreras informed the Board that*

Gateway will be receiving additional funding for a one-time block grant for low performing students. Miguel expects there to be about \$9000 in restricted funding disbursed to assist a small number of low-performing student, as identified by CDE. Members requested additional information on students are identified.

Board members raised concerns about a \$15 monthly service fee and a one-time overdraft fee paid to Bank of America last month. The overdraft fee was due to delayed disbursements from RCOE. Members recommended Gateway staff contact Bank of America to request the fees be reduced or eliminated.

## 2. RCC MOU Status

Miguel Contreras updated the Members on the status of the MOU renewal with RCC. He asked members for input on continuing to work on an extension of the current agreement and the development of the new agreement.

## 3. RCC Campus Update

Miguel Contreras relayed the news of the appointment of RCC's new president, Dr. Gregory Anderson, who was approved by the RCCD Board of Trustees at their last meeting. His tenure will begin on January 2.

## 4. RCBE Report on January 9

Gateway has been asked to present a report to the Riverside County Board of Education on January 9<sup>th</sup> and will submit a written report in the spring. Board members expressed interest in attending the January 9<sup>th</sup> meeting.

## 5. Fall Awards Breakfast December 13

This year's Fall Awards and finish strong breakfast will be held in Hall of Fame, December 13, 2018 from 9am to 11am.

## D. Planning Committee Report

### 1. Governance and Expansion

#### i. Upcoming meetings with RCC and MVC

Meetings with representatives from RCC and MVC will take place early January. Members encouraged establishing a calendar of standing meetings with appropriate college and charter facilities expertise as an outcome of each meeting. These meetings would be in addition to the standing meetings of the Board's Planning Committee.

#### ii. Governance models

The Members discussed the need to consider alternative governance models that may better align with the school's vision. Board Member Recruitment and Succession Planning

Board discussed Board member recruitment and alignment of succession planning with planning to expand to other colleges or sites.

## VI. ADJOURNMENT

Board adjourned at 8:53 A.M

The next regular Board Meeting is scheduled for Friday December 14, 2018 at 7:30 am.