

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



ITEM: 2.2
(ID # 30386)

MEETING DATE:
Tuesday, May 05, 2026

FROM : COUNTY COUNSEL

SUBJECT: COUNTY COUNSEL: Approval of the Amended Conflict of Interest Code of the Riverside Gateway to College Early College High School, District 1. [\$0]

RECOMMENDED MOTION: That the Board of Supervisors:


1. Approve the Amended Conflict of Interest Code of the Riverside Gateway to College Early College High School; and
2. Direct the Clerk of the Board to notify the Riverside Gateway to College Early College High School of the action taken.

ACTION:Consent

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Medina, seconded by Supervisor Washington and duly carried, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Medina, Spiegel, Washington, and Perez
Nays: None
Absent: Gutierrez
Date: May 5, 2026
xc: CO.CO., District, COB/AB/NS

Kimberly A. Rector
Clerk of the Board
By: 
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	N/A	N/A	N/A	N/A
NET COUNTY COST	N/A	N/A	N/A	N/A
SOURCE OF FUNDS: N/A			Budget Adjustment:	N/A
			For Fiscal Year:	N/A

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Political Reform Act prohibits a public official from using his or her position to influence a government decision in which he or she has a financial interest. Government Code section 87300 requires local government agencies to adopt and promulgate a Conflict of Interest Code identifying officials and employees required to file statements of economic interest based on the positions they hold. A local government agency, as defined by Government Code section 82041, includes the Riverside Gateway to College Early College High School. Government Code section 82011(b) identifies the Board of Supervisors for the County of Riverside as the code reviewing body for a local government agency within its county.

The Riverside Gateway to College Early College High School recently approved its amended Conflict of Interest Code on October 17, 2025. The Riverside Gateway to College Early College High School has submitted its amended Conflict of Interest Code for approval by the Board of Supervisors as the code reviewing body.

This office has reviewed the amended Conflict of Interest Code of the Riverside Gateway to College Early College High School and has found that it complies with statutory requirements. A complete copy of the amended Conflict of Interest Code of the Riverside Gateway to College Early College High School is attached.

It is recommended that the Board of Supervisors approve the amended Conflict of Interest Code of the Riverside Gateway to College Early College High School, and direct the Clerk of the Board to notify the Riverside Gateway to College Early College High School of the action taken.

ATTACHMENTS:

Attachment A: CONFLICT OF INTEREST CODE FOR THE RIVERSIDE GATEWAY TO COLLEGE EARLY COLLEGE HIGH SCHOOL

Antonio Chavez
Antonio Chavez, Sr. Management Analyst 4/27/2026

Aaron Gettis
Aaron Gettis, Chief Deputy County Counsel 4/24/2026

RIVERSIDE GATEWAY TO COLLEGE EARLY COLLEGE HIGH SCHOOL

BOARD POLICY NO. 504

Human Resources

CONFLICT OF INTEREST CODE

Reference(s): Political Reform Act of 1974, CA Government Code Section 87100, et seq., and Section 87300;
CA Code of Regulations, Title 2, Section 18730;
CA Government Code Section 81008

I. ADOPTION

In compliance with the Political Reform Act of 1974, California Government Code Section 87100, et seq., the Riverside Gateway to College Early College High School hereby adopts this Conflict of Interest Code (“Code”), which shall apply to all governing board members and all other designated employees of Riverside Gateway to College Early College High School (“Charter School”), as specifically required by California Government Code Section 87300.

II. DEFINITION OF TERMS

As applicable to a California public charter school, the definitions contained in the Political Reform Act of 1974, the regulations of the Fair Political Practices Commission, specifically California Code of Regulations Section 18730, and any amendments or modifications to the Act and regulations are incorporated by reference to this Code.

III. DESIGNATED EMPLOYEES

Employees of this Charter School, including governing board members who hold positions that involve the making or participation in the making, of decisions that may foreseeably have a material effect on any financial interest, shall be “designated employees.” The designated positions are listed in “Exhibit A” attached to this policy and incorporated by reference herein.

IV. STATEMENT OF ECONOMIC INTERESTS: FILING

Each designated employee, including governing board members, shall file a Statement of Economic Interest (“Statement”) at the time and manner prescribed by California Code of Regulations, title 2, section 18730, disclosing reportable investments, interests in real property,

Adopted: June 30, 2020

Revised: October 17, 2025

business positions, and income required to be reported under the category or categories to which the employee's position is assigned in "Exhibit A."

An investment, interest in real property or income shall be reportable, if the business entity in which the investment is held, the interest in real property, the business position, or source of income may foreseeably be affected materially by a decision made or participated in by the designated employee by virtue of his or her position. The specific disclosure responsibilities assigned to each position are set forth in "Exhibit B."

Statements Filed With the Charter School. All Statements shall be supplied by the Charter School. All Statements shall be filed with the Charter School. The Charter School's filing officer shall make and retain a copy of the Statement and forward the original to the County Board of Supervisors.

V. DISQUALIFICATION

No designated employee shall make, participate in making, or try to use his/her official position to influence any Charter School decision which he/she knows or has reason to know will have a reasonably foreseeable material financial effect, distinguishable from its effect on the public generally, on the official or a member of his or her immediate family.

VI. MANNER OF DISQUALIFICATION

A. Non-Governing Board Member Designated Employees

When a non-Governing Board member designated employee determines that he/she should not make a decision because of a disqualifying interest, he/she should submit a written disclosure of the disqualifying interest to his/her immediate supervisor. The supervisor shall immediately reassign the matter to another employee and shall forward the disclosure notice to the Charter School Executive Director, who shall record the employee's disqualification. In the case of the Executive Director, this determination and disclosure shall be made in writing to the Board of Directors.

B. Governing Board Member Designated Employees

The Charter School shall not enter into a contract or transaction in which a director directly or indirectly has a material financial interest (nor shall the Charter School enter into any contract or transaction with any other corporation, firm, association, or other entity in which one or more of the Charter School's directors are directors and have a material financial interest).

Adopted: June 30, 2020

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EXHIBIT A

<u>Designated Position</u>	<u>Assigned Disclosure Category</u>
Members of the Governing Board	1,2
Executive Director	1,2
Principal	1,2
Assistant Principals	3
Chief Business Officer	1,2
HR/Operations Manager	2
Consultants/New Positions	*

*Consultants/New Positions shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitation:

The Executive Director may determine in writing that a particular consultant or new position, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant’s or new position’s duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director’s determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code (Government Code § 81008).

EXHIBIT B

Disclosure Categories

Category 1

Designated positions assigned to this category must report all interests in real property which are located in whole or in part within two (2) miles of any facility utilized by Riverside Gateway to College Early College High School, including any leasehold, beneficial or ownership interest or option to acquire such interest in real property.

Category 2

Designated positions assigned to this category must report investments and business positions in business entities and sources of income (including receipt of gifts, loans, and travel payments) that are contractors engaged in the performance of work or services, or sources that manufacture, sell, repair, rent or distribute school supplies, books, materials, school furnishings or equipment of the type to be utilized by Riverside Gateway to College Early College High School.

Category 3

Designated positions assigned to this category must report investments and business positions in business entities and sources of income (including receipt of gifts, loans, and travel payments) that are contractors engaged in the performance of work or services, or sources that manufacture, sell, repair, rent or distribute school supplies, books, materials, school furnishings or equipment of the type to be utilized by the designated position's department.