

COLLEGE AND CAREER ADVANTAGE

BOARD MEETING: June 23, 2021 MINUTES

President Vickers called the meeting to order at 9:01 a.m.

Call to Order

ROLL CALL: Present: Trustees Braunstein, McNicholas, Perry, Vickers
Absent: Trustee Jones

PUBLIC HEARING FOR 2021-22 PROPOSED FINAL BUDGET

Public Hearing

Trustee Vickers declared the Public Hearing open at 9:01 a.m. As there were no comments or input, the Public Hearing was declared closed at 9:02 a.m.

Trustee Vickers led the Pledge of Allegiance.

APPROVAL OF AGENDA

On a motion from Trustee McNicholas, seconded by Trustee Perry, it carried by a roll call vote of 4-0 to approve the agenda.

Approval of Agenda

ROLL CALL: Present: Trustees Braunstein, McNicholas, Perry, Vickers
Absent: Trustee Jones

PRESENTATION – LOS ANGELES / ORANGE COUNTY REGIONAL CONSORTIUM (LAOCRC)

LAOCRC Presentation

Michael Sacoto, K-14 Technical Assistant Provider, provided an overview of LAOCRC which is the second biggest consortium in the state. LAOCRC ensures a high sense of collaboration between the community colleges and the K12 LEAs. Nicole Berkman is one of four K12 Pathway Coordinators and has reign over the southern part of Orange County. Some responsibilities of the K12 Pathway Coordinators include regional needs assessment and leadership, professional development to ensure K12 project leads have the regional leadership and technical assistance needed, coordinate collaboration and ensure community colleges are engaged and involved, and K12 SWP program management.

The work of CCA is not duplicated in other regions and many of the best practices and model programs taking place at CCA will serve as a blue print to implement in other areas of Orange County.

CCA and the two Districts served are deeply embedded and CCA courses are within the master schedule, 100% of CCA courses meet UC a-g requirements and 30%-35% of CCA students realize their articulated course credit due to the strong partnership with Saddleback College and use of the CATEMA system. Instructors, counselors and partners guide

students through the articulation process. Only 2% of students region wide realize their articulated course credit because it is the student and parent who have to navigate the articulation process.

CCA model programs include dual enrollment with Saddleback College in various classes due to the strong relationship between Saddleback College, Patricia Romo and Nicole Berkman. Part of the Strong Workforce is to build a strong work-based learning opportunity. CCA's partnership with Kaiser Permanente and Waldorf Astoria provide students with learning opportunities through visits at these sites 2-3 days a week during the school schedule.

EXECUTIVE DIRECTOR'S REPORT

Mr. Romo provided the Board with an update on COVID relief funds, Assembly Bills 288 and 438, CCA accomplishments over the past year and CCA plans for the upcoming year.

Executive Director's Report

Mrs. Romo also acknowledged the retirement of Cindy Fox, Accountant, and expressed gratitude for her years of service and dedication.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

Public Comments

CONSENT CALENDAR

On a motion from Trustee McNicholas, seconded by Trustee Perry, it carried by a roll call vote of 5-0 to approve the consent calendar to include the following:

Minutes of the Board meeting on June 23, 2021, as presented.

Minutes

Purchase Orders as presented.

Purchase Orders

Checks as presented.

Checks

Personnel Assignment Order as presented.

Personnel Assignment Order

Training Agreements as presented.

Training Agreements

Retainer Agreement for legal services with Margaret A. Chidester & Associates as presented.

Retainer Agreement

Business-Plus System Support and Software Support Service Agreement #51647 as presented.

Agreement #51647

Human Resources Application Software Support Service Agreement #46314, Amendment #3 as presented.

Agreement #46314, Amendment #3

Memorandum of Understanding (MOU) with Orange County Superintendent of Schools as presented.

MOU

Strong Workforce Program (SWP) Pathway Improvement Grant Service Agreement #51724, Round 3 with Orange County Superintendent of Schools, as presented.

Agreement #51724, Round 3

Cash Flow Advance.

Cash Flow Advance

ROLL CALL: AYES: Trustees Braunstein, Jones, McNicholas, Perry, Vickers
NOES: None

2021-22 PROPOSED FINAL BUDGET

2021-22 Budget

Mrs. Fox, Accountant, presented a summary review of the 2021-22 proposed final budget.

On a motion from Trustee Braunstein, seconded by Trustee McNicholas, it carried by a roll call vote of 5-0 to approve the 2021-22 proposed final budget.

ROLL CALL: AYES: Trustees Braunstein, Jones, McNicholas, Perry, Vickers
NOES: None

IMPLEMENTATION OF FURLOUGH DAYS FOR 2021-22

Furlough Days for 2021-22

On a motion from Trustee McNicholas, seconded by Trustee Braunstein, it carried by a roll call vote of 5-0 to approve furlough days for 2021-22.

ROLL CALL: AYES: Trustees Braunstein, Jones, McNicholas, Perry, Vickers
NOES: None

ENROLLMENT DATA

Enrollment Data

Kim Thomas, Director, Instructional Services, presented enrollment data for the 2020-2021 school year for both middle school and high school along with comparison data from the previous school year, 2019-2020.

CONFLICT OF INTEREST CODE

Conflict of Interest Code

On a motion from Trustee Braunstein, seconded by Trustee Perry, it carried by a roll call vote of 5-0 to approve the Conflict of Interest Code.

ROLL CALL: AYES: Trustees Braunstein, Jones, McNicholas, Perry, Vickers
NOES: None

RESOLUTION #06-20/21 – YEAR-END INTERNAL TRANSFERS

Resolution #06-20/21

On a motion from Trustee Jones, seconded by Trustee McNicholas, it carried by a roll call vote of 5-0 to approve Resolution #06-20/21, Year-End Internal Transfers.

ROLL CALL: AYES: Trustees Braunstein, Jones, McNicholas, Perry, Vickers
NOES: None

RESOLUTION #07-20/21 – SALARY SCHEDULES FOR 2021-22

Resolution #07-20/21

On a motion from Trustee McNicholas, seconded by Trustee Braunstein, it carried by a roll call vote of 5-0 to approve Resolution #07-20/21, Salary Schedules for 2021-22, which are the same salary schedules as 2020-21.

ROLL CALL: AYES: Trustees Braunstein, Jones, McNicholas, Perry, Vickers
NOES: None

RESOLUTION #08-20/21 – AUTHORIZATION OF SIGNATURES FOR SCHOOLSFIRST FEDERAL CREDIT UNION AND FARMERS & MERCHANTS BANK

Resolution #08-20/21

On a motion from Trustee McNicholas, seconded by Trustee Perry, it carried by a roll call vote of 5-0 to approve Resolution #8-20/21, Authorization of Signatures for SchoolsFirst Federal Credit Union and Farmers & Merchants Bank.

ROLL CALL: AYES: Trustees Braunstein, Jones, McNicholas, Perry, Vickers
NOES: None

RESOLUTION #09-20/21 – AUTHORIZATION TO APPROVE VENDOR PAYMENTS ON THE BUSINESS-PLUS SYSTEM

Resolution #09-20/21

On a motion from Trustee Perry, seconded by Trustee McNicholas, it carried by a roll call vote of 5-0 to approve Resolution #9-20/21, Authorization to Approve Vendor Payments on the Business-Plus System.

ROLL CALL: AYES: Trustees Braunstein, Jones, McNicholas, Perry, Vickers
NOES: None

RESOLUTION #10-20/21 – AUTHORIZATION TO APPROVE VENDOR PAYMENTS ELETRONICALLY

Resolution #10-20/21

On a motion from Trustee McNicholas, seconded by Trustee Perry, it carried by a roll call vote of 5-0 to approve Resolution #10-20/21, Authorization to Approve Vendor Payments Electronically.

ROLL CALL: AYES: Trustees Braunstein, Jones, McNicholas, Perry, Vickers
NOES: None

CCA CALENDAR FOR THE 2021-22 SCHOOL YEAR

CCA Calendar

On a motion from Trustee Braunstein, seconded by Trustee Perry, it carried by a roll call vote of 5-0 to approve the CCA calendar for the 2021-22 school year.

ROLL CALL: AYES: Trustees Braunstein, Jones, McNicholas, Perry, Vickers
NOES: None

ADJOURNMENT

Adjournment

On a motion from Trustee Perry, seconded by Trustee McNicholas, it carried by a roll call vote of 5-0 to adjourn the meeting at 10:34 a.m.

ROLL CALL: AYES: Trustees Braunstein, Jones, McNicholas, Perry, Vickers
NOES: None

Vice President

Secretary