

COLLEGE AND CAREER ADVANTAGE

**BOARD MEETING: September 14, 2022
MINUTES**

CALL TO ORDER

Trustee Jones called the meeting to order at 9:07 a.m.

Call to Order

Trustee Kelly, alternate Board member for Laguna Beach Unified School District, attend the Board meeting for Trustee Perry.

ROLL CALL: Present: Trustees Davis, Jones, Kelly, McNicholas, Vickers
Absent: None

Trustee Jones led the Pledge of Allegiance.

APPROVAL OF AGENDA

On a motion from Trustee McNicholas, seconded by Trustee Vickers, it carried by a vote of 5-0 to approve the agenda.

Approval of Agenda

VOTE: Ayes: Trustees Davis, Jones, Kelly, McNicholas, Vickers
Nos: None

BOARD COMMENTS

Board members commented on the auto show event, CCA's involvement in the Laguna Niguel Sea Country Festival and other activities and projects in which CCA has been involved.

Board Comments

EXECUTIVE DIRECTOR'S REPORT

Paul Weir reported on various activities at our sites.

Executive Director's Report

COMMENTS FROM THE PUBLIC

There were no comments from the public.

Public Comments

CONSENT CALENDAR

Staff requested that items 5 and 7 be pulled. On a motion from Trustee Vickers, seconded by Trustee McNicholas, 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 29, 2022.

Minutes

Purchase Orders.

Purchase Orders

Checks.

Checks

Personnel Assignment Order.

**Personnel
Assignment
Order**

Stipends.

Stipends

Board Policy 0000.

BP 0000

Board Policy 0100.

BP 0100

Board Policy 0200.

BP 0200

Board Policy 0410.

BP 0410

Board Policy 0440.

BP 0440

Board Policy 0450.

BP 0450

Board Policy 0500.

BP 0500

ROLL CALL: Ayes: Trustees Davis, Jones, Kelly, McNicholas, Vickers
Nos: None

**GRANT SUB-AGREEMENT BETWEEN RANCHO SANTIAGO
COMMUNITY COLLEGE DISTRICT (RSCCD) AND COLLEGE AND
CAREER ADVANTAGE (CCA) REGIONAL OCCUPATIONAL
PROGRAM**

**Grant Sub-
Agreement
RSCCD and
CCA**

On a motion from Trustee Vickers, seconded by Trustee Kelly, it carried by a vote of 4-1 to approve the Grant Sub-Agreement between RSCCD and CCA.

VOTE: Ayes: Trustees Davis, Kelly, McNicholas, Vickers
Nos: Trustee Jones

**MEMORANDUM OF UNDERSTANDING (MOU) WITH ORANGE
COUNTY DEPARTMENT OF EDUCATION**

**MOU WITH
OCDE**

On a motion from Trustee Vickers, seconded by Trustee McNicholas, it carried by a vote of 5-0 to approve the MOU with Orange County Department of Education.

VOTE: Ayes: Trustees Davis, Jones, Kelly, McNicholas, Vickers
Nos: None

DISCUSSION REGARDING FUTURE BOARD MEETINGS

**Assembly Bill
361**

Staff discussed the requirements to implement Assembly Bill 361, Government Code section §54953(b).

UNAUDITED ACTUALS

Melanie Inskeep, Accountant, provided a summary review of the unaudited actuals. On a motion from Trustee Davis, seconded by Trustee Vickers, it carried by a vote of 5-0 to approve certification of the 2021-22 unaudited actuals.

Unaudited Actuals

VOTE: Ayes: Trustees Davis, Jones, Kelly, McNicholas, Vickers
Nos: None

ACTUARIAL STUDY OF RETIREE HEALTH LIABILITIES

On a motion from Trustee Davis, seconded by Trustee Vickers, it carried by a vote of 5-0 to acknowledge receipt of the Actuarial Study of Retiree Health Liabilities.

Actuarial Study

VOTE: Ayes: Trustees Davis, Jones, Kelly, McNicholas, Vickers
Nos: None

ORGANIZATIONAL GOALS 2022-23

Paul Weir, Executive Director, presented CCA's Organizational Goals for 2022-23 which are aligned and embedded in our WASC goals. Staff reviewed and discussed the goals and made a recommendation which will be incorporated. The 2022-23 Organizational Goals will be brought back to the December 7, 2022, Board meeting for approval.

Organizational Goals 2022-23

ENROLLMENT DATA – FALL 2022

Paul Weir, Executive Director, presented fall 2022 enrollment data for middle schools and high schools as well as comparison data from fall 2021. Enrollment numbers at some sites were discussed and it was noted that enrollment numbers for Laguna Beach High School were not available at the time the report was prepared.

Enrollment Data Fall 2022

COURSE INVENTORY

Beginning with the fall 2022 semester, CCA will be offering three new courses: Cybersecurity, Esports and Lifeguarding. The new courses were discussed as well as enrollment numbers and sites offering the new courses. On a motion from Trustee Vickers, seconded by Trustee Davis, it carried by a vote of 5-0 to ratify/approve course offerings for fall 2022.

Course Inventory

VOTE: Ayes: Trustees Davis, Jones, Kelly, McNicholas, Vickers
Nos: None

INSTRUCTIONAL UPDATE ON INTERNSHIPS AND INDUSTRY CERTIFICATIONS

Paul Weir, Executive Director, presented the Board with internship classes offered in 2021-22 and industry certifications earned in 2021-22 by high school and adult students. The term "certification" was

Internships and Industry Certifications

discussed and clarified, and it was noted that Cybersecurity is one class that can be listed as receiving a certification on the high school list and on the adult list.

ADJOURNMENT

Adjournment

On a motion from Trustee Davis, seconded by Trustee McNicholas, it carried by a vote of 5-0 to adjourn the meeting at 10:55 a.m.

VOTE: Ayes: Trustees Davis, Jones, Kelly, McNicholas, Vickers
 Nos: None

Vice President

Secretary