



COLLEGE AND CAREER ADVANTAGE
San Juan Capistrano, CA 92675

GOVERNING BOARD MEETING

December 20, 2021
9:00 a.m.

33122 Valle Road in San Juan Capistrano

Due to the nature of the COVID-19 pandemic and in accordance with Executive Order N-29-20, the Board members will have the option to attend the meeting and take action on any item telephonically. The public may join the meeting via Zoom. Information for joining the Board meeting via Zoom can be found on the College and Career Advantage home page at www.ccadvantage.org. There will be no physical meeting location open to the public. For this meeting, public input will not be facilitated in person. The District has provided the following option for the public to address the Board telephonically. Please submit a request to address the Board by using [this form](#). Those who have registered to comment will receive an email prior to the meeting with information on how to join and comment via a Zoom link. A speaker card will need to be submitted prior to the agenda item per Bylaws of the Board 9323, Meeting Conduct. Members of the public shall have an opportunity to address the Board regarding items on the agenda to be considered during Closed Session prior to the Board adjourning the meeting to Closed Session. Individual presentations are limited to a maximum of three (3) minutes; however, the time assigned for individual presentations could be fewer than three minutes depending upon the total number of speakers who wish to address a specific agenda topic. Detailed guidelines and information on what to do if you wish to address the Board of Trustees is provide on the next page of this agenda.

RECORDING OF SCHOOL BOARD MEETINGS

In accordance with Board Policy 9324 Board Minutes, all regular School Board Meetings will be audio recorded.

AGENDA

CALL TO ORDER

| ROLL CALL: | Present | Absent |
|--------------------|---------|--------|
| Trustee Perry | _____ | _____ |
| Trustee Vickers | _____ | _____ |
| CUSD Trustee (TBD) | _____ | _____ |
| CUSD Trustee (TBD) | _____ | _____ |
| CUSD Trustee (TBD) | _____ | _____ |

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

**ACTION/ROLL
CALL**

Motion _____ Second _____

ROLL CALL: Trustee Perry _____
Trustee Vickers _____
CUSD Trustee (TBD) _____
CUSD Trustee (TBD) _____
CUSD Trustee (TBD) _____

REORGANIZATION OF THE BOARD – ELECTION OF PRESIDENT

**ACTION/ROLL
CALL**

Governing Board to consider nominations for the election of President of the Governing Board for 2022.

Nominee _____

Nominated by: _____ Seconded by: _____

ROLL CALL: Trustee Perry _____
Trustee Vickers _____
CUSD Trustee (TBD) _____
CUSD Trustee (TBD) _____
CUSD Trustee (TBD) _____

**REORGANIZATION OF THE BOARD – ELECTION OF VICE
PRESIDENT**

**ACTION/ROLL
CALL**

Governing Board to consider nominations for the election of Vice President of the Governing Board for 2022.

Nominee _____

Nominated by: _____ Seconded by: _____

ROLL CALL: Trustee Perry _____
Trustee Vickers _____
CUSD Trustee (TBD) _____
CUSD Trustee (TBD) _____
CUSD Trustee (TBD) _____

B. ORAL COMMUNICATIONS

Addressing The Board. The Governing Board encourages citizens to participate in the operation of the ROP and, in turn, desires to be responsive to the needs of the school community. Any person may address the Board concerning an item on the agenda. The Board President may exercise judgment as

to the time allotted to each speaker or on each subject. Board policy states that presentations are generally limited to three minutes for each speaker and a maximum of twenty minutes to each subject.

For Items on the Agenda: If you wish to address the Board regarding an item on the Board agenda, please complete a speaker card and give the card to the Board Secretary prior to the meeting. Please indicate on the card the specific Board item you wish to address and the Board President will call upon you to speak when the agenda item is being discussed.

For Items Not on the Agenda: If you wish to address the Board regarding a matter which is not included on the meeting agenda but which is within Board jurisdiction, please complete a speaker card and give the card to the Board Secretary prior to the meeting. Please indicate on the card the specific subject you wish to address. The Board President will call upon you to speak at the appropriate time. The Board is prohibited from taking action at the meeting on any matter not included on the posted agenda.

The Governing Board encourages citizens to participate in public school matters, and there is a professional staff of administrators available to handle most matters of public concern. It is expected that matters ordinarily will be presented to the administrative staff prior to the Board's involvement. It is requested that individuals who speak during the public meeting will be courteous and avoid remarks which reflect adversely on the character or motives of any person, or his or her race, religion, political views or economic status.

Reasonable Accommodation. In order to help ensure participation in the meeting of disabled individuals, appropriate disability-related accommodations or modifications shall be provided by the Board, upon request, in accordance with the Americans with Disabilities Act (ADA). Persons with a disability who require a disability-related accommodation or modification, including auxiliary aids and services in order to participate in a Board meeting, shall contact the Superintendent or designee in writing by noon on the Monday before the scheduled meeting. Such notification shall provide ROP personnel time to make reasonable arrangements to assure accessibility to the meeting.

COMMENTS FROM THE PUBLIC

DISCUSSION

Non-agenda items. Individuals may be limited to 3 minutes.

A. CONSENT CALENDAR

All matters listed under the consent calendar are considered by the Board to be routine and will be enacted by the Board in one motion in the form listed below. Usually no discussion will occur on these items; however, any member of the Board, audience or staff may request discussion of specific items on the consent calendar.

1. MEMORANDUM OF UNDERSTANDING BETWEEN COLLEGE AND CAREER ADVANTAGE AND THE CITY OF MISSION VIEJO

Board to approve Memorandum of Understanding between College and Career Advantage and the City of Mission Viejo. The purpose of the MOU is to establish a partnership with CCA and the City of Mission Viejo to offer a Lifeguard Course to CCA students beginning spring 2022 for a five year term ending upon completion of the spring semester 2027 (supporting information).

Pages 1-2
ACTION/ROLL
CALL

Motion _____ Second _____

ROLL CALL: Trustee Perry _____
Trustee Vickers _____
CUSD Trustee (TBD) _____
CUSD Trustee (TBD) _____
CUSD Trustee (TBD) _____

NOTE: BY USING A ROLL CALL VOTE FOR THE CONSENT CALENDAR, IT WILL MEET THE NEED FOR ACTION ITEMS WHICH REQUIRE A SIMPLE MOTION OR A ROLL CALL VOTE.

2. NEW COURSE OUTLINE

Board to review and consider approval of new course outline for Lifeguard.

Contact: Kim Thomas, Director, Instructional Services

Page 3
ACTION/ROLL
CALL

Motion _____ Second _____

ROLL CALL: Trustee Perry _____
Trustee Vickers _____
CUSD Trustee (TBD) _____
CUSD Trustee (TBD) _____
CUSD Trustee (TBD) _____

3. CCA LOGO RE-DESIGN

Board to review and consider approval of a new organizational logo (supporting information).

Contact: Kim Thomas, Director, Instructional Services

Pages 4-5
ACTION/ROLL
CALL

Motion _____ Second _____

ROLL CALL: Trustee Perry _____
Trustee Vickers _____
CUSD Trustee (TBD) _____
CUSD Trustee (TBD) _____
CUSD Trustee (TBD) _____

4. RESOLUTION #01-21/22 – SETTING OF REGULAR MEETING DATES

Board to review and consider adoption of Resolution #01-21/22 - Setting of Regular Meeting Dates of the CCA Governing Board (supporting information).

Contact: Kim Thomas, Director, Instructional Services

Pages 6-7
ACTION/ROLL
CALL

Motion _____ Second _____

ROLL CALL: Trustee Perry _____
Trustee Vickers _____
CUSD Trustee (TBD) _____
CUSD Trustee (TBD) _____
CUSD Trustee (TBD) _____

5. **RESOLUTION #02-21/22 – AUTHORIZATION OF SIGNATURES**
Board to review and consider adoption of Resolution #02-21/22 -
Authorization of Signatures (supporting information).
Contact: Kim Thomas, Director, Instructional Services

Pages 7-8
ACTION/ROLL
CALL

Motion _____ Second _____

ROLL CALL: Trustee Perry _____
Trustee Vickers _____
CUSD Trustee (TBD) _____
CUSD Trustee (TBD) _____
CUSD Trustee (TBD) _____

6. **RESOLUTION #03-21/22 – AUTHORIZATION OF SIGNATURES FOR SCHOOLSFIRST FEDERAL CREDIT UNION AND FARMERS & MERCHANTS BANK**
Board to review and consider adoption of Resolution #03-21/22 -
Authorization of Signatures for SchoolsFirst Federal Credit Union and
Farmers & Merchants Bank (supporting information).
Contact: Kim Thomas, Director, Instructional Services

Pages 8-9
ACTION/ROLL
CALL

Motion _____ Second _____

ROLL CALL: Trustee Perry _____
Trustee Vickers _____
CUSD Trustee (TBD) _____
CUSD Trustee (TBD) _____
CUSD Trustee (TBD) _____

7. **RESOLUTION #04-21/22 – AUTHORIZATION TO APPROVE VENDOR PAYMENTS ON THE BUSINESS PLUS SYSTEM**
Board to review and consider adoption of Resolution #04-21/22 -
Authorization to Approve Vendor Payments on the Business Plus
System (supporting information).
Contact: Kim Thomas, Director, Instructional Services

Pages 10-11
ACTION/ROLL
CALL

Motion _____ Second _____

ROLL CALL: Trustee Perry _____
Trustee Vickers _____
CUSD Trustee (TBD) _____
CUSD Trustee (TBD) _____
CUSD Trustee (TBD) _____

8. RESOLUTION #05-21/22 – AUTHORIZATION TO APPROVE VENDOR PAYMENTS ELECTRONICALLY

Pages 12-13
ACTION/ROLL
CALL

Board to review and consider adoption of Resolution #05-21/22 - Authorization to Approve Vendor Payments Electronically (supporting information).

Contact: *Kim Thomas, Director, Instructional Services*

Motion _____ Second _____

ROLL CALL: Trustee Perry _____
Trustee Vickers _____
CUSD Trustee (TBD) _____
CUSD Trustee (TBD) _____
CUSD Trustee (TBD) _____

9. BOARD COMMENTS

10. ADJOURNMENT

ACTION/ROLL
CALL

Motion _____ Second _____

ROLL CALL: Trustee Perry _____
Trustee Vickers _____
CUSD Trustee (TBD) _____
CUSD Trustee (TBD) _____
CUSD Trustee (TBD) _____

Memorandum of Understanding
Between
College and Career Advantage
City of Mission Viejo

I. STATEMENT OF WORK

This Memorandum of Understanding between College and Career Advantage (“CCA”) and the City of Mission Viejo (“City”) is entered into to provide one section of a Lifeguard Course to students of College and Career Advantage which offers courses to students in the Capistrano Unified School District and Laguna Beach Unified School District.

II. PERIOD OF PERFORMANCE

The term of this MOU shall be for five years beginning with the spring semester 2022 and terminating upon completion of the spring semester 2027 unless terminated in writing by either party 30 days prior to the beginning of the next semester.

III. COSTS AND RESPONSIBILITIES

College and Career Advantage agrees to employ an instructor to teach the Lifeguard Course and provide the facility to conduct classroom learning and will absorb the cost of the instructor and classroom facility. The City of Mission Viejo agrees to provide the swimming pool facility for the out-of-classroom portion of the Course. The rental of the swimming pool facility will be at no cost to College and Career Advantage.

College and Career Advantage shall obtain and furnish to City a policy of general liability insurance against any and all claims arising out of or in connection with the work performed under this Memorandum of Understanding. College and Career Advantage shall provide the following coverage: combined single limit bodily injury and property damage, including products/completed operations liability and blanket contractual liability in an amount not less than one million dollars (\$1,000,000.00) per occurrence for all coverages and two million dollars (\$2,000,000.00) general aggregate for bodily injury, personal injury, and property damage. This policy shall name City of Mission Viejo, its officers, officials, employees, agents, and volunteers as additional insureds using ISO additional insured endorsement form CG 20 26, or similar form(s). Coverage shall apply on a primary, non-contributing basis in relation to any other insurance or self-insurance, primary or excess, available to City or any employee or agent of City. Coverage shall not be limited to the vicarious liability or supervisory role of any additional insured.

College and Career Advantage acknowledges awareness of Section 3700 et seq. of the California Labor Code which requires every employer to be insured against liability for workers' compensation. College and Career Advantage shall obtain and furnish the City workers' compensation insurance per statutory limits and employer's liability insurance in an amount not less than one million dollars (\$1,000,000) per accident for bodily injury or disease. CCA shall furnish to City a waiver of subrogation under the terms of the workers' compensation and employer's liability insurance.

College and Career Advantage understands that the use of a City of Mission Viejo facility per this Memorandum of Understanding may expose CCA and its participants to the risk of personal injury, death, communicable diseases, illnesses, viruses, or property loss or damage. College and Career Advantage acknowledges and agrees to assume any such risks. College and Career Advantage shall indemnify, defend, protect, and hold harmless the City of Mission Viejo, its officers, officials, employees, agents, and volunteers, from and against any and all losses, costs, defense costs or expenses, claims, liabilities, actions, or damages, including liability for injuries to any person or persons or damage to property arising at any time during and/or arising out of or in any way connected with CCA's use and occupancy of the City facility unless solely caused by the gross negligence or willful misconduct of the City of Mission Viejo, its officers, employees, agents, or volunteers.

APPROVED:

Patricia Romo, Executive Director
College and Career Advantage

Date

Mark Nix, Director of Recreation &
Community Services
City of Mission Viejo

Date



COLLEGE AND CAREER ADVANTAGE

NEW COURSE OFFERING

Beginning with the spring 2022 semester, CCA is proposing to offer the following new course to enhance current course offerings and build upon existing career pathways. This proposal is based on labor market information and local industry needs, school site interests, career opportunities, course sequencing and student interest.

Lifeguard -The American Red Cross Lifeguarding classes are designed to teach not only the basics in water safety but also the proper protocol when dealing with emergencies around water. The Red Cross blends both traditional lecture style along with crucial hands-on training in order to teach effective techniques to deliver prompt care to those in need. Learn how to respond safely and efficiently to water emergencies with lifeguard classes from the American Red Cross.

RECOMMENDATION

Following discussion, it is recommended the Board approve the above course offering.

COLLEGE AND CAREER ADVANTAGE

Memorandum

TO: CCA Governing Board

FROM: Kim Thomas, Director, Instructional Services

DATE: December 20, 2021

SUBJECT: CCA LOGO RE-DESIGN

CURRENT SITUATION

CCA has had the current logo since 2016. Staff has received multiple requests from teachers and district administrators to rebrand and redesign the CCA logo as it is considered too commercial or “run of the mill”. Staff asked multiple graphic designers to submit logo designs based on the current color scheme. In some cases, designers offered a similar “refresh” of the logo, and in some cases they submitted new designs.

Staff has gathered input from teachers, students, CTE ambassadors, and community stakeholders. The attached logos are the top five finalists.

Staff requests that the Board review, make suggestions, and provide feedback on the final logo design.

RECOMMENDATION

It is respectfully recommended that the Governing Board choose and approve the final logo design.

ACTION/ROLL CALL

**Agenda Item 3
December 20, 2021**



COLLEGE AND CAREER ADVANTAGE

LOGO POLL RESULTS- TOP 5

OPTION 1



OPTION 2



OPTION 3



OPTION 4



OPTION 5



COLLEGE AND CAREER ADVANTAGE

Memorandum

TO: CCA Governing Board

FROM: Kim Thomas, Director, Instructional Services

DATE: December 20, 2021

SUBJECT: SETTING OF REGULAR MEETING DATES – RESOLUTION #01-21/22

CURRENT SITUATION

As a part of the Annual Organizational Meeting, it is the Board's responsibility to determine the dates the Governing Board will hold its regular meetings.

RECOMMENDATION

It is my recommendation that the College and Career Advantage (CCA) Governing Board continue to meet on the second or fourth Thursday of each month listed below with some variations due to scheduled events or reporting timelines. CCA Governing Board meetings typically last 1 ½ hours. The CCA Governing Board currently meets at 9:00 a.m. It is recommended that the Board discuss and decide the meeting time and dates for future CCA Governing Board meetings.

I believe we can hold Board meetings five to six times per year with no loss of function or undue restrictions. Under extenuating circumstances, special Board meetings could be called.

Therefore, the specific dates for 2022 would be:

Thursday, January 27
Thursday, March 10
Thursday, June 23
Thursday, September 8
Thursday, December 8
Monday, December 19

It is respectfully recommended that the Governing Board consider approval and adoption of Resolution #01-21/22 to set the meeting time and dates of the Governing Board for 2022.

ACTION/ROLL CALL

Agenda Item 4
December 20, 2021

COLLEGE AND CAREER ADVANTAGE

RESOLUTION #01-21/22

SETTING OF REGULAR MEETING DATES

I, _____, Vice President/Clerk of the Governing Board of College and Career Advantage, hereby certify that the said Board, at a regular meeting thereof, held on the 20th day of December 2021, adopted by a majority vote of said Board the following Resolution.

NOW, THEREFORE, BE IT RESOLVED that the next regular meeting of the Governing Board of College and Career Advantage be held on _____ and every _____ Thursday of the months of June, September, December, January and March thereafter (with certain exceptions) at the following location:

College and Career Advantage
33122 Valle Road, San Juan Capistrano, CA

| | | | |
|------|-----|---------|-----|
| AYES | () | ABSENT | () |
| NOES | () | ABSTAIN | () |

IN WITNESS OF THE ABOVE STATED ACTION, I have hereunto set my hand this 20th day of December, 2021

Vice President/Clerk

COLLEGE AND CAREER ADVANTAGE

Memorandum

TO: CCA Governing Board

FROM: Kim Thomas, Director, Instructional Services

DATE: December 20, 2021

SUBJECT: AUTHORIZATION OF SIGNATURES – RESOLUTION #02-21/22

CURRENT SITUATION

With the 2022 election of President and Vice President, signature authorities need to be approved for College and Career Advantage documents.

The attached Resolution gives signature authority to the Governing Board President and Vice President as well as the Executive Director.

The CCA's two bank accounts -- revolving cash and clearing accounts -- are not included in this authority. The Executive Director and the Director, Instructional Services, are the authorized signers for those accounts.

RECOMMENDATION

It is respectfully recommended that the Governing Board consider approval and adoption of Resolution #02-21/22.

ACTION/ROLL CALL

**Agenda Item 5
December 20, 2021**

COLLEGE AND CAREER ADVANTAGE

RESOLUTION #02-21/22

AUTHORIZATION OF SIGNATURES

I, _____, Vice President/Clerk of the Governing Board of College and Career Advantage, hereby certify that the said Board, at a regular meeting thereof, held on the 20th day of December 2021, adopted by a majority vote of said Board the following Resolution.

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of College and Career Advantage approves the following named persons be authorized to sign necessary documents related to Payroll, Vendor Orders for Payment, Purchase Orders, Contracts, and Travel Reimbursement Requisitions, as indicated, and that all previous authorizations of signature are rescinded. This Resolution further states that the authorization is subject to the following provisions:

| | SPECIMEN SIGNATURE | AUTHORIZED TO SIGN | | | | |
|---------------|--------------------|--------------------|-----------------------|-----------------|-----------|-----------------------|
| | | Payroll Documents | Vendor Payment Orders | Purchase Orders | Contracts | Travel Reimbursements |
| Patricia Romo | | X | X | X | X | X |
| | | X | X | X | X | X |
| | | X | X | X | X | X |

Pursuant to provisions of Education Code sections 42630-34/85230-34.

AYES () ABSENT ()
 NOES () ABSTAIN ()

IN WITNESS OF THE ABOVE STATED ACTION, I have hereunto set my hand this 20th day of December, 2021.

 Vice President/Clerk

COLLEGE AND CAREER ADVANTAGE

Memorandum

TO: CCA Governing Board

FROM: Kim Thomas, Director, Instructional Services

DATE: December 20, 2021

SUBJECT: RESOLUTION #03-21/22 – AUTHORIZATION OF SIGNATURES FOR
SCHOOLSFIRST FEDERAL CREDIT UNION AND FARMERS &
MERCHANTS BANK

CURRENT SITUATION

Signature authorities need to be approved for College and Career Advantage accounts at SchoolsFirst Federal Credit Union and Farmers & Merchants Bank.

The attached Resolution gives signature authority to the Executive Director, Director, Instructional Services, and Accountant as indicated on the attached Resolution.

RECOMMENDATION

It is respectfully recommended that the Governing Board consider approval and adoption of Resolution #03-21/22.

ACTION/ROLL CALL

**Agenda Item 6
December 20, 2021**

COLLEGE AND CAREER ADVANTAGE

RESOLUTION #03-21/22

AUTHORIZATION OF SIGNATURES FOR SCHOOLSFIRST FEDERAL CREDIT UNION AND FARMERS & MERCHANTS BANK

I, _____, Vice President/Clerk of the Governing Board of College and Career Advantage, hereby certify that the said Board, at a regular meeting thereof, held on the 20th day of December 2021, adopted by a majority vote of said Board this Resolution that the following named persons are hereby authorized to act in all matters related to the following accounts. This Resolution further states that the authorization is subject to the following provisions:

| NAME TYPED | SPECIMEN SIGNATURE | AUTHORIZED TO SIGN | |
|-----------------|--------------------|-----------------------------------|--|
| | | SchoolsFirst Federal Credit Union | Farmers & Merchants Bank (clearing account and revolving cash account) |
| Patricia Romo | | X | X |
| Kim Thomas | | | X |
| Melanie Inskeep | | X | |

Pursuant to provisions of Education Code sections 42630-34/85230-34.

AYES ()

ABSENT ()

NOES ()

ABSTAIN ()

IN WITNESS WHEREOF, I have hereunto set my hand this 20th day of December 2021.

Vice President/Clerk

COLLEGE AND CAREER ADVANTAGE

Memorandum

TO: CCA Governing Board

FROM: Kim Thomas, Director, Instructional Services

DATE: December 20, 2021

SUBJECT: RESOLUTION #04-21/22 – AUTHORIZATION TO APPROVE VENDOR PAYMENTS ON THE BUSINESS PLUS SYSTEM

CURRENT SITUATION

The attached Resolution would continue to give authority to Patricia Romo, Executive Director, and Melanie Inskeep, Accountant, to approve vendor payments on the Business Plus System. Both of these employees work on the Business-Plus System to prepare purchase requisitions/orders, vendor checks, accounts receivable/payable, and all other financial/budgetary responsibilities.

RECOMMENDATION

It is respectfully requested that the Governing Board adopt Resolution #04-21/22 and designate Patricia Romo and Melanie Inskeep the authority to authorize and approve vendor payments electronically.

ACTION/ROLL CALL

**Agenda Item 7
December 20, 2021**

COLLEGE AND CAREER ADVANTAGE

RESOLUTION #04-20/21

AUTHORIZATION TO APPROVE VENDOR PAYMENTS ON THE BUSINESS-PLUS SYSTEM

I, _____, Vice President/Clerk of the Governing Board of College and Career Advantage, hereby certify that the said Board, at a regular meeting thereof, held on the 20th day of December 2021, adopted by a majority vote of said Board, the following Resolution.

NOW, BE IT RESOLVED that the Governing Board adopts this authorization of signatures for the following named persons to approve vendor payments on the Business-Plus System, and that all previous authorizations for approval are rescinded. This Resolution further states that the authorization is subject to the following provisions:

We declare under penalty of perjury that when orders and claims are approved they have been ordered paid and have been processed pursuant to the provisions of Education Code Sections 42630-34.

NAME TYPED

SPECIMEN SIGNATURE

Patricia Romo

Melanie Inskip

AYES ()

ABSENT ()

NOES ()

ABSTAIN ()

IN WITNESS WHEREOF, I have hereunto set my hand this 20th day of December 2021.

Vice President/Clerk

COLLEGE AND CAREER ADVANTAGE

Memorandum

TO: CCA Governing Board

FROM: Kim Thomas, Director Instructional Services

DATE: December 20, 2021

SUBJECT: RESOLUTION #05-21/22 – AUTHORIZATION TO APPROVE VENDOR PAYMENTS ELECTRONICALLY

CURRENT SITUATION

The attached Resolution would continue to give authority to Patricia Romo, Executive Director, and Melanie Inskeep, Accountant, to approve vendor payments electronically.

RECOMMENDATION

It is respectfully requested that the Governing Board adopt Resolution #05-21/22 and designate Patricia Romo and Melanie Inskeep the authority to authorize and approve vendor payments electronically.

ACTION/ROLL CALL

**Agenda Item 8
December 20, 2021**

COLLEGE AND CAREER ADVANTAGE

RESOLUTION #05-21/22

AUTHORIZATION TO APPROVE VENDOR PAYMENTS ELECTRONICALLY

I, _____ Vice President, Clerk of the Governing Board of College and Career Advantage, hereby certify that the said Board, at a regular meeting thereof, held on the 20th day of December, 2021, adopted by a majority vote of said Board, this Resolution stating that the following named persons be authorized to approve vendor payments electronically effective December 20, 2021; and that all previous authorizations for approval are rescinded. This Board Resolution further states that when this authorization is exercised, the claims and orders have been processed pursuant to the provisions of Education Code sections 42630-34/85230-34.

TYPED NAME

SIGNATURE

Patricia Romo

Melanie Inskeep

AYES ()

ABSENT ()

NOES ()

ABSTAIN ()

IN WITNESS WHEREOF, I have hereunto set my hand this 20th day of December 2021.

Vice President/Clerk