

COLLEGE AND CAREER ADVANTAGE

BOARD MEETING: March 14, 2019 MINUTES

Trustee Reardon, President, called the meeting to order in Training One at Capistrano Unified School District at 8:40 a.m.

Trustee Reardon led the Pledge of Allegiance.

Trustee McNicholas, Alternate Board Member, was in attendance for Trustee Holloway.

ROLL CALL: Present: Trustees Reardon, Vickers, McNicholas, Wolff
Absent: Trustee Jones

APPROVAL OF AGENDA

On a motion from Trustee Vickers, seconded by Trustee McNicholas, it carried by a vote of 4-0-1 to approve the agenda.

VOTE: Ayes: Trustees Reardon, Vickers, McNicholas, Wolff
Noes: None
Absent: Trustee Jones

Trustee Jones arrived at 8:45 a.m.

RECOGNITIONS

Trustee Jones was recognized for her hard-work, dedication and service as College and Career Advantage Board President from 2015 – 2018.

CONSENT CALENDAR

On a motion from Trustee Jones, seconded by Trustee Vickers, 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 January 17, 2019, as presented.

Minutes

Purchase orders as presented.

Purchase Orders

Checks as presented.

Checks

Personnel assignment order as presented.

**Personnel
Assignment Order**

Donation as presented.

Donation

ROLL CALL: AYES: Trustees Jones, McNicholas, Reardon, Vickers, Wolff
NOES: None
ABSENT: None

**REDUCTION OF SERVICES FOR CLASSIFIED MANAGEMENT AND
NON-MANAGEMENT PERSONNEL AND CERTIFICATED
MANAGEMENT PERSONNEL**

Mrs. Romo reported she met with Capistrano Unified School District Administration and it was determined funding will be sufficient for the 2019-2020 school year. Reduction notices will not be given to staff.

**Reduction of
Services**

**REVISED K12 STRONG WORKFORCE GRANT PROGRAM
MEMORANDUM OF UNDERSTANDING WITH CAPISTRANO
UNIFIED SCHOOL DISTRICT**

On a motion from Trustee McNicholas, seconded by Trustee Jones, it carried unanimously to approve the revised K12 Strong Workforce Grant Program MOU with Capistrano Unified School District.

**K12 SWP
MOU**

SECOND INTERIM REPORT

Mrs. Fox, Accountant, provide Trustees with a summary review of the Second Interim Report.

**Second
Interim Report**

On a motion from Trustee McNicholas, seconded by Trustee Jones, it carried unanimously to certify the Second Interim Report.

BUDGET ASSUMPTIONS

Mrs. Fox, Accountant, provided Trustees with budget assumptions for fiscal year 2019-2020. The assumptions were prepared prior to receiving updated information on career technical education incentive grant funding for fiscal year 2019-2020 and represents the worst case scenario.

**Budget
Assumptions**

BUSINESS PARTNER AFFILIATION AGREEMENTS

Mrs. Shirran, Director, Instructional Services, noted the organization has

Affiliation

over 550 business partner affiliations for internship sites, guest speakers, field trips, advisory members, etc. There are currently 36 students participating in internships. Additional internships have been budgeted for fiscal year 2019-2020.

Agreements

ENROLLMENT DATA

Mrs. Shirran, Director, Instructional Services, reviewed high school CTE participation for the fall and spring of 2018-2019. Middle School CTE participation for the same period was distributed to Trustees.

Enrollment Data

BENEFIT ELIGIBILITY THRESHOLD FOR CERTIFICATED INSTRUCTORS

Trustees discussed reducing the benefit eligibility threshold for certificated instructors, as well as the organization's cost of benefits. Staff was directed to research medical benefit options and report findings at the next Board meeting.

Benefit Eligibility

ADJOURNMENT

On a motion from Trustee Jones, seconded by Trustee McNicholas, it carried unanimously to adjourn the meeting at 9:55 a.m.

Adjournment

President

Secretary