

# COLLEGE AND CAREER ADVANTAGE

## BOARD MEETING: March 9, 2022 MINUTES

### CALL TO ORDER

Trustee Perry called the meeting to order at 9:08 a.m.

### Call to Order

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

### CLOSED SESSION COMMENTS

There were no closed session comments.

### Closed Session Comments

Trustee Lisa Davis was introduced to staff. Trustee Davis was newly appointed by Capistrano Unified School District to serve on the CCA Governing Board. A new Vice President/Clerk will be appointment at the next CCA Governing Board meeting.

The Board recessed to Closed Session at 9:09 a.m. to discuss Public Employee Employment/Appointment.

The Board recessed from Closed Session. The meeting of the Board was called to order by Trustee McNicholas at 11:59 a.m.

**ROLL CALL:** Present: Trustees Davis, Jones, McNicholas, Vickers  
Absent: Perry

Trustee McNicholas led the Pledge of Allegiance.

### APPROVAL OF AGENDA

On a motion from Trustee Davis, seconded by Trustee Vickers, it carried by a vote of 4-0-1 to approve the Agenda as presented.

### Approval of Agenda

**VOTE:** Ayes: Trustees Davis, Jones, McNicholas, Vickers  
Nos: None  
Absent: Trustee Perry

### REPORT ON CLOSED SESSION ACTION

On a motion from Trustee Davis, seconded by Trustee Jones, and carried by a vote of 4-0-1, in closed session the College and Career Advantage Governing Board interviewed candidates and took action to approve that Dr. Paul Weir be appointed and employed by Capistrano Unified School District as Executive Director, College and Career Readiness.

### Report on Closed Session

**VOTE:** Ayes: Trustees Davis, Jones, McNicholas, Vickers  
Nos: None  
Absent: Trustee Perry

**BOARD AND EXECUTIVE DIRECTOR’S REPORT**

Trustee Davis expressed here enthusiasm on being part of the CCA Board and her excitement over the work and accomplishments of CCA.

**COMMENTS FROM THE PUBLIC**

There were no Public Comments.

**Public  
Comments**

**CONSENT CALENDAR**

On a motion from Trustee Davis, seconded by Trustee Vickers, it carried by a roll call vote of 4-0-1 to approve the consent calendar to include the following:

**Consent  
Calendar**

Minutes of the Board meeting on December 9, 2021, as presented.

**Minutes**

Minutes of the Board meeting on December 20, 2021, as presented.

**Minutes**

Minutes of the Special Board meeting on January 26, 2022, as presented.

**Minutes**

Purchase Orders as presented.

**Purchase  
Orders**

Checks as presented.

**Checks**

Personnel Assignment Order as presented.

**Personnel  
Assignment  
Order**

MOU between College and Career Advantage and Capistrano Unified School District as presented.

**MOU**

Broadway Teachers Workshop as presented.

**Broadway  
Teachers  
Workshop**

Youth Summit – Virtual Enterprise Competition as presented.

**Virtual  
Enterprise  
Competition**

Donation as presented.

**Donation**

Disposal of Obsolete and/or Unrepairable Equipment as presented.

**Obsolete/  
Unrepairable  
Equipment**

**ROLL CALL:** Ayes: Trustees Davis, Jones, McNicholas, Vickers  
Nos: None  
Absent: Trustee Perry

### **SECOND INTERIM REPORT**

Melanie Inskeep, Accountant, provided the Board with a summary review of the second interim report.

### **Second Interim Report**

On a motion from Trustee Jones, seconded by Trustee Davis, it carried by a vote of 4-0-1 to certify the Second Interim Report.

**VOTE:** Ayes: Trustees Davis, Jones, McNicholas, Vickers  
Nos: None  
Absent: Trustee Perry

### **WASC UPDATE**

Mrs. Thomas updated the Board on the WASC self-study process. The original visitation scheduled for November 2021 was postponed due to the COVID-19 pandemic. The rescheduled WASC visitation will take place spring 2023. Monthly self-study focus group meetings have begun with plans to finish writing the report over summer 2022. A final report review by focus groups will take place fall 2022. Board members will receive the final report December 2022.

### **WASC Update**

### **ENROLLMENT DATA**

Mrs. Thomas presented enrollment numbers for fall 2021-2022 for high schools and middle schools and addressed Trustee questions.

### **Enrollment Data**

### **PROGRAM PLANNING**

Program planning meetings with principals and assistant principals have taken place to plan for next year's classes. Classes that were cut due to COVID have been added per site requests. Several classrooms will be updated. A mobile lab will be purchased due to space challenges at Laguna Beach and San Juan Hills High Schools. The mobile lab will have medical beds, an anatomage table, and virtual reality equipment so students can gain necessary hands-on skills. CCA is also working on adding Lifeguarding classes.

### **Program Planning**

### **REVISED SALARY SCHEDULES**

On a motion from Trustee Vickers, seconded by Trustee Jones, it carried by a vote of 4-0-1 to approve revised salary schedules for instructors and classified staff.

### **Revised Salary Schedules**

**VOTE:** Ayes: Trustees Davis, Jones, McNicholas, Vickers  
Nos: None  
Absent: Trustee Perry

**FIRST READING – BOARD POLICIES 4112.8, 4113, 4113.4, 4115**

On a motion from Trustee Jones, seconded by Trustee Davis, it carried by a vote of 4-0-1 to waive second reading and approve all four policy revisions in one motion. Changes to these policies are limited to the correct organizational name and administrative titles. Staff requested that “ROP” be spelled out rather than be abbreviated.

**BP 4119.11**

**BP 4157**

**BP 4020**

**BP 4040**

**VOTE:**           Ayes:       Trustees Davis, Jones, McNicholas, Vickers  
                  Nos:       None  
                  Absent:   Trustee Perry

**ADJOURNMENT**

On a motion from Trustee Jones, seconded by Trustee Vickers, it carried by a vote of 4-0-1 to adjourn the meeting at 12:27 p.m.

**Adjournment**

**VOTE:**           Ayes:       Trustees Davis, Jones, McNicholas, Vickers  
                  Nos:       None  
                  Absent:   Trustee Perry

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**President**

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**Secretary**