

COLLEGE AND CAREER ADVANTAGE

BOARD MEETING: September 13, 2023 MINUTES

CALL TO ORDER

Trustee Davis called the meeting to order at 9:05 a.m.

Call to Order

ROLL CALL: Present: Trustees Davis, Jones, Perry
Absent: Trustees Hanacek, Vickers

Kim Thomas led the Pledge of Allegiance.

APPROVAL OF AGENDA

On a motion from Trustee Jones, seconded by Trustee Perry, it carried by a vote of 3-0 to approve the agenda.

Approval of Agenda

VOTE: Ayes: Trustees Davis, Jones, Perry
Nos: None
Absent: Trustees Hanacek, Vickers

EXECUTIVE DIRECTOR'S REPORT

Dr. Weir reported enrollment is higher this year versus last year, thanked those who were able to attend previous ribbon cutting ceremonies and informed the Board of the upcoming ribbon cutting ceremonies at Tesoro High School and Shorecliffs Middle School.

Executive Director's Report

A career fair will be scheduled for spring at San Juan Hills High School, Dr. Weir also reported the organization is working on the next CTEIG application and shared the WASC certificate recently received with a valid accreditation through June 30, 2029.

CCA and CUSD are finalists in their shared application for the Golden Bell award and the validation visit is scheduled for September 25, 2023.

Mrs. Thomas reported on the new Mission Hospital internship and the opportunities the internship provides to our students.

The adult consortium received a grant dedicated to creating classes in the medical field for adult English language learners. An adult medical assisting program from this grant will be offered at Union High School. The grant allows CCA to replicate our medical assisting classroom at Union High School giving students the same experience offered at our adult campus training center.

Dr. Weir discussed digital badges for students who complete CCA

classes. Badges will be imbedded with a URL and employers can log into the CCA website and view the competencies students completed to earn the digital badge.

Assembly Bill 377, combining K12 and CTEIG into one funding stream, is now a two-year bill allowing more time to work with the Governor's office and the Office of Finance stressing the importance of combining the two funding streams.

The Governor issued an Executive Order proposing a new master plan for career education due October 1, 2024. The master plan must consider how proposed actions address career pathways, hands-on learning and real-life skills, and universal access and affordability.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

**Public
Comments**

CONSENT CALENDAR

Staff requested items #4 and #10 be pulled. On a motion from Trustee Vickers, 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 21, 2023

Minutes

Purchase Orders

**Purchase
Orders**

Checks

Checks

Grant Sub-Agreement between Rancho Santiago Community College and College and Career Advantage

**Grant Sub-
Agreement**

MOU with CUSD

MOU

MOU with Orange County Department of Education

MOU

CTE JPA Coalition Agreement Letter to Participate

**Letter of
Agreement**

MOU with LBUSD for Adult Education

MOU

Donation

Donation

ROLL CALL: Ayes: Trustees Davis, Hanacek, Jones, Perry, Vickers
Nos: None

Staff discussed agenda item #4, Personnel Assignment Order, and agenda item #10, Stipends. Upon conclusion of the discussion and on a motion from Trustee Jones, seconded by Trustee Vickers, it carried by a vote of 5-0 to approve agenda item #4, Personnel Assignment Order, and agenda item #10, Stipends.

VOTE: Ayes: Trustees Davis, Hanacek, Jones, Perry, Vickers
Nos: None

UNAUDITED ACTUALS

Melanie Inskeep, Accountant, provided a summary review of the unaudited actuals. On a motion from Trustee Hanacek, seconded by Trustee Vickers, it carried by a vote of 5-0 to approve certification of the 2022-23 unaudited actuals.

VOTE: Ayes: Trustees Davis, Hanacek, Jones, Perry, Vickers
Nos: None

Unaudited Actuals

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.

VOTE: Ayes: Trustees Davis, Hanacek, Jones, Perry, Vickers
Nos: None

Actuarial Study

ORGANIZATIONAL GOALS 2023-24

Dr. Weir, Executive Director, presented CCA's organizational goals for 2023-24 noting that the goals with a red asterisk are directly aligned to the WASC goals the visiting team requested we pay close attention to. The proposed goals were discussed and will be brought back to the December 13, 2023, Board meeting for approval.

CELL PHONE ALLOWANCE

Staff discussed a \$25.00 monthly cell phone allowance for four key staff members who regularly use their cell phones, during and after hours, to conduct CCA business. On a motion from Trustee Perry, seconded by Trustee Jones, it carried by a vote of 5-0 to approve the \$25.00 monthly cell phone allowance for four key staff members.

VOTE: Ayes: Trustees Davis, Hanacek, Jones, Perry, Vickers
Nos: None

Organizational Goals 2023-24

Cell Phone Allowance

COURSE INVENTORY

Beginning with the fall 2023 semester, CCA will be offering the Mission Hospital internship, Aviation Advanced and a wheel at Union High School offering students exposure to various careers. On a motion from Trustee

Course Inventory

Vickers, seconded by Trustee Perry, it carried by a vote of 5-0 to ratify/approve course offerings for fall 2023.

VOTE: Ayes: Trustees Davis, Hanacek, Jones, Perry, Vickers
Nos: None

ADJOURNMENT

Adjournment

On a motion from Trustee Jones, seconded by Trustee Perry, it carried by a vote of 5-0 to adjourn the meeting at 10:37 a.m.

VOTE: Ayes: Trustees Davis, Hanacek, Jones, Perry, Vickers
Nos: None

Vice President

Secretary