

COASTLINE REGIONAL OCCUPATIONAL PROGRAM

Paul E. Snyder Administrative Center, 1001 Presidio Square, Costa Mesa 92626-1584

BOARD OF TRUSTEES

Thursday

December 10, 2015

9:00 a.m. Closed Session

9:15 a.m. Open Session

PUBLIC COMMUNICATION TO THE BOARD - Anyone desiring to address the Board on any item will be granted three minutes to make a presentation to the Board. If the topic relates to a particular agenda item, you have the option of requesting to be called upon to make your remarks at the time the item is discussed by the Board. (Education Code §35145.5, Government Code §5495.3)

AGENDA

1. BOARD MEETING CALLED TO ORDER

Meeting is called to order by _____ at _____ a.m.

2. PLEDGE OF ALLEGIANCE

- 3. ROLL CALL:**
 - Tammie Bullard, President _____
 - Lauren Brooks, Vice President _____
 - Martha Fluor, Clerk _____
 - Susan Henry, Member _____
 - Suzie Swartz, Member _____

- Coastline ROP:
 - Carol Hume, Superintendent _____
 - Lynn Simmons, Chief Business Official _____
 - J.S. Coke, Director of Curriculum, Instruction and Accountability _____

4. ADOPTION OF AGENDA – Recommend the agenda be adopted as submitted.

Motion by _____ Seconded by _____ Vote _____

5. PUBLIC COMMENT ON CLOSED SESSION ITEMS - Anyone desiring to address the Board on any closed session item will be granted three minutes to make a presentation to the Board.

6. CLOSED SESSION Discussion

- A. Public Employee Appointment: Director of Curriculum, Instruction, and Accountability Government Code section §54957

7. RECONVENE IN OPEN SESSION Discussion

- A. Reporting out of Closed Session

INFORMATION ITEMS

- 8. **SUPERINTENDENT’S REPORT – Carol Hume**
- 9. **INSTRUCTIONAL SERVICES UPDATE – J.S. Coke**
- 10. **STUDENT SERVICES UPDATE – Anna MacDonald**

DISCUSSION/ACTION ITEMS

- 11. **Auditor’s Report – Matt Miller of Vavrinek, Trine, Day & Co., LLP, will present the audit report.** **Discussion/Action**

Recommend the Board approve acceptance of the 2014-15 audit report, and filing of the report with the appropriate agencies.

Motion by _____ Seconded by _____ Vote _____
- 12. **Election of Officers** **Discussion/Action**

Motion by _____ Seconded by _____ Vote _____
- 13. **Board Meeting Calendar for 2016** **Discussion/Action**
Recommend the Board approve the proposed calendar of meetings for 2016.

Motion by _____ Seconded by _____ Vote _____
- 14. **Board Meeting Date/Time Changes** **Discussion/Action**

Motion by _____ Seconded by _____ Vote _____
- 15. **First Interim Budget Certification** **Discussion/Action**
Recommend the Board approve, as presented, certification for the First Interim Budget with appropriate standards and criteria.

Motion by _____ Seconded by _____ Vote _____
- 16. **Quarterly Report of District Investment** **Discussion**
Performance and Annual Policy Review
Government Code § 53646
- 17. **Memorandum of Understanding CTE Incentive Grant** **Discussion/Action**

Motion by _____ Seconded by _____ Vote _____

18. Approval of Contract for Director of Curriculum, Instruction, and Accountability, as of November 9, 2015

Discussion/Action

Public Employee Employment Government Code
Section §54957

Motion by _____ Seconded by _____ Vote _____

RESOLUTION CONSENT CALENDAR

Action

All matters listed under the Consent Calendar are considered by the Board to be items that will be enacted by the Board in one motion. There will be no discussion of these items prior to the time the Board votes on the motion unless members of the Board or staff request specific items be discussed and/or removed from the Resolution Consent Calendar.

It is recommended that the Board approve:

- 19. Resolution # 5/2015-2016 to Budget Revenue
- 20. Resolution # 6/2015-2016 to Transfer Funds
- 21. Resolution # 7/2015-2016 for Authorization of Signatures for Business Functions
- 22. Resolution # 8/2015-2016 for Authorization of Signatures for the Clearing and Revolving Cash Accounts

Motion by _____
Seconded by _____

Votes:

Mrs. Bullard _____
Mrs. Brooks _____
Mrs. Fluor _____
Mrs. Henry _____
Mrs. Swartz _____

CONSENT CALENDAR

Action

All matters listed under the Consent Calendar are considered by the Board to be items that will be enacted by the Board in one motion. There will be no discussion of these items prior to the time the Board votes on the motion unless members of the Board or staff request specific items be discussed and/or removed from the Consent Calendar.

It is recommended that the Board approve:

- 23. Minutes from the October 22, 2015 Board of Trustees meeting
- 24. Ratification of Purchase Order Report ending October 31, 2015
- 25. Ratification of Purchase Order Report ending November 30, 2015
- 26. Ratification of Check Report ending October 31, 2015
- 27. Ratification of Check Report ending November 30, 2015
- 28. Travel and Conference Report
- 29. Ratification of agreement with Time Warner Cable as ROP's internet service provider for 36 months effective November 18, 2015

30. Consultant Services Agreement with Total Compensation Systems, Inc., for actuarial information to comply with the requirements of GASB accounting standards in the amount of \$3,300
31. Technical Support Services Agreement, Number 42323, with the Orange County Department of Education for July 1, 2015 through June 30, 2016
32. New internship sites
33. Personnel Register #4-15-16 (Approval of employee appointments, release, retirements, terminations, leaves, transfers, promotions, stipends, additional/overtime assignments)
34. Gift Register
35. Field trip requests for Virtual Enterprise students from University High School, Fountain Valley High School, Marina High School, Estancia High School, Costa Mesa High School, and Mission Viejo High School to attend the Virtual Enterprises International Trade Show in Bakersfield, January 13-16, 2016.
36. Ratification of Independent Contractor Agreement with Arjen Sakes for December 5, 2015, not to exceed \$385.13

Motion by _____ Seconded by _____ Vote _____

NEW BUSINESS

Information

ADJOURNMENT

Next Scheduled Meeting: January 14, 2016

Public Records related to the public session agenda that are distributed to the Governing Board less than 72 hours before a regular meeting may be inspected by the public at 1001 Presidio Square, Costa Mesa, during regular business hours (8:00 a.m. to 4:30 p.m.)