

COASTLINE REGIONAL OCCUPATIONAL PROGRAM
Paul E. Snyder Administrative Center, 1001 Presidio Square, Costa Mesa 92626-1584

BOARD OF TRUSTEES

**Thursday
December 12, 2013
9:00 a.m.**

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:

Martha Fluor, President	_____
Dolores Winchell, Vice President	_____
Bonnie Castrey, Clerk	_____
Tammie Bullard, Member	_____
Sharon Wallin, Member	_____

Coastline ROP:	Darlene Le Fort, Superintendent	_____
	Carol Hume, Assistant Superintendent	_____
	Lynn Simmons, Director, Business Services	_____

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

Motion by _____ Seconded by _____ Vote _____

INFORMATION ITEMS

5. ENROLLMENT/ADA REPORT

6. SUPERINTENDENT’S REPORT

**7. INSTRUCTIONAL/STUDENT SERVICES UPDATE – Presentation by Lisa Knuppel,
Coordinator, Instructional Programs**

8. BUSINESS SERVICES UPDATE

DISCUSSION/ACTION ITEMS

- 9. Election of Officers** – In keeping with the rotation schedule established for the election of Board officers, it is recommended that the Board approve the following slate of officers for leadership during 2014: **Discussion/Action**

President	SVUSD
Vice President	HBUHSD
Clerk	IUSD

Motion by _____ Seconded by _____ Vote _____

- 10. Board Meeting Calendar for 2014** **Discussion/Action**
Recommend the Board approve the proposed calendar of meetings for 2014.

Motion by _____ Seconded by _____ Vote _____

- 11. Marketing Proposal** **Discussion/Action**
Recommend the Board approve a contract with Full Capacity Marketing, Inc.

Motion by _____ Seconded by _____ Vote _____

- 12. 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 2012-13 audit report, and filing of the report with the appropriate agencies.

Motion by _____ Seconded by _____ Vote _____

- 13. 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 _____

- 14. RESOLUTION** – Recommend the Board approve a Resolution to Budget Revenue. **Discussion/Action**

Roll Call Vote

Mrs. Fluor	_____
Mrs. Winchell	_____
Mr. Castrey	_____
Mrs. Wallin	_____
Mrs. Bullard	_____

Motion by _____ Seconded by _____ Vote _____

- 15. RESOLUTION – Recommend the Board approve a Resolution to Transfer Funds.** **Discussion/Action**

Roll Call Vote

Mrs. Fluor	
Mrs. Winchell	
Mr. Castrey	
Mrs. Wallin	
Mrs. Bullard	

Motion by _____ Seconded by _____ Vote _____

- 16. Quarterly Report of District Investments Government Code 53646** **Discussion**

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:

- 17. Minutes from the October 16, 2013 Board of Trustees Meeting
- 18. Ratification of Purchase Order Report ending October 31, 2013
- 19. Ratification of Purchase Order Report ending November 30, 2013
- 20. Ratification of Check Report ending October 31, 2013
- 21. Ratification of Check Report ending November 30, 2013
- 22. Personnel Register #4-13-14 (Approval of employee appointments, release, retirements, terminations, leaves, transfers, promotions, stipends, additional/overtime assignments)
- 23. California Educational Technology Professionals Association Membership for Jeanne Bennett and Josh Coy in the amount of \$80 each
- 24. FHA-HERO professional dues for Sarah Pilon, advisor, in the amount of \$18
- 25. Ed-Join Service Agreement with the Center for Education Development and Research/San Joaquin County Office of Education through June 30, 2014
- 26. Field trip authorization forms for Virtual Enterprise Students from Marina and Estancia High Schools to participate in the California International Virtual Enterprise Trade Show in Bakersfield on December 3-4, 2013
- 27. Equipment Deletion Report
- 28. Gift/Donation Register
- 29. New Internship Sites
- 30. Travel and Conference Report

Motion by _____ Seconded by _____ Vote _____

- 31. NEW BUSINESS** **Information**

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.)