

**COASTLINE REGIONAL OCCUPATIONAL PROGRAM**

*Paul E. Snyder Administrative Center, 1001 Presidio Square, Costa Mesa 92626-1584, www.coastlinerop.net*

**BOARD OF TRUSTEES**

**AGENDA**

**Thursday, February 14, 2013**

**9:00 a.m. Closed Session**

**9:30 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)

**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 \_\_\_\_\_

**5. CLOSED SESSION**

A. Public Employee Appointment/Discipline/Dismissal/Release (Government Code 54957)

**6. RECONVENE IN OPEN SESSION**

A. Reporting out of Closed Session

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

**INFORMATION ITEMS**

**7. ENROLLMENT/ADA REPORTS**

- 8. **SUPERINTENDENT'S REPORT**
- 9. **INSTRUCTIONAL/STUDENT SERVICES UPDATE** – Presentations by Merry Kim, Project Specialist, Instructional Services; and Lisa Snowden, Coordinator, Instruction Programs.
- 10. **BUSINESS SERVICES UPDATE**  
**Quarterly Report of District Investments**  
**Government Code 53646**

**DISCUSSION/ACTION ITEMS**

- 11. **Schedule of Meetings and Pre-Meetings** **Discussion/Action**  
 Recommend the Board establish the date, place and time for the 2013 meetings and pre-meetings of the Coastline ROP Board of Trustees.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

- 12. **Approval of Master Textbook Inventory** **Discussion/Action**  
 Recommend the Board approve the updated 2012-2013 Master Textbook Inventory as presented.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

- 13. **Approval of New Course Outline** **Discussion/Action**  
 Recommend the Board approve as presented a new course outline for Introduction to Product Design and Engineering.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

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

Roll Call Vote

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

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

- 15. **Resolution** – Recommend the Board approve a Resolution for Reduction of Salary or Work Year of Certificated Management. **Discussion/Action**

Roll Call Vote

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

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

16. **BOARD MINUTES** – Recommend the Board approve the minutes from the December 13, 2012, Board of Trustees meeting.

**Discussion/Action**

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

**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. Ratification of Purchase Order Report ending December 31, 2012
- 18. Ratification of Purchase Order Report ending January 31, 2013
- 19. Ratification of Check Report ending December 31, 2012
- 20. Ratification of Check Report ending January 31, 2013
- 21. Gift Register 02/14/2013
- 22. 2013-2016 Internet Network Support Services Agreement (No. 39085) with the Orange County Department of Education in the amount of \$117 annually
- 23. Consultant Services Agreement with Total Compensation Systems, Inc., for actuarial information to comply with the requirements of GASB accounting standards in the amount of \$3,200
- 24. Personnel Register # 5-12-13 (Approval of employee appointments, release, retirements, terminations, leaves, transfers, promotions, stipends, additional/overtime assignments)
- 25. Equipment Deletion Report
- 26. An amount, not to exceed \$700 to pay registration fees for board members and staff to attend the CAROCP Spring Inservice on April 27, 2013
- 27. Travel and Conference Report
- 28. New Internship Sites

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

- 29. **NEW BUSINESS**
- 30. **ADJOURNMENT**