

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

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**BOARD OF TRUSTEES**

**Thursday, February 12, 2015**  
**9:00 a.m. Closed Session**  
**9:20 a.m. Open Session**

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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:

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 made by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ Vote: \_\_\_\_\_

**5. PUBLIC COMMENT ON AGENDA ITEMS**

**6. CLOSED SESSION** **Discussion/Action**

- A. Public Employee Employment: Superintendent,  
Government Code Section 54957

**7. OPEN SESSION**

- A. Report of closed session action, if any.

**INFORMATION ITEMS**

- 8. ENROLLMENT/ADA REPORT
- 9. SUPERINTENDENT'S REPORT
- 10. INSTRUCTIONAL/STUDENT SERVICES UPDATE
- 11. BUSINESS SERVICES UPDATE

**DISCUSSION/ACTION ITEMS**

- 12. **Approval of Contract for Incoming Superintendent, as of July 1, 2015** **Discussion/Action**  
Public Employee Employment: Superintendent,  
Government Code Section 54957  
  
Motion made by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ Vote: \_\_\_\_\_
- 13. **Job Title Change** **Discussion/Action**  
Recommend the Board approve a change in job title  
for Lynn Simmons from Director of Business Services  
to Chief Business Official.  
  
Motion made by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ Vote: \_\_\_\_\_
- 14. **Schedule of Meetings and Pre-Meetings for 2015** **Discussion/Action**  
Recommend the Board review the date, place and  
time for the 2015 meetings and determine attendance  
at the pre-meetings of the Coastline ROP Board of Trustees.  
  
Motion made by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ Vote: \_\_\_\_\_
- 15. **Approval of Master Textbook Inventory** **Discussion/Action**  
Recommend the Board approve the updated  
2014-15 Master Textbook Inventory as presented.  
  
Motion made by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ Vote: \_\_\_\_\_
- 16. **Interagency Agreement for ROP Services** **Discussion/Action**  
Recommend the Board approve the Interagency  
Agreement between ROP and HBUHSD as  
presented.  
  
Motion made by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ Vote: \_\_\_\_\_
- 17. **Quarterly Report of Investment Performance** **Discussion**
- 18. **Board Minutes** – Recommend the Board approve  
minutes from the December 10, 2014, Board of  
Trustees meeting. **Discussion/Action**  
  
Motion made 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:

19. Ratification of Purchase Order Report ending December 31, 2014
20. Ratification of Purchase Order Report ending January 30, 2015
21. Ratification of Check Report ending December 31, 2014
22. Ratification of Check Report ending January 31, 2015
23. Personnel Register #5-2014-2015 (Approval of employee appointments, release, retirements, terminations, leaves, transfers, promotions, stipends, additional/overtime assignments)
24. Approval of minutes from the January 8, 2015, Board of Trustees special meeting
25. Approval of minutes from the January 15, 2015, Board of Trustees special meeting
26. Approval of minutes from the February 2, 2015, Board of Trustees special meeting
27. Travel and Conference Report
28. Equipment to be deleted from inventory
29. Gift Register
30. Field trip authorization forms for Virtual Enterprise students from Costa Mesa High School, Estancia High School, Fountain Valley High School, Marina High School, and University High School to attend the Virtual Enterprise trade fair competition in Oakland. Students will be leaving on March 13 and March 14 and returning March 16. Field trip authorization form for Culinary Arts Advanced students to attend culinary and restaurant management competitions at the ProStart Cup 2015 in Pasadena on March 21 through March 23.

Motion made by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ Vote \_\_\_\_\_

## 31. NEW BUSINESS

## Information

## 32. ADJOURNMENT

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.)