

COASTLINE REGIONAL OCCUPATIONAL PROGRAM

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

BOARD OF TRUSTEES

Thursday, October 13, 2016

8:30 a.m. Special Meeting/Study Session

9:15 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)

Meetings are recorded for use in the official minutes.

AGENDA

1. BOARD MEETING CALLED TO ORDER

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

2. PLEDGE OF ALLEGIANCE

- 3. ROLL CALL:**
- Susan Henry, President _____
 - Lauren Brooks, Vice President _____
 - Martha Fluor, Clerk _____
 - Tammie Bullard, 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. STUDY SESSION Discussion/Action

Board study session and possible action regarding whether or not the current Board Bylaw should be amended to address rotation of officers depending on new member district appointments to the ROP Board: If a member district decides to rotate their representative every two years, does the appointment of the new member forfeit that member's/district's right in the rotation of the ROP Board presidency?

Motion by _____ Seconded by _____ Vote _____

6. 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.

- 7. CLOSED SESSION** **Discussion**
- A. Salary Increase for Unrepresented Employees
 - B. Public Employee Evaluation: Chief Business Official, Director of Curriculum, Instruction, & Accountability (Government Code §54957)
 - C. Public Employee Evaluation: Superintendent. ROP Negotiator: Susan Henry (Government Code 54957.6)

- 8. RECONVENE IN OPEN SESSION** **Discussion**
- A. Reporting out of Closed Session

INFORMATION ITEMS

- 9. SUPERINTENDENT’S REPORT – Carol Hume**
- 10. INSTRUCTIONAL SERVICES REPORT – J.S. Coke**
- 11. STUDENT SERVICES REPORT – Anna MacDonald**
- 12. BUSINESS SERVICES REPORT – Lynn Simmons**

DISCUSSION/ACTION ITEMS

- 13. Board Meeting Date/Time Changes** **Discussion/Action**
 Motion by _____ Seconded by _____ Vote _____
- 14. Salary Increase – Discussion and action to increase the salaries of unrepresented employees.** **Discussion/Action**
 Motion by _____ Seconded by _____ Vote _____
- 15. Contract Approval – Approval of Employment Contract for Chief Business Official.** **Discussion/Action**
 Motion by _____ Seconded by _____ Vote _____
- 16. Contract Approval – Approval of Employment Contract for Director of Curriculum, Instruction, & Accountability.** **Discussion/Action**
 Motion by _____ Seconded by _____ Vote _____
- 17. Contract Approval – Approval of Employment Contract for Superintendent.** **Discussion/Action**
 Motion by _____ Seconded by _____ Vote _____
- 18. 2016-17 Interagency Agreements for ROP Services – Recommend the Board approve as presented specific/reverse Interagency Agreements with Saddleback Valley, Tustin, and Newport-Mesa Unified School Districts.** **Discussion/Action**
 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.

- 19. Resolution # 4/2016-2017 to Budget Adjustment for CTE Incentive Grant

Motion by _____

Seconded by _____

Votes:

Mrs. Henry _____

Mrs. Brooks _____

Mrs. Fluor _____

Mrs. Bullard _____

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:

- 20. Minutes from the September 8, 2016 Board of Trustees meeting
- 21. Ratification of Purchase Order Report ending September 30, 2016
- 22. Ratification of Check Report ending September 30, 2016
- 23. Personnel Register #2-2016-2017 (Approval of employee appointments, release, retirements, terminations, leaves, transfers, promotions, stipends, additional/overtime assignments)
- 24. Inventory Deletion Report
- 25. Travel and Conference Report
- 26. New Internship Sites
- 27. Individual membership renewal for 2016-17 with the Orange County/Long Beach Consortium for Lisa Snowden in the amount of \$20
- 28. Presidio Site 2016-17 Lease Agreement for July 1, 2016 through June 30, 2017 with Newport Mesa USD, amendment No. 10, in the amount of \$150,473.50 to be paid annually, subject to CPI-U increases and \$7,089.55 for annual maintenance and landscaping costs
- 29. CTE TEACH CEO (Career Express Online) Memo of Understanding with Colton-Redlands Yucaipa Regional Occupational Program
- 30. Agreement with American Fidelity as the Section 125 flexible benefit plan service provider for the plan year beginning January 1, 2017, ending December 31, 2017

Motion by _____ Seconded by _____ Vote _____

NEW BUSINESS

Information

ADJOURNMENT

Next Scheduled Meeting: November 10, 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.)