

**COASTLINE REGIONAL OCCUPATIONAL PROGRAM
REGULAR BOARD MEETING
Minutes
April 21, 2022**

The Board of Trustees of Coastline Regional Occupational Program met in regular session on April 21, 2022, in the boardroom at 1001 Presidio Square, Costa Mesa, California. The meeting was called to order at 9:00 a.m. by Lynn Davis.

Present Members

Lynn Davis
Michelle Barto
Diana Carey
Lauren Brooks

Other

Brian Dozer	Uli Garcia	Siteria Edwards	Ayushi Shah
J. S. Coke	Lisa Snowden	Krista Ganga	Kaitlyn Mink
Sesar Morfin	Alita Salazar	Jared Hartel	
Debbie Ludwig	James Newton	Tyler Humphries	
Rocky Murray	James Piccola	Paris Dang	

Updated attendance:

Suzie Swartz updated to present at 9:04 a.m.

**ADOPTION OF
AGENDA**

It was moved by Member Brooks, seconded by Member Carey, to adopt the agenda as presented. Motion carried 4-0 with Member Swartz absent.

**SUPERINTENDENT'S
REPORT**

Dr. Dozer has begun his 4th month as Coastline ROP's Superintendent and is settling into the organization's flow and position. He feels fortunate to work with a great board, an excellent group of superintendents at partner districts, supportive and talented staff, teachers, and students who continually impress him with their work and dedication.

As J. S. Coke, Director of Educational Services, will discuss in greater detail, Coastline ROP is ready for the WASC virtual visit the week of April 25. Dr. Dozer thanked Mr. Coke and his team for their hard work handling the videos and advanced prep work required for the virtual nature of the visit.

One of Dr. Dozer's goals is to raise the visibility of Coastline ROP, increase awareness of the work, and promote CTE to students, parents, and businesses.

Since the last board meeting, he has been highly active outside the Presidio campus. Dr. Dozer provided some highlights to the Board.

Dr. Dozer has attended three of the district board of trustee meetings in person. Visits will be finished by the end of the school year. Dr. Dozer feels it is essential to represent Coastline ROP at the meetings, learn more about the bigger picture of the work at each partner district, find ways to support those efforts, and be a great partner that adds value every day.

He has visited fourteen of the district high schools to view classes and meet teachers, career specialists, and administrators, and he stated It has been enlightening to see the work in person.

He was able to take the experience from those visits into the virtual legislative visits at the end of March. Over a single day, Mr. Coke and Dr. Dozer met with five legislators and with the staff of the sixth. They were important meetings to discuss the legislative priorities we support through CAROCP. The two pieces of legislation of concern are:

- For AB 2058, sponsored by Assemblymember Patrick O'Donnell, seeking support to increase funding for the Career Technical Education Incentive Grant (CTEIG) Program and consolidate key K-12 CTE programs. This bill would provide ongoing funding of \$450 million per year and additional funding for regional CTE coordinators.
- For AB 2573, sponsored by Assemblymember Kevin McCarty, seeking opposition to require a certificated employee of a school district/county office that completes two consecutive school years to be classified as a permanent employee. Currently, our teachers are probationary. Dr. Dozer emphasized ROPs are uniquely situated to provide the flexibility in education to meet the dynamic, ever-changing needs of business and industry and stay agile as the local workforce needs change. This bill would eliminate our ability to adjust our program offerings.

We received support from all the legislators for these positions.

There was great interest in understanding ROPs and its role in the education system. We conveyed the importance of what we do daily for students. Each call concluded with an invitation to join us on a classroom visit.

One of those legislators, The Honorable Dave Min, Senator of the 37th District, accepted that invitation. On Wednesday, April 13, he visited Irvine High School's automotive technology class. Dr. Dozer thanked Trustee Brooks for joining them. Additionally, Irvine Unified School District Superintendent Terry Brooks and two of Senator Min's staff members were present. It was a terrific opportunity to display student work to the Senator and his staff. They were impressed with the hands-on, complex nature of the work.

Mr. Coke and Dr. Dozer have met with most of the steering committee members in-person. This is partially introductory and partially to discuss strategic opportunities and the goals of the district partners. Dr. Dozer plans to continue this type of work and hold a steering committee retreat in June to ensure the 2022-2023

strategic priorities align with the goals and needs of the districts.

On April 19, Dr. Dozer attended the University Lab Partners Medical Innovations, Research, and Entrepreneurship Spring Reception. He was proud of the students for the incredible work they did in this program. Dr. Dozer will be sharing the winning pitch video soon.

He has had strategic meetings with the Orange County Regional Consortium, five community colleges, College and Career Advantage ROP, the Orange County Department of Education, multiple business partners, the Small Business Development Center, University Lab Partners, and more.

Dr. Dozer believes the upshot of all of this is there are ample opportunities for Coastline ROP to expand the number and types of classes and experiences we offer to appeal to students. There are sectors and categories of jobs that have and will continue to experience severe labor shortages. Coastline ROP and our districts will play a critical role in addressing the shortages.

Dr. Dozer participated in the Distinguished Student Recognition application grading and interviews and stated we have some incredibly talented, driven, and impressive students. Dr. Dozer recently shared some of the quotes from the applications with the Board of Trustees and the Coastline ROP staff. Participating in the interviews provided a different level of insight for him. One student runs her own nonprofit while taking our classes and going to school. Another takes care of her mother and younger siblings while working part-time and completing classes. A third student explained how her ROP class and internship had given her something to look forward to when she felt her mental health was suffering. And one from a young woman who, when asked if she would like to tell us anything else about herself, proclaimed, "I'm a super awesome person!" These are the stories we must tell as they are compelling and important for parents, students, and businesses to know.

Last month Dr. Dozer reported we had launched a marketing and social media task force. We have created the timeline of activity for the next year. Upon approval of the agreement to engage the services of Sonychelle Media and Communications, we will begin this important work next month. This will include developing a social media calendar, conducting marketing needs assessments internally and with the districts, developing a strategic marketing plan, building a new website, and launching a logo competition for our students. This will be a key part of the efforts to raise awareness of Coastline ROP, the magnificent work we do, and CTE in general.

Dr. Dozer concluded his report by thanking the board, our district

superintendents, the steering committee, and the entire staff of Coastline ROP for their unwavering support. He is excited about the future of Coastline ROP and the impact we will have on students. In the coming months, he looks forward to providing more detail and a more formal plan for this work.

EDUCATIONAL SERVICES' REPORT

On April 6, Dr. Dozer, Krista Ganga, and Mr. Coke attended the relaunch of Vital Link. Vital Link is an amazing non-profit that serves to connect CTE in the K-12 and community college world. Mr. Coke is excited about the organization's fresh vision and how they support what we do at Coastline ROP.

Educational Services is preparing for fall classes while planning summer offerings. Projects include supporting a dual enrollment pathway in one district and initiating conversations with another. They have conducted twenty-four classroom visits and conducted lesson observations and writing evaluations. We are not only fulfilling our role in service to our partner districts, but we are also working on new initiatives to expand our offerings for students. While the whole department works well together to accomplish much, Mr. Coke thanked Julia Budd, Krista Ganga, and James Piccola for their hard work.

April 27 begins our virtual WASC accreditation visit, and we are excited to see both the culmination of our efforts and the beginning of refocused work to increase student achievement. The goal of a self-study is not a book or a visit but an action plan that creates greater success for all. Recently, Mr. Coke recorded a 10-minute overview video of our self-study process and outcomes we asked all staff to review. Debbie Ludwig will forward the link to you. A copy of the revised Self-Study was provided to the Board, which reflects the Board's comments from the last meeting.

Mr. Coke introduced Jared Hartel, teacher of the Estancia Medical Academy, senior students Tyler Humphries, Kaitlyn Mink, Paris Dang, and junior Ayushi Shah, who shared the CTSO, a Career Technical Student Organization, and a local chapter that has experienced great success.

AB 361 – BROWN ACT AMENDMENT

There was no action taken.

BOARD MEETING DATE/TIME CHANGES

There was no action taken.

WORK-BASED LEARNING/OUTREACH SPECIALIST JOB DESCRIPTION

It was moved by Member Swartz, seconded by Member Brooks, to approve the work-based learning/outreach specialist job description. Motion carried 5-0.

**REVISION TO
COASTLINE ROP
COMPENSATION
SCHEDULE**

It was moved by Member Brooks, seconded by Member Swartz, to approve the revision to the Coastline ROP compensation schedule. Motion carried 5-0.

**CYBERFORWARD
MOU**

It was moved by Member Swartz, seconded by Member Barto, to approve the MOU between Coastline ROP and CYBERFORWARD. Motion carried 5-0.

**K12 STRONG
WORKFORCE
PROGRAM ROUND 4
SUB-AGREEMENT**

It was moved by Member Barto, seconded by Member Brooks, to approve the sub-agreement with Rancho Santiago College District for round 4 K12 SWP grant funds. Motion carried 5-0.

**SONYCHELLE
MARKETING &
COMMUNICATIONS
MOU**

It was moved by Member Brooks, seconded by Member Swartz, to approve the MOU with Sonychelle Marketing and Communications. Motion carried 5-0.

**KYOCERA SERVICE
CONTRACT**

It was moved by Member Barto, seconded by Member Swartz, to approve the service contract, purchase, and lease agreements with Kyocera Document Solutions. Motion carried 5-0.

**CONSULTING
SERVICES**

It was moved by Member Swartz, seconded by Member Brooks, to approve the continuation of the consulting agreement with Carol Hume to serve as a consultant to Superintendent Brian Dozer. Motion carried 5-0.

CONSENT CALENDAR

It was moved by Member Swartz, seconded by Member Barto, to approve the Consent Calendar without item 21, Agreement with Ontario Refrigeration, and item 25, Field trip request for Newport Harbor Culinary Arts students, pulled for further discussion. Motion carried 5-0.

- Minutes from the March 9, 2022, Board of Trustees meeting
- Ratification of purchase order report ending March 31, 2022
- Ratification of check report ending March 31, 2022
- Annual EDJOIN service agreement with San Joaquin County Office of Education for \$1,200
- Verkada alarm system and monitoring contract
- Premier Ambulance affiliation agreement addendum
- Field trip request for Culinary Arts students from Ocean View High School to attend the FCCLA State Leadership Conference and Competition in Riverside, Ca. April 23-26, 2022
- New internship sites
- Personnel Register #7 – 2021-2022 (Approval of employee appointments, release, retirements,

terminations, leaves, transfers, promotions, stipends, additional/overtime assignments)

- Approval/Ratification of Travel Conference Report

**AGREEMENT WITH
ONTARIO
REFRIGERATION**

It was moved by Member Swartz, seconded by Member Brooks, to approve the agreement with Ontario Refrigeration for HVAC maintenance and projects. Motion carried 5-0.

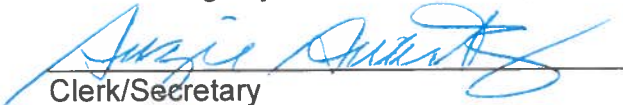
**FIELD TRIP REQUEST
FOR NEWPORT
HARBOR CULINARY
ARTS STUDENTS**

It was moved by Member Brooks, seconded by Member Barto, to approve the field trip request for Newport Harbor Culinary Arts Students to attend the National Restaurant Association ProStart invitational in Washington DC. Motion carried 5-0.

ADJOURNMENT

It was moved by Member Barto, seconded by Member Swartz, to adjourn the meeting. Motion carried 5-0.

The meeting adjourned at 9:47 a.m.


Clerk/Secretary