

**COASTLINE REGIONAL OCCUPATIONAL PROGRAM
REGULAR BOARD MEETING
Minutes
October 20, 2022**

The Board of Trustees of Coastline Regional Occupational Program met in regular session on October 20, 2022, in the boardroom at 1001 Presidio Square, Costa Mesa, California. The meeting was called to order at 9:08 a.m. by Lynn Davis.

Present Members	Other			
Lynn Davis	Brian Dozer	Grant Litfin	Jasmine Pachnanda	Rina Lucchese
Michelle Barto	J. S. Coke	Kim Thomason	Kathryn Saucedo	Suhina Chand
Suzie Swartz	Sesar Morfin	Siteria Edwards	Kristina Horn	Alita Salazar
Bonnie Castrey	Debbie Ludwig	Jeanne Bennett	Keyon Jazayeri	Mahita Adluri
Lauren Brooks	Rocky Murray	Alex Perez	Hasan Asrar	
	Ulises Garcia	Kevin Astor	Keith Strier	
	Mike Sciacca	Amy Kaufman	Victoria Rivett	

CLOSED SESSION There was nothing to report out of closed session. Open session convened at 9:50 a.m.

ADOPTION OF AGENDA It was moved by Member Barto, seconded by Member Brooks, to adopt the agenda with Consent Calendar item 19, minutes from September 13, 2022, and item 20, minutes from October 11, 2022, to be voted on separately. Motion carried 5-0.

SUPERINTENDENT'S REPORT Brian Dozer welcomed our partners at CEO Leadership Alliance of Orange County, Intel, NVIDIA, the students who won the Intel AI Impact Creator award, and their parents to the board meeting. He was excited for the Board to hear from them about our partnership, the Careers in AI Career Exploration Experience, and the competition our students won. This partnership and program are great examples of the type of work we believe has tremendous impact for our students.

Dr. Dozer attended the "state of the district" events with our Educational Services team over the last month and said it was nice to hear of the importance of and dedication to career education. He also loved seeing culinary students showcasing their talents. At a recent event at Woodbridge High School, he spoke with a student who said that discovering the culinary class was the best thing that had happened to her in high school and that Chef Rochelle Van Der Merwe was her favorite teacher. It was a great affirmation of how impactful and important our work is. The people he spoke to at the time were amazed to hear from a high school student just how much she loved her class and how it impacted her now and her future career path.

Dr. Dozer reported applications for the next rounds of our annual grants have been submitted. He believes we have very strong applications for both and thanked our districts for their help in completing the applications.

For CTEIG, the Career Technical Education Incentive Grant round 8, we have requested \$1,920,000 to support JPA initiatives. We expect to learn of our grant award in January or February of 2023. These funds will be used from July 1, 2023, through December 31, 2024.

For the K12 Strong Workforce Program grant round 5, we have submitted an application under the theme: Business and ICT: An Industry Need, An Expedient Option for Students. The grant request is for \$715,820. Deliberations by the selection committee conclude in November, and preliminary awards will be announced in December 2022. These funds will be expended between January 2023 and June 2025.

Dr. Dozer thanked our board members for their guidance and review of our marketing plans earlier this month. Dr. Dozer believes we have a more focused approach and look forward to finalizing the plan by the end of the year. Next up on our list is to visit schools with our marketing consultant, Ms. Sonia Ramirez, in the coming weeks for additional information and ideas.

This Fall, has been busy with multiple professional development opportunities for our staff:

- Our managers all recently completed the FRISK training for addressing below-standard employee performance in an all-day session with AALRR. Thank you to Siteria Edwards for coordinating that for us.
- Cabinet has been working with Business Emergency Response Teams (BERT) to develop our emergency action plan. We have completed 2 of our five sessions and will culminate in drills for all employees working at the Presidio site on November 30. Thank you to Sesar Morfin for his hard work setting everything up and serving as our Incident Commander.
- Lastly, on Monday, October 17, we completed our 2nd meeting on the Entrepreneurial Mindset project with the Entrepreneurial Learning Initiative. The project teams are making great progress, and Dr. Dozer is very excited by the energy and enthusiasm of everyone. After the meeting, he had a debrief session with the CEO and President of ELI; they feel we are on track as an organization with where we should be in the process.

Activity on the legislative front has calmed down, but he is happy to share the Governor signed AB 185, the K-12 education omnibus bill, at the end of September. Included in that measure is language to extend until July 1, 2027, the authority to count a CTE course toward the state high school graduation requirements in lieu of a course in visual performing arts or foreign language. Two organizations we belong to, CAROCP and the CTE JPA Coalition,

lobbied fiercely to add this. We also received support from Senator Dave Min's office. This is great news for our students!

We strongly believe that ROP/CTE classes are for EVERY student, regardless of their post-secondary plans. For those pursuing admission to a 4-year university, how do they create a narrative in their essay around their ROP/CTE experience that sets them apart from other students? Next Tuesday, Coastline ROP will hold a "Changing the Narrative" webinar addressing this challenge. The webinar includes one of our former career specialists, who is an application reader at UCI, as well as admissions representatives from Johns Hopkins University and Stony Brook University. Kudos to Educational Services for their work in pulling this together.

Lastly, Dr. Dozer was excited to bring an MOU with Vital Link to the board today for an exhibit day program at the feeder middle schools for each district. It is very important to introduce middle school students to career education pathways and opportunities they will have at their high schools. This is an important piece of our efforts to spread awareness of Coastline ROP courses, support our districts in their career education programs, and increase enrollments across the JPA.

Dr. Dozer thanked the Board for their continued guidance and support. He loves this organization and this work and is energized by the opportunities in front of us!

EDUCATIONAL SERVICES' REPORT

On Saturday, October 8, we hosted our teachers for a professional development day. The topics included suicide prevention presented by trainers from the Orange County Department of Education, social-emotional learning, and proactive classroom management. We also provided an overview of how we will assess our Student Learning Outcomes, or SLOs, beginning this year to provide invaluable feedback supporting our accreditation action plan.

Building partnerships with local businesses is a hallmark of a healthy ROP. These partnerships can provide work-based learning activities for our students that can broaden their experiences in the workforce. Some weeks ago, Dr. Dozer contacted a company called Phantom Design, a digital media content creation company. They indicated they wanted to host our students on some upcoming projects. On September 28, four of our digital media arts teachers, Krista Ganga, James Piccola, and J. S. Coke, met with the company's leadership virtually to brainstorm how to accomplish this. We are looking for a date when the teachers and leadership can visit the company's headquarters in Lake Forest. The MOU is near completion and will be on the November board agenda. Mr. Coke wanted to share this glimpse into the relationship-building process with businesses for the mutual success of students and the business community.

Mr. Coke was happy to report that more of our students have acquired jobs in their ROP fields of study. In Culinary Arts, Renee Axton at Ocean View High School became employed at Subway, while an Ocean View High School graduate from last year, Anna Gasbar, is now working at Five Guys. Another Ocean View High School student, Wyatt Jones, works in the meat department at a local Albertsons. Michael Rodriguez from Westminster High School has already been offered and "pre-accepted" a job at Santa Maria BBQ, his internship site in Huntington Beach. Another Culinary Arts Internship student, Taehan "Luke" Lee, a current student from Northwood High School, is still working at his internship site at Terrace by Mix Mix and has been accepted at the Culinary Institute of America at Hyde Park, NY. Solomon Pool, an advanced culinary arts student at Ocean View High School who went to FCCLA last year, had an interview on October 19 at Luna Grill, and we look forward to hearing how that went. The chef at Populaire/Catering by Mix Mix has indicated he is interested in hiring at least two more of our interns after this semester is over.

AB 361 – BROWN ACT AMENDMENT

There was no action taken.

BOARD MEETING DATE/TIME CHANGES

There was no action taken.

VITAL LINK MEMORANDUM OF UNDERSTANDING

It was moved by Member Swartz, seconded by Member Brooks, to approve the memorandum of understanding with Vital Link for the Middle School Exhibit Day Program. Motion carried 5-0.

SALARY INCREASE

It was moved by Member Swartz, seconded by Member Barto, to approve a 3% COLA for unrepresented employees retroactive to July 1, 2022. Motion carried 5-0.

RECRUITMENT/RETENTION INCENTIVES

It was moved by Member Brooks, seconded by Member Swartz, to approve a recruitment/retention incentive of \$5,000 for unrepresented employees and includes the superintendent, director of educational services, and director of business services. Motion carried 5-0.

MODIFICATION OF CONTRACT

It was moved by Member Swartz, seconded by Member Brooks, to approve the modification of the employment contract for the Director of Educational Services. Motion carried 4-1.

MODIFICATION OF CONTRACT

It was moved by Member Brooks, seconded by Member Swartz, to approve the modification of the employment contract for the Director of Business Services. Motion carried 5-0.

MODIFICATION OF CONTRACT

It was moved by Member Swartz, seconded by Member Brooks, to approve the modification of the employment contract for the Superintendent. Motion carried 5-0.

CONSENT CALENDAR

It was moved by Member Castrey, seconded by Member Brooks, to approve the Consent Calendar without item number 19, minutes from the September 13, 2022, board meeting, and item 20, minutes from the October 11, 2022, board meeting, pulled for a separate vote. Motion carried 5-0.

- Ratification of purchase order report ending September 30, 2022
- Ratification of check report ending September 30, 2022
- Section Cost Reduction Memorandums of Understanding with Huntington Beach Union High School District, Irvine, Newport-Mesa, Saddleback Valley, and Tustin Unified School Districts
- Contract renewal with CourseStorm for online class registration
- New internship sites
- Personnel Register #3 – 2022-2023 (Approval of employee appointments, release, retirements, terminations. leaves, transfers, promotions, stipends, additional/overtime assignments)
- Approval/Ratification of the travel conference report

**MINUTES FROM
SEPTEMBER 13, 2022,
AND OCTOBER 11,
2022**

It was moved by Member Swartz, seconded by Member Barto, to approve the board meeting minutes from September 13, 2022, and October 11, 2022. Motion carried 4-0, with 1 abstention.

ADJOURNMENT

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

The meeting adjourned at 10:49 a.m.

Clerk/Secretary