

**COASTLINE REGIONAL OCCUPATIONAL PROGRAM  
REGULAR BOARD MEETING  
Minutes  
December 15, 2022**

The Board of Trustees of Coastline Regional Occupational Program met in regular session on December 15, 2022, in the boardroom at 1001 Presidio Square, Costa Mesa, California. The meeting was called to order at 8:51 a.m. by Michelle Barto.

<u>Present Members</u>	<u>Other</u>			
Michelle Barto	Brian Dozer	Rocky Murray	Jeanne Bennett	Krista Ganga
Suzie Swartz	J. S. Coke	Ulises Garcia	Siteria Edwards	Kathe Hayden
Bonnie Castrey	Sesar Morfin	Michael Sciacca	James Piccola	Alex Perez
Lauren Brooks	Debbie Ludwig	Kim Thomason	Rachel Kreger	
Johnathan Stone		Alita Salazar	Karen Koch	

**CLOSED SESSION**                      There was nothing to report out of closed session. Open session convened at 9:36 a.m.

**ADOPTION OF AGENDA**                      It was moved by Member Brooks, seconded by Member Castrey, to adopt the agenda as presented. Motion carried 5-0. The roll call vote follows:  
Ayes: Members Barto, Swartz, Castrey, Brooks, and Stone.

**UNIVERSITY LAB PARTNERS' PRESENTATION**                      Brian Dozer welcomed Karin Koch of University Lab Partners. Ms. Koch and teacher Kathe Hayden presented on the Medical Innovation, Research and Entrepreneurship (MIRE) program and shared the winning Coastline ROP presentation.

**SUPERINTENDENT'S REPORT**                      Dr. Dozer reported that our K12 Strong Workforce Program round 5 application was selected for full funding, and we would receive \$715,000 for the term of January 2023 through June 2025. Our application was titled "Business and ICT: An Industry Need, An Expedient Option for Students." The California Department of Education also announced preliminary awards for CTEIG 8 of nearly \$1.1 million. The grant period is June 2023 through December 2024. These awards are a testament to the strength of our JPA, the innovative approach we are taking to creating and investing in new classes, and the hard work of everyone involved in Coastline ROP.

Last month Dr. Dozer shared that Irvine Valley College had announced they would not cancel articulation agreements after a change at the UCs. Saddleback College informed us of the same approach shortly after that. This is good news for students and allows us to continue working on expanding articulation agreements.

An MOU for the CyberForward class in the Spring 2023 semester was on the day's agenda. It would be the first time the course is offered during the school year. We are excited to be able to offer this to our students. We are thankful for the continued funding from

state grants allowing us to offer and pay for the class.

At the end of November, our emergency preparedness training wrapped up with a drill that concerned a fire at the Presidio Site. Overall, the staff did very well, despite the best efforts of the coordinators to sow chaos in the situation, which made it much more realistic. The drill concluded with a visit by Costa Mesa Fire and Rescue. The drills will continue to be held, and active shooter training is under investigation for the Spring.

On December 5, Sonia Ramirez, our marketing consultant, and Dr. Dozer visited one high school from each district to discuss marketing plans and learn from students about how they hear about ROP classes and how they would market them. They visited Estancia High School, Ocean View High School, Beckman High School, Laguna Hills High School, and Portola High School. They spoke to principals, assistant principals, career specialists, and teachers at each stop. A lot was learned, and that information will guide future marketing and ROP awareness and engagement efforts.

Also, on the marketing front, we are nearing the finalization of a CTE Month marketing plan and will be reaching out to each of you to schedule proclamations at your February board meetings. We will also be coordinating with each district's marketing or communications team. Following that, to help generate awareness of ROP and CTE classes for Fall 2023, we are working on an "ROP in Action" campaign to highlight the hands-on aspects of our courses, told by students via video reels.

This week our Exhibit Days program, which introduces middle school students to ROP and CTE classes that will be available to them in high school, kicks off. Vital Link is still scheduling dates for after the winter break. Dr. Dozer will contact you and your district teams to join us as they are booked.

Interagency meetings with each school district have begun to discuss plans for 2023-2024. Given our funding through CTEIG and SWP, Dr. Dozer is excited that we will be able to offer a more diverse, exciting, and innovative range of courses.

At the December CSBA meeting in San Diego, speaker Brandon Fleming said something that resonated with Dr. Dozer: we need to start from a place of love. Dr. Dozer is proud to work for a board and an organization that takes this approach. He thanked the Board for their continued guidance and support and is looking forward to an amazing 2023.

## **EDUCATIONAL SERVICES' REPORT**

J. S. Coke reported that eight students in the fall Culinary Arts Internship course had been offered employment at Populaire, Rock & Brews, or Santa Maria BBQ. This speaks about the quality of our students and their coaching by their teacher, Chef Rochelle Van

Der Merwe.

Registration for spring after-bell courses is underway. So far, 764 students have indicated their interest in an after-bell class. This time last year, 439 students registered.

We continue to make progress on our accreditation follow-up in the action plan. A rubric was created whereby teachers assess their students on the Schoolwide Learning Outcomes or SLOs. That information is placed into a shared document, and the data informs us how well our students are meeting those high expectations.

On December 14, we began interagency meetings with our districts. The interagency meeting is where we start planning for the next school year and the summer. Until a year ago, the interagency meetings were held in the late Spring, but we found they were too late to prepare for the coming year and summer fully. In 2021, the Steering Committee agreed that we should move them to December. Another benefit of an early date is that after-bell classes can be marketed to students as they create their schedules for the following year. We are scheduled to complete all the interagency meetings by next week.

**AB 361 – BROWN ACT  
AMENDMENT**

There was no action taken.

**ELECTION OF  
OFFICERS**

It was moved by Member Brooks, seconded by Member Swartz, to approve the following district members to serve as officers of the Board for 2023:

President	Newport-Mesa Unified School District
Vice President	Saddleback Valley Unified School District
Clerk	Huntington Beach Union High School District

Motion carried 5-0.

**BOARD MEETING  
CALENDAR 2023**

It was moved by Member Castrey, seconded by Member Brooks, to approve the calendar of meetings for 2023 as presented. Motion carried 5-0.

**FIRST INTERIM  
BUDGET  
CERTIFICATION**

It was moved by Member Castrey, seconded by Member Brooks, to approve the certification for the first interim budget with appropriate standards and criteria. Motion carried 5-0.

**OC PATHWAYS  
REGIONAL K16  
EDUCATION  
COLLABORATIVE  
GRANT PROGRAM  
SERVICE AGREEMENT**

It was moved by Member Castrey, seconded by Member Brooks, to approve the K16 collaborative grant service agreement as presented. Motion carried 5-0.

**EMPLOYEE RECLASSIFICATION**

It was moved by Member Swartz, seconded by Member Castrey, to approve the facility maintenance and custodian worker reclassification as presented. Motion carried 5-0.

**REVISION TO COASTLINE ROP COMPENSATION SCHEDULE**

It was moved by Member Brooks, seconded by member Castrey, to approve the revised compensation schedule as presented. Motion carried 5-0.

**CYBERFORWARD MEMORANDUM OF UNDERSTANDING**

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

**RESOLUTION CONSENT CALENDAR**

It was moved by Member Castrey, seconded by Member Brooks, to approve the resolution consent calendar as presented. Motion carried 5-0. The roll call vote follows:

Ayes: Members Barto, Swartz, Castrey, Brooks, and Stone.

- Resolution #2 / 2022-2023: Budget Adjustment
- Resolution #3 / 2022-2023: Budget Transfer

**CONSENT CALENDAR**

It was moved by Member Brooks, seconded by Member Castrey, to approve the Consent Calendar without item number 22, Minutes from November 10, 2022. Motion carried 5-0.

- Ratification of purchase order report ending November 30, 2022
- Ratification of check report ending November 30, 2022
- California Association of School Business Officials organizational subscription in the amount of \$637.50
- Internship sites
- Personnel Register #5 – 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 NOVEMBER 10, 2022, BOARD OF TRUSTEES MEETING**

It was moved by Member Swartz, seconded by Member Brooks, to approve the minutes from the November 10, 2022, Board of Trustees meeting. Motion carried with 3 votes in favor and 2 abstentions.

**ADJOURNMENT**

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

The meeting adjourned at 10:55 a.m.

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Clerk/Secretary