

**COASTLINE REGIONAL OCCUPATIONAL PROGRAM**

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

**BOARD OF TRUSTEES**  
**Thursday, February 18, 2021**  
**9:00 a.m. Open Session**

**NOTICE OF VIDEO/TELEPHONIC GOVERNING BOARD MEETING**

In compliance with Executive Orders N-29-20 and N-35-20 issued by Governor Newsom on March 12 and March 21, 2020 respectively, the February 18, 2021 Board Meeting will be conducted via video/teleconference.

In compliance with the Executive Order, Board Members, interested parties, and members of the public will be able to call or sign into the meeting at 9:00 a.m. on Thursday, February 18, 2021.

**HOW TO CONNECT TO THE MEETING**

If you wish to connect to the meeting via Zoom video/teleconference, contact Coastline ROP Executive Assistant Debbie Ludwig at (714) 429-2212 or [dludwig@coastlinerop.net](mailto:dludwig@coastlinerop.net). Please provide your name and email address to receive a link and instructions to access the meeting.

**ELECTRONIC PUBLIC COMMUNICATION TO THE BOARD**

Members of the public may submit comments on items on the agenda, and any item within the jurisdiction of the school district, via electronic submission no later than Thursday, February 18, 2021 by 8:00 a.m.:

By email at the following address: [dludwig@coastlinerop.net](mailto:dludwig@coastlinerop.net)

On-line: Google Forms (Links below)

English - [Coastline ROP Board of Trustees Comment Card](#)

Spanish - [Tarjeta de comentarios de la Junta Directiva de Coastline ROP](#)

Comments may not exceed three minutes.

For disability-related accommodations, including Zoom translation services, contact Coastline ROP Executive Assistant Debbie Ludwig at (714) 429-2212 or [dludwig@coastlinerop.net](mailto:dludwig@coastlinerop.net), at least one working day before the scheduled meeting.

Coastline ROP Agenda Webpage: <https://www.coastlinerop.net/about-board.asp>

*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. ROLL CALL:** Lauren Brooks, President \_\_\_\_\_
- Lynn Davis, Vice President \_\_\_\_\_
- Michelle Barto, Clerk \_\_\_\_\_
- Barbara Schulman, Member \_\_\_\_\_
- Diana Carey, Member \_\_\_\_\_

Coastline ROP: Carol Hume, Superintendent  
J.S. Coke, Director of Educational Services  
Sesar Morfin, Director of Business Services

**3. ADOPTION OF AGENDA – Recommend the agenda be adopted as submitted.**

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Votes:

Member Brooks \_\_\_\_\_  
Member Schulman \_\_\_\_\_  
Member Davis \_\_\_\_\_  
Member Barto \_\_\_\_\_  
Member Carey \_\_\_\_\_

**4. PLEDGE OF ALLEGIANCE**

**INFORMATION ITEMS**

**5. SUPERINTENDENT'S REPORT – Carol Hume**

**6. EDUCATIONAL SERVICES' REPORT – J.S. Coke**

**DISCUSSION/ACTION ITEMS**

**7. Board Meeting Date/Time Changes Discussion/Action**

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

Votes:  
Member Brooks \_\_\_\_\_  
Member Schulman \_\_\_\_\_  
Member Davis \_\_\_\_\_  
Member Barto \_\_\_\_\_  
Member Carey \_\_\_\_\_

**8. Quarterly Report of Investment Performance Discussion**

**9. Approval of New and/or Revised Textbooks Discussion/Action**

Recommend the Board approve the new and/or revised 2020-21 textbook list as presented.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

Votes:  
Member Brooks \_\_\_\_\_  
Member Schulman \_\_\_\_\_  
Member Davis \_\_\_\_\_  
Member Barto \_\_\_\_\_  
Member Carey \_\_\_\_\_

**10. New Course Approval Discussion/Action**

Recommend the Board approve new course outline for Professional Innovations.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

Votes:

Member Brooks \_\_\_\_\_  
Member Schulman \_\_\_\_\_  
Member Davis \_\_\_\_\_  
Member Barto \_\_\_\_\_  
Member Carey \_\_\_\_\_

**11. Mission Statement** – Recommend the Board approve the revised Coastline ROP Mission Statement.

**Discussion/Action**

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

Votes:

Member Brooks \_\_\_\_\_  
Member Schulman \_\_\_\_\_  
Member Davis \_\_\_\_\_  
Member Barto \_\_\_\_\_  
Member Carey \_\_\_\_\_

**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:

- 12. Minutes from the January 27, 2021 Board of Trustees meeting
- 13. Ratification of Purchase Order Report ending January 31, 2021
- 14. Ratification of Check Report ending January 31, 2021
- 15. Personnel Register #5 – 2020-2021 (Approval of employee appointments, release, retirements, terminations, leaves, transfers, promotions, stipends, additional/overtime assignments)
- 16. Orange County Business Council annual membership in the amount of \$5,000
- 17. Annual EdJoin Service Agreement with San Joaquin County Office of Education in the amount of \$750
- 18. Retainer agreement between Coastline ROP and the law offices of Atkinson, Andelson, Loya, Ruud & Romo, to provide legal services effective February 1, 2021
- 19. Approval/Ratification of Travel Conference Report

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

Votes:

Member Brooks \_\_\_\_\_  
Member Schulman \_\_\_\_\_  
Member Davis \_\_\_\_\_  
Member Barto \_\_\_\_\_  
Member Carey \_\_\_\_\_

**NEW BUSINESS**

**Information**

**ADJOURNMENT**

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

Votes:

Member Brooks \_\_\_\_\_

Member Schulman \_\_\_\_\_

Member Davis \_\_\_\_\_

Member Barto \_\_\_\_\_

Member Carey \_\_\_\_\_

**Next Scheduled Meeting: March 11, 2021**

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 (7:30 a.m. to 4:30 p.m.)