

**BOARD OF TRUSTEES**

**Wednesday, October 14, 2021**

**9:00 a.m. Closed Session**

**9:30 a.m. Open Session**

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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:**
- |                            |       |
|----------------------------|-------|
| 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

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

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

**5. 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.

**6. CLOSED SESSION** **Discussion**

A. Compensation for unrepresented employees

**7. RECONVENE IN OPEN SESSION** **Discussion**

A. Reporting out of Closed Session

**INFORMATION ITEMS**

**8. SUPERINTENDENT’S REPORT – Carol Hume**

**9. EDUCATIONAL SERVICES UPDATE – J.S. Coke**

**DISCUSSION/ACTION ITEMS**

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

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

**11. AB 361- Brown Act Amendment Discussion/Action**

According to AB 361, it is recommended the Board continue to meet in person unless (1) state or local health officials have imposed or recommended measures to promote social distancing or (2) the legislative body has determined by a majority vote that meeting in person would present imminent risk to the health or safety of the attendees.

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

**12. DocuSign, Inc. Agreement – Recommend Discussion/Action**  
the Board approve the agreement with DocuSign, Inc.

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

**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:

- 13. [Minutes from the September 9, 2021](#) regular Board of Trustees meeting
- 14. [Minutes from the September 15, 2021](#) special closed session Board of Trustees meeting
- 15. [Minutes from the September 23, 2021](#) special closed session Board of Trustees meeting
- 16. [Minutes from the September 30, 2021](#) special Board of Trustees meeting
- 17. [Ratification of purchase order report](#) ending September 30, 2021
- 18. [Ratification of check report](#) ending September 30, 2021
- 19. [New internship sites](#)
- 20. [Ratification of Memorandum of Understanding](#) with the California Partnership for Achieving Student Success (Cal-Pass Plus)
- 21. [English language learners waiver](#) teacher roster
- 22. [Inventory deletion report](#)
- 23. [Personnel register #3-2021-2022](#) (Approval of employee appointments, release, retirements, terminations, leaves, transfers, promotions, stipends, additional/overtime assignments)
- 24. [Travel and conference report](#)

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

**NEW BUSINESS Information**

**ADJOURNMENT**

**Next Scheduled Meeting: November 18, 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 (8:00 a.m. to 4:30 p.m.)

## COASTLINE REGIONAL OCCUPATIONAL PROGRAM 2021 BOARD CALENDAR

<b>January 27</b>	(4 <sup>th</sup> Wednesday) -	Pre-meeting: Lauren Brooks & Barbara Schulman - Board Meeting
<b>February 18</b>	(3 <sup>rd</sup> Thursday)	- Pre-meeting: Lauren Brooks & Lynn Davis - Board Meeting - Textbook Inventory
<b>March 11</b>	(2 <sup>nd</sup> Thursday)	- Pre-meeting: Lauren Brooks & Michelle Barto - Board Meeting - Interim Budget Review - 2020-21 Coastline ROP Priorities Update
<b>April 15</b>	(3 <sup>rd</sup> Thursday)	- Pre-meeting: Lauren Brooks & Diana Carey - Board Meeting
<b>May 20</b>	(3 <sup>rd</sup> Thursday)	- Pre-meeting: Lauren Brooks & Barbara Schulman - Board Meeting - Review Superintendent's Evaluation Process - Employ Summer Semester Staff
<b>June 17</b>	(3 <sup>rd</sup> Thursday)	- Pre-meeting: Lauren Brooks & Lynn Davis - Board Meeting - Public Hearing for 2021-2022 Budget - Adopt 2021-2022 Budget - Authorize Superintendent to Approve Travel and Conferences - 2021-2022 School Calendar - Discussion of Superintendent's Evaluation
<b>July 15</b>	(3 <sup>rd</sup> Thursday)	- Special Meeting – Closed Session
<b>August 20</b>	(3 <sup>rd</sup> Friday) (Date change 6/17/21)	- Pre-meeting: Lauren Brooks & Michelle Barto - Board Meeting - Interagency Agreements Appendix A for 2021-2022 - Administrative Contract Extensions - Board Input for 2021-2022 Coastline ROP Priorities
<b>September 9</b>	(2 <sup>nd</sup> Thursday)	- Pre-meeting: Lauren Brooks & Diana Carey - Board Meeting - Superintendent's Evaluation - 2020-21 Unaudited Actuals Report
<b>September 15</b>	(3 <sup>rd</sup> Wednesday)	- Special Meeting – Closed Session
<b>September 23</b>	(4 <sup>th</sup> Thursday)	- *Special Meeting – Closed Session
<b>September 30</b>	(5 <sup>th</sup> Thursday)	- **Special Meeting
<b>October 14</b>	(2 <sup>nd</sup> Thursday) (Date change 5/20/21)	- Pre-meeting: Lauren Brooks & Barbara Schulman - Board Meeting
<b>November 18</b>	(3 <sup>rd</sup> Thursday)	- Board Meeting
<b>December 13</b>	(2 <sup>nd</sup> Monday) (Date change 5/20/21)	- Pre-meeting: Lauren Brooks & Lynn Davis - Organizational Meeting - Audit Report - Interim Budget Review

**MEETING TIME** - 9:00 a.m.  
- \*8:30 a.m.  
- \*\*1:00 p.m.