

**COASTLINE REGIONAL OCCUPATIONAL PROGRAM
REGULAR BOARD MEETING
Minutes
March 9, 2023**

The Board of Trustees of Coastline Regional Occupational Program met in regular session on March 9, 2023, in the boardroom at 1001 Presidio Square, Costa Mesa, California. The meeting was called to order at 8:45 a.m. by Michelle Barto.

<u>Present Members</u>	<u>Other</u>			
Michelle Barto	Brian Dozer	Rocky Murray	Krista Ganga	Curt Morrison
Suzie Swartz	J. S. Coke	Ulises Garcia	Siteria Edwards	Luke Wheeler
Bonnie Castrey	Sesar Morfin	Lisa Snowden	Jeanne Bennett	Angela Samuel
Lauren Brooks	Debbie Ludwig	James Newton	Rachel Kreger	
Jonathan Stone		Grant Litfin	James Piccola	

CLOSED SESSION There was nothing to report out of closed session. Open session convened at 9:34 a.m.

ADOPTION OF AGENDA It was moved by Member Brooks, seconded by Member Swartz, to adopt the agenda as presented. Motion carried 5-0.

SUPERINTENDENT'S REPORT CTE Month marketing celebrations wrapped up with great impact across our social media platforms. Overall, our marketing efforts garnered over 9,000 impressions. More importantly, our engagement numbers were up across every platform, with the biggest increases on Facebook and Instagram. This Spring, our social media will focus on the impact of ROP classes on students in posts in collaboration with CAROCP.

Dr. Dozer has been actively visiting high schools over the last month and will continue doing so for the rest of this school year. He has five scheduled visits, and a few new teachers will be added as they begin teaching for us.

The pool of applicants has been narrowed for our next leader of educational services, and the interview process will begin later this month. The hope is to identify a candidate by May so there can be an overlap with Mr. Coke before his departure.

Dr. Dozer was excited to show the Board the designs for our logo competition later in the morning. He reminded the Board the winning logo designer would receive a \$500 scholarship, and we would use their logo in select social media, events, and other ways going forward. We would also honor the designer at the student showcase and celebrate their award at the April 20 Coastline ROP board meeting.

On March 10, we will begin marketing recruitment for the CNA Adult Ed class we plan to offer this Spring beginning April 17. We are excited to restart our adult education efforts and believe there

is a real market need for this class and others, such as EMT, dental, technology sales, and even AI.

On March 21, Dr. Dozer will join CAROCP for legislative meetings in Sacramento to discuss AB 377 and other potential legislation that would affect Coastline ROP. We have scheduled meetings with Assemblymembers Tri Ta, Kate Sanchez, Avelino Valencia, Phillip Chen, Diane Dixon, and Senators Dave Min, Diane Blakespear, and Janet Nguyen or their staff. Dr. Dozer will provide an update on the visits in his April report.

Dr. Dozer concluded his report with a quote from an article from Harvard Business Review that was shared with him by Trustee Davis regarding the “new collar workforce,” which discusses a skills-first, rather than a college degree, approach to hiring and people management: “There is a straightforward, practical way that firms can foster prosperity and diversity while also unlocking a huge and capable talent pool. The secret is focusing on skills.” This spoke to what Dr. Dozer has noticed, a growing realization of our businesses that their talent pipeline really begins in high school. And the work that Coastline ROP does with our districts is aligned with this approach.

EDUCATIONAL SERVICES’ REPORT

On March 3rd and March 4th, we held professional development for our teachers and career specialists. We tried a new format of Friday 3:00 – 6:00 p.m. with a repeat on Saturday from 9:00 a.m. - noon. The staff enjoyed the choice and the selection of topics. They learned about working with challenging students, students in crisis, classroom management, and the fentanyl crisis, among other areas. We are pleased with the results and with the rich collaboration that took place.

The culinary pathway at Newport Harbor High School is at the Prostart competition, and we wish them well.

Ocean View students were successful in FCCLA regionals, with 2nd place in bread and 3rd place in appetizers. They are headed to the State FCCLA in Riverside along with Newport Harbor in April.

Our Creekside and Laguna Hills CNA students start clinicals the week of March 6 at Regents Point in Irvine and Palm Terrace in Laguna Hills.

Fall registration begins at the end of March, and our career specialists are in full-swing recruiting students. Registration and recruitment were also top on the agenda at our career specialist gathering on March 1.

The middle school exhibit days are going well. Six exhibit days are completed, and six remain. Students are enjoying them and learning a lot about CTE from Vital Link and learning about Coastline ROP from our on-site staff, who shared classes students

can enroll in as ninth graders. We see this as a huge benefit for their CTE exposure.

On February 21 - 24, Mr. Coke chaired the WASC self-study visit for San Bernardino County ROP and enjoyed collaborating and supporting their innovative work there, including offering classes for incarcerated adults.

It is always great when a teacher hears from a student. Below are excerpts from an email that a former University High School student from 2020, Shavan Tahbaz, sent to automotive internship teacher Tom Misich:

“Dear Mr. Misich: I would like to take this opportunity to express my appreciation for what you have taught me during my time in your class. Without your great instruction and guidance, I don’t know how else we, as a class, could have learned. Your kindness and hard work to help me and my other classmates was greatly appreciated; aside from the unfortunate event of COVID ruining the rest of the year and fun, you put your best efforts to keep the online zoom atmosphere the same. Even though we never got to work on actual cars during my time in the auto shop, you managed to make the class a fun environment which made it so much more enjoyable and easier to learn with.”

Messages like this remind us why we do what we do.

The day’s presentation is presented by Curt Morrison, EMT teacher at Presidio, sharing about the public service pathway, including Emergency Medical Responder, Emergency Medical Technician, and Fire Science. Joining him are students Luke Wheeler from Newport Harbor High School and Angela Samuel from Huntington Beach High School.

**BOARD MEETING
CALENDAR 2023**

There was no action taken.

**SECOND INTERIM
BUDGET**

It was moved by Member Swartz, seconded by Member Brooks, to approve a positive certification for the second interim budget, as presented, with appropriate criteria and standards. Motion carried 5-0.

**K12 STRONG
WORKFORCE
PROGRAM SUB-
AGREEMENT**

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

**MODIFICATION OF
CONTRACT**

It was moved by Member Castrey, seconded by Member Brooks, to approve the contract for Sesar Morfin, including a change in title from Director of Business Services to Chief Business Official. Motion carried 5-0.

**ACCOUNTS PAYABLE
CLERK**

It was moved by Member Swartz, seconded by Member Brooks, to approve the new Accounts Payable Clerk position and job description. Motion carried 5-0.

**REVISION TO
COASTLINE ROP
COMPENSATION
SCHEDULE**

It was moved by Member Swartz, seconded by Member Castrey, to approve the revised compensation schedule as presented. 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 #4 / 2022-2023: Budget Adjustment
- Resolution #5 / 2022-2023: Budget Transfer
- Resolution #6 / 2022-2023: Signature Authorization

CONSENT CALENDAR

It was moved by Member Brooks, seconded by Member Swartz, to approve the Consent Calendar as presented. Motion carried 5-0.

- Minutes from February 16, 2023, Board of Trustees meeting
- Ratification of purchase order report ending February 28, 2023
- Ratification of check report ending February 28, 2023
- Field trip requests for Ocean View High School Culinary Arts students to attend the FCCLA State Leadership Conference in Riverside, CA, on April 22 -25, 2023
- Inventory deletion report
- Personnel Register #8 – 2022-2023 (Approval of employee appointments, release, retirements, terminations, leaves, transfers, promotions, stipends, additional/overtime assignments)

ADJOURNMENT

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

The meeting adjourned at 10:39 a.m.


Clerk/Secretary