

**COASTLINE REGIONAL OCCUPATIONAL PROGRAM
REGULAR BOARD MEETING
Minutes
February 16, 2023**

The Board of Trustees of Coastline Regional Occupational Program met in regular session on February 16, 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	Ulises Garcia	Siteria Edwards	David McNeil
Suzie Swartz	J. S. Coke	Keith Carmona	Jeanne Bennett	Melissa Milgrim
Bonnie Castrey	Sesar Morfin	James Newton	Rachel Kreger	Annalee Mendoza
Lauren Brooks	Debbie Ludwig	Grant Litfin	James Piccola	Alexa Hartenberg
Jonathan Stone	Rocky Murray	Krista Ganga	Courtney Jacobs	Ravdeep Singh

CLOSED SESSION There was nothing to report out of closed session. Open session convened at 9:30 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.

SUPERINTENDENT'S REPORT We have been focusing our marketing efforts on CTE Month and raising awareness of ROP and CTE classes in each district. Dr. Dozer thanked the Board of Trustees and their Boards for allowing him to speak at their meetings. Dr. Dozer attended the Orange County Board of Supervisors meeting on February 7. Coastline ROP was presented with a CTE Month proclamation by Chairman Don Wagner and Supervisor Katrina Foley.

J. S. Coke, Director, Educational Services, has announced his retirement at the end of June. Mr. Coke has been a dedicated educator for over 35 years and has impacted the lives of thousands of students. He has spent the last 7 of those years in his role at Coastline ROP, leading Educational Services during some very challenging times, including the unprecedented disruptions caused by the Covid 19 pandemic. For Dr. Dozer, he has been a very patient, thoughtful guide during his first year with the organization. While Dr. Dozer has worked with Mr. Coke in some fashion over the last seven years, collaborating with him over the previous year has shown him what a thoughtful, insightful, empathetic, and wonderful human he is. He will be missed, and we wish him well as he heads to his next destination at the end of this academic year.

The position of educational services has been posted, and we hope to have identified a candidate by May so there can be an overlap with Mr. Coke before his departure.

The logos we received from students for our competition have been judged. It is great to see our students' creativity and quality of

work. The winning logo designer will receive a \$500 scholarship, and the logo will be used in select social media, events, and other ways going forward. The designer will be honored at the student showcase. A full presentation of the top logos is planned by our staff at the March board meeting, where the Board of Trustees will help us select the winning design.

A CNA Adult Ed class will launch this Spring. The target date is April 17. After our market research into other offerings and labor market needs, we believe this is the best option for restarting our adult education efforts. While initially, the program will require some small subsidies (approximately \$250 per student) to keep the price competitive; this will allow us to apply for adult ed funding next year to offset that cost. We are exploring multiple options for Summer and Fall as well. We also are working on the tech sales class and have a plan that is being formulated to launch that next Spring.

Last year the Board of Trustees approved funds to translate the Labor Market Study into Spanish and Vietnamese. Dr. Dozer reported that the Spanish version is complete, and the Vietnamese version will be finalized next week.

On the legislative front, assembly bill 377 was submitted recently by multiple authors. It is similar to AB 2058 last year and seeks to combine CTEIG and SWP grants into one grant totaling \$450 million per year administered by the California Department of Education. The legislative advocate for CAROCP spoke about it at the quarterly meeting and believes that, given the broad bipartisan support, it will ultimately become law next Fall. Dr. Dozer will join CAROCP for legislative meetings in Sacramento in March to discuss this and other potential legislation affecting Coastline ROP. He will update the Board of Trustees at the April board meeting.

EDUCATIONAL SERVICES' REPORT

On January 27, all our CNA students passed the State test for their certification. Each year, skilled nursing facilities contact us with job openings for full-time positions with benefits. We are excited about the doors now opening for these students.

The Gene HAAS foundation has provided two grants for our engineering program at Estancia High School: \$2,500 for the UCI Energy Invitational and \$15,000 for student scholarships. We are grateful for their long-term support of this program.

Exhibit days were held for five schools and were attended by 2,100 students. Each exhibit day was well received by the district, and they were happy with the activities. We have seven more exhibit days fully scheduled and six more in progress. ROP staff were present for each one to interact with students. We are happy with the results and believe we need to continue working at middle schools to introduce students to ROP and CTE classes.

Costa Mesa High School's Career Specialist Arianna Nagy has had great success planning lunch and learn events for her students. On February 6, 25 students attended, and engagement was high. Students asked questions and got advice from two panelists: Amit Gandhi, Physical Therapist, Costa Mesa Physical Therapy, and Jose Sanchez, Athletic Trainer, Santa Ana College. She reported, "It was so great to provide a positive experience for our students and see them so involved in the discussion. We can't wait to do it all again next week." On February 13, 50 students came to hear from 3 panelists: Christy Campo, CHOC Child Life Specialist; Andrew Schwagerl, Speech Language Pathologist; and Kerri Arkilic, ENC Nature Preschool Assistant Director. Students asked incredible questions, were beyond respectful, and engaged in learning. Students came up afterward and continued to interact with the panelists.

There are two ways courses can receive UC approval: One is that it is a new submission, and the second is that it is adopted from another institution. We are happy to report that MIRE (Medical Innovations, Research, and Entrepreneurship) has been adopted as a UC-G, and Emergency Medical Technician has been adopted as a UC-D. We submitted Foods, and it has been approved as a UC-G elective.

Typically, internships are provided after school for ROP students. For the first time, we have students in the Careers with Children Internship pathway at Costa Mesa High School interning at the district pre-k, and t-k sites before their high school classes begin. This is an innovative partnership between the ROP and the Newport-Mesa Unified School District. We thank the Newport-Mesa Unified School District college and career coordinator Lisa Snowden, Michelle O'Neill, Early Learning Coordinator, and ROP administrator Krista Schweers-Ganga for building this amazing program over the last couple of years.

The day's presentation was unique in that we shared about a program that consists of three courses represented by three schools. Mr. Coke welcomed Courtney Jacobs, Sports Medicine Teacher at Marina High School, David McNeil, Advanced Sports Medicine teacher at Costa Mesa High School, and Melissa Milgrim, Sports Medicine Internship Teacher at Creekside High School to share about this fantastic program. They were accompanied by three of their students: Alexa Hartenberg – Marina High School; Ravdeep Singh, and Annalee Mendoza – Costa Mesa High School.

**AB 361 – BROWN ACT
AMENDMENT**

There was no action taken.

**BOARD MEETING
CALENDAR 2023**

There was no action taken.

**SALARY
ADJUSTMENT**

It was moved by Member Castrey, seconded by Member Brooks, to approve an adjustment to the salaries for identified employees. Motion carried 5-0.

**TEXTBOOK
APPROVAL**

It was moved by Member Swartz, seconded by Member Brooks, to approve the new and or revised 2022-2023 textbook list as presented. Motion carried 5-0.

**APPRENTICESHIP
EMPLOYER
ACCEPTANCE
AGREEMENT**

It was moved by Member Stone, seconded by Member Castrey, to approve the employer acceptance agreement as presented. Motion carried 5-0.

MISSION STATEMENT

It was moved by Member Brooks, seconded by Member Castrey, to reaffirm the current ROP Mission Statement approved on March 11, 2021. Motion carried 5-0.

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 January 19, 2023, Board of Trustees meeting
- Ratification of purchase order report ending January 31, 2023
- Ratification of check report ending January 31, 2023
- Retainer agreement between Coastline ROP and the law offices of Atkinson, Andelson, Loya, Ruud & Romo to provide legal services effective February 1, 2023 – January 31, 2025
- BERT Workplace Safety Solutions agreement for services
- Field trip request for Estancia Medical Academy students from Estancia High School to attend the annual Cal-HOSA 2023 State Leadership Conference in Sacramento, CA, on March 22 – 26, 2023
- Field trip request for Portola High School Broadcast News students to attend the Student Television Network Broadcast & Film convention in Long Beach, CA, on March 16 – 19, 2023
- Field trip requests for Newport Harbor High School Culinary Arts students to attend the California ProStart Cup competition in Long Beach, CA, on March 7 – 8, 2023, and the FCCLA State Leadership Conference in Riverside, CA, on April 22 – 25, 2023
- Healthcare support staff externship training agreement
- Huntington Beach Chamber of Commerce membership in the amount of \$375
- New internship site
- English language learner waiver teacher roster
- Personnel Register #7 – 2022-2023 (Approval of employee appointments, release, retirements, terminations, leaves, transfers, promotions, stipends, additional/overtime assignments)

- Approval of travel and conference report

ADJOURNMENT

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

The meeting adjourned at 10:02 a.m.


Clerk/Secretary