

**COASTLINE ROP  
REGULAR BOARD MEETING  
Minutes  
September 13, 2023**

The Board of Trustees of Coastline ROP met in regular session on September 13, 2023, at the Irvine Unified School District Administration Center, Irvine, California. The meeting was called to order at 9:11 a.m. by Michelle Barto.

<u>Present Members</u>	<u>Other</u>		
Michelle Barto	Brian Dozer	Connie Jacobs	Kasey Eckels
Suzie Swartz	Izzy Burdge	Kim Thomason	LeAnn Zayasbazan
Lauren Brooks	Sesar Morfin	James Piccola	Julia Budd
Lynn Davis	Krista Ganga	Olu Banmeke	Carol Crane
	Grant Litfin	Siteria Edwards	

**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 Swartz, seconded by Member Brooks, to adopt the agenda as presented. Motion carried 4-0.

**SUPERINTENDENT'S REPORT**                      Dr. Brian Dozer welcomed Dr. LeAnn Zayasbazan to Coastline ROP. Dr. Zayasbazan joined Coastline ROP last week as incoming Chief Business Official and is working with Sesar Morfin to learn the inner workings of her departments. She will assume the role of CBO on Monday, September 18.

It is grant season and Coastline ROP is actively working on our applications for the Career Technical Education Incentive Grant application for round 9 and the K12 Strong Workforce Program grant application for round 6. Dr. Dozer will again be serving on the K12 SWP selection committee along with Dr. Grant Litfin from Tustin Unified and Dr. Keith Tuominen from Irvine Unified.

Also in the realm of grants, Coastline ROP has been approved by our adult education consortia to receive \$76,000 in grant funding to run EMT and Pharmacy Tech classes with ESL components provided by community college partners, beginning in Spring 2024. Dr. Dozer thanked Dr. Olu Banmeke for leading these efforts on our behalf. Funds are expected in October, but the coordination with the colleges has begun right away. There is additional funding for marketing to assist the consortia in support of these efforts.

Coastline ROP received notice from Newport-Mesa Unified School District's facilities team that they are working on a bid schedule for the Coastline ROP Presidio renovation project, which will include asbestos remediation, carpet, and painting. This work is necessary as the carpet is buckling and presents a safety hazard to employees and guests. The project will hopefully begin after Thanksgiving and be completed by the beginning of the new year. It will require accommodation for much of the Presidio staff to work remotely,

some classes becoming hybrid/virtual for the time period, and scheduling staff who must be at the campus for shipping, receiving, and oversight. This week carpet and paint were selected, and Leadership began working to lay out the plan. Dr. Dozer will update the board when he has firm dates.

This week our new staff began the 2<sup>nd</sup> round of the Entrepreneurial Mindset training with the Entrepreneurial Learning Initiative. Next up will be work with leadership to map out projects across the organization, group work to implement those projects, and work with teachers to provide them with tools for developing an entrepreneurial mindset in students. Dr. Dozer thanked the board for supporting this great professional development.

Two weeks ago, Governor Gavin Newsom signed an executive order calling for the state to create a master plan for career education in the next 13 months. The master plan has three goals:

- Ensuring ninth grade students are encouraged to explore well-paying careers and that they are guided on a pathway to those careers.
- Ensuring students will have opportunities to learn real-life skills in their education, preferable for pay; and
- Students should not have to take on substantial debt or have to navigate complicated bureaucracies as they prepare for careers.

Coastline ROP believes that these align with our values and look forward to learning more about and finding ways to help shape the future of career education in our four districts, Orange County, and California.

Lastly, Dr. Dozer thanked Sesar Morfin for his service as he leaves Coastline ROP. Sesar has been with Coastline ROP for 4 ½ years and in Dr. Dozer's time with him for almost half of that, he has found Sesar to be not only a very capable and talented leader and CBO, but also a fantastic human being. Coastline ROP wishes him all the best in the next step in his career.

Dr. Dozer thanked the board for their incredible support of Coastline ROP and its mission. As he begins his 2<sup>nd</sup> full school year, he is as excited and energized as he has ever been and loves the work that Coastline ROP does in making a difference in the lives of students.

## **EDUCATIONAL SERVICES' REPORT**

Dr. Krista Schweers-Ganga announced Coastline ROP has just wrapped up the opening of its final classes for the school year, and what a journey it has been! It's been an all-hands-on-deck effort, with her entire department working tirelessly to ensure a successful start for the students. She gave kudos to the entire Presidio team for their unwavering dedication, often going above and beyond the call of duty.

The momentum doesn't stop here! She was thrilled to share some fantastic news about UC/CSU Approvals. The following classes earned Honors status in the UC portal -

- Emergency Medical Technician
- Advanced Media Arts Portfolio
- Advanced Sports Medicine
- Pharmacy Technician Internship
- Certified Nursing Assistant

Dr. Schweers-Ganga's commitment to excellence continues, with the next UC Portal window opening in February. She is determined to secure Honors designations for as many courses as possible.

She is also happy to announce that Careers in AI and Cybersecurity were UC/CSU G approved. This remarkable achievement means 99% of Coastline ROP classes are UC/CSU-approved.

Looking ahead, Educational Services and Dr. Dozer have been working hard to map out the upcoming classes for the next year. Here's a sneak peek at what's in the pipeline:

- Supply Chain Management
- Entrepreneurship
- Water/Sustainability
- And adult courses with ESL support in EMT and Pharm Tech

It's grant season, and Dr. Schweers-Ganga is knee-deep in the Career and Technical Education Incentive Grant, or CTEIG, application. While diving into the nitty-gritty of the CDE's Program Grant Management System (PGMS) page, she stumbled upon something intriguing – the site was doing some fuzzy math when calculating the ADA for our consortium district partners. It was shortchanging their deserved amounts.

She quickly brought the discrepancy to the attention of David Kinst, Coastline ROP's CTEIG consultant. He said they had already received 11 applications, and not a single soul had mentioned the issue.

David was impressed with Dr. Schweers-Ganga's keen eye, and promptly expressed gratitude for her vigilance. A few days later, all CTEIG grant administrators were sent an email addressing the issue and presenting a solution. Teamwork and attention to detail makes all the difference during grant season!

Recently two former Estancia High Engineering students, Ryan Ray and Jared Jimenez, stopped by Mr. Rizza's class earlier this month. Both students are pursuing their dreams in Engineering at prestigious universities (Embry & Cal Poly). They generously shared insights with the senior students about college expectations, time management, internships, and financial aid. Both students

were recipients of HAAS scholarships, which played a crucial role in kickstarting their college journeys.

While this month's educational services update may be brief in words, it's rich in content and achievements. Thank you for your continued dedication, and that concludes my report.

**BOARD MEETING  
CALENDAR 2023**

It was moved by Member Davis, seconded by Member Swartz, to cancel the Thursday, November 16, 2023, board meeting. Motion carried 4-0.

**STRATEGIC GOALS  
FOR 2023-2024**

It was moved by Member Brooks, seconded by Member Swartz, to approve the revised Strategic Goals for 2023-2024 after adding the words "college" and "student interest" to the goals. Motion carried 4-0.

**CONTRACT FOR  
CHIEF BUSINESS  
OFFICIAL**

It was moved by Member Swartz, seconded by Member Brooks, to approve the contract for Chief Business Official. Motion carried 4-0.

**2022-2023 UNAUDITED  
ACTUALS FINANCIAL  
REPORT**

It was moved by Member Brooks, seconded by Member Swartz, to approve the 2022-2023 Unaudited Actuals Financial Report. Motion carried 4-0.

**ACTUARIAL STUDY OF  
RETIREE HEALTH  
LIABILITIES**

It was moved by Member Davis, seconded by Member Brooks, to approve the Actuarial Study of Retiree Health Liabilities prepared by Total Compensation Systems, Inc. Motion carried 4-0.

**COURSE OUTLINE  
FOR AP STUDIO ART  
2D**

It was moved by Member Davis, seconded by Member Swartz, to approve the Course Outline for AP Studio Art 2D. Motion carried 4-0.

**RESOLUTION  
CONSENT CALENDAR**

It was moved by Member Swartz, seconded by Member Brooks, to approve the resolution consent calendar as presented. Motion carried 4-0. The roll call vote follows:  
Ayes: Members Barto, Swartz, Brooks, and Davis.

- Resolution #1/ 2023-2024: Budget Adjustment

**CONSENT CALENDAR**

It was moved by Member Brooks, seconded by Member Swartz, to approve the Consent Calendar as presented. Motion carried 4-0.

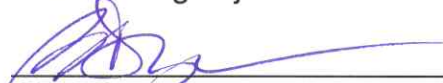
- Minutes from August 17, 2023, Board of Trustees meeting
- Minutes from August 24, 2023, Board of Trustees special closed meeting
- Ratification of check report ending August 31, 2023
- Ratification of purchase order and change order report – August 1, 2023 – August 31, 2023
- Ratification of Inventory Deletion Report
- Coastline ROP staff roster for 2023-2024
- English language learner waiver teacher roster

- Personnel Register #2 – 2023-2024 (Approval of employee appointments, release, retirements, terminations, leaves, transfers, promotions, stipends, additional/overtime assignments)
- Approval/Ratification of travel conference report

## **ADJOURNMENT**

It was moved by Member Swartz, seconded by Member Davis, to adjourn the meeting. Motion carried 4-0.

The meeting adjourned at 10:32 a.m.

  
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Clerk/Secretary