



BOARD OF TRUSTEES

AGENDA

September 9, 2021

9:00 a.m. Closed Session

9:30 a.m. Open Session

Closed Session to Follow





TO: Board of Trustees
FROM: Carol Hume
DATE: September 1, 2021
SUBJECT: Board Package

Enclosed are the agenda and supporting materials for the September 9, 2021, regular Board of Trustees meeting. Trustee Brooks, Trustee Carey, and I will meet via Zoom at **8:40 a.m.** to review the agenda. The board meeting will begin at **9:00 a.m.** where we will adjourn to closed session to discuss my evaluation. Open session will begin at **9:30 a.m.** We will adjourn to closed session after New Business to continue the discussion regarding my evaluation.

I am looking forward to seeing you on Thursday, September 9.

Enclosure



COASTLINE REGIONAL OCCUPATIONAL PROGRAM

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

BOARD OF TRUSTEES Thursday, September 9, 2021 9:00 a.m. Closed Session 9:30 a.m. Open Session Closed Session to Follow

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 September 9, 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, September 9, 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. 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, September 9, 2021 by 8:00 a.m.:

By email at the following address: 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, 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. 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.

3. CLOSED SESSION

Discussion/Action

A. Public Employee Evaluation: Superintendent (pursuant to Government Code §54957)

4. RECONVENE IN OPEN SESSION

Reporting out of closed session

5. PLEDGE OF ALLEGIANCE

6. **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

7. **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 _____

8. **PUBLIC COMMENTS** – Anyone desiring to address the Board on any item not on the agenda will be granted three minutes to make a presentation to the Board.

INFORMATION ITEMS

9. **SUPERINTENDENT’S REPORT – Carol Hume**
 10. **EDUCATIONAL SERVICES’ REPORT – J.S. Coke**

DISCUSSION/ACTION ITEMS

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

Motion by _____ Seconded by _____

Votes:
 Member Brooks _____
 Member Schulman _____
 Member Davis _____
 Member Barto _____
 Member Carey _____

12. **2020-21 Unaudited Actuals Report** - Recommend the Board approve the Unaudited Actuals Financial Report for the year ending June 30, 2021 and approve filing the report with the Orange County Department of Education. **Discussion/Action**

Motion by _____ Seconded by _____

Votes:
 Member Brooks _____
 Member Schulman _____
 Member Davis _____
 Member Barto _____
 Member Carey _____

- 13. Memorandum of Understanding - Southwest Regional Council of Carpenters** – Recommend the Board approve the Memorandum of Understanding between Coastline ROP and the Southwest Regional Council of Carpenters. **Discussion/Action**

Motion by _____ Seconded by _____

Votes:

Member Brooks _____
Member Schulman _____
Member Davis _____
Member Barto _____
Member Carey _____

- 14. New Course Approvals** – Recommend the Board approve new course outlines for Culinary Arts and Child Development. **Discussion/Action**

Motion by _____ Seconded by _____

Votes:

Member Brooks _____
Member Schulman _____
Member Davis _____
Member Barto _____
Member Carey _____

- 15. 2021-2022 Priorities** – Recommend the Board approve the Coastline ROP 2021-2022 Priorities as presented. **Discussion/Action**

Motion by _____ Seconded by _____

Votes:

Member Brooks _____
Member Schulman _____
Member Davis _____
Member Barto _____
Member Carey _____

- 16. English Language Learners Waiver** – Recommend the Board approve the English Language Learners Waiver regarding teaching outside credential authorization. **Discussion/Action**

Motion by _____ Seconded by _____

Votes:

Member Brooks _____
Member Schulman _____
Member Davis _____
Member Barto _____
Member Carey _____

RESOLUTION 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 Resolution Consent Calendar.

It is recommended the Board approve:

- 17. Resolution #1/2021-2022: Budget Adjustment

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:

- 18. Minutes from the August 20, 2021 Board of Trustees meeting
- 19. Ratification of purchase order report ending August 31, 2021
- 20. Ratification of check report ending August 31, 2021
- 21. New internship sites
- 22. Memorandum of Understanding with University Lab Partners, North Orange County ROP, and Coastline ROP
- 23. Strong Workforce Program K12 Pathway Coordinator Sub-Agreement
- 24. Personnel register No. 2 - 2021-2022 (Approval of employee appointments, release, retirements, terminations, leaves, transfers, promotions, stipends, additional/overtime assignments)
- 25. Coastline ROP Staff Roster for 2021-2022
- 26. Inventory deletion report
- 27. Approval of travel conference report

Motion by _____ Seconded by _____

Votes:

- Member Brooks _____
- Member Schulman _____
- Member Davis _____
- Member Barto _____
- Member Carey _____

NEW BUSINESS

Information

- 28. **CLOSED SESSION**

Discussion

- A. Public Employee Evaluation: Superintendent (pursuant to Government Code §54957)

29. RECONVENE IN OPEN SESSION

Discussion

A. Reporting out of closed session

ADJOURNMENT

Motion by _____ Seconded by _____

Votes:

Member Brooks	_____
Member Schulman	_____
Member Davis	_____
Member Barto	_____
Member Carey	_____

Next Scheduled Meeting: October 14, 2021

COASTLINE REGIONAL OCCUPATIONAL PROGRAM 2021 BOARD CALENDAR

January 27	(4 th Wednesday)	-	Pre-meeting: Lauren Brooks & Barbara Schulman Board Meeting
February 18	(3 rd Thursday)	-	Pre-meeting: Lauren Brooks & Lynn Davis Board Meeting Textbook Inventory
March 11	(2 nd Thursday)	-	Pre-meeting: Lauren Brooks & Michelle Barto Board Meeting Interim Budget Review 2020-21 Coastline ROP Priorities Update
April 15	(3 rd Thursday)	-	Pre-meeting: Lauren Brooks & Diana Carey Board Meeting
May 20	(3 rd Thursday)	-	Pre-meeting: Lauren Brooks & Barbara Schulman Board Meeting Review Superintendent's Evaluation Process Employ Summer Semester Staff
June 17	(3 rd 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
July 15	(3 rd Thursday)	-	Board Meeting – Closed Session
August 20	(3 rd 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
September 9	(2 nd Thursday)	-	Pre-meeting: Lauren Brooks & Diana Carey Board Meeting Superintendent's Evaluation 2020-21 Unaudited Actuals Report
October 14	(2 nd Thursday) (Date change 5/20/21)	-	Pre-meeting: Lauren Brooks & Barbara Schulman Board Meeting
November 18	(3 rd Thursday)	-	Board Meeting
December 9	(2 nd Thursday)	-	Pre-meeting: Lauren Brooks & Lynn Davis Organizational Meeting Audit Report Interim Budget Review

MEETING TIME - 9:00 a.m.

Board approved: 12/16/20; rev: 5/20/21; rev. 6/17/21



TO: Board of Trustees
FROM: Sesar Morfin
DATE: September 1, 2021
SUBJECT: 2020-2021 Unaudited Actuals Financial Report

Presented for approval is the 2020-2021 unaudited actuals financial report. The report, prepared in accordance with Education Code 41010, is due to the Orange County Department of Education by September 15th.

Fiscal Summary 2020-2021

The 2020-2021 year was another challenging year given the ongoing pandemic and the uncertainties that it brought with it. Despite all these uncertainties, Coastline was able to have a very successful year. One of the biggest accomplishments that we had was completing our first year with a new Joint Powers Agreement (JPA) with our partnering districts in place. This new JPA sets the foundation for Coastline’s future success and long-term fiscal sustainability. Included within this new JPA is a new funding model. This funding model is primarily based on a cost per section premise. Each district has agreed to a minimum base number of sections for the 2020-2021 year and those base number of sections will be adjusted in future years based on market demands and the districts’ needs as well as adhering to the provisions within the new JPA. Previously, the ROP had operated according to the revised joint powers agreement (JPA) which became effective July 1, 2015 and continued to fund the ROP at the 2014-2015 level.

In terms of revenue, the major revenue sources that the ROP received were the cost per section fee that each district paid as well as the reimbursements that we received from those districts which employed Career Specialists. Other revenue sources include several one-time grant funds. This includes rounds four and five of the Career Technical Education Incentive Grant, round 1 of the K12 SWP grant, rounds 1 and 2 of the K12 SWP Pathway Coordinator grant, and the CTE Teach grant. In addition to the grant funds, the ROP received a small amount of revenue from other sources. These sources include interest income, donations for distinguished student recognition awards and scholarships, refunds and/or rebates, and other miscellaneous reimbursements due to the ROP.

Revenue	Estimated Actuals	Unaudited Actuals	Difference
ROP District Funding	4,477,360	4,476,083	(1,277)
Grant Funding	599,094	615,460	16,366

Coastline ROP
2020-21 Unaudited Actuals Financial Report

Revenue	Estimated Actuals	Unaudited Actuals	Difference
Other State Funding	222,911	210,067	(12,844)
Other Local Income	<u>111,462</u>	<u>44,099</u>	<u>(67,363)</u>
Total	5,410,827	5,345,709	(65,118)

The ROP recognized \$5.34 million in revenue for the year and that amount was approximately \$65,118 less than projected at the time the estimated actuals report was prepared in May 2021. The decrease in revenue is due to several factors. The first factors is the STRS On-Behalf contribution amount that was recorded on our financials for 2020-2021. We are required to recognize our portion of the state's CALSTRS pension liability each year per GASB 85. This year, our portion of the liability was lower than what was budgeted for the year. Per GASB 85, we book the total amount of the liability as an expense and then we book an offsetting amount in revenue for the exact same amount. There is no effect to us since both revenue and expense are equal, so this is primarily just an accounting entry needed to recognize our CALSTRS pension liability for the year. The second factor is the net change in the value of investments was lower-than-expected. GASB 31 requires us to report the net change in the value of investments that we hold with the Orange County Treasurer's Office. Lastly, the interest earnings on our investments with the Orange County Treasurer's Office were lower-than-expected. The decrease in these revenues was partially offset by a higher amount of recognized grant revenue due to higher-than-expected expenditures for the year. This higher grant revenue was offset by a corresponding increase in grant expenditures as noted in the table below:

Expenditure	Estimated Actuals	Unaudited Actuals	Difference
ROP	4,831,049	4,625,328	205,721
Grant	599,094	615,460	(16,366)
Other State	229,393	220,091	9,302
Other Local	<u>36,442</u>	<u>35,142</u>	<u>1,300</u>
Total	5,695,978	5,496,021	199,957

Total expenses for the year were approximately \$5.5 million, which was approximately \$199,957 less than projected at the time the estimated actuals report was prepared in May 2021.

Of the decrease in expenditures, \$205,721 was associated with general ROP expenses. The decrease is due to lower-than-expected salary and benefit expenditures as well as general operational expenditures (supplies, travel, etc.) which was primarily driven by the remote working/learning environment caused by the pandemic. This decrease in expenditures were partially offset by an increase in grant expenditures. As noted above, this increase in expenditures was offset by a corresponding increase in grant revenue. The reduction in Other State expenditures was primarily driven by the CALSTRS pension liability requirement described above.

Coastline ROP
2020-21 Unaudited Actuals Financial Report

Overall Projection	Estimated Actuals	Unaudited Actuals	Difference
Revenue	5,410,827	5,345,709	(65,118)
Expenses	5,695,978	5,496,021	199,957
Total	(285,151)	(150,312)	134,839

Although the ROP expects that the deficit spending amount in 2020-2021 will be \$150,312, this represents a \$134,839 reduction in the amount of deficit spending that was forecasted in the estimated actuals report.

One challenge that the ROP faced this year was the cancellation of several courses due to low enrollment. Given our new cost per section model, the cancellation of courses led to refunds being issued to districts which in turn meant a lower amount of revenue to the ROP. In addition, the interest income that we earned on our funds deposited with the Orange County Treasurer's Office was lower-than-expected. The lower earnings were a result of many factors but primarily it was due to a volatile stock market because of the pandemic.

Although we implemented a plan to reduce operational costs for the 2020-21 year which included a reduction of our lease payment, the restructuring of our staff, and the increase in employee contributions to health benefit costs, the ROP is projected to end the year with an excess of expenditures over revenue in the amount of \$150,312, \$5,000 of which was due to an inter-fund transfer from the general fund to the special reserve fund. One contributing factor to this excess of expenditures over revenue was the approval of a 1 percent one-time and a 1 percent permanent salary increase for our teachers and staff which was authorized by the Board of Trustees in October of 2020. Although the projected deficit spending amount this year is considerably less than in year's past, we recognize that deficit spending on a recurring basis is not financially sustainable. We are confident that with the cost savings measures that have already been implemented coupled with the increased revenue stream that we will receive because of the Cost-of-Living-Adjustment language included within the JPA with our partner districts, that we will eliminate the need to deficit spend in the near future. In addition, we will continue to identify and implement future cost saving measures moving forward as well as secure additional funding sources to minimize the need to deficit spend into the future.

Our unaudited year-end financial report indicates a deficiency of revenue over expenses of \$150,312, giving us an ending general fund balance (reserves) of \$1,407,658 as of June 30, 2021.

General Fund Reserves - Ending Fund Balance June 30, 2021

On July 1, 2020, the ROP's beginning fund balance was \$1,557,969. The unaudited ending fund balance as of June 30, 2021, is \$1,407,658. The ending fund balance components are:

Coastline ROP
2020-21 Unaudited Actuals Financial Report

General Fund

Nonspendable	
Nonspendable Revolving Cash	10,000
Prepaid Expenses	24,694
Unassigned	
Unassigned/Unappropriated	924,879
Reserve for Economic Uncertainties	250,000
Distinguished Student Recognition	16,379
Hurley & Hass MET	5,800
Assigned/Restricted	
CalWorks	9,527
Newport-Mesa USD Lottery	88,224
Tustin USD Lottery	<u>78,155</u>
 Total Reserves, Ending Fund Balance	 <u>1,407,658</u>

Special Reserve Fund for Post-Employment Benefits

Effective July 1, 2016, the ROP's Board of Trustees approved the establishment of Fund 20, a special reserve fund for other post-employment benefits. The fund is used to set aside reserves for future liability associated with retiree health benefits. Although the fund is used to build reserves to cover future liabilities, the actual premium payments for retiree health benefits are paid out of the general fund. On July 1, 2020, the beginning special reserve fund balance was \$20,867. The projection for the ending special reserve fund balance as of June 30, 2021, was \$26,047.

In April of 2021, the Board of Trustees authorized the establishment of a section 115 trust fund for the purposes of funding our long term OPEB liabilities. The funds which were deposited in Fund 20 were transferred to the newly established section 115 trust fund in June 2021. The total transfer amount was \$25,846. The Board of Trustees authorized that we increase the annual contribution amount into this fund from \$5,000 to \$10,000 beginning in the 2021-22 year. The goal of this new fund is to generate additional earnings from this unique investment vehicle which will ultimately reduce our long-term liability associated with these benefits.

It is respectfully requested that the Board of Trustees approve the 2020-2021 Unaudited Actuals Financial Report.

Enclosures

UNAUDITED ACTUAL FINANCIAL REPORT:

To the County Superintendent of Schools:

2020-21 UNAUDITED ACTUAL FINANCIAL REPORT. This report was prepared in accordance with Education Code Section 41010 and is hereby approved and filed by the governing board of the JPA pursuant to Education Code sections 41023 and 42100.

Signed: _____
Clerk/Secretary of the JPA Governing Board
(Original signature required)

Date of Meeting: Sept 9, 2021

To the Superintendent of Public Instruction:

2020-21 UNAUDITED ACTUAL FINANCIAL REPORT. This report has been verified for accuracy by the County Superintendent of Schools pursuant to Education Code sections 41023 and 42100.

Signed: _____
County Superintendent/Designee
(Original signature required)

Date: _____

For additional information on the unaudited actual reports, please contact:

For County Office of Education:

For JPA:

Howard Marinier
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Executive Director, Business Services
Title
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Sesar Morfin
Name
Director of Business Services
Title
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REQUEST FOR AN APPROVED INDIRECT COST RATE:

JPAs do not receive an approved indirect cost rate unless specifically requested.

(Y) Do you want an approved indirect cost rate for use with 2022-23 programs? (Yes/No)

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	2,914,108.55		
1) Fair Value Adjustment to Cash in County Treasury		9111	5,265.83		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	10,000.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	199,820.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	24,694.14		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			3,153,888.52		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	183,123.41		
2) Due to Grantor Governments		9590	8,180.44		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	1,554,926.95		
6) TOTAL, LIABILITIES			1,746,230.80		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (must agree with line F2) (G9 + H2) - (I6 + J2)			1,407,657.72		

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
FEDERAL REVENUE					
Special Education Discretionary Grants		8182	0.00	0.00	0.0%
Child Nutrition Programs		8220	0.00	0.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.0%
Career and Technical Education	3500-3599	8290	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	0.00	0.00	0.0%
TOTAL FEDERAL REVENUE			0.00	0.00	0.0%
OTHER STATE REVENUE					
Other State Apportionments					
All Other State Apportionments - Current Year		8311	0.00	0.00	0.0%
All Other State Apportionments - Prior Years		8319	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590	325,554.44	882,807.00	171.2%
Drug/Alcohol/Tobacco Funds	6695	8590	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	210,067.00	296,471.00	41.1%
TOTAL, OTHER STATE REVENUE			535,621.44	1,179,278.00	120.2%
OTHER LOCAL REVENUE					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	450.00	0.00	-100.0%
Sale of Publications		8632	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	26,690.83	36,000.00	34.9%
Net Increase (Decrease) in the Fair Value of Investments		8662	(34,834.11)	0.00	-100.0%
Fees and Contracts					
Adult Education Fees		8671	0.00	0.00	0.0%
In-District Premiums/ Contributions		8674	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.0%
Interagency Services		8677	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.0%
Other Local Revenue					
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.0%
All Other Local Revenue		8699	342,294.72	973,558.00	184.4%
Tuition		8710	0.00	122,625.00	New
All Other Transfers In		8781-8783	4,449,640.40	4,764,769.00	7.1%
Transfers of Apportionments					
Special Education SELPA Transfers From Districts or Charter Schools	6500	8791	0.00	0.00	0.0%
From County Offices	6500	8792	0.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.0%
ROC/P Transfers					
From Districts or Charter Schools	6360	8791	0.00	0.00	0.0%
From County Offices	6360	8792	0.00	0.00	0.0%
From JPAs	6360	8793	0.00	0.00	0.0%
Other Transfers of Apportionments					
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			4,784,241.84	5,896,952.00	23.3%
TOTAL, REVENUES			5,319,863.28	7,076,230.00	33.0%

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
CERTIFICATED SALARIES					
Certificated Teachers' Salaries		1100	1,354,238.48	1,694,770.00	25.1%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	502,592.46	497,667.00	-1.0%
Other Certificated Salaries		1900	177,998.33	163,664.00	-8.1%
TOTAL, CERTIFICATED SALARIES			2,034,829.27	2,356,101.00	15.8%
CLASSIFIED SALARIES					
Classified Instructional Salaries		2100	19,555.30	14,802.00	-24.3%
Classified Support Salaries		2200	396,039.45	449,712.00	13.6%
Classified Supervisors' and Administrators' Salaries		2300	343,672.51	339,521.00	-1.2%
Clerical, Technical and Office Salaries		2400	401,771.72	425,632.00	5.9%
Other Classified Salaries		2900	8,438.03	0.00	-100.0%
TOTAL, CLASSIFIED SALARIES			1,169,477.01	1,229,667.00	5.1%
EMPLOYEE BENEFITS					
STRS		3101-3102	506,481.57	668,686.00	32.0%
PERS		3201-3202	240,775.62	282,323.00	17.3%
OASDI/Medicare/Alternative		3301-3302	54,249.72	59,351.00	9.4%
Health and Welfare Benefits		3401-3402	377,000.98	403,556.00	7.0%
Unemployment Insurance		3501-3502	1,701.91	44,331.00	2504.8%
Workers' Compensation		3601-3602	67,158.49	67,780.00	0.9%
OPEB, Allocated		3701-3702	16,802.52	13,690.00	-18.5%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			1,264,170.81	1,539,717.00	21.8%
BOOKS AND SUPPLIES					
Approved Textbooks and Core Curricula Materials		4100	81,483.27	10,000.00	-87.7%
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	176,226.10	656,014.00	272.3%
Noncapitalized Equipment		4400	106,880.92	432,000.00	304.2%
Food		4700	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			364,590.29	1,098,014.00	201.2%

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	35,240.43	143,187.00	306.3%
Dues and Memberships		5300	19,077.50	30,804.00	61.5%
Insurance		5400-5450	116,161.79	153,853.00	32.4%
Operations and Housekeeping Services		5500	31,222.49	29,760.00	-4.7%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	109,891.89	138,938.00	26.4%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	247,877.38	290,531.00	17.2%
Communications		5900	33,596.94	35,479.00	5.6%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			593,068.42	822,552.00	38.7%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Equipment		6400	64,885.52	67,769.00	4.4%
Equipment Replacement		6500	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			64,885.52	67,769.00	4.4%

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Tuition					
Tuition, Excess Costs, and/or Deficit Payments					
Payments to Districts or Charter Schools		7141	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.0%
Other Transfers Out					
Transfers of Pass-Through Revenues					
To Districts or Charter Schools		7211	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments					
To Districts or Charter Schools	6500	7221	0.00	0.00	0.0%
To County Offices	6500	7222	0.00	0.00	0.0%
To JPAs	6500	7223	0.00	0.00	0.0%
ROC/P Transfers of Apportionments					
To Districts or Charter Schools	6360	7221	0.00	0.00	0.0%
To County Offices	6360	7222	0.00	0.00	0.0%
To JPAs	6360	7223	0.00	0.00	0.0%
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS					
Transfers of Indirect Costs		7310	0.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	0.00	0.0%
TOTAL, EXPENDITURES			5,491,021.32	7,113,820.00	29.6%

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	535,621.44	1,179,278.00	120.2%
4) Other Local Revenue		8600-8799	4,784,241.84	5,896,952.00	23.3%
5) TOTAL, REVENUES			5,319,863.28	7,076,230.00	33.0%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	2,034,829.27	2,356,101.00	15.8%
2) Classified Salaries		2000-2999	1,169,477.01	1,229,667.00	5.1%
3) Employee Benefits		3000-3999	1,264,170.81	1,539,717.00	21.8%
4) Books and Supplies		4000-4999	364,590.29	1,098,014.00	201.2%
5) Services and Other Operating Expenditures		5000-5999	593,068.42	822,552.00	38.7%
6) Capital Outlay		6000-6999	64,885.52	67,769.00	4.4%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			5,491,021.32	7,113,820.00	29.6%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(171,158.04)	(37,590.00)	-78.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	25,846.36	26,047.00	0.8%
b) Transfers Out		7600-7629	5,000.00	0.00	-100.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			20,846.36	26,047.00	24.9%

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(150,311.68)	(11,543.00)	-92.3%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,557,969.40	1,407,657.72	-9.6%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,557,969.40	1,407,657.72	-9.6%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,557,969.40	1,407,657.72	-9.6%
2) Ending Balance, June 30 (E + F1e)			1,407,657.72	1,396,114.72	-0.8%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	10,000.00	10,000.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	24,694.14	0.00	-100.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted			9,527.40	9,527.40	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	166,379.00	127,777.00	-23.2%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	250,000.00	250,000.00	0.0%
Unassigned/Unappropriated Amount		9790	947,057.18	998,810.32	5.5%

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
From: Special Reserve Fund		8912	25,846.36	26,047.00	0.8%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			25,846.36	26,047.00	0.8%
INTERFUND TRANSFERS OUT					
To: Special Reserve Fund		7612	5,000.00	0.00	-100.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			5,000.00	0.00	-100.0%
OTHER SOURCES/USES					
SOURCES					
Long-Term Debt Proceeds Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			20,846.36	26,047.00	24.9%

Description	Function Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	535,621.44	1,179,278.00	120.2%
4) Other Local Revenue		8600-8799	4,784,241.84	5,896,952.00	23.3%
5) TOTAL, REVENUES			5,319,863.28	7,076,230.00	33.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		2,377,837.53	3,762,622.00	58.2%
2) Instruction - Related Services	2000-2999		1,100,173.91	1,159,201.00	5.4%
3) Pupil Services	3000-3999		484,627.39	585,993.00	20.9%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		1,326,190.26	1,419,110.00	7.0%
8) Plant Services	8000-8999		202,192.23	186,894.00	-7.6%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			5,491,021.32	7,113,820.00	29.6%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			(171,158.04)	(37,590.00)	-78.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	25,846.36	26,047.00	0.8%
b) Transfers Out		7600-7629	5,000.00	0.00	-100.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			20,846.36	26,047.00	24.9%

Description	Function Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(150,311.68)	(11,543.00)	-92.3%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,557,969.40	1,407,657.72	-9.6%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,557,969.40	1,407,657.72	-9.6%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,557,969.40	1,407,657.72	-9.6%
2) Ending Balance, June 30 (E + F1e)			1,407,657.72	1,396,114.72	-0.8%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	10,000.00	10,000.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	24,694.14	0.00	-100.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted					
		9740	9,527.40	9,527.40	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	166,379.00	127,777.00	-23.2%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	250,000.00	250,000.00	0.0%
Unassigned/Unappropriated Amount		9790	947,057.18	998,810.32	5.5%

Resource	Description	2020-21 Unaudited Actuals	2021-22 Budget
6371	CalWORKs for ROCP or Adult Education	9,527.40	9,527.40
Total, Restricted Balance		9,527.40	9,527.40

Unaudited Actuals
Special Reserve Fund for Postemployment Benefits
Expenditures by Object

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	(6.71)	0.00	-100.0%
5) TOTAL, REVENUES			(6.71)	0.00	-100.0%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			0.00	0.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(6.71)	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	5,000.00	0.00	-100.0%
b) Transfers Out		7600-7629	25,846.36	26,047.00	0.8%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(20,846.36)	(26,047.00)	24.9%

Unaudited Actuals
Special Reserve Fund for Postemployment Benefits
Expenditures by Object

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(20,853.07)	(26,047.00)	24.9%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	20,867.25	14.18	-99.9%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			20,867.25	14.18	-99.9%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			20,867.25	14.18	-99.9%
2) Ending Balance, June 30 (E + F1e)			14.18	(26,032.82)	-183688.3%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted					
		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	14.18	0.00	-100.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	(26,032.82)	New

Unaudited Actuals
Special Reserve Fund for Postemployment Benefits
Expenditures by Object

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	11.31		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.02		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	2.85		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			14.18		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (must agree with line F2) (G9 + H2) - (I6 + J2)			14.18		

Unaudited Actuals
Special Reserve Fund for Postemployment Benefits
Expenditures by Object

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
OTHER LOCAL REVENUE					
Other Local Revenue					
Interest		8660	165.47	0.00	-100.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	(172.18)	0.00	-100.0%
TOTAL, OTHER LOCAL REVENUE			(6.71)	0.00	-100.0%
TOTAL, REVENUES			(6.71)	0.00	-100.0%

Unaudited Actuals
Special Reserve Fund for Postemployment Benefits
Expenditures by Object

Description	Resource Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
From: General Fund/CSSF		8912	5,000.00	0.00	-100.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			5,000.00	0.00	-100.0%
INTERFUND TRANSFERS OUT					
To: General Fund/CSSF		7612	25,846.36	26,047.00	0.8%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			25,846.36	26,047.00	0.8%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			(20,846.36)	(26,047.00)	24.9%

Unaudited Actuals
Special Reserve Fund for Postemployment Benefits
Expenditures by Function

Description	Function Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	(6.71)	0.00	-100.0%
5) TOTAL, REVENUES			(6.71)	0.00	-100.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			0.00	0.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			(6.71)	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	5,000.00	0.00	-100.0%
b) Transfers Out		7600-7629	25,846.36	26,047.00	0.8%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(20,846.36)	(26,047.00)	24.9%

Unaudited Actuals
Special Reserve Fund for Postemployment Benefits
Expenditures by Function

Description	Function Codes	Object Codes	2020-21 Unaudited Actuals	2021-22 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(20,853.07)	(26,047.00)	24.9%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	20,867.25	14.18	-99.9%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			20,867.25	14.18	-99.9%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			20,867.25	14.18	-99.9%
2) Ending Balance, June 30 (E + F1e)			14.18	(26,032.82)	-183688.3%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted					
		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	14.18	0.00	-100.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	(26,032.82)	New

<u>Resource</u>	<u>Description</u>	<u>2020-21 Unaudited Actuals</u>	<u>2021-22 Budget</u>
Total, Restricted Balance		0.00	0.00

Unaudited Actuals
2020-21 Unaudited Actuals
Schedule of Capital Assets

	Unaudited Balance July 1	Audit Adjustments/ Restatements	Audited Balance July 1	Increases	Decreases	Ending Balance June 30
Governmental Activities:						
Capital assets not being depreciated:						
Land			0.00			0.00
Work in Progress			0.00			0.00
Total capital assets not being depreciated			0.00	0.00	0.00	0.00
Capital assets being depreciated:						
Land Improvements	127,009.16		127,009.16	0.00	6,089.00	120,920.16
Buildings	1,199,326.30		1,199,326.30	64,885.52	74,732.25	1,189,479.57
Equipment	1,326,335.46		1,326,335.46	64,885.52	80,821.25	1,310,399.73
Total capital assets being depreciated		0.00				
Accumulated Depreciation for:						
Land Improvements	(104,923.37)		(104,923.37)	(3,309.94)	(6,089.00)	(102,144.31)
Buildings	(832,291.28)		(832,291.28)	(61,777.21)	(74,732.25)	(819,336.24)
Equipment	(937,214.65)		(937,214.65)	(65,087.15)	(80,821.25)	(921,480.55)
Total accumulated depreciation		0.00				
Total capital assets being depreciated, net	389,120.81	0.00	389,120.81	(201.63)	0.00	388,919.18
Governmental activity capital assets, net	389,120.81	0.00	389,120.81	(201.63)	0.00	388,919.18
Business-Type Activities:						
Capital assets not being depreciated:						
Land			0.00			0.00
Work in Progress			0.00			0.00
Total capital assets not being depreciated			0.00	0.00	0.00	0.00
Capital assets being depreciated:						
Land Improvements			0.00			0.00
Buildings			0.00			0.00
Equipment			0.00			0.00
Total capital assets being depreciated	0.00	0.00	0.00	0.00	0.00	0.00
Accumulated Depreciation for:						
Land Improvements			0.00			0.00
Buildings			0.00			0.00
Equipment			0.00			0.00
Total accumulated depreciation	0.00	0.00	0.00	0.00	0.00	0.00
Total capital assets being depreciated, net	0.00	0.00	0.00	0.00	0.00	0.00
Business-type activity capital assets, net	0.00	0.00	0.00	0.00	0.00	0.00

	Unaudited Balance July 1	Audit Adjustments/ Restatements	Audited Balance July 1	Increases	Decreases	Ending Balance June 30	Amounts Due Within One Year
Governmental Activities:							
General Obligation Bonds Payable			0.00			0.00	
State School Building Loans Payable			0.00			0.00	
Certificates of Participation Payable			0.00			0.00	
Capital Leases Payable			0.00			0.00	
Lease Revenue Bonds Payable			0.00			0.00	
Other General Long-Term Debt			0.00			0.00	
Net Pension Liability			0.00			0.00	
Total/Net OPEB Liability	495,953.00		495,953.00	26,941.00		522,894.00	
Compensated Absences Payable	111,630.07		111,630.07		25,441.99	86,188.08	8,367.65
Governmental activities long-term liabilities	607,583.07	0.00	607,583.07	26,941.00	25,441.99	609,082.08	8,367.65
Business-Type Activities:							
General Obligation Bonds Payable			0.00			0.00	
State School Building Loans Payable			0.00			0.00	
Certificates of Participation Payable			0.00			0.00	
Capital Leases Payable			0.00			0.00	
Lease Revenue Bonds Payable			0.00			0.00	
Other General Long-Term Debt			0.00			0.00	
Net Pension Liability			0.00			0.00	
Total/Net OPEB Liability			0.00			0.00	
Compensated Absences Payable			0.00			0.00	
Business-type activities long-term liabilities	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Unaudited Actuals
FINANCIAL REPORTS
2020-21 Unaudited Actuals
Summary of Unaudited Actual Data Submission

Following is a summary of the critical data elements contained in your unaudited actual data. Since these data may have fiscal implications for your agency, please verify their accuracy before filing your unaudited actual financial reports.

Form	Description	Value
ICR	Preliminary Proposed Indirect Cost Rate Fixed-with-carry-forward indirect cost rate for use in 2022-23, subject to CDE approval (applicable only if an approved indirect cost rate has been requested).	37.63%

1/15/2021

Part I - General Administrative Share of Plant Services Costs

California's indirect cost plan allows that the general administrative costs in the indirect cost pool may include that portion of plant services costs (maintenance and operations costs and facilities rents and leases costs) attributable to the general administrative offices. The calculation of the plant services costs attributed to general administration and included in the pool is standardized and automated using the percentage of salaries and benefits relating to general administration as proxy for the percentage of square footage occupied by general administration.

A. Salaries and Benefits - Other General Administration and Centralized Data Processing

- 1. Salaries and benefits paid through payroll (Funds 01, 09, and 62, objects 1000-3999 except 3701-3702) (Functions 7200-7700, goals 0000 and 9000) 744,354.02
- 2. Contracted general administrative positions not paid through payroll
 - a. Enter the costs, if any, of general administrative positions performing services ON SITE but paid through a contract, rather than through payroll, in functions 7200-7700, goals 0000 and 9000, Object 5800.
 - b. If an amount is entered on Line A2a, provide the title, duties, and approximate FTE of each general administrative position paid through a contract. Retain supporting documentation in case of audit.

B. Salaries and Benefits - All Other Activities

- 1. Salaries and benefits paid through payroll (Funds 01, 09, and 62, objects 1000-3999 except 3701-3702) (Functions 1000-6999, 7100-7180, & 8100-8400; Functions 7200-7700, all goals except 0000 & 9000) 3,707,320.55

C. Percentage of Plant Services Costs Attributable to General Administration

(Line A1 plus Line A2a, divided by Line B1; zero if negative) (See Part III, Lines A5 and A6) 20.08%

Part II - Adjustments for Employment Separation Costs

When an employee separates from service, the local educational agency (LEA) may incur costs associated with the separation in addition to the employee's regular salary and benefits for the final pay period. These additional costs can be categorized as "normal" or "abnormal or mass" separation costs.

Normal separation costs include items such as pay for accumulated unused leave or routine severance pay authorized by governing board policy. Normal separation costs are not allowable as direct costs to federal programs, but are allowable as indirect costs. State programs may have similar restrictions. Where federal or state program guidelines required that the LEA charge an employee's normal separation costs to an unrestricted resource rather than to the restricted program in which the employee worked, the LEA may identify and enter these costs on Line A for inclusion in the indirect cost pool.

Abnormal or mass separation costs are those costs resulting from actions taken by an LEA to influence employees to terminate their employment earlier than they normally would have. Abnormal or mass separation costs include retirement incentives such as a Golden Handshake or severance packages negotiated to effect termination. Abnormal or mass separation costs may not be charged to federal programs as either direct costs or indirect costs. Where an LEA paid abnormal or mass separation costs on behalf of positions in general administrative functions included in the indirect cost pool, the LEA must identify and enter these costs on Line B for exclusion from the pool.

A. Normal Separation Costs (optional)

Enter any normal separation costs paid on behalf of employees of restricted state or federal programs that were charged to an unrestricted resource (0000-1999) in funds 01, 09, and 62 with functions 1000-6999 or 8100-8400 rather than to the restricted program. These costs will be moved in Part III from base costs to the indirect cost pool. Retain supporting documentation. _____

B. Abnormal or Mass Separation Costs (required)

Enter any abnormal or mass separation costs paid on behalf of general administrative positions charged to unrestricted resources (0000-1999) in funds 01, 09, and 62 with functions 7200-7700. These costs will be moved in Part III from the indirect cost pool to base costs. If none, enter zero. 0.00

Part III - Indirect Cost Rate Calculation (Funds 01, 09, and 62, unless indicated otherwise)

A. Indirect Costs

1. Other General Administration, less portion charged to restricted resources or specific goals (Functions 7200-7600, objects 1000-5999, minus Line B9)	683,283.28
2. Centralized Data Processing, less portion charged to restricted resources or specific goals (Function 7700, objects 1000-5999, minus Line B10)	270,450.30
3. External Financial Audit - Single Audit (Function 7190, resources 0000-1999, goals 0000 and 9000, objects 5000-5999)	0.00
4. Staff Relations and Negotiations (Function 7120, resources 0000-1999, goals 0000 and 9000, objects 1000-5999)	0.00
5. Plant Maintenance and Operations (portion relating to general administrative offices only) (Functions 8100-8400, objects 1000-5999 except 5100, times Part I, Line C)	23,892.49
6. Facilities Rents and Leases (portion relating to general administrative offices only) (Function 8700, resources 0000-1999, objects 1000-5999 except 5100, times Part I, Line C)	14,839.59
7. Adjustment for Employment Separation Costs	
a. Plus: Normal Separation Costs (Part II, Line A)	0.00
b. Less: Abnormal or Mass Separation Costs (Part II, Line B)	0.00
8. Total Indirect Costs (Lines A1 through A7a, minus Line A7b)	992,465.66
9. Carry-Forward Adjustment (Part IV, Line F)	676,054.38
10. Total Adjusted Indirect Costs (Line A8 plus Line A9)	1,668,520.04

B. Base Costs

1. Instruction (Functions 1000-1999, objects 1000-5999 except 5100)	2,322,255.37
2. Instruction-Related Services (Functions 2000-2999, objects 1000-5999 except 5100)	1,100,173.91
3. Pupil Services (Functions 3000-3999, objects 1000-5999 except 4700 and 5100)	484,627.39
4. Ancillary Services (Functions 4000-4999, objects 1000-5999 except 5100)	0.00
5. Community Services (Functions 5000-5999, objects 1000-5999 except 5100)	0.00
6. Enterprise (Function 6000, objects 1000-5999 except 4700 and 5100)	0.00
7. Board and Superintendent (Functions 7100-7180, objects 1000-5999, minus Part III, Line A4)	359,015.02
8. External Financial Audit - Single Audit and Other (Functions 7190-7191, objects 5000-5999, minus Part III, Line A3)	13,000.00
9. Other General Administration (portion charged to restricted resources or specific goals only) (Functions 7200-7600, resources 2000-9999, objects 1000-5999; Functions 7200-7600, resources 0000-1999, all goals except 0000 and 9000, objects 1000-5999)	0.00
10. Centralized Data Processing (portion charged to restricted resources or specific goals only) (Function 7700, resources 2000-9999, objects 1000-5999; Function 7700, resources 0000-1999, all goals except 0000 and 9000, objects 1000-5999)	441.66
11. Plant Maintenance and Operations (all except portion relating to general administrative offices) (Functions 8100-8400, objects 1000-5999 except 5100, minus Part III, Line A5)	95,094.03
12. Facilities Rents and Leases (all except portion relating to general administrative offices) (Function 8700, objects 1000-5999 except 5100, minus Part III, Line A6)	59,062.76
13. Adjustment for Employment Separation Costs	
a. Less: Normal Separation Costs (Part II, Line A)	0.00
b. Plus: Abnormal or Mass Separation Costs (Part II, Line B)	0.00
14. Student Activity (Fund 08, functions 4000-5999, objects 1000-5999 except 5100)	0.00
15. Adult Education (Fund 11, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	0.00
16. Child Development (Fund 12, functions 1000-6999, 8100-8400 & 8700, objects 1000-5999 except 4700 & 5100)	0.00
17. Cafeteria (Funds 13 & 61, functions 1000-6999, 8100-8400 & 8700, objects 1000-5999 except 4700 & 5100)	0.00
18. Foundation (Funds 19 & 57, functions 1000-6999, 8100-8400 & 8700, objects 1000-5999 except 4700 & 5100)	0.00
19. Total Base Costs (Lines B1 through B12 and Lines B13b through B18, minus Line B13a)	4,433,670.14

C. Straight Indirect Cost Percentage Before Carry-Forward Adjustment

(For information only - not for use when claiming/recovering indirect costs) (Line A8 divided by Line B19)	22.38%
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D. Preliminary Proposed Indirect Cost Rate

(For final approved fixed-with-carry-forward rate for use in 2022-23 see www.cde.ca.gov/fg/ac/ic) (Line A10 divided by Line B19)	37.63%
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Part IV - Carry-forward Adjustment

The carry-forward adjustment is an after-the-fact adjustment for the difference between indirect costs recoverable using the indirect cost rate approved for use in a given year, and the actual indirect costs incurred in that year. The carry-forward adjustment eliminates the need for LEAs to file amended federal reports when their actual indirect costs vary from the estimated indirect costs on which the approved rate was based.

Where the ratio of indirect costs incurred in the current year is less than the estimated ratio of indirect costs on which the approved rate for use in the current year was based, the carry-forward adjustment is limited by using either the approved rate times current year base costs, or the highest rate actually used to recover costs from any program times current year base costs, if the highest rate used was less than the approved rate. Rates used to recover costs from programs are displayed in Exhibit A.

A. Indirect costs incurred in the current year (Part III, Line A8)	<u>992,465.66</u>
B. Carry-forward adjustment from prior year(s)	
1. Carry-forward adjustment from the second prior year	<u>330,017.83</u>
2. Carry-forward adjustment amount deferred from prior year(s), if any	<u>0.00</u>
C. Carry-forward adjustment for under- or over-recovery in the current year	
1. Under-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus (approved indirect cost rate (14.58%) times Part III, Line B19); zero if negative	<u>676,054.38</u>
2. Over-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus the lesser of (approved indirect cost rate (14.58%) times Part III, Line B19) or (the highest rate used to recover costs from any program (2.7%) times Part III, Line B19); zero if positive	<u>0.00</u>
D. Preliminary carry-forward adjustment (Line C1 or C2)	<u>676,054.38</u>
E. Optional allocation of negative carry-forward adjustment over more than one year	
Where a negative carry-forward adjustment causes the proposed approved rate to fall below zero or would reduce the rate at which the LEA could recover indirect costs to such an extent that it would cause the LEA significant fiscal harm, the LEA may request that the carry-forward adjustment be allocated over more than one year. Where allocation of a negative carry-forward adjustment over more than one year does not resolve a negative rate, the CDE will work with the LEA on a case-by-case basis to establish an approved rate.	
Option 1. Preliminary proposed approved rate (Part III, Line D) if entire negative carry-forward adjustment is applied to the current year calculation:	<u>not applicable</u>
Option 2. Preliminary proposed approved rate (Part III, Line D) if one-half of negative carry-forward adjustment is applied to the current year calculation and the remainder is deferred to one or more future years:	<u>not applicable</u>
Option 3. Preliminary proposed approved rate (Part III, Line D) if one-third of negative carry-forward adjustment is applied to the current year calculation and the remainder is deferred to one or more future years:	<u>not applicable</u>
LEA request for Option 1, Option 2, or Option 3	<u>1</u>
F. Carry-forward adjustment used in Part III, Line A9 (Line D minus amount deferred if Option 2 or Option 3 is selected)	<u>676,054.38</u>

Approved indirect cost rate: 14.58%
Highest rate used in any program: 2.70%

Fund	Resource	Eligible Expenditures (Objects 1000-5999 except Object 5100)	Indirect Costs Charged (Objects 7310 and 7350)	Rate Used
01	6387	289,724.52	7,822.06	2.70%
01	6388	255,566.56	6,764.33	2.65%

	----- Teacher Full-Time Equivalents -----				----- Classroom Units -----			Pupils Transported
	Instructional Supervision and Administration (Functions 2100-2200)	Library, Media, Technology and Other Instructional Resources (Functions 2420-2495)	School Administration (Function 2700)	Pupil Support Services (Functions 3100-3199 & 3900)	Plant Maintenance and Operations (Functions 8100-8400)	Facilities Rents and Leases (Function 8700)	Pupil Transportation (Function 3600)	
A. Amount of Undistributed Expenditures, Funds 01, 09, and 62, Goals 0900 and 9000 (will be allocated based on factors input)	0.00	0.00	0.00	7,701.60	0.00	0.00	0.00	
B. Enter Allocation Factor(s) by Goal: (Note: Allocation factors are only needed for a column if there are undistributed expenditures in line A.)	FTE Factor(s)	FTE Factor(s)	FTE Factor(s)	FTE Factor(s)	CU Factor(s)	CU Factor(s)	PT Factor(s)	
Instructional Goals Description								
0001 Pre-Kindergarten								
1110 Regular Education, K-12								
3800 Career Technical Education								
4110 Regular Education, Adult								
4630 Adult Career Technical Education								
5000-5999 Special Education (allocated to 5001)								
6000 ROC/P				1.00				
Other Goals Description								
7110 Nonagency - Educational								
7150 Nonagency - Other								
8500 Child Care and Development Services								
Other Funds Description								
-- Adult Education (Fund 11)								
-- Child Development (Fund 12)								
-- Cafeteria (Funds 13 & 61)								
C. Total Allocation Factors	0.00	0.00	0.00	1.00	0.00	0.00	0.00	

Unaudited Actuals
2020-21
General Fund and Charter Schools Funds
Program Cost Report

Goal	Program/Activity	----- Direct Costs -----			Central Admin Costs (col. 3 x Sch. CAC line E) Column 4	Other Costs (Schedule OC) Column 5	Total Costs by Program (col. 3 + 4 + 5) Column 6
		Direct Charged (Schedule DCC) Column 1	Allocated (Schedule AC) Column 2	Subtotal (col. 1 + 2) Column 3			
Instructional Goals							
0001	Pre-Kindergarten	0.00	0.00	0.00	0.00	0.00	
1110	Regular Education, K-12	0.00	0.00	0.00	0.00	0.00	
3800	Career Technical Education	0.00	0.00	0.00	0.00	0.00	
4110	Regular Education, Adult	0.00	0.00	0.00	0.00	0.00	
4630	Adult Career Technical Education	0.00	0.00	0.00	0.00	0.00	
5000-5999	Special Education	0.00	0.00	0.00	0.00	0.00	
6000	Regional Occupational Ctr/Prg (ROC/P)	4,148,367.46	7,701.60	4,156,069.06	1,323,400.21	5,479,469.27	
Other Goals							
7110	Nonagency - Educational	8,762.00	0.00	8,762.00	2,790.05	11,552.05	
7150	Nonagency - Other	0.00	0.00	0.00	0.00	0.00	
8500	Child Care and Development Services	0.00	0.00	0.00	0.00	0.00	
Other Costs							
----	Food Services					0.00	
----	Enterprise					0.00	
----	Facilities Acquisition & Construction					0.00	
----	Other Outgo					5,000.00	
Other Funds							
----	Adult Education, Child Development, Cafeteria, Foundation ([Column 3 + CAC, line C5] times CAC, line E)		0.00	0.00	0.00	0.00	
----	Indirect Cost Transfers to Other Funds (Net of Funds 01, 09, 62, Function 7210, Object 7350)				0.00	0.00	
----	Total General Fund and Charter Schools Funds Expenditures	4,157,129.46	7,701.60	4,164,831.06	1,326,190.26	5,496,021.32	

General Fund and Charter Schools Funds
Program Cost Report
Schedule of Direct Charged Costs (DCC)

Goal	Type of Program	Instruction (Functions 1000-1999)	Instructional Supervision and Administration (Functions 2100-2200)	Library, Media, Technology and Other Instructional Resources (Functions 2420-2495)	School Administration (Function 2700)	Pupil Support Services (Functions 3110-3160 and 3900)	Pupil Transportation (Function 3600)	Ancillary Services (Functions 4000-4999)	Community Services (Functions 5000-5999)	General Administration (Functions 7000-7999, except 7210)*	Plant Maintenance and Operations (Functions 8100-8400)	Facilities Rents and Leases (Function 8700)	Total
Instructional Goals													
0001	Pre-Kindergarten	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
1110	Regular Education, K-12	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
3800	Career Technical Education	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
4110	Regular Education, Adult	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
4630	Adult Career Technical Education	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
5000-5999	Special Education	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
6000	ROC/P	2,369,075.53	850,485.81	53,065.42	196,622.68	476,925.79	0.00	0.00			128,289.88	73,902.35	4,148,367.46
Other Goals													
7110	Nonagency - Educational	8,762.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,762.00
7150	Nonagency - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8500	Child Care and Development Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Direct Charged Costs		2,377,837.53	850,485.81	53,065.42	196,622.68	476,925.79	0.00	0.00	0.00	0.00	128,289.88	73,902.35	4,157,129.46

* Functions 7100-7199 for goals 8100 and 8500

Goal	Type of Program	Allocated Support Costs (Based on factors input on Form PCRAF)			Total
		Full-Time Equivalents	Classroom Units	Pupils Transported	
Instructional Goals					
0001	Pre-Kindergarten	0.00	0.00	0.00	0.00
1110	Regular Education, K-12	0.00	0.00	0.00	0.00
3800	Career Technical Education	0.00	0.00	0.00	0.00
4110	Regular Education, Adult	0.00	0.00	0.00	0.00
4630	Adult Career Technical Education	0.00	0.00	0.00	0.00
5000-5999	Special Education (allocated to 5001)	0.00	0.00	0.00	0.00
6000	ROC/P	7,701.60	0.00	0.00	7,701.60
Other Goals					
7110	Nonagency - Educational	0.00	0.00	0.00	0.00
7150	Nonagency - Other	0.00	0.00	0.00	0.00
8500	Child Care and Development Svcs.	0.00	0.00	0.00	0.00
Other Funds					
--	Adult Education (Fund 11)		0.00		0.00
--	Child Development (Fund 12)	0.00	0.00	0.00	0.00
--	Cafeteria (Funds 13 and 61)		0.00		0.00
Total Allocated Support Costs		7,701.60	0.00	0.00	7,701.60

A. Central Administration Costs in General Fund and Charter Schools Funds		
1	Board and Superintendent (Funds 01, 09, and 62, Functions 7100-7180, Goals 0000-6999 and 9000, Objects 1000-7999)	359,015.02
2	External Financial Audits (Funds 01, 09, and 62, Functions 7190-7191, Goals 0000-6999 and 9000, Objects 1000-7999)	13,000.00
3	Other General Administration (Funds 01, 09, and 62, Functions 7200-7600 except 7210, Goal 0000, Objects 1000-7999)	683,283.28
4	Centralized Data Processing (Funds 01, 09, and 62, Function 7700, Goal 0000, Objects 1000-7999)	270,891.96
5	Total Central Administration Costs in General Fund and Charter Schools Funds	1,326,190.26
B. Direct Charged and Allocated Costs in General Fund and Charter Schools Funds		
1	Total Direct Charged Costs (from Form PCR, Column 1, Total)	4,157,129.46
2	Total Allocated Costs (from Form PCR, Column 2, Total)	7,701.60
3	Total Direct Charged and Allocated Costs in General Fund and Charter Schools Funds	4,164,831.06
C. Direct Charged Costs in Other Funds		
1	Adult Education (Fund 11, Objects 1000-5999, except 5100)	0.00
2	Child Development (Fund 12, Objects 1000-5999, except 5100)	0.00
3	Cafeteria (Funds 13 & 61, Objects 1000-5999, except 5100)	0.00
4	Foundation (Funds 19 & 57, Objects 1000-5999, except 5100) (Not applicable to JPAs)	0.00
5	Total Direct Charged Costs in Other Funds	0.00
D. Total Direct Charged and Allocated Costs (B3 + C5)		
		4,164,831.06
E. Ratio of Central Administration Costs to Direct Charged and Allocated Costs (A5/D)		
		31.84%

Type of Activity	Food Services (Function 3700)	Enterprise (Function 6000)	Facilities Acquisition & Construction (Function 8500)	Other Outgo (Functions 9000-9999)	Total
Food Services (Objects 1000-5999, 6400, and 6500)	0.00				0.00
Enterprise (Objects 1000-5999, 6400, and 6500)		0.00			0.00
Facilities Acquisition & Construction (Objects 1000-6500)			0.00		0.00
Other Outgo (Objects 1000-7999)				5,000.00	5,000.00
Total Other Costs	0.00	0.00	0.00	5,000.00	5,000.00

Unaudited Actuals
2020-21 Unaudited Actuals
SUMMARY OF INTERFUND ACTIVITIES
FOR ALL FUNDS

Description	Direct Costs - Interfund		Indirect Costs - Interfund		Interfund Transfers In 8900-8929	Interfund Transfers Out 7600-7629	Due From Other Funds 9310	Due To Other Funds 9610
	Transfers In 5750	Transfers Out 5750	Transfers In 7350	Transfers Out 7350				
01 GENERAL FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					25,846.36	5,000.00		
Fund Reconciliation							0.00	0.00
08 STUDENT ACTIVITY SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
10 SPECIAL EDUCATION PASS-THROUGH FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation							0.00	0.00
11 ADULT EDUCATION FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
12 CHILD DEVELOPMENT FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
13 CAFETERIA SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
14 DEFERRED MAINTENANCE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
15 PUPIL TRANSPORTATION EQUIPMENT FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
17 SPECIAL RESERVE FUND FOR OTHER THAN CAPITAL OUTLAY								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
18 SCHOOL BUS EMISSIONS REDUCTION FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
20 SPECIAL RESERVE FUND FOR POSTEMPLOYMENT BENEFITS								
Expenditure Detail								
Other Sources/Uses Detail					5,000.00	25,846.36		
Fund Reconciliation							0.00	0.00
21 BUILDING FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
35 COUNTY SCHOOL FACILITIES FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
40 SPECIAL RESERVE FUND FOR CAPITAL OUTLAY PROJECTS								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
61 CAFETERIA ENTERPRISE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
67 SELF-INSURANCE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
71 RETIREE BENEFIT FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00			
Fund Reconciliation							0.00	0.00
76 WARRANT/PASS-THROUGH FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation								
95 STUDENT BODY FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation							0.00	0.00
TOTALS	0.00	0.00	0.00	0.00	30,846.36	30,846.36	0.00	0.00

12.38

TO: Board of Trustees

FROM: J. S. Coke

DATE: September 1, 2021

SUBJECT: Memorandum of Understanding –
Southwest Regional Council of Carpenters

The attached Memorandum of Understanding establishes a formal relationship between Coastline ROP and the Southwest Regional Council of Carpenters to support the Construction Technology Pre-Apprenticeship class at Estancia High School. The program is open to students from across the region and enables students to earn qualifying certificates from the union for future job opportunities. This agreement has been reviewed by OCDE legal counsel.

It is respectfully recommended that the Board approve the MOU as attached.

SOUTHWEST REGIONAL COUNCIL OF CARPENTERS MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“MOU”) is entered into by and between the Southwest Regional Council of Carpenters (“SWRCC”), and Coastline Regional Occupational Program (“Coastline ROP”).

A. Purpose

The purpose of this Agreement is to support the “Coastline ROP” efforts to provide students with exposure to careers in the construction industry through the introduction of a pre-apprenticeship program. This agreement memorializes the pre-apprenticeship programs efforts to provide its participants with skills suitable for entry into various construction apprenticeship programs registered with the Division of Apprenticeship Standards (“DAS”), and to establish the conditions and procedures, herein agreed to, for the apprenticeship program referral and intake process.

This partnership may provide direct entry to completers in the “Coastline ROP” pre-apprentice programs meeting in accordance with the qualifications set out in Section C paragraphs 1-6.

B. Roles and Responsibilities

1. The role and responsibility of the Southwest Regional Council of Carpenters (“SWRCC”) is to offer to support the “Coastline ROP” Administrators, and Instructors/Teachers in the successful implementation of the Career Connections curriculum. The “SWRCC” commits to providing a Career Connections Outreach Specialist (“CCOS”) who will offer direct support in book orders, classroom set up, curriculum delivery, certificate ordering, and certificate presentations. The “SWRCC” may attend program related activities, events, and host student tours at one of the Apprenticeship Training Centers.
2. The role and responsibility of “Coastline ROP” shall be to provide the “SWRCC” either within Career Connections Learning Management System (“CCLMS”) or documentation including the participants full name, grade level, and course title. “Coastline ROP” will work with “SWRCC” to determine the eligibility of program participants for direct entry into an apprenticeship program (“Eligible Program Graduates”). Eligible Program Graduates shall be those participants that obtain all 3 certificates signifying completion and understanding of each of the project books provided by the “SWRCC” and containing Carpenters International Training Fund (“CITF”) curricula (“Career Connections”).
3. “SWRCC” shall work with the appropriate staff at “Coastline ROP” to calendar a mandatory orientation with new Instructors and attend annual Instructor/Teacher curriculum workshops.
4. Each party shall defend a third-party claim against the other party arising from the death or physical injury to any person or damage to the indemnified parties to the extent proximately caused by the negligence of the indemnifying party or its agents or employees from and against damages, liabilities and reasonable costs and expenses, including reasonable legal fees incurred in connection therewith.

C. Procedures

During the period covered by this Agreement:

1. “SWRCC” shall review for suitability the curricula of the “Coastline ROP” programs. In cases where there are possible skill deficiencies for entry level success, “SWRCC” will require the program to utilize the “CITF” curricula and competencies. (“Career Connections”)
2. “SWRCC” can provide “G” approved course outlines for Construction I and Construction II for “Coastline ROP” use. If instances arise where the “Coastline ROP” would like to pursue their own “G” course outlines the “SWRCC” would request that the Career Connections curriculum be listed as a curriculum resource in the revised course outline.
3. Program participants will be required to:
 - a. Complete a minimum of 40 hours of Project Book 1 or similar projects which includes safety operation check lists, and individual projects. (Eligible for Level 1 Certificate)
 - b. Complete a minimum of 160 hours of Project Book 2 or similar projects which includes safety operation check lists, and teamwork building projects. (Eligible for Level 2 Certificate)
 - c. Complete a minimum of 300 hours individually or combined of Project Book 3 Residential and Project Book 3 Commercial or similar projects which includes safety operation check lists, plan reading, and advanced teamwork building projects. (Eligible for Level 3 Certificate)
 - d. Students who complete levels 1,2,3 and a minimum 500 hours of classroom instruction and projects may qualify for direct entry into the Southwest Carpenters Training Fund.
4. “Coastline ROP” shall report to “SWRCC” the full names, grade levels, trade interest, and performance status (score/grade as stated in C.3. a-d) of interested participants.
5. “SWRCC” will provide instructions to successful candidates that meet the eligibility requirements listed above stating how to request consideration for direct entry. “SWRCC” will provide all Eligible Program Graduates with information sheets on “How-to-Join” which lists the process for apprenticeship application to the desired trade program.
6. Both parties agree that the partnership’s success depends on the availability of job opportunities and that, at times, job opportunities may be limited due to many variables including a downturn in construction or the economy. When these conditions exist, one or both parties may give a thirty-day notice to terminate this Agreement and each party shall be held harmless.

D. Reporting and Funding

Each party to this Agreement will collect and disseminate reports on outcomes related to the roles and responsibilities described above and agree to share information as required or requested. Furthermore, each party will maintain separate funding.

E. Timeframe

1. This “MOU” will commence on the executed signature dates below and will continue until dissolved by either party of this Agreement.
2. This “MOU” is the complete Agreement between the parties signed below. The agreement may only be amended by written Agreement signed by each of the parties involved.

Southwest Regional Council of Carpenters

Authorized Official: _____
Signature _____
Printed Name and Title: _____
Address: _____
Telephone(s): _____
E-Mail Address: _____
Date: _____

Coastline Regional Occupational Program

Authorized Official: _____
Signature _____
Printed Name and Title: Carol Hume, Superintendent
Address: 1001 Presidio Square, Costa Mesa, CA 92626
Telephone(s): 714-979-1955 x 2222
E-Mail Address: chume@coastlinerop.net
Date: September 9, 2021

TO: Board of Trustees

FROM: J. S. Coke

DATE: September 1, 2021

SUBJECT: Course Outlines Approval

The following course outlines are provided for the Board's review and recommended approval:

Child Development (g)

- Year-long
- UC-g credit
- Concentrator course in the education, child development and family services pathway in the NMUSD

Culinary Arts (f)

- Year-long
- UC-f credit
- Introductory course in the hospitality, tourism, and recreation pathway

It is respectfully recommended that the Board approve the course outlines as attached.

Coastline ROP – Career Technical Education

CHILD DEVELOPMENT

INDUSTRY SECTOR: Education, Child Development and Family Services Sector

PATHWAY: Child Development

CALPADS TITLE: Intermediate Child Development (Concentrator)

CALPADS CODE: 7510

HOURS:

Total	Classroom	Laboratory/CC/CVE
180	180	0

JOB TITLE	O*NET CODE	JOB TITLE	O*NET CODE
Kindergarten Teachers, Except Special Education	25-2012.00	Childcare Workers	39-9011.00
Special Education Teachers, Preschool	25-2051.00	Child, Family, and School Social Workers	21-1021.00
Preschool Teachers, Except Special Education	25-2011.00	Education Administrators, Preschool and Childcare Center/Program	11-9031.00

COURSE DESCRIPTION:

Introduce students to the major psychosocial, cognitive, and physical developmental milestones for children, both typical and atypical, from conception through early adolescence. Emphasis on major theories of development and their application including the influence of biological and environmental factors. Students will observe children, evaluate individual differences, and analyze characteristics of development at various stages.

A-G APPROVAL: G

ARTICULATION: None

DUAL ENROLLMENT: None

PREREQUISITES: None

METHODS OF INSTRUCTION

- Direct instruction
- Group and individual applied projects
- Multimedia
- Demonstration
- Field trips
- Guest speakers

STUDENT EVALUATION:

- Student projects
- Written work
- Exams
- Observation record of student performance
- Completion of assignments

INDUSTRY CERTIFICATION:

- None

RECOMMENDED TEXTS:

- Child Growth and Development OER

PROGRAM OF STUDY

Grade	Fall	Spring	Year	Course Type	Course Name
					Child Development

I.	INTRODUCTION AND ORIENTATION	CR	Lab/ CC	Standards
	<ul style="list-style-type: none"> • Demonstrate awareness of course objectives and competencies • Demonstrate understanding of course requirements and student expectations • Demonstrate awareness of the industry standards and career opportunities 	3	0	Academic: LS: 11-12.1 CTE Anchor: Career Planning and Management: 3.2 Responsibility and Flexibility: 7.3, 7.4 CTE Pathway: A1.3, A1.6
II.	MAJOR THEORIES OF CHILD DEVELOPMENT AND LEARNING	CR	Lab/ CC	Standards
	<ul style="list-style-type: none"> • Identify major theorists, including Piaget, Erikson, Maslow, and Vygotsky • Describe the principles that underlie child development • Differentiate periods of human development • Evaluate issues in development • Distinguish the different methods of research • Explain what a theory is • Compare and contrast different theories of child development 	20	0	Academic: LS: 11-12.1, 11-12.2, 11-12.3, 11-12.6 RSIT: 11-12.1, 11-12.2, 11-12.3, 11-12.4 RLST: 11-12.2, 11-12.3, 11-12.4 WS: 11-12.1 LS: LS2, LS2.D CTE Anchor: Communications: 2.1, 2.3, 2.4, 2.5, 2.6 Technology: 4.3 Problem Solving and Critical Thinking: 5.1 Leadership and Teamwork: 9.3 Technical Knowledge and Skills: 10.1 CTE Pathway: A5.2, A7.6
III.	CONCEPTION, PRENATAL DEVELOPMENT, AND BIRTH	CR	Lab/ CC	Standards
	<ul style="list-style-type: none"> • Identify biological and environmental influences on prenatal development • Describe the prenatal development process, including genetics, from the moment of conception through delivery • Recognize risk factors to prenatal development and birth • Describe approaches to childbirth and the labor and delivery process 	20	0	Academic: LS: 11-12.1, 11-12.2, 11-12.3, 11-12.6 RLST: 11-12.2 WS: 11-12.1, 11-12.2 CTE Anchor: Communications: 2.1, 2.3, 2.4, 2.5, 2.6 Problem Solving and Critical Thinking: 5.1

				Leadership and Teamwork: 9.7 Technical Knowledge and Skills: 10.1, 10.5, 10.6, 10.17 CTE Pathway: A5.1, A5.3, A9.5, A10.3
IV.	INFANT AND TODDLER DEVELOPMENT	CR	Lab/CC	Standards
	<ul style="list-style-type: none"> • Compare the stages of infant development, including cognitive, physical, language, social, and emotional development • Identify common infant reflexes • Summarize the sequence of both fine and gross motor skills • Recognize the developing sensory capacities of infants and toddlers • Explain how to meet the evolving nutritional needs of infants and toddlers • Recognize indicators of healthy and natural brain growth and development • Describe the substages of Piaget's sensorimotor stage • Explain how the social environment affects cognitive development according to Vygotsky's theory • Discuss the progression of language development during the first two years • Compare the theories of language development • Define classical and operant conditioning • Summarize the different types of memory • Classify types of temperament • Discuss the roles of culture and gender in socialization • Describe the sequence of emotional development during the first two years • Compare different theories of attachment and attachment styles • Explain Erikson's stage of trust versus mistrust • Contrast child care options for families • Summarize the different types of memory 	24	0	Academic: LS: 11-12.1, 11-12.2, 11-12.3, 11-12.6 RSIT: 11-12.1, 11-12.2, 11-12.3, 11-12.4 RLST: 11-12.2, 11-12.3, 11-12.4, 11-12.9 WS: 11-12.1, 11-12.2 CTE Anchor: Communications: 2.1, 2.2, 2.3, 2.4, 2.5, 2.6 Technology: 4.3 Problem Solving and Critical Thinking: 5.1, 5.4 Technical Knowledge and Skills: 10.1, 10.3, 10.7 Demonstration and Application: 11.5 CTE Pathway: A5.1, A5.2, A5.3, A5.5, A5.6, A5.7, A6.1, A6.2, A6.5, A7.6, A8.2
V.	EARLY CHILDHOOD DEVELOPMENT	CR	Lab/CC	Standards
	<ul style="list-style-type: none"> • Describe the physical changes that occur in early childhood • Explain how to provide healthy nutrition for three to five-year-olds • Summarize how to support the progression of motor skills with age-appropriate activities • Discuss the sleep needs during early childhood and sleep disorders that may affect children • Explain the development behind toilet training and some elimination disorders that children may experience • Recognize the importance of awareness of sexual development in early childhood • Discuss risks to and a variety of ways to promote and protect children's health and safety • Compare and contrast Piaget and Vygotsky's beliefs about cognitive development • Explain the role of information processing in cognitive development 	24	0	Academic: LS: 11-12.1, 11-12.2, 11-12.3, 11-12.6 RSIT: 11-12.1, 11-12.2, 11-12.3, 11-12.4 RLST: 11-12.2, 11-12.4 WS: 11-12.1, 11-12.2 CTE Anchor: Communications: 2.1, 2.2, 2.3, 2.4, 2.5

	<ul style="list-style-type: none"> • Put cognitive and language milestones into the order in which they appear in typically developing children • Describe how preschoolers view themselves • Summarize Erikson’s stage of initiative versus guilt • Discuss the progression of social-emotional development during early childhood • Explain how children develop their understanding of gender • Compare and contrast different styles of parenting • Discuss the role of siblings and peers • Describe the types of play • Summarize the influence on social and emotional competence • Identify the effects of stress on three to five-year-olds 			<p>2.0 Problem Solving and Critical Thinking: 5.1 Leadership and Teamwork: 9.6, 9.7 Technical Knowledge and Skills: 10.1, 10.2, 10.2, 10.3, 10.7, 10.8, 10.13 Demonstration and Application: 11.5</p> <p>CTE Pathway: A1.5, A2.3, A3.6, A5.1, A5.2, A5.3, A5.4, A5.5, A5.6, A5.7, A6.1, A6.3, A6.5, A8.2, A9.5</p>
VI.	LEARNING AND PLAY DEVELOPMENT.	CR	Lab/CC	Standards
	<ul style="list-style-type: none"> • Discuss how preschool-aged children understand their worlds • Demonstrate integration of curriculum and instruction to meet children's developmental needs and interests • Discuss how early childhood education supports the development and how our understanding of development influences education • Define characteristics of high-quality child care • Describe autism spectrum disorder, including characteristics and possible interventions • Identify warning signs of atypical development • Determine resources for children needing early intervention services • Discuss successful approaches to presenting cultural diversity in the classroom and preventing individual bias • Observing Children <ul style="list-style-type: none"> • Understand methodology • Compare and contrast objective and subjective reporting • Identify and explain ethical considerations to observations 	20	0	<p>Academic: LS: 11-12.1, 11-12.2, 11-12.3, 11-12.6 RSIT: 11-12.1, 11-12.2, 11-12.3, 11-12.4 RLST: 11-12.2, 11-12.3, 11-12.4 WS: 11-12.1, 11-12.2, 11-12.4</p> <p>CTE Anchor: Communications: 2.1, 2.2, 2.3, 2.4, 2.5 Career Planning and Management: 3.2 Problem Solving and Critical Thinking: 5.1, 5.2, 5.4 Ethics and Legal Responsibilities: 8.3, 8.4, 8.5, 8.6, 8.7 Leadership and Teamwork: 9.6 Technical Knowledge and Skills: 10.1, 10.2, 10.3, 10.5, 10.7, 10.8, 10.9 Demonstration and Application: 11.5</p> <p>CTE Pathway: A1.2, A1.5, A1.1, A2.2, A2.3, A5.3, A5.4, A5.5, A5.6,</p>

				A5.7, A6.4, A6.5, A7.3, A8.2, A10.1, A10.2, A10.5, A11.1, A12.4
VII.	MIDDLE CHILDHOOD DEVELOPMENT	CR	Lab/CC	Standards
	<ul style="list-style-type: none"> Describe the patterns of physical growth Summarize nutrition needs Explain the causes of obesity and the negative consequences of excessive weight gain Compare and contrast developmental disorders Summarize several different mental health disorders Describe what cognitive theorists share about children and their thinking Explain how intelligence is measured, the tests used to assess intelligence, the extremes in intelligence, and the concern of bias Describe the information processing theory Explain several theories of language development Compare typical language development with language difficulties Describe the social-emotional theories of development Examine the importance of positive friendships and peer relationships Describe self-understanding in childhood Identify the types of families children are part of Explain aggression, antisocial behavior, and bullying 	20	0	Academic: LS: 11-12.1, 11-12.2, 11-12.3, 11-12.6 RSIT: 11-12.1 RLST: 11-12.2, 11-12.4 WS: 11-12.1, 11-12.2 CTE Anchor: Communications: 2.1, 2.3, 2.6 Problem Solving and Critical Thinking: 5.1, 5.2, 5.4 Leadership and Teamwork: 9.6 Technical Knowledge and Skills: 10.1, 10.5 CTE Pathway: A5.1, A5.2, A5.3, A5.4, A5.6, A5.7, A6.1, A6.2, A6.3, A6.4, A6.5, A7.6, A9.5, A10.1, A10.2, A10.3, A12.3
VIII.	ADOLESCENCE	CR	Lab/CC	Standards
	<ul style="list-style-type: none"> Explain the changes in physical growth and brain growth Compare and contrast different male and female changes that occur during puberty Summarize adolescent health: sleep, diet, and exercise Explain the prevalence, risk factors, and consequences of adolescent pregnancy Describe several mental health issues for teens Describe Piaget's formal operational stage and the characteristics of formal operational thought Explain the information processing theory Describe the strategies for memory storage Compare Erikson and Marcia's theories Explain identity and self-concept Describe antisocial behaviors 	16	0	Academic: LS: 11-12.1, 11-12.2, 11-12.3, 11-12.6 RSIT: 11-12.1, 11-12.2, 11-12.3, 11-12.4 WS: 11-12.1, 11-12.2, 11-12.4 CTE Anchor: Communications: 2.1 Problem Solving and Critical Thinking: 5.1, 5.3, 5.4 Leadership and Teamwork: 9.6 Technical Knowledge and Skills: 10.7

				CTE Pathway: A5.3, A5.6, A5.7, A6.1, A7.1
IX.	EMPLOYMENT LITERACY	CR	Lab/ CC	Standards
	<ul style="list-style-type: none"> Identify available positions in the industry through the use of the Internet Complete an application form correctly Prepare a written resume Participate in a simulated employment interview Prepare a portfolio 	10	0	Academic: LS: 11-12.1 WS: 11-12.1, 11-12.2 CTE Anchor: Communications: 2.4, 2.5 Career Planning and Management: 3.1, 3.2, 3.3, 3.4, 3.5 CTE Pathway: A1.5
X.	PERSONAL SKILLS RELATED TO EMPLOYMENT	CR	Lab/ CC	Standards
	<ul style="list-style-type: none"> Demonstrate promptness, attend class regularly, and follow absence notification procedures Develop and maintain acceptable working relations Demonstrate the ability to manage time wisely Demonstrate a positive and cooperative attitude Demonstrate values of honesty and integrity Demonstrate respect for others Dress professionally according to industry standards Demonstrate appropriate personal hygiene/grooming and dress Demonstrate responsibility by exerting a high level of effort and working toward a goal 	8	0	Academic: LS: 11-12.1 CTE Anchor: Responsibility and Flexibility: 7.3, 7.4, 7.7 Ethics and Legal Responsibilities: 8.2, 8.3, 8.4 CTE Pathway: A1.5
XI.	INTERPERSONAL SKILLS AND GROUP DYNAMICS	CR	Lab/ CC	Standards
	<ul style="list-style-type: none"> Demonstrate the ability to work as a member of a team Identify proper procedures for handling harassment Demonstrate leadership skills by working independently, making appropriate decisions, working well with others, and accepting constructive criticism Demonstrate the ability to accept and work with individuals from various cultures 	5	0	Academic: LS: 11-12.1, 11-12.3 CTE Anchor: Leadership and Teamwork: 9.3, 9.6 CTE Pathway: A2.5
XII.	THINKING AND PROBLEM SOLVING SKILLS	CR	Lab/ CC	Standards
	<ul style="list-style-type: none"> Utilize problem-solving techniques Understand logical reasoning Demonstrate creative thinking Participate in decision making Demonstrate the ability to interpret information correctly 	5	0	Academic: LS: 11-12.1 CTE Anchor: Leadership and Teamwork: 9.3, 9.6 CTE Pathway: A2.5
XIII.	COMMUNICATION SKILLS	CR	Lab/ CC	Standards

	<ul style="list-style-type: none"> • Demonstrate effective verbal and written skills • Read technical journals and write technical reports using appropriate terminology • Listen attentively, follow directions, and relay directions to others • Demonstrate the ability to research and retrieve information 	5	0	<p>Academic: LS: 11-12.1 WS: 11-12.2, 11-12.4, 11-12.7</p> <p>CTE Anchor: Communications: 2.1, 2.3, 2.4, 2.5</p> <p>CTE Pathway: A1.5</p>
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Coastline ROP – Career Technical Education

CULINARY ARTS (UC-F)

INDUSTRY SECTOR: Hospitality, Tourism and Recreation Sector
PATHWAY: Food Service and Hospitality
CALPADS TITLE: Intermediate Food Service and Hospitality (Concentrator)
CALPADS CODE: 8020

HOURS:

Total	Classroom	Laboratory/CC/CVE
180	70	110

JOB TITLE	O*NET CODE	JOB TITLE	O*NET CODE
Cooks, Restaurant	35-2014.00	Chefs and Head Cooks	35-1011.00
Food Preparation Workers	35-2021.00	Food Service Managers	11-9051.00

COURSE DESCRIPTION:

Culinary Arts is a fine arts inquiry-based course that focuses on the creation and presentation of food. The purpose of this class is to emphasize the “Art” in Culinary Arts. This course uses an experiential-based curriculum to provide students an opportunity for creative expression, problem-solving, project management, reflection, and critical analysis of other’s work. Through this process, students will learn how to create their own unique recipe, learn principles of food plating, gain an understanding of modern equipment and techniques, and industry awareness. Event planning will be an ongoing focus of this course. Students will experience a wide range of creative tasks, required in producing real events and have the opportunity as a team to analyze and critique their options. This is a one-year course that begins with basic kitchen safety and sanitation and ends with an exploration of culture and cuisine.

A-G APPROVAL: F
ARTICULATION: None
DUAL ENROLLMENT: None

PREREQUISITES:

Prerequisite
None

METHODS OF INSTRUCTION

- Direct instruction
- Group and individual applied projects
- Multimedia
- Demonstration
- Field trips
- Guest speakers

STUDENT EVALUATION:

- Student projects
- Written work
- Exams
- Observation record of student performance
- Completion of assignments

INDUSTRY CERTIFICATION:

- E-Food Handler

RECOMMENDED TEXTS:

- Guide to Good Food: Nutrition and Food Preparation, 14th Edition, Velda L. Lergen and Deborah L. Bence
- Working the Plate: The Art of Food Presentation, Christopher Styler, David Lazarus
- The Culinary Professional, 3rd Edition, John Draz and Christopher Koetke

PROGRAM OF STUDY

Grade	Fall	Spring	Year	Course Type	Course Name
11				Concentrator	Culinary Arts (UC-f)
12				Capstone	Advanced Culinary Arts

I.	INTRODUCTION TO CULINARY ARTS	CR	Lab/ CC	Standards
	<ul style="list-style-type: none"> • Demonstrate awareness of course objectives and competencies • Understand course requirements and student expectations • Understand occupational safety issues and observe all safety rules • Identify hazards in the workplace that cause accidents • Understand the critical importance of sanitation in the foodservice industry • List the elements of good personal hygiene • Explain when to clean and sanitize • List the majority of reasons for and recognize the signs of food spoilage and contamination, and explain how to prevent these issues • Utilize social skills and appropriate communication to work well in a foodservice industry setting outside of school as well as in the classroom • Apply concepts in the roles and responsibilities that each kitchen team member has in a professional kitchen • Analyze and synthesize information from multiple sources • Utilize research to design marketing materials to be used throughout the course 	10	0	<p>Academic: LS: 11-12.6 RLST: 11-12. WS: 11-12. , 11-12.</p> <p>CTE Anchor: Communications: 2.2, 2.3 Technology: .1, .3 Problem Solving and Critical Thinking: 5.1 Health and Safety: 6.1, 6.3, 6. , 6.6 Responsibility and Flexibility: 7.3 Ethics and Legal Responsibilities: . , .6 Leadership and Teamwork: .2, .3 Technical Knowledge and Skills: 10.1, 10.2, 10.3, 10.6 Demonstration and Application: 11.1, 11.2, 11. , 11.5</p> <p>CTE Pathway: B2. , B2.1, B3.2, B3.1, B5.2, B5.1, B6.5, B .1</p>
II.	SUSTAINABLE PRACTICES	CR	Lab/ CC	Standards
	<ul style="list-style-type: none"> • Explain the use of plants as an important part of a healthy daily diet • Demonstrate proper safety and sanitation techniques for food preparation • Demonstrate effective cooking techniques for plant-based dishes • Demonstrate knowledge of cohesive ecosystems to grow organic seasonal produce • Explain the benefits of eating locally, both on nutrition and the environment • Demonstrate knowledge of how to lower food waste in practical applications • Utilize knowledge around landscaping and ecosystems to design a culinary garden • Explain the ethical impact of using local plants • Explain the impact of utilizing sustainable food supplies in the foodservice industry 	3	15	<p>Academic: LS: 11-12.1 RLST: 11-12.7 LS: LS2, LS2.A ESS: ESS3.C, ESS3</p> <p>CTE Anchor: Communications: 2. , 2.5 Technology: .3 Problem Solving and Critical Thinking: 5.1 Responsibility and Flexibility: 7.2, 7. Ethics and Legal Responsibilities: .1 Leadership and Teamwork: .5</p>

				Technical Knowledge and Skills: 10.1, 10.3, 10.5 Demonstration and Application: 11.1, 11.5 CTE Pathway: B1.1, B3. , B6.1, B6.3, B10.3, B10.1
III.	NUTRITION	CR	Lab/CC	Standards
	<ul style="list-style-type: none"> List food groups in the current USDA Dietary Guidelines for Americans and the recommended daily servings from each group List the food and major nutrients contributed by each food group Understand current U.S. dietary guidelines Evaluate recipes in terms of the recommended dietary allowances and understand daily reference intakes Demonstrate understanding by creating meals to meet specific dietary criteria Understand portion sizes, how they have changed over time, and how this impacts the foodservice industry Demonstrate ability to read nutrition labels to compare food products for nutritional value and to avoid food allergens Demonstrate understanding of healthy menu creation through multimedia presentations 	10	10	Academic: LS: 11-12.1 RLST: 11-12. CTE Anchor: Communications: 2. , 2.5 Technology: .1 Problem Solving and Critical Thinking: 5. Responsibility and Fle ibility: 7.2, 7.5, 7. Ethics and Legal Responsibilities: .6 Technical Knowledge and Skills: 10.1, 10.5 CTE Pathway: B1.3, B3. , B6.1, B6.3, B6.2, B6.5, B10.2, B10.3, B10.1
IV.	CULINARY TECHNIQUES AND METHODS	CR	Lab/CC	Standards
	<ul style="list-style-type: none"> Demonstrate a general knowledge of the culinary environment and procedures Demonstrate knife skills, appropriate tool choice, and knowledge of various cuts and shapes Demonstrate the ability to choose and operate proper hand tools and e uipment with an emphasis on safety and sanitation Identify and demonstrate a variety of cooking methods Identify and demonstrate various table settings and eti uette Demonstrate the meaning and importance of mise en place 	5	25	Academic: LS: 11-12.6 RLST: 11-12. WS: 11-12.2 CTE Anchor: Communications: 2. , 2.5 Technology: .1, .2, .3 Problem Solving and Critical Thinking: 5.2 Health and Safety: 6.3, 6.6 Responsibility and Fle ibility: 7.2, 7. , 7.5 Ethics and Legal Responsibilities: .1, .2

				Technical Knowledge and Skills: 10.1, 10.1, 10.2, 10.3, 10. Demonstration and Application: 11.1 CTE Pathway: B3.2, B3.3, B3. , B5.1, B6.1, B6.5, B6.2, B6.3, B .2
V.	DEVELOPING RECIPES AND MENUS	CR	Lab/CC	Standards
	<ul style="list-style-type: none"> • Understand costs associated with foodservice and the importance of food budgets and portion control • Understand different types of menus, menu layout and design, and why different menus are used • Understand how to read and write a recipe • Identify the components and functions of a standardized recipe • Apply methods for converting recipes and units of measure • Estimate and calculate food costs and food cost percentage • Understand and apply measuring basics • Create and use time work schedules and work plans • Explain various methods for menu pricing 	5	10	Academic: LS: 11-12.2, 11-12.3 WS: 11-12.2, 11-12. A-SSE: 1 CTE Anchor: Communications: 2.2, 2. Problem Solving and Critical Thinking: 5.2, 5. Health and Safety: 6.3 Responsibility and Flexibility: 7.2, 7. , 7.5, 7.6 Leadership and Teamwork: .2, .3 Technical Knowledge and Skills: 10.3, 10.7 Demonstration and Application: 11.1 CTE Pathway: B3. , B3.2, B5.5, B5.6, B6.1, B6.6, B6. , B .2, B .5, B11.1, B11.3, B11.5, B11.6
VI.	FOOD AS ART	CR	Lab/CC	Standards
	<ul style="list-style-type: none"> • Understand and explain the various styles of plating • Compare and contrast the effects of numbers, height, and color that contribute to the overall aesthetic of plated food • Understand how positive and negative space on a plate can be used to balance the presentation of food • Understand the impact garnishes have on a dish • Explain the difference between edible and non-edible garnishes 	3	7	Academic: LS: 11-12.1, 11-12.6 CTE Anchor: Communications: 2.3 Problem Solving and Critical Thinking: 5.3 Responsibility and Flexibility: 7. Technical Knowledge and Skills: 10.1, 10.3

				Demonstration and Application: 11.1 CTE Pathway: B6.6, B6.1
VII.	EVENT PLANNING AND DESIGN	CR	Lab/CC	Standards
	<ul style="list-style-type: none"> • Demonstrate the ability to design creative menus, appropriate table displays and signage, theme-specific venue decor, and invitations for a variety of events • Utilize design principles to create a visually impressive experience for guests • Understand the production process of events • Understand the role of visual publicity and marketing on events • Understand the role of customer service in the successful outcome of events 	5	15	Academic: LS: 11-12.1, 11-12.2, 11-12.3 WS: 11-12. CTE Anchor: Communications: 2.1, 2. , 2.5 Technology: .6 Problem Solving and Critical Thinking: 5.2, 5.3, 5. Responsibility and Flexibility: 7.3, 7. , 7.5, 7.6 Leadership and Teamwork: .2, .3, .6 Technical Knowledge and Skills: 10.3, 10.7 Demonstration and Application: 11.1, 11.3, 11. CTE Pathway: B3. , B .5, B6.2, B6. , B6.3, B6.1, B .1, B .2, B . , B .5, B . , B12.2, B12.
VIII.	FOODS OF THE WORLD	CR	Lab/CC	Standards
	<ul style="list-style-type: none"> • Analyze and examine food trends, commonalities, and uniqueness of cuisines in the United States and North America • Understand how immigration patterns caused ethnic cuisines to appear throughout the US • Understand the influences of Asian, European, and Latin American cuisines on American food culture • Demonstrate the ability to produce foods from various cultures as they apply to American cuisine • Analyze texts to understand the importance of other cultures on American cuisine • Understand the nutritional value of the different cuisines as they apply to American preparation 	7	2	Academic: RSIT: 11-12.3 RLST: 11-12.2, 11-12. WHSST: 11-12. , 11-12. , 11-12. US: 11. .2, 11. CSR: 3 CTE Anchor: Communications: 2.3, 2. , 2.5 Technology: .1, .2 Problem Solving and Critical Thinking: 5.1, 5. Responsibility and Flexibility: 7. Leadership and Teamwork: .5, .6

				Technical Knowledge and Skills: 10.3, 10. , 10.12 CTE Pathway: B1.2, B3. , B6.1, B6.2, B6.5, B6.3
IX.	EMPLOYMENT LITERACY	CR	Lab/CC	Standards
	<ul style="list-style-type: none"> Identify available positions in the industry Complete an application form correctly Prepare a written resume Participate in a simulated employment interview Prepare a portfolio 	10	0	Academic: PE: 12. .1, 12. .2, 12. .3, 12. CTE Anchor: Career Planning and Management: 3.1, 3.2, 3.3, 3. , 3.5 CTE Pathway: B2.1, B2.2
X.	PERSONAL SKILLS RELATED TO EMPLOYMENT	CR	Lab/CC	Standards
	<ul style="list-style-type: none"> Demonstrate promptness, attend class regularly, and follow absence notification procedures Develop and maintain acceptable working relations Demonstrate the ability to manage time wisely Demonstrate a positive and cooperative attitude Demonstrate values of honesty and integrity Demonstrate respect for others Dress in a professional manner according to industry standards. Demonstrate appropriate personal hygiene/grooming and dress. Demonstrate responsibility by e erting a high level of effort and working toward a goal 	3	0	Academic: US: 11.2, 11.2.2 CTE Anchor: Responsibility and Fle ibility: 7.3 Ethics and Legal Responsibilities: .2, .3 CTE Pathway: B3.1, B .2, B6.
XI.	INTERPERSONAL SKILLS AND GROUP DYNAMICS	CR	Lab/CC	Standards
	<ul style="list-style-type: none"> Demonstrate the ability to work as a member of a team Identify proper procedures for handling harassment Demonstrate leadership skills by working independently, making appropriate decisions, working well with others, and accepting constructive criticism Demonstrate the ability to accept and work with individuals from various cultures 	3	0	Academic: RSIT: 11-12.3 CTE Anchor: Leadership and Teamwork: .2 CTE Pathway: B1.1, B3.1
XII.	THINKING AND PROBLEM SOLVING SKILLS	CR	Lab/CC	Standards
	<ul style="list-style-type: none"> Utilize problem-solving techni ues Understand logical reasoning Demonstrate creative thinking Discuss decision making Demonstrate the ability to interpret information correctly 	3	0	Academic: LS: 11-12.1 CTE Anchor: Problem Solving and Critical Thinking: 5.1, 5.2, 5.3, 5. CTE Pathway: B .1, B .5, B .2, B .3, B .
XIII.	COMMUNICATION SKILLS	CR	Lab/CC	Standards

	<ul style="list-style-type: none"> • Demonstrate effective verbal and written skills • Read technical journals and write technical reports using appropriate terminology • Listen attentively, follow directions, and relay directions to others • Demonstrate the ability to research and retrieve information 	3	0	Academic: LS: 11-12.1, 11-12.2 CTE Anchor: Communications: 2.1, 2.3, 2.5 CTE Pathway: B . . , B .5
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TO: Board of Trustees
FROM: Carol Hume
DATE: September 1, 2021
SUBJECT: Strategic Priorities






The Strategic Priorities were presented to the Board of Trustees at the board meeting on August 20, 2021. Based on suggestions from the board, the revised Strategic Priorities are attached for your review.

It is respectfully requested the Board of Trustees approve the Strategic Priorities for 2021-2022.











**COASTLINE REGIONAL OCCUPATIONAL PROGRAM
2021-2022 STRATEGIC PRIORITIES**

STRATEGIC PRIORITIES		Completion Timeline
 Goal 1	Increase outreach, communication, and collaboration with stakeholders to convey the value of CTE and ROP.	
	<i>Objective: Develop and implement a plan to regularly communicate with key stakeholder groups.</i>	
<ul style="list-style-type: none"> Communicate information about student achievement, course offerings and fiscal updates to districts. Have students present annually at each district board meeting. 		<i>Ongoing</i>
<ul style="list-style-type: none"> Provide CALPADS course information and all relevant data to districts for federal and state reporting. Establish a data task force consisting of a representative from each district to determine data needs. 		<i>June 2022 & Ongoing</i>
<ul style="list-style-type: none"> Share program information and needs with legislators. 		<i>Ongoing</i>
<ul style="list-style-type: none"> Increase connections with business community through work with the Chambers of Commerce and CEO Alliance. 		<i>Ongoing</i>
<ul style="list-style-type: none"> Hire a grant-funded outreach specialist to increase work-based learning opportunities for students and to expand outreach to parents, including middle school. 		<i>October 2021</i>
 Goal 2	Enhance instructional offerings and support student achievement.	
	<i>Objective: Develop and implement a plan to ensure courses meet the requirements on the College and Career Indicator.</i>	
<ul style="list-style-type: none"> Work with partner districts to create after-bell pathways. 		<i>Ongoing</i>
<ul style="list-style-type: none"> Increase the number of college credit courses, UC/CSU approved courses and certifications. 		<i>Ongoing</i>
<ul style="list-style-type: none"> Increase short-term career experience opportunities for students. 		<i>June 2022</i>
<ul style="list-style-type: none"> Develop and utilize strategies to increase student retention. 		<i>June 2022</i>
	<i>Objective: Provide high-quality instruction and analyze student achievement.</i>	
<ul style="list-style-type: none"> Finalize WASC Self-Study and host visiting team. 		<i>April 2022</i>
<ul style="list-style-type: none"> Transition from Global Lessons to Project-Based Learning Model for assessing SLOs. 		<i>June 2022 & Ongoing</i>
<ul style="list-style-type: none"> Expand Virtual Advisories to address all sectors. 		<i>June 2022</i>
<ul style="list-style-type: none"> Increase student access to after-bell classes. Explore the use of online/hybrid, multiple sites for in-person instruction, or virtual formats. 		<i>Ongoing</i>
<ul style="list-style-type: none"> Explore offering more summer classes utilizing grant funds. 		<i>June 2022</i>



**COASTLINE REGIONAL OCCUPATIONAL PROGRAM
2021-2022 STRATEGIC PRIORITIES**

STRATEGIC PRIORITIES		Completion Timeline
<ul style="list-style-type: none"> Evaluate course offerings to ensure we are meeting the needs of our partner districts, community, and labor market. 		<i>June 2022 & Ongoing</i>
<ul style="list-style-type: none"> Work with steering committee members to ensure after bell classes are included in each school site's course selection form. 		<i>January 2022</i>
 Goal 3	Promote an organizational culture that supports health, safety and life-long learning.	
 <i>Objective: Improve recruitment of new staff members and retention of existing staff members.</i>		
<ul style="list-style-type: none"> Survey staff regarding professional development needs and create departmental professional development plans. 		<i>June 2022 & Ongoing</i>
<ul style="list-style-type: none"> Provide professional development on Social-Emotional Learning. 		<i>June 2022</i>
<ul style="list-style-type: none"> Provide cross-training within departments. 		<i>Ongoing</i>
<ul style="list-style-type: none"> Offer Recruitment and Retention Incentive. 		<i>June 2022</i>
 <i>Objective: Continue to enhance safety protocols and security measures.</i>		
<ul style="list-style-type: none"> Continue to review and enhance safety plan on Presidio site. Increase use of Crisis Go platform to provide more engaging and relevant safety-related training to staff. 		<i>June 2022 & Ongoing</i>
<ul style="list-style-type: none"> Ensure after bell teachers and students are knowledgeable about safety protocols. 		<i>Ongoing</i>
<ul style="list-style-type: none"> Update COVID-19 Plan and upgrade ventilation system at Presidio site. 		<i>December 2021</i>
<ul style="list-style-type: none"> Upgrade current phone system to comply with new 911 location laws. 		<i>December 2021</i>
 Goal 4	Seek additional opportunities to increase organizational efficiency and fiscal stability.	
 <i>Objective: Effectively manage resources.</i>		
<ul style="list-style-type: none"> Transition to a digital format for general operations. 		<i>December 2021</i>
<ul style="list-style-type: none"> Explore contracting with OCDE for Time and Attendance system. 		<i>June 2022</i>
 <i>Objective: Ensure financial sustainability of the ROP.</i>		
<ul style="list-style-type: none"> Offer short-term fee-based classes. 		<i>June 2022</i>
<ul style="list-style-type: none"> Research and pursue additional funding opportunities through the organization and the foundation. 		<i>June 2022 & Ongoing</i>



**COASTLINE REGIONAL OCCUPATIONAL PROGRAM
2021-2022 STRATEGIC PRIORITIES**

STRATEGIC PRIORITIES	Completion Timeline
<ul style="list-style-type: none">Analyze fiscal terms of Appendix A of the Joint Powers Agreement.	Ongoing



To: Carol Hume
From: Siteria Edwards
Date: August 27, 2021
Subject: English Language Learners Waiver

Background

Coastline Regional Occupational Program has made a good faith effort to find qualified certificated personnel.

The Designated Subjects Career Technical Education (CTE) Credential is a specific and unique credential, which requires individuals to have industry experience, knowledge, and skills, and credentialing does not initially include the EL authorization. Therefore, most candidates do not have EL authorization when hired.

The Preliminary Designated Subjects Career Technical Education Credential does not contain authorization for the curriculum delivery of English Language Learners. This authorization is granted once the career technical education credential program is completed, and one receives the clear credential. Although a teacher will complete the Specially Designed Academic Instructions Delivered in English (SDAIE) training before clearing their preliminary credential, there is not a separate designation to show that the requirement was met.

The Commission on Teacher Credentialing states a Clear Designated Subjects CTE Credential authorizes the holder to teach in the subject or subjects named on the credential, including services to English learners in Specially Designed Academic Instructions Delivered in English (SDAIE) in career technical education courses. Those Preliminary Designated Subjects CTE Credential holders will require a waiver.

As reported at the May board meeting, all teachers that require an EL Waiver Authorization for the 2021-2022 school year have been identified and informed of this requirement.

The governing board may waive requirements set by Education Code Section 44253.3 when a fully credentialed CTE teacher is not available for the assignment.

Financial Implications:

The total financial implication is \$1800 which will be funded with COVID-19 relief monies that we expect to receive by the end of the calendar year.

Recommendation

It is respectfully requested that the Board of Trustees approve the English Language Learners Waiver regarding teaching outside credential authorization.



TEACHERS ON WAIVER ASSIGNMENT 44253.3

Franz Abellon	Teacher – Sports Medicine and Athletic Training	Grades 9-12
Joshua Behrens	Teacher - Theater Technology	Grades 9-12
Mark Brenner	Teacher - Emergency Medical Technician (EMT)	Grades 9-12
Michael Campbell	Teacher - Automotive Technology	Grades 9-12
David Fouts	Teacher - Culinary Arts	Grades 9-12
Azita Ghaderifard	Teacher - Medical Nursing Careers Internship	Grades 9-12
Spencer Hibbard	Teacher - Emergency Medical Responder (EMR)	Grades 9-12
Courtney Jacobs	Teacher - Sports Medicine and Athletic Training	Grades 9-12
Brandon Medeck	Teacher - Emergency Medical Responder (EMR)	Grades 9-12
Melissa Milgrim	Teacher - Sports Medicine and Athletic Training	Grades 9-12
Curtis Morrison	Teacher - Emergency Medical Technician (EMT)	Grades 9-12
Maggie Mullen	Teacher - Baking and Pastry and Culinary Arts	Grades 9-12
Ashley Reece	Teacher - Sports Medicine and Athletic Training/Medical Careers and Health Systems	Grades 9-12
Rosemary Short-Baker	Teacher - Certified Nursing Assistant Internship (CNA)	Grades 9-12
Harry Smith	Teacher - Emergency Medical Technician (EMT)	Grades 9-12
Christopher Thiessen	Teacher - Digital Media Arts	Grades 9-12
Megan Tiongco	Teacher - Digital Media Arts	Grades 9-12
Suzanne Williamson	Teacher - Digital Media Arts	Grades 9-12

AYES _____

NOES _____

ABSENT _____

IN WITNESS OF THE ABOVE STATED ACTIONS, I have hereunto set my hand this 9th day of September 2021.

Clerk/Secretary of the Board of Trustees



TO: Board of Trustees
FROM: Sesar Morfin
DATE: September 1, 2021
SUBJECT: Budget Adjustment: Resolution No. 1/2021-2022

Issue/Background. When the 2021-2022 budget was developed there were several unknowns, including actual financial information for the fiscal year just ended. The 2021-2022 beginning fund balance was based on the estimated ending fund balance for 2020-2021. Due to the reduction of operational costs, the ROP ended the year with an ending fund balance of \$134,839 higher than estimated. Therefore, we need to adjust the budgeted beginning fund balance for 2021-2022.

Financial Implication. The budget adjustment increases reserves. The reserve increase may be offset by an increase in any unplanned expenditures over the course of the year. A separate resolution to budget any increase in expenditures may need to be presented at a future board meeting.

Resolution 1/2020-2021 delineates the reserve codes to which funds are to be distributed. The assigned reserve codes are for carry-over general funds (fund 01) and other post-employment benefit special reserve fund (fund 20).

Recommendation. It is respectfully requested that the Board of Trustees approve resolution number 1/2021-2022 for positive adoption.

Enclosure

**COASTLINE REGIONAL OCCUPATIONAL PROGRAM
ORANGE COUNTY, CALIFORNIA
DISTRICT 95**

RESOLUTION to Adjust Budgeted Beginning Fund Balance

Number 1/2021-2022

Whereas the Board of Trustees has determined that the beginning fund balance (reserves) is \$108,792 more than originally budgeted for the current fiscal year from sources listed in Section 42610 of the Education Code of California as follows:

<u>FUND</u>	<u>ACCT #</u>	<u>RESERVE / INCOME</u>	<u>AMOUNT</u>
01	9799	General Fund: Beginning Fund Balance	134,839
20	9799	Special Reserve Fund: Beginning Fund Balance	<u>(26,047)</u>
		Total	<u><u>108,792</u></u>

NOW, THEREFORE, BE IT RESOLVED That pursuant to the above Education Code, The Governing Board with a majority vote has approved such additional reserves and revenue to be designated as follows:

<u>FUND</u>	<u>ACCT #</u>	<u>RESERVE / EXPENDITURE</u>	<u>AMOUNT</u>
01	9780	Assigned Reserves	433
01	9790	Unassigned Reserves	<u>134,406</u>
		Subtotal	134,839
20	7612	Transfer Out to Special Resource	<u>(26,047)</u>
		Total	<u><u>108,792</u></u>

AYES _____

NOES _____

ABSENT _____

IN WITNESS OF THE ABOVE STATED ACTION, I have hereunto set my hand this 9th day of September, 2021.

Clerk/Secretary of the Board of Trustees

**COASTLINE REGIONAL OCCUPATIONAL PROGRAM
REGULAR BOARD MEETING**

**Minutes
August 20, 2021**

The Board of Trustees of Coastline Regional Occupational Program met in regular session on August 20, 2021 via Zoom videoconference. The meeting was called to order at 8:59 a.m. by Lauren Brooks, President.

Present Members

Lauren Brooks
Lynn Davis
Michelle Barto
Barbara Schulman
Diana Carey

Other

Carol Hume Rocky Murray Grant Litfin
J.S. Coke Ulises Garcia Siteria Edwards
Sesar Morfin Michael Vossen Krista Schweers-Ganga
Debbie Ludwig Kim Thomason Jeanne Bennett

CLOSED SESSION

The Board met in closed session to discuss the Superintendent's evaluation. There was no action taken. The Board reconvened in Open Session at 10:02 a.m.

**ADOPTION OF
AGENDA**

It was moved by Member Davis, seconded by Member Carey, to adopt the agenda as presented. Motion carried 5-0. The roll call vote follows:

Ayes: Members Brooks, Schulman, Davis, Barto, and Carey

**SUPERINTENDENT'S
REPORT**

People outside of education think summer is a slow period, but it is quite the opposite with the close of one year and the opening of another. Add a pandemic and the challenges of finding the best candidates for open positions, and the summer becomes a true flurry of activity.

Despite that, Coastline ROP hosted two amazing summer opportunities for students. A seven-week cybersecurity program was offered called CyberForward. The CEO of CISOSHARE was the teacher, and the CEO Leadership Alliance of Orange County (CLA-OC) secured the business partners to serve as mentors and project managers. The summer program used a multi-phase model that aligned foundational learning in cybersecurity, and work-based learning in specific cyber-security job roles and projects, with performance of real-world project tasks with business and industry.

Ms. Hume watched the student presentations on the last day. One of the business partners/mentors commented that the student presentations were better than some done by his own staff. While students learned the foundation skills in cybersecurity, they cited their growth in professional skills such as collaboration, communication, research, and of course, their presentation skills as invaluable. Here are comments from two of the students:

"I am grateful to be shown that the greatest gift of being young is to be able to take risks, to try new things, and to try to define who you are, what you want, what are you willing to do to get it. Thank you for being so thoughtful and patient with our questions. I really appreciate your advice and guidance!"

"The most valuable things I took away from this program was my newfound knowledge as well as how to work as a team. The security technology research for TTM was really interesting to me with all the different types of protections available to a company. Working together with others was something I had a bit of difficulties with at first, but the breakout groups really helped me develop my "people skills" and my presentation skills."

Another summer offering was a two-week session of the Medical Innovations, Research and Entrepreneurship class in collaboration with University Lab Partners (ULP), CHOC, and North Orange County ROP. The class was virtual, but the students and administrators toured ULP and watched the student presentations on the last day. Coastline ROP had seven teams, and North Orange County ROP had five, and the Coastline teams took the top two spots.

Each student group pitched their solution to an unmet clinical need to the manager of research programs at CHOC. After each presentation, the manager asked some challenging questions. It was a great learning experience for the students.

Again, the students developed their professional skills. Here are a couple of their comments:

"I was able to improve my communication skills, while working in a group setting. I learned how to conduct research and how to use different online services to produce a presentation."

"I enjoyed being able to collaborate with students from different districts and make new connections as I was able to gain new insight and learn new things from everyone."

"I became better at peaceful disagreements. Better at advising rather than telling."

Ms. Hume worked with CEO Leadership Alliance on a Catalyze Grant to fund additional short-term career experiences like the CyberForward program and the Medical Innovations, Research, and Entrepreneurship program. These are incredible opportunities for students to connect with business and industry on a meaningful level while honing their professional skills. Grant applicants will be notified in September.

In addition to the summer sessions, Coastline ROP held two Strategic Planning sessions, closed out the fiscal year, hired and trained new teachers and career specialists, and hosted professional development for teachers on project-based learning. The opening staff meeting was held on August 11, and R. Keeth Matheny presented on social-emotional learning. The COVID-19 protocols are being updated based on the latest guidance.

JPA ROPs will finally be receiving some COVID-19 relief funding. Enrollment numbers need to be submitted to the State by September 1, and JPA ROPs will be notified of the allocation amount this fall.

EDUCATIONAL SERVICES' REPORT

At the end-of-year staff meeting in May, Patrick Sullivan, automotive teacher at Laguna Hills High School, was recognized as the Coastline ROP 2021 Teacher of the Year. Mr. Sullivan will join us at a future board meeting for full recognition.

With the advent of the data dashboard, the collection of relevant data has become more important. In the area of CTE, there are data sets that are crucial to reporting the success of students. In July, J. S. Coke convened two meetings of representatives from each of the participating districts in a data task force to identify what data was needed, in what format, and the date. The meetings were successful and well-received.

Mr. Coke reported the CNA programs passed their biennial review by the California Department of Public Health and have been renewed for two more years. Mr. Coke thanked administrative assistant, Tammy Iversen, and the CNA program director, Dee Niedringhaus, for their support.

Mr. Coke introduced Dr. Krista Schweers-Ganga, as the new administrator. Ms. Schweers-Ganga joined the organization 10 years ago as a Sports Medicine teacher. She then became the instructional support specialist where she developed a strong new teacher support program. She was hired as the K-12 Pathway Coordinator in early 2020 and has now joined the leadership of educational services.

BOARD MEETING DATE/TIME CHANGES

There was no action taken.

ACTUARIAL STUDY OF RETIREE HEALTH LIABILITIES

It was moved by Member Carey, seconded by Member Davis, to approve the Actuarial Study of Retiree Health Liabilities prepared by Total Compensation Systems, Inc. Motion carried 5-0. The roll call follows:

Ayes: Members Brooks, Schulman, Davis, Barto, and Carey

2021-2022 REVISED INTERAGENCY AGREEMENT FOR ROP SERVICES	It was moved by Member Schulman, seconded by Member Davis, to approve the revised Appendix A and Schedule of Classes for Irvine Unified School District. Motion carried 5-0. The roll call vote follows: Ayes: Members Brooks, Schulman, Davis, Barto, and Carey
RECRUITMENT AND RETENTION INCENTIVE	It was moved by Member Davis, seconded by Member Carey, to ratify the Recruitment and Retention incentive. Motion carried 5-0. The roll call vote follows: Ayes: Members Brooks, Schulman, Davis, Barto, and Carey
RESTRUCTURING PLAN	It was moved by Member Davis, seconded by Member Schulman, to ratify the Coastline ROP Restructuring Plan. Motion carried 5-0. The roll call vote follows: Ayes: Members Brooks, Schulman, Davis, Barto, and Carey
INTERMEDIA UNITE	It was moved by Member Carey, seconded by Member Barto, to approve the purchase and implementation of Intermedia Unite's unified communications services. Motion carried 5-0. The roll call vote follows: Ayes: Members Brooks, Schulman, Davis, Barto, and Carey
CONSENT CALENDAR	It was moved by Member Schulman, seconded by Member Carey, to approve the Consent Calendar as presented. Motion carried 5-0. The roll call vote follows: Ayes: Members Brooks, Schulman, Davis, Barto, and Carey <ul style="list-style-type: none"> • Minutes from the June 17, 2021 Board of Trustees meeting • Minutes from the July 15, 2021 Special Board of Trustees meeting • Ratification of purchase order report ending June 30, 2021 • Ratification of purchase order report ending July 31, 2021 • Ratification of check report ending June 30, 2021 • Ratification of check report ending July 31, 2021 • Regents Point-Windcrest agreement for services • Contract renewal with Blackboard for 2021-2022 in the amount of \$2,430 • CAROCP 2021-2022 membership in the amount of \$3,000 • WASC annual accreditation membership fee for 2021-22 in the amount of \$1,100 • Agreement with Total Compensation Systems, Inc. for consultant services • Agreement with Rainbow Disposal Services • Personnel register No. 1 - 2021-2022 (Approval of employee appointments, release, retirements, terminations, leaves, transfers, promotions, stipends, additional/overtime assignments) • Inventory deletion report • Internship sites • Ratification/Approval of travel conference report

ADJOURNMENT

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

The meeting was adjourned at 10:33 a.m.

Clerk/Secretary

**COASTLINE R.O.P.
PURCHASE ORDER DETAIL REPORT
BOARD OF TRUSTEES MEETING 09/09/2021**

FROM 08/01/2021 TO 08/31/2021

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
R95C0091	BRITTEN INC	1,775.03	17.24	01910970 4310	Main Site Maintenance / INSTRUCTIONAL SUPPLIES
			1,757.79	01910970 4410	Main Site Maintenance / NON CAP EQUIP - FURNITURE
R95C0092	CDW GOVERNMENT	4,411.39	1,455.75	0101161 4430	Tiongco/Mult Comm Des EST C6 / NON-CAP EQUIP/Com
			749.94	0119561 4430	Tiongco/Media Arts ADV EST C6 / NON-CAP EQUIP/Con
			749.95	0119661 4430	Tiongco/Media Art Intrm EST C6 / NON-CAP EQUIP/Com
			1,455.75	0119761 4430	Tiongco/Media Arts Intro ESTC6 / NON-CAP EQUIP/Com
R95C0093	CENGAGE LEARNING	5,961.09	5,961.09	0118535 4110	Armour/Med Cars Hlth Sys OV C5 / TXTBKS - Instr
R95C0094	CENGAGE LEARNING	5,961.09	5,961.09	0118505 4110	Friedman/MCHS BHS C5 / TXTBKS - Instr
R95C0095	EFOODHANDLERS INC.	400.00	400.00	0106750 5889	Abi-Fadel/Baking Pastry VV C5 / INTERNET-BASED
R95C0097	EFOODHANDLERS INC.	800.00	400.00	01084005 5889	Van Der Merwe/Culin Arts OVHS / INTERNET-BASED
			400.00	01084105 5889	Van Der Merwe/Culinary Arts OV / INTERNET-BASED
R95C0099	EFOODHANDLERS INC.	200.00	200.00	01076011 5889	VanDerM/Culinary Arts Intn THS / INTERNET-BASED
R95C0100	EFOODHANDLERS INC.	1,200.00	1,200.00	01084021 5889	Kingsbury/Culinary Arts NHHS / INTERNET-BASED
R95C0107	OFFICE DEPOT	92.50	92.50	01764930 4330	Edwards, S / HR Administrator / Office Supplies-Consumab
R95C0111	CDW GOVERNMENT	3,294.14	823.54	0100260 4430	Williamson/AOA MV CTEIG-6 / NON-CAP EQUIP/Comp
			823.54	0100465 4430	Williamson/CG MV CTEIG-6 / NON-CAP EQUIP/Comp &
			1,647.06	0101160 4430	Williamson/Mult Comm Des MV C6 / NON-CAP
R95C0114	AMAZON	31.47	31.47	01052013 4310	Morrison/EMT ROP / INSTRUCTIONAL SUPPLIES
R95C0115	AMAZON	807.73	308.59	0103950 4310	Hayden/RSM Intrm WMal C5 / INSTRUCTIONAL SUPPLI
			499.14	0103950 4320	Hayden/RSM Intrm WMal C5 / Instructional Supplies-Nonce
R95C0116	WESTERN ASSOCIATION OF SCHOOLS	1,100.00	1,100.00	01765980 5395	WASC School Admin / MEMBERSHIPS -
R95C0117	AED SUPERSTORE	233.80	233.80	01052007 4310	Hartel/EMT FVHS / INSTRUCTIONAL SUPPLIES
R95C0118	AED SUPERSTORE	233.80	233.80	01052132 4310	Brenner/EMT THHS / INSTRUCTIONAL SUPPLIES
R95C0119	AED SUPERSTORE	233.80	233.80	01052202 4310	TBD/EMT CHS / INSTRUCTIONAL SUPPLIES
R95C0121	AED SUPERSTORE	233.80	233.80	01052013 4310	Morrison/EMT ROP / INSTRUCTIONAL SUPPLIES

**COASTLINE R.O.P.
PURCHASE ORDER DETAIL REPORT
BOARD OF TRUSTEES MEETING 09/09/2021**

FROM 08/01/2021 TO 08/31/2021

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
R95C0122	B & H PHOTO	28,464.91	2,665.18	0119550 4310	Tiongco/Media Arts ADV EST C5 / INSTRUCTIONAL
			6,157.54	0119550 4320	Tiongco/Media Arts ADV EST C5 / Instructional
			3,929.21	0119550 4490	Tiongco/Media Arts ADV EST C5 / NON CAP EQUIP -
			15,712.98	0119550 6490	Tiongco/Media Arts ADV EST C5 / NEW EQUIP ALL
R95C0126	PORCHLIGHT BOOK COMPANY	537.73	537.73	0103950 4210	Hayden/RSM Intrm WMal C5 / OTHER BOOKS - Instr
R95C0127	PORCHLIGHT BOOK COMPANY	537.73	537.73	0104150 4210	Hayden/VE MHS C5 HBUHSD / OTHER BOOKS - Instr
R95C0128	ELSEVIER HEALTH SCIENCE	4,039.01	2,019.51	0168735 4110	Burns/DABO ROP SWP Cert / TXTBKS - Instr
			2,019.50	0168736 4110	Bocanegra/DBO ROP SWP Cert / TXTBKS - Instr
R95C0129	ELSEVIER HEALTH SCIENCE	6,048.22	3,024.11	0169441 4110	Ghaderifard/SWP-Hghtmt WBL ROP / TXTBKS - Instr
			3,024.11	0169449 4110	TBD/SWP-Hghtmt WBL CHS / TXTBKS - Instr
R95C0130	TERRYBERRY COMPANY	456.24	456.24	01910910 4330	Mainsite/School Admin F2700 / Office Supplies-Consumabl
R95C0131	IKEA	146.52	146.52	0100550 4310	Sellers/Costume Design HBHS C5 / INSTRUCTIONAL
R95C0132	AMAZON	1,077.96	463.95	0100550 4310	Sellers/Costume Design HBHS C5 / INSTRUCTIONAL
			614.01	0100550 4320	Sellers/Costume Design HBHS C5 / Instructional
R95C0133	NASCO	357.03	357.03	0122050 4310	Rico/Child Development CMHS C5 / INSTRUCTIONAL
R95C0134	REALITYWORKS.COM	22,998.87	22,998.87	0122050 4490	Rico/Child Development CMHS C5 / NON CAP EQUIP -
R95C0135	AMAZON	452.54	452.54	0103950 4320	Hayden/RSM Intrm WMal C5 / Instructional Supplies-Noncc
R95C0136	AMAZON	2,284.26	539.37	0108450 4490	Kingsbury/Culinary Art NHHS C5 / NON CAP EQUIP -
			1,744.89	0108461 4490	Kingsbury/Culinary Art NHHS C6 / NON CAP EQUIP -
R95C0137	CHEF WORKS	969.42	969.42	0108461 4310	Kingsbury/Culinary Art NHHS C6 / INSTRUCTIONAL
R95C0138	STARBUCKS	35.90	35.90	01910910 4360	Mainsite/School Admin F2700 / REFRESHMENTS MTGS
R95C0139	AMAZON	14.00	14.00	01778950 4331	All Fiscal Services / Office Supplies-Nonconsumable
R95C0140	MEISSNER SEWING CENTER	5,713.03	5,713.03	0100550 4320	Sellers/Costume Design HBHS C5 / Instructional
R95C0141	HOOTSUITE	228.00	228.00	01798000 5889	Marketing-Student Recruitment / INTERNET-BASED

**COASTLINE R.O.P.
PURCHASE ORDER DETAIL REPORT
BOARD OF TRUSTEES MEETING 09/09/2021**

FROM 08/01/2021 TO 08/31/2021

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
R95C0143	LUSTRE CAL	353.80	353.80	01778950 4330	All Fiscal Services / Office Supplies-Consumable
R95C0144	TUSTIN AWARDS INC	29.32	29.32	01659001 4330	Schweers-Ganga/Admin EDU Srves / Office
R95C0145	AMAZON	247.06	247.06	01060800 4310	Spanjer/Sports Medicine PHS / INSTRUCTIONAL
R95C0146	OFFICE DEPOT	17.35	17.35	01648200 4310	All Instruction 0105 (6350) / INSTRUCTIONAL SUPPLIES
R95C0147	ID CREATOR	11.15	2.23	01658000 4330	Coke/Director, EDU Services / Office Supplies-Consumable
			2.23	01659001 4330	Schweers-Ganga/Admin EDU Srves / Office
			2.01	0168219 4330	Krege/Program Asst-SS SWP 3 / Office Supplies-Consumab
			0.22	0168220 4330	Krege/ProgrAsst-Instr Sup SWP3 / Office
			2.23	01781950 4330	Zuluaga, L/Network Specialist / Office Supplies-Consumabl
			2.23	01910932 4330	Ramos-Madrid/Facility Maint / Office Supplies-Consumable
R95C0149	CEV MULTIMEDIA LTD AND ICEV	2,230.43	312.26	01094031 5888	TBD/Constr Tech AB EST / Internet - Software/Licenses
			1,293.65	01190101 5888	TBD/BITA 1 EST / Internet - Software/Licenses
			312.26	01191101 5888	TBD/BITA 2 EST / Internet - Software/Licenses
			312.26	01192101 5888	TBD/BITA 3 EST / Internet - Software/Licenses
R95C0151	COUNTY OF ORANGE	994.53	248.63	01052007 5220	Harte/EMT FVHS / CONFERENCES & MEETINGS
			248.63	01052013 5220	Morrison/EMT ROP / CONFERENCES & MEETINGS
			248.64	01052132 5220	Brenner/EMT THHS / CONFERENCES & MEETINGS
			248.63	01052202 5220	TBD/EMT CHS / CONFERENCES & MEETINGS
R95C0152	AMAZON	58.71	14.68	0100260 4310	Williamson/AOA MV CTEIG-6 / INSTRUCTIONAL
			14.68	0100465 4310	Williamson/CG MV CTEIG-6 / INSTRUCTIONAL
			29.35	0101160 4310	Williamson/Mult Comm Des MV C6 / INSTRUCTIONAL
R95C0153	STAPLES BUSINESS ADVANTAGE	89.41	44.71	01659001 4330	Schweers-Ganga/Admin EDU Srves / Office
			40.23	0168219 4330	Krege/Program Asst-SS SWP 3 / Office Supplies-Consumab
			4.47	0168220 4330	Krege/ProgrAsst-Instr Sup SWP3 / Office
R95C0154	HENRY SCHEIN INC.	3,357.14	2,780.16	01060800 4310	Spanjer/Sports Medicine PHS / INSTRUCTIONAL
			576.98	01060800 4320	Spanjer/Sports Medicine PHS / Instructional Supplies-Nonc
R95C0155	MEDCO SUPPLY COMPANY	3,023.69	1,080.90	01185201 4310	Reece/MCHS CHS AB / INSTRUCTIONAL SUPPLIES

**COASTLINE R.O.P.
PURCHASE ORDER DETAIL REPORT**

BOARD OF TRUSTEES MEETING 09/09/2021

FROM 08/01/2021 TO 08/31/2021

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
R95C0155	*** CONTINUED ***				
R95C0156	AMAZON	591.55	591.55	0108451 4490	Van Der Merwe/Cul Arts OV C5 / NON CAP EQUIP -
R95C0158	STAPLES BUSINESS ADVANTAGE	48.48	48.48	01743710 4330	Sweet Estancia CS / Office Supplies-Consumable
R95C0159	STAPLES BUSINESS ADVANTAGE	41.24	16.49	01060001 4310	McNeil/Sports Medicine CMHS / INSTRUCTIONAL
			8.25	01060901 4310	McNeil/Sports Medicine ADV CMH / INSTRUCTIONAL
			16.50	01185000 4310	McNeil/Med Cars Hlth Sys CMHS / INSTRUCTIONAL
R95C0160	MEDCO SUPPLY COMPANY	2,515.24	2,515.24	01060113 4310	Reece/Sports Med ETHS / INSTRUCTIONAL SUPPLIES
R95C0163	AMAZON	505.56	505.56	01648200 4210	All Instruction 0105 (6350) / OTHER BOOKS - Instr
R95C0164	MICRO CENTER A/R	178.83	59.01	01011083 4310	Tiongco/Multi Comm Des EST HS / INSTRUCTIONAL
			30.40	01195110 4310	Tiongco/Media Arts ADV EST HS / INSTRUCTIONAL
			30.40	01196110 4310	Tiongco/Media Arts Intern EST / INSTRUCTIONAL
			59.02	01197110 4310	Tiongco/Media Arts Intro EST / INSTRUCTIONAL
R95C0165	HOME DEPOT	1,142.13	1,142.13	0108461 4490	Kingsbury/Culinary Art NHHS C6 / NON CAP EQUIP -
R95C0166	CAROCP TREASURER	3,000.00	3,000.00	01910910 5395	Mainsite/School Admin F2700 / MEMBERSHIPS -
R95C0168	LINKEDIN	530.55	530.55	01764930 5840	Edwards, S / HR Administrator / ADVERTISING -
R95C0169	BLACKBOARD INC	2,430.00	2,025.00	01648200 5888	All Instruction 0105 (6350) / Internet - Software/Licenses
			405.00	01999990 9330	Revenue 0105 (6350) / PREPAID EXPENSES
R95C0170	EFOODHANDLERS INC.	350.00	350.00	0106767 5889	Kingsbury/Baking Pastry C6 NH / INTERNET-BASED
R95C0171	ASBCLASSROOM.COM	99.00	16.83	0100363 5888	Murphy/Broadcast News C6 PHS / Internet -
			16.83	0100364 5888	Murphy/BroadcastNews AB C6 PHS / Internet -
			48.51	0102361 5888	Murphy/Art of TV PHS C6 / Internet - Software/Licenses
			16.83	0119960 5888	Murphy/Intern Vid/Film C6 PHS / Internet -
R95C0173	GARDYN	1,200.00	1,200.00	0108451 4310	Van Der Merwe/Cul Arts OV C5 / INSTRUCTIONAL

**COASTLINE R.O.P.
PURCHASE ORDER DETAIL REPORT
BOARD OF TRUSTEES MEETING 09/09/2021**

FROM 08/01/2021 TO 08/31/2021

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
R95C0174	IHIRE	399.00	399.00	01764930 5840	Edwards, S / HR Administrator / ADVERTISING -
R95X0098	SMART & FINAL	3,000.00	3,000.00	01084105 4310	Van Der Merwe/Culinary Arts OV / INSTRUCTIONAL
R95X0101	SMART & FINAL	1,500.00	1,500.00	01084005 4310	Van Der Merwe/Culin Arts OVHS / INSTRUCTIONAL
R95X0102	LAKESHORE LEARNING MATERIALS	200.00	200.00	01070041 4310	Rico/Car w/Children WHS / INSTRUCTIONAL SUPPLIES
R95X0103	CHEF'S TOYS	100.00	100.00	01084021 4310	Kingsbury/Culinary Arts NHHS / INSTRUCTIONAL
R95X0104	SMART & FINAL	1,500.00	1,500.00	01067021 4310	Abi-Fadel/Baking Pastry VVHS / INSTRUCTIONAL
R95X0105	SMART & FINAL	2,000.00	800.00	01067071 4310	Kingsbury/Baking Pastry NHHS / INSTRUCTIONAL
			400.00	01084021 4310	Kingsbury/Culinary Arts NHHS / INSTRUCTIONAL
			800.00	01181100 4310	Kingsbury/Foods NHHS / INSTRUCTIONAL SUPPLIES
R95X0106	INGARDIA BROS PRODUCE INC	5,500.00	2,200.00	01067071 4310	Kingsbury/Baking Pastry NHHS / INSTRUCTIONAL
			1,100.00	01084021 4310	Kingsbury/Culinary Arts NHHS / INSTRUCTIONAL
			2,200.00	01181100 4310	Kingsbury/Foods NHHS / INSTRUCTIONAL SUPPLIES
R95X0108	SOCAL OFFICE TECHNOLOGIES	7,000.00	7,000.00	01648200 5665	All Instruction 0105 (6350) / EQUIP MAINT
R95X0109	SOCAL OFFICE TECHNOLOGIES	6,000.00	6,000.00	01780940 5665	Information Technology F-7700 / EQUIP MAINT
R95X0110	TIME WARNER CABLE	18,421.00	18,421.00	01910910 5940	Mainsite/School Admin F2700 / Communications - Intrnet
R95X0112	STATER BROS MARKETS	519.38	250.00	01084005 4310	Van Der Merwe/Culin Arts OVHS / INSTRUCTIONAL
			269.38	01084105 4310	Van Der Merwe/Culinary Arts OV / INSTRUCTIONAL
R95X0113	INGARDIA BROS PRODUCE INC	1,400.00	1,400.00	01084105 4310	Van Der Merwe/Culinary Arts OV / INSTRUCTIONAL
R95X0123	HOME DEPOT	250.00	250.00	01179000 4310	Misich/Auto Tech MLR 2 WBHS / INSTRUCTIONAL
R95X0124	O'REILLY AUTO PARTS	1,000.00	330.00	01178000 4310	Misich/Auto Tech MLR 1 WBHS / INSTRUCTIONAL
			330.00	01179000 4310	Misich/Auto Tech MLR 2 WBHS / INSTRUCTIONAL
			340.00	01194200 4310	Misich/Auto Tech Intro WBHS / INSTRUCTIONAL
R95X0125	HARBOR FREIGHT	500.00	500.00	01179000 4310	Misich/Auto Tech MLR 2 WBHS / INSTRUCTIONAL
R95X0142	DRY CLEAN CLUB	150.00	150.00	01910950 5890	Mainsite Operations/0105 / OTHER CONTRACTED

**COASTLINE R.O.P.
PURCHASE ORDER DETAIL REPORT**

FROM 08/01/2021 TO 08/31/2021

BOARD OF TRUSTEES MEETING 09/09/2021

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
R95X0148	ROMAN, AURELIA	53.88	53.88	01730163 5290	Roman/Admin EDU Srvc Asst / MILEAGE NON TAXABL
R95X0150	TRACY, KAREN	20.00	20.00	01730661 5290	Tracy/Admin EDU Srvc Asst / MILEAGE NON TAXABL
R95X0157	CHEF'S TOYS	377.13	377.13	01067071 5685	Kingsbury/Baking Pastry NHHS / OTHER EQUIPMENT
R95X0161	SMART & FINAL	1,000.00	1,000.00	0107650 4310	VanDerM/Culin Arts Intn C5 THS / INSTRUCTIONAL
R95X0162	VERIZON WIRELESS	38.00	5.32	01094031 5940	TBD/Constr Tech AB EST / Communications - Intrnet Svcs
			22.04	01190101 5940	TBD/BITA 1 EST / Communications - Intrnet Svcs
			5.32	01191101 5940	TBD/BITA 2 EST / Communications - Intrnet Svcs
			5.32	01192101 5940	TBD/BITA 3 EST / Communications - Intrnet Svcs
R95X0167	OCCUPATIONAL HEALTH CENTERS OF	950.00	950.00	01764930 5890	Edwards, S / HR Administrator / OTHER CONTRACTED

Fund 01 Total: 176,254.57

Total Amount of Purchase Orders: 176,254.57

COASTLINE R.O.P.

PURCHASE ORDER DETAIL REPORT - CHANGE ORDERS
BOARD OF TRUSTEES 09/09/2021

FRO 08/01/2021 TO 08/31/2021

<u>PO</u> <u>NUMBE</u>	<u>VENDOR</u>	<u>PO</u> <u>TOTAL</u>	<u>CHANGE ACCOUNT</u> <u>AMOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
P95C0475	CDW GOVERNMENT	67,254.31	0140050 4430	MVHS Comp Lab Rm/CTEIG-5 / NON-CAP EQUIP/Comp &
R95X0066	HARBOR FREIGHT	1,000.00	01179030 4310	Misich/Auto Tech MLR 2 UNI / INSTRUCTIONAL SUPPLIE
R95X0069	O'REILLY AUTO PARTS	1,500.00	01179011 4310	Campbell/MLR 2 Irv HS / INSTRUCTIONAL SUPPLIES
		Fund 01 Total:	68,004.31	
		Total Amount of Change Orders:	68,004.31	

COASTLINE REGIONAL OCCUPATIONAL PROGRAM

Check Report 8/1/2021-8/31/2021

Fund 1 General

Total Checks: \$207,661.94

Submitted By:



Accounts Payable Specialist

Recommended for
Board Ratification By



Director of Business Services

COASTLINE R.O.P.
Consolidated Check Register
 from 8/1/2021 to 8/31/2021

Check	Payee ID	Payee Name	Reference	Subs	Check Date	Cancel Date	Type	Status	Check Amount
95	00030996	DEPT OF TOXIC SUBSTANCES	202147610	OH	08/02/2021		MW	IS	207.50
95	00030997	KEENAN AND ASSOCIATES	262849	OH	08/02/2021		MW	IS	1,500.00
95	00030998	SNAP ON TOOLS	ARS/14956575	OH	08/02/2021		MW	IS	418.39
95	00030999	ATT	000016809470	OH	08/10/2021		MW	IS	23.45
95	00031000	CALIFORNIA TACTIC PATROL	182	OH	08/10/2021		MW	IS	740.00
95	00031001	CLC	AUGUST 2021 ID T	OH	08/10/2021		MW	IS	60.00
95	00031002	COKE, JOHN S.	OOPE-080221COK	OH	08/10/2021		MW	IS	131.13
95	00031003	EFOODHANDLERS INC.	T-20027	OH	08/10/2021		MW	IS	2,600.00
95	00031004	METROPOLITAN LIFE INSURANCE CO	AUGUST 2021	OH	08/10/2021		MW	IS	565.44
95	00031005	POST ALARM SYSTEMS	1399734	OH	08/10/2021		MW	IS	56.77
95	00031006	REEP FOR BENEFITS	08/01-31/21 TALK	OH	08/10/2021		MW	IS	32,871.53
95	00031007	TIME WARNER CABLE	0033823071421	OH	08/10/2021		MW	IS	1,535.08
95	00031008	TOTAL COMPENSATION SYSTEMS INC	9672	OH	08/10/2021		MW	IS	1,035.00
95	00031009	CORODATA RECORDS MANAGEMENT IN	RS4717775	OH	08/12/2021		MW	IS	48.07
95	00031010	KELLY PAPER	10660056	OH	08/12/2021		MW	IS	234.46
95	00031011	RAINBOW DISPOSAL CO INC	0605-000806502	OH	08/12/2021		MW	IS	422.85
95	00031012	SEL LAUNCHPAD LLC	2007	OH	08/13/2021		MW	IS	1,200.00
95	00031013	VISION SERVICE PLAN	08/01-31/21 RETI	OH	08/13/2021		MW	IS	661.44
95	00031014	F & M Credit Card	07/01-31/21	OH	08/16/2021		MW	IS	5,973.91
95	00031015	ATKINSON ANDELSON LOYA RUUD &	AALRR21-GANGA	OH	08/24/2021		MW	IS	998.00
95	00031016	CASBO	SO-000139247	OH	08/24/2021		MW	IS	89.00
95	00031017	EXXON MOBIL	584327	OH	08/24/2021		MW	IS	76.45
95	00031018	F & M Credit Card	7/15/21-7/31/21	OH	08/24/2021		MW	IS	253.00
95	00031019	HUME, CAROL	OOPE-081621HUM	OH	08/24/2021		MW	IS	39.40
95	00031020	NORTHERN OC LIABILITY & PROPER	259246-REISSUE	OH	08/24/2021		MW	IS	145,748.00
95	00031021	ROMAN, AURELIA	AUGUST 11 2021	OH	08/24/2021		MW	IS	8.40
95	00031022	AED SUPERSTORE	1948031	OH	08/30/2021		MW	IS	1,372.44
95	00031023	BEHRENS, JOSHUA	OOPE-082421BEH	OH	08/30/2021		MW	IS	65.00
95	00031024	COKE, JOHN S.	OOPE-082521COK	OH	08/30/2021		MW	IS	97.72
95	00031025	COUNTY OF ORANGE	HCA22053	OH	08/30/2021		MW	IS	923.00
95	00031026	F & M Credit Card	08/01-31/21	OH	08/30/2021		MW	IS	3,001.43
95	00031027	TIME WARNER CABLE	0033823081421	OH	08/30/2021		MW	IS	1,535.08
95	00031028	TOTAL COMPENSATION SYSTEMS INC	9789	OH	08/30/2021		MW	IS	2,070.00
95	00031029	WESTERN ASSOCIATION OF SCHOOLS	1306732	OH	08/30/2021		MW	IS	1,100.00

User: SXMORF - Sesar Morfin
 Report: BK3005: Consolidated Check Register
 Page: 1
 Current Date: 09/01/2021
 Current Time: 14:06:02

**COASTLINE R.O.P.
Consolidated Check Register
from 8/1/2021 to 8/31/2021**

Check	Payee ID	Payee Name	Reference	Subs Check Date	Cancel Date	Type Status	Check Amount
						Issued:	207,661.94
						95 Bank Total:	207,661.94
						Grand Total:	207,661.94

COASTLINE REGIONAL OCCUPATIONAL PROGRAM

TO: Board Members
FROM: J. S. Coke
DATE: August 31, 2021
SUBJECT: New Internship Sites

Culinary Arts Internship

Rutabegorz
158 West Main Street
Tustin, CA 92780

Terrace by Mix Mix
3333 Bear Street, Unit 316
Costa Mesa, CA 92626



Memorandum of Understanding

This Memorandum of Understanding (this "**Memorandum**"), effective as of September 21, 2021, by and between University Lab Partners ("**ULP**"), on the one hand, and the Regional Occupational Programs in the North Orange County Region, Coastal Orange County Region, and the South Orange County Region known respectively as North Orange County Regional Occupational Program, Coastline Regional Occupational Program and College and Career Advantage (each, an "**ROP**" and, collectively, the "**ROPs**"), on the other hand.

W I T N E S S E T H:

WHEREAS, the ROPs have requested that ULP prepare the curriculum and materials for, and virtually host and provide speakers and mentors regarding, an eight (8) week high school educational course titled, "Medical Innovation, Research, and Entrepreneurship" (the "**Course**," also known as "**MIRE**");

WHEREAS, ULP is willing to prepare and make the Course and such curriculum and materials, to act as such virtual host and to provide or arrange for such speakers and mentors, on the terms and subject to the conditions set forth below in this Memorandum.

WHEREAS, the ROPs desire to enter into this Memorandum and consummate the matters and transactions contemplated hereby, on the terms and subject to the conditions set forth below in this Memorandum.

A G R E E M E N T:

NOW, THEREFORE, in consideration of the foregoing premises and recitals (incorporated into the parties' agreement hereunder by this reference) and the mutual covenants of the parties set forth below, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto hereby agree as follows:

1. The Course. The Course is scheduled to run from the Effective Date through November 18, 2021. The Course will be a virtual, blended and/or in person program where high school student teams work with industry leaders/mentors to solve real-world unmet pediatric clinical needs devising a proof-of-concept, an intellectual property/patent strategy, and devising an exit plan which they pitch to industry leaders on the final day of the Course.
2. Course Curriculum and Materials. The parties hereto recognized that ULP, through its employees and contractors, has developed, and through the period of the Course will continue to

develop, the curriculum, materials and related information for and regarding the Course, including, without limitation, such things in video, audio, digital, written and other formats (such curriculum, materials and information being the "**Course Materials**"). The ROPs acknowledge and agree that all Course Materials, in whatever form or format and in whatever stage of being or development, and all right, title, interest in and to the Course Materials, and all intellectual property and proprietary rights ("**Intellectual Property Rights**") in embodied in or represented by the Course Materials, as well as all claims and causes of action of any kind with respect to any of the foregoing, are the sole and exclusive property of ULP. In furtherance of the foregoing sentence, without any additional consideration, the ROPs hereby irrevocably assign and transfer to ULP and its successors and assigns, all of the ROPs' respective right, title and interest in and to: (a) any and all Course Materials; (b) any and all drafts, versions, modifications and derivative works of any Course Materials (including, without limitation, predecessor and successor drafts, versions, modifications and derivative works thereof); (c) any and all Intellectual Property Rights embodied in or represented by any Course Materials; (d) any and all renewals and extensions of such Intellectual Property Rights in connection with Course Materials throughout the world (whether presently available or subsequently available as a result of intervening legislation); and (e) any and all causes of action for infringement of Course Materials and related Intellectual Property Rights in the past, present and future. Any assignment of copyrights under this Memorandum includes all rights of paternity, integrity, disclosure and withdrawal and any other rights that may be known as "moral rights" (collectively, "**Moral Rights**"). The ROPs hereby irrevocably waive, to the extent permitted by applicable law, any and all claims it may now or hereafter have in any jurisdiction to any Moral Rights with respect to any Course Materials. The ROPs will execute all documents and perform all acts that ULP may reasonably request in order to assist ULP in perfecting the rights in Course Materials, including but not limited to copyright registration.

3. Other ULP Materials. Beyond the Course Materials, the ROPs understand and agree that all right, title and interest in and to any other materials, content and information furnished or made available to the ROPs in connection with the Course (such other materials, content and information being the "**Other ULP Materials**"), including, without limitation, any such things furnished directly or indirectly prior to the Effective Date, are and shall remain the sole and exclusive property of ULP. Neither ROP shall obtain or has obtained any intellectual property or proprietary right or other right in any of the Other ULP Materials by virtue of this Memorandum, the Course or the parties' relationship or course of dealing in relation to this Memorandum or the Course.

4. License to ROPs' Name, etc. The ROPs hereby grant to ULP a limited, nonexclusive, non-sublicensable, and non-transferable right and license, solely, to display the ROPs' respective names, marks and logos for the purpose of developing, making available, hosting, marketing and promoting the Course and Course Materials, subject to such usage guidelines or other restrictions that the ROPs may reasonably specify from time to time by written notice given to ULP. Any and all use of such names, marks and logos, and all goodwill associated therewith, shall inure solely to the benefit of the ROPs.

5. ROPs' Contributions. The ROPs agree to pay ULP the aggregate amount of \$18,000 for ULP's development of the Course and Course Materials and its hosting and management of the Course (such \$18,000 fee being the "**Course Fees**"). Each particular ROP shall be responsible for paying one-third (i.e., \$6,000) of the Course Fees to ULP, such payment to be made on the date of such ROP's signature to this Memorandum. In addition to the Course Fee, the ROPs will be making in-kind contributions regarding the Course. The Course Fees and such ROP in-kind contributions are reflected in Table A below (however, for the avoidance of doubt, such in-kind contributions are not payments to

ULP and are not income to ULP, but instead are estimates of the time and effort that the ROPs have contributed and will contribute in relation to the Course).

TABLE A: Itemized ROPs Contribution

Course Fees	Funding Source	Amount
Administration Fee	General Fund	\$6,000
Technology / Platform Fee	General Fund	\$1,000
Program Coordinator	General Fund	\$7,000
Textbooks	General Fund	\$4,000
DIRECT TOTAL:		\$18,000
In-Kind Contributions	Funding Source	Estimated Amount
Teacher Instructional Hours (160)	General Fund	In Kind - \$12,000
Administration Fee (40)	General Fund	In Kind - \$8,000
Program Coordinator Hours (80)	General Fund	In Kind - \$13,000
Program Support Staff (40)	General Fund	In Kind - \$2,000
Curriculum Design Hours (80)	General Fund	In Kind - \$4,800
ESTIMATED IN KIND TOTAL:		\$39,800
GRAND TOTAL:		\$57,800

6. ULP’s Contributions. ULP anticipates expending in-kind contributions toward the Course in the estimated aggregate amount of \$39,240. Such in-kind contributions are estimated in Table B below.

TABLE B: Itemized ULP Contribution

Item Description	Funding Source	Estimated In-Kind Amount
Industry Mentor Stipend	ULP	\$5,000
Program Coordinator Hours (40)	ULP	\$6,000
Program Support Staff (40)	ULP	\$1,800
Curriculum Design Hours (80)	ULP	\$10,000
Facilities/ Infrastructure	ULP	\$1,500
Scholarships	ULP	\$14,940
ESTIMATED IN KIND TOTAL:		\$39,240

7. ROP Cooperation. Each particular ROP will provide ULP with all support and cooperation that is reasonably requested by ULP from time to time in relation to the Course, including, without limitation, in relation to the Course Materials.

8. Insurance. Each particular ROP shall carry commercial general liability (“**CGL**”) insurance of no less than \$1,000,000 per occurrence and \$2,000,000 aggregate. Each particular ROP shall ensure that through the end of the Course, and for 12 months thereafter, such ROP’s CGL insurance policy designates ULP and its directors, officers, employees and agents as additional insureds thereunder. Upon request, each particular ROP will deliver to ULP current certificates of insurance

demonstrating that (a) the insurance required herein is in force, and (b) ULP and its directors, officers, employees and agents are additional insureds under the specified CGL insurance.

9. Hold Harmless:

a. ULP shall defend, indemnify, save and hold harmless the ROPs and their respective officers, directors, and employees from and against all obligations, claims or liabilities of any kind, including costs and attorneys' fees, that may arise out of any grossly negligent or intentional acts or omissions of any agent or employee of ULP. This shall include any acts of sexual abuse alleged against any agent or employee of ULP.

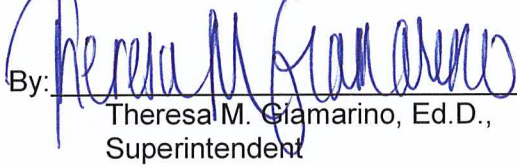
b. The ROPs, jointly and severally, shall defend, indemnify, save, and hold harmless ULP and its officers, directors, and employees from and against all obligations, claims or liabilities of any kind, including costs and attorneys' fees that may arise out of any failure to pay the Course Fees or out of any grossly negligent or intentional acts or omissions of any agent or employee of any ROP. This shall include any acts of sexual abuse alleged against any agent or employee of any ROP.

10. General. This Memorandum constitutes the entire agreement between the parties with respect to the subject matter hereof and it supersedes any and all prior agreements and understandings between the parties hereto regarding such subject matter. This Memorandum shall be governed by and construed in accordance with the laws of the State of California without regard to the conflicts of law provisions thereof or of any other jurisdiction. The parties hereby submit to the jurisdiction of the state and federal courts in the County of Orange, State of California, and agree that said courts have the sole and exclusive jurisdiction over any and all disputes, claims, actions, controversies and causes of action involving any of such parties that arise out of or relate to this Memorandum. Each party shall bear its own fees and costs incurred in connection with this Memorandum, provided, however that the prevailing party in any action to enforce this Memorandum shall be entitled to reimbursement (from the other party) of such prevailing party's costs and fees (including, without limitation, reasonable attorneys' fees and expert witness fees) incurred in connection with such action. In the event that any of the provisions of this Memorandum are held by a court or other tribunal of competent jurisdiction to be illegal, invalid or unenforceable, such provisions shall be limited or eliminated to the minimum extent necessary so that this Memorandum shall otherwise remain in full force and effect. No amendment, modification or waiver of this Memorandum (or any part hereof) will be binding upon any particular party hereto unless made in writing and signed by a duly authorized representative of such party, and no failure or delay in enforcing any right will be deemed a waiver. This Memorandum shall be binding upon and shall inure to the benefit of the parties hereto and their successors and assigns, provided, however that no ROP may assign or delegate this Memorandum, in whole or in part, without the prior written consent of ULP, which consent will not be unreasonably delayed or withheld. No provision of this Memorandum shall be construed against a party by reason of the fact that such party or its legal counsel drafted that provision, notwithstanding any rule of law or any legal decision to the contrary. Headings and captions are for convenience only and are not to be used in the interpretation of this Memorandum. This Memorandum may be executed in two or more counterparts, each of which will be deemed an original, but all of which taken together shall constitute one and the same instrument. A party's facsimile, electronically-scanned or electronic signature to this Memorandum shall be deemed an original for purposes of evidencing such party's execution of this Memorandum.

[Signature page follows.]

IN WITNESS WHEREOF, the parties hereto have each caused this Memorandum to be executed by their respective duly authorized representatives effective as of the Effective Date.

REGIONAL OCCUPATIONAL PROGRAM IN THE NORTH ORANGE COUNTY REGION
(also known as North Orange County Regional Occupational Program)

By: 
Theresa M. Giamarino, Ed.D.,
Superintendent

Date: August 12, 2021

Date of Board Approval: August 11, 2021

REGIONAL OCCUPATIONAL PROGRAM IN THE SOUTH ORANGE COUNTY REGION
(also known as College and Career Advantage)

By: _____
Patricia Romo,
Executive Director

Date: _____

Date of Board Approval: _____

REGIONAL OCCUPATIONAL PROGRAM IN THE COASTAL ORANGE COUNTY REGION
(also known as Coastline Regional Occupational Program)

By: _____
Carol Hume,
Superintendent

Date: _____

Date of Board Approval: _____

UNIVERSITY LAB PARTNERS

By: _____

Name: _____

Title: _____

Date: _____

**GRANT SUB-AGREEMENT BETWEEN
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
AND
COASTLINE REGIONAL OCCUPATIONAL PROGRAM**

This grant sub-agreement (hereinafter “Agreement”) is entered into on this 12th day of July, 2021, between Rancho Santiago Community College District (hereinafter “RSCCD”) and **Coastline Regional Occupational Program** (hereinafter “SUBCONTRACTOR”). RSCCD and SUBCONTRACTOR may be referred to individually as a “Party” and collectively as the “Parties” in this Agreement.

WHEREAS, RSCCD was selected to serve as the Fiscal Agent for career technical education funding that supports the establishment of the Strong Workforce Program K12 Pathway Coordinators (hereinafter “Grant”) from the California Community Colleges Chancellor’s Office, Workforce and Economic Development Division (hereinafter “PRIME SPONSOR”).

WHEREAS, the PRIME SPONSOR, has directed RSCCD to sub-grant and contract with Local Educational Agencies to host K12 Pathway Coordinators to provide technical assistance and support to local educational agencies in implementing career technical education courses, programs, and pathways.

WHEREAS, RSCCD has the right to enter into agreements with outside entities for various services with the approval of the Board of Trustees; and

WHEREAS, SUBCONTRACTOR has agreed to host the **Strong Workforce Program K12 Pathway Coordinator** serving the **Coast Community College District** in the **Orange County Region**, and to participate in the purpose of the Grant according to the terms and conditions hereinafter set forth.

NOW, THEREFORE, the Parties hereby agree as follows:

ARTICLE I

1. **Statement of Work**

SUBCONTRACTOR agrees to perform the work in the Scope of Work (*Exhibit A*) which by reference is incorporated into this Agreement. SUBCONTRACTOR agrees to comply with all provisions, to perform all work as set forth in this Agreement and the aforementioned Statement of Work in a professional, timely and diligent manner.

2. **Period of Performance**

The period of performance for this Agreement shall be from July 1, 2021, through December 31, 2022.

3. **Total Cost**

The total cost to RSCCD for performance of this Agreement shall not exceed \$130,000.00.

4. Budget

SUBCONTRACTOR agrees that expenditure of funds under this Agreement will be in accordance with the Scope of Work (*Exhibit A*) submitted by the SUBCONTRACTOR and approved by the PRIME SPONSOR and/or RSCCD, as appropriate, which by reference is incorporated into this Agreement. Modifications to the budget are allowed without prior approval, as long as the total dollar amount is not affected and the outcomes of the Agreement will not be materially affected.

5. Payment and Invoicing

Payment to the SUBCONTRACTOR shall be based on an advanced payment of 70% and a final payment of 30%. Payment will not exceed the amount listed above under Article I.3. "Total Costs". RSCCD will provide the invoice form and instructions to the SUBCONTRACTOR.

SUBCONTRACTOR must submit invoices for payment to RSCCD via e-mail to Sarah Santoyo (Santoyo_Sarah@rsccd.edu) and Alejandra Landa (Landa_Alejandra@rsccd.edu). The subject line of the e-mail should be written as follows: "Invoice Enclosed – LEA Acronym/SWP K12 Pathway Coordinator/Sub-Agreement #"

Refer to the invoice form and instructions (*Exhibit B*) for the process to submit the invoice. NOTE: An electronic version of the invoice form and instructions will be provided to the SUBCONTRACTOR.

6. Reporting

SUBCONTRACTOR will provide reports as requested or required by the PRIME SPONSOR, in a timely manner. The PRIME SPONSOR and/or RSCCD will provide guidance and instructions on reporting to the SUBCONTRACTOR.

7. Expenditure of Grant Funds

SUBCONTRACTOR agrees to comply with all Grant requirements and that it is solely responsible for the appropriate expenditure of all Grant funds received and for any misappropriation or dis-allowment of Grant funds.

8. Program Design Requirements

RSCCD may request SUBCONTRACTOR to follow specific processes and procedures, complete forms or toolkits, or comply with related directions pertaining to program design, to ensure that projects meet the funding requirements and PRIME SPONSOR's expectations and standards. Technical assistance, training and support services will be provided to assist SUBCONTRACTOR with responding to these requests.

9. Modifications

If the SUBCONTRACTOR wishes to make substantial changes to the scope of work, then a revised scope of work that describes the requested changes and their impact to the budget and outcomes must be submitted to and approved by RSCCD. Substantial changes are those that would represent a significant deviation from the approved scope of work and would lead to

different outcomes or fall outside of the generally understood purpose of the use of the funds. Changes in methods of implementation (i.e., the means by which the approved scope of work is implemented) or movement between budget line items would not be considered substantial changes, and would not require prior approval.

10. Time Extensions

SUBCONTRACTOR must spend all of the funds allocated through this Agreement within the timeframe of the Agreement.

11. Independent Contractor

SUBCONTRACTOR agrees that the service provided hereunder are rendered in its capacity as an independent contractor and that it is not in any way an agent of RSCCD, nor shall its employees be entitled to any personnel benefits of RSCCD whatsoever.

12. Subcontract Assignment

Unless specifically noted in the Scope of Work (*Exhibit A*), none of the duties of, or work to be performed by, SUBCONTRACTOR under this Agreement shall be sub-contracted or assigned to any agency, consultant, or person without the prior written approval by RSCCD. No subcontract or assignment shall terminate or alter the legal obligation of SUBCONTRACTOR pursuant to this Agreement. SUBCONTRACTOR shall ensure that all subcontracts for services and contracted staff are procured in a manner consistent with state guidelines. Upon request, SUBCONTRACTOR shall submit to RSCCD copies of all subcontracts for services and contracted staff, and other agreements, as well as documentation indicating the approving authority's approval that relate to this Agreement.

13. Record Keeping

SUBCONTRACTOR agrees to maintain project records for possible audit for a minimum of three (3) years after final payment or until any audit findings have been resolved, unless a longer period of records retention is stipulated.

14. Audit

SUBCONTRACTOR agrees that RSCCD, the PRIME SPONSOR, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s), shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. SUBCONTRACTOR agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, SUBCONTRACTOR agrees to include a similar right of RSCCD, the PRIME SPONSOR, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s) to audit records and interview staff in any subcontract related to the performance of this Agreement.

15. Mutual Indemnification

Both Parties to this Agreement shall agree to defend, indemnify, and hold harmless the other Party, its officers, agents, employees, and volunteers, from and against all loss, cost, and expense arising out of any liability or claim of liability, sustained or claimed to have been

sustained, arising out of activities, or the performance or nonperformance of obligations under this Agreement, of the indemnifying Party, or those of any of its officers, agents, employees, or volunteers. The provisions of this Article do not apply to any damage or losses caused by the sole negligence or willful misconduct of the non-indemnifying party or any of its agents or employees.

16. Termination

Either Party may terminate this Agreement, with or without cause upon thirty (30) days written notice served upon the other Party. Notice shall be deemed served on the date of mailing. Upon termination, or notice thereof, the Parties agree to cooperate with one another in the orderly transfer of contract responsibilities, records, and pertinent documents.

The obligations of RSCCD under this Agreement are contingent upon the availability of State funds, as applicable, for the reimbursement of SUBCONTRACTOR expenditures, and inclusion of sufficient funds for the services hereunder in the budget approved by the RSCCD Board of Trustees each fiscal year this Agreement remains in effect. In the event that such funding is terminated or reduced, RSCCD shall provide SUBCONTRACTOR with written notification of such determination, and RSCCD will reimburse SUBCONTRACTOR for costs incurred up to the termination date.

17. Disputes

In the event of a dispute between the Parties, the aggrieved Party shall notify the other Party and provide a detailed description of the alleged problem. The Parties agree to use reasonable efforts to resolve such dispute by good faith negotiations and mutual agreement. In the event such informal resolution is not successful within a reasonable period of time, the Parties hereby agree that such dispute will be resolved in the manner specified below.

Except as otherwise provided in this Agreement, any dispute concerning any question arising under this Agreement shall be decided by RSCCD and/or the PRIME SPONSOR. In such a case, the decision shall be reduced to writing and a copy thereof shall be mailed or otherwise furnished to SUBCONTRACTOR. The decision shall be final and conclusive unless within thirty (30) calendar days from the mailing or delivery of such copy, RSCCD receives from SUBCONTRACTOR a written request to appeal said decision. Pending final decision of the appeal, SUBCONTRACTOR shall act in accordance with the written decision of RSCCD or the PRIME SPONSOR, whichever is the final arbiter of the dispute. The handling of non-criminal complaints, including discrimination complaints, and complaints and reports of criminal fraud, waste and abuse shall be as prescribed by the State of California, and/or the PRIME SPONSOR, whichever is applicable, in accordance with applicable provisions of the Code of Federal Regulations.

18. Notices

All notices, reports and correspondence between the Parties hereto respecting this Agreement shall be via email or deposited in the United States Mail addressed as follows:

RSCCD: Primary Contact:
Rancho Santiago Community College District
Sarah Santoyo, Assistant Vice Chancellor, Educational Services
2323 N. Broadway, Suite 201
Santa Ana, CA 92706
(714) 480-7466; Santoyo_Sarah@rsccd.edu

Fiscal Representative:
Rancho Santiago Community College District
Iris I. Ingram, Vice Chancellor of Business Services
2323 North Broadway, Ste. 404-1
Santa Ana, CA 92706
(714) 480-7340; Ingram_Iris@rsccd.edu

SUBCONTRACTOR:

Primary Contact:
Name: Carol Hume
Title: Superintendent
Address: 1001 Presidio Square
City, State Zip: Costa Mesa, CA 92626
Phone No.: (714) 429-2222
E-mail: chume@coastlinerop.net

Fiscal Contact:
Name: Sesar Morfin
Title: Director of Business Services
Address: 1001 Presidio Square
City, State Zip: Costa Mesa, CA. 92626
Phone No.: (714) 429-2220
E-mail: smorfin@coastlinerop.net

19. Total Agreement

This Agreement, together with the attachments hereto, expresses the total understanding of both Parties. There are no oral understandings of the Parties or terms and conditions other than as are stated herein. SUBCONTRACTOR acknowledges that it has read and agrees to all terms and conditions included in this Agreement.

20. Amendments

This Agreement may be modified or revised at any time by the Parties as long as the amendment is made in writing and signed by an authorized official of both Parties.

ARTICLE II

1. Legal Terms and Conditions

This Agreement will be implemented in accordance with the conditions defined in the Grant

Agreement, RFA Specifications and the Grant Agreement Legal Terms and Conditions (*Exhibit D* - Articles I, Rev. 09/18 and Article II, Rev. 05/14), as set forth and incorporated into this Agreement by reference. As the Grant is subject to any additional restrictions, limitations, or conditions enacted in the State Budget and/or Executive Orders that may affect the provisions, terms, or funding of this Agreement in any manner, RSCCD may modify this Agreement through an amendment, as needed. SUBCONTRACTOR agrees to expend all funds in accordance with all applicable federal, state and local laws and regulations.

2. Assurances

By signing this Agreement the Parties certify that they comply with the Legal Terms and Conditions described in Article II (Rev. 5/14) regarding Standards of Conduct, Workers' Compensation Insurance, Participation in Grant-Funded Activities, the Nondiscrimination Clause, Accessibility for Persons with Disabilities, and Drug-Free Workplace Certification.

This Agreement represents the entire understanding between RSCCD and SUBCONTRACTOR with respect to the Grant. No change, modification, extension, termination or waiver of this Agreement, or any of the provisions herein contained, shall be valid unless made in writing and signed by duly authorized representatives of the Parties hereto.

IN WITNESS WHEREOF, the Parties hereto certify that they have read and understand all the terms and conditions contained herein and have caused this Agreement to be executed as of the day that both Parties have signed the Agreement.

RANCHO SANTIAGO COMMUNITY
COLLEGE DISTRICT

SUBCONTRACTOR: *Coastline Regional
Occupational Program*

By: *Iris Ingram*
Iris Ingram (Jul 14, 2021 09:53 PDT)
Name: Iris I. Ingram

By: _____
Name: Carol Hume

Title: Vice Chancellor, Business Services

Title: Superintendent

Date: Jul 14, 2021

Date: September 9, 2021

Board Approval Date: July 12, 2021

95-2887481
Employer/Taxpayer Identification Number (EIN)

BOARD UPDATE
August 26, 2021
EMPLOYEE PERSONNEL REGISTER NO. 2 – 2021 -2022

It is recommended that the Board approve the following personnel actions:

EMPLOYMENT:

Name: Harry Smith
Position: Teacher
Program: Emergency Medical Technician (EMT)
Location: Creekside H.S.
Effective: Pending new hire processing

Name: Rosemary Short-Baker
Position: Teacher
Program: Certified Nursing Assistant Internship (CNA)
Location: Laguna Hills H.S.
Effective: Pending new hire processing

Name: Stephanie Mock
Position: Teacher
Program: Sports Medicine and Athletic Training
Location: Mission Viejo H.S.
Effective: August 30, 2021

Name: Felicia Rhorer Ng
Position: Career Specialist
Program: Student Services
Location: Irvine H.S./Creekside H.S.
Effective: August 30, 2021

RESIGNATION:

Name: Margaret Fleischman
Position: Classified Substitute
Program: Educational Services
Location: All Sites
Effective: August 17, 2021

Name: Nicole Jennings
Position: Substitute
Program: Educational Services
Location: All Sites
Effective: August 25, 2021

Name: Christine Rodriguez
Position: Substitute
Program: Educational Services
Location: All Sites
Effective: August 16, 2021



Carol Hume

LEADERSHIP TEAM			
1	Hume, Carol	Superintendent	Snyder Site
2	Coke, JS	Director, Educational Services	Snyder Site
3	Morfin, Sesar	Director, Business Services	Snyder Site
4	Edwards, Siteria	Administrator, Human Resources	Snyder Site
ADMINISTRATION			
5	TBD	K-12 Pathway Coordinator	Snyder Site
6	Ludwig, Debbie	Executive Assistant	Snyder Site
BUSINESS			
7	De Lorenzo-Kovatch, Rosalba	Accounting/Payroll Specialist	Snyder Site
8	Doone, Linda	Accounting/Budget Specialist	Snyder Site
9	Lopez, Laura	Accounting Payable Specialist and Purchasing Agent	Snyder Site
TECHNOLOGY			
10	Bennett, Jeanne	Manager, Technology Services	Snyder Site
11	Bolding, Jessica	Student Information Specialist	Snyder Site
12	Madrid, Edwin	Facility Maintenance/Custodian Worker	Snyder Site
13	Zuluaga, Lewis	Network Specialist	Snyder Site
EDUCATIONAL SERVICES			
14	TBD	Coordinator, Educational Services	Snyder Site
15	Ganga-Schweers, Krista	Administrator, Educational Services	Snyder Site
16	Iversen, Tammy	Administrative Assistant	Snyder Site
17	Perez, Alex	Instructional Support/ Media Specialist	Snyder Site
18	Roman, Aurelia	Receptionist/Administrative Assistant	Snyder Site
19	Tracy, Karen	Receptionist/Administrative Assistant	Snyder Site
20	Villafuerte, Nicole	Instructional Assistant	Snyder Site
CAREER SPECIALIST			
1	Asrar, Hasan	Career Specialist	UHS
2	Escoto, Pashia	Career Specialist	PHS
3	Guembes, Alexandria	Career Specialist	WBHS/NHS
4	Jimenez-Noriega, Mar	Career Specialist	BHS
5	Murphy, Laura	Career Specialist	NHHS
6	Nagy, Arianna	Career Specialist	CMHS
7	Riggs, Karlee	Career Specialist	THS
8	Rhorer Ng, Felicia	Career Specialist	IHS/CHS
9	Russell, Mary	Career Specialist	CDM
10	Sweet, Jennifer	Career Specialist	ESTHS

CERTIFICATED STAFF

<u>NAME</u>	<u>TITLE</u>	<u>CLASS</u>	<u>LOCATION</u>
1 Abellon, Franz	Teacher	Sports Medicine & Athletic Training	EHS
2 Abi-Fadel, Vina	Teacher	Baking and Pastry Fundamentals	VVHS
3 Armour, Tracy	Teacher	Medical Careers & Health Systems	OVHS
4 Behrens, Joshua	Teacher	Theater Technology	HBHS
5 Bocanegra, Lina	Teacher	Dental Assistant Back Office Internship/Dental Back Office	ROP
6 Brenner, Mark	Teacher	Emergency Medical Technician (EMT)	THHS
7 Burns, Rosa	Teacher	Dental Assistant Front Office/Dental Back Office	ROP
8 Campbell, Michael	Teacher	Automotive Technology MLR 1, MLR 2 and Advanced Automotive	IHS
9 Fouts, David	Teacher	Culinary Arts	LHHS
10 Friedman, Rachel	Teacher	Medical Careers & Health Systems	BHS
11 Gharderifard, Azita	Teacher	Medical Nursing Careers Internship	ROP/CHS
12 Gilbert, Gina	Teacher	Administration of Justice (AOJ)/Crime Scene Investigation (CSI)	WHS
13 Hartel, Jared	Teacher	Emergency Medical Responder/Emergency Medical Technician/CTE Medical Pathways/Medical Careers & Health Systems	ETHS/FVHS
14 Hayden, Kathe	Teacher	Virtual Enterprise/Retail Sales and Merchandising Internship	MHS
15 Hibbard, Spencer	Teacher	Emergency Medical Responder (EMR)	THHS
16 Hulbert, James	Teacher	Automotive Technology	GWC
17 Jacobs, Courtney	Teacher	Sports Medicine & Athletic Training	MHS
18 Jeske, Alissa	Teacher	Sports Medicine & Athletic Training	LHHS
19 Kingsbury, Ashley	Teacher	Baking & Pastry Fundamentals/Culinary Arts/Foods	NHHS
20 Kirkwood, Clinton	Teacher	Administration of Justice (AOJ)/Crime Scene Investigation (CSI)	CSHS
21 Laffen, Teresa	Teacher	Diversified Service Careers Internship	THS
22 Lubrino, Teresita	Teacher	Medical Careers & Health Systems	ECHS
23 McDuffie, James	Teacher	Emergency Medical Responder	MHS
24 McNeil, David	Teacher	Medical Careers & Health Systems/Sports Medicine Adv./Sports Medicine & Athletic Training	CMHS
25 Medeck, Brandon	Teacher	Emergency Medical Responder (EMR)	THHS
26 Milgrim, Melissa	Teacher	Sports Medicine & Athletic Training	THHS
27 Misich, Thomas	Teacher	Automotive Technology/Automotive Technology Adv./Automotive Technology MLR I/Automotive Technology MLR II/Automotive Technology Internship	UHS/WBHS
28 Mitcheltree, Darlene	Teacher	Animal Health Care Internship	ROP
29 Mock, Stephanie	Teacher	Sports Medicine & Athletic Training	MVHS
30 Morrison, Curtis	Teacher	Emergency Medical Technician (EMT)	ROP
31 Mullen, Maggie	Teacher	Baking and Pastry Fundamentals/Culinary Arts/Culinary Arts Advanced	CSHS
32 Murillo, Cecilia	Teacher	Certified Nursing Assistant (CNA Pre-Cert) Internship	OVHS
33 Murphy, Tina	Teacher	Art of TV & Video Production/Broadcast News/Intermediate Video & Film	PHS
34 Noceti, Joe	Teacher	Emergency Medical Responder	VVHS

35	Post, Logan	Teacher	Sports Medicine & Athletic Training	BHS
36	Reece, Ashley	Teacher	Medical Careers and Health Systems/Sports Medicine Internship/Sports Medicine & Athletic Training	PHS/ETHS/CHS/MVHS
37	Rico, Monique	Teacher	Careers with Children Internship/Child Development	CMHS/WHS
38	Rizza, Gerald	Teacher	Intro to Engineering Design/Computerized Integrated Manufacturing/Engineering Design and Development, Principles of Engineering/Pathway Coordination	EHS
39	Sellers, Marissa	Teacher	Costume Design	HBHS
40	Sianturi, Morris	Teacher	Pharmacy Technician/Pharmacy Technician Internship	FVHS/WHS
41	Short-Baker, Rosemary	Teacher	Certified Nursing Assistant (CNA Pre-Cert) Internship	LHHS
42	Smith, Harry	Teacher	Sports Medicine & Athletic Training	CHS
43	Solis, Nasario	Teacher	Administration of Justice (AOJ)/Crime Scene Investigation (CSI)	LHHS/MVHS
44	Spanjer, Jenn	Teacher	Sports Medicine & Athletic Training	PHS
45	Sullivan, Patrick	Teacher	Automotive Technology Internship/Automotive Technology MLR I/Automotive Technology MLR II	LHHS
46	Thiessen, Christopher	Teacher	Art of TV & Video Production/Broadcast News/Film & Digital Media Studies/Study of TV and Film Making	THHS
47	Tiongco, Megan	Teacher	Media Arts Introduction/Media Arts Intermediate/Media Arts Advanced/Multimedia Communications Design	ESTHS
48	Van Der Merwe, Rochelle	Teacher	Culinary Arts/Culinary Arts Internship	OVHS/THS
49	Waldner, Grace	Teacher	Computer Graphics/Computer Graphics Adv.	PHS
50	Charlie Wilcox	Teacher	Emergency Medical Responder	ESTHS/ETHS/CHS
51	Williamson, Suzanne	Teacher	Art of Animation/Computer Graphics/Multimedia Communications Design	MVHS
52	Zimmerman, Daniel	Teacher	Fire Science 101	ROP

Coastline Regional Occupational Program
Inventory Deletion Report

Board Meeting Date: September 9, 2021

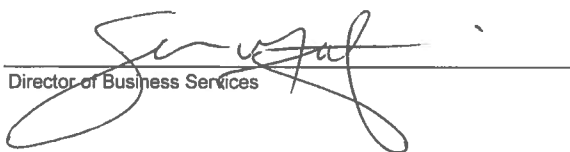
<u>Inv#</u>	<u>Description</u>	<u>Location</u>	<u>Price</u>	<u>Purchase Date</u>	<u>Status</u>	<u>Method of Disposal</u>
COMPUTERS/TECHNOLOGY						
4413	DVD Recorder	Presidio Site	\$581.80	6/23/2005	Obsolete	Scrap
5273	Computer	Mission Viejo High School	\$1,863.67	9/23/2010	Obsolete	Scrap
5516	Computer	Marina High School	\$818.45	11/21/2011	Obsolete	Scrap
5730	Camcorder	Presidio Site	\$570.48	11/27/2012	Obsolete	Scrap
6131	Computer	Presidio Site	\$1,241.99	5/25/2016	Beyond Repair	Scrap
6221	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6222	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6223	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6224	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6225	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6226	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6227	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6228	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6229	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6230	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6231	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6232	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6233	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6234	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6235	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6236	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6237	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6238	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6239	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6240	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6241	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District

Coastline Regional Occupational Program
Inventory Deletion Report

Board Meeting Date: September 9, 2021

<u>Inv#</u>	<u>Description</u>	<u>Location</u>	<u>Price</u>	<u>Purchase Date</u>	<u>Status</u>	<u>Method of Disposal</u>
6242	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6243	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6244	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6245	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6246	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6247	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6248	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6249	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6250	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6251	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6252	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6253	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6254	Computer	Mission Viejo High School	\$831.50	7/19/2016	Working Condition	Donation to District
6323	Computer	Estancia High School	\$1,271.92	8/3/2016	Beyond Repair	Scrap
6352	Computer	Presidio Site	\$691.38	10/6/2016	Beyond Repair	Scrap
6591	Robotic Arm	Trabuco Hills High School	\$21,442.25	10/31/2017	Working Condition	Donation to District

Review/Approval


 Director of Business Services

Obsolete refers to the equipment can no longer handle the demands of the organization and/or vendors no longer support service maintenance agreements; beyond repair refers to the equipment being unrepairable or too costly to repair.

Coastline Regional Occupational Program
 Travel/Conference Report
 Board Meeting
 September 9, 2021

Name	Date(s)	Destination	Purpose	Amount
Siteria Edwards, Administrator, Human Resources Presidio Campus	Sept. 16, Oct. 21, Nov. 18, Jan. 20, Feb. 17, Mar. 17, Apr. 28	Virtual	AALRR 2021-2022 Leadership Series	\$499.00
Krista Schweers-Ganga, Administrator, Educational Services Presidio Campus	Sept. 16, Oct. 21, Nov. 18, Jan. 20, Feb. 17, Mar. 17, Apr. 28	Virtual	AALRR 2021-2022 Leadership Series	499.00
Sesar Morfin, Director, Business Services Presidio Campus	Sept. 24	Virtual	CASBO Leadership Summit	89.00
Total				\$1,087.00