



BOARD OF TRUSTEES AGENDA

August 20, 2026

8:00 a.m. Closed Session

9:30 a.m. Open Session



1001 Presidio Square, Costa Mesa, CA 92626 • (714) 979-1955 • www.coastlinerop.org Brian K. Dozer, D. Mgt.

TO: Board of Trustees

FROM: Brian Dozer

DATE: August 13, 2026

SUBJECT: Board Package for Board of Trustees Meeting

Enclosed are the agenda and supporting materials for the Thursday, August 20, 2026, meeting of the Coastline ROP Board of Trustees at the Presidio site at Creekside High School, Room 1, 3387 Barranca Pkwy, Irvine, CA. Closed session will begin at 8:00 a.m. Open session is scheduled to begin promptly at 9:30 a.m.

I look forward to seeing you at the meeting.

Enclosure

COASTLINE ROP

Creekside High School, Room 1, 3387 Barranca Pkwy, Irvine, CA 92606

BOARD OF TRUSTEES Thursday, August 20, 2026 8:00 a.m. Closed Session 9:30 a.m. Open Session

PUBLIC COMMUNICATION TO THE BOARD - Anyone desiring to address the Board on any item will be granted three minutes to make a presentation to the Board. If the topic relates to a particular agenda item, you have the option of requesting to be called upon to make your remarks at the time the item is discussed by the Board. (Education Code §35145.5, Government Code §54954.3)

AGENDA

1. BOARD MEETING CALLED TO ORDER

Meeting is called to order by _____ at _____ a.m.

2. ROLL CALL:

Lynn Davis, President
Krista Weigand, Vice President
Suzie Swartz, Clerk
Lauren Brooks, Member

Coastline ROP:

Dr. Brian Dozer, Superintendent
Dr. Krista Schweers-Ganga, Director, Educational Services
Brenda Savedra, Director of Business Services
Siteria Edwards, Director, Human Resources

3. 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.

4. CLOSED SESSION

Discussion

- A. Public Employee Evaluation: Superintendent (Government Code §54957)
- B. Public Employee Evaluation (Government Code §54957)
- C. Public Employee Employment/Discipline/Dismissal/Release (Government Code §54957)
- D. Compensation for Unrepresented Employees (Government Code §54957.6)

5. RECONVENE IN OPEN SESSION

Discussion

- A. Reporting out of Closed Session

6. PLEDGE OF ALLEGIANCE

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

Motion by _____ Seconded by _____ Vote _____

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 – Dr. Brian Dozer

10. EDUCATIONAL SERVICES' UPDATE – Dr. Krista Schweers-Ganga

DISCUSSION/ACTION ITEMS

- 11. Board Meeting Date/Time Changes** **Discussion/Action**
Motion by _____ Seconded by _____ Vote _____
- 12. Quarterly Report of Investment Performance** **Discussion**
- 13. Board Policy 5141.75 Weather Safety** **Discussion/Action**
Recommend the Board approve Board Policy 5141.75 Weather Safety
Motion by _____ Seconded by _____ Vote _____
- 14. Sonychelle Media and Communications Proposal for 2026-2027** **Discussion/Action**
Recommend the Board approve the Sonychelle Media and Communications Proposal for 2026-2027
Motion by _____ Seconded by _____ Vote _____
- 15. RSCCD Agreement for Additional Funds** **Discussion/Action**
Recommend the Board approve the purchase agreement between Coastline ROP and Rancho Santiago Community College District for K-12 Pathway Coordination
Motion by _____ Seconded by _____ Vote _____
- 16. Golden State Pathway Program Implementation Grant Award Notifications** **Discussion/Action**
Recommend the Board approve the two Golden State Pathways Program Implementation Grant Awards from the California Department of Education
Motion by _____ Seconded by _____ Vote _____
- 17. Cosmetology California Apprenticeship Initiative 2.0 Service Agreement with Orange County Department of Education** **Discussion/Action**
Recommend the Board approve the Service Agreement between Coastline ROP and the Orange County Department of Education for California Apprenticeship Initiative 2.0 Cosmetology Related Supplemental Instruction
Motion by _____ Seconded by _____ Vote _____
- 18. ACCESS Memorandum of Understanding – Appendix A with Orange County Department of Education for 2026-2027** **Discussion/Action**
Recommend the Board ratify the MOU and Appendix A between Coastline ROP and the Orange County Department of Education for 2026-2027.
Motion by _____ Seconded by _____ Vote _____

CONSENT CALENDAR

Action

All matters listed under the Consent Calendar are considered by the Board to be items that will be enacted by the Board in one motion. There will be no discussion of these items prior to the time the

Board votes on the motion unless members of the Board or staff request specific items be discussed and/or removed from the Consent Calendar.

It is recommended that the Board approve:

19. Minutes from June 16, 2026, Board of Trustees meeting
20. Minutes from June 30, 2026, Board of Trustees meeting
21. Ratification of purchase order and change order reports – June 8, 2026 – August 9, 2026
22. Ratification of check report – June 8, 2026 – August 9, 2026
23. Amendment 2 of Presidio Site Lease Agreement 2026-2029
24. OCSBA Membership Letter 2026-2027
25. Coalition for Career Technical Education in California Membership Invoice – July 2026-June 2027
26. Rancho Santiago Community College District/Santa Ana College Instruction Service Agreement for Fire Fighting Technology
27. MOU between Coastline ROP and North Orange County ROP for the Supply Chain Pathway
28. New Course Approval – Applied Engineering and Manufacturing Systems
29. New Course Approval – AI CyberForward 2: Cybersecurity Governance, Risk, and Compliance
30. New Course Approval – Dental Assistant Front Office Internship
31. New Course Approval – Medical Innovation, Research, and Entrepreneurship 2
32. New Internship Sites
33. Vital Link MOU for Exhibit Days 2026-2027
34. Vital Link MOU for Pharmacy Tech 2026-2027
35. Coastline ROP AME Teacher MOU with IUSD/Woodbridge High School
36. Irvine USD Golden State Pathways Program (GSPP) Data Privacy Agreement
37. E-Rate Service Agreement Renewal with Infinity Communications and Compliance
38. English language learner waiver listing
39. Compensation Schedule
40. Personnel Register #2 – 2026-2027 (Approval of employee appointments, releases, retirements, terminations, leaves, transfers, promotions, stipends, additional/overtime assignments)
41. Approval of travel and conference report

Motion by _____ Seconded by _____ Vote _____

NEW BUSINESS

Information

ADJOURNMENT

Motion by _____ Seconded by _____ Vote _____ at ____ a.m.

Next Scheduled Meeting: Thursday, September 10, 2026, at Estancia High School

Public Records related to the public session agenda that is distributed to the Governing Board less than 72 hours before a regular meeting may be inspected by the public at 1001 Presidio Square, Costa Mesa, during normal business hours (7:30 a.m. to 4:30 p.m.) or on our website <https://www.coastlinerop.org/>



COASTLINE ROP 2026 BOARD CALENDAR

January 15	(3 rd Thursday)	- Board Meeting
February 19	(3 rd Thursday)	- Board Meeting Textbook Inventory
March 13 8:30 a.m.	(2 nd Friday)	- Board Meeting Interim Budget Review Closed: Strategic Goals Update
April 17	(3 rd Friday)	- Board Meeting
May 21	(3 rd Thursday)	- Board Meeting 2026-2027 School Calendar Review Superintendent's Evaluation Process
June 16	(3 rd Tuesday)	- Board Meeting Public Hearing for 2026-2027 Budget Adopt 2026-2027 Budget Authorize Superintendent to Approve Travel and Conferences Discussion of Superintendent's Evaluation Interagency Agreements Appendix A for 2026-2027 Closed: Strategic Goals
June 30 11:00 a.m.	(5 th Tuesday)	- Board Meeting – Closed Session Only
August 20	(3 rd Thursday)	- Board Meeting Board Input for 2026-2027 Coastline ROP Goals
September 10	(2 nd Thursday)	- Board Meeting Superintendent's Evaluation 2025-2026 Unaudited Actuals Report Closed: Strategic Goals
October 15	(3 rd Thursday)	- Board Meeting
November 12	(2 nd Thursday)	- Board Meeting
December 17	(3 rd Thursday)	- Organizational Meeting Audit Report Interim Budget Review

Meeting Time: 9:30 a.m., unless otherwise noted.

TO: Board of Trustees

FROM: Brenda Savedra

DATE: August 20, 2026

SUBJECT: Quarterly Report of Investment Performance

Per BP 3430, I am presenting the quarterly investment report for the period ending March 31, 2026, including the Treasurer's Monthly Investment Reports for January, February, and March and the quarterly Statement of Accountability. The ROP's funds remain invested in the Orange County Educational Investment Pool, Money Market Fund, and Extended Fund, with only minimal balances held in our Revolving Cash and Clearing accounts. The Treasurer's reports confirm that pooled investments continue to meet all safety, liquidity, and yield requirements, with monthly certifications indicating the pool can meet projected cash flow needs through September 30, 2026. No temporary transfers to school districts were outstanding during the quarter, and the County continues to meet required financial and compliance reporting under Government Code Section 53646(b). Overall, the pooled funds remain stable, compliant, and sufficiently liquid to support anticipated cash flow needs.

In addition to these funds, Coastline also has funds deposited in a section 115 trust fund for the purpose of funding our long-term liabilities for Other Post-Employment Benefits (OPEB) for our retirees. The Board of Trustees authorized the establishment of this fund in May of 2021, and the first deposit was made into the fund in June 2021, in the amount of approximately \$25,846. Additional deposits of approximately \$10,000 were made in September 2021, July 2022, and August 2023. In January 2025, the Board of Trustees approved the full funding of the OPEB Trust with an additional investment of \$188,946, bringing the total to \$249,190. Additionally, the Board authorized the establishment of a Pension Trust with an initial investment of \$500,000 and an additional investment of \$100,000 that was approved at the February 2026 Board meeting.

The three-month investment performance for the OPEB Trust fund was -0.60%, compared to the previous three-month performance of 2.00%. While short-term fluctuations are to be expected, the long-term outlook remains favorable, demonstrating the fund's ability to generate consistent value and effectively weather market volatility. As of March 31, 2026, the balance in the fund was approximately \$286,182, representing a decrease of \$2,132 from the last performance period.

The three-month investment performance for the Pension Trust Fund was -0.45%, compared to the previous three-month performance of 2.00%. Following the additional \$100,000 investment, the fund balance increased from approximately \$570,626 to \$670,626. After accounting for recent market activity, the balance as of the current reporting period is approximately \$664,848, reflecting a modest decrease of approximately \$5,778, while maintaining a balance above the ROP's total contributions.

Coastline ROP is currently utilizing a balanced index investment strategy for the OPEB trust, which is moderately aggressive and targets moderate income with moderate capital growth. Our long-term goal remains an annual return of 6%–8% over a five-year period or longer. Given current national economic volatility, staff is monitoring market conditions and evaluating the appropriate timing to transition from the balanced index strategy.

At the February 12, 2026, Board meeting, the Board approved authorization for the Superintendent and Director of Business Services to make timely adjustments to the OPEB Trust investment allocation without requiring additional Board action, including transitioning to the approved Growth Index Strategy. Staff has not yet implemented this transition, as market conditions have remained volatile. Based on the investment performance experienced during the current quarter, maintaining the existing allocation has provided a more prudent approach during this period of market uncertainty. Staff will continue to monitor market conditions and evaluate the appropriate timing for transitioning to the Growth Index Strategy, consistent with the Board's authorization and the Trust's long-term investment objectives.

I will be happy to answer any questions regarding this material at the board meeting.

Enclosure



OFFICE OF THE TREASURER-TAX COLLECTOR
SHARI L. FREIDENRICH, CPA, CCMT, CPFA, CPFIM, ACPFIM



INTERDEPARTMENTAL COMMUNICATION

Date: March 31, 2026

To: Chair Doug Chaffee
Vice Chair Katrina Foley
Supervisor Janet Nguyen
Supervisor Vicente Sarmiento
Supervisor Donald P. Wagner

From: Shari L. Freidenrich, CPA, CCMT, CPFA, CPFIM, ACPFIM, Orange County Treasurer

Subject: Treasurer's Report of Assets in the County Treasury for the Month Ended January 31, 2026

The Treasurer's Report of Assets in the County Treasury for the month ended January 31, 2026, is attached and is online at octreasurer.gov/publicfunds. Pursuant to California Government Code Section (GCS) 53646 (b)(1) and (g), the Orange County Treasurer (Treasurer) is issuing this report listing the public funds in the County Treasury records held by the local agency to the chief executive officer, the internal auditor and the legislative body of the local agencies. This report includes the required information detailed in GCS 53646(b)(2), (3), and (4) and includes other fund account information in the County Treasury records for information purposes.

COUNTY TREASURY ASSETS

The report shows the total of all securities, investments and moneys held by the local agency recorded in the County Treasury records as of January 31, 2026. A summary page lists these public funds assets in the County Treasury records for the current month, prior month and prior year. The assets in the County Treasury and the County's custodial accounts as of January 31, 2026, consist of Cash, the Orange County Treasury Pool (OCTP), and a Bond Proceeds Account. In addition, as required to disclose per GCS 53646(b)(1), certain bond funds are held with contracted bond trustees and are not included in this summary. The Net Asset Value of the assets is 1.0022 as of January 31, 2026.

NET POOL INTEREST EARNINGS APPORTIONMENT PER GCS 53647 et seq, 27013, 27133(F) and 53844

Interest on all money deposited belongs to, and shall be paid quarterly into the general fund, of the local agency, unless directed by the governing board or law to be paid to another fund and administrative expense related to investing, depositing, banking, auditing, reporting or handling of the funds may be deducted. Monthly, the Treasurer calculates total interest earnings to be paid to the appropriate fund account. The actual cash payments for October 2025, November 2025, December 2025 and January 2026 interest apportionments are expected to be paid in February 2026, March 2026, April 2026 and May 2026, respectively. The apportionment net yield for January is 4.002% (2.5 basis points charged).

TEMPORARY TRANSFERS PER CONSTITUTION ARTICLE XVI SECTION 6

The Treasurer has the power and duty pursuant to the Constitution and the Board of Supervisor's Resolution 24-011 to make temporary transfers to school districts to address their short-term cash flow needs. The loans are secured by tax receipts to be received by the Treasurer, as the banker for the school districts. There were no temporary transfers outstanding as of January 31, 2026.

STATUS OF REQUIRED COUNTY TREASURY AND COMPLIANCE AUDIT & REVIEW REPORTS (some disclosed in prior months' reports)

During the month of January (or prior to this report date), the Auditor-Controller (AC) and external auditor (Brown Armstrong) issued several reports with status and issuance of reports below:

Financial Reports (Pursuant to GCS 26920 (a) and (b)):

- 1) On January 30, the AC (Eide Bailly) issued the mandated annual Treasurer's Schedule of Assets Held in the County Treasury as of June 30, 2025, with an unmodified opinion (engagement letter issued October 28, 2025). It reported that the SOA presents fairly the assets held in the County Treasury, with a note that the SOA only presents the assets of the County Treasury and does not present fairly the financial position of the County.
- 2) There is no change from the prior month's status. The mandated Quarterly Review of the Treasurer's Schedule of Assets Held in the County Treasury as of March 31, 2025 (August 4, 2025, engagement letter with change to modified accrual basis of accounting), September 30, 2025, and December 31, 2025, are in process.

Compliance Reports on Investments (pursuant to GCS 27130 et seq and TOC By-Laws & directive):

- 1) The mandated Annual Compliance Audit report of the County Treasury's Compliance with California Government Code Article 6 as of June 30, 2024, by Brown Armstrong (BA) is expected to be completed in April 2026. The delay is due to the directive to complete first the non-mandated Investment Oversight Committee quarterly compliance reviews as of March 31, 2025, and June 30, 2025 (now issued). The Treasurer didn't support this directive to delay this state mandated annual compliance audit.
- 2) The mandated Annual Compliance Audit report of the County Treasury's Compliance with California Government Code Article 6 (for the period prior to the Treasurer Oversight Committee dissolution), Section 27134 does not have an engagement letter yet and is under review as to the time-period required.
- 3) On January 13, 2026, Brown Armstrong issued the Quarterly Compliance Monitoring reports of the County Treasurer as directed by the Treasury Oversight Committee for the periods September 30, 2024, and December 31, 2024, with no compliance exceptions noted. With the dissolution of the state law defined Treasury Oversight Committee on March 11, 2025, this TOC directive is no longer in effect.

Although the above reports have been delayed, asset amounts and status in the compliance summary have been reported timely in the prior monthly Treasurer's reports.

CERTIFICATION OF COUNTY TREASURY RECORDS PER GCS 53646 (B)(3)

I certify that this report includes the cash and investments in the records of the County Treasury maintained by the Treasurer as of January 31, 2026. Based on the Treasurer's pooled cash forecast that includes estimated deposits, estimated withdrawals and investment maturities, the local agencies have the ability to meet the pooled funds' expected expenditures for the next six months. I am available if you have any questions on the Treasurer's Report of Assets in the County Treasury at (714) 615-1421.

Enclosures

cc: Distribution List

ORANGE COUNTY TREASURER-TAX COLLECTOR
Summary of Assets in the County Treasury*
January 31, 2026

OCTP

	January 31, 2026				December 31, 2025		January 31, 2025	
	Market Value	Book Value	NAV	YTD Interest Income	Market Value	NAV	Market Value	YTD Interest Income
Cash	\$21,659,057	\$21,659,057	1.0000	**	\$18,627,541	1.0000	\$2,539,499	**
Investments	\$16,353,380,776	\$16,317,663,977	1.0022	\$368,325,981	\$17,553,773,064	1.0026	\$15,475,478,899	\$376,397,464
Total Pooled Assets	\$16,375,039,833	\$16,339,323,034	1.0022	\$368,325,981	\$17,572,400,605		\$15,478,018,398	\$376,397,464

CCCD-Bond Proceeds

	January 31, 2026				December 31, 2025		January 31, 2025	
	Market Value	Book Value	NAV	YTD Interest Income	Market Value	NAV	Market Value	YTD Interest Income
Investments	\$24,454,207	\$25,242,542	0.9688	\$478,012	\$24,420,442	0.9721	\$22,964,679	\$470,306

* Market Valuation Source: Northern Trust

** Cash at Bank accrues ECR used to pay banking related costs.

ORANGE COUNTY TREASURER-TAX COLLECTOR

CASH AVAILABILITY PROJECTION

FOR THE SIX MONTHS ENDING JULY 31, 2026

The OCTP consists of funds in the County Treasury deposited by various entities required to do so by statute. The Treasurer, shall have the power and duty pursuant to Constitution Article XVI Section 6 and the Board of Supervisor's Resolution 24-011, to make temporary transfers to school districts to address their short-term cash needs. The loans are secured by tax receipts to be received by the County Treasurer, as the banker for the school districts. As reported, there were no temporary transfers outstanding as of January 31, 2026.

Pursuant to Government Code Section 29808, the Auditor-Controller may direct that amounts authorized by order, requisition, or other means be transferred from the accounts or funds of any district, public corporation, or public agency into one or more clearing funds in the County Treasury. This is for the purpose of enabling warrants for such entities to be drawn against the designated clearing funds. Legal investments made by the Board of Supervisors, acting in a fiduciary capacity, are not subject to this provision except to the extent funds are transferred into clearing accounts under this section.

The Treasurer, in the projection of cash availability to disburse funds as directed by the Auditor-Controller and the Department of Education, is primarily relying on historical trends involving deposits and withdrawals and known future cash flows. No representation is made as to an individual depositor's ability to meet their anticipated expenditures with anticipated revenues.

The Cash Availability Projection for the six months ending July 31, 2026, indicates the ability of the pool to meet projected expenditures. However, there will usually be differences between projected and actual results because events and circumstances frequently do not occur as expected and those differences may be material.

ORANGE COUNTY TREASURY POOL					
Month	Investment Maturities	Projected Deposits	Projected Disbursements	Cumulative Available Cash	
January 2026 - Ending Cash				\$	21,659,057
February	\$ 1,180,300,347	\$ 1,105,626,139	\$ 1,612,026,221	\$	695,559,322
March	\$ 984,873,986	\$ 1,576,572,423	\$ 1,956,461,307	\$	1,300,544,424
April	\$ 1,118,432,083	\$ 3,420,296,462	\$ 2,327,452,407	\$	3,511,820,562
May	\$ 986,941,528	\$ 794,086,651	\$ 1,943,121,082	\$	3,349,727,659
June	\$ 987,157,300	\$ 1,040,307,385	\$ 1,791,780,952	\$	3,585,411,392
July	\$ 1,132,457,458	\$ 727,893,866	\$ 1,529,606,023	\$	3,916,156,693

ORANGE COUNTY TREASURER-TAX COLLECTOR
STATEMENT OF ACCOUNTABILITY
FOR THE MONTH ENDED JANUARY 31, 2026

	<u>January 2026</u>
Cash Accountability at the Beginning of the Period:	<u>\$ 17,399,419,355</u>
OCTP Cash Deposits:	
County	726,166,413
School and Community College Districts	678,290,540
Total Cash Receipts	<u>1,404,456,953</u>
OCTP Cash Disbursements:	
County	1,337,129,023
School and Community College Districts	1,257,761,784
Total Cash Disbursements	<u>2,594,890,807</u>
Net Change in Cost Value of OCTP and Cash	<u>(1,190,433,854)</u>
Net Change in the CCCD	
Bond Proceeds Account	129,598
Cash Accountability at the End of the Period:	<u>\$ 16,209,115,099</u>
Assets in the County Treasury at the End of the Period (Cost):	
Pooled Investments:	
Orange County Treasury Pool	\$ 16,161,054,976
Total Pooled Investments	<u>16,161,054,976</u>
Bond Proceeds Account:	
CCCD Series 2017E Bonds	26,401,066
Total Bond Proceeds Account	<u>26,401,066</u>
OCTP Cash:	
Cash in Banks	21,540,306
Cash - Other	118,751
Total Cash	<u>21,659,057</u>
Total Assets in the County Treasury at the End of the Period:	<u>\$ 16,209,115,099</u>



OFFICE OF THE TREASURER-TAX COLLECTOR
SHARI L. FREIDENRICH, CPA, CCMT, CPFA, CPFIM, ACPFIM



INTERDEPARTMENTAL COMMUNICATION

Date: May 7, 2026

To: Chair Doug Chaffee
Vice Chair Katrina Foley
Supervisor Janet Nguyen
Supervisor Vicente Sarmiento
Supervisor Donald P. Wagner

From: Shari L. Freidenrich, CPA, CCMT, CPFA, CPFIM, ACPFIM, Orange County Treasurer

Subject: Treasurer's Report of Assets in the County Treasury for the Month Ended February 28, 2026

The Treasurer's Report of Assets in the County Treasury for the month ended February 28, 2026 is attached and is online at octreasurer.gov/publicfunds. Pursuant to California Government Code Section (GCS) 53646 (b)(1) and (g), the Orange County Treasurer (Treasurer) is issuing this report listing the public funds in the County Treasury records held by the local agency to the chief executive officer, the internal auditor and the legislative body of the local agencies. This report includes the information detailed in GCS 53646(b)(2), (3), and (4) and includes other fund account information in the County Treasury records for information purposes.

COUNTY TREASURY ASSETS

The report shows the total of all securities, investments and moneys held by the local agency recorded in the County Treasury records as of February 28, 2026. A summary page lists these public funds assets in the County Treasury records for the current month, prior month and prior year. The assets in the County Treasury and the County's custodial accounts as of February 28, 2026, consist of Cash, the Orange County Treasury Pool (OCTP), and a Bond Proceeds Account. In addition, the report includes disclosure per GCS 53646(b)(1), certain bond funds are held with contracted bond trustees and are not included in this summary. The Net Asset Value of the OCTP as of February 28, 2026, is 1.0025, an increase from 1.0022 as of January 31, 2026.

NET POOL INTEREST EARNINGS APPORTIONMENT PER GCS 53647 et seq, 27013 and 53844

Interest on all money deposited belongs to, and shall be paid quarterly into the general fund, of the local agency, unless directed by the governing board or law to be paid to another fund and administrative expense related to investing, depositing, banking, auditing, reporting or handling of the funds may be deducted. Monthly, the Treasurer calculates total interest earnings to be paid to the appropriate fund account. The actual cash payments for November 2025, December 2025, January 2026, and February 2026 interest apportionments are expected to be paid in February 2026, March 2026, April 2026, and May 2026, respectively. The year-to-date apportionment net yield as of February is 4.110% (2.5 basis points charged).

TEMPORARY TRANSFERS PER CONSTITUTION ARTICLE XVI SECTION 6

The Treasurer has the power and duty pursuant to the Constitution and the Board of Supervisor's Resolution 24-011 to make temporary transfers to school districts to address their short-term cash flow needs. The loans are secured by tax receipts to be received by the Treasurer, as the banker for the school districts. There were no temporary transfers outstanding as of February 28, 2026.

STATUS OF REQUIRED COUNTY TREASURY REPORTS AND COMPLIANCE AUDIT AND REVIEW REPORTS (some disclosed in prior months' reports)

During the month of March (or prior to this report date), the Auditor-Controller (AC) issued one report. The below lists the issued report and the status of other required reports:

Financial Reports (Pursuant to GCS 26920 (a) and (b)):

- 1) On April 2, 2026, the AC issued the mandated Quarterly Review of the Treasurer's Schedule of Assets Held in the County Treasury as of March 31, 2025, with their conclusion stating that they were not aware of any material compliance that should be made to be in compliance with the modified basis of accounting (engagement letter issued August 4, 2025, with change to modified accrual basis of accounting).
- 2) The engagement letter draft for the September 30, 2025, December 31, 2025, and March 31, 2026, Quarterly Reviews of the Treasurer's Schedule of Assets Held in the County Treasury on April 21, 2026, was sent by the AC and is in process of review.

Compliance Reports on Investments (pursuant to GCS 27130 et seq and Treasury Oversight Committee (TOC) By-Laws & Directive):

- 1) The mandated Annual Compliance Audit report of the County Treasury's Compliance with California Government Code Article 6 as of June 30, 2024, by Brown Armstrong (BA) is expected to be completed in early May, 2026 with a unmodified opinion. The delay is due to the directive to complete first the non-mandated investment Oversight Committee quarterly compliance reviews as of March 31, 2025, and June 30, 2025 (now issued). The Treasurer did not support this directive to delay this state mandated annual compliance audit.
- 2) The mandated Annual Compliance Audit of the County Treasury's Compliance with California Government Code Article 6 (for the period prior to the Treasurer Oversight Committee dissolution) Section 27145 does not have an engagement letter yet and is under review for the time period required.

With the dissolution of the state law defined Treasury Oversight Committee, this TOC directive is no longer in effect.

Although the above reports have been delayed, asset amounts and status in the compliance summary have been reported timely in the prior monthly Treasurer's reports.

CERTIFICATION OF COUNTY TREASURY RECORDS PER GCS 53646 (B)(3)

I certify that this report includes the cash and investments in the County Treasury as of February 28, 2026. Based on the Treasurer's pooled cash forecast that includes estimated deposits, estimated withdrawals and investment maturities, the local agencies have the ability to meet the pooled funds' expected expenditures for the next six months. I am available if you have any questions on the Treasurer's Report of Assets in the County Treasury at (714) 615-1421.

Enclosures

cc: Distribution List

ORANGE COUNTY TREASURER-TAX COLLECTOR
Summary of Assets in the County Treasury*
February 28, 2026

OCTP

	February 28, 2026				January 31, 2026		February 28, 2025	
	<u>Market Value</u>	<u>Book Value</u>	<u>NAV</u>	<u>YTD Interest Income</u>	<u>Market Value</u>	<u>NAV</u>	<u>Market Value</u>	<u>YTD Interest Income</u>
Cash	\$2,402,268	\$2,402,268	1.0000	**	\$21,659,057	1.0000	\$17,635,239	**
Investments	\$16,211,495,953	\$16,171,064,712	1.0025	\$419,222,598	\$16,353,380,776	1.0022	\$15,165,485,625	\$427,591,077
Total Pooled Assets	\$16,213,898,221	\$16,173,466,980	1.0025	\$419,222,598	\$16,375,039,833		\$15,183,120,864	\$427,591,077

CCCD-Bond Proceeds

	February 28, 2026				January 31, 2026		February 28, 2025	
	<u>Market Value</u>	<u>Book Value</u>	<u>NAV</u>	<u>YTD Interest Income</u>	<u>Market Value</u>	<u>NAV</u>	<u>Market Value</u>	<u>YTD Interest Income</u>
Investments	\$24,887,138	\$25,373,786	0.9808	\$544,603	\$24,454,207	0.9688	\$23,495,751	\$534,932

* Market Valuation Source: Northern Trust
 ** Cash at Bank accrues ECR used to pay banking related costs.

ORANGE COUNTY TREASURER-TAX COLLECTOR

CASH AVAILABILITY PROJECTION

FOR THE SIX MONTHS ENDING AUGUST 31, 2026

The OCTP consists of funds in the County Treasury deposited by various entities required to do so by statute. The Treasurer, shall have the power and duty pursuant to Constitution Article XVI Section 6 and the Board of Supervisor's Resolution 24-011, to make temporary transfers to school districts to address their short-term cash needs. The loans are secured by tax receipts to be received by the County Treasurer, as the banker for the school districts. As reported, there were no temporary transfers outstanding as of February 28, 2026.

Pursuant to Government Code Section 29808, the Auditor-Controller may direct that amounts authorized by order, requisition, or other means be transferred from the accounts or funds of any district, public corporation, or public agency into one or more clearing funds in the County Treasury. This is for the purpose of enabling warrants for such entities to be drawn against the designated clearing funds. Legal investments made by the Board of Supervisors, acting in a fiduciary capacity, are not subject to this provision except to the extent funds are transferred into clearing accounts under this section.

The Treasurer, in the projection of cash availability to disburse funds as directed by the Auditor-Controller and the Department of Education, is primarily relying on historical trends involving deposits and withdrawals and known future cash flows. No representation is made as to an individual depositor's ability to meet their anticipated expenditures with anticipated revenues.

The Cash Availability Projection for the six months ending August 31, 2026, indicates the ability of the pool to meet projected expenditures. However, there will usually be differences between projected and actual results because events and circumstances frequently do not occur as expected and those differences may be material.

ORANGE COUNTY TREASURY POOL					
Month	Investment	Projected	Projected	Cumulative	
	Maturities	Deposits	Disbursements	Available Cash	
February 2026 - Ending Cash				\$	2,402,268
March	\$ 984,873,986	\$ 1,559,228,201	\$ 1,965,833,313	\$	580,671,142
April	\$ 1,218,867,083	\$ 3,420,296,462	\$ 2,327,452,407	\$	2,892,382,280
May	\$ 1,087,781,783	\$ 794,086,651	\$ 1,943,121,082	\$	2,831,129,632
June	\$ 1,037,157,300	\$ 1,040,307,385	\$ 1,791,780,952	\$	3,116,813,365
July	\$ 1,132,457,458	\$ 727,893,866	\$ 1,529,606,024	\$	3,447,558,665
August	\$ 876,813,750	\$ 905,383,130	\$ 1,757,690,623	\$	3,472,064,922

ORANGE COUNTY TREASURER-TAX COLLECTOR
STATEMENT OF ACCOUNTABILITY
FOR THE MONTH ENDED FEBRUARY 28, 2026

	February 2026
Cash Accountability at the Beginning of the Period:	\$ 16,209,115,099
OCTP Cash Deposits:	
County	897,145,922
School and Community College Districts	538,463,320
Total Cash Receipts	1,435,609,242
OCTP Cash Disbursements:	
County	600,348,746
School and Community College Districts	989,691,713
Total Cash Disbursements	1,590,040,459
Net Change in Cost Value of OCTP and Cash	(154,431,217)
Net Change in the CCCD Bond Proceeds Account	140,410
Cash Accountability at the End of the Period:	\$ 16,054,824,292
Assets in the County Treasury at the End of the Period (Cost):	
Pooled Investments:	
Orange County Treasury Pool	\$ 16,025,880,548
Total Pooled Investments	16,025,880,548
Bond Proceeds Account:	
CCCD Series 2017E Bonds	26,541,476
Total Bond Proceeds Account	26,541,476
OCTP Cash:	
Cash in Banks	2,321,223
Cash - Other	81,045
Total Cash	2,402,268
Total Assets in the County Treasury at the End of the Period:	\$ 16,054,824,292



OFFICE OF THE TREASURER-TAX COLLECTOR
SHARI L. FREIDENRICH, CPA, CCMT, CPFA, CPFIM, ACPFIM



INTERDEPARTMENTAL COMMUNICATION

Date: June 16, 2026

To: Chair Doug Chaffee
Vice Chair Katrina Foley
Supervisor Janet Nguyen
Supervisor Vicente Sarmiento
Supervisor Donald P. Wagner

From: Shari L. Freidenrich, CPA, CCMT, CPFA, CPFIM, ACPFIM, Orange County Treasurer 

Subject: Treasurer's Report of Assets in the County Treasury for the Quarter Ended March 31, 2026

The Treasurer's Report of Assets in the County Treasury for the quarter ended March 31, 2026 is attached and is online at octreasurer.gov/publicfunds. Pursuant to California Government Code Section (GCS) 53646 (b)(1) and (g), the Orange County Treasurer (Treasurer) is issuing this report listing the public funds in the County Treasury records held by the local agency to the chief executive officer, the internal auditor and the legislative body of the local agencies. This report includes the information detailed in GCS 53646(b)(2), (3), and (4) and includes other fund account information in the County Treasury records for information purposes.

COUNTY TREASURY ASSETS

The report shows the total of all securities, investments and moneys held by the local agency recorded in the County Treasury records as of March 31, 2026. A summary page lists these public funds assets in the County Treasury records for the current month, prior month and prior year. The assets in the County Treasury and the County's custodial accounts as of March 31, 2026, consist of Cash, the Orange County Treasury Pool (OCTP), and a Bond Proceeds Account. In addition, the report includes disclosure per GCS 53646(b)(1), certain bond funds are held with contracted bond trustees and are not included in this summary. The Net Asset Value of the OCTP as of March 31, 2026, is 0.9998, a decrease from 1.0025 as of February 28, 2026.

NET POOL INTEREST EARNINGS APPORTIONMENT PER GCS 53647 et seq, 27013 and 53844

Interest on all money deposited belongs to, and shall be paid quarterly into the general fund, of the local agency, unless directed by the governing board or law to be paid to another fund and administrative expense related to investing, depositing, banking, auditing, reporting or handling of the funds may be deducted. Monthly, the Treasurer calculates total interest earnings to be paid to the appropriate fund account. The actual cash payments for December 2025, January 2026, February 2026 and March 2026 interest apportionments are expected to be paid in April 2026, May 2026, June 2026 and July 2026 respectively. The year-to-date apportionment net yield as of March is 4.002% (2.5 basis points charged).

TEMPORARY TRANSFERS PER CONSTITUTION ARTICLE XVI SECTION 6

The Treasurer has the power and duty pursuant to the Constitution and the Board of Supervisor's Resolution 24-011 to make temporary transfers to school districts to address their short-term cash flow needs. The loans are secured by tax receipts to be received by the Treasurer, as the banker for the school districts. There were no temporary transfers outstanding as of March 31, 2026.

STATUS OF REQUIRED COUNTY TREASURY REPORTS

During the month of March (or prior to this report date), the Auditor-Controller (AC) issued one report. The below lists the issued report and the status of other required reports:

Financial Reports (Pursuant to GCS 26920 (a) and (b)):

- 1) On April 2, 2026, the AC issued the mandated Quarterly Review of the Treasurer's Schedule of Assets Held in the County Treasury as of March 31, 2025, with their conclusion that they were not aware of any material modifications that should be made to the Schedule in order for it to be in accordance with the modified accrual basis of accounting (engagement letter issued August 4, 2025, with change to modified accrual basis of accounting).
- 2) The mandated Quarterly Reviews of the Treasurer's Schedule of Assets Held in the County Treasury for September 30, 2025 and December 31, 2025 are in process (Engagement letter signed May 18, 2026).

Compliance Reports on Investments (pursuant to GCS 27130 et seq and Treasury Oversight Committee (TOC) By-Laws & Directives) and 53646 (b)(2):

- 1) The mandated Annual Compliance Audit report of the County Treasury's Compliance with California Government Code Article 6 as of June 30, 2024, by Brown Armstrong (BA) is expected to be completed in June 2026. The delay is due to the directive to complete first the non-mandated Investment Oversight Committee quarterly compliance reviews as of March 31, 2025, and June 30, 2025 (now issued). The Treasurer did not support this directive to delay this state mandated annual compliance audit.
- 2) The mandated Annual Compliance Audit of the County Treasury's Compliance with California Government Code Article 6 (for the period prior to the Treasurer Oversight Committee dissolution) Section 27145 does not have an engagement letter yet and is under review for the audit time-period required.
- 3) The Treasurer is reporting two investment compliance exceptions that occurred on March 27, 2026, related to a failed security trade. The exceptions were cured on the following business day. A review of both incidents is in process and will determine if banking and trade settlement policies and procedures require updating to prevent a future occurrences. Once the review is completed, this information will be included in the report. As the last meeting, the Investment Oversight Committee also requested an independent review.

With the inactivation of the state law defined Treasury Oversight Committee, the TOC mandated annual compliance audit and directed quarterly compliance reports to the 2025 and 2026 Treasurer's Investment Policies submitted to the Board on December 18, 2024, and December 16, 2025 are no longer required pursuant to CGC 27130 et seq.

Although the above reports have been delayed, asset amounts and status in the compliance summary have been reported timely in the prior monthly Treasurer's reports.

CERTIFICATION OF COUNTY TREASURY RECORDS PER GCS 53646 (B)(3)

I certify that this report includes the cash and investments in the County Treasury as of March 31, 2026. Based on the Treasurer's pooled cash forecast that includes estimated deposits, estimated withdrawals and investment maturities, the local agencies have the ability to meet the pooled funds' expected expenditures for the next six months. I am available if you have any questions on the Treasurer's Report of Assets in the County Treasury at (714) 615-1421.

March 31, 2026

ОСТР

	March 31, 2026			February 28, 2026			March 31, 2025		
	Market Value	Book Value	NAV	YTD Interest Income	Market Value	NAV	Market Value	NAV	YTD Interest Income
Cash	\$12,224,743	\$12,224,743	1.0000	**	\$2,402,268	1.0000	\$17,635,239	1.0000	**
Investments	\$16,111,819,172	\$16,115,587,964	0.9998	\$472,897,634	\$16,211,495,953	0.0292	\$15,165,485,625	1.0011	\$480,572,167
Total Pooled Assets	\$16,124,043,915	\$16,127,812,707	0.9998	\$472,897,634	\$16,213,898,221		\$15,183,120,864		\$480,572,167

CCCD-Bond Proceeds

	March 31, 2026			February 28, 2026		March 31, 2025	
	Market Value	Book Value	NAV	YTD Interest Income	Market Value	NAV	YTD Interest Income
Investments	\$24,046,980	\$24,927,878	0.9647	\$613,129	\$24,887,138	0.9808	\$602,364

* Market Valuation Source: Northern Trust

**** Cash at Bank accrues ECR used to pay banking related costs.**

ORANGE COUNTY TREASURER-TAX COLLECTOR

CASH AVAILABILITY PROJECTION

FOR THE SIX MONTHS ENDING SEPTEMBER 30, 2026

The OCTP consists of funds in the County Treasury deposited by various entities required to do so by statute. The Treasurer, shall have the power and duty pursuant to Constitution Article XVI Section 6 and the Board of Supervisor's Resolution 24-011, to make temporary transfers to school districts to address their short-term cash needs. The loans are secured by tax receipts to be received by the County Treasurer, as the banker for the school districts. As reported, there were no temporary transfers outstanding as of March 31, 2026.

Pursuant to Government Code Section 29808, the Auditor-Controller may direct that amounts authorized by order, requisition, or other means be transferred from the accounts or funds of any district, public corporation, or public agency into one or more clearing funds in the County Treasury. This is for the purpose of enabling warrants for such entities to be drawn against the designated clearing funds. Legal investments made by the Board of Supervisors, acting in a fiduciary capacity, are not subject to this provision except to the extent funds are transferred into clearing accounts under this section.

The Treasurer, in the projection of cash availability to disburse funds as directed by the Auditor-Controller and the Department of Education, is primarily relying on historical trends involving deposits and withdrawals and known future cash flows. No representation is made as to an individual depositor's ability to meet their anticipated expenditures with anticipated revenues.

The Cash Availability Projection for the six months ending September 30, 2026, indicates the ability of the pool to meet projected expenditures. However, there will usually be differences between projected and actual results because events and circumstances frequently do not occur as expected and those differences may be material.

ORANGE COUNTY TREASURY POOL					
Month	Investment Maturities	Projected Deposits	Projected Disbursements	Cumulative Available Cash	
March 2026 - Ending Cash				\$	12,224,743
April	\$ 1,221,153,291	\$ 3,436,842,653	\$ 2,315,492,493	\$	2,354,728,194
May	\$ 1,092,366,622	\$ 794,086,651	\$ 1,943,121,082	\$	2,298,060,385
June	\$ 1,037,157,300	\$ 1,040,307,385	\$ 1,791,780,952	\$	2,583,744,118
July	\$ 1,132,457,458	\$ 727,893,866	\$ 1,529,606,024	\$	2,914,489,418
August	\$ 879,285,365	\$ 905,383,130	\$ 1,757,690,623	\$	2,941,467,290
September	\$ 874,474,114	\$ 1,107,303,685	\$ 1,677,605,695	\$	3,245,639,394

ORANGE COUNTY TREASURER-TAX COLLECTOR
STATEMENT OF ACCOUNTABILITY
FOR THE QUARTER ENDED MARCH 31, 2026

	<u>Month</u>	<u>Quarter</u>
Cash Accountability at the Beginning of the Period:	\$ 16,054,824,292	\$ 17,399,419,355
OCTP Cash Deposits:		
County	1,340,792,515	2,964,104,850
School and Community College Districts	870,041,330	2,086,795,190
Total Cash Receipts	2,210,833,845	5,050,900,040
OCTP Cash Disbursements:		
County	1,177,640,888	3,115,118,657
School and Community College Districts	1,067,669,136	3,315,122,633
Total Cash Disbursements	2,245,310,024	6,430,241,290
Net Change in Cost Value of OCTP and Cash	(34,476,179)	(1,379,341,250)
Net Change in the CCCD Bond Proceeds Account	(437,472)	(167,464)
Cash Accountability at the End of the Period:	\$ 16,019,910,641	\$ 16,019,910,641
Assets in the County Treasury at the End of the Period (Cost):		
Pooled Investments:		
Orange County Treasury Pool		\$ 15,981,581,894
Total Pooled Investments		15,981,581,894
Bond Proceeds Account:		
CCCD Series 2017E Bonds		26,104,004
Total Bond Proceeds Account		26,104,004
OCTP Cash:		
Cash in Banks		11,937,491
Cash - Other		287,252
Total Cash		12,224,743
Total Assets in the County Treasury at the End of the Period:		\$ 16,019,910,641

TO: Board of Trustees

FROM: Brian Dozer

DATE: August 13, 2026

SUBJECT: Board Policy 5141.75 Weather Safety

Background

The new Coastline ROP Board Policy 5141.75 addresses safety related to various forms of inclement weather, and reflects requirements for developing, adopting, and implementing weather protocols for extreme weather conditions. Additionally, this policy reflects the CDE's Senate Bill 1248: Extreme Weather Guidelines. While Coastline ROP does not offer physical education classes or sports teams, we do have courses with outdoor activities that could be affected by extreme weather, such as Fire Fighting Technology, EMT, CSI, and Sports Medicine.

Financial Impact

There is no anticipated Financial Impact.

Recommendation

It is respectfully recommended that the Board of Trustees approve adoption of Board Policy 5141.75 Weather Safety.

Policy 5141.75: Weather Safety

Status: DRAFT -
To Discuss

Original Adopted Date: Pending

The Governing Board recognizes that extreme weather may pose significant risks to the health and safety of students participating in outdoor class activities during extreme weather conditions, including students who are at higher risk of health impacts from extreme weather. The Board desires to protect students from such risks. Additionally, because children are particularly vulnerable to the effects of overexposure to high temperatures, heat index, wet bulb globe temperature and ultraviolet (UV) radiation from the sun and artificial sources, the Board desires to support the prevention of harmful effects of excessive temperatures and UV radiation exposure by students and to assist students in developing sun-safe habits to use throughout their lives.

Extreme weather conditions means occurrences of unusually severe weather conditions, including, but not limited to, periods of extreme heat, excessive precipitation, and floods, that may pose significant harm to students. (Education Code 33355)

The Superintendent or designee shall develop, maintain, and implement weather protocols for extreme weather conditions, which incorporate the standardized guidelines compiled by the California Department of Education and detail specific measures to be taken during extreme weather conditions, including, but not limited to: (Education Code 33355)

1. Clear criteria for determining when weather conditions are considered extreme weather conditions and warrant modification or cessation of outdoor physical activities
2. Procedures for monitoring weather forecasts and alerts to anticipate extreme weather conditions
3. Protocols for communicating with staff, students, and parents/guardians regarding changes to outdoor class activities due to extreme weather conditions
4. Designation to engage in indoor alternative activities that can be safely conducted during extreme weather conditions
5. Staff training on recognizing signs of weather-related distress in students and appropriate response measures
6. Coordination with relevant local agencies and experts to ensure timely access to weather-related information and resources

The ROP's weather protocols may include:

1. Considering temperature, heat index, wet bulb globe temperature and air quality conditions when determining whether outdoor physical activity should be modified

2. Maintaining temperature, heat index, wet bulb globe temperature and air quality index thresholds for reducing or discontinuing strenuous outdoor activities
3. Having procedures for relocating activities indoors during periods of high temperature, heat index, wet bulb globe temperature and poor air quality or wildfire smoke
4. Identifying and maintaining adequate mitigation resources, such as shade structures, hydration stations, and indoor cooling areas
5. Providing equitable access to mitigation measures
6. Planning for flexible scheduling to accommodate weather variability

The Superintendent or designee shall annually review, evaluate, and, if necessary, update the weather protocols to incorporate best practices and address any emerging concerns or challenges, and to reflect changes in weather patterns, advances in safety practices, and feedback from stakeholders. (Education Code 33355)

Sun Safety

The Superintendent or designee shall establish a developmentally appropriate prevention/intervention program ~~for grades transitional kindergarten–12~~ to prevent student overexposure to UV radiation. The Superintendent or designee may coordinate sun safety and UV radiation education and policy efforts with the California Department of Public Health, the local health department, and other local agencies and/or community organizations. Such school-based programs shall involve students, parents/guardians, and the community.

Students may take reasonable measures to protect their skin and eyes from overexposure to the sun while on campus, while attending ROP-sponsored activities, or while under the supervision and control of ROP employees.

To encourage and assist students to avoid overexposure to the sun when they are outdoors, students shall be allowed to:

1. Wear sun-protective clothing, including, but not limited to, hats (Education Code 35183.5)
2. Wear UV-protective sunglasses outdoors
3. Use sunscreen during the school day without a physician's note or prescription (Education Code 35183.5)

Those students using sunscreen shall be encouraged to apply sunscreen at least 15-20 minutes prior to any outdoor activity that will require prolonged exposure to the sun. School personnel shall not be required to assist students in applying sunscreen.

4. Use UV-protective lip balm

The Superintendent or designee shall evaluate the adequacy of shaded and/or indoor areas for recreation and consider the provision of sufficient shaded areas in plans for modernization of facilities.

The Superintendent or designee may monitor the UV Index and modify outdoor activities with regard to the risk of harm associated with the Index level.

Staff shall be encouraged to model recommended sun-safe behaviors, such as avoiding excessive sun exposure, using sunscreen, and wearing hats and other sun-protective clothing.

The Superintendent or designee shall inform school staff and parents/guardians of the ROP's sun safety measures and encourage parents/guardians to provide sunscreen, lip balm, hats, and other sun-protective clothing for their children to use at school. Additionally, the Superintendent or designee may provide information to parents/guardians about the risks of overexposure to UV radiation and preventive measures they may take to protect their children during nonschool hours.

Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
Ed. Code 17671	Shade structures
Ed. Code 33355	Extreme weather protocols
Ed. Code 35179.8	Heat illness
Ed. Code 35183.5	Sun protection
Ed. Code 51210	Course of study: grades 1-6
Ed. Code 51220	Course of study; grades 7-12
Ed. Code 51890-51891	Comprehensive health education programs and community participation; definitions
Management Resources	Description
California Department of Education Publication	Senate Bill 1248: Extreme Weather Guidelines
California Department of Education Publication	Health Framework for California Public Schools: Kindergarten Through Grade Twelve, 2003
California Department of Public Health Publication	California Early Childhood Sun Protection Curriculum, rev. July 2011
California State PTA Resolution	Sun Safety: Skin Cancer Prevention Measures at School, May 1, 2005
Centers for Disease Control&Prevention Publication	Guidelines for School Programs to Prevent Skin Cancer, April 26, 2002
CSBA Publication	Sun Safety in Schools, Policy Brief, July 2006
State of California Publication	Protecting Californians From Extreme Heat: A State Action Plan to Build Community Resilience, April 2022
Website	California Interscholastic Federation

Website	<u>CSBA District and County Office of Education Legal Services</u>
Website	<u>American Cancer Society</u>
Website	<u>California Department of Education, Health Services</u>
Website	<u>California Department of Public Health, Skin Cancer Prevention Program</u>
Website	<u>National Council on Skin Cancer Prevention</u>
Website	<u>National Safety Council, Environmental Health Center</u>
Website	<u>Sun Safety for Kids</u>
Website	<u>U.S. Consumer Product Safety Commission</u>
Website	<u>U.S. Environmental Protection Agency, Sunwise Program</u>
Website	<u>UV Index</u>
Website	<u>World Health Organization</u>
Website	<u>American School Health Association</u>
Website	<u>Shape America Society of Health and Physical Educators</u>
Website	<u>National Association of State Boards of Education</u>
Website	<u>California State Parent Teacher Association</u>
Website	<u>Centers for Disease Control and Prevention</u>
World Health Organization Publication	<u>Sun Protection and Schools: How to Make a Difference, 2003</u>
World Health Organization Publication	<u>Sun Protection: A Primary Teaching Resource, 2003</u>

Cross References

Code	Description
3514	<u>Environmental Safety</u>
3514	<u>Environmental Safety</u>
5132	<u>Dress And Grooming</u>
5142	<u>Safety</u>
5142	<u>Safety</u>
6153	<u>School-Sponsored Trips</u>

TO: Board of Trustees

FROM: Brian Dozer

DATE: August 13, 2026

SUBJECT: Sonychelle Media & Communications Proposal for 2026-2027

Background and Rationale

One of our strategic goals and greatest challenges is awareness and engagement. We have made great progress in this area in the last 4 years, and a key to that was the development of our strategic marketing plan and our marketing work with Sonychelle Media & Communications. In consultation with the Board, this year the marketing agreement will focus on:

- Marketing professional development for educational services staff (teachers and career specialists), and
- Marketing professional development for student ambassadors, and
- Execution of a locally focused marketing plan, concentrated on students, parents, teachers, and counselors, and
- Social media content creation and posting.

Financial Impact

The proposal is for a maximum of \$24,500 and will be paid out of general funds.

Recommendation

It is respectfully recommended that the Board of Trustees approve the proposal of Sonychelle Media & Communications for marketing services for 2026-2027.

Sonychelle Media & Communications LLC
APPENDIX A: PROJECT OVERVIEW – July 2026 – June 2027
**MARKETING SUPPORT SERVICES: CONSULTING, DESIGN SUPPORT, SOCIAL
MEDIA MANAGEMENT**
Coastline Regional Occupational Program

Sonychelle Media & Communications will engage in marketing support services to support Coastline ROP in implementing its strategic goals and objectives.

The Outcomes of Sonychelle Media & Communications' work with Coastline ROP Superintendent and Marketing Taskforce are to provide:

1. Professional Development Training
2. Social Media Content Development
3. Video Editing and Graphics Support
4. Site-Specific Website Landing Pages
5. Strategic Executive Consulting & District Buy-In
6. Career Specialist Site-Specific Marketing Template Suite

CONSULTING WORKPLAN AND PROPOSED BUDGET

PROFESSIONAL DEVELOPMENT TRAINING

TIMELINE	ACTIVITIES
August - September	Purpose: Provide 1-1.5-hour marketing and communications professional development training sessions. • Engage staff in a comprehensive 1.5-hour training session aimed at enhancing their skills and knowledge. • Cover relevant topics and best practices related to marketing programs. • Provide an interactive and engaging learning experience through a combination of presentation, discussions, and hands-on activities. • Foster a collaborative environment where career specialists can share insights, learn from one another, and build a strong professional network. • Facilitate open discussions and solicit input from career specialists regarding their marketing support needs. • Identify key areas where additional marketing resources, tools, or guidance can be provided to support career specialists in their roles.

	Three sessions at a rate of \$500 per session: (1) Career Guidance Specialists (2) Instructors (3) Student Ambassadors	
	Total	\$500 per session \$1,500 annual

SOCIAL MEDIA CONTENT DEVELOPMENT

TIMELINE	ACTIVITIES	
12 months	- Plan and strategize content to align with Coastline ROP marketing efforts, plans, and initiatives. - Design content utilizing a mixed media approach - Coordinate collection of stories - Publish 7-10 posts per week on CROP Instagram, Threads, Facebook, and LinkedIn through CROP Hootsuite account - Replace cover art and update profile pages as needed - Promote relevant hashtags - Assumption: Coastline ROP monitors engagement/Responds to comments	
	Total	\$500 per month \$6,000 annual

VIDEO EDITING AND GRAPHICS SUPPORT

TIMELINE	ACTIVITIES	
7 months	- Provide video editing support for Superintendent's video series (2 short-form videos per month) - Add Coastline ROP branding, such as animated logo opening screen, lower thirds, end screen with call to action, etc. - Assumption: Coastline ROP to provide raw video footage	
	Total	\$200 per month \$1,400 annual

SITE-SPECIFIC WEBSITE LANDING PAGES

TIMELINE	ACTIVITIES	
2 months	• Audit course catalogs and compile pathway data across all 25 school sites • Design and standardize site-specific landing page layouts on CoastlineROP.org • Author custom introductory copy highlighting on-campus and regional ROP pathways for each campus • Integrate information about UC/CSU A-G credit, industry certification, college credit badges, etc. • Coordinate with district PIOs and high school webmasters to embed custom landing page URLs on high school websites • Generate site-specific short links and QR codes for ParentSquare, fence banners, and digital marquee signage	
	Total	\$250 per landing page \$6,250 annual

STRATEGIC EXECUTIVE CONSULTING & DISTRICT BUY-IN

TIMELINE	ACTIVITIES	
1 month	• Conduct individual meetings with steering committee members across partner districts • Maintain active, open lines of monthly communication via email and phone for ongoing alignment, updates, and feedback • Gather listening data to identify district site needs, address localized challenges, and build board/district support • Account for dedicated travel time and mileage across all partner district campuses • Build district and board alignment to leverage digital outreach channels, including ParentSquare messaging, site-specific web landing pages, social media, and campus video monitors, to drive enrollment and awareness • Develop customized outreach protocols for district Public Information Officers (PIOs)	
	Total	\$900 annual

CAREER SPECIALIST SITE-SPECIFIC MARKETING TEMPLATE SUITE

TIMELINE	ACTIVITIES	
10 months	- Resources will be shared monthly, following the Coastline ROP monthly marketing meeting, via email as a Career Specialist Toolkit - Develop a comprehensive suite of standardized, site-customizable digital graphics and print templates for Career Specialists - Design editable social media, ParentSquare inline graphics, and printable flyer templates in Canva for rapid site-level customization - Create pathway-specific visual assets highlighting ROP course pathways, earned industry certifications, transferable college credits, and UC/CSU A-G credit fulfillment - Build enrollment deadline, registration drive, and Counselor Roadshow announcement graphics formatted for campus digital marquees and school social channels - Provide Career Specialists with turnkey communication graphics to efficiently share program updates, deadlines, and success metrics with students and families	
	Total	\$800 per month \$8,000 annual

TOTAL FEE: Not to exceed \$24,500 annually.

TO: Board of Trustees

FROM: Dr. Krista Schweers-Ganga

DATE: August 20, 2026

SUBJECT: Memorandum of Understanding between Coastline ROP and Rancho Santiago Community College District/Orange County Regional Consortium for K-12 Pathway Coordination

Background and Rationale

The attached agreement between Coastline Regional Occupational Program (Coastline ROP) and Rancho Santiago Community College District (RSCCD), on behalf of the Orange County Regional Consortium (OCRC), provides funding to strengthen regional K-12 and community college partnerships and support the work of the K-12 Pathway Coordinator. The agreement supports sub-regional K-12 Strong Workforce Program gatherings, CTE pathway and industry partnership development, professional development for the K-12 Pathway Coordinator, college partnership and dual enrollment expansion activities, and Coastline ROP's Student Ambassador Program. The service period is September 14, 2026, through June 30, 2027.

Financial Implications

Under the agreement, Coastline ROP will receive \$25,000 to support the identified activities and deliverables. Seventy percent, or \$17,500, will be disbursed upon execution of the agreement, with the remaining 30 percent, or \$7,500, paid upon completion of the deliverables.

Recommendation

It is respectfully recommended that the Board of Trustees approve the Purchase Agreement between Coastline Regional Occupational Program and Rancho Santiago Community College District, on behalf of the Orange County Regional Consortium, in the amount of \$25,000 for the 2026–27 school year.



RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Purchase Agreement #OCRC26-04

This Agreement for the purchase of certain "Goods and Services" is made by and between the Rancho Santiago Community College District (hereinafter "District"), a California community college district and political subdivision of the State of California, located at 2323 N. Broadway, Santa Ana, CA 92706, on behalf of Orange County Regional Consortium and Coastline Regional Occupational Program, a not for profit corporation, having its principal place of business located at 1001 Presidio Square, Costa Mesa, CA 92626 (hereinafter "Supplier").

1. Statement of Work

Supplier agrees to provide the Goods and/or Services as more fully described in Attachment A: Statement of Work, referencing this Agreement number, and any and all incorporated documents at the prices set forth herein. District is not obligated to purchase a minimum amount of Goods and/or Services from Supplier. Nothing in the Statement of Work will be construed to prevent District from entering into similar agreements with any third parties, including, without limitation, other parties that may be in competition with Supplier.

2. Term

The term of the Agreement shall be in accordance with the applicable Statement of Work referencing this Agreement number and is subject to earlier termination as provided below. This Agreement may be extended upon the mutual written agreement of the parties.

3. Purchase Order

Unless otherwise provided in this Agreement, Supplier may not begin providing Goods and/or Services, including access or licenses, until District approves a Purchase Order for said Goods and/or Services. District does not make payments in advance of the completion of delivery of Goods and Services.

4. Invoices

Supplier shall be required to submit an invoice in accordance with Section 3 of the General Terms and Conditions to AP@RSCCD.edu.

All payment terms shall be Net 30.

5. Notices

In accordance with Article 16 of the General Terms and Conditions, notices shall be given by personal service or overnight courier service or by U.S. Mail, mailed either by certified or registered mail, return receipt requested, with postage prepaid to the addresses specified below.

To District, regarding all matters, to the address below:

Name	ATTENTION: VICE CHANCELLOR OF BUSINESS SERVICES
Office	Rancho Santiago Community College District
Address	2323 N. Broadway, Santa Ana, CA 92706

With a copy to the applicable College Vice President or Assistant Vice Chancellor:

Name & Title	Sarah Santoyo, Acting Vice Chancellor of Educational Services
Department and College	Educational Services, District Office
Address	2323 N Broadway, Santa Ana, CA 92706

With a copy to the applicable Department Administrator:

Name & Title	Michael Sacoto, Interim Executive Director
Department and College	OCRC-Educational Services, District Office
Phone	714-564-5575
Email	Sacoto_michael@rscdd.edu
Address	2323 N Broadway, Santa Ana, CA 92706

For matters related to breach of Data Protection Exhibit, send a copy to

Name	ATTENTION: Assistant Vice Chancellor, Information Technology Services
Office	Rancho Santiago Community College District
Address	2323 N. Broadway, Santa Ana, CA 92706

To Supplier:

Name & Title	Divina Montejano, K12 Pathway Coordinator
Company	Coastline ROP
Phone	714-429-2210
Email	dmontejano@coastlinerop.org
Address	1001 Presidio Square, Costa Mesa, CA 92626

6. Federal Funding

Are federal and/or state funds being utilized for this Agreement? ☒ Yes

7. Follow-on Restriction

If the Goods and/or Services involve consulting services, Supplier understands and agrees that Supplier cannot later be considered for any contract work to perform "required, suggested, or otherwise deemed appropriate" service flowing out of the consulting services performed pursuant to this Agreement.

8. Insurance

Supplier shall deliver the PDF version of the Certificate of Insurance and all additional insured endorsements to Purchasing Services at purchasing@rscdd.edu by email with the following text in the subject field: CERTIFICATE OF INSURANCE –Coastline ROP.

9. Record Keeping

Records created pursuant to the Agreement that contain personal information about individuals (including statements made by or about individuals) may become subject to the California Information Practices Act of 1977 (Civil Code §§ 1798 through 1798.78), which includes a right of access by the subject individual. While ownership of confidential or personal information about individuals is subject to negotiated agreement between District and Supplier, records will normally become District's property, and subject to state law and District policies governing privacy and access to files. When collecting the information, Supplier must inform the individual that the record is being made, and the purpose of the record. Use of recording devices in discussions with employees is permitted only as specified in the Statement of Work.

10. Incorporated Documents

The following documents are incorporated and made a part of the Agreement by reference as if fully set forth herein, listed in the order of precedence following the Agreement:

- Attachment A Statement of Work
- General Terms and Conditions, dated November 9, 2023
- Other (specify): N/A

General Purchase Terms and Conditions can be found here:

https://www.rscdd.edu/Departments/BusinessServices/Documents/General%20Purchase%20Terms%20and%20Conditions%20V1_11092024.pdf

11. Entire Agreement

This Agreement, including all incorporated documents, contain the entire agreement between the parties and supersede all prior written or oral communications or agreements with respect to the subject matter herein.

The Agreement is signed below by the parties' duly authorized representatives and shall be deemed executed as of the date of the final signature below.

RANCHO SANTIAGO COMMUNITY COLLEGE
DISTRICT

Coastline ROP

Signature

Date

Iris Ingram, Vice Chancellor, Business Services
Name, Title

Signature of Supplier

Date

Brian K. Dozer, Superintendent
Name, Title

ATTACHMENT A: STATEMENT OF WORK

This Statement of Work ("SOW") is issued pursuant to Purchase Agreement or Bid Number #OCRC26-04 between District and Supplier this SOW is attached and hereby made a part of ("Agreement").

1. Term of SOW

This SOW will begin on September 14, 2026 ("Effective Date"), or until the issuance of a valid and applicable purchase order, whichever is later, and continue through June 30, 2027 ("Expiry Date"). This SOW may not be renewed or otherwise amended except as set forth in the Agreement.

2. Description of Goods and/or Services and Completion Timeframe

Supplier Obligations				
Line Item	Deliverables	Description	Completion Date or Timeframe	Cost
1	Funds to facilitatesub-regionalgatherings for K-12SWP LEA's and Community CollegePartners	Funds will be used to develop and implement sub-regional gatherings in Fall 2026. The intention of the gathering will be to facilitate discussions between K-12 LEA's and community college partners to discuss possible collaborative projects they would like to engage in to support student educational opportunities and outcomes. Food will be provided at the event.	9/14/2026-6/30/2027	\$1,400.00
2	CTE Pathway Partnership Development	Supplier will host a regional CTE Industry Advisory session, bringing together high school teachers, industry advisors, and community college faculty to strengthen career technical education pathways. Participants will engage in structured discussions to review current program offerings, identify opportunities to align curriculum with evolving industry needs and share best practices for work-based learning. Pathways to Success Partner Dinner Supplier will host a Pathways to Success Partner Dinner to recognize and strengthen partnerships between K-12 districts, community colleges, industry partners, and workforce stakeholders. The event will provide an opportunity for partners to network, share regional workforce and education priorities, and discuss collaborative strategies that support student success through career pathways, dual enrollment, and work-based learning opportunities.	9/14/2026-6/30/2027	\$6,600.00

3	Professional Development for K-12 Pathway Coordinator	Funds will be used to support professional development opportunities for the K-12 Pathway Coordinator to strengthen regional collaboration, partnership development, and career pathway alignment efforts. Activities may include attendance at conferences, trainings, workshops, and regional convenings focused on career technical education, dual enrollment, work-based learning, and workforce development. These opportunities will support the continued development of strategies and best practices that enhance collaboration between K-12 districts, community colleges, industry partners, and other educational stakeholders in support of student success.	9/14/2026-6/30/2027	\$6,000.00
4	College Partnership & Dual Enrollment Expansion Gathering	CTE & Dual Enrollment Strategy Workshop A regional strategy workshop focused on strengthening dual enrollment opportunities and improving alignment between K-12 districts and community college career pathways. Participants will engage in collaborative discussions to identify pathway gaps, share best practices, and explore strategies that support successful student transitions from high school to postsecondary education. Food will be provided. Faculty & Counselor Collaboration Summit A regional collaboration summit bringing together counselors, pathway coordinators, K-12 educators, and community college faculty to strengthen communication, student support systems, and pathway alignment efforts. Discussions will focus on pathway awareness, advising strategies, work-based learning opportunities, and regional partnership development. Food will be provided.	9/14/2026-6/30/2027	\$5,000.00
5	Supporting Activities for the Student Ambassador Program	The Coastline ROP (CROP) Student Ambassador Program is designed to support student leadership development through engagement in career technical education activities, regional events, and community outreach opportunities. Student ambassadors will participate in workshops, collaborative activities, and leadership experiences that promote communication, professionalism, teamwork, and advocacy skills. Ambassadors will also assist in promoting CTE programs, student opportunities, and pathway awareness within their schools and communities. The program aims to provide students with meaningful opportunities to build leadership capacity while supporting student engagement and regional partnership initiatives.	9/14/2026-6/30/2027	\$6,000.00

3. Pricing, Invoicing Method, and Settlement Method and Terms

Pricing is addressed below.

- a) "Fixed Price Services" to be rendered under this SOW, including Goods and/or Services to be provided as part of Fixed Price Services, are described in this section as: 25,000.00

4. District Obligations

N/A

5. Place(s) of Performance

Remote Services.

6. Key Personnel

Supplier's Account Manager is listed below, is subject to District approval, and has overall responsibility for managing the District/Supplier relationship:

Name & Title	Divina Montejano, K12 Pathway Coordinator
Company	Coastline ROP
Phone	714-429-2210
Email	dmontejano@coastlinerop.org
Address	1001 Presidio Square, Costa Mesa, CA 92626

Subcontractors authorized to provide Goods and/or Services under this SOW:

Name of Subcontractor	Goods and/or Services the Subcontractor will provide
N/A	N/A

The District's contact, responsible for acceptance/rejection of project results/deliverables, is:

Name & Title	Michael Sacoto, Interim Director, OCRC
College & Department	OCRC-Educational Services, DO
Phone	714-564-5575
Email	Sacoto_michael@rscdd.edu
Address	2323 N Broadway, Santa Ana, CA 92706

7. Acceptance Criteria and Testing

N/A

8. Changes to the Statement of Work

District may desire to change the Goods and/or Services following execution of this SOW. If so, District will submit a written Amendment to Supplier describing the changes in appropriate detail. If an Amendment does not require Supplier to incur any additional material costs or expenses, then Supplier will make the modification within ten (10) business days of Supplier's receipt of District's Amendment. If an Amendment does require that Supplier incur additional material costs or expenses, then Supplier in

good faith will provide District with a written, non-binding assessment of the costs and expenses and the time required to perform the modifications required by the Amendment, within ten (10) business days of Supplier's receipt of District's Amendment. District will notify Supplier in writing within ten (10) business days after receipt of Supplier's response to the Amendment as to whether District accepts Supplier's assessment of the costs, expenses, and timeline for completion. After written acceptance by the District and approval of the Amendment by the District's Board of Trustees, District will compensate Supplier for implementation of an Amendment in accordance with the terms and conditions of the relevant Amendment. All other terms and conditions of the Agreement shall remain in full force and effect.

---END STATEMENT OF WORK---

Orange County Regional Consortium Scope of Work

Thank you for your interest in submitting a contract proposal to collaborate with the OCRC to improve or enhance career education programs in the region. Please complete the sections below and submit the proposal to the OCRC staff you are working with.

Organization:	Coastline ROP
Contact:	Divina Montejano (dmontejano@coastlinerop.org)
Address:	1001 Presidio Square
City:	Costa Mesa
State and Zip:	CA 92626
Fax:	
EIN:	
Service Period:	September 14, 2026 – June 30, 2027
Contract Amount:	\$25,000
Project Description:	Contract Proposal Overview: To strengthen K-12 to community college partnerships and the work of the K-12 Pathway Coordinator (PC), the following projects and deliverables have been developed to further support collaboration between Coastline Regional Occupational Program (Coastline ROP), all K-12 districts and, community college within the Coast Community College District service area. Deliverable #1: Funds to facilitate sub-regional gatherings for K-12 SWP LEA's and Community College Partners Deliverable #2: CTE Pathway Partnership Development Deliverable #3: Professional Development for K-12 Pathway Coordinator Deliverable #4: College Partnership and Dual Enrollment Expansion Deliverable #5: Supporting Activities for the Student Ambassador Program

Deliverable #1: Funds to facilitate sub-regional gatherings for K-12 SWP LEA's and Community College Partners	Funds will be used to develop and implement sub-regional gatherings in Fall 2026. The intention of the gathering will be to facilitate discussions between K-12 LEA's and community college partners to discuss possible collaborative projects they would like to engage in to support student educational opportunities and outcomes. Food will be provided at the event. Total Cost: \$1,400.00
Deliverable #2: CTE Pathway Partnership Development	CTE Industry Advisory Coastline ROP will host a regional CTE Industry Advisory session, bringing together high school teachers, industry advisors, and community college faculty to strengthen career technical education pathways. Participants will engage in structured discussions to review current program offerings, identify opportunities to align curriculum with evolving industry needs and share best practices for work-based learning. Pathways to Success Partner Dinner Coastline ROP will host a Pathways to Success Partner Dinner to recognize and strengthen partnerships between K-12 districts, community colleges, industry partners, and workforce stakeholders. The event will provide an opportunity for partners to network, share regional workforce and education priorities, and discuss collaborative strategies that support student success through career pathways, dual enrollment, and work-based learning opportunities. Total Cost: \$6,600.00
Deliverable #3: Professional Development for K-12 Pathway Coordinator	Funds will be used to support professional development opportunities for the K-12 Pathway Coordinator to strengthen regional collaboration, partnership development, and career pathway alignment efforts. Activities may include attendance at conferences, trainings, workshops, and regional convenings focused on career technical education, dual enrollment, work-based learning, and workforce development. These opportunities will support the continued development of strategies and best practices that enhance collaboration between K-12 districts, community colleges, industry partners, and other educational stakeholders in support of student success. Total Cost: \$6,000.00

Deliverable #4: College Partnership & Dual Enrollment Expansion Gathering	CTE & Dual Enrollment Strategy Workshop A regional strategy workshop focused on strengthening dual enrollment opportunities and improving alignment between K-12 districts and community college career pathways. Participants will engage in collaborative discussions to identify pathway gaps, share best practices, and explore strategies that support successful student transitions from high school to postsecondary education. Food will be provided. Faculty & Counselor Collaboration Summit A regional collaboration summit bringing together counselors, pathway coordinators, K-12 educators, and community college faculty to strengthen communication, student support systems, and pathway alignment efforts. Discussions will focus on pathway awareness, advising strategies, work-based learning opportunities, and regional partnership development. Food will be provided. Total Cost: \$5,000.00
Deliverable #5: Supporting Activities for the Student Ambassador Program	The Coastline ROP (CROP) Student Ambassador Program is designed to support student leadership development through engagement in career technical education activities, regional events, and community outreach opportunities. Student ambassadors will participate in workshops, collaborative activities, and leadership experiences that promote communication, professionalism, teamwork, and advocacy skills. Ambassadors will also assist in promoting CTE programs, student opportunities, and pathway awareness within their schools and communities. The program aims to provide students with meaningful opportunities to build leadership capacity while supporting student engagement and regional partnership initiatives. Total Cost: \$6,000.00

Budget Breakdown	
Deliverable	Dollar Amount
Deliverable #1	\$1,400.00
Deliverable #2	\$6,600.00
Deliverable #3	\$6,000.00
Deliverable #4	\$5,000.00
Deliverable #5	\$6,000.00

Exhibit B: Payment Schedule

Please indicate your proposed contract payment schedule below.

Date	Payment Disbursement	Amount
Date: Upon Executed Agreement	70%	\$17,500
Date: Upon Completion of Deliverables	30%	\$7,500

TO: Board of Trustees

FROM: Dr. Krista Schweers-Ganga

DATE: August 20, 2026

SUBJECT: Golden State Pathways Program Implementation Grant Award Notifications

Background and Rationale

The California Department of Education (CDE) has awarded Coastline Regional Occupational Program two Golden State Pathways Program (GSPP) Implementation Grants to support the implementation and expansion of high-quality educational pathways. Coastline ROP received awards of \$328,988 and \$352,358, for a combined total of \$681,346. Grant funds are intended to support the operation and implementation of the approved Golden State Pathways Program activities in accordance with California Education Code and may be used for instructional activities associated with the approved pathways. The grant period is July 1, 2026, through June 30, 2029.

Financial Implications

Coastline ROP will receive a combined total of \$681,346 in Golden State Pathways Program Implementation Grant funding from the California Department of Education. The initial payment of 85 percent of each award will be released following CDE approval of the applicable budgets and completion of the Grant Award Notifications. Remaining funds will be distributed in accordance with CDE reporting and grant requirements.

Recommendation

It is respectfully recommended that the Board of Trustees accept the two Golden State Pathways Program Implementation Grant awards from the California Department of Education in the combined amount of \$681,346 for the grant period of July 1, 2026, through June 30, 2029.

Grant Award Notification

GRANTEE NAME AND ADDRESS Brian Dozer, Superintendent Coastline ROP 1001 Presidio Square Costa Mesa, CA 92626			CDE GRANT NUMBER			
			FY	PCA	Service Location	Suffix
			2026-29	25673	74120	P1
Attention Brian Dozer, Superintendent			INDEX		County Code	
Email bdozer@coastlinerop.org			0615		30	
Telephone (714) 979-1955			STANDARDIZED ACCOUNT CODE STRUCTURE			
Grantee Unique Entity ID (UEI)			Resource Code		Revenue Object Code	
Program Office Accounting Office, Categorical Funding			6383		8590	
Name of Grant Program Golden State Pathways Program: Implementation Grant						
GRANT DETAILS	Original/Prior Amendments	Amendment Amount	Total	Amen d. No.	Award Starting Date	Award Ending Date
	\$328,988		\$328,988		7/1/2026	6/30/2029
ALN	Federal Award ID Number	Federal Grant Name			Federal Agency	

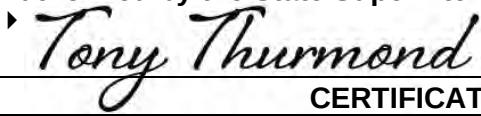
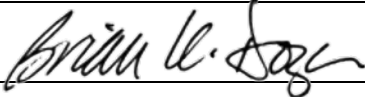
I am pleased to inform you that you have been funded for the Golden State Pathways Program: Implementation Grant for Planning Pathways at Coastline ROP, (42P).

This award is made contingent upon the availability of funds. If the Legislature takes action to reduce or defer the funding upon which this award is based, then this award will be amended accordingly.

By e-signing this document, your organization is voluntarily agreeing to conduct business with the California Department of Education (CDE) electronically. If you do not wish to do so, please immediately contact the consultant listed below to discuss other signing options.

Please email the signed Grant Award Notification (AO-400) to:

Golden State Pathways Program at GSPP@cde.ca.gov

California Department of Education Contact Michelle Triplett			Job Title Education Programs Consultant				
E-mail Address GSPP@cde.ca.gov				Telephone 916-323-4747			
Authorized by the State Superintendent of Public Instruction or Designee 				Date July 9, 2026			
CERTIFICATION OF ACCEPTANCE OF GRANT REQUIREMENTS <i>On behalf of the grantee named above, I accept this grant award. I have read the applicable certifications, assurances, terms, and conditions identified on the grant application (for grants with an application process) or in this document or both; and I agree to comply with all requirements as a condition of funding. On behalf of the grantee named above, I certify that the organization intends that this and future transactions be completed by electronic means, and any electronic signature is intended to be as binding as a physical signature.</i>							
Printed Name of Authorized Agent Brian K. Dozer			Title Superintendent				
E-mail Address b.dozer@coastlinerop.org				Telephone 714-979-1955			
Signature 				Date 7/16/2026 47			

Grant Award Notification (Continued)

The following conditions apply:

1. The grant award will be processed upon receipt of the signed Grant Award Notification (AO-400). This AO-400 must be signed by the superintendent or an authorized official and **returned within 10 working days**.
2. All approved program funds must be expended within the dates designated for the maximum amount indicated on the AO-400. Encumbrances may be made at any time after the beginning date of the grant stated on the AO-400.
3. The grantee is required to use these funds only for the operation and maintenance of the Golden State Pathways Program (GSPP) at the high school(s) noted in the grant request for implementation funds in accordance with the provisions of California *Education Code (EC)* sections 53020 through 53025. These funds may not supplant current fixed costs. Expenditures shall comply with all applicable provisions for federal, state, and local rules, regulations, and policies relating to the administration and accounting for public school funds, including but not limited to the *EC*. These funds are instructional in nature.
4. The grantee must limit administrative indirect costs to the rate approved by the California Department of Education (CDE) for the applicable fiscal year in which the funds are spent.
5. Upon receipt of the required certifications, scheduled payments of grant funds will be as follows:
 - The first payment of 85 percent of the funds will be released upon CDE approval of the budget and completion and return of the AO-400. Please allow approximately four weeks for processing.
 - The GSPP Annual Expenditure Report is due no later than 60 days after the close of each fiscal year. The GSPP Annual Expenditure Report should include a narrative of expenditures. Failure to submit a GSPP Annual Expenditure Report with a detailed narrative may result in a billing from the CDE for grant funds paid.
 - Grant recipients shall annually collect and submit data, disaggregated by pupil subgroup, on the outcome measures identified in the California EC Section 53024 (c). The annual report is due by October, beginning October 2027.
 - The final payment will be processed after CDE receives the October 2027 student data report.
6. If the grantee terminates its participation in the program, the grantee shall submit a final expenditure report within 30 days and return the unexpended funds upon receipt of a billing from the CDE. Supplies and equipment purchased with these funds will be redirected to other GSPP sites.

If you have any questions regarding the GSPP requirements of the grant, please contact Michelle Triplett, Education Programs Consultant, Academy, Apprenticeship, and Internship Office (AAIO), at GSPP@cde.ca.gov. If you have questions regarding the fiscal requirements of the grant, please contact Tetyana Zhang, Analyst II, AAIO, at GSPP@cde.ca.gov.

Grant Award Notification

GRANTEE NAME AND ADDRESS Brian Dozer, Superintendent Coastline ROP 1001 Presidio Square Costa Mesa, CA 92626			CDE GRANT NUMBER			
			FY	PCA	Service Location	Suffix
			2026-29	25673	66522	P2
Attention Brian Dozer, Superintendent			INDEX		County Code	
Email bdozer@coastlinerop.org			0615		30	
Telephone (714) 979-1955			STANDARDIZED ACCOUNT CODE STRUCTURE			
Grantee Unique Entity ID (UEI)			Resource Code		Revenue Object Code	
Program Office Accounting Office, Categorical Funding			6383		8590	
Name of Grant Program Golden State Pathways Program: Implementation Grant						
GRANT DETAILS	Original/Prior Amendments	Amendment Amount	Total	Amen d. No.	Award Starting Date	Award Ending Date
	\$352,358		\$352,358		7/1/2026	6/30/2029
ALN	Federal Award ID Number	Federal Grant Name			Federal Agency	

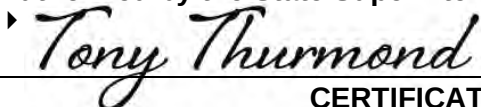
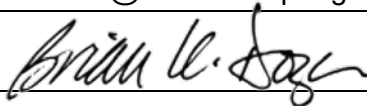
I am pleased to inform you that you have been funded for the Golden State Pathways Program: Implementation Grant for Planning Pathways at Coastline ROP, (43P).

This award is made contingent upon the availability of funds. If the Legislature takes action to reduce or defer the funding upon which this award is based, then this award will be amended accordingly.

By e-signing this document, your organization is voluntarily agreeing to conduct business with the California Department of Education (CDE) electronically. If you do not wish to do so, please immediately contact the consultant listed below to discuss other signing options.

Please email the signed Grant Award Notification (AO-400) to:

Golden State Pathways Program at GSPP@cde.ca.gov

California Department of Education Contact Michelle Triplett			Job Title Education Programs Consultant				
E-mail Address GSPP@cde.ca.gov				Telephone 916-323-4747			
Authorized by the State Superintendent of Public Instruction or Designee 				Date July 9, 2026			
CERTIFICATION OF ACCEPTANCE OF GRANT REQUIREMENTS <i>On behalf of the grantee named above, I accept this grant award. I have read the applicable certifications, assurances, terms, and conditions identified on the grant application (for grants with an application process) or in this document or both; and I agree to comply with all requirements as a condition of funding. On behalf of the grantee named above, I certify that the organization intends that this and future transactions be completed by electronic means, and any electronic signature is intended to be as binding as a physical signature.</i>							
Printed Name of Authorized Agent Brian K. Dozer			Title Superintendent				
E-mail Address bdozer@coastlinerop.org				Telephone 714-979-1955			
Signature 				Date 07/17/2026 49			

Grant Award Notification (Continued)

The following conditions apply:

1. The grant award will be processed upon receipt of the signed Grant Award Notification (AO-400). This AO-400 must be signed by the superintendent or an authorized official and **returned within 10 working days**.
2. All approved program funds must be expended within the dates designated for the maximum amount indicated on the AO-400. Encumbrances may be made at any time after the beginning date of the grant stated on the AO-400.
3. The grantee is required to use these funds only for the operation and maintenance of the Golden State Pathways Program (GSPP) at the high school(s) noted in the grant request for implementation funds in accordance with the provisions of California *Education Code (EC)* sections 53020 through 53025. These funds may not supplant current fixed costs. Expenditures shall comply with all applicable provisions for federal, state, and local rules, regulations, and policies relating to the administration and accounting for public school funds, including but not limited to the *EC*. These funds are instructional in nature.
4. The grantee must limit administrative indirect costs to the rate approved by the California Department of Education (CDE) for the applicable fiscal year in which the funds are spent.
5. Upon receipt of the required certifications, scheduled payments of grant funds will be as follows:
 - The first payment of 85 percent of the funds will be released upon CDE approval of the budget and completion and return of the AO-400. Please allow approximately four weeks for processing.
 - The GSPP Annual Expenditure Report is due no later than 60 days after the close of each fiscal year. The GSPP Annual Expenditure Report should include a narrative of expenditures. Failure to submit a GSPP Annual Expenditure Report with a detailed narrative may result in a billing from the CDE for grant funds paid.
 - Grant recipients shall annually collect and submit data, disaggregated by pupil subgroup, on the outcome measures identified in the California EC Section 53024 (c). The annual report is due by October, beginning October 2027.
 - The final payment will be processed after CDE receives the October 2027 student data report.
6. If the grantee terminates its participation in the program, the grantee shall submit a final expenditure report within 30 days and return the unexpended funds upon receipt of a billing from the CDE. Supplies and equipment purchased with these funds will be redirected to other GSPP sites.

If you have any questions regarding the GSPP requirements of the grant, please contact Michelle Triplett, Education Programs Consultant, Academy, Apprenticeship, and Internship Office (AAIO), at GSPP@cde.ca.gov. If you have questions regarding the fiscal requirements of the grant, please contact Tetyana Zhang, Analyst II, AAIO, at GSPP@cde.ca.gov.

TO: Board of Trustees

FROM: Dr. Krista Schweers-Ganga

DATE: August 20, 2026

SUBJECT: Service Agreement with Orange County Department of Education for California Apprenticeship Initiative 2.0 – Cosmetology Related Supplemental Instruction

Background and Rationale

The attached Service Agreement between Coastline Regional Occupational Program (Coastline ROP) and the Orange County Superintendent of Schools provides funding through the California Apprenticeship Initiative (CAI) 2.0 to support Related Supplemental Instruction (RSI) for students pursuing careers in California's Personal Services sector. Coastline ROP will provide state-approved Career Technical Education instruction in cosmetology, barbering, esthetics, and manicuring, including classroom instruction, laboratory experiences, safety training, customer service, business operations, professional practices, and technical skill development. The program is designed to complement work-based learning and apprenticeship participation while preparing students for California State Board licensure and employment. The agreement is effective July 1, 2026, through June 30, 2027.

Financial Implications

Under the agreement, the Orange County Superintendent of Schools will reimburse Coastline ROP for services satisfactorily rendered in an amount not to exceed \$50,000. Payments will be made periodically upon completion and acceptance of services and submission of required invoices and supporting documentation.

Recommendation

It is respectfully recommended that the Board of Trustees approve the Service Agreement between Coastline Regional Occupational Program and the Orange County Department of Education for California Apprenticeship Initiative 2.0 funding in an amount not to exceed \$50,000 for the 2026–27 school year.

1 AGREEMENT NUMBER: 10009536

2 COASTLINE REGIONAL OCCUPATIONAL PROGRAM
3 SERVICE AGREEMENT

4 This AGREEMENT is hereby entered into this 1st day of July, 2026,
5 by and between the Orange County Superintendent of Schools, 200 Kalmus
6 Drive, Costa Mesa, California 92626, hereinafter referred to as
7 SUPERINTENDENT, and Coastline Regional Occupational Program, 1001
8 Presidio Square, Costa Mesa, California 92626, hereinafter referred to
9 as ROP. SUPERINTENDENT and ROP shall be collectively referred to as
10 the Parties.

11 WHEREAS, SUPERINTENDENT is authorized by Section 53060 of the
12 California Government Code to contract with and employ any persons for
13 the furnishing of special services and advice in financial, economic,
14 accounting, engineering, legal or administrative matters, if such
15 persons are specially trained and experienced and competent to perform
16 the special services required; and

17 WHEREAS, SUPERINTENDENT has received grant funds from the State
18 of California Department of Education for the California Apprenticeship
19 Initiative Grant (CAI) 2.0 for Educational Services Division, Career
20 Education Program, hereinafter referred to as PROGRAM; and

21 WHEREAS, ROP is specially trained and experienced and competent
22 to perform the special services required by the SUPERINTENDENT, and
23 such services are needed on a limited basis;

24 NOW, THEREFORE, the Parties hereto mutually agree as follows:

25 1.0 SCOPE OF WORK. SUPERINTENDENT hereby engages ROP as an independent
contractor to perform the following described work, and ROP hereby
agrees to perform said work upon the terms and conditions hereinafter

1 set forth. Specifically, ROP shall perform the services and activities
2 described in the Coastline ROP Cosmetology RSI Service Description
3 2026-2027, "Scope of Work", which is attached hereto and incorporated
4 by reference herein as Exhibit "A", for the Division of Educational
5 Services.

6 2.0 TERM. ROP shall commence providing services under this AGREEMENT
7 on July 1, 2026, and end on June 30, 2027, subject to termination as
8 set forth in this AGREEMENT.

9 3.0 PAYMENT.

10 A. SUPERINTENDENT agrees to pay ROP a total fee not to exceed
11 Fifty thousand dollars (\$50,000.00) for services satisfactorily
12 rendered pursuant to Section 1.0 of this AGREEMENT. Payment shall be
13 made to ROP periodically upon completion and acceptance of services,
14 and receipt and approval of an original numbered invoice in duplicate
15 from ROP which included the following: 1) a complete description of
16 service performed, and 2) date services were performed which must be
17 supported by documentation which shall include, but not be limited to
18 ledgers, journals, time sheets, invoices, bank statements, cancelled
19 checks, receipts, receiving records, and records of services provided.
20 ROP shall direct all invoices to: Orange County Superintendent of
21 Schools, 200 Kalmus Drive, P. O. Box 9050, Costa Mesa, California 92628-
22 9050, Attn: Accounting Manager. Payment shall be made to ROP within
23 thirty (30) days from receipt of an accurate invoice, and mailed to:
24 Coastline Regional Occupational Program, 1001 Presidio Square, Costa
25 Mesa, California 92626, or at such other place as ROP may designate in
writing.

1 B. SUPERINTENDENT may withhold or delay any payment should ROP
2 fail to comply with any of the provisions set forth in this AGREEMENT.

3 C. ROP shall not claim reimbursement for services provided
4 beyond the expiration and/or termination of this AGREEMENT, except as
5 may otherwise be provided under this AGREEMENT.

6 D. The obligation of SUPERINTENDENT under this AGREEMENT is
7 contingent upon the availability of funds furnished by the State of
8 California. In the event that such funding is terminated or reduced,
9 this AGREEMENT may be terminated, and SUPERINTENDENT fiscal obligations
10 hereunder shall be limited to a pro-rated amount of funding actually
11 received by the SUPERINTENDENT under the grant. SUPERINTENDENT shall
12 provide ROP written notification of such termination. Notice shall be
13 deemed given when received by the ROP or no later than three (3) days
14 after the day of mailing, whichever is sooner.

15 4.0 INDEPENDENT CONTRACTOR. ROP, in the performance of this
16 AGREEMENT, shall be and act as an independent contractor. ROP
17 understands and agrees that he/she and all of his/her employees shall
18 not be considered officers, employees or agents of the SUPERINTENDENT,
19 and are not entitled to benefits of any kind or nature normally provided
20 employees of the SUPERINTENDENT and/or to which SUPERINTENDENT'S
21 employees are normally entitled, including, but not limited to, State
22 Unemployment Compensation or Workers' Compensation. ROP assumes the
23 full responsibility for the acts and/or omissions of his/her employees
24 or agents as they relate to the services to be provided under this
25 AGREEMENT. ROP shall assume full responsibility for payment of all
federal, state and local taxes or contributions, including unemployment

1 insurance, social security and income taxes with respect to ROP'S
2 employees.

3 5.0 HOLD HARMLESS.

4 A. SUPERINTENDENT agrees to and does hereby indemnify,
5 defend, and hold harmless ROP, its Governing Board, officers, agents
6 and employees from liability and claims of liability for bodily injury,
7 personal injury, sickness, disease, or death of any person or persons,
8 or damage to any property, real personal, tangible or intangible,
9 arising out of the negligent acts or omissions of employees, agents or
10 officers of SUPERINTENDENT or the Orange County Board of education
11 during the period of this AGREEMENT.

12 B. ROP agrees to and does hereby indemnify, defend, and hold
13 harmless SUPERINTENDENT, the Orange County Board of Education, and its
14 officers, agents and employees from liability and claims of liability
15 for bodily injury, personal injury, sickness, disease, or death of any
16 person or persons, or damage to any property, real personal, tangible
17 or intangible, arising out of the negligent acts or omissions of its
18 Governing Board, employees, agents or officers of ROP during the period
19 of this AGREEMENT.

20 6.0 NON-DISCRIMINATION. ROP agrees that it will not engage in unlawful
21 discrimination in employment of persons because of race, color,
22 religious creed, national origin, ancestry, physical handicap, medical
23 condition, marital status, or sex of such persons.

24 7.0 APPLICABLE LAWS. The services completed herein must meet the
25 approval of the SUPERINTENDENT and shall be subject to the
SUPERINTENDENT'S general right of inspection to secure the satisfactory

1 completion thereof. ROP agrees to comply with all federal, state and
2 local laws, rules, regulations and ordinances that are now or may in
3 the future become applicable to ROP, ROP'S business, equipment and
4 personnel engaged in operations covered by this AGREEMENT or accruing
5 out of the performance of such operations.

6 8.0 ASSIGNMENT. The obligations of the ROP pursuant to this AGREEMENT
7 shall not be assigned by the ROP without prior written approval of
8 SUPERINTENDENT.

9 9.0 INSPECTION AND AUDIT. The SUPERINTENDENT and the State of
10 California Department of Education and their respective authorized
11 agents, shall have access, for the purpose of audit or examination, to
12 any records of ROP pertinent to this AGREEMENT. ROP shall maintain
13 records of services provided and financial records for a period of four
14 (4) years, unless such period is waived by SUPERINTENDENT.

15 10.0 TOBACCO USE POLICY. In the interest of public health,
16 SUPERINTENDENT provides a tobacco-free environment. Smoking or the use
17 of any tobacco products are prohibited in buildings and vehicles, and
18 on any property owned, leased or contracted for by the SUPERINTENDENT
19 pursuant to SUPERINTENDENT Policy 400-7. Failure to abide with
20 conditions of this policy could result in the termination of this
21 AGREEMENT.

22 11.0 TERMINATION. This AGREEMENT may be terminated by SUPERINTENDENT
23 or ROP with or without cause, upon the giving of thirty (30) days prior
24 written notice to the other party. SUPERINTENDENT shall compensate ROP
25 only for services satisfactorily rendered to the date of termination.

1 Notice shall be deemed given when received by ROP or no later than
2 three (3) days after the day of mailing, whichever is sooner.

3 12.0 NOTICE. All notices or demands to be given under this AGREEMENT
4 by either party to the other, shall be in writing and given either by:
5 (a) personal service or (b) by U.S. Mail, mailed either by registered
6 or certified mail, return receipt requested, with postage prepaid.
7 Service shall be considered given when received if personally served
8 or if mailed on the third day after deposit in any U.S. Post Office.
9 The address to which notices or demands may be given by either party
10 may be changed by written notice given in accordance with the notice
11 provisions of this section. As of the date of this AGREEMENT, the
12 addresses of the parties are as follows:

13 ROP: Coastline Regional Occupational Program
14 1001 Presidio Square
Costa Mesa, California 92626
Attn: Brian Dozer

15 SUPERINTENDENT: Orange County Superintendent of Schools
16 200 Kalmus Drive
P.O. Box 9050
17 Costa Mesa, California 92628-9050
Attn: Patricia McCaughey

18 13.0 NON WAIVER. The failure of SUPERINTENDENT or ROP to seek redress
19 for violation of, or to insist upon, the strict performance of any term
20 or condition of this AGREEMENT, shall not be deemed a waiver by that
21 party of such term or condition, or prevent a subsequent similar act
22 from again constituting a violation of such term or condition.

23 14.0 SEVERABILITY. If any term, condition or provision of this
24 AGREEMENT is held by a court of competent jurisdiction to be invalid,
25 void, or unenforceable, the remaining provisions will nevertheless

continue in full force and effect, and shall not be affected, impaired or invalidated in anyway.

15.0 GOVERNING LAW. The terms and conditions of this AGREEMENT shall be governed by the laws of the State of California with venue in Orange County, California.

16.0 ENTIRE AGREEMENT/AMENDMENT. This AGREEMENT and any exhibits attached hereto constitute the entire agreement among the Parties to it and supersedes any prior or contemporaneous understanding or agreement with respect to the services contemplated, and may be amended only by a written amendment executed by both Parties to the AGREEMENT.

IN WITNESS WHEREOF, the Parties hereto set their hands.

ROP: COASTLINE REGIONAL
OCCUPATIONAL PROGRAM

ORANGE COUNTY SUPERINTENDENT
OF SCHOOLS

BY:



Authorized Signature

BY:



Authorized Signature

PRINT NAME: Brian Dozer

PRINT NAME: Patricia McCaughey

TITLE: Superintendent

TITLE: Executive Director

DATE: 07 / 23 / 2026

DATE: July 22, 2026

Coastline Regional Occupational Program-CA Apprenticeship Initiative(CAI)2.0-STATE-
CareerEd(10009536)27
ZIP5

Coastline ROP Cosmetology RSI Service Description 2026-2027

The proposed funding supports Related Supplemental Instruction (RSI) for participants pursuing careers within California's Personal Services sector, including cosmetology, barbering, esthetics, and manicuring. Training is delivered through state-approved Career Technical Education programs offered by Coastline ROP and provides industry-aligned classroom instruction, laboratory experiences, safety training, customer service, business operations, professional practices, and technical skill development required for California State Board licensure and employment.

RSI activities complement work-based learning and apprenticeship participation by providing the technical knowledge and occupational competencies necessary for success in licensed Personal Services occupations. Instruction includes infection control, sanitation, client consultation, anatomy and physiology, chemical services, skin care, nail technology, barbering services, workplace professionalism, business operations, entrepreneurship, and state board examination preparation.

These programs provide structured career pathways that support participant recruitment, retention, skill attainment, licensure preparation, employment readiness, and advancement into apprenticeship and employment opportunities within the beauty and wellness industry.

Title	Signature Required - OCDE Agreement #10009536 - COASTLINE...
File name	Coastline_Regiona..._CareerEd_100.pdf
Document ID	cc197e38b995bb14782ba90eabbd17d1ba4dfa07
Audit trail date format	MM / DD / YYYY
Status	 Signed

Document History



07 / 22 / 2026
15:59:25 UTC-7

Sent for signature to Brian Dozer (bdozer@coastlinerop.net)
from kdinh@ocde.us
IP: 104.249.123.184



07 / 23 / 2026
07:27:50 UTC-7

Viewed by Brian Dozer (bdozer@coastlinerop.net)
IP: 104.249.92.68



07 / 23 / 2026
11:23:22 UTC-7

Signed by Brian Dozer (bdozer@coastlinerop.net)
IP: 207.212.33.88



07 / 23 / 2026
11:23:22 UTC-7

The document has been completed.

TO: Board of Trustees

FROM: Brian Dozer

DATE: August 13, 2026

SUBJECT: Orange County Department of Education (OCDE) ACCESS MOU

Background

Coastline ROP is continuing our partnership with OCDE providing Career Technical Education (CTE) to their Alternative, Community, and Correctional Education Schools and Services (ACCESS) Program for 2026-2027.

Under this agreement, Coastline ROP will provide three full-time instructors to provide CTE courses. The included MOU shows all the responsibilities of Coastline ROP and OCDE.

Financial Impact

The agreement will result in gross revenue to Coastline ROP of \$956,856.

Recommendation

It is respectfully requested that the Board of Trustees ratify the MOU and Appendix A between Coastline ROP and the Orange County Department of Education for 2026-2027.

MEMORANDUM OF UNDERSTANDING

between the Coastline Regional Occupational Program and the Orange County Superintendent of Schools

This Memorandum of Understanding (MOU) is made and entered into on **July 1, 2026**, between the **Coastline Occupational Program (CROP)** and the **Orange County Superintendent of Schools, operating as the Orange County Department of Education (OCDE)**.

PURPOSE:

The purpose of this MOU is to establish a one-year partnership between CROP and OCDE to provide Career Technical Education (CTE) to OCDE's Alternative, Community, and Correctional Education Schools and Services (ACCESS) Program between **July 1, 2026**, through **June 30, 2027**.

SCOPE OF WORK:

- CROP will provide students in the ACCESS Program with a sequence of rigorous and relevant career technical education (CTE) courses. These courses, taught by experienced and engaging instructors, will enrich students' high school experience, and provide them with the career compass needed to navigate a challenging future.
- In partnership with ACCESS, CROP instructors will provide students with a caring, safe, and successful learning environment designed to develop lifelong skills, and instill a voice that leads to positive transformation.
- CROP will hire, train, and supervise instructors who will teach the CTE courses and training programs under administrative and pathway oversight from CROP Administrators of Instructional Programs, and with the support from the CROP management, certificated, and classified support apparatus.

RESPONSIBILITIES:

CROP Responsibilities:

- a) Coordinate and collaborate with OCDE ACCESS staff to enhance curriculum development and instructional support. CROP staff will work jointly with OCDE ACCESS staff to provide tailored resources and training, ensuring both entities contribute expertise to optimize educational outcomes for students.
- b) Hire, train, supervise three full-time instructors to provide CTE courses in the following pathways: Arts, Media, & Entertainment, Health Science and Medical Technology, Building & Construction Trades/Information & Communication Technology, and Hospitality.
- c) Provide qualified instructors who hold valid, appropriate teaching credentials issued by the California Commission on Teacher Credentialing.
- d) Provide leadership and coordination services to ensure that high-quality CTE and regulatory standards are met. CROP support staff includes Administrators of Instructional Programs, the Director of Educational Services, Instructional Program Administrative Assistant, Work Based Learning Coordinator, and Instructional Coaches.

- e) Provide a sequence of rigorous and relevant CTE courses.
- f) Track student progress, including attendance, progress reports, report cards, and program evaluation data through the AERIES system operated by the ACCESS Program.
- g) Report social emotional, mental health, and disciplinary behavior to the ACCESS administration and/or counseling staff.

OCDE/ACCESSS Responsibilities

- a) Coordinate and collaborate with CROP to enhance curriculum development and instructional support. OCDE ACCESS staff will work jointly with CROP to provide tailored resources and training, ensuring both entities contribute expertise to optimize educational outcomes for students.
- b) Coordinate the ACCESS program.
- c) Provide clean, healthy, and safe teaching environment/facilities for students and teachers in the ACCESS program.
- d) Provide all supplies and equipment required for the CTE courses and training programs, unless mutually agreed upon in writing by the CROP and OCDE/ACCESS Administration.
- e) Provide counseling and other support staff who will confirm student eligibility, availability of space for its students in specific courses, enroll students and coordinate and communicate with CROP regarding enrollment and attendance.
- f) Provide a school counselor, administrator, or other support staff member dedicated to supporting the whole student's education through Multi-Tiered System of Support (MTSS). Supports include Foster Youth Services, Special Education Services, Title 1 Programs, and Title III Programs- English Learner Services.

SERVICE AREA AND DEMOGRAPHICS:

ACCESS serves about 2,550 students daily at 31 locations countywide, using various instructional models. ACCESS is a public, WASC-accredited educational program offering unique school options serving students throughout Orange County from Kindergarten to adults seeking to complete their high school education.

PAYMENT STRUCTURE:

CROP (in an amount as determined by Appendix A), shall receive annual operating funds from OCDE based on the number of full-time instructors and the percentage of leadership and support/coordination services needed. A full-time instructor equates to six sections of a specific CTE pathway over one day. CROP instructors will work 243 duty days per calendar year for the purposes of this contract.

Any other work requested by OCDE/ACCESS from CROP instructors to be completed outside or over the full-time teaching assignment (6 sections) and 243 duty days will be communicated to CROP and written into a separate Memorandum of Understanding (MOU).

DURATION: This MOU shall commence on July 1, 2026 and continue until the agreement's completion on June 30, 2027.

STUDENT DATA SHARING AGREEMENT

THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT:

The Family Educational Rights Privacy Act ("FERPA") permits the release of personally identifiable student data without prior written parental consent if the release is to "organizations conducting studies for, or on behalf of, educational agencies or institutions for the purpose of developing, validating, or administering predictive tests, administering student aid programs, and improving instructions, if such studies are conducted in such a manner as will not permit the personal identification of students and their parents by persons other than representative of such organizations and such information will be destroyed when no longer needed for the purpose for which it is conducted." 20 USC 1232g(b)(l)(F). Each party agrees to comply with FERPA in its performance of this agreement.

DATA SHARING:

To accomplish the purposes stated CROP and OCDE/ACCESS will share student data relative to the ACCESS Program. Both parties will work jointly to determine the provisions of the data request delivery.

DATA REQUIREMENTS AND DELIVERY FOR EACH ACADEMIC YEAR:

CROP and the OCDE/ACCESS Program agree to share data with student and teacher level data elements ("Shared Data") for all students attending the ACCESS Program pertaining to Career Technical Education. Student and teacher data will be delivered securely and directly from both parties.

With OCDE/ACCESS's approval, data may be matched to other administrative data. In these instances, both parties shall use a secure, mutually agreed upon means and schedule of transferring confidential information.

In addition, this agreement will meet the requirements requested by Aeries, the student information system used by CROP and the ACCESS Program, that an agreement to share student information is approved between the parties each year.

CONFIDENTIALITY:

Student records contain sensitive information, the disclosure of which is governed by California Education Code section 49060 et seq. and implementing regulations contained in title 5 of the California Code of Regulations, "Directory information," as defined in Education Code section 49061, subdivision (c) may be released pursuant to Governing Board policy.

In accordance with the Education Code section 49076, subdivision (b)(S), parties shall not use pupil record information in any manner that will permit the personal identification of students by persons other than representatives of either party or others authorized by CROP and the OCDE/ACCESS Program. Teacher data will have the same protections. All data will be stored in a secure area in a locked office at all sites. All data collected will remain confidential, and any reports generated from the data will be made in aggregate form to ensure that student or teacher identifiers, such as name and identification number are not disclosed to others besides representatives of either party and others authorized by CROP and OCDE/ACCESS Program. Student and teacher identifiers will be used for longitudinal data tracking and data linking only.

Neither party shall release or disclose any student information to any outside research department, institution, school or individual not mentioned in the agreement under any circumstances without

express written approval of either party. Projects requiring the sharing of personal identifiable information will be clearly explained prior to releasing data. Both parties agree to destroy all student and teacher data when it is no longer needed for program evaluation purposes.

Notwithstanding, both parties grant the right to use the Shared Data for each other's lawful education and research purposes. This grant shall include the use of de-identified Shared Data as part of the parties' published works in accordance with and compliant with the terms in this section. The de-identification of the Shared Data shall include the removal of CROP, OCDE, ACCESS, student, and teacher identification information.

OTHER TERMS

CONFIDENTIALITY:

The parties recognize the need to maintain personally identifiable information (PII) and protected health information (PHI) privately and confidentially. Information shall only be shared in strict accordance with established policies and procedures and state and federal laws.

The parties acknowledge that the existence and the terms of this MOU and any oral or written information exchanged between the parties in connection with the preparation and performance of this MOU are regarded as confidential information. Each party shall maintain confidentiality of all such confidential information, and without obtaining the written consent of the other party, shall not disclose any relevant confidential information to any third parties, except for the information that:

(a) is or will be in the public domain (other than through the receiving party's unauthorized disclosure); or (b) is under the obligation to be disclosed pursuant to the applicable laws or regulations, or orders of the court or other government authorities. Disclosure of any confidential information by the staff members or agencies hired by any party shall be deemed disclosure of such confidential information by such party and shall be held liable for breach of this MOU.

MINIMUM INSURANCE REQUIREMENTS:

1. If CROP has access to or will be receiving any personal or private information about the OCDE/ACCESS or its students, personnel, students, volunteers or parents or any other third party:

Cyber Liability & Privacy Liability insurance with limits not less than \$1,000,000 for each occurrence or event with an annual aggregate of \$2,000,000.

- a) The policy shall at a minimum cover claim involving infringement of intellectual property, including but not limited to infringement of copyright, trademark, trade dress, invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, alteration of electronic information, extortion and network security.
- b) The policy shall protect CROP from breach response costs and regulatory fines and penalties for the full policy limits.

INDEMNIFICATION:

To the fullest extent permitted by law, CROP shall defend, indemnify and hold harmless OCDE/ACCESS, and its officials, agents, volunteers and employees ("indemnified parties") from and against claims, damages, losses and expenses, including but not limited to attorney fees, arising out of CROP's performance under this MOU, regardless of whether such claim, damage, loss or expense is caused in part by an indemnified party. This includes, but is not limited to, claims, damages, losses and expenses arising from injury to, loss of, theft of or unauthorized access to personally identifiable information or documents containing such information, as most broadly defined under state or federal law; or any actual or alleged failure to comply with any provision of law. However, CROP shall not be obligated to indemnify an indemnified party for liability to the extent it is established by final adjudication that such indemnified party contributed to the liability via willful misconduct or sole negligence for which that indemnified party is legally responsible. CROP shall, if requested by the OCDE/ACCESS, defend using counsel approved by CROP in its sole discretion. CROP's obligations under this indemnity contract shall survive the completion or termination of the project.

To the fullest extent permitted by law, OCDE/ACCESS shall defend, indemnify and hold harmless CROP, and its officials, agents, volunteers and employees ("indemnified parties") from and against claims, damages, losses and expenses, including but not limited to attorney fees, arising out of OCDE/ACCESS's performance under this MOU, regardless of whether such claim, damage, loss or expense is caused in part by an indemnified party. This includes, but is not limited to, claims, damages, losses and expenses arising from injury to loss of, theft of or unauthorized access to personally identifiable information or documents containing such information, as most broadly defined under state or federal law; or any actual or alleged failure to comply with any provision of law. However, OCDE/ACCESS shall not be obligated to indemnify an indemnified party for liability to the extent it is established by final adjudication that such indemnified party contributed to the liability via willful misconduct or sole negligence for which that indemnified party is legally responsible. OCDE/ACCESS shall, if requested by CROP, defend using counsel approved by OCDE/ACCESS in its sole discretion. OCDE/ACCESS's obligations under this indemnity contract shall survive the completion or termination of the project

GOVERNING LAW: This MOU shall be governed by and construed in accordance with the laws of the State of California.

INSURANCE:

CROP shall, at CROP'S sole cost and expense, and require all of its subcontractors, prior to commencing the services under this MOU, secure and maintain in full force and effect during the term of this MOU a policy or policies of insurance covering CROPS and its subcontractor's services from a California licensed and/or admitted insurer with an A minus (A-), VII, or better rating from A.M. Best, sufficient to cover any claims, damages, liabilities, costs and expenses (including counsel fees) arising out of or in connection with CROP'S fulfillment of any of its obligations under this MOU. CROP shall furnish to OCDE certificates of insurance evidencing all coverage's and endorsements required hereunder prior to commencing services under this MOU. Minimum coverage's shall be as follows:

- A. Comprehensive or Commercial Form General Liability Insurance, including bodily injury, property damage and contractual liability in an amount not less than One Million Dollars (\$1,000,000) per occurrence, \$2,000,000.00 aggregate;
- B. Comprehensive Automobile liability insurance covering all owned, non-owned and hired vehicles with a combined single limit in an amount not less than One Million Dollars (\$1,000,000) per occurrence, \$2,000,000.00 aggregate;
- C. Sexual Abuse or Molestation Liability: \$3,000,000 per occurrence, \$6,000,000 aggregate.
- D. Statutory Workers' Compensation and Employer Liability Insurance in a form and amount covering CROP'S full liability under the California Workers' Compensation Insurance and Safety Act and in accordance with applicable state and federal laws.

Part A- Statutory Limits

Part B- \$1,000,000/\$1,000,000/\$1,000,000 Employers Liability

- E. An endorsement to said policy(ies) naming the Orange County Superintendent of Schools, the Orange County Board of Education, and its officers, agents and employees as an additional insured while rendering services under this MOU;
- F. CROP further agrees to provide prior written notice to OCDE thirty (30) days in advance of any cancellation, or modification of the required insurance;
- G. If CROP is either partially or fully self-insured for its liability exposures, CROP must notify OCDE in writing and provide OCDE with a statement signed by an authorized representative of CROP stating that CROP agrees to hold harmless, defend, and indemnify the Orange County Superintendent of Schools, the Orange County Board of Education, and their officers, employees and agents as if the insurance requirements in the above paragraphs are in full force and effect.

TERMINATION:

This MOU may be terminated by OCDE or CROP with or without cause, upon the giving of thirty (30) days prior written notice to the other party.

MANDATED REPORTER REQUIREMENTS. CROP acknowledges and understands that pursuant to California Penal Code Section 11165.7, employees and agents of CROP and any subcontractor whose duties under the Scope of Work include contact and supervision of children are mandatory reporters of known or suspected instances of child abuse or neglect. CROP will ensure that employees or agents of CROP and any subcontractor who are mandatory reporters will take the Child Abuse Mandated Reporter Educators Training Module within six weeks of hire and annually thereafter within the first six weeks of each school year. CROP agrees to make this training available to each mandatory reporter. CROP will ensure that each employee or agent of CROP and any subcontractor who is a mandatory reporter will execute an Employee Acknowledgement Form and a Suspected Child Abuse Reporting Acknowledgement Form. CROP will provide copies of each of these signed forms for each employee or agent of CROP or any

subcontractor who is a mandatory reporter to OCDE within six weeks of the hire of the mandatory reporter and annually.

HEALTH AND SAFETY:

CROP shall require that all current and subsequent employees, providing Services under this AGREEMENT comply with Education Code section 49406 and Health and Safety Code section 121525 regarding the examination for tuberculosis. CROP shall provide verification of all current and subsequent employees' tuberculosis risk assessment and/or written verification of negative results for tuberculosis, if required, prior to commencing Services pursuant to this MOU.

CROP shall notify all current and subsequent employees providing Services under this MOU, about universal health care precautions regarding infection control measures related to blood or bodily fluids when providing medical treatment or assistance to a pupil.

CROP further agrees to provide annual training regarding universal health care precautions and to post required notices in areas designated in the California Health and Safety Code.

FINGERPRINT REQUIREMENTS:

Prior to commencement of this MOU and throughout the term of this MOU, CROP, all employees of CROP and any subcontractors of CROP, shall fully comply with Education Code Section 45125.1. Education Code section 45125.1 requires that employees of a contractor under contract with a local educational agency shall ensure that such employees who interact with students outside of the immediate supervision and control of the student's parent or guardian or a school employee must be fingerprinted by the California Department of Justice for a criminal records summary. CROP expressly agrees that CROP and all of CROP'S current and subsequent employees will submit or have submitted fingerprints in a manner required by the California Department of Justice, as set forth in Education Code section 45125.1. CROP and/or CROP'S current and subsequent employees shall not come in contact with students until the California Department of Justice has ascertained that the CROP and/or CROP'S employees have not been convicted of a violent felony as defined in Penal Code section 667.S(c) or a serious felony as defined in Penal Code section 1192.7(c). CROP shall certify in writing CROP'S compliance with Education Code section 45125.1 to OCDE as set forth in EXHIBIT "A", attached hereto and incorporated herein. CROP'S certification shall be signed by CROP under penalty of perjury under the laws of the State of California and submitted to OCDE. CROP shall fulfill these requirements at its own expense. OCDE may require CROP and its current and subsequent employees to submit to additional criminal records checks at the OCDE'S sole and absolute discretion.

Prior to the commencement of the Services, the "Certification by Consultant Criminal Records Check" attached herein as EXHIBIT "A", must be completed and on file with OCDE.

EXHIBIT "A"

CERTIFICATION BY CONSULTANT CRIMINAL RECORDS CHECK

To the Orange County Superintendent of Schools (SUPERINTENDENT),

I, Dr. Brian K. Dozer certify that:
Name of Consultant

The undersigned hereby certifies to the SUPERINTENDENT as follows:

That I am a representative of the Consultant currently under contract ('Contract') with the SUPERINTENDENT; that I am familiar with the facts herein certified and am authorized and qualified to execute this certificate on behalf of the Consultant.

Consultant certifies that it has taken at least one of the following actions with respect to the service that is the subject of the Contract (check all that applies):

☒ The Consultant has complied with the fingerprinting requirements of Education Code Sections 33192, 33915, and 45125 et al., with respect to all Consultant's employees and all of its sub-consultants' employees who may have contact with SUPERINTENDENT's pupils in the course of providing services pursuant to the Contract, and the California Department of Justice has determined that none of those employees has been convicted of a felony, as that term is defined in Education Code Section 45122.1, as well as all other applicable legislative and penal codes that may be referenced in this Section. A complete and accurate list of Consultant's employees and of all of its sub-consultants' employees who may come in contact with SUPERINTENDENT's pupils during the course and scope of the Contract is attached hereto.

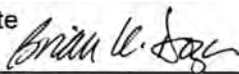
☒ The Consultant shall comply with all applicable subsequent arrest notification requirements of Education Code section 45125.1 and shall promptly notify the Orange County Superintendent of Schools of any change affecting an employee's eligibility to have contact with students.

Pursuant to Education Code Section 45125.2, Consultant certified that all employees will be under the continual supervision of, and monitored by, an employee(s) of the Consultant who the California Department of Justice has ascertained has not been convicted of a disqualifying felony. Name and Title: See attached Criminal Records Check Employee Name List (page 3 of this form)

The Work on the Contract is at an unoccupied school site and no employee and/or sub-consultant or supplier of any tier of Contract shall come in contact with the SUPERINTENDENT pupils.

I declare under penalty of perjury that the foregoing is true and correct. Executed at
Coastline ROP _____, California on 8/3/2026

Date



Signature

Dr. Brian K. Dozer

Type or printed name

1001 Presidio Sq.

Address

Costa Mesa, CA 92626

Address

bdozer@coastlinerop.org

Email Address

CRIMINAL RECORDS CHECK

INSERT NAMES OF EMPLOYEES WHO MAY COME INTO CONTACT WITH PUPILS

IMPORTANT: Changes to the criminal status of anyone listed on this form must be reported to the SUPERINTENDENT immediately.

Name of CONTRACTOR/CONSULTANT: Coastline Regional Occupational Program (ROP)

Date: 8/3/2026

<u>NAME OF EMPLOYEE(S)</u>	<u>PROJECT POSITION</u>
1. Emmanuel Parras	Teacher: Drones
2. Eduardo Morales	Teacher: Digital Media Arts
3. TBD	Teacher: Culinary Arts
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
15.	

FULL AGREEMENT:

This MOU represents the complete and exclusive statement between the CROP and OCDE and supersedes all other MOUs, oral or written between the Parties. In the event of a conflict between the terms of this MOU and any attachments hereto, the terms of this MOU shall prevail. This MOU may not be modified except by a written instrument signed by an authorized representative of OCDE and by an authorized representative of CROP. The Parties agree that any terms or conditions inconsistent with, or in addition to, the terms hereof, shall not bind or obligate CROP or OCDE. Each party to this MOU acknowledges that no representations, inducements, promises, or MOUs, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which is not embodied herein.

SIGNATURES OF AUTHORIZED REPRESENTATIVES:

Coastline Regional Occupational Program

By: Brian K. Dozer

Name: Dr. Brian K. Dozer

Title: Superintendent

Date: 8/3/2026

Orange County Superintendent of Schools

By: Patricia McCaughey

Name: Patricia McCaughey

Title: Executive Director

Date: August 4, 2026

Memorandum of Understanding - Appendix A

Coastline Regional Occupational Program Operating and Funding Agreement for the 2026-2027 School Year

ORANGE COUNTY DEPARTMENT OF EDUCATION

Maximum Number of Sections	Projected Total Number of Sections	Cost per Section	Projected Total Annual Cost for District	Projected Monthly Invoice Amount for District
18	18*	\$53,158	\$956,856	\$79,738

* The 18 sections will be taught by three teachers, with each teacher assigned six sections.

OCDE:

1. Requests for additional instructional sections must be provided in writing to CROP's Director of Educational Services, Dr. Krista Ganga, (kganga@coastlinerop.org) by the authorized OCDE designee.

CROP:

1. CROP shall provide OCDE/ACCESS with an **ROP Pathways and Staffing document** to reflect the breakdown of CROP sections by campus, CTE pathways, and instructors. The document will also include the contact information of CROP administrator(s) who will supervise CROP instructors for each campus.
2. The CROP shall **invoice OCDE** for twelve (12) equal monthly amounts, July through June.
3. CROP shall update and provide OCDE with a final version of this **Appendix A document** by **May 30th** of each year.

BOTH OCDE AND CROP:

1. A change in the type of CTE programs and services offered by CROP to OCDE/ACCESS may be made at any time, with the written approval from the authorized agents of both parties.
2. In the case of a new instructional program, or an existing program that requires a significant upgrade financial investment, OCDE and the ROP will determine what additional one-time and/or ongoing funding is required.

May 30, 2024

**COASTLINE ROP
REGULAR BOARD MEETING
Minutes
June 16, 2026**

The Board of Trustees of Coastline ROP met in regular session on June 16, 2026, at Arnold O. Beckman High School, 3588 Bryan Avenue, Engineering Classroom, Irvine, California. The meeting was called to order at 8:36 a.m. by Lynn Davis.

Present Members

Lynn Davis
Krista Weigand
Suzie Swartz
Lauren Brooks

Other

Brian Dozer
Krista Ganga
Siteria Edwards
Brenda Savedra
Izzy Burdge

Christopher Krebs
Rachel Kloppenburg
Brandee Ramirez
Grant Litfin
Alita Ray

Jeanne Bennett
Austin Hofmann
Amanda Saliba
Ana Pettersen

Rosy Kovatch
Louie Campos
Irma Villa
Michelle Arce

CLOSED SESSION

There was nothing to report out of closed session. Open session convened at 9:38 a.m.

**ADOPTION OF
AGENDA**

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

**SUPERINTENDENT'S
REPORT**

Dr. Brian Dozer greeted President Davis, Trustees, members of the Steering Committee, and guests. He thanked Tustin Unified School District and Beckman High School for hosting the June Coastline ROP board meeting.

He began with a legislative update on the two CTE bills that he has been sharing with them this year: AB 1590 and AB 1694. Last week, these bills passed the Senate Education Committee as part of the Committee's consent calendar. AB 1590 would require state agencies to revise the CTEIG formula to ensure that all state funding for the program is allocated to LEAs to provide CTE programs. AB 1694 would provide renewal grants for awardees. It was amended in committee to clarify that successful grantees shall receive renewal grants for 'at least' three additional years. There was some concern that the previous wording - the phrase 'shall receive renewal grants for 3 additional years' - could be interpreted as establishing a maximum renewal period rather than a minimum funding continuity expectation for successful programs. He believes the amendment strengthens the basic purpose of the bill, which is to provide greater stability in funding for local programs like Coastline ROP and their districts. Both AB 1590 and AB 1694 will next be considered by the Senate Appropriations Committee in August. The Legislature will take its summer recess during July and will reconvene on August 3. The deadline to pass the Senate Appropriations Committee is August 14.

Dr. Dozer and Dr. Krista Ganga attended the CAROCP transition meeting this week. He was pleased to report that they will both be on the board for the 2026-2027 year. Dr. Ganga will take his place as the Southern Region Chair, and he will be taking on the role of Ad Hoc Organizational Change Committee Chair. This new committee has

been formed to handle the change that will be necessary at CAROCP due to a major change happening with the annual CTE Conference held in Palm Springs each November. The conference has been, for the last 30 years, a co-production of CALCP (California Association of Leaders for Career Preparation) and CAROCP. However, at the conclusion of the 2027 CTE Conference CALCP will be shutting down and CAROCP will be taking over the entire planning and operation of the CTE Conference. He believes that this will be a very positive change for CAROCP as it allows the organization to raise its profile across the state. Coastline ROP can benefit from this by maintaining important leadership positions in the organization and helping guide its advocacy work.

He was happy to announce that they were bringing their first CCAP/Dual Enrollment agreement to the Board today. To date, all CCAP agreements have been through a district. This one is through Coastline ROP and is for Fire Science through Santa Ana College. They are working on EMR and EMT through SAC as well. And their hope is that with the trailer bill language including ROPs as eligible for CCAP agreements that they will continue to expand these opportunities for their students.

Lastly, this month Coastline ROP was pleased to bring their 2026-2027 budget for Board approval. They have worked diligently to stabilize their finances over the last few years, and they continue to make great strides by securing additional funding through grants and MOUs and making investments for the future. This allows them to increase opportunities for students and to provide greater service to their districts. They continue to look for additional opportunities and hope to report positively to everyone on those soon.

In closing, as they head into a very busy summer of hiring teachers and career specialists, Dr. Dozer wanted to thank everyone on their staff in advance for their hard work recruiting, interviewing, hiring, getting background checks and credentials, and onboarding. Their work sets the stage for a successful school year and impacts students in ways that they do not even know yet!

EDUCATIONAL SERVICES' REPORT

Dr. Krista Ganga began by stating their last partner district wrapped up its school year at the beginning of this month, and the ROP summer was already in full swing. They were buzzing with activity, interviewing staff, planning PDs, and gearing up for the next school year. While it may be summer recess for school districts, the ROP is hitting its stride.

After 25 months of advocacy and collaboration with state partners, Coastline ROP has received official approval from the Department of Justice to conduct fingerprinting services in-house. This significant milestone streamlines the onboarding process for employees and internship sites, reduces processing time and costs, and provides greater convenience for staff and partner districts. They are in the process of purchasing the required equipment, and then training on

the equipment will occur.

Dr. Ganga is currently finalizing the regional CTE Incentive Grant (CTEIG) consortium application, which is due June 19th. Working closely with their four partner districts, the team has coordinated project planning, budgets, and required documentation to develop a comprehensive grant proposal that supports high-quality career technical education programs, industry certifications, work-based learning, and student success initiatives.

As Dr. Dozer mentioned, she had the opportunity to bring Administrator Gina Escobar and Student Services Manager Andreana Pettersen to the CAROCP Transition Meeting in San Diego as part of their professional development. The experience provided valuable insight into statewide career technical education advocacy, legislative priorities, strategic planning, and the collaborative work that drives CAROCP's mission. Participants engaged in discussions on the 2026-2029 Strategic Plan, helping shape future priorities related to advocacy, member engagement, professional learning, and organizational effectiveness.

Gina joined the CAROCP Communications Committee, where she will collaborate with colleagues from across the state to strengthen the organization's messaging and branding. Andreana gained a behind-the-scenes perspective on the planning and coordination required to support a statewide professional association, including committee development, conference planning, and strategic goal setting.

At the end-of-year staff meeting in May, Coastline ROP staff demonstrated their commitment to student success by participating in a clothing drive benefiting the ACCESS Family Connection Center at Harbor Learning Center North. Donations of new and gently used clothing and shoes will provide students and families with access to essential items that promote confidence, dignity, and readiness for school and employment.

Last week, Ed Services sent critical data to each of the four districts for CALPADS reporting. This year, Coastline ROP placed 261 adult and K-12 students at internship sites, played a crucial role in helping students earn nearly 1,979 industry certifications, and collected reports of work-based learning experiences, including field trips, guest speakers, mentorships, CTSO activities, and competitions, in 61 classes. She was incredibly proud of their teachers for their exceptional instruction and their educational services staff for their diligent data collection and reporting.

As she wraps up her third year as Director of Educational Services, she is proud of the progress they have made together. This year was marked by strategic growth, stronger collaboration, and a continued commitment to innovation in career technical education. Her team expanded partnerships, refined systems, and enhanced opportunities that provide students with meaningful, hands-on, career-connected

learning experiences. The dedication and passion of her staff continue to drive their success, and she is grateful to work alongside such an exceptional team. As they look ahead, she is excited to build on this momentum and continue creating opportunities that positively impact their students, partner districts, and community.

**BOARD MEETING
DATE/TIME CHANGES**

It was moved by Member Swartz, seconded by Member Brooks, to move the Friday, July 10, 2026, meeting to Tuesday, June 30, 2026. It will be a closed session only. Motion carried 4-0.

**2026-2027 PROPOSED
BUDGET**

It was moved by Member Weigand, seconded by Member Swartz, to approve the budget for the 2026-2027 fiscal period with estimated actuals for 2025-2026. Motion carried 4-0.

**2026-2027
INTERAGENCY
AGREEMENTS FOR
ROP SERVICES**

It was moved by Member Brooks, seconded by Member Swartz, to approve the Appendix A and schedule of classes for Irvine, Newport-Mesa, Saddleback Valley, and Tustin Unified School Districts. Motion carried 4-0.

**GRANT FUNDED CTE
RECRUITMENT AND
ENGAGEMENT
SPECIALIST POSITION**

It was moved by Member Swartz, seconded by Member Brooks, to approve the CTE Recruitment and Engagement Specialist position. Motion carried 4-0.

CONSENT CALENDAR

It was moved by Member Brooks, seconded by Member Swartz, to approve the Consent Calendar without item 23, Sonychelle Media and Communications LLC – Coastline ROP Marketing Support Proposal for 2026-2027. Motion carried 4-0.

- Minutes from May 21, 2026, Board of Trustees meeting
- Ratification of purchase order and change order reports – May 11, 2026 – June 7, 2026
- Ratification of check report – May 11, 2026 – June 7, 2026
- New Internship Sites
- K-12 SWP MOU – Pathway Coordinator for the 2026-2027 school year
- College and Career Access Pathways (CCAP) Dual Enrollment Partnership Agreement 2026-2029
- Margaret A. Chidester & Associates Retainer Agreement for Legal Services in 2026-2027 school year
- Service Agreement with OCDE for the California Apprenticeship Initiative (CAI) 2.0 Grant
- MOU between Coastline ROP and OCDE for participation in the 2026-2027 CTE Credential Program
- 2026-2027 vendor agreements for services
- Personnel Register #10 – 2025-2026 (Approval of employee appointments, releases, retirements, terminations, leaves, transfers, promotions, stipends, additional/overtime assignments)
- Approval of travel and conference report

ADJOURNMENT

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

The meeting adjourned at 10:14 a.m.

Clerk/Secretary

**COASTLINE ROP
REGULAR BOARD MEETING
Minutes
June 30, 2026**

The Board of Trustees of Coastline ROP met in closed session on June 30, 2026, in Room 154, Laguna Hills High School, 25401 Paseo de Valencia, Laguna Hills, CA 92653. The meeting was called to order at 11:01 a.m. by Lynn Davis, President.

<u>Present Members</u>	<u>Other</u>
Lynn Davis	Brian Dozer
Krista Weigand	
Suzie Swartz	
Lauren Brooks	

**ADOPTION OF
AGENDA**

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

CLOSED SESSION

The board met in closed session to discuss the Superintendent's evaluation. There was no action taken.

ADJOURNMENT

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

The meeting was adjourned at 12:39 p.m.

Clerk/Secretary

COASTLINE R.O.P.

PURCHASE ORDER DETAIL REPORT

BOARD OF TRUSTEES MEETING 08/20/2026

FROM 06/08/2026

TO 08/09/2026

PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	PSEUDO / OBJECT DESCRIPTION
W95C0080	COUNTY OF ORANGE	358.74	358.74	0100006501	5891 GEN FUND IT DATA PROC SERV /
W95C0227	CHERRY, CHRISSY	1,000.00	1,000.00	0100006207	5800 GEN FUND SCHL ADMIN / PROF - CONSULTING &
W95C0228	F & M CREDIT CARD	58.41	58.41	0100006506	4330 GEN FUND MF MAINTENANCE / Office Supplies-
W95C0229	COSTA MESA MOVING COMPANY	850.00	850.00	0100006513	5800 GEN FUND MAINT & OPERATIONS / PROF -
W95C0230	HOPSKIPDRIVE INC	7,864.61	7,864.61	0163876201	5800 CTEIG ROP EDSV OTH INST RES / PROF - CONSULTING
W95C0231	CYBER FORWARD ACADEMY LLC	80,000.00	42,760.00 37,240.00	0163881103 0163881120	5890 SWP PY INF.TECH ROP INST / LEGAL SETTTL/JUDG 5890 SWP PY1 INF.TECH ROP INS / LEGAL SETTTL/JUDG
W95C0232	SECURE LIVE SCAN	2,114.00	2,114.00	0190150901	5850 OCCF ROP MEDI INST / FINGERPRINTING - BCKGRND
W95C0233	ZAHOUREK SYSTEMS INC	399.00	399.00	0163870910	5220 CTEIG NMUSD ESHS MEDI INST / CONFERENCES &
W95C0234	ZAHOUREK SYSTEMS INC	399.00	399.00	0163830927	5220 GSPP I1 HSMT CMHS NMUSD INT DE / CONFERENCE
W95C0235	DEPT OF JUSTICE	2,366.00	2,366.00	0190150901	5850 OCCF ROP MEDI INST / FINGERPRINTING - BCKGRND
W95C0236	ATKINSON ANDELSON LOYA RUUD &	579.00	579.00	0163876223	5220 CTEIG EDSV INST SUP / CONFERENCES & MEETING
W95C0237	COSTA MESA MOVING COMPANY	1,250.00	1,250.00	0100006513	5890 GEN FUND MAINT & OPERATIONS / LEGAL
W95C0238	ZAHOUREK SYSTEMS INC	399.00	399.00	0163830905	5220 GSPP I1 HSMT SVUSD LHHS INST / CONFERENCES &
W95C0239	F & M CREDIT CARD	18.48	18.48	0100006302	5950 GEN FUND HR PERSONNEL / Postage - Communications
W95C0240	INSTRUCTURE INC	4,000.00	4,000.00	0163876223	5890 CTEIG EDSV INST SUP / LEGAL SETTTL/JUDG NOT
W95C0241	HYBRID HEALTH SYSTEMS LLC	300.00	300.00	0190110901	5892 ELL ROP MEDI INST / PHYSICAL EXAMS/MEDICAL
W95C0242	NEWPORT MESA UNIFIED SD	100.00	100.00	0163870302	5825 CTEIG NMUSD EHS CONST INST / CONTR SVCS -
W95C0243	SECURE LIVE SCAN	420.00	420.00	0190140901	5850 CAI ROP MEDI INST / FINGERPRINTING - BCKGRND
W95C0244	F & M CREDIT CARD	18.37	18.37	0100006302	5950 GEN FUND HR PERSONNEL / Postage - Communications
W95C0245	NEWPORT MESA UNIFIED SD	1,806.10	1,806.10	0163870302	5825 CTEIG NMUSD EHS CONST INST / CONTR SVCS -
W95C0246	NEWPORT MESA UNIFIED SD	169.00	169.00	0163870910	5825 CTEIG NMUSD ESHS MEDI INST / CONTR SVCS - FIE
W95C0247	ATKINSON ANDELSON LOYA RUUD &	579.00	579.00	0163876203	5220 CTEIG ROP EDSV OTH CS RES / CONFERENCES &
W95C0248	HYBRID HEALTH SYSTEMS LLC	650.00	490.00 160.00	0163870901 0163870904	5892 CTEIG IUSD CSHS MEDI INST / PHYSICAL 5892 CTEIG ROP MEDI INST / PHYSICAL EXAMS/MEDICAL
W95C0249	HOPSKIPDRIVE INC	3,363.18	3,363.18	0163876201	5890 CTEIG ROP EDSV OTH INST RES / LEGAL SETTTL/JUD
W95C0250	COASTLINE ROP REVOLVING CASH F	3,115.88	3,115.88	0100006400	4300 BUS SVCS HOLDING ACCOUNT / MATERIALS &

COASTLINE R.O.P.
PURCHASE ORDER DETAIL REPORT
BOARD OF TRUSTEES MEETING 08/20/2026

FROM 06/08/2026 TO 08/09/2026

PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	PSEUDO / OBJECT DESCRIPTION
W95C0251	DEPT OF JUSTICE	384.00	384.00	0190140901 5850	CAI ROP MEDI INST / FINGERPRINTING - BCKGRND
W95C0252	CHRISTY WHITE	4,950.00	4,950.00	0100006104 5860	GEN FUND SUP EXT FIN AUDIT OTH / FISCAL AUDIT
W95C0253	SOUTHERN CALIFORNIA NEWS GROUP	894.26	894.26	0100006103 5840	GEN FUND SUP BOARD / ADVERTISING - MARKETING
W95C0254	OCCUPATIONAL HEALTH CENTERS OF	563.20	563.20	0100006302 5892	GEN FUND HR PERSONNEL / PHYSICAL
W95R0277	AMAZON	1,022.18	1,022.18	0100006203 4330	GEN FUND EDSV INST SUP / Office Supplies-Consumable
W95R0278	AMAZON	417.58	158.36 41.47	0100006207 4330 0163836205 4330	GEN FUND SCHL ADMIN / Office Supplies-Consumable
			20.73	0163836206 4330	GSPP PLANNING ED SVCS OTH PUP / Office Supplies-
			25.93	0163886208 4330	GSPP PLANNING INST STAFF DEV / Office Supplies-
			171.09	0163886213 4330	SWP EDSV SUP/ADMIN / Office Supplies-Consumable
W95R0279	MEDICAL DISCOUNT MARKETING	840.45	840.45	0190110901 4300	SWP EDSV OTH PUP SERV / Office Supplies-Consumable
W95R0280	AMAZON	2,731.89	2,731.89	0163881005 4300	ELL ROP MEDI INST / MATERIALS & SUPPLIES
W95R0281	CDW GOVERNMENT	1,990.97	995.48 995.49	0190120401 4430 0190121301 4430	SWP PY FOO THI HOSPITALITY INST / MATERIALS & OC PATHWAY VIRT BUS/FIN INST / NON-CAP OC PATHWAY VIRT MKT/SALES INST / NON-CAP
W95R0282	AMERICAN HEART ASSOCIATION	2,262.75	2,262.75	0163876225 4300	CTEIG ROP EDSV OTHER INST / MATERIALS &
W95R0283	TUSTIN AWARDS INC	67.88	67.88	0100006202 4330	GEN FUND EDSV SUP/ADMIN / Office Supplies-
W95R0284	TUSTIN AWARDS INC	391.14	391.14	0100006302 4330	GEN FUND HR PERSONNEL / Office Supplies-Consumable
W95R0285	F & M CREDIT CARD	939.53	939.53	0100006506 4330	GEN FUND MF MAINTENANCE / Office Supplies-
W95R0286	HOME DEPOT CREDIT SERVICES	377.11	377.11	0100006506 4330	GEN FUND MF MAINTENANCE / Office Supplies-
W95R0287	AMAZON	1,664.12	843.70 103.43 716.99	0100006102 4430 0100006501 4330 0100006501 4430	GEN FUND SUP SUPERINTENDENT / NON-CAP GEN FUND IT DATA PROC SERV / Office Supplies- GEN FUND IT DATA PROC SERV / NON-CAP
W95R0288	AMAZON	2,154.46	2,154.46	0163871017 4300	CTEIG TUSD FHHS HOSP INST / MATERIALS &
W95R0289	F & M CREDIT CARD	1,500.00	1,500.00	0163870406 4300	CTEIG IUSD BUSS AND FINC INST / MATERIALS &
W95R0290	CDW GOVERNMENT	5,227.17	5,227.17	0100006503 4430	GEN FUND IT INST MEDIA / NON-CAP EQUIP/Comp &
W95R0291	CDW GOVERNMENT	35,229.70	35,229.70	0100006503 4430	GEN FUND IT INST MEDIA / NON-CAP EQUIP/Comp &
W95R0293	CERTIFIX INC	5,140.00	50.00 2,780.00 2,310.00	0163876210 4330 0163876210 4430 0163876210 5890	CTEIG ROP EDSV SCH ADMIN / Office Supplies- CTEIG ROP EDSV SCH ADMIN / NON-CAP EQUIP/Comp CTEIG ROP EDSV SCH ADMIN / LEGAL SETTLE/JUDG

COASTLINE R.O.P.
PURCHASE ORDER DETAIL REPORT
BOARD OF TRUSTEES MEETING 08/20/2026

FROM 06/08/2026 TO 08/09/2026

PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	PSEUDO / OBJECT DESCRIPTION
W95R0294	LN CURTIS & SONS	6,370.57	6,370.57	0163871402 5800	CTEIG ROP PUB SRV INST / PROF - CONSULTING &
W95R0295	TUSTIN UNIFIED SCHOOL DISTRICT	326,359.35	53,434.25 3,825.10 60,000.00 30,000.00 87,999.00	0163870231 4430 0163871017 4300 0163879905 5890 0163889919 5890 0163889937 5888	CTEIG TUSD HVHS DMI INST / NON-CAP EQUIP/Com CTEIG TUSD FHHS HOSP INST / MATERIALS & CTEIG TUSD-ACROSS DIST INST / LEGAL SETTLL/JUD SWP PY TUSD-ACROSS DIST INST / LEGAL SWP CY SVUSD-ACROSS DIST INST / Internet - SWP CY TUSD-ACROSS DIST INST / Internet - SWP CY ROP ACROSS DIST INST / Internet -
W95R0296	HYBRID HEALTH SYSTEMS LLC	1,140.00	1,140.00	0190150901 5892	OCCF ROP MEDI INST / PHYSICAL EXAMS/MEDICAL
W95X0088	INGARDIA BROS PRODUCE INC	5,000.00	5,000.00	0163871017 4300	CTEIG TUSD FHHS HOSP INST / MATERIALS &
W95X0089	SMART & FINAL	1,000.00	1,000.00	0163871017 4300	CTEIG TUSD FHHS HOSP INST / MATERIALS &
Y95A0001	CASBO	850.00	850.00	0100006403 5395	GEN FUND BS FIN ACCT / MEMBERSHIPS -
Y95A0002	INFINITY COMMUNICATIONS & CONS	3,500.00	3,500.00	0100006408 5800	GEN FUND BS SCHL ADMIN / PROF - CONSULTING &
Y95A0003	FRONTLINE TECHNOLOGIES GROUP L	6,647.98	6,647.98	0100006501 5895	GEN FUND IT DATA PROC SERV / OTH CONTR
Y95A0004	REEP FOR BENEFITS	678,000.00	678,000.00	0100006408 3402	GEN FUND BS SCHL ADMIN / HEALTH & WELFARE -
Y95A0005	EAP INC DBA CLC	960.00	960.00	0100006408 3462	GEN FUND BS SCHL ADMIN / Supplemental Coverage-
Y95A0006	MADISON NATIONAL LIFE	5,088.48	2,035.39 3,053.09	0100006408 3402 0100006408 3462	GEN FUND BS SCHL ADMIN / HEALTH & WELFARE - GEN FUND BS SCHL ADMIN / Supplemental Coverage-
Y95A0007	VISION SERVICE PLAN	11,000.00	11,000.00	0100006408 3402	GEN FUND BS SCHL ADMIN / HEALTH & WELFARE -
Y95A0008	FIRST-CITIZENS BANK & TRUST CO	14,729.47	14,729.47	0100006501 5650	GEN FUND IT DATA PROC SERV / EQUIPMENT LEAS
Y95A0009	SAN JOAQUIN COUNTY OFFICE OF E	1,850.00	1,850.00	0100006302 5840	GEN FUND HR PERSONNEL / ADVERTISING -
Y95A0010	NORTHERN OC LIABILITY & PROPER	286,232.00	286,232.00	0100006505 5450	GEN FUND MF FISCAL SERVICES / OTH INS - FIRE
Y95A0011	NORTHERN OC SELF WC AGENCY	97,318.00	97,318.00	0100006408 3602	GEN FUND BS SCHL ADMIN / WORKERS' COMP - CLS
Y95A0012	SHI INTERNATIONAL CORP	7,975.50	7,975.50	0100006501 5888	GEN FUND IT DATA PROC SERV / Internet -
Y95A0013	SHI INTERNATIONAL CORP	17,031.18	17,031.18	0100006501 5895	GEN FUND IT DATA PROC SERV / OTH CONTR
Y95A0014	ACSA	1,271.49	1,271.49	0100006203 5395	GEN FUND EDSV INST SUP / MEMBERSHIPS -
Y95A0015	ACSA	1,690.56	1,690.56	0100006102 5395	GEN FUND SUP SUPERINTENDENT / MEMBERSHIPS
Y95A0016	F & M CREDIT CARD	36.55	36.55	0100006205 5889	GEN FUND EDSV INST / INTERNET-BASED

COASTLINE R.O.P.
PURCHASE ORDER DETAIL REPORT
BOARD OF TRUSTEES MEETING 08/20/2026

FROM 06/08/2026 TO 08/09/2026

PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	PSEUDO / OBJECT DESCRIPTION
Y95A0017	GREATER IRVINE CHAMBER OF COMM	849.00	849.00	0100006203 5395	GEN FUND EDSV INST SUP / MEMBERSHIPS -
Y95A0018	ORANGE COUNTY DEPARTMENT OF ED	54,000.00	12,900.00 33,200.00 7,900.00	0100006302 5895 0100006411 5895 0100006501 5895	GEN FUND HR PERSONNEL / OTH CONTR GEN FUND BS DATA PROCESSING SV / OTH CONTR GEN FUND IT DATA PROC SERV / OTH CONTR
Y95A0019	METROED	4,700.00	4,700.00	0100006408 5395	GEN FUND BS SCHL ADMIN / MEMBERSHIPS -
Y95A0020	CALIFORNIA SCHOOL BOARDS ASSOC	6,750.00	6,750.00	0100006102 5395	GEN FUND SUP SUPERINTENDENT / MEMBERSHIPS
Y95A0021	CALIFORNIA SCHOOL BOARDS ASSOC	1,438.00	1,438.00	0100006102 5395	GEN FUND SUP SUPERINTENDENT / MEMBERSHIPS
Y95C0001	COASTLINE ROP REVOLVING CASH F	677.10	677.10	0100006400 4300	BUS SVCS HOLDING ACCOUNT / MATERIALS &
Y95C0002	TK BURGERS CATERING INC	1,014.72	1,014.72	0101086101 4360	DONATIONS SUPERINTENDENT / REFRESHMENTS
Y95C0003	C.J. NORD DBA SUPPLY CHAINS FO	3,825.00	3,825.00	0163880409 5888	SWP CY ROP BUSS INST / Internet - Software/Licenses
Y95C0004	ATKINSON ANDELSON LOYA RUUD &	1,148.00	1,148.00	0100006302 5220	GEN FUND HR PERSONNEL / CONFERENCES &
Y95C0005	ORANGE COUNTY DEPARTMENT OF ED	50.00	50.00	0163886224 5220	SWP PY ED SERV INST. STAFF DEV / CONFERENCES
Y95C0006	ACSA REGION 17	400.00	400.00	0100006102 5395	GEN FUND SUP SUPERINTENDENT / MEMBERSHIPS
Y95C0007	ORANGE COUNTY DEPARTMENT OF ED	150.00	150.00	0163876223 5220	CTEIG EDSV INST SUP / CONFERENCES & MEETINGS
Y95R0001	OFFICE DEPOT	1,341.98	1,341.98	0100006203 4330	GEN FUND EDSV INST SUP / Office Supplies-Consumable
Y95R0002	AMAZON	288.24	288.24	0100006210 4330	GEN FUND ROP SCHL ADMIN / Office Supplies-
Y95R0003	AMAZON	60.29	60.29	0163870904 4300	CTEIG ROP MEDI INST / MATERIALS & SUPPLIES
Y95R0004	AMAZON	243.95	243.95	0163876208 4330	CTEIG ROP EDSV / Office Supplies-Consumable
Y95R0005	HOME DEPOT CREDIT SERVICES	377.11	377.11	0100006506 4330	GEN FUND MF MAINTENANCE / Office Supplies-
Y95R0006	AMAZON	923.85	103.43 716.99	0100006203 4330 0100006203 4335	GEN FUND EDSV INST SUP / Office Supplies-Consumable GEN FUND EDSV INST SUP / NON INSTR SOFTWARE &
Y95R0007	ULINE	458.68	103.43	0100006302 4330	GEN FUND HR PERSONNEL / Office Supplies-Consumable
Y95R0008	AMERICAN HEART ASSOCIATION	12,998.03	458.68	0100006403 4330	GEN FUND BS FIN ACCT / Office Supplies-Consumable
Y95R0009	NATIONAL OFFICE LIQUIDATORS LL	1,804.82	12,998.03	0163870904 4300	CTEIG ROP MEDI INST / MATERIALS & SUPPLIES
Y95R0010	ELSEVIER HEALTH SCIENCE	1,413.69	1,804.82	0100006513 4330	GEN FUND MAINT & OPERATIONS / Office Supplies-
Y95R0011	TUSTIN AWARDS INC	153.01	1,413.69	0163870904 4110	CTEIG ROP MEDI INST / TXTBKS - Instr
			153.01	0100006101 4330	GEN FUND SUPERINTENDENT / Office Supplies-

COASTLINE R.O.P.

PURCHASE ORDER DETAIL REPORT

BOARD OF TRUSTEES MEETING 08/20/2026

FROM 06/08/2026

TO08/09/2026

PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	PSEUDO / OBJECT DESCRIPTION
Y95R0012	AMAZON	46.98	46.98	0163870217 4300	CTEIG IUSD WHS AME INST / MATERIALS & SUPPLIES
Y95R0013	MEDCO SUPPLY COMPANY	4,849.46	4,849.46	0163870908 4490	CTEIG SVUSD MVHS MEDI INST / NON CAP EQUIP -
Y95R0014	MEDCO SUPPLY COMPANY	2,021.17	2,021.17	0163870907 4300	CTEIG TUSD THS MEDI INST / MATERIALS & SUPPLIES
Y95R0015	TUSTIN AWARDS INC	140.06	28.01	0100006202 4330	GEN FUND EDSV SUP/ADMIN / Office Supplies-
			28.02	0100006206 4330	GEN FUND EDSV OTHR INST RESC / Office Supplies-
			28.01	0100006302 4330	GEN FUND HR PERSONNEL / Office Supplies-Consumable
			28.01	0100006403 4330	GEN FUND BS FIN ACCT / Office Supplies-Consumable
			28.01	0100006502 4330	GEN FUND IT SCHL ADMIN / Office Supplies-Consumable
Y95R0016	REALITYWORKS.COM	5,261.01	5,261.01	0163870907 4490	CTEIG TUSD THS MEDI INST / NON CAP EQUIP -
Y95R0017	ZAHOUREK SYSTEMS INC	219.02	219.02	0163870907 4110	CTEIG TUSD THS MEDI INST / TXTBKS - Instr
Y95R0018	AMAZON	838.83	838.83	0163870908 4300	CTEIG SVUSD MVHS MEDI INST / MATERIALS &
Y95R0019	F & M CREDIT CARD	210.08	210.08	0163870908 4300	CTEIG SVUSD MVHS MEDI INST / MATERIALS &
Y95R0020	CERTIFIX INC	5,140.00	700.00	0163876210 4335	CTEIG ROP EDSV SCH ADMN / NON INSTR SOFTWARE
			2,100.00	0163876210 4430	CTEIG ROP EDSV SCH ADMN / NON-CAP EQUIP/Com
			2,340.00	0163876210 5800	CTEIG ROP EDSV SCH ADMN / PROF - CONSULTING
Y95R0021	JONES & BARTLETT LEARNING LLC	14,181.93	3,545.47	0163871401 4110	CTEIG IUSD CSHS PUB SRV INST / TXTBKS - Instr
			3,545.49	0163871402 4110	CTEIG ROP PUB SRV INST / TXTBKS - Instr
			3,545.48	0163871405 4110	CTEIG SVUSD THHS PUB SRV INST / TXTBKS - Instr
			3,545.49	0163871418 4110	CTEIG NMUSD NHHS PUB SRV INST / TXTBKS - Instr
Y95R0022	SNAP ON TOOLS	239.85	239.85	0163871501 4300	CTEIG IUSD IHS TRANSP INST / MATERIALS &
Y95R0023	APPLE COMPUTER INC	466.25	466.25	0100006401 4335	GEN FUND BS FISCAL SERVICES / NON INSTR
Y95R0024	AMAZON	4,770.43	4,770.43	0101000301 4300	ROC/P APPORTMNT ETHS INST / MATERIALS &
Y95R0025	HOME DEPOT CREDIT SERVICES	9,537.20	9,537.20	0101000301 4300	ROC/P APPORTMNT ETHS INST / MATERIALS &
Y95R0026	ULINE	1,303.84	1,303.84	0101000301 4300	ROC/P APPORTMNT ETHS INST / MATERIALS &
Y95R0027	TODAY'S CLASSROOM LLC	10,687.26	1,178.75	0101000301 4300	ROC/P APPORTMNT ETHS INST / MATERIALS &
			9,508.51	0101000301 4490	ROC/P APPORTMNT ETHS INST / NON CAP EQUIP -
Y95X0001	OFFICE DEPOT	300.00	300.00	0100006102 4330	GEN FUND SUP SUPERINTENDENT / Office Supplies-
Y95X0002	KYOCERA DOCUMENT	15,826.04	7,913.02	0100006501 5665	GEN FUND IT DATA PROC SERV / EQUIP MAINT
			7,913.02	0100009901 5665	GEN FUND ALL SITES ADULT ED / EQUIP MAINT

COASTLINE R.O.P.

PURCHASE ORDER DETAIL REPORT

BOARD OF TRUSTEES MEETING 08/20/2026

FROM 06/08/2026

TO08/09/2026

PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	PSEUDO / OBJECT DESCRIPTION
Y95X0003	INTERMEDIA.NET INC	10,946.76	10,946.76	0100006509 5920	GEN FUND MF SCHL ADMIN / Communications - Phone
Y95X0004	REFLEX NETWORKING	15,240.00	15,240.00	0100006501 5800	GEN FUND IT DATA PROC SERV / PROF - CONSULTING
Y95X0005	REFLEX NETWORKING	1,500.00	1,500.00	0100006501 5800	GEN FUND IT DATA PROC SERV / PROF - CONSULTING
Y95X0006	SPECTRUM BUSINESS	18,313.44	18,313.44	0100006501 5889	GEN FUND IT DATA PROC SERV / INTERNET-BASED
Y95X0007	AMAZON	1,000.00	1,000.00	0100006203 4330	GEN FUND EDSV INST SUP / Office Supplies-Consumable
Y95X0008	OFFICE DEPOT	1,000.00	1,000.00	0100006203 4330	GEN FUND EDSV INST SUP / Office Supplies-Consumable
Y95X0009	VERIZON WIRELESS	500.00	500.00	0100006203 5940	GEN FUND EDSV INST SUP / Communications - Intrnet
Y95X0010	INDEED.COM	6,000.00	6,000.00	0100006302 5840	GEN FUND HR PERSONNEL / ADVERTISING -
Y95X0011	AMAZON	500.00	500.00	0100006302 4330	GEN FUND HR PERSONNEL / Office Supplies-Consumable
Y95X0012	DEPT OF JUSTICE	1,300.00	1,300.00	0100006302 5850	GEN FUND HR PERSONNEL / FINGERPRINTING -
Y95X0013	OCCUPATIONAL HEALTH CENTERS OF	1,000.00	1,000.00	0100006302 5892	GEN FUND HR PERSONNEL / PHYSICAL
Y95X0014	VERIZON WIRELESS	500.00	500.00	0100006209 5940	GEN FUND EDSV INST SUP / Communications - Intrnet
Y95X0015	O'REILLY AUTO PARTS	2,000.00	2,000.00	0163871501 4300	CTEIG IUSD IHS TRANSP INST / MATERIALS &
Y95X0016	CINTAS CORP	2,000.00	2,000.00	0163871501 4300	CTEIG IUSD IHS TRANSP INST / MATERIALS &
Y95X0017	VERIZON WIRELESS	500.00	500.00	0100006102 5940	GEN FUND SUP SUPERINTENDENT / Communications -
Y95X0018	AMAZON	1,000.00	1,000.00	0100006102 4330	GEN FUND SUP SUPERINTENDENT / Office Supplies-
Y95X0019	AMAZON	1,000.00	1,000.00	0100006403 4330	GEN FUND BS FIN ACCT / Office Supplies-Consumable
Y95X0020	OFFICE DEPOT	500.00	500.00	0100006403 4330	GEN FUND BS FIN ACCT / Office Supplies-Consumable
Y95X0021	CORODATA RECORDS MANAGEMENT IN	1,200.00	50.00	0100006407 4330	GEN FUND BS WAREHOUSE / Office Supplies-Consumable
			1,150.00	0100006407 5800	GEN FUND BS WAREHOUSE / PROF - CONSULTING &
Y95X0022	PITNEY BOWES	2,000.00	300.00	0100006408 4330	GEN FUND BS SCHL ADMIN / Office Supplies-Consumable
			1,700.00	0100006408 5650	GEN FUND BS SCHL ADMIN / EQUIPMENT LEASE
Y95X0023	O'REILLY AUTO PARTS	2,000.00	2,000.00	0163881504 4300	SWP CY LHHS TRANSPORT INST / MATERIALS &
Y95X0024	CINTAS CORP	2,000.00	2,000.00	0163881504 4300	SWP CY LHHS TRANSPORT INST / MATERIALS &
Y95X0025	SMART & FINAL	10,000.00	10,000.00	0163871003 4300	CTEIG IUSD NWHS HOSP INST / MATERIALS &
Y95X0026	HYBRID HEALTH SYSTEMS LLC	2,000.00	2,000.00	0163870901 5892	CTEIG IUSD CSHS MEDI INST / PHYSICAL
Y95X0027	HYBRID HEALTH SYSTEMS LLC	2,000.00	2,000.00	0163870501 5892	CTEIG IUSD CSHS ED CHILD INST / PHYSICAL

COASTLINE R.O.P.
PURCHASE ORDER DETAIL REPORT
 BOARD OF TRUSTEES MEETING 08/20/2026

FROM 06/08/2026 TO 08/09/2026

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
Y95X0028	NEWPORT MESA UNIFIED SD	93,433.93	89,229.20 4,204.73	0100006507 5640 0100006508 5675	GEN FUND MF FAC RENT/LEASES / BUILDING LEASES GEN FUND MF OPERATIONS / SITE MAINT & REPAIR
Y95X0029	CALIFORNIA TACTIC PATROL	18,294.00	18,294.00	0100006510 5870	GEN FUND MF SECURITY / SECURITY SERVICES
Y95X0030	VERIZON WIRELESS	500.00	500.00	0100006404 5940	GEN FUND BS FISCAL SERVICES / Communications -
Y95X0031	HOME DEPOT CREDIT SERVICES	1,000.00	1,000.00	0100006506 4330	GEN FUND MF MAINTENANCE / Office Supplies-
Y95X0032	HOME DEPOT CREDIT SERVICES	5,000.00	5,000.00	0163870302 4300	CTEIG NMUSD EHS CONST INST / MATERIALS &
Y95X0033	HYBRID HEALTH SYSTEMS LLC	5,000.00	5,000.00	0163870903 5892	CTEIG SVUSD LHHS MEDI INST / PHYSICAL
Y95X0034	HYBRID HEALTH SYSTEMS LLC	2,000.00	2,000.00	0163870901 5892	CTEIG IUSD CSHS MEDI INST / PHYSICAL
Y95X0035	PRIMO BRANDS	3,583.98	3,583.98	0100006508 5531	GEN FUND MF OPERATIONS / DRINKING WATER
Y95X0036	RAINBOW DISPOSAL CO INC	8,691.60	8,691.60	0100006508 5570	GEN FUND MF OPERATIONS / TRASH COLLECTION
Y95X0037	SMART & FINAL	5,000.00	5,000.00	0163871014 4300	CTEIG SVUSD SVHS HOSP INST / MATERIALS &
Y95X0038	CINTAS CORP	3,824.82	3,824.82	0100006508 4330	GEN FUND MF OPERATIONS / Office Supplies-
Y95X0039	OC JANITORIAL	25,160.00	500.00	0100006508 4330	GEN FUND MF OPERATIONS / Office Supplies-
			24,660.00	0100006508 5800	GEN FUND MF OPERATIONS / PROF - CONSULTING &

Fund 01 Total: 2,083,570.70

Total Amount of Purchase Orders: 2,083,570.70

COASTLINE R.O.P.

PURCHASE ORDER DETAIL REPORT - CHANGE ORDERS

BOARD OF TRUSTEES 08/20/2026

FRO 06/08/2026 TO 08/09/2026

PO NUMBE	VENDOR	PO TOTAL	CHANGE ACCOUNT AMOUNT NUMBER	PSEUDO / OBJECT DESCRIPTION
W95A0010	KYOCERA DOCUMENT	20,290.98	+1,232.47 0100006501 5665	GEN FUND IT DATA PROC SERV / EQUIP MAINT
			+1,232.47 0101009901 5665	ROC/P APPORTMNT ROP INST / EQUIP MAINT
W95C0211	F & M CREDIT CARD	113.11	-18.16 0163830601 5888	GSPP P2 CS ED SVCS INST / Internet - Software/Licenses
W95X0024	OCCUPATIONAL HEALTH CENTERS OF	1,155.00	+155.00 0100006302 5892	GEN FUND HR PERSONNEL / PHYSICAL
W95X0031	AMAZON	1,140.00	+140.00 0100006403 4330	GEN FUND BS FIN ACCT / Office Supplies-Consumable
W95X0067	DEPT OF JUSTICE	1,300.00	+1,300.00 0190140901 5850	CAI ROP MEDI INST / FINGERPRINTING - BCKGRND
			-512.00 0190140901 5890	CAI ROP MEDI INST / LEGAL SETTLE/JUDG NOT

Fund 01 Total: 3,529.78
Total Amount of Change Orders: 3,529.78

COASTLINE R.O.P.
Consolidated Check Register
from 6/8/2026 to 8/9/2026

Check	Payee ID	Payee Name	Reference	Subs	Check Date	Cancel Date	Type	Status	Check Amount
95 00035986	V9502698	BEST LIMOUSINES & TRANSPORTATI	6688	OH	06/08/2026		MW	IS	700.35
95 00035987	V9500948	CALIFORNIA TACTIC PATROL	240-2	OH	06/08/2026		MW	IS	1,380.00
95 00035988	V9502382	INTERMEDIA.NET INC	2606061922	OH	06/08/2026		MW	IS	912.73
95 00035989	V9502691	NATIONAL OFFICE LIQUIDATORS LL	SI-096345	OH	06/08/2026		MW	IS	7,467.09
95 00035990	V9502233	OCCUPATIONAL HEALTH CENTERS OF	91133783	OH	06/08/2026		MW	IS	43.00
95 00035991	V9504457	RAINBOW DISPOSAL CO INC	0605-001287530	OH	06/08/2026		MW	IS	977.88
95 00035992	V9502674	REFLEX NETWORKING	5313	OH	06/08/2026		MW	IS	400.00
95 00035993	V9501499	SPECTRUM BUSINESS	23651301060126	OH	06/08/2026		MW	IS	1,097.84
95 00035994	V9501815	ULINE	208598034	OH	06/08/2026		MW	IS	291.97
95 00035995	V9500942	ALEX PEREZ	05/04-05/21PEREZ	OH	06/10/2026		MW	IS	100.92
95 00035996	V9502639	CINTAS CORP	4270624563	OH	06/10/2026		MW	IS	677.87
95 00035997	V9502759	CLAUDIA AMADOR	05/22-	OH	06/10/2026		MW	IS	33.86
95 00035998	V9500045	COASTLINE ROP REVOLVING CASH F	KRISTA JUNE26	OH	06/10/2026		MW	IS	3,801.38
95 00035999	V9501934	MONIQUE RICO	05/06-05/15RICO	OH	06/10/2026		MW	IS	167.77
95 00036000	V9503760	NEWPORT MESA UNIFIED SD	78W10238	OH	06/10/2026		MW	IS	2,137.89
95 00036001	V9502490	PHILLIP STREETER	OOPE-	OH	06/10/2026		MW	IS	18.88
95 00036002	V9502011	CORODATA RECORDS MANAGEMENT IN	RS7176901	OH	06/11/2026		MW	IS	86.02
95 00036003	V9502596	Gray, Cory	OOPE-	OH	06/11/2026		MW	IS	180.62
95 00036004	V9502700	INSTRUCTURE INC	INV673946	OH	06/11/2026		MW	IS	1,750.00
95 00036005	V9501472	KRISTA SCHWEERS-GANGA	OOPE-	OH	06/11/2026		MW	IS	19.50
95 00036006	V9501016	MEDCO SUPPLY COMPANY	IN100078902	OH	06/11/2026		MW	IS	266.55
95 00036007	V9503875	OFFICE DEPOT	441655927001	OH	06/11/2026		MW	IS	128.09
95 00036008	V9502454	ONTARIO REFRIGERATION	CM53988M	OH	06/11/2026		MW	IS	767.00
95 00036009	V9500134	ORANGE COUNTY DEPARTMENT OF ED	94W12823	OH	06/11/2026		MW	IS	544.14
95 00036010	V9502478	PAMELA ZUNIGA	OOPE-	OH	06/11/2026		MW	IS	15.20
95 00036011	V9500240	SOFTCHOICE CORPORATION	91865931	OH	06/11/2026		MW	IS	4,422.00
95 00036012	V9502799	TUFF SHED INC	2298921	OH	06/11/2026		MW	IS	4,466.87
95 00036013	V9501269	AMAZON	1RRW-3674-R4GV	OH	06/15/2026		MW	IS	1,729.84
95 00036014	V9500387	DEPT OF JUSTICE	042948	OH	06/15/2026		MW	IS	64.00
95 00036015	V9502063	HOME DEPOT CREDIT SERVICES	5522524	OH	06/15/2026		MW	IS	607.69
95 00036016	V9503760	NEWPORT MESA UNIFIED SD	78W10244	OH	06/15/2026		MW	IS	1,642.12
95 00036017	V9502585	OC JANITORIAL	87780	OH	06/15/2026		MW	IS	2,055.00
95 00036018	V9500651	SMART & FINAL	052926-44	OH	06/15/2026		MW	IS	4,028.01
95 00036019	V9501154	TUSTIN CHAMBER OF COMMERCE	17193	OH	06/15/2026		MW	IS	450.00
95 00036020	V9505546	VISION SERVICE PLAN	VSP JUNE 26	OH	06/15/2026		MW	IS	708.70
95 00036021	V9501269	AMAZON	1NMY-M9DR-	OH	06/17/2026		MW	IS	310.29
95 00036022	V9500069	COUNTY OF ORANGE	0076539	OH	06/17/2026		MW	IS	358.74
95 00036023	V9502485	CYBER FORWARD ACADEMY LLC	1274	OH	06/17/2026		MW	IS	80,000.00
95 00036024	V9502603	Escobar, Gina	061226ESCOBAR	OH	06/17/2026		MW	IS	130.00

COASTLINE R.O.P.
Consolidated Check Register
from 6/8/2026 to 8/9/2026

Check	Payee ID	Payee Name	Reference	Subs	Check Date	Cancel Date	Type	Status	Check Amount
95 00036025	V9502692	FANAK FAHIMI	05/19-06/12FAHIM	OH	06/17/2026		MW	IS	259.12
95 00036026	V9502469	FIRST-CITIZENS BANK & TRUST CO	49297326	OH	06/17/2026		MW	IS	1,227.46
95 00036027	V9500519	GANAHL LUMBER	LP47402	OH	06/17/2026		MW	IS	17.73
95 00036028	V9502696	HOPSKIPDRIVE INC	02339_0526_A	OH	06/17/2026		MW	IS	7,864.61
95 00036029	V9501869	SECURE LIVE SCAN	18146	OH	06/17/2026		MW	IS	2,114.00
95 00036030	V9502614	VALERIE ROJAS	060126ROJAS	OH	06/17/2026		MW	IS	17.40
95 00036031	V9500422	VERIZON WIRELESS	6145272841	OH	06/17/2026		MW	IS	228.06
95 00036032	V9502552	AMANDA SALIBA	061626SALIBA	OH	06/22/2026		MW	IS	16.68
95 00036033	V9501269	AMAZON	1MML-MLGI-	OH	06/22/2026		MW	IS	1,591.74
95 00036034	V9501919	ATKINSON ANDELSON LOYA RUUD &	07/09-07/16ESCOB	OH	06/22/2026		MW	IS	579.00
95 00036035	V9503378	MEDICAL DISCOUNT MARKETING	7469	OH	06/22/2026		MW	IS	840.45
95 00036036	V9502731	MICHELLE ARCE	OOPE-	OH	06/22/2026		MW	IS	257.60
95 00036037	V9502490	PHILLIP STREETER	OOPE-	OH	06/22/2026		MW	IS	38.80
95 00036038	V9501815	ULINE	208971923	OH	06/22/2026		MW	IS	623.95
95 00036039	V9502218	ZAHOUREK SYSTEMS INC	07/09-07/10DESAI	OH	06/22/2026		MW	IS	399.00
95 00036040	V9501269	AMAZON	1FCD-LLTW-QHCFOH	OH	06/24/2026		MW	IS	500.11
95 00036041	V9500230	AMERICAN HEART ASSOCIATION	SCPR271603	OH	06/24/2026		MW	IS	2,058.00
95 00036042	V9501401	CDW GOVERNMENT	AJ7UP9K	OH	06/24/2026		MW	IS	1,990.19
95 00036043	V9502639	CINTAS CORP	4272477363	OH	06/24/2026		MW	IS	269.01
95 00036044	V9500387	DEPT OF JUSTICE	049903	OH	06/24/2026		MW	IS	2,366.00
95 00036045	V9502063	HOME DEPOT CREDIT SERVICES	7831085	OH	06/24/2026		MW	IS	76.93
95 00036046	V9501231	IRVINE UNIFIED SCHOOL DISTRICT	13528 TRIP NO	OH	06/24/2026		MW	IS	809.45
95 00036047	V9502339	KENDALL HUNT PUBLISHING	14080974	OH	06/24/2026		MW	IS	2,942.69
95 00036048	V9502736	LESLIE RILEY	OOPE-	OH	06/24/2026		MW	IS	48.95
95 00036049	V9502321	LINA FERNANDEZ	060126FERNANDE	OH	06/24/2026		MW	IS	640.04
95 00036050	V9502691	NATIONAL OFFICE LIQUIDATORS LL	SI-096791	OH	06/24/2026		MW	IS	22,499.31
95 00036051	V9502585	OC JANITORIAL	87805	OH	06/24/2026		MW	IS	129.41
95 00036052	V9500864	WOODBIDGE HIGH SCHOOL	12970 TRIP NO	OH	06/24/2026		MW	IS	1,618.90
95 00036053	V9502218	ZAHOUREK SYSTEMS INC	07/09-07/10JESKE	OH	06/24/2026		MW	IS	399.00
95 00036054	V9501269	AMAZON	1VLT-F1TF-JCCY	OH	07/02/2026		MW	IS	6,610.50
95 00036055	V9501401	CDW GOVERNMENT	AJ8PF1H	OH	07/02/2026		MW	IS	40,456.87
95 00036056	V9502800	HYBRID HEALTH SYSTEMS LLC	2026-05-6	OH	07/02/2026		MW	IS	300.00
95 00036057	V9503760	NEWPORT MESA UNIFIED SD	78W10245	OH	07/02/2026		MW	IS	100.00
95 00036058	V9502233	OCCUPATIONAL HEALTH CENTERS OF	91386007	OH	07/02/2026		MW	IS	43.00
95 00036059	V9501843	READYREFRESH BY NESTLE	26F0027000850	OH	07/02/2026		MW	IS	295.71
95 00036060	V9505350	TUSTIN AWARDS INC	68114	OH	07/02/2026		MW	IS	391.13
95 00036061	V9502218	ZAHOUREK SYSTEMS INC	07/09-07/10RABBI	OH	07/02/2026		MW	IS	399.00
95 00036062	V9501919	ATKINSON ANDELSON LOYA RUUD &	07/09-07-16ARCE	OH	07/07/2026		MW	IS	579.00
95 00036063	V9501269	AMAZON	1GQ3-FWX4-	OH	07/08/2026		MW	IS	2,379.22

COASTLINE R.O.P.
Consolidated Check Register
from 6/8/2026 to 8/9/2026

Check	Payee ID	Payee Name	Reference	Subs	Check Date	Cancel Date	Type	Status	Check Amount
95 00036064	V9500948	CALIFORNIA TACTIC PATROL	241	OH	07/08/2026		MW	IS	1,056.00
95 00036065	V9502639	CINTAS CORP	4273979783	OH	07/08/2026		MW	IS	153.39
95 00036066	V9502807	EMILY KWONG	OOPE-	OH	07/08/2026		MW	IS	25.00
95 00036067	V9502802	EMILY STAECK	OOPE-	OH	07/08/2026		MW	IS	25.00
95 00036068	V9502804	KRISTY FLORES	OOPE-	OH	07/08/2026		MW	IS	25.00
95 00036069	V9502805	MELODY FEWX	OOPE-	OH	07/08/2026		MW	IS	25.00
95 00036070	V9503760	NEWPORT MESA UNIFIED SD	78W10277	OH	07/08/2026		MW	IS	1,975.10
95 00036071	V9503875	OFFICE DEPOT	474333534001	OH	07/08/2026		MW	IS	317.29
95 00036072	V9502478	PAMELA ZUNIGA	05/06-05/22ZUNIG	OH	07/08/2026		MW	IS	50.17
95 00036073	V9501869	SECURE LIVE SCAN	18315	OH	07/08/2026		MW	IS	420.00
95 00036074	V9500651	SMART & FINAL	060426-37	OH	07/08/2026		MW	IS	157.71
95 00036075	V9502808	STEPHANIE SANCHEZ	OOPE-	OH	07/08/2026		MW	IS	25.00
95 00036076	V9502803	TANYA RHINER	OOPE-	OH	07/08/2026		MW	IS	25.00
95 00036077	V9501269	AMAZON	1VG3-XCHQ-	OH	07/14/2026		MW	IS	73.06
95 00036078	V9502011	CORODATA RECORDS MANAGEMENT IN	RS7183357	OH	07/14/2026		MW	IS	87.99
95 00036079	V9501610	COSTA MESA MOVING COMPANY	16961	OH	07/14/2026		MW	IS	2,100.00
95 00036080	V9502800	HYBRID HEALTH SYSTEMS LLC	COASTLINE2026-	OH	07/14/2026		MW	IS	650.00
95 00036081	V9502453	KYOCERA DOCUMENT	55B2668145	OH	07/14/2026		MW	IS	2,059.39
95 00036082	V9502719	LOUIE CAMPOS	06/01-06/25CAMPO	OH	07/14/2026		MW	IS	12.33
95 00036083	V9502731	MICHELLE ARCE	06/02-06/29ARCE	OH	07/14/2026		MW	IS	22.48
95 00036084	V9503760	NEWPORT MESA UNIFIED SD	78W10290	OH	07/14/2026		MW	IS	2,323.78
95 00036085	V9500740	CASBO	000272624	OH	07/15/2026		MW	IS	850.00
95 00036086	V9502417	FRONTLINE TECHNOLOGIES GROUP L	INVUS241753	OH	07/15/2026		MW	IS	6,647.98
95 00036087	V9502590	INFINITY COMMUNICATIONS & CONS	20476	OH	07/15/2026		MW	IS	3,500.00
95 00036088	V9500045	COASTLINE ROP REVOLVING CASH F	KRISTA JULY 2526	OH	07/17/2026		MW	IS	8,004.20
95 00036089	V9502696	HOPSKIPDRIVE INC	02339_0626_A	OH	07/17/2026		MW	IS	3,363.18
95 00036090	V9500065	LAERDAL MEDICAL CORP	2026/2000031027	OH	07/17/2026		MW	IS	2,678.06
95 00036091	V9505350	TUSTIN AWARDS INC	68065	OH	07/17/2026		MW	IS	67.88
95 00036092	V9500422	VERIZON WIRELESS	6147774048	OH	07/17/2026		MW	IS	228.06
95 00036093	V9502654	C.J. NORD DBA SUPPLY CHAINS FO	07012026CROP	OH	07/20/2026		MW	IS	3,825.00
95 00036094	V9502368	EAP INC DBA CLC	ID THEFT JUL26	OH	07/20/2026		MW	IS	80.00
95 00036095	V9502469	FIRST-CITIZENS BANK & TRUST CO	49457732	OH	07/20/2026		MW	IS	1,227.46
95 00036096	V9502382	INTERMEDIA.NET INC	2607062560	OH	07/20/2026		MW	IS	912.73
95 00036097	V9502453	KYOCERA DOCUMENT	55B2672228	OH	07/20/2026		MW	IS	14.00
95 00036098	V9502727	MADISON NATIONAL LIFE	MADISON JUL 26	OH	07/20/2026		MW	IS	470.71
95 00036099	V9503846	NORTHERN OC LIABILITY & PROPER	340885	OH	07/20/2026		MW	IS	286,232.00
95 00036100	V9500148	NORTHERN OC SELF WC AGENCY	340955	OH	07/20/2026		MW	IS	33,088.12
95 00036101	V9501350	REEP FOR BENEFITS	KAISER JUL 26	OH	07/20/2026		MW	IS	53,111.22
95 00036102	V9502674	REFLEX NETWORKING	5353	OH	07/20/2026		MW	IS	1,102.50

COASTLINE R.O.P.
Consolidated Check Register
from 6/8/2026 to 8/9/2026

Check	Payee ID	Payee Name	Reference	Subs	Check Date	Cancel Date	Type	Status	Check Amount
95 00036103	V9505546	VISION SERVICE PLAN	VSP JUL 26	OH	07/20/2026		MW	IS	671.40
95 00036104	V9502463	CHRISTY WHITE	25428	OH	07/22/2026		MW	IS	4,950.00
95 00036105	V9500387	DEPT OF JUSTICE	056848	OH	07/22/2026		MW	IS	576.00
95 00036106	V9500065	LAERDAL MEDICAL CORP	2026/2000036004	OH	07/22/2026		MW	IS	3,947.06
95 00036107	V9502646	LN CURTIS & SONS	INV1085417	OH	07/22/2026		MW	IS	6,101.77
95 00036108	V9502313	SOUTHERN CALIFORNIA NEWS GROUP	0000644580	OH	07/22/2026		MW	IS	894.26
95 00036109	V9500045	COASTLINE ROP REVOLVING CASH F	KRISTA JULY 2627	OH	07/24/2026		MW	IS	1,012.00
95 00036110	V9502697	TK BURGERS CATERING INC	260805-2	OH	07/24/2026		MW	IS	798.39
95 00036111	V9502692	FANAK FAHIMI	06/16-0630FAHIMI	OH	07/27/2026		MW	IS	202.48
95 00036112	V9502233	OCCUPATIONAL HEALTH CENTERS OF	I23-0946562232	OH	07/27/2026		MW	IS	735.20
95 00036113	V9500873	ACSA	INV000190237	OH	07/29/2026		MW	IS	2,962.05
95 00036114	V9501269	AMAZON	1TJC-HDDV-WGL9	OH	07/29/2026		MW	IS	1,238.13
95 00036115	V9500666	CALIF DEPT OF TAX AND ADMINIST	INV32144	OH	07/29/2026		MW	IS	53.32
95 00036116	V9502368	EAP INC DBA CLC	ID THEFT AUG 26	OH	07/29/2026		MW	IS	80.00
95 00036117	V9502692	FANAK FAHIMI	07/02-07/16FAHIM	OH	07/29/2026		MW	IS	127.51
95 00036118	V9502560	IZABEL BURDGE	07/14-07/15BURDG	OH	07/29/2026		MW	IS	9.88
95 00036119	V9501634	JESKE, ALISSA	071626JESKE	OH	07/29/2026		MW	IS	74.78
95 00036120	V9502764	LINDSAY YANG	07/08-07/22YANG	OH	07/29/2026		MW	IS	4.10
95 00036121	V9502727	MADISON NATIONAL LIFE	MADISON AUG 26	OH	07/29/2026		MW	IS	457.11
95 00036122	V9502695	MAYURI DESAI	071426DESAI	OH	07/29/2026		MW	IS	49.03
95 00036123	V9503875	OFFICE DEPOT	475051001001	OH	07/29/2026		MW	IS	1,389.11
95 00036124	V9501350	REEP FOR BENEFITS	KAISER AUG 26	OH	07/29/2026		MW	IS	47,841.46
95 00036125	V9502697	TK BURGERS CATERING INC	260805-3	OH	08/03/2026		MW	IS	184.94
95 00036126	V9500230	AMERICAN HEART ASSOCIATION	SCPR275079	OH	08/04/2026		MW	IS	12,998.02
95 00036127	V9502812	AVELINA BLACKMAN	OOPE-	OH	08/04/2026		MW	IS	25.00
95 00036128	V9502813	BRISA LAVALLE	OOPE-	OH	08/04/2026		MW	IS	25.00
95 00036129	V9500357	CALIFORNIA SCHOOL BOARDS ASSOC	INV-81999-D8Q4C8	OH	08/04/2026		MW	IS	8,188.00
95 00036130	V9502816	EDGAR VALDEZ	OOPE-	OH	08/04/2026		MW	IS	25.00
95 00036131	V9501166	GREATER IRVINE CHAMBER OF COMM	10075	OH	08/04/2026		MW	IS	849.00
95 00036132	V9502063	HOME DEPOT CREDIT SERVICES	4551771	OH	08/04/2026		MW	IS	161.86
95 00036133	V9502800	HYBRID HEALTH SYSTEMS LLC	191000	OH	08/04/2026		MW	IS	1,140.00
95 00036134	V9502815	JOHANA LARSON	OOPE-	OH	08/04/2026		MW	IS	35.00
95 00036135	V9502811	JOSHUA MATUA	OOPE-	OH	08/04/2026		MW	IS	27.00
95 00036136	V9502059	METROED	CTE-JPA 26-27	OH	08/04/2026		MW	IS	4,700.00
95 00036137	V9502233	OCCUPATIONAL HEALTH CENTERS OF	91797800	OH	08/04/2026		MW	IS	129.00
95 00036138	V9500134	ORANGE COUNTY DEPARTMENT OF ED	102926GANGA	OH	08/04/2026		MW	IS	150.00
95 00036139	V9500049	PITNEY BOWES	3107990131	OH	08/04/2026		MW	IS	415.37
95 00036140	V9502806	PRIMO BRANDS	26G0027000850	OH	08/04/2026		MW	IS	330.58
95 00036141	V9504457	RAINBOW DISPOSAL CO INC	0605-001295467	OH	08/04/2026		MW	IS	1,052.72

COASTLINE R.O.P.
Consolidated Check Register
from 6/8/2026 to 8/9/2026

Check	Payee ID	Payee Name	Reference	Subs	Check Date	Cancel Date	Type	Status	Check Amount
95 00036142	V9502810	RENEE BOGY	OOPE-	OH	08/04/2026		MW	IS	35.00
95 00036143	V9501007	SAN JOAQUIN COUNTY OFFICE OF E	251100	OH	08/04/2026		MW	IS	1,850.00
95 00036144	V9501714	SHI INTERNATIONAL CORP	B21490531	OH	08/04/2026		MW	IS	7,975.50
95 00036145	V9505350	TUSTIN AWARDS INC	68204	OH	08/04/2026		MW	IS	293.09
95 00036146	V9500038	TUSTIN UNIFIED SCHOOL DISTRICT	26678	OH	08/04/2026		MW	IS	326,359.35
95 00036147	V9501815	ULINE	210575870	OH	08/04/2026		MW	IS	458.79
95 00036148	V9502814	ZAK LARA	OOPE-	OH	08/04/2026		MW	IS	49.00
95 00036149	V9501269	AMAZON	1YRY-G343-KC37	OH	08/07/2026		MW	IS	891.79
95 00036150	V9500948	CALIFORNIA TACTIC PATROL	242	OH	08/07/2026		MW	IS	1,344.00
95 00036151	V9502639	CINTAS CORP	4276968671	OH	08/07/2026		MW	IS	306.78
95 00036152	V9502382	INTERMEDIA.NET INC	2608059049	OH	08/07/2026		MW	IS	912.78
95 00036153	V9502804	KRISTY FLORES	07/30-07/31FLORE	OH	08/07/2026		MW	IS	33.44
95 00036154	V9502818	MARCO ESCOBAR	OOPE-	OH	08/07/2026		MW	IS	56.00
95 00036155	V9503875	OFFICE DEPOT	475035560001	OH	08/07/2026		MW	IS	51.96
95 00036156	V9504457	RAINBOW DISPOSAL CO INC	0605-001304042	OH	08/07/2026		MW	IS	1,062.79
95 00036157	V9502674	REFLEX NETWORKING	5459	OH	08/07/2026		MW	IS	1,550.00
95 00036158	V9500336	SNAP ON TOOLS	ARV / 68653248	OH	08/07/2026		MW	IS	140.78
95 00036159	V9502817	STEPHANIE RADILLO	OOPE-	OH	08/07/2026		MW	IS	20.00

Issued: 1,093,932.20
95 Bank Total: 1,093,932.20

Grand Total: 1,093,932.20

TO: Board of Trustees

FROM: Brian Dozer

DATE: August 13, 2026

SUBJECT: Amendment 2 of Presidio Site Lease Agreement

Background

This is the 2nd amendment to the lease agreement between Newport-Mesa USD and Coastline ROP, signed in 2020, for Coastline ROP's occupancy of the three buildings at the Presidio Site. The amended lease agreement is for July 1, 2026-June 30, 2029.

Financial Impact

The annual expense for the lease plus maintenance and landscaping is \$93,433.93. There will be additional monthly charges for fifty percent of site utilities, estimated to be \$44,000 per year.

Recommendation

It is respectfully recommended that the Board of Trustees ratify the Amendment 2 of the Lease Agreement for the Presidio Site.



AMENDMENT NO. 2

**OF LEASE AGREEMENT BETWEEN THE NEWPORT-MESA UNIFIED
SCHOOL DISTRICT AND COASTLINE REGIONAL OCCUPATIONAL PROGRAM (CROP)
RE: PRESIDIO CAMPUS**

This Second Amendment to Lease Agreement (the "Amendment") is entered into as of July 1, 2026 (the "Effective Date"), by and between the Newport-Mesa Unified School District (the "District") and Coastline Regional Occupational Program ("Tenant"), collectively referred to as the "Parties."

RECITALS

WHEREAS, the District and Tenant entered into that certain Lease Agreement dated July 1, 2020 (the "Original Agreement") regarding the certain real property located at 1001 Presidio Square in the City of Costa Mesa, County of Orange, State of California; and

WHEREAS, the Parties now desire to amend the Original Agreement to extend the term of the lease and modify the compensation structure as set forth herein.

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein, the Parties agree as follows:

Section 2:

The term of this **Lease** shall be for a period beginning on July 1, 2026 and ending June 30, 2029. **District** or **Tenant** may terminate this **Lease** as of June 30 of any year by giving written notice of termination in the manner set forth in paragraph 15 of this agreement no later than April 30 of the preceding year.

Section 3:

Tenant agrees to pay the **District** the sum of **eighty-nine thousand two-hundred twenty-nine dollars and twenty cents (\$89,229.20)** to be paid annually during the 2026-2027 fiscal year. Said sum will be paid in semi-annual installments due August 1st and February 1st of each fiscal year.

Tenant shall pay the sum **four thousand two hundred four dollars and seventy-three cents (\$4,204.73)** annually to the **District** as a share of the maintenance and landscaping costs (utilities and telephone excepted). Maintenance or repair by the **District** refers to any item that is exterior; including but not limited to roof repair, painting, windows and large infrastructure systems such as water main breakage. **Tenant** shall also pay **District** for all repairs necessitated by **Tenant** or **Tenant's** invitees misuse of leased premises.

Additionally, **Tenant** shall bear fifty percent (50%) of the annual utility costs for the Site, which includes trash, water, and electrical services. Utility costs to be billed monthly to the **Tenant**.

GENERAL PROVISIONS:

Except as expressly modified by this Amendment, all other terms, covenants, and conditions of the Original Agreement shall remain in full force and effect. In the event of any conflict between the terms of this Amendment and the Original Agreement, the terms of this Amendment shall prevail.

Tenant may reserve the campus board room at no cost with the ability to book board meetings and staff meetings in advance.

NOTICES:

- A. All notices pursuant to this **LEASE** shall be addressed as set forth below, or as either party may hereafter designate by written notice, and may be sent through U.S. mail to:

DISTRICT Newport-Mesa Unified School District
2985 Bear Street
Costa Mesa, CA 92626
Attn: Assistant Superintendent, Chief Operating Officer

LESSEE Coastline Regional Occupational Program
1001 Presidio Square
Costa Mesa, CA 92626
Attn: Brian Dozer, Coastline ROP Superintendent

IN WITNESS WHEREOF, the parties hereto have executed this amendment as of the effective date written.

DISTRICT:	
Newport-Mesa Unified School District 2985 Bear Street Costa Mesa, CA 92626	
Signature	
Name	Jeffrey J. Dixon
Title	Assistant Superintendent, Chief Business Official
Date	06.23.26

LESSEE:	
Coastline Regional Occupational Program 1001 Presidio Square Costa Mesa, CA 92626	
Signature	
Name	Dr. Brian K. Dozer
Title	Superintendent
Date	6/17/26



Orange County School Boards Association

200 Kalmus Drive • P.O. Box 9050 • Costa Mesa, CA 92628-9050 • ocsba@ocde.us



June 1, 2026

TO: Orange County Board Members, Superintendents and Chancellors

FROM: Lauren Brooks, OCSBA President

SUBJECT: 2026-2027 OCSBA Annual Membership Fee

The Orange County School Boards Association (OCSBA) provides an opportunity for school and community college board members from throughout the county to network and obtain pertinent legislative and educational information that impacts public education at the local level and statewide.

We encourage you to renew your organizational membership with the OCSBA for the upcoming 2026-2027 school year. OCSBA events include access to dinner meetings co-sponsored with the Association of California School Administrators (ACSA), Region 17, featuring engaging, relevant speakers from education, government, and business. OCSBA also holds seminars in conjunction with the Orange County Department of Education on legislative, fiscal and budgetary issues. In addition, OCSBA provides a new board member reception following the general election, other social networking opportunities, and both state and national legislative updates from leading educational lobbyists.

The annual OCSBA membership fee will remain the same as the last few years at \$250.00 per district. After your Board has approved payment, please make a check for \$250.00 payable to OCSBA and mail to the address noted below. Please be sure to remain in active status by assuring we receive payment by **Tuesday, September 1, 2026.**

Please make a check payable to **OCSBA** and mail payment to:

**Orange County School Boards Association
c/o Sharon Hernandez, Orange County Department of Education
200 Kalmus Drive, A-1046, Costa Mesa, CA 92628-9050**

Please feel free to contact us at ocsba@ocde.us if you have any questions or to submit any future meeting topic suggestions.

We look forward to working with all of you in the coming year!



California CTE Coalition
EIN # 85-3630036
3424 McKinley Village Way
Sacramento, CA 95816-6588

Billed To
Dr. Brian K. Dozer,
Superintendent
Coastline ROP

Date of Issue
06/11/2026

Due Date
07/11/2026

Invoice Number
0000441

Amount Due (USD)
\$1,650.00

Description	Rate	Qty	Line Total
Membership in the Coalition for Career Technical Education in California- 2026-27 Fiscal Year July 2026 - June 2027	\$1,650.00	1	\$1,650.00
Subtotal			1,650.00
Tax			0.00
Total			1,650.00
Amount Paid			0.00
Amount Due (USD)			\$1,650.00

Notes

Please make a check payable to the CTE Coalition and mail it to 3424 McKinley Village Way, Sacramento, CA 95816

For further information or questions, please contact Sandra Morales at smorales@edlobby.com or 916.203.9016

Terms

Payment is due 30 days from invoice date, thank you.

TO: Board of Trustees

FROM: Dr. Krista Schweers-Ganga

DATE: August 20, 2026

SUBJECT: Instructional Services Agreement with Rancho Santiago Community College District/Santa Ana College

Background and Rationale

The attached Instructional Services Agreement establishes a partnership between Coastline Regional Occupational Program (Coastline ROP) and Rancho Santiago Community College District (RSCCD), on behalf of Santa Ana College, to provide dual enrollment opportunities for students enrolled in Coastline ROP's Fire Technology program. Beginning in Fall 2026, Coastline ROP will provide instruction for FTC-101 – Fire Protection Organization and FTC-102 – Fire Behavior and Combustion, with the courses offered sequentially during the fall and spring terms. Coastline ROP will provide qualified instructors, facilities, equipment, and maintain student attendance and achievement records, while Santa Ana College will maintain responsibility for the college-level educational program, curriculum, enrollment requirements, and applicable dual enrollment policies and procedures. The agreement will remain in effect through June 30, 2029.

Financial Implications

There are no direct financial obligations or payments specified between the parties under this agreement. Santa Ana College will retain responsibility for the administration of the college courses and associated apportionment requirements, while Coastline ROP will provide the instructional personnel, facilities, equipment, and related resources necessary to deliver the courses.

Recommendation

It is respectfully recommended that the Board of Trustees approve the Instructional Services Agreement between Coastline Regional Occupational Program and Rancho Santiago Community College District.



STANDARD INTER-AGENCY INSTRUCTIONAL SERVICES AGREEMENT AGREEMENT NUMBER SAC-26-137

This Standard Inter-Agency Instructional Services Agreement (hereinafter "Agreement") is entered into by and between the Rancho Santiago Community College District, with its principle place of business located at 2323 North Broadway, Santa Ana, California 92706 (hereinafter "District") on behalf of Santa Ana College, Dual Enrollment and Coastline ROP (hereinafter "Agency") with its principle place of business located at 1001 Presidio Square, Costa Mesa, CA, 92626.

WHEREAS, under Government Code Section 53060 and Education Code Section 78021, District desires to contract with Agency as an independent contractor to the District; and

WHEREAS, the District operates a Dual Enrollment Program (hereinafter "Program")

WHEREAS, Agency has the personnel, expertise, and equipment to provide the special services required by the Program, and

WHEREAS, the public's interest, convenience and general welfare will be served by this contract;

NOW THEREFORE, in consideration of the following covenants, conditions and agreements, the parties hereto agree as follows:

1) **TERM AND TERMINATION:** This agreement shall be binding and deemed effective on 8/17/2026 or until ratified or approved by District's Board of Trustees, whichever is later, and shall remain in effect 6/30/2029 unless sooner terminated by either party in accordance with this section.

- a) The District may terminate this Agreement without cause by giving thirty (30) days' prior written notice to the other party of its intention to terminate. In the event classes are in progress, any written notice to terminate without cause shall become effective at the completion of the scheduled classes.
- b) In the event of a material breach of this Agreement, the aggrieved party may terminate this Agreement by giving thirty (30) days' prior written notice of termination to the breaching party. If the breach is not cured, the Agreement shall terminate at the end of the thirty-day period.
- c) Notwithstanding the foregoing, in the event the Program is discontinued by the District during its Term, this Agreement shall immediately terminate without further action by the parties hereto.

2) **AGENCY'S RESPONSIBILITIES:**

- a) Services. Beginning with the District's 2026 Fall Term_Agency shall be responsible for teaching the following course(s):

FTC-101 - Fire Protection Organization

FTC-102 - Fire Behavior and Combustion

Agency shall teach the course(s) in a sequence, one class per Fall / Spring term.

Other courses may be added by mutual consent of both parties.

- b) Instructor Qualifications: All student contact hours submitted by the Agency to the District shall have been taught under the line-of-sight supervision of appropriately trained and qualified instructors. This expertise is furnished at the expense of the Agency. The Agency's services also include the use of their specialized equipment, facilities, all handouts, and instructors with specific expertise.
- c) Agency Orientation: Agency shall provide an orientation to all District instructors and students covering Agency's rules, regulations, and procedures for use of Agency's specialized equipment and facilities.
- d) Enrollment of Students: The District will supply current student enrollment forms (electronically if applicable) to the Agency who will return properly completed enrollment forms (electronically if applicable) to the District as soon as is practical, but no later than five business days prior to class start.
- e) Student Attendance Records. Agency will maintain records of student attendance and achievement. Records will be open for review at all times by officials of the District and submitted to the District in accordance with the District's grade and attendance reporting deadlines and requirements.
- f) Applicable Law. Agency agrees to comply with all federal, state, and local laws, rules regulations, and ordinances that are now or may in the future become applicable to Agency, Agency's business, equipment, and personnel engaged in operations covered by this agreement or occurring out of the performance of such operations.

3) DISTRICT'S RESPONSIBILITIES:

- a) Educational Program. The Program provided under this Agreement is the sole responsibility of the District. The Program will be conducted according to the District's policies regarding eligibility, attendance, course work, examinations, and related policies and procedures. Accordingly, the District retains responsibility for the Program and/or courses offered pursuant to this Agreement.
- b) Supervise and Control Instruction. The instruction claimed for apportionment under this Agreement shall be under the immediate supervision and control of a District employee (Title 5, Section 58058) who has met the minimum qualifications for instruction in a vocational subject in a California community college.
- c) Instructor Who Is Not a District Employee - District's Responsibilities. Where Agency's instructor is not a paid employee of the District, and the instructor will be providing instruction for which Full-time Equivalency Students (FTES) will be reported, the instructor shall be required to enter into a separate contract with the District pursuant to title 5, section 58058 of the California Code of Regulations The District reserves the right to request and be granted specific instructors when it is within capability of the Agency.
- d) Qualifications of Instructors. District shall list the minimum qualifications for instructors teaching these courses. Such qualifications shall be consistent with requirements specified by the District.
- e) District's Control of and Direction for Instructors. District shall provide instructors with an orientation, instructors manual, course outlines, curriculum materials, testing and grading procedures, and any of the other necessary materials and services that it would provide to its hourly instructors on campus.
- f) Courses of Instruction. It is the District's responsibility to ensure that the course outlines of record are approved by the District's curriculum committee pursuant to Title 5 course standards, and that the courses have been approved by the District's Board of Trustees.

- g) Different Section of Courses. District has procedures to ensure that faculty teaching different sections of the same course teach in a manner consistent with the approved outline of record for that course, and that students are held to a comparable level of rigor. Such procedures apply to the faculty and courses that are the subject of this contract.
- h) Enrollment. Each semester, District will advise Agency, and Agency will comply with, the enrollment period, student enrollment fees, the number of class hours sufficient to meet the stated performance objectives, policy regarding the supervision and evaluation of students, and the procedure applicable to the withdrawal of students prior to completion of a course or program.
- i) Approval of Degree and Certificate Programs. District is responsible for ensuring that degree and certificate programs have been approved by the State Chancellor's Office and courses that make up the programs must be part of the approved programs, or District must have received delegate authority to separately approve those courses locally.
- j) Funding Source. District shall certify that it does not receive full compensation for the direct education costs of the course from any public or private agency, individual, or group.
- k) Certification. District is responsible for obtaining certification verifying that the instruction activity to be conducted will not be fully funded by other sources. (Title 5, Section 58051.5)

4) TERMS AND CONDITIONS:

- a) Open Enrollment. District and Agency agree that enrollment in courses must be open to any person who has been admitted to the college and has met any applicable prerequisites. (Title 5, Sections 51006 and 59106) The District's policy on open enrollment is published in college catalogue and schedule of classes (Title 5, Section 51006), along with a description of the course and information about whether the course is offered for credit and is transferable. (Title 5, Section 55005)
- b) Support Services for Students. Both Agency and District shall ensure that ancillary and support services are provided for the students (e.g., Counseling and Guidance, and Placement Assistance).
- c) Indemnification. The District shall defend, indemnify and hold Agency harmless from and against any and all liability, loss, expense, reasonable attorneys' fees, or claims for injury or damages arising out of the performance of this Agreement, but only in proportion to and to the extent such liability, loss, expense, reasonable attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the District, its officers, agents, employees (except for those who are also employed by the Agency), Students, or instructors provided by the District (if applicable).

Agency shall defend, indemnify and hold the District harmless from and against any and all liability, loss, expense, reasonable attorneys' fees, or claims for injury or damages arising out of the performance of this Agreement, but only in proportion to and to the extent such liability, loss, expense, reasonable attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of Agency, its officers, agents, employees, or instructors provided by the Agency.

- d) Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same agreement. Any such counterpart containing an electronic or facsimile signature shall be deemed an original.
- e) Independent Contractors. It is understood that this is an Agreement by and between independent contractors and is not intended to, and shall not be construed to, create the relationship of agent,

servant, employee, partnership, joint venture of association, or any other relationship whatsoever other than that of independent contractor. Except as District may specify in writing.

- f) Assignment. This Agreement shall not be assigned by Agency either in whole or in part. Any such purported assignment voids this Agreement.
- g) Force Majeure. Neither party shall be responsible for delays or failure in performance resulting from acts beyond the control of such parties. Such acts shall include, but not be limited to, Acts of God, labor disputes, civil disruptions, acts of war, epidemics, pandemics, fire, electrical power outages, earthquakes or other natural disasters.
- h) Notices. All notices required or permitted under this Agreement shall be in writing and shall be delivered in person or deposited in the United States mail, postage prepaid, addressed as follows:

If to District:

Rancho Santiago Community College District
ATTN: Vice Chancellor of Business Services
2323 North Broadway
Santa Ana, California 92706

With a copy to:

Santa Ana College, Academic Affairs
Attn: Dr. Matthew Morin, Dean Academic Affairs
1530 W. 17th Street
Santa Ana, CA 9270
morin_matthew@sac.edu

If to Agency:

Coastline ROP
Attn: Dr. Brian Dozer, Superintendent
1001 Presidio Square
Costa Mesa, CA, 92626

If submitting an invoice, insert: "Attn: Accounts Payable"

Notices delivered personally will be deemed delivered as of actual receipt; mailed notices will be deemed delivered as of five (5) days after mailing. Each party may change its address by written notice in accordance with this section.

- i) Time Is of the Essence. Time is of the essence for each of the provisions of this Agreement and all the provisions of this Agreement and shall extend to and be binding upon the heirs, executors, administrators, successors, and assigns of the respective parties hereto.
- j) Choice of Law. This Agreement shall be interpreted, construed, and governed both as to validity and to performance of the Parties in accordance with the laws of the State of California with exclusive venue in Orange County, California.
- k) Modifications. No modifications or variations of the terms of this Agreement shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreements not incorporated herein shall be binding on any of the parties hereto.

- l) Insurance. Each Party to this Agreement shall insure or self-insure its activities in connection with this Agreement and obtain, keep in force and maintain during the term hereof insurance or self-insurance insuring against the peril of bodily injury, personal injury, property damage and including a contractual liability endorsement with a limit of liability at least one million dollars (\$1,000,000) per occurrence and two million dollars (\$2,000,000) in the aggregate; Automobile Liability coverage covering all owned, non-owned and hired vehicles with combined single limit for bodily injury and/or property damage of not less than One Million Dollars (\$1,000,000); workers compensation insurance as required by California law; and, such other insurance in such amounts which from time to time may be reasonably required by the mutual consent of the parties against other insurable risks relating to performance. Certificates of insurance, or other satisfactory documentation, evidencing that the insurance coverage specified herein is in full force and effect throughout the term of this Agreement may be requested by either party.
- m) Equal Employment Opportunity Clause. The parties to this Agreement agree to promote equal employment opportunities through its policies and regulations. This means that both parties will not discriminate, nor tolerate discrimination, against any applicant or employee because of race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.. Additionally, the parties will provide an environment that is free from sexual harassment, as well as harassment and intimidation on account of an individual's race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.
- n) Entire Agreement. This Agreement and all attachments hereto, constitute the entire agreement of the parties. There are no representations, covenants, or warranties other than those expressly stated herein. No waivers or modification of any of the terms hereof shall be valid unless in writing and signed by both parties.
- o) Severability. Should any part of this Agreement be declared through a final decision by a court or tribunal of competent jurisdiction to be unconstitutional, invalid, or beyond the authority of either party to enter into or to carry out, such decision shall not affect the validity of the remainder of this Agreement, which shall continue in full force and effect, provided that the remainder of this Agreement, absent the unexercised portion, can be interpreted reasonably to give effect to the intentions of the parties.

Execution. By their signatures below, each of the following represents that they have authority to execute this Agreement and to bind the party on whose behalf their execution is made.

Agency: COASTLINE ROP

RANCHO SANTIAGO COMMUNITY COLLEGE
DISTRICT

Signature: _____
Name: Dr. Brian K. Dozer
Title: Superintendent
Date: _____

Signature: _____
Name: Iris Ingram
Title: Vice Chancellor, Business Services
Date: _____

TO: Board of Trustees

FROM: Dr. Krista Schweers-Ganga

DATE: August 20, 2026

SUBJECT: Memorandum of Understanding Between Coastline ROP and North Orange County ROP for the Supply Chain Management Pathway

Background and Rationale

The attached Memorandum of Understanding establishes a partnership between Coastline ROP and the North Orange County Regional Occupational Program (NOCROP) for the 2026–27 school year. Through this agreement, Coastline ROP will provide virtual Supply Chain Management I and Supply Chain Management II courses to up to ten NOCROP students per semester.

As part of the partnership, Coastline ROP will provide the credentialed instructor, online learning platform, student support services, and progress monitoring for participating students. NOCROP will recruit and enroll eligible students, provide administrative oversight, coordinate work-based learning opportunities, and collaborate with Coastline ROP to support student success.

Financial Implications

Under the terms of the agreement, NOCROP will reimburse Coastline ROP at a rate of \$605 per student per semester course for up to ten students enrolled in each semester. Total revenue to Coastline ROP under this agreement is not to exceed \$12,100 during the 2026–27 school year.

Recommendation

It is respectfully recommended that the Board of Trustees approve the Memorandum of Understanding between Coastline Regional Occupational Program and North Orange County Regional Occupational Program for the 2026–27 Supply Chain Management Pathway.

MEMORANDUM OF UNDERSTANDING

between the North Orange County Regional Occupational Program
and Coastline Regional Occupational Program

This Memorandum of Understanding (MOU) is made and entered into on **August 1, 2026**, between the **North Orange County Regional Occupational Program** (hereinafter "NOCROP") and the **Coastline ROP** (hereinafter "CROP"), collectively referred to as "the Parties."

PURPOSE:

The purpose of this MOU is to establish a formal partnership between NOCROP and CROP for a term commencing on **August 1, 2026**, and continuing through **June 30, 2027**, aimed at allowing up to 10 NOCROP regional students to participate in the Supply Chain Management I and Supply Chain Management II virtual online courses. This collaborative partnership will provide access to students in the Logistics industry sector.

SCOPE OF WORK:

- **Program:** CROP provides a virtual online Supply Chain Management Pathway in collaboration with VCARE Academy as part of its regional program offerings and has agreed to enroll up to 10 students per semester course.
- **Curriculum Development:** Both CROP and NOCROP have a signed and fully executed Memorandum with VCARE Academy, who has developed a comprehensive Supply Chain and Logistics pathway curriculum, including online coursework. The two semester-long courses are titled:
 - Supply Chain Management 1: Supply Chain Framework and Strategy
 - Supply Chain Management 2: Logistics and Transportation Operations Strategies
- **Funding:** NOCROP will pay CROP a per pupil rate of \$605 per semester course, for up to ten (10) students enrolled each semester in either Supply Chain Management 1 during the 1st Semester and then Supply Chain Management 2 during the second semester.

NOCROP RESPONSIBILITIES:

1. **Program Coordination and Oversight:** NOCROP will market and advertise the Supply Chain Management Pathway course offerings to students within its five partner Joint Powers Agreement (JPA). NOCROP will collaborate with CROP administration to provide administrative oversight of the attendance, behavior, and academic progress of the NOCROP students enrolled in Supply Chain Management Pathway courses.
2. **Student Progress Monitoring:** NOCROP will provide CROP with student demographic information of each of the student(s) enrolled in the course(s), to be integrated into CROP's Aeries database and access to the virtual online platform.
3. **Work-Based Learning (WBL) Opportunities:** NOCROP will collaborate, coordinate and fund

any work-based learning opportunities that align with the Supply Chain Management Pathway. These experiences will bridge the gap between classroom learning and industry practice, giving students a competitive edge in the job market.

CROP RESPONSIBILITIES:

1. **Program Coordination and Oversight:** CROP will provide the credentialed CTE Instructor and the online platform for the Supply Chain Management Pathway courses. CROP will enroll up to ten (10) NOCROP students in each of the semester courses.
 - Supply Chain Management 1: Explore the intricacies of the global marketplace and discover how products move from creation to consumption. In this class, you'll unravel the complexities of procurement, production, distribution, and logistics, gaining insights into technology's role, sustainability, and global trade. Engage in hands-on exercises, learn from industry experts, and explore potential career pathways as you equip yourself with the knowledge and skills to navigate the dynamic world of supply chain management. Join us for a journey through this critical business field and unlock a world of exciting possibilities!
 - Supply Chain Management II: Building upon foundational knowledge, this advanced course explores intricate strategies in global product and material movement. Emphasizing decision-making processes, technological advancements, and industry best practices, students delve into lean supply chain management, risk mitigation, and cutting-edge innovations. Addressing complexities like regulatory compliance, ethics, geopolitics, and sustainability; discussions dissect implications for stakeholders and society. Students emerge equipped with analytical skills and strategic foresight to excel in the dynamic supply chain landscape.
2. **Student Support Services:** CROP will ensure that its counseling and support staff facilitate effective communication with NOCROP regarding student attendance and participation.
3. **Student Progress Monitoring:** CROP will provide NOCROP with student progress, attendance, and course completion data for each of the semester courses to be input into NOCROP's Aeries database.

PAYMENT STRUCTURE:

NOCROP will pay CROP a per pupil rate of \$605 per semester course, for up to ten (10) students enrolled each semester in either Supply Chain Management 1 during the 1st Semester and then Supply Chain Management 2 during the second semester.

Supply Chain Management I	Up to 10 students	Up to \$6,050
Supply Chain Management II	Up to 10 students	Up to \$6,050
Total Cost		Up to 12,100

STUDENT DATA SHARING AGREEMENT

THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT:

The Family Educational Rights Privacy Act ("FERPA") permits the release of personally identifiable student data without prior written parental consent if the release is to "organizations conducting studies for, or on behalf of, educational agencies or institutions for the purpose of developing, validating, or administering predictive tests, administering student aid programs, and improving instructions, if such studies are conducted in such a manner as will not permit the personal identification of students and their parents by persons other than representative of such organizations and such information will be destroyed when no longer needed for the purpose for which it is conducted." 20 USC 1232g(b)(1)(F). Each party agrees to comply with FERPA in its performance of this agreement.

DATA SHARING:

To accomplish the purposes stated NOCROP and CROP will share student data relative to the Supply Chain Management Pathway. Both Parties will work jointly to determine the provisions of the data request delivery.

DATA REQUIREMENTS AND DELIVERY FOR EACH ACADEMIC YEAR:

NOCROP and the CROP Program agree to share data with student and teacher level data elements ("Shared Data") for all students enrolled in the Supply Chain Management Pathway. Student and teacher data will be delivered securely and directly from both Parties.

With CROP's approval, data may be matched to other administrative data. In these instances, both Parties shall use a secure, mutually agreed upon means and schedule of transferring confidential information.

In addition, this agreement will meet the requirements requested by Aeries, the student information system used by NOCROP and CROP, that an agreement to share student information is approved between the Parties each year.

CONFIDENTIALITY:

Student records contain sensitive information, the disclosure of which is governed by California Education Code section 49060 et seq. and implementing regulations contained in title 5 of the California Code of Regulations, "Directory information," as defined in Education Code section 49061, subdivision (c) may be released pursuant to Governing Board policy.

In accordance with the Education Code section 49076, subdivision (b)(5), Parties shall not use pupil record information in any manner that will permit the personal identification of students by persons other than representatives of either party or others authorized by NOCROP and the CROP. Teacher data will have the same protections. All data will be stored in a secure area in a locked office at all sites. All data collected will remain confidential, and any reports generated from the data will be made in aggregate

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form to ensure that student or teacher identifiers, such as name and identification number are not disclosed to others besides representatives of either party and others authorized by NOCROP and CROP. Student and teacher identifiers will be used for longitudinal data tracking and data linking only.

Neither party shall release or disclose any student information to any outside research department, institution, school or individual not mentioned in the agreement under any circumstances without express written approval of either party. Projects requiring the sharing of personal identifiable information will be clearly explained prior to releasing data. Both Parties agree to destroy all student and teacher data when it is no longer needed for program evaluation purposes.

Notwithstanding, both Parties grant the right to use the Shared Data for each other's lawful education and research purposes. This grant shall include the use of de-identified Shared Data as part of the Parties' published works in accordance with and compliant with the terms in this section. The de-identification of the Shared Data shall include the removal of NOCROP and CROP student, and teacher identification information.

OTHER TERMS

CONFIDENTIALITY:

The Parties recognize the need to maintain personally identifiable information (PII) and protected health information (PHI) privately and confidentially. Information shall only be shared in strict accordance with established policies and procedures and state and federal laws.

The Parties acknowledge that the existence and the terms of this MOU and any oral or written information exchanged between the Parties in connection with the preparation and performance of this MOU are regarded as confidential information. Each party shall maintain confidentiality of all such confidential information, and without obtaining the written consent of the other party, shall not disclose any relevant confidential information to any third parties, except for the information that: (a) is or will be in the public domain (other than through the receiving party's unauthorized disclosure); or (b) is under the obligation to be disclosed pursuant to the applicable laws or regulations, or orders of the court or other government authorities. Disclosure of any confidential information by the staff members or agencies hired by any party shall be deemed disclosure of such confidential information by such party and shall be held liable for breach of this MOU.

MINIMUM INSURANCE REQUIREMENTS:

NOCROP shall obtain and maintain the policies of insurance or equivalent program of self-insurance and limits as shown below for the duration of this MOU. The insurance coverage and limits of liability shown are the minimum insurance requirements in this MOU. Should the NOCROP maintain insurance policies with broader coverage and limits of liability that exceed these minimum coverage and limits requirements those broader coverages and higher limits shall be deemed to apply for the benefit of CROP and those coverages and limits shall become the required minimum limits of insurance and coverage in all sections of this MOU.

CROP shall obtain and maintain the policies of insurance or equivalent program of self-insurance and limits as shown below for the duration of this MOU. The insurance coverage and limits of liability shown are the minimum insurance requirements in this MOU. Should CROP maintain insurance policies with broader coverage and limits of liability that exceed these minimum coverage and limits requirements those broader coverages and higher limits shall be deemed to apply for the benefit of the NOCROP and those coverages and limits shall become the required minimum limits of insurance and coverage in all sections of this MOU.

1. Commercial General Liability, using a standard ISO CG 00 01 occurrence form, including operations, products and completed operations and contractual liability with limits not less than \$1,000,000 per occurrence, \$1,000,000 General Aggregate and \$1,000,000 Products-Completed Operations Aggregate for bodily injury, personal injury, and property damage.

The Commercial General Liability Coverage shall include the following endorsements:

- a) CROP, its Board, officers, agents, volunteers, and employees shall be included as Additional Insureds either by specific endorsement naming these Parties or a blanket additional insured endorsement applicable "when required by written MOU or MOU."
- b) Workers' Compensation including statutory coverage as required by the State of California and including Employers' Liability with limits not less than \$1,000,000 each accident; \$1,000,000 policy limit bodily injury by disease; \$1,000,000 each employee bodily injury by accident.

2. If NOCROP has access to or will be receiving any personal or confidential information about the CROP or its students, personnel, students, volunteers, parents or any other third party:

Cyber Liability Insurance with limits not less than \$50,000 for each occurrence or event with an annual aggregate of \$50,000.

- a) The policy shall at a minimum cover claim involving infringement of intellectual property, including but not limited to infringement of copyright, trademark, trade dress, invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, alteration of electronic information, extortion and network security.
- b) The policy shall protect NOCROP from breach response costs and regulatory fines and penalties for the full policy limits.

3. If NOCROP may be providing services on its or the Agencies' facilities during the time that the Agencies' students could be present, both CROP and NOCROP shall each provide specific coverage for Abuse or Molestation with limits not less than \$1,000,000 per occurrence, either through a separate policy or an endorsement to their respective Commercial General Liability coverage. Should any of the insurance policies contain either a deductible or self-insured retention, each party shall be responsible for paying its own deductible or retention costs. Neither party shall be responsible for covering the other's deductible or self-insured retention. Additionally, both CROP and NOCROP shall, to the fullest extent allowed by law, indemnify, defend, and hold each other harmless. Each party shall also ensure that its policies recognize any erosion of its retention or deductible from other sources.

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INDEMNIFICATION:

To the fullest extent permitted by law, NOCROP shall defend, indemnify and hold harmless CROP and its officials, agents, volunteers and employees ("indemnified parties") from and against claims, damages, losses and expenses, including but not limited to attorney fees, arising out of NOCROP's performance under this MOU, regardless of whether such claim, damage, loss or expense is caused in part by an indemnified party. This includes, but is not limited to, claims, damages, losses and expenses arising from injury to, loss of, theft of or unauthorized access to personally identifiable information or documents containing such information, as most broadly defined under state or federal law; or any actual or alleged failure to comply with any provision of law. However, NOCROP shall not be obligated to indemnify an indemnified party for liability to the extent it is established by final adjudication that such indemnified party contributed to the liability via willful misconduct or sole negligence for which that indemnified party is legally responsible. NOCROP shall, if requested by CROP, defend using counsel approved by NOCROP in its sole discretion. NOCROP's obligations under this indemnity contract shall survive the completion or termination of the project.

To the fullest extent permitted by law, CROP shall defend, indemnify and hold harmless NOCROP, and its officials, agents, volunteers and employees ("indemnified parties") from and against claims, damages, losses and expenses, including but not limited to attorney fees, arising out of CROP's performance under this MOU, regardless of whether such claim, damage, loss or expense is caused in part by an indemnified party. This includes, but is not limited to, claims, damages, losses and expenses arising from injury to, loss of, theft of or unauthorized access to personally identifiable information or documents containing such information, as most broadly defined under state or federal law; or any actual or alleged failure to comply with any provision of law. However, CROP shall not be obligated to indemnify an indemnified party for liability to the extent it is established by final adjudication that such indemnified party contributed to the liability via willful misconduct or sole negligence for which that indemnified party is legally responsible. CROP shall, if requested by NOCROP, defend using counsel approved by CROP in its sole discretion. CROP's obligations under this indemnity contract shall survive the completion or termination of the project.

WITHDRAWAL OF PARTICIPATION:

Upon written notice (of not less than one year) either party may withdraw and terminate from its status under this MOU and will incur no liability for any obligation incurred by CROP and/or NOCROP after the date of submission of its notice of withdrawal.

TERMINATION FOR BREACH:

If either party materially breaches any of its obligations under this MOU, the nonbreaching party may provide the breaching party with written notice of the breach. If the breaching party fails to cure the breach within thirty (30) days after receipt of such notice, the nonbreaching party may terminate this MOU upon delivery to the breaching party of a written notice to that effect, with the termination effective upon delivery.

of such notice to the breaching party. The nonbreaching party may in its reasonable discretion determine whether the breach has been cured.

If the MOU terminates, the Parties will cooperate in the transition of activities and will use reasonable efforts to minimize interruption and any adverse impacts of the termination.

DISPUTES NONBINDING MEDIATION:

The Parties agree that all disputes, claims or controversies arising out of or relating to this MOU (collectively, a "Claim"), must be submitted to JAMS or Judicate West, or their successor (the "Mediation Provider"), for mediation, before the initiation of any proceeding. Either Party may commence mediation by providing a written request for mediation to the Mediation Provider and to the other Party. The written request for mediation must set out the subject of the dispute and the relief requested. The Parties will cooperate with the selected Mediation Provider and with one another in selecting a mediator from the Mediation Provider's panel of neutrals and in scheduling the mediation proceedings. The Parties will participate in the mediation in good faith. The Parties will share equally the cost of the mediation. All offers, promises, conduct, and statements, whether oral or written, made in the course of the mediation by any of the Parties, their agents, employees, experts, and attorneys, and by the mediator or any Mediation Provider employees, are confidential, privileged and inadmissible for any purpose, including impeachment, in any action, judicial reference or other proceeding involving the Parties, provided that evidence that is otherwise admissible or discoverable is not rendered inadmissible or non-discoverable as a result of its use in the mediation.

ARBITRATION:

All Claims that are not resolved by mediation must be submitted to arbitration. Either Party may initiate arbitration proceedings with respect to the matters submitted to mediation at any time after the initial mediation session or at any time 60 days or more after the date of filing the written request for mediation, whichever occurs first ("Earliest Initiation Date"). Arbitration must be conducted by JAMS or Judicate West, unless otherwise agreed by the Parties, in the County where the Parties are located. The costs and expenses of the arbitration, including without limitation, attorneys' fees, shall be borne by the Parties in the manner determined by the arbitrator.

Any legal action taken under this MOU, including without limitation for (i) entry of judgment upon any arbitration award or (ii) adjudication of any controversy, claim or dispute arising from a breach or alleged breach of this paragraph may be heard or tried only in the courts of the State and County in which the Parties are located or the Federal District Court with jurisdiction over that County.

FULL AGREEMENT:

This MOU represents the complete and exclusive statement between the NOCROP and CROP and supersedes all other MOUs, oral or written between the Parties. In the event of a conflict between the terms of this MOU and any attachments hereto, the terms of this MOU shall prevail. This MOU may not be modified except by a written instrument signed by an authorized representative of CROP and by an authorized representative of NOCROP. The Parties agree that any terms or conditions inconsistent with, or in addition to, the terms hereof, shall not bind or obligate NOCROP or CROP. Each party to this MOU acknowledges that no representations, inducements, promises, or MOUs, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which is not embodied herein.

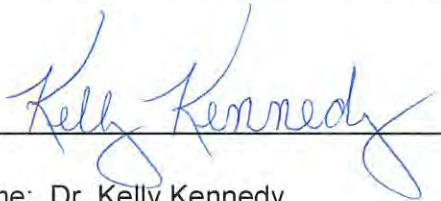
GOVERNING LAW:

This MOU shall be governed by and construed in accordance with the laws of the State of California.

SIGNATURES OF AUTHORIZED REPRESENTATIVES:

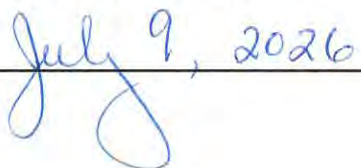
North Orange County Regional Occupational Program

Coastline Regional Occupational Program

By: 

Name: Dr. Kelly Kennedy

Title: Assistant Superintendent,
Educational Services

Date: 

By: _____

Name: Dr. Brian Dozer

Title: Superintendent

Date: _____

TO: Board of Trustees

FROM: Dr. Krista Schweers-Ganga

DATE: August 20, 2026

SUBJECT: New Course Approval – Applied Engineering and Manufacturing Systems

Background and Rationale

Coastline Regional Occupational Program is proposing Applied Engineering and Manufacturing Systems as a new concentrator course in the Engineering and Architecture, Engineering Technology pathway. The 90-hour course provides students with hands-on experience in engineering and manufacturing through a simulated mini-factory environment. Students develop skills in lean manufacturing, workplace safety, soldering, 3D printing, process design, quality control, and continuous improvement, culminating in the design and operation of a drone assembly line.

Financial Implications

Course development and implementation costs are supported through K12 Strong Workforce Program Round 7 grant funding.

Recommendation

It is respectfully recommended that the Board of Trustees approve Applied Engineering and Manufacturing Systems as a new concentrator course in the Engineering and Architecture, Engineering Technology pathway.

Coastline ROP – Career Technical Education

APPLIED ENGINEERING AND MANUFACTURING SYSTEMS

INDUSTRY SECTOR: Engineering and Architecture Sector

PATHWAY: Engineering Technology

CALPADS TITLE: Intermediate Engineering Technology (Concentrator)

CALPADS CODE: 7720

HOURS:

TOTAL	Classroom	Laboratory/CC/CVE
90	40	50

JOB TITLE	O*NET CODE	JOB TITLE	O*NET CODE
Manufacturing Production Technicians	17-3029.09	Manufacturing Engineers	17-2199.04
Manufacturing Engineering Technologists	17-3029.06	Mechanical Engineers	17-2141.00

COURSE DESCRIPTION:

Students will apply engineering and manufacturing concepts and skills in a hands-on mini-factory setting. Emphasis is placed on lean manufacturing principles, workplace safety, and professional skills needed to successfully transition from secondary education to the workplace, including collaboration, critical thinking, communication, and creativity. Students will operate as a manufacturing team, progressing from basic lean simulations through organizing and running a complete drone assembly line with continuous improvement cycles.

A-G APPROVAL: G

ARTICULATION:

College	Course Code

DUAL ENROLLMENT: None

PREREQUISITES: None

METHODS OF INSTRUCTION:

- Direct instruction and workshops
- Group and individual applied projects
- Mini factory hands-on experience
- Multimedia and demonstration
- Guest speakers and facility tours
- Reflective journaling

STUDENT EVALUATION:

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

INDUSTRY CERTIFICATION:

- OSHA 10 General Industry

RECOMMENDED TEXTS:

- OER

PROGRAM OF STUDY:

Fall	Spring	Year	Course Type	Course Name
X			Concentrator	Applied Engineering and Manufacturing Systems
	X		Capstone	Engineering and Manufacturing Internship

1.	INTRODUCTION AND ORIENTATION	CR	Lab/ CC	Standards
	- Demonstrate awareness of course objectives and competencies - Understand course requirements and student expectations - Review classroom safety rules and PPE requirements	1	0	Academic: LS 11-12.1, RSIT 11-12.7 CTE Anchor: 2.0 Communications 3.0 Career Planning & Management 6.0 Health & Safety 7.0 Responsibility & Flexibility CTE Pathway: B10.2
2.	OSHA 10-HOUR GENERAL INDUSTRY SAFETY TRAINING	CR	Lab/ CC	Standards
	- Explain OSHA regulations, employer responsibilities, and employee rights - Identify workplace hazards and apply appropriate hazard prevention and control measures - Demonstrate safe work practices, including the proper use of PPE, ergonomic techniques, and electrical and fire safety procedures - Interpret Hazard Communication requirements, including Safety Data Sheets (SDS), labels, and bloodborne pathogen precautions - Develop and implement an effective Emergency Action Plan (EAP) - Demonstrate safe workplace behaviors consistent with OSHA General Industry standards - Successfully complete the OSHA 10 General Industry certification assessment	5	5	Academic: RLST 11-12.4, RLST 11-12.7, WHSST 11-12.2 CTE Anchor: 2.0 Communications, 5.0 Problem Solving & Critical Thinking, 6.0 Health & Safety CTE Pathway: B10.2, B10.3
3.	LEAN MANUFACTURING FUNDAMENTALS	CR	Lab/ CC	Standards
	- Explain Lean Manufacturing principles and the eight forms of waste - Apply Lean tools, including 5S and one-piece flow, to improve manufacturing efficiency - Organize workstations using Lean, ergonomic, and workplace safety principles - Apply Lean strategies during individual and team manufacturing activities - Measure manufacturing performance and identify opportunities for continuous improvement - Demonstrate continuous improvement through reflection and process redesign	6	6	Academic: A-CED.2, A-CED.3, ETS1.A, ETS1.B CTE Anchor: 1.0 Academics, 4.0 Technology, 5.0 Problem Solving & Critical Thinking, 10.0 Technical Knowledge & Skills CTE Pathway: B7.1, B7.2, B9.1
4.	PROCESS MAPPING AND ASSEMBLY LINE DESIGN	CR	Lab/ CC	Standards
	- Analyze manufacturing processes to distinguish value-added and non-value-added activities - Create process maps and interpret technical drawings and assembly instructions - Design and organize an efficient assembly line using Lean and 5S principles - Develop standardized work instructions and assign production roles - Evaluate assembly line performance using production data and process metrics	5	9	Academic: A-CED.2, A-REI.1, ETS1.B, ETS1.C CTE Anchor: 2.0 Communications, 4.0 Technology, 5.0 Problem Solving & Critical Thinking, 10.0 Technical Knowledge & Skills CTE Pathway:

	Improve manufacturing efficiency through iterative redesign and application of supply chain concepts			B1.4, B7.2, B9.1, B9.2
5.	TECHNICAL SKILLS: SOLDERING AND 3D PRINTING	CR	Lab/ CC	Standards
	- Demonstrate safe operation of soldering equipment, hand tools, and 3D printing technology - Produce quality soldered assemblies that meet industry standards - Prepare, operate, and post-process 3D printed components using appropriate procedures - Interpret basic CAD models to support additive manufacturing - Inspect manufactured components using quality control techniques - Organize tools, equipment, and materials to maintain an efficient and safe workspace	4	8	Academic: RLST 11-12.4, ETS1.B, ETS1.C CTE Anchor: 4.0 Technology, 6.0 Health & Safety, 10.0 Technical Knowledge & Skills, 11.0 Demonstration & Application CTE Pathway: B7.3, B7.4, B10.1, B10.2
6.	MINI FACTORY EXPERIENCE: DRONE ASSEMBLY LINE	CR	Lab/ CC	Standards
	- Analyze drone components and develop a complete manufacturing process map - Design, organize, and implement a Lean manufacturing assembly line - Perform assigned production roles using standardized work instructions - Apply quality control procedures throughout the manufacturing process - Evaluate production performance using cycle time, defect rate, bottleneck analysis, and inventory data - Implement continuous improvement strategies to improve manufacturing efficiency and product quality - Demonstrate effective teamwork and professional communication in a simulated manufacturing environment	4	20	Academic: A-CED.2, ETS1.B, ETS1.C CTE Anchor: 4.0 Technology, 5.0 Problem Solving & Critical Thinking, 9.0 Leadership & Teamwork, 10.0 Technical Knowledge & Skills, 11.0 Demonstration & Application CTE Pathway: B1.4, B7.1, B7.2, B9.1, B9.2, B10.1, B10.2, B10.3
7.	EMPLOYMENT LITERACY	CR	Lab/ CC	Standards
	- Identify available positions in the industry by networking or the Internet - Complete an application form correctly - Prepare a written resume - Participate in a simulated employment interview - Prepare a portfolio - Research internship and externship opportunities	10	0	Academic: LS: 11-12.1, 11-12.2 WS: 11-12.2, 11-12.4 CTE Anchor: Communications: 2.4 Career Planning and Management: 3.1, 3.2, 3.3, 3.4, 3.6, 3.7, 3.8, 3.9 CTE Pathway: B11.1, B11.2
	Note on Units 8-11: These units focus on employability and soft skills. Rather than standalone lessons, they are integrated throughout the course and reinforced in all class activities and assignments.			
8.	PERSONAL SKILLS RELATED TO EMPLOYMENT	CR	Lab/ CC	Standards
	- Demonstrate promptness and attend class regularly - Develop and maintain acceptable working relations - Demonstrate the ability to manage time wisely	3	0	Academic: LS: 11-12.1 RLST: 11-12.7

	• 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 exerting a high level of effort and working toward a goal			CTE Anchor: Communications: 2.1, 2.2, 2.3 Career Planning: 3.2, 3.3 Responsibility & Flexibility: 7.2, 7.3, 7.4, 7.7 CTE Pathway: B10.3
9.	INTERPERSONAL SKILLS AND GROUP DYNAMICS	CR	Lab/ CC	Standards
	• 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: LS: 11-12.1 WHSST: 11-12.8 SEP: 1, 3, 4, 6, 7, 8 CC: 2, 4 CTE Anchor: Problem Solving: 5.1–5.4 Leadership & Teamwork: 9.1–9.6 CTE Pathway: B10.3
10.	THINKING AND PROBLEM-SOLVING SKILLS	CR	Lab/ CC	Standards
	• Utilize problem-solving techniques • Understand logical reasoning • Demonstrate creative thinking • Discuss decision-making • Demonstrate the ability to interpret information correctly	3	0	Academic: LS: 11-12.1, 11-12.2 CTE Anchor: Communications: 2.1–2.5 Problem Solving: 5.1–5.4 CTE Pathway: B6.2, B6.3, B6.5, B6.7
11.	COMMUNICATION SKILLS	CR	Lab/ CC	Standards
	• 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 RLST: 11-12.2, 11-12.4, 11-12.7 CTE Anchor: Communications: 2.1, 2.2, 2.3, 2.4, 2.5 Career Planning: 3.1, 3.4 CTE Pathway: B11.1

TO: Board of Trustees

FROM: Dr. Krista Schweers-Ganga

DATE: August 20, 2026

SUBJECT: New Course Approval – AI CyberForward 2: Cybersecurity Governance, Risk, & Compliance (GRC)

Background and Rationale

Coastline Regional Occupational Program is proposing AI CyberForward 2: Cybersecurity Governance, Risk, & Compliance (GRC) as a new capstone course in the Information and Communication Technologies – Information Support and Services pathway. Building upon AI CyberForward, the 60-hour course provides hands-on, project-based experience in cybersecurity risk assessment, vulnerability management, compliance, business continuity, and responsible use of AI-assisted tools. Students will complete industry-aligned labs and projects designed to develop practical skills for entry-level careers in cybersecurity, risk management, and technology compliance.

Financial Implications

There are no significant additional financial implications associated with approval of the course. Existing program resources, instructional materials, and technology will be utilized to support course implementation.

Recommendation

It is respectfully recommended that the Board of Trustees approve AI CyberForward 2: Cybersecurity Governance, Risk, & Compliance (GRC) as a new capstone course in the Information and Communication Technologies, Information Support and Services pathway.

AI CYBERFORWARD 2: CYBERSECURITY GOVERNANCE, RISK, & COMPLIANCE (GRC)

INDUSTRY SECTOR: Information and Communication Technologies

PATHWAY: Information Support and Services

CALPADS TITLE: Advanced Networking (Capstone)

CALPADS CODE: 8122

HOURS:

Total	Classroom	Laboratory/CC/CVE
60	27	33

JOB TITLE	O*NET CODE	JOB TITLE	O*NET CODE
Cybersecurity Analyst	15-1212.00	IT Risk Analyst	15-1299.08
Compliance Specialist	13-1041.07	Business Continuity Planner	13-1199.04

COURSE DESCRIPTION:

This course is a hands-on, project-based course that prepares students to perform real-world cybersecurity risk and compliance tasks using industry-standard tools, templates, and workflows. Students learn to conduct risk assessments, analyze vulnerabilities, support business continuity and disaster recovery planning, and produce professional security documentation. The course emphasizes structured problem solving, technical writing, responsible use of AI-assisted tools, and task prioritization while protecting sensitive data. Through guided labs, simulations, and applied projects, students develop practical skills aligned with entry-level careers in cybersecurity, governance, risk management, and technology compliance.

A-G APPROVAL: G

ARTICULATION:

College	Course Code

DUAL ENROLLMENT: None

PREREQUISITES: AI Cyberforward

BOARD APPROVAL:

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 assignment

INDUSTRY CERTIFICATION:

- None

RECOMMENDED TEXTS:

- OER

PROGRAM OF STUDY:

Fall	Spring	Year	Course Type	Course Name
X			Concentrator	AI Cyberforward
	X		Capstone	AI Cyberforward 2

1.	INTRODUCTION AND ORIENTATION	CR	Lab/ CC	Standards
	- Demonstrate awareness of course objectives and competencies - Demonstrate understanding of course requirements, lab expectations, and participation standards - Demonstrate awareness of cybersecurity governance, risk, and compliance career pathways - Identify professional expectations for documentation, data handling, and supervised task execution	1	1	Academic: LS: 11-12.1, 11-12.6 CTE Anchor: 2.0 Communications 3.0 Career Planning and Management 7.0 Responsibility and Flexibility CTE Pathway: A1.1, A1.2
2.	FOUNDATIONS OF GRC OPERATIONS AND WORKFLOW	CR	Lab/ CC	Standards
	- Understand the purpose and scope of Governance, Risk, and Compliance (GRC) functions - Explain how GRC supports cybersecurity, technology operations, and organizational risk management - Identify common GRC task types including risk entries, vulnerability tickets, and control documentation - Demonstrate use of templates, runbooks, and playbooks to complete scoped GRC tasks	2	3	Academic: RSIT: 11-12.3, LS: 11-12.6 CTE Anchor: 2.0 Communications 4.0 Technology 10.0 Technical Knowledge and Skills CTE Pathway: A1.1, A1.2, A1.3, A1.4
3.	CYBER RISK ASSESSMENT EXECUTION	CR	Lab/ CC	Standards
	- Apply structured risk assessment playbooks to defined systems and processes - Identify assets, threats, vulnerabilities, and controls from provided artifacts - Write clear risk statements including cause, event, and impact - Justify risk ratings and document assumptions and open questions - Produce risk register entries using standard documentation formats	2	5	Academic: WS: 11-12.2 WS: 11-12.4 CTE Anchor: 4.0 Technology 5.0 Critical Thinking 10.0 Technical Knowledge CTE Pathway: A1.2, A1.4, A2.1, A2.2
4.	CONTROL EVALUATION AND DOCUMENTATION PRACTICES	CR	Lab/ CC	Standards
	- Evaluate security and governance controls using defined effectiveness criteria - Distinguish between designed, implemented, and effective controls - Interpret logs, reports, and technical inputs to support control evaluations - Produce audit-ready documentation entries with clear rationale and traceability	2	4	Academic: WS: 11-12.2 RSIT: 11-12.7 CTE Anchor: 2.0 Communications 5.0 Problem Solving 8.0 Ethics and Legal Responsibilities CTE Pathway: A2.2, A2.5, A2.7
5.	VULNERABILITY MANAGEMENT AND REMEDIATION TRACKING	CR	Lab/ CC	Standards
	- Interpret vulnerability scan excerpts and technical findings - Differentiate false positives from actionable findings - Prioritize vulnerabilities based on severity, exploitability, and business impact - Develop remediation tickets including steps, owners, and validation criteria - Connect vulnerability findings to risk register updates	2	5	Academic: WS: 11-12.2 RSIT: 11-12.7 CTE Anchor: 4.0 Technology 5.0 Critical Thinking 10.0 Technical Knowledge CTE Pathway: A2.2, A2.6, A2.7

6.	BUSINESS CONTINUITY AND DISASTER RECOVERY PRACTICES	CR	Lab/ CC	Standards
	- Explain Business Impact Analysis concepts and system dependency mapping - Define and justify Recovery Time Objectives and Recovery Point Objectives - Develop continuity and recovery runbook steps using provided templates - Participate in tabletop and simulation exercises - Produce after-action notes and improvement recommendations	2	4	Academic: WS: 11-12.2 WS: 11-12.7 CTE Anchor: 5.0 Problem Solving 7.0 Responsibility 10.0 Technical Knowledge CTE Pathway: A1.3, A1.4, A2.5
7.	AI-ASSISTED GRC WORK AND RESPONSIBLE TOOL USE	CR	Lab/ CC	Standards
	- Use AI and productivity tools to support GRC drafting, analysis, and summarization - Identify appropriate and inappropriate uses of automation in GRC workflows - Apply data classification and privacy guardrails when using intelligent tools - Recognize risks such as bias, hallucination, and data leakage - Document required human review and oversight checkpoints	1	3	Academic: WS: 11-12.6 RSIT: 11-12.7 CTE Anchor: 4.0 Technology 8.0 Ethics and Legal Responsibilities 10.0 Technical Knowledge CTE Pathway: A2.4, A2.6, A2.8
8.	TASK QUEUE MANAGEMENT AND PRIORITIZATION	CR	Lab/ CC	Standards
	- Manage a small queue of mixed GRC work tasks - Prioritize tasks based on urgency, risk impact, and dependencies - Provide clear status updates, estimates, and blocker reports - Demonstrate structured troubleshooting and validation steps before submission	1	3	Academic: LS: 11-12.1 WS: 11-12.4 CTE Anchor: 2.0 Communications 5.0 Problem Solving 7.0 Responsibility CTE Pathway: A1.4, A2.5
9.	INTEGRATED GRC WORK PACKAGE CAPSTONE	CR	Lab/ CC	Standards
	- Execute a mixed package of GRC tasks across risk, vulnerability, continuity, and documentation areas - Select and justify task execution order - Produce complete, standards-based deliverables - Present a written summary explaining decisions, outcomes, and remaining risks - Demonstrate entry-level GRC practitioner readiness	1	4	Academic: WS: 11-12.2 WS: 11-12.4 WS: 11-12.6 CTE Anchor: 2.0 Communications 5.0 Problem Solving 9.0 Leadership and Teamwork 11.0 Demonstration and Application CTE Pathway: A1.4, A2.7, A2.8
10.	EMPLOYMENT LITERACY IN CYBERSECURITY AND GRC	CR	Lab/ CC	Standards
	- Identify entry-level cybersecurity and GRC career roles - Prepare a technical resume and skills portfolio - Complete a mock application and participate in a simulated interview - Describe professional expectations for analysts working in risk and compliance roles	1	1	Academic: LS: 11-12.1 WS: 11-12.1 WS: 11-12.4 CTE Anchor: 2.0 Communications 3.0 Career Planning and Management CTE Pathway: A1.1, A1.2

	Note on Units 11–14: These units focus on employability and soft skills. Rather than standalone lessons, they are integrated throughout the course and reinforced in all class activities and assignments.			
11.	PERSONAL SKILLS RELATED TO EMPLOYMENT	CR	Lab/ CC	Standards
	• Be prompt, 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 • Dress in a professional manner 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	3	0	Academic: LS: 11-12.1 CTE Anchor: 7.3, 7.7, 8.2, 8.3, 8.4 CTE Pathway: A2.2, A2.3, A2.4
12.	INTERPERSONAL SKILLS AND GROUP DYNAMICS	CR	Lab/ CC	Standards
	• 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: LS: 11-12.2 CTE Anchor: 9.2, 9.3, 9.6 CTE Pathway: A2.6, A5.0, A6.0
13.	THINKING AND PROBLEM-SOLVING SKILLS	CR	Lab/ CC	Standards
	• Utilize problem-solving techniques • Understand logical reasoning • Demonstrate creative thinking • Discuss decision-making • Demonstrate the ability to interpret information correctly	3	0	Academic: LS: 11-12.1 RHSS: 11-12.7 CTE Anchor: 5.3, 5.4 CTE Pathway: A3.5, A5.0, A6.0, A7.0
14.	COMMUNICATION SKILLS	CR	Lab/ CC	Standards
	• 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 CTE Anchor: 2.3 CTE Pathway: A1.4, A2.3, A2.6, A7.0

TO: Board of Trustees

FROM: Dr. Krista Schweers-Ganga

DATE: August 20, 2026

SUBJECT: New Course Approval – Dental Assistant Front Office Internship

Background and Rationale

Coastline Regional Occupational Program is proposing Dental Assistant Front Office Internship as a new capstone course in the Health Science and Medical Technology – Patient Care pathway. The 108-hour course combines classroom instruction with 50 hours of supervised internship experience, preparing students for entry-level dental front office employment. Students develop skills in patient scheduling and intake, dental terminology, records management, insurance and billing, office technology, professional communication, and workplace readiness.

Financial Implications

There are no significant additional financial implications associated with approval of the course. Existing program resources, instructional materials, and industry partnerships will be utilized to support course implementation.

Recommendation

It is respectfully recommended that the Board of Trustees approve Dental Assistant Front Office Internship as a new capstone course in the Health Science and Medical Technology, Patient Care pathway.

DENTAL ASSISTANT FRONT OFFICE INTERNSHIP**INDUSTRY SECTOR:** Health Science and Medical Technology Sector**PATHWAY:** Patient Care**CALPADS TITLE:** Advanced Patient Care (Capstone)**CALPADS CODE:** 7922**HOURS:**

Total	Classroom	Laboratory/CC/CVE
108	58	50

JOB TITLE	O*NET CODE	JOB TITLE	O*NET CODE
Medical Records and Health Information Technicians	29-2071.00	Dental Assistants	31-9091.00
Medical Secretaries	43-6013.00	Medical Transcriptionists	31-9094.00

COURSE DESCRIPTION:

This course introduces students to the procedures and responsibilities of the dental front office and prepares them for entry-level employment through classroom instruction and a supervised internship experience. Topics include dental terminology, basic dental anatomy, charting of teeth and tissues, telephone techniques, patient interviewing skills, records management, bookkeeping procedures, patient scheduling, completion of insurance forms, and professional written communication. Through hands-on learning in an authentic dental practice setting, students apply industry-standard skills while developing professionalism, customer service, confidentiality, and workplace readiness competencies.

A-G APPROVAL: G**ARTICULATION:** None**DUAL ENROLLMENT:** None**PREREQUISITES:**

Prerequisite
None

METHODS OF INSTRUCTION

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

STUDENT EVALUATION:

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

INDUSTRY CERTIFICATION:

- AHA Basic Life Support for Healthcare Provider (CPR and AED) Certification

RECOMMENDED TEXTS:

- Modern Dental Assisting by Doni L. Bird CDA RDA RDH MA and Debbie S. Robinson CDA

PROGRAM OF STUDY:

- None identified

1.	INTRODUCTION AND ORIENTATION	CR	Lab/ CC	Standards
	• Demonstrate an understanding of course expectations, internship requirements, and workplace responsibilities • Identify members of the dental healthcare team and describe their roles and responsibilities • Explain the importance of professionalism, ethical conduct, and patient-centered care in a dental practice • Apply legal and ethical principles related to patient privacy, confidentiality, and workplace responsibilities • Describe patient rights and the responsibilities of healthcare professionals in maintaining quality care • Demonstrate knowledge of workplace policies, procedures, and expectations for success in a dental office internship	2	0	Academic: LS: 11-12.1, 11-12.3 CTE Anchor: Career Planning and Management: 3.1, 3.2, 3.4 Health and Safety: 6.2, 6.8 Ethics and Legal Responsibilities: 8.2, 8.3, 8.4, 8.5, 8.7 CTE Pathway: B12.1, B12.2
2.	WORKPLACE SAFETY AND OFFICE OPERATIONS	CR	Lab/ CC	Standards
	• Demonstrate inventory management procedures for dental office supplies and materials • Maintain, organize, and store supplies and equipment according to office protocols • Monitor inventory levels and assist with ordering supplies using established purchasing procedures • Apply cost-conscious practices when managing office resources and inventory • Demonstrate proper office organization and infection control practices • Identify and follow safety regulations, hazard communication procedures, and workplace policies applicable to dental offices • Maintain a clean, safe, and professional work environment in accordance with industry standards	4	4	Academic: LS: 11-12.1 CTE Anchor: Health and Safety: 6.1, 6.2, 6.3, 6.4, 6.5 Responsibility and Flexibility: 7.1, 7.4, 7.6 CTE Pathway: B1.1, B3.1, B8.4, B12.1
3.	CARDIOPULMONARY RESUSCITATION	CR	Lab/ CC	Standards
	• Perform CPR to industry competence to earn CPR certificate	3	2	Academic: LS: 11-12.1, 11-12.3, 11-12.5 RLST: 11-12.3, 11-12.4 LS: LS2, LS2.D ETS: ETS1.B, ETS1 CTE Anchor: Communications: 2.1, 2.2, 2.3, 2.5, 2.7, 2.8 Technical Knowledge and Skills: 10.1, 10.2, 10.4, 10.5 CTE Pathway: B1.4, B2.3, B2.4, B5.1, B5.2, B5.3, B5.4, B5.5, B6.1, B6.2, B6.3, B6.4, B6.5, B6.6
4.	DENTAL ANATOMY AND TERMINOLOGY	CR	Lab/ CC	Standards

	- Identify basic dental anatomy and tooth structures relevant to dental office procedures - Utilize dental terminology accurately in verbal and written communications - Interpret dental charting systems and tooth numbering methods - Recognize common dental procedures and their associated terminology - Differentiate between preventive, restorative, cosmetic, and specialty dental procedures - Apply dental terminology and anatomy knowledge when reviewing patient records, treatment plans, and office documentation	4	4	Academic: LS: 11-12.1, 11-12.3, 11-12.4, 11-12.5, LS1, LS1.A, LS1.B CTE Anchor: Communications: 2.3, 2.8 Technical Knowledge and Skills: 10.1 Demonstration and Application: 11.1 CTE Pathway: B2.1, B2.2, B5.1, B5.2, B5.4, B5.7, B12.1, B12.3
5.	APPOINTMENT SCHEDULING	CR	Lab/CC	Standards
	- Utilize appointment scheduling systems to manage patient appointments efficiently - Schedule, modify, and confirm patient appointments according to office procedures - Manage appointment cancellations, rescheduling requests, and patient waitlists - Explain the purpose and function of patient recall and continuing care systems - Implement patient recall procedures to support preventive and ongoing dental care - Communicate effectively with patients regarding appointments, treatment follow-up, and recall reminders - Maintain accurate scheduling records using dental practice management software	3	5	Academic: LS: 11-12.1, 11-12.6 CTE Anchor: Communications: 2.1, 2.2 Technology: 4.5, 4.6 CTE Pathway: B3.1, B4.5, B6.1, B6.2, B6.3, B7.4
6.	PATIENT RECEPTION AND INTAKE	CR	Lab/CC	Standards
	- Demonstrate professional patient reception and customer service skills - Greet, assist, and direct patients in a courteous and professional manner - Collect and verify patient demographic, medical, and dental history information - Maintain patient confidentiality and comply with privacy regulations during the intake process - Utilize office forms and electronic systems to document and update patient information - Communicate effectively with patients to support a positive office experience	2	6	Academic: LS: 11-12.1, 11-12.4, 11-12.6 WS: 11-12.2, 11-12.2e CTE Anchor: Communications: 2.1, 2.2, 2.3, 2.4, 2.5, 2.6 Responsibility and Flexibility: 7.7 CTE Pathway: B4.1, B4.3, B4.5, B5.1, B5.2, B5.6, B5.7, B6.6, B7.1
7.	PROFESSIONAL TELEPHONE COMMUNICATIONS	CR	Lab/CC	Standards
	- Demonstrate professional telephone etiquette and customer service skills when handling incoming and outgoing calls - Differentiate between routine, urgent, and emergency communications and follow appropriate office procedures - Gather and relay accurate information while maintaining patient confidentiality - Schedule appointments and respond to patient inquiries	2	6	Academic: LS: 11-12.1, 11-12.3, 11-12.4, 11-12.5, 11-12.6 CTE Anchor: Communications:

	- Communicate effectively with patients, dental providers, specialists, pharmacies, insurance representatives, and other healthcare professionals - Document telephone communications accurately and in accordance with office policies and procedures			2.1, 2.2, 2.3, 2.4, 2.5, 2.6 Responsibility and Flexibility: 7.7 CTE Pathway: B4.1, B6.1, B6.2, B6.3, B6.4, B6.5, B6.6
8.	RECORDS MANAGEMENT	CR	Lab/CC	Standards
	- Explain the purpose and organization of patient records and document management systems - Identify and utilize common forms and documents used in dental office operations - Accurately create, update, and maintain electronic patient records - Demonstrate proper documentation of patient information, treatment plans, and clinical notes - Apply procedures for organizing, storing, retrieving, and securing patient records in accordance with privacy regulations - Maintain dental records and radiographic images using industry-standard record management practices	4	6	Academic: LS: 11-12.1 CTE Anchor: Technology: 4.3 Problem Solving and Critical Thinking: 5.3 Responsibility and Flexibility: 7.7 Ethics and Legal Responsibilities: 8.5, 8.7 Demonstration and Application: 11.1 CTE Pathway: B1.1, B6.6
9.	OFFICE TECHNOLOGY AND DOCUMENTATION	CR	Lab/CC	Standards
	- Utilize dental practice management and office productivity software - Create professional business correspondence, reports, and forms - Accurately enter and maintain patient demographic, medical, and dental history information - Demonstrate the use of electronic patient records and digital documentation systems - Assist with treatment planning, fee estimation, and payment plan documentation - Organize, manage, and update patient information in accordance with privacy and confidentiality requirements	3	8	Academic: LS: 11-12.1, 11-12.2, 11-12.6 WS: 11-12.2, 11-12.2e, 11-12.4, 11-12.6 CTE Anchor: Communications: 2.1, 2.4, 2.5 Technology: 4.1, 4.3 Technical Knowledge and Skills: 10.1, 10.2, 10.4 Demonstration and Application: 11.1 CTE Pathway: B4.1, B4.2, B4.3, B4.4, B4.5, B5.1, B5.2, B5.4, B5.6, B5.7, B6.4, B6.6, B12.1, B12.3, B12.4
10.	BOOKKEEPING INFORMATION	CR	Lab/CC	Standards

	- Identify and complete common financial and billing forms used in a dental office - Accurately post patient charges, payments, and adjustments using practice management software - Process and document patient financial transactions in accordance with office procedures - Generate and review patient account statements and billing records - Assist patients in understanding treatment costs, payment options, and financial policies - Maintain accurate financial records while adhering to confidentiality and ethical standards	5	5	Academic: LS: 11-12.1, 11-12.2, 11-12.6 CTE Anchor: Communications: 2.2, 2.4, 2.5 Responsibility and Flexibility: 7.1, 7.4, 7.6 Ethics and Legal Responsibilities: 8.1, 8.3, 8.7 Demonstration and Application: 11.1 CTE Pathway: B1.1, B1.5, B3.1, B4.5
11.	DENTAL INSURANCE	CR	Lab/CC	Standards
	- Define dental terminology - Identify and compare the various types of insurance plans - Demonstrate completion of insurance forms - Understand explanation of benefits form in order to review with patients - Demonstrate how to calculate patient's share of the cost	5	5	Academic: LS: 11-12.1, 11-12.6 CTE Anchor: Communications: 2.6, 2.7, 2.8 Problem Solving and Critical Thinking: 5.6 Responsibility and Flexibility: 7.1, 7.2, 7.4, 7.6 Ethics and Legal Responsibilities: 8.2, 8.4, 8.7 Demonstration and Application: 11.1 CTE Pathway: B1.5, B3.1, B5.1, B5.2, B5.6, B5.7, B6.6
12.	DENTAL OFFICE COMMUNICATIONS	CR	Lab/CC	Standards
	- Manage incoming and outgoing office correspondence, including mail, email, and electronic communications - Identify and route patient, insurance, and business communications to the appropriate personnel - Prepare, process, and distribute office correspondence and documentation - Demonstrate proper procedures for handling confidential patient information in all forms of communication - Utilize office technology and communication systems to support daily front office operations	2	3	Academic: LS: 11-12.1 CTE Anchor: Communications: 2.1, 2.2 Demonstration and Application: 11.1 CTE Pathway: B6.6, B12.2

13.	EMPLOYMENT LITERACY	CR	Lab/ CC	Standards
	- 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	6	0	Academic: LS: 11-12.1, 11-12.6 CTE Anchor: Communications: 2.1, 2.2, 2.3, 2.4, 2.5, 2.8 Career Planning and Management: 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, 3.9 Demonstration and Application: 11.5 CTE Pathway: B5.1, B5.4, B5.6, B5.7
14.	PERSONAL SKILLS RELATED TO EMPLOYMENT	CR	Lab/ CC	Standards
	- Be prompt, attend class regularly, and follow absence notification procedures - Develop and maintain acceptable working relations - Manage time wisely - Maintain a positive and cooperative attitude - Demonstrate values of honesty and integrity - Respect others - Dress in a professional manner according to industry standards - Use appropriate personal hygiene/grooming - Demonstrate responsibility by exerting a high level of effort and working toward a goal	3	0	Academic: LS: 11-12.1, 11-12.2, 11-12.6 CTE Anchor: Career Planning and Management: 3.1, 3.2, 3.3 Responsibility and Flexibility: 7.7 Ethics and Legal Responsibilities: 8.3, 8.4 Leadership and Teamwork: 9.1, 9.6 CTE Pathway: B1.1, B3.3, B7.1, B12.2, B13.3, B13.4
15.	INTERPERSONAL SKILLS AND GROUP DYNAMICS	CR	Lab/ CC	Standards
	- 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: LS: 11-12.1, 11-12.2 CTE Anchor: Leadership and Teamwork: 9.2, 9.3 CTE Pathway: B12.2, B13.1, B13.3, B13.4
16.	THINKING AND PROBLEM-SOLVING SKILLS	CR	Lab/ CC	Standards
	- Utilize problem-solving techniques - Understand logical reasoning - Demonstrate creative thinking - Discuss decision-making - Demonstrate the ability to interpret information correctly	3	0	Academic: LS: 11-12.1, 11-12.2, 11-12.5, 11-12.6 CTE Anchor: Problem Solving and Critical Thinking: 5.2

				CTE Pathway: B12.3, B12.4
17.	COMMUNICATION SKILLS	CR	Lab/ CC	Standards
	• 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 ability to research and retrieve information	3	0	Academic: LS: 11-12.1, 11-12.2, 11-12.3, 11-12.4, 11-12.5, 11-12.6 RSIT: 11-12.1 WS: 11-12.2, 11-12.4 CTE Anchor: Communications: 2.1, 2.2, 2.3, 2.4, 2.5, 2.6, 2.7, 2.8 CTE Pathway: B4.1, B4.2, B4.3, B4.4, B4.5, B5.1, B5.2, B5.6, B5.7, B6.1, B6.2, B6.3, B6.4, B6.5, B6.6

TO: Board of Trustees

FROM: Dr. Krista Schweers-Ganga

DATE: August 20, 2026

SUBJECT: New Course Approval – Medical Innovation, Research, and Entrepreneurship 2

Background and Rationale

Coastline Regional Occupational Program is proposing Medical Innovation, Research, and Entrepreneurship 2 (MIRE 2) as a new capstone course in the Health Science and Medical Technology – Biotechnology pathway. Building upon MIRE 1, the 73-hour course provides advanced, hands-on experiences in biomedical research, biotechnology, medical innovation, and entrepreneurship. Students will apply their learning to real-world clinical challenges and complete a capstone project in which they research, design, and present an original medical innovation.

Financial Implications

There are no significant additional financial implications associated with approval of the course. Existing program resources, equipment, instructional materials, and partnerships will be utilized to support course implementation.

Recommendation

It is respectfully recommended that the Board of Trustees approve Medical Innovation, Research, and Entrepreneurship 2 as a new capstone course in the Health Science and Medical Technology, Biotechnology pathway.

MEDICAL INNOVATION, RESEARCH, AND ENTREPRENEURSHIP 2**INDUSTRY SECTOR:** Health Science and Medical Technology**PATHWAY:** Biotechnology**CALPADS TITLE:** Advanced Biotechnology (Capstone)**CALPADS CODE:** 7912**HOURS:**

Total	Classroom	Laboratory/CC/CVE
73	41	32

JOB TITLE	O*NET CODE	JOB TITLE	O*NET CODE
Biomedical Engineer	17-2031.00	Biological Scientist	19-1029.8
Medical Scientist	19-1042.00	Medical & Health Services Managers	11-9111.00

COURSE DESCRIPTION:

This capstone course builds upon the knowledge and skills developed in MIRE by immersing students in advanced biomedical research, laboratory techniques, medical innovation, and entrepreneurship. Students investigate congenital heart disease as a real-world clinical challenge while utilizing biotechnology tools, including biosensors, microfluidics, cell culture, regenerative medicine, bioinformatics, and molecular modeling. Working alongside physicians, researchers, and industry professionals, students apply the engineering design process to develop innovative healthcare solutions. The course culminates in a professional capstone project in which student teams research, design, and present a novel medical innovation through a recorded entrepreneurial pitch, preparing students for postsecondary education and careers in biotechnology, biomedical engineering, medicine, and the health sciences.

A-G APPROVAL: G**ARTICULATION:**

College	Course Code

DUAL ENROLLMENT: None**PREREQUISITES:** MIRE 1**BOARD APPROVAL:**

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 assignment

INDUSTRY CERTIFICATION:

- None

RECOMMENDED TEXTS:

- OER

PROGRAM OF STUDY:

Fall	Spring	Year	Course Type	Course Name
X			Concentrator	MIRE 1
	X		Capstone	MIRE 2

1.	INTRODUCTION AND ORIENTATION	CR	Lab/ CC	Standards
	- Demonstrate understanding of course expectations and laboratory procedures - Describe the scope of biotechnology and medical innovation careers - Apply laboratory safety procedures and biosafety practices - Explain ethical conduct in biomedical research - Maintain accurate laboratory documentation	2	1	Academic: LS 11-12.1, LS 11-12.2, PS1.A, ETS1.A, ETS2.A CTE Anchor: 3.0 Career Planning and Management 6.0 Health and Safety 7.0 Responsibility and Flexibility 8.0 Ethics and Legal Responsibilities CTE Pathway: A8.0, A8.2, A8.3, A8.4, A8.5
2.	HUMAN PHYSIOLOGY AND CONGENITAL HEART DISEASE	CR	Lab/ CC	Standards
	- Explain cardiovascular anatomy and physiology - Describe congenital heart disease and its causes - Evaluate current diagnostic and treatment options - Analyze clinical problems from both scientific and patient perspectives - Communicate findings using appropriate medical terminology	3	2	Academic: LS1.A, LS1.C, LS3.A, RLST 11-12.1, RLST 11-12.7 CTE Anchor: 1.0 Academics 2.0 Communications 10.0 Technical Knowledge CTE Pathway: A1.0, A2.0, A2.3, A2.4
3.	BIOMEDICAL INSTRUMENTATION AND SENSOR TECHNOLOGY	CR	Lab/ CC	Standards
	- Construct and evaluate biomedical sensor systems - Collect physiological data using ECG and pulse oximetry equipment - Utilize Arduino-based technologies to acquire biomedical data - Interpret collected data to evaluate physiological function - Explain the relationship between engineering and patient care	2	4	Academic: PS4.C, PS2.A, ETS1.B, RLST 11-12.3 CTE Anchor: 4.0 Technology 5.0 Critical Thinking 10.0 Technical Knowledge CTE Pathway: A5.0, A5.2, A5.3
4.	BIOTECHNOLOGY LABORATORY METHODS	CR	Lab/ CC	Standards
	- Demonstrate proper laboratory techniques - Perform experiments involving nanoparticles and microfluidics - Explain principles of cell culture - Utilize molecular visualization software - Evaluate laboratory results using scientific reasoning	2	5	Academic: PS1.A, PS1.B, ETS1.C, RLST 11-12.8, WHSST 11-12.2 CTE Anchor: 4.0 Technology 5.0 Problem Solving 10.0 Technical Knowledge 11.0 Demonstration and Application CTE Pathway: A3.0, A4.0, A5.0, A6.0

5.	REGENERATIVE MEDICINE AND BIOMEDICAL DESIGN	CR	Lab/ CC	Standards
	- Explain regenerative medicine principles - Compare stem cell therapies and traditional treatments - Evaluate biomaterials used in tissue engineering - Apply engineering design principles to biomedical challenges - Assess emerging medical technologies for clinical application	2	3	Academic: LS1.A, LS1.B, LS3.B, ETS2.B, WHSST 11-12.7 CTE Anchor: 1.0 Academics 5.0 Critical Thinking 10.0 Technical Knowledge CTE Pathway: A1.0, A3.0, A5.0, A6.0
6.	BIOINFORMATICS, MOLECULAR MODELING, AND DATA ANALYSIS	CR	Lab/ CC	Standards
	- Utilize bioinformatics software and databases to investigate biological systems - Analyze molecular structures using visualization software such as PyMOL - Interpret biological and clinical datasets to support research questions - Evaluate the role of computational tools in biotechnology and personalized medicine - Communicate scientific findings using data visualizations and technical reports	2	3	Academic: LS1.A, ETS1.B, ETS2.A, RLST 11-12.1, RLST 11-12.7, RLST 11-12.8, WHSST 11-12.2, WHSST 11-12.7 CTE Anchor: 2.0 Communications 4.0 Technology 5.0 Problem Solving and Critical Thinking 10.0 Technical Knowledge and Skills CTE Pathway: A3.0, A4.0, A5.0, A6.0
7.	CLINICAL RESEARCH AND IDENTIFICATION OF UNMET MEDICAL NEEDS	CR	Lab/ CC	Standards
	- Evaluate current standards of care for congenital heart disease - Conduct literature reviews using peer-reviewed scientific publications - Identify unmet clinical needs through physician interviews and case studies - Analyze scientific evidence to justify proposed innovation opportunities - Collaborate with interdisciplinary teams to define project goals	3	3	Academic: LS1.A, LS3.A, ETS1.A, RLST 11-12.2, RLST 11-12.9, WHSST 11-12.1, WHSST 11-12.7, WHSST 11-12.9 CTE Anchor: 1.0 Academics 2.0 Communications 5.0 Problem Solving and Critical Thinking 9.0 Leadership and Teamwork 10.0 Technical Knowledge and Skills CTE Pathway: A1.0, A2.0, A6.0, A7.0
8.	BIOMEDICAL INNOVATION, ENTREPRENEURSHIP, AND REGULATORY AFFAIRS	CR	Lab/ CC	Standards
	- Explain the medical device and biotechnology development process - Describe FDA approval pathways and regulatory requirements - Evaluate intellectual property and commercialization strategies - Develop business and implementation plans for biomedical innovations - Analyze ethical considerations related to biotechnology entrepreneurship	3	2	Academic: ETS1.C, ETS2.A, ETS2.B, RLST 11-12.4, RLST 11-12.8, WHSST 11-12.2, WHSST 11-12.4 CTE Anchor: 2.0 Communications 5.0 Problem Solving and Critical Thinking

				8.0 Ethics and Legal Responsibilities 9.0 Leadership and Teamwork 11.0 Demonstration and Application CTE Pathway: A7.0, A8.0, A9.0
9.	MEDICAL PRODUCT DEVELOPMENT AND PROTOTYPE DESIGN	CR	Lab/ CC	Standards
	- Design innovative solutions addressing identified clinical needs - Construct and refine prototypes using engineering design principles - Evaluate prototype performance through testing and data analysis - Revise designs based on user feedback and scientific evidence - Demonstrate collaboration throughout the product development cycle	2	4	Academic: PS4.C, ETS1.A, ETS1.B, ETS1.C, RLST 11-12.3, RLST 11-12.7, WHSST 11-12.2, WHSST 11-12.8 CTE Anchor: 4.0 Technology 5.0 Problem Solving and Critical Thinking 9.0 Leadership and Teamwork 10.0 Technical Knowledge and Skills 11.0 Demonstration and Application CTE Pathway: A5.0, A6.0, A7.0, A9.0
10.	CAPSTONE RESEARCH PROJECT, PROFESSIONAL PITCH, AND SYMPOSIUM	CR	Lab/ CC	Standards
	- Synthesize scientific research into an evidence-based medical innovation proposal - Prepare professional-quality technical reports, posters, and presentation materials - Deliver a professional innovation pitch to physicians, researchers, and industry representatives - Evaluate peer presentations using established scientific and business criteria - Reflect on personal growth, career readiness, and future educational pathways	2	5	Academic: LS1.A, ETS1.C, ETS2.B, RLST 11-12.7, RLST 11-12.9, WHSST 11-12.1, WHSST 11-12.2, WHSST 11-12.7, WHSST 11-12.10 CTE Anchor: 2.0 Communications 5.0 Problem Solving and Critical Thinking 9.0 Leadership and Teamwork 10.0 Technical Knowledge and Skills 11.0 Demonstration and Application CTE Pathway: A1.0, A2.0, A3.0, A4.0, A6.0, A8.0, A9.0
11.	EMPLOYMENT LITERACY	CR	Lab/ CC	Standards
	- 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	6	0	Academic: LS: 11-12.1, 11-12.2 WS: 11-12.1, 11-12.1e CTE Anchor: Communications: 2.4 Career Planning and Management: 3.1, 3.2, 3.4, 3.5 CTE Pathway: A1.6, A2.3, A2.6, A5.0
	Note on Units 12–15: These units focus on employability and soft skills. Rather than standalone lessons, they are integrated throughout the course and reinforced in all class activities and assignments.			

12.	PERSONAL SKILLS RELATED TO EMPLOYMENT	CR	Lab/ CC	Standards
	- Be prompt, 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 - Dress in a professional manner 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	3	0	Academic: LS: 11-12.1 CTE Anchor: 7.3, 7.7, 8.2, 8.3, 8.4 CTE Pathway: A2.2, A2.3, A2.4
13.	INTERPERSONAL SKILLS AND GROUP DYNAMICS	CR	Lab/ CC	Standards
	- 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: LS: 11-12.2 CTE Anchor: 9.2, 9.3, 9.6 CTE Pathway: A2.6, A5.0, A6.0
14.	THINKING AND PROBLEM-SOLVING SKILLS	CR	Lab/ CC	Standards
	- Utilize problem-solving techniques - Understand logical reasoning - Demonstrate creative thinking - Discuss decision-making - Demonstrate the ability to interpret information correctly	3	0	Academic: LS: 11-12.1 RHSS: 11-12.7 CTE Anchor: 5.3, 5.4 CTE Pathway: A3.5, A5.0, A6.0, A7.0
15.	COMMUNICATION SKILLS	CR	Lab/ CC	Standards
	- 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 CTE Anchor: 2.3 CTE Pathway: A1.4, A2.3, A2.6, A7.0

TO: Board of Trustees

FROM: Krista Schweers-Ganga

DATE: August 20, 2026

SUBJECT: New Internship Sites

Culinary Arts Internship Stikki Rice 1071 N Tustin Ave, Suite 108 Anaheim, CA 92807 Digital Media Arts Internship Flying V Group 4695 MacArthur Court, Suite 1630 Newport Beach, CA 92660 Stikki Rice 1071 N Tustin Ave, Suite 108 Anaheim, CA 92807 Seal Media 5270 California Ave # 100 Irvine, CA 92617 Pharmacy Internship Ameripharma 1132 S Anita Dr Orange, CA 92868 CDM Drugs 2865 East Coast Hwy, Suite 150 Corona Del Mar, CA 92625 Grace Community Pharmacy 4881 La Palma Ave, La Palma, CA 90623	Pharmacy Internship Nest RX Pharmacy 3303 Harbor Blvd. C2 Costa Mesa, CA 92626 Wellness Mart Pharmacy 618 W Chapman Ave Placentia, CA 92870 Professional Internship HeadSet –Sports Minded Technologies, LLC 3270 Caminito Eastbluff San Diego, CA 92037

COASTLINE REGIONAL OCCUPATIONAL PROGRAM

1001 Presidio Square, Costa Mesa, Ca 92626

Agreement To Use Classroom Facilities Within The Community A Joint Venture Non-Financial Agreement

The Coastline Regional Occupational Program and Stikki Rice

located at 1071 N Tustin Ave, Ste 108, Anaheim, CA 92807

as the Management of the Community Classroom Facilities, mutually agree that:

All career preparation instruction and internship held at the above address shall be known as a Community Classroom and shall be conducted pursuant to Education Codes 51769, 46300, 52372, 52372.1, and Sections 10090-10092 of Title 5, and shall be in accordance with the Individualized Training Plan, which includes specific performance objectives and a statement of expected time required for the attainment of each objective.

All students of the Coastline Regional Occupational Program enrolled in Culinary Internship conducted in the community classroom shall be under the immediate supervision and control of an instructor of the Coastline Regional Occupational Program who holds a valid California Teaching Credential authorizing the subject to be taught. *(See definition of immediate supervision on reverse side.)*

No student enrolled in career preparation instruction and internship shall replace an employee of the community classroom management or cause the employee hours to be reduced, nor shall the student's training activities preclude the hiring of additional employees. Trainees involved in a community classroom activity shall not receive monetary compensation by either company or Coastline Regional Occupational Program during the student's participation.

Coastline Regional Occupational Program community classroom trainees are covered by the school system's workers' compensation insurance.

Neither the Coastline Regional Occupational Program, nor the Management of the Community Classroom Facilities, shall discriminate against any student on the basis of race, color, national origin, sex or handicap, in making available opportunities in career preparation instruction and internship.

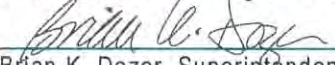
All Joint Venture Agreements are subject to review by the Coastline Regional Occupational Program Governing Board and shall be in effect until terminated or amended by mutual written consent of the parties and/or may be terminated upon sixty (60) days notice in writing by either party.

☒ Coastline ROP has permission to recognize this partnership on their website and social media outlets, including but not limited to use of business name, logo and/or trademark and pictures.

Coastline Regional Occupational Program

Gina Escobar

ROP Instructional Program Manager


Brian K. Dozer, Superintendent

Gina Escobar

Instructor

gescobar@coastlinerop.org

Email

(714) 979-1955

Phone

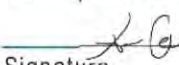
6/24/25

Date

Company Representative/Manager

Ambrose Chan

Name *(Please Print)*


Signature

1071 N Tustin Ave, Ste 108

Address

Anaheim, CA 92807

City Zip Code

aj@popcornrobot.com

Email

626-260-1193

Phone

06/25/26

Date

(OVER)

COMMUNITY CLASSROOM GUIDELINES

Definition and Purpose

A community classroom is a site or a series of physical locations, public or private, in which career preparation training programs are conducted. A community classroom extends students' learning opportunities by utilizing sites and facilities other than those of the public schools.

Immediate Supervision/Certificated Instruction

For purposes of community classroom training described in Section 52372.1, "immediate supervision" means pupil participation in an unpaid internship experience. The supervisor of the training site and certificated ROP personnel share the responsibility for the supervision of the internship experience, which is outlined in a training agreement and individualized training plan.

Background Check Requirement

Pursuant to state law, at least one adult employee who is in the workplace during the student's work hours, who has direct contact with the student and has been designated as the employee of record who is responsible for the safety of the student, must have a valid criminal records summary. If the designated employee leaves the position, the workplace shall notify the ROP.

Roles for Others

There may be persons designated within the community classroom location who will help provide the students with tools, instructional materials, procedures, safety equipment, and training experiences. These persons cannot assume the certificated instructor's responsibilities for directing and monitoring the learning process of each student.

Individual Training Plan

Each student must have a written individualized training plan describing specific skills the student will be expected to learn.

Student/Instructor Interaction

The instructor shall visit students at community classroom sites at least every three weeks or at least once every ten hours, whichever is more frequent, to observe training activities. Dates, times, and observations are to be recorded by the instructor on individualized training plans.

The student shall be rotated to learn other competencies as proficiency is attained. During the instructor's visit, he/she will consult with the student's workplace liaison, observe the student in the workplace, and check in with the student to ensure the student's health, safety, and welfare, including by addressing any concerns the student has raised.

Employment vs. Training

A student who is hired by a company designated as a community classroom shall not continue to train at that site in the same training area where he/she is employed.

Regular Employees vs. Students

No student may displace or reduce the number of work hours of a paid employee, nor shall the student's training activities preclude the hiring of new paid employees. However, it is appropriate for students to train under close observation of a qualified paid employee.

Workers' Compensation

Students enrolled in career preparation classes held in the community are considered to be employees of the school system. Workers' compensation and liability insurance coverage is provided only during scheduled training hours when a credentialed instructor is on duty.

No Employment Guarantee

The student cannot be guaranteed a job at the conclusion of the training period.

COASTLINE REGIONAL OCCUPATIONAL PROGRAM
1001 Presidio Square, Costa Mesa, Ca 92626

Agreement To Use Classroom Facilities Within The Community
A Joint Venture Non-Financial Agreement

The Coastline Regional Occupational Program and Flying V Group
located at 4695 MacArthur Court, Suite 1630, Newport Beach, CA 92660

as the Management of the Community Classroom Facilities, mutually agree that:

All career preparation instruction and internship held at the above address shall be known as a Community Classroom and shall be conducted pursuant to Education Codes 51769, 46300, 52372, 52372.1, and Sections 10090-10092 of Title 5, and shall be in accordance with the Individualized Training Plan, which includes specific performance objectives and a statement of expected time required for the attainment of each objective.

All students of the Coastline Regional Occupational Program enrolled in Digital Media Arts Internship conducted in the community classroom shall be under the immediate supervision and control of an instructor of the Coastline Regional Occupational Program who holds a valid California Teaching Credential authorizing the subject to be taught. *(See definition of immediate supervision on reverse side.)*

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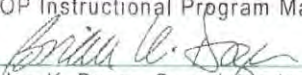
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Coastline Regional Occupational Program

James Piccola
ROP Instructional Program Manager


Brian K. Dozer, Superintendent

Lindsay Yang
Instructor

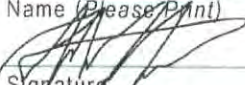
lyang@coastlinerop.org
Email

7142447880
Phone

6/18/25
Date

Company Representative/Manager

Robb Fahrion
Name *(Please Print)*


Signature

4695 MacArthur Court, Suite 1630

Address
Newport Beach, CA 92660

City Zip Code
rfahrion@flyingvgroup.com

Email

(951) 218 3523
Phone

6/23/26
Date

(OVER)

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as the Management of the Community Classroom Facilities, mutually agree that:

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All students of the Coastline Regional Occupational Program enrolled in Digital Media Arts Internship conducted in the community classroom shall be under the immediate supervision and control of an instructor of the Coastline Regional Occupational Program who holds a valid California Teaching Credential authorizing the subject to be taught. *(See definition of immediate supervision on reverse side.)*

No student enrolled in career preparation instruction and internship shall replace an employee of the community classroom management or cause the employee hours to be reduced, nor shall the student's training activities preclude the hiring of additional employees. Trainees involved in a community classroom activity shall not receive monetary compensation by either company or Coastline Regional Occupational Program during the student's participation.

Coastline Regional Occupational Program community classroom trainees are covered by the school system's workers' compensation insurance.

Neither the Coastline Regional Occupational Program, nor the Management of the Community Classroom Facilities, shall discriminate against any student on the basis of race, color, national origin, sex or handicap, in making available opportunities in career preparation instruction and internship.

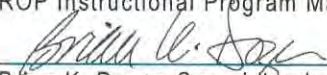
All Joint Venture Agreements are subject to review by the Coastline Regional Occupational Program Governing Board and shall be in effect until terminated or amended by mutual written consent of the parties and/or may be terminated upon sixty (60) days notice in writing by either party.

☒ Coastline ROP has permission to recognize this partnership on their website and social media outlets, including but not limited to use of business name, logo and/or trademark and pictures.

Coastline Regional Occupational Program

James Piccola

ROP Instructional Program Manager


Brian K. Dozer, Superintendent

Lindsay Yang

Instructor

lyang@coastlinerop.org
Email

714-244-7880

Phone

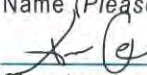
6/24/26

Date

Company Representative/Manager

Ambrose Chan

Name *(Please Print)*


Signature

1071 N Tustin Ave, Ste 108

Address

Anaheim, CA 92807

City Zip Code

aj@popcornrobot.com

Email

626-260-1193

Phone

06/25/26

Date

(OVER)

COMMUNITY CLASSROOM GUIDELINES

Definition and Purpose

A community classroom is a site or a series of physical locations, public or private, in which career preparation training programs are conducted. A community classroom extends students' learning opportunities by utilizing sites and facilities other than those of the public schools.

Immediate Supervision/Certificated Instruction

For purposes of community classroom training described in Section 52372.1, "immediate supervision" means pupil participation in an unpaid internship experience. The supervisor of the training site and certificated ROP personnel share the responsibility for the supervision of the internship experience, which is outlined in a training agreement and individualized training plan.

Background Check Requirement

Pursuant to state law, at least one adult employee who is in the workplace during the student's work hours, who has direct contact with the student and has been designated as the employee of record who is responsible for the safety of the student, must have a valid criminal records summary. If the designated employee leaves the position, the workplace shall notify the ROP.

Roles for Others

There may be persons designated within the community classroom location who will help provide the students with tools, instructional materials, procedures, safety equipment, and training experiences. These persons cannot assume the certificated instructor's responsibilities for directing and monitoring the learning process of each student.

Individual Training Plan

Each student must have a written individualized training plan describing specific skills the student will be expected to learn.

Student/Instructor Interaction

The instructor shall visit students at community classroom sites at least every three weeks or at least once every ten hours, whichever is more frequent, to observe training activities. Dates, times, and observations are to be recorded by the instructor on individualized training plans. The student shall be rotated to learn other competencies as proficiency is attained. During the instructor's visit, he/she will consult with the student's workplace liaison, observe the student in the workplace, and check in with the student to ensure the student's health, safety, and welfare, including by addressing any concerns the student has raised.

Employment vs. Training

A student who is hired by a company designated as a community classroom shall not continue to train at that site in the same training area where he/she is employed.

Regular Employees vs. Students

No student may displace or reduce the number of work hours of a paid employee, nor shall the student's training activities preclude the hiring of new paid employees. However, it is appropriate for students to train under close observation of a qualified paid employee.

Workers' Compensation

Students enrolled in career preparation classes held in the community are considered to be employees of the school system. Workers' compensation and liability insurance coverage is provided only during scheduled training hours when a credentialed instructor is on duty.

No Employment Guarantee

The student cannot be guaranteed a job at the conclusion of the training period.

COASTLINE REGIONAL OCCUPATIONAL PROGRAM
1001 Presidio Square, Costa Mesa, Ca 92626

Agreement To Use Classroom Facilities Within The Community
A Joint Venture Non-Financial Agreement

The Coastline Regional Occupational Program and Seal Media
located at 5270 California Ave #100, Irvine, CA 92617

as the Management of the Community Classroom Facilities, mutually agree that:

All career preparation instruction and internship held at the above address shall be known as a Community Classroom and shall be conducted pursuant to Education Codes 51769, 46300, 52372, 52372.1, and Sections 10090-10092 of Title 5, and shall be in accordance with the Individualized Training Plan, which includes specific performance objectives and a statement of expected time required for the attainment of each objective.

All students of the Coastline Regional Occupational Program enrolled in Digital Media Arts Internship conducted in the community classroom shall be under the immediate supervision and control of an instructor of the Coastline Regional Occupational Program who holds a valid California Teaching Credential authorizing the subject to be taught. *(See definition of immediate supervision on reverse side.)*

No student enrolled in career preparation instruction and internship shall replace an employee of the community classroom management or cause the employee hours to be reduced, nor shall the student's training activities preclude the hiring of additional employees. Trainees involved in a community classroom activity shall not receive monetary compensation by either company or Coastline Regional Occupational Program during the student's participation.

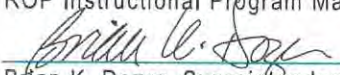
Coastline Regional Occupational Program community classroom trainees are covered by the school system's workers' compensation insurance.

Neither the Coastline Regional Occupational Program, nor the Management of the Community Classroom Facilities, shall discriminate against any student on the basis of race, color, national origin, sex or handicap, in making available opportunities in career preparation instruction and internship.

All Joint Venture Agreements are subject to review by the Coastline Regional Occupational Program Governing Board and shall be in effect until terminated or amended by mutual written consent of the parties and/or may be terminated upon sixty (60) days notice in writing by either party.

☒ Coastline ROP has permission to recognize this partnership on their website and social media outlets, including but not limited to use of business name, logo and/or trademark and pictures.

Coastline Regional Occupational Program

James Piccola
ROP Instructional Program Manager

Brian K. Dozer, Superintendent

Lindsay Yang
Instructor
lyang@coastlinerop.org
Email

7142447880 6/18/25
Phone Date

Company Representative/Manager

Anderson Seal
Name *(Please Print)*

Signature

Digitally signed by 696b1c73-fc77-4e8a-a47a-07152f115124
Date: 2026.06.25 12:33:20 -07'00'

5270 California Ave #100,
Address
Irvine, CA 92617
City Zip Code
anderson@sealmedia.us
Email

949-310-6526 6/25/26
Phone Date

(OVER)

COMMUNITY CLASSROOM GUIDELINES

Definition and Purpose

A community classroom is a site or a series of physical locations, public or private, in which career preparation training programs are conducted. A community classroom extends students' learning opportunities by utilizing sites and facilities other than those of the public schools.

Immediate Supervision/Certificated Instruction

For purposes of community classroom training described in Section 52372.1, "immediate supervision" means pupil participation in an unpaid internship experience. The supervisor of the training site and certificated ROP personnel share the responsibility for the supervision of the internship experience, which is outlined in a training agreement and individualized training plan.

Background Check Requirement

Pursuant to state law, at least one adult employee who is in the workplace during the student's work hours, who has direct contact with the student and has been designated as the employee of record who is responsible for the safety of the student, must have a valid criminal records summary. If the designated employee leaves the position, the workplace shall notify the ROP.

Roles for Others

There may be persons designated within the community classroom location who will help provide the students with tools, instructional materials, procedures, safety equipment, and training experiences. These persons cannot assume the certificated instructor's responsibilities for directing and monitoring the learning process of each student.

Individual Training Plan

Each student must have a written individualized training plan describing specific skills the student will be expected to learn.

Student/Instructor Interaction

The instructor shall visit students at community classroom sites at least every three weeks or at least once every ten hours, whichever is more frequent, to observe training activities. Dates, times, and observations are to be recorded by the instructor on individualized training plans. The student shall be rotated to learn other competencies as proficiency is attained. During the instructor's visit, he/she will consult with the student's workplace liaison, observe the student in the workplace, and check in with the student to ensure the student's health, safety, and welfare, including by addressing any concerns the student has raised.

Employment vs. Training

A student who is hired by a company designated as a community classroom shall not continue to train at that site in the same training area where he/she is employed.

Regular Employees vs. Students

No student may displace or reduce the number of work hours of a paid employee, nor shall the student's training activities preclude the hiring of new paid employees. However, it is appropriate for students to train under close observation of a qualified paid employee.

Workers' Compensation

Students enrolled in career preparation classes held in the community are considered to be employees of the school system. Workers' compensation and liability insurance coverage is provided only during scheduled training hours when a credentialed instructor is on duty.

No Employment Guarantee

The student cannot be guaranteed a job at the conclusion of the training period.

COASTLINE REGIONAL OCCUPATIONAL PROGRAM
1001 Presidio Square, Costa Mesa, Ca 92626

Agreement To Use Classroom Facilities Within The Community
A Joint Venture Non-Financial Agreement

The Coastline Regional Occupational Program and Ameripharma
located at Ameripharma 1132 S Anita Dr. orange CA 92868
as the Management of the Community Classroom Facilities, mutually agree that:

All career preparation instruction and internship held at the above address shall be known as a Community Classroom and shall be conducted pursuant to Education Codes 51769, 46300, 52372, 52372.1, and Sections 10090-10092 of Title 5, and shall be in accordance with the Individualized Training Plan, which includes specific performance objectives and a statement of expected time required for the attainment of each objective.

All students of the Coastline Regional Occupational Program enrolled in Pharmacy Internship conducted in the community classroom shall be under the immediate supervision and control of an instructor of the Coastline Regional Occupational Program who holds a valid California Teaching Credential authorizing the subject to be taught. (See definition of immediate supervision on reverse side.)

No student enrolled in career preparation instruction and internship shall replace an employee of the community classroom management or cause the employee hours to be reduced, nor shall the student's training activities preclude the hiring of additional employees. Trainees involved in a community classroom activity shall not receive monetary compensation by either company or Coastline Regional Occupational Program during the student's participation.

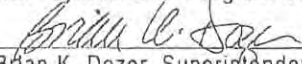
Coastline Regional Occupational Program community classroom trainees are covered by the school system's workers' compensation insurance.

Neither the Coastline Regional Occupational Program, nor the Management of the Community Classroom Facilities, shall discriminate against any student on the basis of race, color, national origin, sex or handicap, in making available opportunities in career preparation instruction and internship.

All Joint Venture Agreements are subject to review by the Coastline Regional Occupational Program Governing Board and shall be in effect until terminated or amended by mutual written consent of the parties and/or may be terminated upon sixty (60) days notice in writing by either party.

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Coastline Regional Occupational Program

Gina Escobar
ROP Instructional Program Manager

Brian K. Dozer, Superintendent

Dr. F (Freya)
Instructor
FFahimi@coastlinerop.org
Email

949 73 2181 5/28/26
Phone Date

Company Representative/Manager

Brandon Rehnberg
Name (Please Print)
Brandon Rehnberg Digitally signed by Brandon Rehnberg
Date: 2025.05.28 07:57:39 -07'00'
Signature

132 S Anita Dr
Address
Orange CA, 92868
City Zip Code
hr-support@ameripharma.us
Email

877-778-0318 5/28/25
Phone Date

(OVER)

COMMUNITY CLASSROOM GUIDELINES

Definition and Purpose

A community classroom is a site or a series of physical locations, public or private, in which career preparation training programs are conducted. A community classroom extends students' learning opportunities by utilizing sites and facilities other than those of the public schools.

Immediate Supervision/Certificated Instruction

For purposes of community classroom training described in Section 52372.1, "immediate supervision" means pupil participation in an unpaid internship experience. The supervisor of the training site and certificated ROP personnel share the responsibility for the supervision of the internship experience, which is outlined in a training agreement and individualized training plan.

Background Check Requirement

Pursuant to state law, at least one adult employee who is in the workplace during the student's work hours, who has direct contact with the student and has been designated as the employee of record who is responsible for the safety of the student, must have a valid criminal records summary. If the designated employee leaves the position, the workplace shall notify the ROP.

Roles for Others

There may be persons designated within the community classroom location who will help provide the students with tools, instructional materials, procedures, safety equipment, and training experiences. These persons cannot assume the certificated instructor's responsibilities for directing and monitoring the learning process of each student.

Individual Training Plan

Each student must have a written individualized training plan describing specific skills the student will be expected to learn.

Student/Instructor Interaction

The instructor shall visit students at community classroom sites at least every three weeks or at least once every ten hours, whichever is more frequent, to observe training activities. Dates, times, and observations are to be recorded by the instructor on individualized training plans. The student shall be rotated to learn other competencies as proficiency is attained. During the instructor's visit, he/she will consult with the student's workplace liaison, observe the student in the workplace, and check in with the student to ensure the student's health, safety, and welfare, including by addressing any concerns the student has raised.

Employment vs. Training

A student who is hired by a company designated as a community classroom shall not continue to train at that site in the same training area where he/she is employed.

Regular Employees vs. Students

No student may displace or reduce the number of work hours of a paid employee, nor shall the student's training activities preclude the hiring of new paid employees. However, it is appropriate for students to train under close observation of a qualified paid employee.

Workers' Compensation

Students enrolled in career preparation classes held in the community are considered to be employees of the school system. Workers' compensation and liability insurance coverage is provided only during scheduled training hours when a credentialed instructor is on duty.

No Employment Guarantee

The student cannot be guaranteed a job at the conclusion of the training period.

COASTLINE ROP
1001 Presidio Square, Costa Mesa, Ca 92626

AGREEMENT TO USE CLASSROOM FACILITIES WITHIN THE COMMUNITY
A JOINT VENTURE NON-FINANCIAL AGREEMENT

The Coastline Regional Occupational Program and CDM Drugs
located at 2865 East Coast Hwy Ste 150, Corona Del Mar
as the Management of the Community Classroom Facilities, mutually agree that: CA 92625

All career preparation instruction and internship held at the above address shall be known as a Community Classroom and shall be conducted pursuant to Education Codes 51769, 46300, 52372, 52372.1, and Sections 10090-10092 of Title 5, and shall be in accordance with the Individualized Training Plan, which includes specific performance objectives and a statement of expected time required for attainment of each objective.

All students of the Coastline Regional Occupational Program enrolled in Coastline ROP/Pharmacy conducted in the community classroom shall be under the immediate supervision and control of an instructor of the Coastline Regional Occupational Program who holds a valid California Teaching Credential authorizing the subject to be taught. (See definition of immediate supervision on reverse side.)

No student enrolled in career preparation instruction and internship shall replace an employee of the community classroom management or cause the employee hours to be reduced, nor shall the student's training activities preclude the hiring of additional employees. Trainees involved in a community classroom activity shall not receive monetary compensation by either company or Coastline Regional Occupational Program during the student's participation.

Coastline Regional Occupational Program community classroom trainees are covered by the school system's workers' compensation insurance.

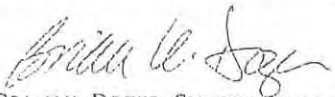
Neither the Coastline Regional Occupational Program, nor the Management of the Community Classroom Facilities, shall discriminate against any student on the basis of race, color, national origin, sex or handicap, in making available opportunities in career preparation instruction and internship.

All Joint Venture Agreements are subject to review by the Coastline Regional Occupational Program Governing Board and shall be in effect until terminated or amended by mutual written consent of the parties and/or may be terminated upon sixty (60) days notice in writing by either party.

- ☒ Coastline ROP has permission to recognize this partnership on their website and social media outlets, including but not limited to use of business name, logo and/or trademark and pictures.

COASTLINE REGIONAL OCCUPATIONAL PROGRAM

COMPANY REPRESENTATIVE/MANAGER


BRIAN K. DOZER, SUPERINTENDENT

Name: [Signature]
Please Print

Gina Escobar

Signature: [Signature]

ROP INSTRUCTIONAL PROGRAM MANAGER

Address: [Signature]

INSTRUCTOR: Dr. F (Freya)

[Signature]

Email: FFahimi@coastlinerop.org

Email: [Signature] Zip Code

Telephone: (949) 736-2181

Date: [Signature] Telephone: (949) 736-2181 Date: 7/18/11

(OVER)

COMMUNITY CLASSROOM GUIDELINES

Definition and Purpose

A community classroom is a site or a series of physical locations, public or private, in which career preparation training programs are conducted. A community classroom extends students' learning opportunities by utilizing sites and facilities other than those of the public schools.

Immediate Supervision/Certificated Instruction

For purposes of community classroom training described in Section 52372.1, "immediate supervision" means pupil participation in an unpaid internship experience. The supervisor of the training site and certificated ROP personnel share the responsibility for the supervision of the internship experience, which is outlined in a training agreement and individualized training plan.

Background Check Requirement

Pursuant to state law, at least one adult employee who is in the workplace during the student's work hours, who has direct contact with the student and has been designated as the employee of record who is responsible for the safety of the student, must have a valid criminal records summary. If the designated employee leaves the position, the workplace shall notify the ROP.

Roles for Others

There may be persons designated within the community classroom location who will help provide the students with tools, instructional materials, procedures, safety equipment, and training experiences. These persons cannot assume the certificated instructor's responsibilities for directing and monitoring the learning process of each student.

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Student/Instructor Interaction

The instructor shall visit students at community classroom sites at least every three weeks or at least once every ten hours, whichever is more frequent, to observe training activities. Dates, times, and observations are to be recorded by the instructor on individualized training plans. The student shall be rotated to learn other competencies as proficiency is attained. During the instructor's visit, he/she will consult with the student's workplace liaison, observe the student in the workplace, and check in with the student to ensure the student's health, safety, and welfare, including by addressing any concerns the student has raised.

Employment vs. Training

A student who is hired by a company designated as a community classroom shall not continue to train at that site in the same training area where he/she is employed.

Regular Employees vs. Students

No student may displace or reduce the number of work hours of a paid employee, nor shall the student's training activities preclude the hiring of new paid employees. However, it is appropriate for students to train under close observation of a qualified paid employee.

Workers' Compensation

Students enrolled in career preparation classes held in the community are considered to be employees of the school system. Workers' compensation and liability insurance coverage is provided only during scheduled training hours when a credentialed instructor is on duty.

No Employment Guarantee

The student cannot be guaranteed a job at the conclusion of the training period.

AGREEMENT TO USE CLASSROOM FACILITIES WITHIN THE COMMUNITY
A JOINT VENTURE NON-FINANCIAL AGREEMENT

The Coastline Regional Occupational Program and Grace Community Pharmacy
located at 4881 La Palma Ave, La Palma CA 90623
as the Management of the Community Classroom Facilities, mutually agree that:

All career preparation instruction and internship held at the above address shall be known as a Community Classroom and shall be conducted pursuant to Education Codes 51769, 46300, 52372, 52372.1, and Sections 10090-10092 of Title 5, and shall be in accordance with the Individualized Training Plan, which includes specific performance objectives and a statement of expected time required for attainment of each objective.

All students of the Coastline Regional Occupational Program enrolled in Coastline ROP/Pharmacy conducted in the community classroom shall be under the immediate supervision and control of an instructor of the Coastline Regional Occupational Program who holds a valid California Teaching Credential authorizing the subject to be taught. (See definition of immediate supervision on reverse side.)

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Coastline Regional Occupational Program community classroom trainees are covered by the school system's workers' compensation insurance.

Neither the Coastline Regional Occupational Program, nor the Management of the Community Classroom Facilities, shall discriminate against any student on the basis of race, color, national origin, sex or handicap, in making available opportunities in career preparation instruction and internship.

All Joint Venture Agreements are subject to review by the Coastline Regional Occupational Program Governing Board and shall be in effect until terminated or amended by mutual written consent of the parties and/or may be terminated upon sixty (60) days notice in writing by either party.

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COASTLINE REGIONAL OCCUPATIONAL PROGRAM

COMPANY REPRESENTATIVE/MANAGER

Brian K. Dozer
BRIAN K. DOZER, SUPERINTENDENT

Name: MINJUNG PARK
Please Print

Gina Escobar
ROP INSTRUCTIONAL PROGRAM MANAGER

Signature: [Signature]

INSTRUCTOR: Dr. F (Freya)

Address: 4881 La Palma Ave.

Email: FFahimi@coastlinerop.org

La Palma, CA 90623

Email: min.gracerx@gmail.com Zip Code

Telephone: (949) 736-2181 Date: _____

Telephone: (562) 860-0586 Date: 5/21/2026

COMMUNITY CLASSROOM GUIDELINES

Definition and Purpose

A community classroom is a site or a series of physical locations, public or private, in which career preparation training programs are conducted. A community classroom extends students' learning opportunities by utilizing sites and facilities other than those of the public schools.

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For purposes of community classroom training described in Section 52372.1, "immediate supervision" means pupil participation in an unpaid internship experience. The supervisor of the training site and certificated ROP personnel share the responsibility for the supervision of the internship experience, which is outlined in a training agreement and individualized training plan.

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Roles for Others

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Workers' Compensation

Students enrolled in career preparation classes held in the community are considered to be employees of the school system. Workers' compensation and liability insurance coverage is provided only during scheduled training hours when a credentialed instructor is on duty.

No Employment Guarantee

The student cannot be guaranteed a job at the conclusion of the training period.

COASTLINE ROP
1001 Presidio Square, Costa Mesa, Ca 92626

AGREEMENT TO USE CLASSROOM FACILITIES WITHIN THE COMMUNITY
A JOINT VENTURE NON-FINANCIAL AGREEMENT

The Coastline Regional Occupational Program and Nest Rx Pharmacy
located at 3303 Harbor Blvd #32 Costa Mesa CA 92626
is the Management of the Community Classroom Facilities, mutually agree that:

All career preparation instruction and internship held at the above address shall be known as a Community Classroom and shall be conducted pursuant to Education Codes 51769, 46300, 52372, 52372.1, and Sections 10090-10092 of Title 5, and shall be in accordance with the Individualized Training Plan, which includes specific performance objectives and a statement of expected time required for attainment of each objective.

All students of the Coastline Regional Occupational Program enrolled in Coastline ROP conducted in the community classroom shall be under the immediate supervision and control of an instructor of the Coastline Regional Occupational Program who holds a valid California Teaching Credential authorizing the subject to be taught. (See definition of immediate supervision on reverse side.)

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Coastline Regional Occupational Program community classroom trainees are covered by the school system's workers' compensation insurance.

Neither the Coastline Regional Occupational Program, nor the Management of the Community Classroom Facilities, shall discriminate against any student on the basis of race, color, national origin, sex or handicap, in making available opportunities in career preparation instruction and internship.

All Joint Venture Agreements are subject to review by the Coastline Regional Occupational Program Governing Board and shall be in effect until terminated or amended by mutual written consent of the parties and/or may be terminated upon sixty (60) days notice in writing by either party.

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COASTLINE REGIONAL OCCUPATIONAL PROGRAM

COMPANY REPRESENTATIVE/MANAGER

Brian K. Dozer, Superintendent
BRIAN K. DOZER, SUPERINTENDENT

Name: LANG LY
Please Print

Gina Escobar

Signature: [Signature]

ROP INSTRUCTIONAL PROGRAM MANAGER

Address: 3303 Harbor Blvd #32

INSTRUCTOR: Dr. F (Freya)

COSTA MESA CA 92626

Email: FFahimi@coastlinerop.org

Email: LANGLY@NESTRX.HEALTH Zip Code

Telephone: (949) 736-2181

Date: _____

Telephone: 949 996 4354 Date: 7/29/20

(OVER)

COMMUNITY CLASSROOM GUIDELINES

Definition and Purpose

A community classroom is a site or a series of physical locations, public or private, in which career preparation training programs are conducted. A community classroom extends students' learning opportunities by utilizing sites and facilities other than those of the public schools.

Immediate Supervision/Certificated Instruction

For purposes of community classroom training described in Section 52372.1, "immediate supervision" means pupil participation in an unpaid internship experience. The supervisor of the training site and certificated ROP personnel share the responsibility for the supervision of the internship experience, which is outlined in a training agreement and individualized training plan.

Background Check Requirement

Pursuant to state law, at least one adult employee who is in the workplace during the student's work hours, who has direct contact with the student and has been designated as the employee of record who is responsible for the safety of the student, must have a valid criminal records summary. If the designated employee leaves the position, the workplace shall notify the ROP.

Roles for Others

There may be persons designated within the community classroom location who will help provide the students with tools, instructional materials, procedures, safety equipment, and training experiences. These persons cannot assume the certificated instructor's responsibilities for directing and monitoring the learning process of each student.

Individual Training Plan

Each student must have a written individualized training plan describing specific skills the student will be expected to learn.

Student/Instructor Interaction

The instructor shall visit students at community classroom sites at least every three weeks or at least once every ten hours, whichever is more frequent, to observe training activities. Dates, times, and observations are to be recorded by the instructor on individualized training plans. The student shall be rotated to learn other competencies as proficiency is attained. During the instructor's visit, he/she will consult with the student's workplace liaison, observe the student in the workplace, and check in with the student to ensure the student's health, safety, and welfare, including by addressing any concerns the student has raised.

Employment vs. Training

A student who is hired by a company designated as a community classroom shall not continue to train at that site in the same training area where he/she is employed.

Regular Employees vs. Students

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Workers' Compensation

Students enrolled in career preparation classes held in the community are considered to be employees of the school system. Workers' compensation and liability insurance coverage is provided only during scheduled training hours when a credentialed instructor is on duty.

No Employment Guarantee

The student cannot be guaranteed a job at the conclusion of the training period.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/8/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER ISU Vansa Insurance Services 818-763-9365 710 S Myrtle Ave 511 Monrovia CA 91016-3423	CONTACT NAME: Melisa Nusbaum PHONE (A/C, No, Ext): 818-763-9365 E-MAIL ADDRESS: MELISAN@ISUVANSA.COM FAX (A/C, No): 818-762-2242
INSURED Nest Rx, LLC 3303 Harbor Blvd Ste C2 Costa Mesa CA 92626-1518	INSURER(S) AFFORDING COVERAGE INSURER A: Pharmacists Mutual Insurance INSURER B: Hartford Insurance Group INSURER C: INSURER D: INSURER E: INSURER F:
License#: 0B23558 NESTRXL-01	NAIC # 13714 914

COVERAGES**CERTIFICATE NUMBER:** 1300168234**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WYD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER		VST0010085 00	8/1/2025	8/1/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 250,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000
A	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY		CAM0006342 00	8/1/2025	8/1/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 500,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☐ RETENTION \$		UCL0165430 00	8/1/2025	8/1/2026	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☒ Y ☐ N/A	72WECBUW7C	8/1/2025	8/1/2026	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	PHARMACY PROFESSIONAL LIABILITY CLAIMS MADE - RETRO DATE 08/01/25		PSP0167116 00	8/1/2025	8/1/2026	PER OCCURRENCE 1,000,000 AGGREGATE 3,000,000 RX PRODUCTS INCLUDED

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

Chapman University One University Drive Orange CA 92866	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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COASTLINE ROP
1001 Presidio Square, Costa Mesa, Ca 92626

AGREEMENT TO USE CLASSROOM FACILITIES WITHIN THE COMMUNITY
A JOINT VENTURE NON-FINANCIAL AGREEMENT

The Coastline Regional Occupational Program and Wellness Mart Pharmacy
located at 618 W Chapman Ave, Placentia, CA, 92870
as the Management of the Community Classroom Facilities, mutually agree that:

All career preparation instruction and internship held at the above address shall be known as a Community Classroom and shall be conducted pursuant to Education Codes 51769, 46300, 52372, 52372.1, and Sections 10090-10092 of Title 5, and shall be in accordance with the Individualized Training Plan, which includes specific performance objectives and a statement of expected time required for attainment of each objective.

All students of the Coastline Regional Occupational Program enrolled in Coastline ROP/Pharmacy conducted in the community classroom shall be under the immediate supervision and control of an instructor of the Coastline Regional Occupational Program who holds a valid California Teaching Credential authorizing the subject to be taught. (See definition of immediate supervision on reverse side.)

No student enrolled in career preparation instruction and internship shall replace an employee of the community classroom management or cause the employee hours to be reduced, nor shall the student's training activities preclude the hiring of additional employees. Trainees involved in a community classroom activity shall not receive monetary compensation by either company or Coastline Regional Occupational Program during the student's participation.

Coastline Regional Occupational Program community classroom trainees are covered by the school system's workers' compensation insurance.

Neither the Coastline Regional Occupational Program, nor the Management of the Community Classroom Facilities, shall discriminate against any student on the basis of race, color, national origin, sex or handicap, in making available opportunities in career preparation instruction and internship.

All Joint Venture Agreements are subject to review by the Coastline Regional Occupational Program Governing Board and shall be in effect until terminated or amended by mutual written consent of the parties and/or may be terminated upon sixty (60) days notice in writing by either party.

- ☒ Coastline ROP has permission to recognize this partnership on their website and social media outlets, including but not limited to use of business name, logo and/or trademark and pictures.

COASTLINE REGIONAL OCCUPATIONAL PROGRAM

COMPANY REPRESENTATIVE/MANAGER

Brian K. Dozer
BRIAN K. DOZER, SUPERINTENDENT

Gina Escobar

ROP INSTRUCTIONAL PROGRAM MANAGER

INSTRUCTOR: Dr. F (Freya)

Email: FFahimi@coastlinerop.org

Telephone: (949) 736-2181

Date: _____

Name: Priyanka Kothia

Signature: *PK* Please Print

Address: 618 W Chapman Ave
Placentia, CA, 92870

Email: Wellnessmartpharmacy@gmail.com Zip Code

Telephone: 714-600-0333 Date: 4/20/26

(OVER)

COMMUNITY CLASSROOM GUIDELINES

Definition and Purpose

A community classroom is a site or a series of physical locations, public or private, in which career preparation training programs are conducted. A community classroom extends students' learning opportunities by utilizing sites and facilities other than those of the public schools.

Immediate Supervision/Certificated Instruction

For purposes of community classroom training described in Section 52372.1, "immediate supervision" means pupil participation in an unpaid internship experience. The supervisor of the training site and certificated ROP personnel share the responsibility for the supervision of the internship experience, which is outlined in a training agreement and individualized training plan.

Background Check Requirement

Pursuant to state law, at least one adult employee who is in the workplace during the student's work hours, who has direct contact with the student and has been designated as the employee of record who is responsible for the safety of the student, must have a valid criminal records summary. If the designated employee leaves the position, the workplace shall notify the ROP.

Roles for Others

There may be persons designated within the community classroom location who will help provide the students with tools, instructional materials, procedures, safety equipment, and training experiences. These persons cannot assume the certificated instructor's responsibilities for directing and monitoring the learning process of each student.

Individual Training Plan

Each student must have a written individualized training plan describing specific skills the student will be expected to learn.

Student/Instructor Interaction

The instructor shall visit students at community classroom sites at least every three weeks or at least once every ten hours, whichever is more frequent, to observe training activities. Dates, times, and observations are to be recorded by the instructor on individualized training plans. The student shall be rotated to learn other competencies as proficiency is attained. During the instructor's visit, he/she will consult with the student's workplace liaison, observe the student in the workplace, and check in with the student to ensure the student's health, safety, and welfare, including by addressing any concerns the student has raised.

Employment vs. Training

A student who is hired by a company designated as a community classroom shall not continue to train at that site in the same training area where he/she is employed.

Regular Employees vs. Students

No student may displace or reduce the number of work hours of a paid employee, nor shall the student's training activities preclude the hiring of new paid employees. However, it is appropriate for students to train under close observation of a qualified paid employee.

Workers' Compensation

Students enrolled in career preparation classes held in the community are considered to be employees of the school system. Workers' compensation and liability insurance coverage is provided only during scheduled training hours when a credentialed instructor is on duty.

No Employment Guarantee

The student cannot be guaranteed a job at the conclusion of the training period.

COASTLINE REGIONAL OCCUPATIONAL PROGRAM

1001 Presidio Square, Costa Mesa, Ca 92626

Agreement To Use Classroom Facilities Within The Community A Joint Venture Non-Financial Agreement

The Coastline Regional Occupational Program and HeadSet - Sports Minded Technologies LLC
located at 3270 Caminito Eastbluff, San Diego, CA 92037

as the Management of the Community Classroom Facilities, mutually agree that:

All career preparation instruction and internship held at the above address shall be known as a Community Classroom and shall be conducted pursuant to Education Codes 51769, 46300, 52372, 52372.1, and Sections 10090-10092 of Title 5, and shall be in accordance with the Individualized Training Plan, which includes specific performance objectives and a statement of expected time required for the attainment of each objective.

All students of the Coastline Regional Occupational Program enrolled in Professional Internship conducted in the community classroom shall be under the immediate supervision and control of an instructor of the Coastline Regional Occupational Program who holds a valid California Teaching Credential authorizing the subject to be taught. *(See definition of immediate supervision on reverse side.)*

No student enrolled in career preparation instruction and internship shall replace an employee of the community classroom management or cause the employee hours to be reduced, nor shall the student's training activities preclude the hiring of additional employees. Trainees involved in a community classroom activity shall not receive monetary compensation by either company or Coastline Regional Occupational Program during the student's participation.

Coastline Regional Occupational Program community classroom trainees are covered by the school system's workers' compensation insurance.

Neither the Coastline Regional Occupational Program, nor the Management of the Community Classroom Facilities, shall discriminate against any student on the basis of race, color, national origin, sex or handicap, in making available opportunities in career preparation instruction and internship.

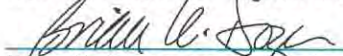
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Coastline Regional Occupational Program

James Piccola

ROP Instructional Program Manager


Brian K. Dozer, Superintendent

Belen Clara

Instructor

bclara@coastlinerop.org

Email

7144943732

Phone

6/24/2026

Date

Company Representative/Manager

Jason Galea

Name *(Please Print)*

Signature

3270 Caminito Eastbluff Suite 95

Address

San Diego, CA 92037

City Zip Code

jay@headsetsports.com

Email

858-449-1481

Phone

Date

(OVER)

COMMUNITY CLASSROOM GUIDELINES

Definition and Purpose

A community classroom is a site or a series of physical locations, public or private, in which career preparation training programs are conducted. A community classroom extends students' learning opportunities by utilizing sites and facilities other than those of the public schools.

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No Employment Guarantee

The student cannot be guaranteed a job at the conclusion of the training period.

TO: Board of Trustees

FROM: Brian Dozer

DATE: August 13, 2026

SUBJECT: Memoranda of Understanding (MOU) with Vital Link

Background and Rationale

Coastline ROP is renewing our MOU with Vital Link for our partnership for Career Exploration Days at district middle schools.

The Career Exploration program is entering its fifth year with Coastline ROP and will visit each middle school in our districts.

Financial Impact

The cost of the Career Exploration Exhibit Days will be a maximum of \$105,000 and is covered by K12 Strong Workforce Program grant funds, so there is no impact on our general fund.

Recommendation

It is respectfully recommended that the Board of Trustees approve the renewal of the Memoranda of Understanding for the Career Exploration program with Vital Link for 2026-2027.

Memorandum of Understanding Support Services

Middle School Career Exploration

Vital Link Career Exploration Exhibits provide hands-on experience while exploring STEAM-based technology and related careers. The career exhibits allow students to complete an activity to better understand the different career paths. The Vital Link team will provide 5 types of exhibits for students to learn about, along with CTE/ROP representatives to help them learn about the high school pathways.

List of exhibits to pick from:

- | | |
|------------------------|---------------------------|
| • Automotive | • Construction |
| • Drones | • Medical Devices |
| • 3D printing/Robotics | • Digital Photography/DMA |
| • Green Energy | • Culinary |
| • CPR | • Dental |
| • Human Anatomy | • Cosmetology |

Vital Link Responsibilities:

- Send all available date options to district reps by Mid. July.
- Provide five (5) exhibit stations for students to learn about different career paths.
- Assist site with ROP/CTE student-led booth setup.
- Ensure all site walkthroughs and schedules for a full day of rotations are completed for each site.
- Work with 1-2 reps per district to organize the dates of each exhibit day.
- Ensure that pre/pot surveys are sent to the site before the scheduled date (maximum of 5 questions).
- Provide a 1-sheet expectation and to-do list for each site.
- Provide a VL team member for every booth.
- Ensure that all 7th and 8th graders (and some 6th graders depending on site) participate each day.
- Gather data for year-to-year comparison for the school districts and Coastline ROP.
- Provide monthly updates to Coastline ROP about each site.

Participant Count: up to 500 per event

Target Districts and schools: SVUSD (4), IUSD (12), TUSD (5), NMUSD (4)

Total schools served: 25 school sites

Cost: \$4,200 per event. Cost for additional exhibit booth at each site: \$500

Total Cost of MOU: \$105,000

Due Upon Signing: \$21,000

Due December 2026: \$28,000

Due March 2027: \$28,000

Due May 2027: \$28,000

*20% of the entire memorandum of understanding will be due upon signing.

*District may cancel this Agreement at any time. If the district cancels up to 60 days prior to the Event



Date, they will be entitled to a full refund. If the district cancels 30 days prior to the Event Date, they will be entitled to a fifty percent (50%) refund. If the district cancels less than 20 days prior to the Event Date, they will not be entitled to a refund.

*Invoices not paid within 30 days after the scheduled event date will incur a late fee of 2% per month, compounded monthly, on the outstanding balance until payment is received in full.

Vital Link

Name: _____

Title: _____

Signature: _____

District

Name: _____

Title: _____

Signature: _____

TO: Board of Trustees

FROM: Brian Dozer

DATE: August 13, 2026

SUBJECT: Memoranda of Understanding (MOU) with Vital Link

Background and Rationale

Coastline ROP will again receive grant funding from the Orange County Community Foundation (OCCF) to support the English Language Learner (ELL) Pharmacy Technician Program. The funding for this grant covers services for the program from Irvine Valley College (IVC) for ESL instruction, as well as Vital Link for wraparound services such as resume workshops and mock interviews. This memo covers the Vital Link MOU included. These services are required as per the grant conditions.

Financial Impact

There is no financial impact for Coastline ROP as the grant covers all expenditures for the program and the services from Vital Link. The MOU total is \$12,000.

Recommendation

It is respectfully recommended that the Board of Trustees approve the Vital Link wraparound agreement for 2026-2027.



Memorandum of Understanding 2026-2027 Support Services

Professional Development

Workshop Sessions

Vital Link will provide workshop sessions for students to build employability skills. Sessions can be held in person or online, led by Vital Link and professionals. Participants will work on 21st-century skills and discuss how these skills can be a crucial step toward a successful career.

Workshops can be individual or in a series of 6 workshops with industry participants.

Session Details:

- Adult students per workshop (Up to 35)
- Workshops (Available M-F 9:00 AM - 1:00 PM)
- Workshops selected (6 Total)
 - Communication, Confidence, Professionalism - 2 Workshops (1-hour)
 - Mentor Roundtable (6-7 students per 1 mentor) (capacity depending on room) - 1 workshop (1.5 Hours)
 - Resume Building and Industry Resume Review - 1 workshop (1.45 Hours)
 - Mock Scenario workshops - 2 workshops (1.5 hours)
 - CVS or Walgreens will help with scenarios
- Sessions will start in **mid-November 2026- December 2026**

Total Cost of MOU: \$12,000

Due Upon Signing: \$2,400

November 2026 - \$9,600

*District may cancel this Agreement at any time. If the district cancels up to 60 days prior to the Event Date, they will be entitled to a full refund. If the district cancels 30 days prior to the Event Date, they will be entitled to a fifty percent (50%) refund. If the district cancels less than 20 days prior to the Event Date, they will not be entitled to a refund.

Vital Link

Name: _____

Title: _____

Signature: _____

District

Name: _____

Title: _____

Signature: _____

TO: Board of Trustees

FROM: Brian Dozer

DATE: August 20, 2026

SUBJECT: Woodbridge AME Teacher MOU

Background and Rationale

The attached MOU covers Coastline ROP providing a teacher for six sections for Arts, Media & Entertainment (AME) at Woodbridge High School.

Financial Implications

Irvine USD will pay Coastline ROP \$100,000 and loan an additional 5% of its ADA for the CTE Incentive Grant application.

Recommendation

It is respectfully recommended that the Board of Trustees approve the agreement with Irvine USD for the six sections of AME at Woodbridge High School.

INDEPENDENT CONTRACTOR AGREEMENT

This Agreement is hereby dated this 23 June, 2026 (the "Effective Date") between the Irvine Unified School District Woodbridge High School, hereinafter referred to as "District," and Coastline ROP, 1001 Presidio Square, Costa Mesa, CA 92626, 714-979-1955, hereinafter referred to as "Contractor."

WHEREAS, District is authorized by Section 53060 of the California Government Code to contract with and employ any persons for the furnishing of special Services and advice in financial, economic, accounting, engineering, legal or administrative matters, if such persons are specially trained and experienced and competent to perform the special Services required;

WHEREAS, District is in need of such special services and advice; and

WHEREAS, Contractor is specially trained and experienced and competent to perform the special Services required by the District, and such services are needed on a limited basis;

NOW, THEREFORE, the parties agree as follows:

1. Services to be provided by Contractor. Contractor shall provide an Coastline ROP will provide an AME credentialed CTE teacher to teach 6 section of Arts, Media, and Entertainment at Woodbridge HS, hereinafter referred to as "Services".

2. Term. Contractor shall commence providing Services under this Agreement on August 2026 and will diligently perform as required and complete performance by June 4, 2027.

3. Compensation. District agrees to pay the Contractor for Services satisfactorily rendered pursuant to this Agreement a total fee not to exceed One Hundred Thousand Dollars \$100,000 and a 5% increase to the CTEIG ADA lent to Coastline ROP's application process for a total of 15% ADA for the 2026 CTEIG application. District shall pay Contractor within thirty (30) days of receipt of Contractor's invoice detailing the services rendered.

4. Expenses. District shall not be liable to Contractor for any costs or expenses paid or incurred by Contractor in performing Services for District.

5. Independent Contractor. Contractor, in the performance of the Services pursuant to this Agreement, shall be and act as an independent contractor. Contractor understands and agrees that it and all of Contractor's employees shall not be considered officers, employees or agents of the District, and are not entitled to benefits of any kind or nature normally provided employees of the District and/or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Workers' Compensation. Contractor assumes the full responsibility for the acts and/or omissions of Contractor's employees or agents as they relate to the Services to be provided under this Agreement. Contractor shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to Contractor's employees.

6. Materials. Contractor shall furnish, at Contractor's own expense, all labor,

materials, equipment, supplies and other items necessary to complete the Services to be provided pursuant to this Agreement. Contractor's Services will be performed in accordance with generally and currently accepted principles and practices of Contractor's profession.

7. Originality of Services/Intellectual Property. Contractor agrees that all ideas, technologies, formulae, procedures, processes and methods prepared for and submitted by Contractor to the District in connection with the Services set forth in this Agreement, shall be wholly original to Contractor and shall not be copied in whole or in part from any other source, except that submitted to Contractor by District as a basis for such Services. Contractor further agrees that all writings, materials, compositions, recordings, teleplays, and/or video productions prepared for, written for, or otherwise (hereinafter referred to as "Content") submitted by Contractor to the District and/or used in connection with the Services set forth in this Agreement, reflect the intellectual property of, and copyright interests held by District and shall not be copied or used in whole or in part by Contractor without District's express written permission. Contractor understands and agrees that all Content produced under this Agreement is the property of District and cannot be used without District's express written permission. Contractor acknowledges and agrees that District shall have all right, title and interest in said Content, including the right to secure and maintain the copyright, trademark and/or patent of said Content in the name of the District.

8. Termination. District may, at any time, with or without reason, terminate this Agreement and compensate Contractor only for Services satisfactorily rendered to the date of termination. Written notice by District shall be sufficient to stop further performance of Services by Contractor. Notice shall be deemed given when received by the Contractor or no later than three (3) days after the day of mailing, whichever is sooner.

District may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include: (a) material violation of this Agreement by the Contractor; or (b) any act by Contractor exposing the District to liability to others for personal injury or property damage; or (c) Contractor is adjudged a bankrupt, Contractor makes a general assignment for the benefit of creditors or a receiver is appointed on account of Contractor's insolvency. Written notice by District shall contain the reasons for such intention to terminate and unless within ten (10) days after service of such notice the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, this Agreement shall upon the expiration of the ten (10) days cease and terminate. In the event of such termination, the District may secure the required Services from another contractor. If the cost to the District to secure the required Services from another contractor exceeds the cost of providing the Services pursuant to this Agreement, the excess cost shall be charged to and collected from the Contractor. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to District. Written notice by District shall be deemed given when received by the Contractor, or no later than three (3) days after the day of mailing, whichever is sooner.

9. Hold Harmless. Contractor agrees to and does hereby indemnify, hold harmless and defend the District and its governing board, officers, employees and agents from every claim or demand made and every liability, loss, damage or expense, of any nature whatsoever, which may be incurred by reason of:

(a) Liability for damages for: (1) death or bodily injury to person; (2) injury to, loss or theft of property; or (3) any other loss, damage or expense arising out of (1) or (2) above, sustained by the Contractor or any person, firm or corporation employed by the Contractor, either directly or by independent contract, upon or in connection with the Services called for in this Agreement, however caused, except for liability for damages referred to above which result from the sole negligence or willful misconduct of the District or its officers, employees or agents.

(b) Any injury to or death of any person(s), including the District's officers, employees and agents, or damage to or loss of any property caused by any act, neglect, default, or omission of the Contractor, or any person, firm or corporation employed by the Contractor, either directly or by independent contract, arising out of, or in any way connected with, the Services covered by this Agreement, whether said injury or damage occurs either on or off District's property, except for liability for damages which result from the sole negligence or willful misconduct of the District or its officers, employees or agents.

(c) Any liability for damages which may arise from the furnishing or use of any copyrighted or uncopyrighted matter or patented or unpatented invention under this Agreement.

10. Insurance. Contractor shall insure Contractor's activities in connection with the Services under this Agreement and agrees to carry insurance to ensure Contractor's ability to adhere to the indemnification requirements under this Agreement.

10.1 Contractor shall, at Contractor's sole cost and expense, maintain in full force and effect the following insurance coverages from a California licensed insurer with an A, VIII, or better rating from A.M. Best or an approved self-insurance program, sufficient to cover any claims, damages, liabilities, costs and expenses (including attorney fees) arising out of or in connection with Contractor's fulfillment of the obligations under this Agreement:

(a) Comprehensive or Commercial General Liability Insurance, including bodily injury, property damage and contractual liability with minimum limits set by the District.

(1) General Aggregate	\$2,000,000
(2) Each Occurrence	\$1,000,000
(3) Products/Completed Operations	\$1,000,000
(4) Personal and Advertising Injury	\$1,000,000
(5) Damage to Rented Premises	\$50,000
(6) Medical Expense (any one person)	\$5,000

(b) Sexual Abuse and Molestation liability coverage with minimum limits of \$1,000,000 per occurrence and \$2,000,000 aggregate, unless waived/reduced by the District.

(c) Umbrella (excess) liability insurance coverage with a minimum limit of \$3,000,000, unless waived/reduced by the District. The policy shall follow form to the general liability policy and shall not contain an exclusion for sexual molestation and abuse coverage.

(d) Business Automobile Liability Insurance for owned, scheduled, non-owned, or hired automobiles with a combined single limit not less than \$1,000,000 per occurrence. (Required only if the Contractor drives on behalf of the District in the course of performing Services.)

(e) Professional Liability Insurance with a limit of \$1,000,000 per occurrence, unless waived/reduced by the District.

(f) Workers' Compensation and Employers Liability Insurance in a form and amount covering Contractor's full liability under the California Workers' Compensation Insurance and Safety Act and in accordance with applicable state and federal laws. The policy shall be endorsed with the insurer's waiver of rights of subrogation against the District.

It should be expressly understood, however, that the coverage and limits referred to under (a), (b), (c), (d) and (e) above shall not in any way limit the liability of the Contractor.

10.2 No later than ten (10) days from execution of this Agreement by the District and Contractor, and prior to commencing the Services under this Agreement, Contractor shall provide District with certificates of insurance evidencing all coverages and endorsements required hereunder.

Contractor shall provide prior written notice to the District thirty (30) days in advance of any non-renewal, cancellation, or modification of the required insurance. The certificates of insurance providing the coverages referred to in clauses (a), (b) and (c) above shall name District, its Governing Board, officers, and employees, as additional insureds with appropriate endorsements. In addition, the certificates of insurance shall include a provision stating "Such insurance as is afforded by this policy shall be primary, and any insurance carried by District shall be excess and noncontributory." Failure to maintain the above mentioned insurance coverages shall be cause for termination of this Agreement.

11. Assignment. The obligations of the Contractor pursuant to this Agreement shall not be assigned by the Contractor.

12. Compliance With Applicable Laws. The Services completed herein must meet the approval of the District and shall be subject to the District's general right of inspection to secure the satisfactory completion thereof. Contractor agrees to comply with all federal, state and local laws, rules, regulations and ordinances that are now or may in the future become applicable to Contractor, Contractor's business, the Services, equipment and personnel engaged in Services covered by this Agreement or accruing out of the performance of such Services.

12.1 Fingerprinting. Education Code section 45125.1 requires that employees of a contractor under contract with a school district shall ensure that such employees who interact with students outside of the immediate supervision and control of the student's parent or guardian or a school district employee must be fingerprinted by the California Department of Justice for a criminal records summary. If a criminal records summary is required, the Contractor expressly agrees that Contractor and all of Contractor's current and subsequent employees will submit or have submitted fingerprints in a manner required by the California Department of Justice, as set forth in Education Code section 45125.1. Contractor and/or Contractor's current and subsequent employees shall not come in contact with students until the California Department of Justice has ascertained that the Contractor and/or Contractor's employees have not been convicted of a violent felony as defined in Penal Code section 667.5(c) or a serious felony as defined in Penal Code section 1192.7(c). Contractor shall certify in writing Contractor's compliance with Education Code section 45125.1 to the Governing Board of the District. Contractor's certification shall be signed by Contractor under penalty of perjury under the laws of the State of California, and submitted to the District representative executing this Agreement. Contractor shall fulfill these requirements at its own expense. The District may require the Contractor and its current and subsequent employees to submit to additional criminal records checks at the District's sole and absolute discretion.

The Services and scope of work defined in this Agreement

will ☒ (Contractor **must complete Exhibit A** prior to rendering Services.)

will not ☐ (Exhibit A is not applicable.)

require the Contractor to submit to fingerprinting.

Contractor's Signature: _____

District Administrator's Signature: _____

13. Permits/Licenses. Contractor and all Contractor's employees or agents shall secure and maintain in force such permits and licenses as are required by law in connection with the furnishing of Services pursuant to this Agreement.

14. Employment With Public Agency. Contractor, if an employee of another public agency, agrees that Contractor will not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which Services are actually being performed pursuant to this Agreement.

15. Force Majeure. Neither party shall be deemed to be in violation of this Agreement if either is prevented from performing any of its obligations hereunder for any reason beyond its reasonable control, including but not limited to acts of God, natural disasters, earthquake, fire, flood, strikes, civil commotion, labor disputes, war, terrorism, infectious disease, and pandemics. If such an event continues for sixty (60) or more days, either party may terminate this Agreement by providing a written notification and shall not be liable to the other for failure to perform its obligation and any deposits or any pre-paid fees shall be refunded on a pro-rated basis.

16. Entire Agreement/Amendment. This Agreement and any exhibits attached hereto

constitute the entire Agreement between the parties and supersedes any prior or contemporaneous understanding or agreement with respect to the Services contemplated, and may be amended only by a written amendment executed by both parties to the Agreement. This Agreement incorporates by this reference, any exhibits, which are attached hereto and incorporated herein.

17. Nondiscrimination. Contractor agrees that Contractor will not engage in unlawful discrimination in employment of persons because of race, ethnicity, religion, nationality, disability, gender, sex, marital status, age, or other characteristics protected by federal or state laws.

18. Non Waiver. The failure of District or Contractor to seek redress for violation of, or to insist upon, the strict performance of any term or condition of this Agreement, shall not be deemed a waiver by that party of such term or condition, or prevent a subsequent similar act from again constituting a violation of such term or condition.

19. Notice. All notices or demands to be given under this Agreement by either party to the other shall be in writing and given either by: (a) personal service or (b) by U.S. Mail, mailed either by registered or certified mail, return receipt requested, with postage prepaid. Service shall be considered given when received if personally served or if mailed on the third day after deposit in any U.S. Post Office. The address to which notices or demands may be given by either party may be changed by written notice given in accordance with the notice provisions of this section. At the date of this Agreement, the addresses of the parties are as follows:

District:
Irvine Unified School District
5050 Barranca Parkway
Irvine, CA 92604
Attn: Asst. Superintendent, Business Services

Contractor: Coastline ROP
Company Name Coastline ROP
Address 1001 Presidio Square
City, State, Zip Costa Mesa, CA 92626
Attn: Brian Dozer

20. Severability. If any term, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.

21. Attorney Fees/Costs. Should litigation be necessary to enforce any terms or provisions of this Agreement, then each party shall bear its own litigation and collection expenses, witness fees, court costs, and attorneys' fees.

22. Headings. The headings contained in this Agreement are provided exclusively for reference and the convenience of the parties. No legal significance of any type shall be attached to the headings.

23. Counterparts. This Agreement may be signed and delivered in two (2) counterparts, each of which, when so signed and delivered, shall be an original, but such counterparts together shall constitute the one (1) instrument that is the Agreement, and the Agreement shall not be binding on any party until all Parties have signed it.

24. Authorized Signatures. The individual signing this Agreement warrants that he/she

is authorized to do so. The parties understand and agree that a breach of this warranty shall constitute a breach of the Agreement and shall entitle the non-breaching party to all appropriate legal and equitable remedies against the breaching party.

25. Governing Law. The terms and conditions of this Agreement shall be governed by the laws of the State of California with venue in Orange County, California. This Agreement is made in and shall be performed in Orange County, California.

This Agreement is hereby dated as of the Effective Date.

IRVINE UNIFIED SCHOOL DISTRICT

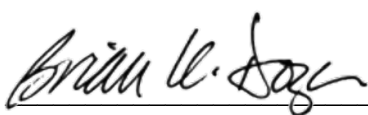
CONTRACTOR

By: _____

Name: John Fogarty

Title: Asst. Superintendent, Business Services
(a Board Authorized IUSD rep. will sign for IUSD)

District Board Approved:

By:  _____

Name: Brian Dozer

Title: Superintendent

Taxpayer Identification No.: 95-2887481

EXHIBIT A

If required, Services shall not begin until Individual / Contractor returns this Certification.

NOTICE TO INDIVIDUALS / CONTRACTORS **REGARDING VALID CRIMINAL RECORDS SUMMARY** **(EDUCATION CODE SECTION 45125.1)**

Education Code Section 45125.1 provides that anyone who has a contract with a local education agency (school district) shall ensure that any individual / employee who interacts with students outside of the immediate supervision and control of the student's parent or guardian or a District/school employee has a valid criminal records summary resulting from submission of the individual's / employee's fingerprints in a manner authorized by the Department of Justice (DOJ).

The DOJ shall ascertain whether the individual / employee whose fingerprints were submitted to it has been arrested or convicted of any crime insofar as that fact can be ascertained from information available to the DOJ.

The local education agency shall not permit an individual nor shall the contractor permit its employees to come in contact with any student until the DOJ has ascertained that the individual / employee has not been convicted of a violent felony as defined in Penal Code section 667.5(c) or serious felony as defined in Penal Code section 1192.7(c). The individual / contractor shall certify in writing to the governing board of the school district that he/she or its employees who may come in contact with any student has not been convicted of a violent or serious felony.

CERTIFICATION BY INDIVIDUAL / CONTRACTOR

Check one: Individual ☐ Contractor ☒

To the Governing Board of Irvine Unified School District:

I, Brian K. Dozer, am the Superintendent, of Coastline ROP
Name of Individual Title Name of Contractor, if applicable
and I am authorized to execute this Certification on behalf of myself or the Contractor.

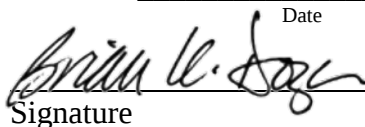
1. I have carefully read and understand the Notice to Individuals / Contractors Regarding a Valid Criminal Records Summary required under Education Code Section 45125.1.
2. Due to the nature of the services that will be provided to the District, I / Contractor's employees will or may have contact with students of the District outside of the immediate supervision and control of the student's parent or guardian or District employee.

3. I have obtained and reviewed the valid Criminal Records Summary of myself / my employees who will be performing services for the District. If any subsequent/future employees will be performing services for the District, I will obtain and review the Valid Criminal Records Summary of these employees and submit an updated Certification to the District.
4. I, nor any of the employees who will be providing services to the District have been convicted of a violent felony as defined in Penal Code section 667.5(c) or serious felony as defined in Penal Code Section 1192.7(c), and this determination was made by a fingerprint check through the Department of Justice.

I declare under penalty of perjury, under the laws of the State of California, that the foregoing is true and correct.

Executed at Costa Mesa, California on July 8, 2026.

Date



Signature

Dr. Brian K. Dozer

Typed or Printed Name

Superintendent

Title

Coastline ROP

Name of Contractor, if applicable

1001 Presidio Sq., Costa Mesa, CA 92626

Address

714-429-2222

Telephone Number

TO: Board of Trustees

FROM: Dr. Krista Schweers-Ganga

DATE: August 20, 2026

SUBJECT: Irvine USD Data Privacy Agreement for GSPP Data

Background and Rationale

The attached data privacy agreement (DPA) for Coastline Regional Occupational Program (Coastline ROP) and Irvine USD covers data that is needed for the Golden State Pathways Program grants.

Financial Implications

There are no financial implications.

Recommendation

It is respectfully recommended that the Board of Trustees approve this data privacy agreement.

**DATA PRIVACY AGREEMENT
BETWEEN THE IRVINE UNIFIED SCHOOL DISTRICT**

AND

COASTLINE REGIONAL OCCUPATIONAL PROGRAM

WHEREAS, the Irvine Unified School District ("District") and Coastline Regional Occupational Program ("Provider") have entered into an agreement ("Agreement") dated June 15, 2026 (Effective Date) wherein Provider will conduct studies for the purpose of developing, validating, or administering predictive tests, and/or improving instruction (the "Service(s)"); and

WHEREAS, in order to provide the Service described above, Provider may have access to student information, such information generally limited to the data elements listed in Section 13 of this Data Privacy Agreement ("Student Data"), defined as student records under the Family Educational Rights and Privacy Act (FERPA) and California Education Code § 49073.1, among other statutes, which are therefore subject to statutory protection; and

WHEREAS, the parties wish to execute this Data Privacy Agreement ("DPA"), as of the Effective Date, in full compliance with FERPA, California Education Code § 49073.1, and other applicable data privacy laws.

NOW THEREFORE, for good and valuable consideration, the Parties agrees as follows:

PURPOSE

1. District and Provider agree to uphold their responsibilities under all applicable privacy statutes, including FERPA, the Protection of Pupil Rights Amendment (PPRA), the Children's Online Privacy Protection Act (COPPA), and AB 1584 (found in Education Code Section 49073.1).

DATA PRIVACY

2. Data Property of District: All Student Data, information, data, and other content provided or transmitted by the District to the Provider, or entered or uploaded under District's user accounts ("Data"), remain the sole property of the District. The District retains exclusive control over Student Data and Data including personal information of District staff, including determining who may access Student Data and how it may be used for legitimate authorized purposes. A parent, legal guardian or eligible student may review personally identifiable information on the pupil's records, correct erroneous information, and request the transfer of pupil-generated content to a personal account.

3. Data Access: Provider may access District Data solely to fulfill its obligations under the Agreement.

4. Third Party Access: Provider may not distribute District Data or content to any third party without District's express written consent, unless required by law, and except to subcontractors who have agreed to privacy terms consistent with those in this DPA. Provider will ensure that approved subcontractors adhere to all provisions of this DPA. Deidentified and aggregate information may be used by Provider for the purposes of development and improvement of educational sites, services or applications.

5. Third Party Request: Should a third party contact Provider with a request for District Data, including law enforcement and government entities, Provider shall redirect the third party to request the Data directly from the District unless legally prohibited. Provider shall notify the District in advance of a compelled disclosure to a third party unless legally prohibited.
6. Applicability of COPPA: Provider warrants to District that all data collected directly from children and/or data resulting from tracking children's use of the Service is subject to parental consent and will occur in strict conformity to the requirements of the Children's Online Privacy Protection Act (COPPA). Provider shall obtain such parental consent, unless expressly agreed to otherwise by the parties. Provider may not sell or market Student Data, or use Student Data for sale or marketing purposes, including but not limited to targeted advertising, without express parental consent. However, Provider is not restricted from using anonymous, disaggregate data for marketing purposes, provided that such data cannot be used to identify an individual student.
7. Authorized Use: Provider warrants that the data shared under the Agreement and this DPA shall be used for no purpose other than providing the Service pursuant to the Agreement and/ or otherwise authorized under the statutes referred to in section 1, above.
8. Employees Bound: Provider shall require all employees of Provider and subcontractors who may have access to Student Data to comply with all applicable data privacy laws with respect to the data shared under this DPA.
9. Secure Environment: Provider shall maintain all Data obtained pursuant to this DPA in a secure computer environment and not copy, reproduce or transmit Data obtained pursuant to this DPA except as necessary to provide the Service pursuant to the Agreement. Provider has security measures in place to help protect against loss, misuse and alteration of the Data under Provider's control. When the Service is accessed using a supported web browser, Secure Socket Layer ("SSL") or equivalent technology protects information, using both server authentication and data encryption to help ensure that Data is safe, secure, and available to only authorized users. Provider shall host the Service in a secure server environment that uses a firewall and other advance technology in an effort to prevent interference or access from outside intruders. The Service will require unique account identifiers, usernames and passwords that must be entered each time a client or user signs on.
10. Disposition of Data: Provider shall destroy all Student Data and/or personally identifiable Data obtained under the Agreement and/or this DPA when it is no longer needed to perform the Services, and no later than thirty (30) days following the expiration or termination of the Services provided under the Agreement, unless a reasonable written request for destruction or retention of data is submitted by the District. Nothing in the Agreement or this DPA authorizes Provider to maintain Student Data beyond the time period reasonably needed to complete the disposition.
11. Data Breach Notification: Upon becoming aware of any unlawful or unauthorized access to District Data in possession of Provider and/or stored on equipment used by Provider or in facilities used by Provider, Provider will: notify the District as promptly as possible of the suspected or actual incident; investigate the incident as promptly as possible and provide District with detailed information regarding the incident, including the identity of affected users; provide assistance to the District in notifying affected users by taking commercially reasonable steps to mitigate the effects and to minimize any damage resulting from the incident in accordance with Provider's Data Security Policy. Provider shall obtain permission from District prior to directly notifying users of a breach, unless such notice is required by law.

12. Audit: The District reserves the right to audit and inspect the Provider's compliance with this DPA and applicable laws upon reasonable prior written notice to Provider's principal place of business, during normal business hours, and no more than once per year.

Additionally, The Provider agrees, upon District's request, to provide District with an audit of Provider's security practices and compliance with applicable data privacy laws within ninety (90) days of a data breach. The audit shall be conducted by an independent third party and paid for by the Provider.

13. Data Requested: Please see attached Exhibit A

14. Artificial Intelligence: In the event Provider employs Artificial Intelligence to help perform the Services contemplated by the Agreement. As between District or Student and Provider, District or Student reserve ownership of, and Provider has no rights to, reproduce and/or otherwise use the Confidential Information (including, but not limited to, Student Data, staff data, and confidential District documents and information) provided to it in any manner for purposes of training artificial intelligence technologies, or to generate content, including without limitation, technologies that are capable of generating works in the same style or genre as the Confidential Information, unless Provider first obtains District's specific and express written permission to do so. Nor does Provider have the right to sublicense others to reproduce and/or otherwise use the Confidential Information in any manner for purposes of training artificial intelligence technologies to generate content without the specific and express written permission of the District. Data shared by the District with Provider may not be accessed by Other Users of the System (Users of the solution not included in District's licensing agreement), unless access has been specifically approved in writing by the District.

15. De-Identified Data: Records and information are considered to be de-identified when all personally identifiable information has been removed or obscured, such that the remaining information does not reasonably identify a specific student, including, but not limited to, any information that, alone or in combination is linkable to a specific student ("De-Identified Student Data"). Provider agrees not to attempt to re-identify De-Identified Student Data without the written direction of the District. De-Identified Student Data may be used by the parties for those purposes allowed under applicable laws, for the purposes allowed for the processing of Student Data under this DPA, as well as the following purposes: (1) assisting the District or other governmental agencies in conducting research and other studies; (2) research, development, and improvement of the Provider's educational sites, Services, or applications, and to demonstrate the effectiveness of the Services; and (3) for adaptive learning purpose and for customized student learning. The Provider's use of De-Identified Student Data shall survive termination of this DPA or any request by the District to return or dispose of Student Data. Except for Subprocessors, the Provider agrees not to transfer De-identified Student Data to any third party unless the transfer is expressly directed or permitted by the District or this DPA. Such Subprocessors must be subject to equivalent terms of the DPA including this one. Prior to publishing any document that names the District, the Provider shall obtain the District's written approval. If the Provider choose to create De-Identified Data, its process must comply with either NIST de-identification standards or US Department of Education guidance on de-identification.

DISTRICT DUTIES

16. District: The District will perform the following duties:

(a) Provide Data: Provide data for the purposes of allowing Provider to conduct studies in

compliance with FERPA.

(b) Precautions: Take reasonable precautions to secure usernames, passwords, and any other means of gaining access to the Service and hosted data.

(c) Notification: Notify Provider as promptly as possible of any known or suspected unauthorized access.

AGREEMENT

17. Term The Provider shall be bound by this DPA for the duration of the Agreement or so long as the Provider maintains any Student Data. Notwithstanding the foregoing, Provider agrees to be bound by the terms and obligations of this DPA for no less than five (5) years.

18. Priority of Agreements: The Agreement and this DPA shall govern the treatment of Student Data in order to comply with the applicable privacy protections, including those found in FERPA and California Education Code § 49073.1. In the event there is conflict between the terms of this DPA and the Agreement or any other Bid/RFP, license agreement, or contract document(s) in existence, the terms of this DPA shall apply solely with respect to the personally identifiable data provided under the terms of the Agreement.

19. Successors Bound: This DPA is and shall be binding upon the respective successors in interest to Provider in the event of a merger, acquisition, consolidation or other business reorganization or sale of all or substantially all of the assets of such business.

20. Modification of Agreement: No modification or waiver of any term of this DPA is effective unless mutually agreed to in writing by both parties.

21. Severability. If any term, condition or provision of this DPA is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.

22. Governing Law. The terms and conditions of this DPA shall be governed by the laws of the State of California with venue in Orange County, California. This DPA is made in and shall be performed in Orange County, California.

23. Non Waiver. The failure of District or Provider to seek redress for violation of, or to insist upon, the strict performance of any term or condition of this DPA, shall not be deemed a waiver by that party of such term or condition, or prevent a subsequent similar act from again constituting a violation of such term or condition.

IN WITNESS WHEREOF, the parties have executed this Data Privacy Agreement as of the Effective Date.

IRVINE UNIFIED SCHOOL DISTRICT

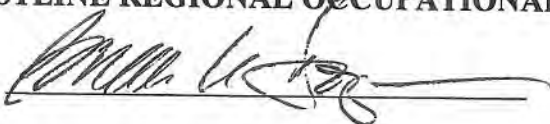
By: _____

Date: _____

Printed Name: John Fogarty

Title/Position: Asst. Supt. Business Services

COASTLINE REGIONAL OCCUPATIONAL PROGRAM

By: 

Date: July 6, 2026

Printed Name: Brian K. Dozier

Title/Position: Superintendent

EXHIBIT A REQUESTED DATA

Tier 1 Data- Immediate Focus (All student data & subgroup data by submitting through the Baseline Data Collection Form): Must submit 2024-2025 baseline data for all 5 subgroups. Focus is on core academic metrics (Ed Code Section 53024)

1. **Enrollment:** Total enrollment
2. **CAASPP ELA & Math:** Number of students meeting/exceeding standard in 24-25.
3. **GPA:** Overall weighted GPA.
4. **Graduation Count:** Number of grads
5. **Graduation Rate:** Rate

Tier 2 Data: Future Student-Level Data

Tier 2 Data: Standardized Subgroup Data

1. **All students-** the baseline aggregate
2. **English Learners-** EL students
3. **Foster Youth-** Currently in foster care system
4. **Students with Disabilities-** with active IEP or 504's.
5. **Socioeconomically Disadvantaged-** Students who meet low-income criteria

Tier 2 Data : Required Subgroup (ALL students only)

1. **A-G Completion & Rate-** Grads completing UC/CSU reqs.
2. **Postsecondary Credits-** Earned via dual/concurrent enrollment
3. **Internships & Pre-Apprenticeships-** Completed
4. **CTE Course Credits-** Earned
5. **CTE Pathway Completion-** 2+ courses in the same subject including capstone
6. **Industry Certifications & Credentials-** earned
7. **Postsecondary Degrees-** associate's degrees

TO: Board of Trustees

FROM: Brenda Savedra

DATE: August 20, 2026

SUBJECT: E-Rate Service Agreement Renewal with Infinity Communications and Compliance

Background and Rationale

Coastline ROP has contracted with Infinity Communications and Compliance since October 2023 to provide specialized E-Rate consulting and compliance support. Infinity assists the organization with navigating the complexities of the federal E-Rate program, including required filings, documentation, deadlines, and ongoing compliance requirements. Their expertise also helps Coastline ROP identify and pursue eligible funding opportunities to offset the cost of qualifying technology and connectivity services. Renewing the agreement will provide continuity of service and allow Coastline ROP to continue benefiting from Infinity's familiarity with the organization's E-Rate history and funding needs. Through Infinity's E-Rate consulting services, Coastline ROP realized just over \$10,000 in savings during the 2025–2026 fiscal year. These savings significantly exceeded the cost of the agreement, demonstrating the value and cost-effectiveness of continuing Infinity's E-Rate consulting and compliance services.

Financial Implications

The annual cost to renew the agreement with Infinity Communications and Compliance is \$3,500.

Recommendation

It is respectfully recommended that the Board of Trustees approve the renewal agreement with Infinity Communications and Compliance for E-Rate consulting and compliance services.

**INFINITY COMMUNICATIONS AND COMPLIANCE, INC.
MASTER AGREEMENT FOR PROFESSIONAL SERVICES**

Client No: 0847

This Agreement for Professional Services ("Agreement") is entered as of this day, June 17, 2026, between **Infinity Communications and Compliance, Inc.** hereinafter referred to as "Infinity," and **Coastline ROP** hereinafter referred to as the "Client." The parties agree as follows:

1. SERVICES

Infinity agrees to perform Professional Services ("Services") on behalf of the Client as set forth in this Agreement, including the Project Attachment. Infinity's responsibilities and determination of reimbursable cost for Services are set forth in the Project Attachment, which is incorporated as a part of this Agreement. Infinity agrees to perform the Services in a professional, workmanlike manner consistent with industry standards and in substantial compliance with any service-level commitments set forth in the Project Attachment.

2. BASIS OF COMPENSATION

Infinity will invoice and Client will pay for Services performed under the scope of work as described in the Project Attachment. Client must raise any invoice dispute in writing within fifteen (15) days of receipt; failure to do so shall constitute acceptance of the invoice. All fees are non-refundable. Notwithstanding termination, Client remains responsible for all fees for work performed and any non-cancellable commitments entered into on Client's behalf.

3. TERM AND TERMINATION OF SERVICE

Infinity's services are provided for the term specified in the Project Attachments. The term commences on the later of the date of the execution of this Agreement and the Start Date described in the Project Attachment (the commencement date being the "Services Start Date").

Either party may terminate this Agreement, without cause, by providing written notice to the other at least thirty (30) days before the intended termination date.

Client agrees to compensate Infinity for all work, Service Fees, and reimbursable expenses completed prior to the date of termination, and release Infinity from all liability, claims and causes of action resulting from any actions (or inaction) taken (or not taken) after the date of termination, including (but not limited to) negligent acts or omissions by Client, its agents and/or employees.

In the event that the Agreement is terminated, Client may request for Infinity to deliver copies of all data and files related to this Agreement to the Client within Thirty (30) days after termination. Infinity may retain copies for archival and compliance purposes.

4. CLIENT'S RESPONSIBILITY

The Client agrees to fulfill all responsibilities and provide all necessary information as outlined in the Project Attachment(s) in a timely manner to facilitate the completion of Services by Infinity. Any delays due to the Client's failure to perform these responsibilities may result in adjustments to the timeline and incur additional costs payable by Client. Client expressly agrees to indemnify, hold harmless, and waive any right of action against Infinity for any action (or inaction) that occurs (or does not occur) as a result of Client not performing its responsibilities as described in the Project Attachment.

5. RECORDS

Infinity will maintain full and accurate records in connection with this Agreement. The Client may inspect these records upon reasonable notice during normal business hours.

6. STATUS OF INFINITY

The Client and Infinity agree that Infinity, in performing the services specified in this Agreement, shall act as an independent contractor, and shall have control of all work and the manner in which it is performed. Infinity shall be free to contract for similar service to be performed for other parties while under contract with the Client. Infinity is not entitled to participate in any pension plan, insurance, bonus, or similar benefits the Client provides for its employees.

During the term and for one (1) year thereafter, Client shall not solicit or hire Infinity employees or subcontractors who performed Services under this Agreement.

7. COPYRIGHTS AND LICENSES

Infinity retains ownership of all intellectual property rights in its work product ("Instruments of Service"), including templates, forms, documents, specifications, and designs. Infinity grants the Client a non-exclusive, limited, perpetual, and irrevocable license to use these Instruments of Service solely for the specific purposes outlined in this Agreement and associated projects, provided the Client has fully compensated Infinity.

Unauthorized use of Infinity's Instruments of Service shall immediately terminate the granted license and relieve Infinity of all liabilities arising from such use.

8. HOLD HARMLESS & LIMITATION OF LIABILITY

Each party agrees to indemnify, defend, and hold harmless the other party, its officers, agents, employees, and affiliates from all suits, claims, liabilities, damages, losses, costs, and expenses resulting from negligent acts or omissions of the other party, its officers, agents, or employees under this Agreement (each agreeing to "Hold Harmless" the other). Neither party agrees to Hold Harmless with respect to any gross negligence or willful misconduct of the other.

In the event Infinity is found in breach of this Agreement and/or negligent, except in cases of gross negligence or willful misconduct, the parties agree that Infinity's maximum potential liability shall not exceed the aggregate payment(s) Infinity has actually received from Client under this Agreement in the twelve months preceding the claim. Any legal action arising from or taken by either party, shall be governed by the laws of the State of California / County of Kern, and shall be brought in its courts.

9. COMPLIANCE WITH LAWS

Infinity shall comply with all applicable federal, state, and local laws, rules, regulations, and ordinances involving its employees, including workers' compensation and tax laws.

10. MODIFICATION, ASSIGNMENT & ATTORNEY'S FEES

No modification or amendment of this Agreement will be effective unless agreed to in writing and signed by authorized representatives of both parties.

Neither party may assign or delegate this Agreement or any of its rights or obligations hereunder without the other party's prior written consent; provided, however, that Infinity may, without Client's consent, assign this Agreement in its entirety (including all rights and obligations) to (a) an Affiliate, or (b) a successor by way of merger, consolidation or the sale of substantially all of Infinity's assets, so long as such successor assumes all of Infinity's obligations under this Agreement. Any other purported assignment shall be null and void. This Agreement shall inure to the benefit of and be binding upon the permitted successors and assigns of the parties.

11. GENERAL PROVISIONS

a. GOVERNING LAW & DISPUTES

This Agreement shall be governed by the laws of the State of California, with exclusive jurisdiction in Kern County, California, for any disputes arising from or related to this Agreement.

Any disputes arising from this Agreement, including the Project Attachment, or with respect to any Services relating to this Agreement shall first be subject to negotiation between representatives from both parties. If unresolved after thirty (30) days, disputes shall be settled by binding arbitration in Kern County, California, administered according to the Commercial Arbitration Rules of the American Arbitration Association. The prevailing party shall be entitled to reasonable attorney's fees and arbitration costs.

b. SEVERABILITY

If any provision is ruled invalid or unenforceable, the remainder shall remain in full force and effect, and the invalid provision shall be replaced by a valid one that most closely matches its economic and legal purpose.

c. FORCE MAJEURE

Neither Party shall be liable for delays or non-performance due to acts beyond its reasonable control, including natural disasters, acts of government, wars, terrorism, pandemics, labor disputes, or similar unforeseen events. The affected Party shall notify the other promptly and use commercially reasonable efforts to resume performance.

d. CONFIDENTIALITY



Both Parties agree to maintain the confidentiality of proprietary or sensitive information obtained in the performance of this Agreement. Such information shall not be disclosed to third parties without prior written consent, except when required by law or court order.

e. NOTICE

All notices must be in writing and addressed to the Parties' Authorized Contacts. Notices are effective upon (i) personal or courier delivery, (ii) three business days after deposit with U.S. certified mail (return receipt requested), or (iii) confirmed email transmission to the address on record.

Infinity Contact Information:

Sales Administration
sales@infinitycomm.com
661-716-1840
4909 Calloway Drive
Bakersfield, CA 93312

Client Contact Information:

Authorized Contact Name: Brenda Savedra

Email: bsavedra@coastlinerop.org

Phone: 714-429-2220

Address: 1001 Presidio Sq. Costa Mesa, CA 92626

f. ENTIRE AGREEMENT

This Agreement, including all attachments, exhibits, and amendments, represents the entire understanding between Infinity and the Client, superseding any prior agreements, understandings, or representations. Any modification must be in writing and signed by authorized representatives of both Parties.



IN WITNESS THEREOF, the parties hereto have executed this Agreement on the date written below.

Infinity Communications and Compliance, Inc.

<u>Ben Ortiz</u>	<u>06/17/2026</u>
Signature	Date
<u>Ben Ortiz</u>	<u>General Manager</u>
Name	Title
<u>P.O. Box 999, Bakersfield, Ca. 93302</u>	
Address/City/State/Zip	
<u>99-4115379</u>	
Federal Tax ID#	

Coastline ROP

<u>Brian W. Dozer</u>	<u>6/22/2026</u>
Signature	Date
<u>Brian Dozer</u>	<u>Superintendent</u>
Name	Title
<u>1001 Presidio Sq, Costa Mesa, CA 92626</u>	
Address/City/State/Zip	
<u>95-2887481</u>	
Federal Tax ID#	

**PROJECT ATTACHMENT 0847-FY2027
COASTLINE ROP**

Client No. 0847

SERVICES: CATEGORY ONE E-RATE PROFESSIONAL SERVICES

This Project Attachment executed between Infinity Communications and Compliance, Inc. ("Infinity") and Coastline ROP ("Client") is hereby incorporated by reference to the Master Agreement executed between Infinity and Client and both parties consent for the Project Attachment to be governed by the terms of the Master Agreement.

INFINITY'S RESPONSIBILITIES

Infinity shall perform the following tasks for our **Category One E-Rate Professional Services**:

E-RATE AND CALIFORNIA TELECONNECT FUND (CTF) PROFESSIONAL SERVICES

1. **Client Access** – Infinity will be available to the Client by phone, email, or in person to address Client related E-Rate Funding issues. The client will provide Infinity with a minimum of 3 business days' notice of a request for onsite service.
2. **Program Updates** – Infinity will update the Client on changes in the E-Rate and CTF process and help staff to take advantage of newly eligible products and services.
3. **Program Compliance** – Infinity will assist the Client to verify that USAC rules are being followed and, if necessary, provide guidance on new processes or procedures to ensure program compliance, regarding Bid Evaluations, Procurement, Technology Budget, and Document Retention. For CIPA compliance, Infinity will provide an outline of best practices required in order to meet program requirements related to CIPA.
4. **Appeals** – Infinity will prepare and submit appeals to USAC and/or the FCC as needed to support the Client's E-Rate funding. Standard appeals related to funding denials or reductions will be included as part of the contracted services. However, if an appeal is required due to Client error, delay, or a situation that requires significant additional time or legal review (such as an FCC appeal stemming from non-compliance Infinity may assess additional fees with prior notice and Client approval. In cases where non-compliance is the exclusive result of Infinity's failure to perform its Services under this Project Attachment, Infinity will provide appeal services at no additional charge.

E-RATE APPLICATION MANAGEMENT

1. **Needs Assessment and Strategic Planning** – Infinity will assist the Client to determine a Filing Strategy that best meets the Client's needs to maximize the Client's E-Rate funding opportunities.
2. **Determination of Funding Request Amount** – Infinity will determine an estimate of the amount of the funding request net of estimated USF fees and taxes by: (a) reviewing one (1) month of the Client's bills from eligible Service Providers to determine an estimated annual funding request, (b) review Client's current annual contract(s) for eligible services, and/or (c) conducting a review of new contract(s) for eligible services.
3. **File Forms** – Infinity will prepare and file the following forms required by USAC's School and Library Division to receive E-Rate Category One Telecommunications and Internet Access funding: Form 470, Form 471, Form 486, and Form 500. Infinity will also prepare and file for service substitutions and SPIN changes.
4. **Administration of PIA Process** – Infinity will assist the Client in responses to and delivery of the required documentation for USAC's "Program Integrity Assurance" (PIA) information requests. Typically, Infinity will respond directly to PIA requests on behalf of the client.
5. **Service Provider Collections** – Infinity will prepare the Service Provider's required forms ("Discount Grids") to have the Client's eligible discounts added to the monthly Service Provider Bills (SPI Method) or prepare and file the Form 472 (BEAR Method) to facilitate payment of the eligible discount amount reimbursement.
6. **Application Status** – Infinity will provide the Client with progress status on applications, reviews, and modifications, for the Client's open funding requests.

REQUEST FOR PROPOSAL (RFP) MANAGEMENT SERVICES

1. **Develop RFP Documents** – Infinity will develop a Request for Proposal (RFP) for Category One Services in compliance with the Client's Local/State and the E-Rate Program's procurement requirements. If newspaper publication is required, Infinity will assist the Client with compliance at least 20 days prior to receipt of responses to Form 470. Infinity will coordinate the posting of newspaper ads for an additional fee, as described in the Fee Schedule.

2. RFP Tracking – Infinity will distribute and track, in electronic form only, the “RFP Documents” to prospective bidders through Infinity’s “Projects” website.
3. Administration of RFP Process – Infinity will prepare and distribute project clarification(s) and/or addenda(s) to address questions from prospective bidders.
4. Bid Opening – Infinity will conduct the opening of bid response(s). All bid openings will be held at Infinity’s offices, unless otherwise agreed upon between the Client and Infinity.
5. Bid Evaluation - Infinity will evaluate the bid responses based on the E-Rate Program’s requirements for the “Evaluation of Bids” and provide the Client with recommendations for the award of contract(s).
6. Contract Administration – Infinity will collect the documents necessary for the award of contract from the successful bidder and coordinate the delivery to the Client for execution.
7. Document Provision – In addition to retaining a copy for itself to comply with E-Rate program rules, Infinity will provide a copy of material documents pertaining to the RFP and E-Rate filing process to the Client at least once per year.

AUDIT ASSISTANCE

1. Document Retention – Infinity will maintain a copy of the documents required for E-Rate Program’s “Document Retention Policy”, for up to 10 years from the last date of service.
2. Document Assistance – Infinity will assist the Client in the preparation and delivery of the Auditor requested documentation.
3. Support Services –Infinity will represent (under an LOAR) the Client during all E-Rate Audits.
4. Limitation of Audit Support - Infinity’s obligations with respect to Audit Assistance are only applicable to funding years for which Infinity made the filing to USAC. Infinity can assist with additional audits as an additional service, as described in the Fee Schedule.

CLIENTS’ RESPONSIBILITIES

The Client’s responsibilities, for the successful completion of our **Category One E-Rate Professional Services**, shall include:

1. Appointing a representative to act on their behalf, with respect to this Project Attachment and the subsequent projects, who has the authority to render decisions and approve requests from Infinity, in a timely manner as not to cause unreasonable delay in the progress of Infinity’s service. Client (including through the representative) must sign and certify the E-Rate forms required for the Client’s application for funding, in a timely manner, so as not to cause a failure to comply with the E-Rate Program’s time sensitive deadlines.
2. Provide Infinity with reasonable access to any physical site, if applicable, to allow Infinity the ability to perform the work detailed in this Project Attachment.
3. Provide Infinity with all information required for the successful completion of the agreed service, within 10 calendar days, after the receipt of a request from Infinity.
4. Provide a Letter of Agency and Representation (“LOAR”), authorizing Infinity to act on the Client’s behalf to file and/or certify E-Rate forms and respond to the USAC’s requests for information.
5. For the eligible services for which the Client is entitled to receive California Teleconnect Fund (CTF) support, to cause the Service Provider to invoice USAC by the SPI Method (Form 474).
6. Maintain and update an “Equipment Asset Register” (EAR). The EAR shall detail the make, model, serial number, and location of all equipment purchased with the support of the Universal Services Fund (E-Rate Program). Upon Infinity’s request, the Client will provide Infinity with a copy of the EAR for compliance with the “Inventory” section of E-Rate’s “Document Retention Policy”.
7. Maintain and update a “Service Provider Reimbursement Reconciliation” (SPRR) spread sheet. The SPRR shall include, by FRN(s), the total amount of funds associated with each reimbursement, and/or the total amount of discounts (in the form of discounted bills, checks, or credits) received from the Service Provider. Upon Infinity’s request, the Client will provide Infinity with a copy of the SPRR for compliance with the “Invoicing” section of E-Rate’s “Document Retention Policy”.
Retain all documents and records, for each funding request, related to the “Pre-bidding Process”, “Bidding Process”, “Award of Contracts”, “Application Process”, “Purchase and Delivery of Service”, “Invoicing”, “Inventory”, and “Forms and Rules Compliance” for a period of at least 10 years from the last date of service. While Infinity will retain a copy of all documents provided to it, Client must (under E-Rate rules) maintain its own copy of these records and of any records related to the E-rate service or procurement independent of Infinity’s data retention service.
8. Provide Infinity with a copy of any Local/State Procurement policies and procedures required for Client’s procurement of E-Rate services.
9. Client agrees to provide accurate and timely information with respect to contact and administrative information to facilitate payment of invoices and to update Infinity at any point the contact or administrative information changes.

TIMELY SUBMISSION OF INFORMATION

Client agrees to submit information on time and in full to Infinity and agrees that Infinity may set a reasonable deadline in order to incorporate Client's information and authorization into its Services under this Project Attachment. To the extent that Client does not abide by its responsibilities as listed in this Project Attachment, Infinity shall not be liable for any damages or losses resulting therefrom.

Client covenants that it shall perform its responsibilities under this Project Attachment in a timely and complete fashion and acknowledges that any delays or inconsistencies resulting from its failure to perform its responsibilities listed in this Project Attachment put its E-Rate compliance and funding at risk. If Client provides tardy, missing, errant, or incomplete information or authorization after a reasonable deadline set by Infinity or USAC, ("Delayed Information"), Client agrees that Infinity's obligations to use that Delayed Information are on a "best efforts" basis and Infinity will undertake commercially reasonable steps to incorporate any Delayed Information into the work product it produces. Client acknowledges that its failure to furnish information or authorization prior to a reasonable deadline may impact Infinity's ability to complete Infinity's Services under this Project Attachment. Further, Client authorizes Infinity to act upon a duly executed LOAR to certify information on Client's behalf and Client agrees to Hold Harmless Infinity with respect to any good faith exercise of Infinity's authority to certify information on behalf of Client or otherwise meet a regulatory or legal deadline with respect to Delayed Information.

TERM OF CONTRACT:

This Project Attachment 0847-FY2027 will begin on July 1, 2026, for a term of **three (3) years**, with an expiration date of **June 30, 2029**.

BILLING

All invoices are due within 30 days (the "Invoice Due Date"). Infinity will invoice Client at Services Start Date and annually on the first day of the E-Rate funding year thereafter. If payment is not received by the Invoice Due Date, Client agrees any overdue and unpaid balances may be charged a late fee at a rate of 1.5% per month.

Infinity does not normally engage attorneys for help in preparing appeals; nevertheless, each appeal is unique, and Infinity does not guarantee any particular outcome. Infinity's Service Fee does not include the cost for any legal counsel or attorney's fees with respect to an appeal and Infinity will, prior to incurring billable services with respect to legal counsel, seek Client's approval for the incurrence thereof.

Infinity's fee for Category One services will be an annual base fee of: **\$3,500.00**

Any service not explicitly detailed under Infinity's Responsibilities in this Project Attachment (an "Excluded Service") is not authorized by this Project Attachment. For any Excluded Service, the parties will need to execute a new Project Attachment to cover an Excluded Service at the fee stipulated in such new Project Attachment. Excluded Services could include, but are not limited to, C2 filing assistance, document reconstruction, Design/Project Administration services, or non-E-Rate professional services.

The parties agree that the Service Fee is fair and representative of the Client's anticipated E-rate activity. Client agrees that if its E-rate activity materially changes or is expected to materially change over the course of this Project Attachment, Infinity may require a re-setting of the fee for Client at the next annual billing date.

Standard Hourly Rates Schedule

For additional work that is required outside the scope of the original project, the hourly rates listed will be charged. Standard Hourly Rates are subject to review and adjustment. The hourly rates effective on the date of the Project Attachment are:

Principal	\$185.00/hour
Sr. Systems Designer	\$165.00/hour
Systems Designer	\$135.00/hour
CAD Operator	\$85.00/hour
Sr. Project Manager	\$165.00/hour
Project Manager	\$105.00/hour
Design Team Coordinator	\$85.00/hour
Compliance Manager	\$150.00/hour
Client Services Specialist	\$100.00/hour
Support Staff	\$60.00/hour

Reimbursable Expenses Schedule

Reimbursable Expense rates are subject to annual review and adjustment. The rates effective on the date of the Project Attachment are:

Newspaper Advertisement	at cost + 15%
8"x11" Copies/Impression	\$0.05/sheet
Blueprint Copies	at cost + 15%
Reproducible Copies (Mylar)	at cost + 15%
Reproducible Copies (Paper)	at cost + 15%
Legal Counsel	at cost + 15%
Travel Expenses:	
Mileage (auto)	\$0.72/mile
Airfare	at cost + 15%
Meals	at cost + 15%
Lodging	at cost + 15%
Standard Labor Rate	See Hourly Rate Schedule Above

IN WITNESS THEREOF, the parties hereto have executed this Project Attachment on the date written below:

Infinity Communications and Compliance, Inc.

<u>Ben Ortiz</u>	<u>06/17/2026</u>
Signature	Date
<u>Ben Ortiz</u>	<u>General Manager</u>
Name	Title
<u>P.O. Box 999, Bakersfield, Ca. 93302</u>	
Address/City/State/Zip	
<u>99-4115379</u>	
Federal Tax ID#	

Coastline ROP

<u>Brian W. Dozer</u>	<u>6/22/2026</u>
Signature	Date
<u>Brian Dozer</u>	<u>Superintendent</u>
Name	Title
<u>1001 Presidio Sq. Costa Mesa, CA 92626</u>	
Address/City/State/Zip	
<u>95-2887481</u>	
Federal Tax ID#	

Coastline ROP C1 Master Agreement

Final Audit Report

2026-06-19

Created:	2026-06-19
By:	Johzie Phillips (jphillips@infinitycomm.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAApS7aogHUoHdGoq1YsUCgOL9iGOEQxG6V

"Coastline ROP C1 Master Agreement" History

-  Document created by Johzie Phillips (jphillips@infinitycomm.com)
2026-06-19 - 6:33:32 PM GMT
-  Document emailed to Ben Ortiz (bortiz@infinitycomm.com) for signature
2026-06-19 - 6:33:36 PM GMT
-  Email viewed by Ben Ortiz (bortiz@infinitycomm.com)
2026-06-19 - 6:34:27 PM GMT
-  Document e-signed by Ben Ortiz (bortiz@infinitycomm.com)
Signature Date: 2026-06-19 - 6:34:37 PM GMT - Time Source: server - Signature Appearance Selected: IMAGE
-  Agreement completed.
2026-06-19 - 6:34:37 PM GMT

TEACHERS ON WAIVER ASSIGNMENT 44253.3

Ashlee Abito (3rd year)	Teacher – Digital Media Arts	Grades 9-12
Rodiel, Baloy (2nd year)	Teacher – Sports Medicine & Athletic Training	Grades 9-12
Lizette Bermudez (3rd year)	Teacher – Sports Medicine & Athletic Training	Grades 9-12
Karen Caswelch (2nd year)	Teacher – Engineering Internship	Grades 9-12
Monique Djerf (2nd year)	Teacher – Culinary Arts	Grades 9-12
Marco Escobar (1st year)	Teacher – Culinary Arts	Grades 9-12
Melody Fewx (1st year)	Teacher – Medical Innovations, Research, and Entrepreneurship	Grades 9-12
Cory Gray (3rd year)	Teacher – Digital Media Arts	Grades 9-12
Kristin Nelson (2nd year)	Teacher – Emergency Medical Technician	Grades 9-12
Samantha Renusch (2nd year)	Teacher – Medical Innovations, Research and Entrepreneurship Teacher	Grades 9-12
Karin Sorem (2nd year)	Teacher – Baking and Pastry	Grades 9-12
Lindsay Yang (2nd year)	Teacher – Digital Media Arts	Grades 9-12
Morgan Zandonella (2nd year)	Teacher - Medical Innovations, Research, and Entrepreneurship	Grades 9-12

AYES _____

NOES _____

ABSENT _____

IN WITNESS OF THE ABOVE STATED ACTIONS, I have hereunto set my hand this 20th day of August 2026.

 Clerk/Secretary of the Board of Trustees

TO: Board of Trustees

FROM: Siteria Edwards

DATE: August 10, 2026

SUBJECT: Classified Compensation Schedule Revision

Background and Rationale

The Classified Compensation Schedule has been revised to include two newly established positions: CTE Recruitment and Engagement Specialist (Grant Funded) and Career Counselor for OC Probation.

The addition of these classifications ensures that the Classified Compensation Schedule accurately reflects current Coastline ROP positions and their approved salary placement. The CTE Recruitment and Engagement Specialist position supports recruitment, outreach, student engagement, enrollment, and work-based learning activities associated with grant-funded Career Technical Education initiatives. The Career Counselor for OC Probation position supports college and career readiness, career exploration, postsecondary planning, and work-based learning services for justice-involved youth served through Coastline ROP's partnership with the Orange County Probation Department.

Financial Implications

There are no additional financial implications associated with this revision to the Classified Compensation Schedule. Compensation for these positions will be supported through their respective existing funding sources.

Recommendation

It is respectfully recommended that the Board of Trustees approve the revised Classified Compensation Schedule to include the CTE Recruitment and Engagement Specialist (Grant Funded) and Career Counselor for OC Probation classifications.



DRAFT

COMPENSATION SYSTEM

The compensation system of Coastline Regional Occupational Program pertains to all job classifications, both classified and certificated. The pay schedules include appropriate job titles and pay schedule range assignments.

Upon employment by Coastline ROP, initial salary placement in all categories of service will be based on education and related experience. The Superintendent will determine the initial placement in the appropriate classification.

PAY SCHEDULE INFORMATION

CLASSIFIED PAY SCHEDULE:

Displays the minimum/maximum hourly and monthly rate range based on 260 days of service in the appropriate classification.

CLASSIFIED MANAGEMENT PAY SCHEDULE:

Displays the minimum/maximum monthly and annual salary range based on 260 days of service in the appropriate classification.

CERTIFICATED PAY SCHEDULES:

Displays the minimum/maximum hourly rate range in the appropriate classification.

CERTIFICATED SUPPORT PAY SCHEDULE:

Displays the minimum/maximum daily rate and annual salary range based on 223 days of service in the appropriate classification.

CABINET PAY SCHEDULE:

Displays the minimum/maximum monthly and annual salary range based on 260 days of service in the appropriate classification.

Board Approved: 5/21/2026

COASTLINE ROP CLASSIFIED PAY SCHEDULE

Salary Range	A		B		C		D		E		F		G		H		I		J	
	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly
113	\$20.18	\$3,498	\$20.68	\$3,585	\$21.20	\$3,675	\$21.73	\$3,767	\$22.27	\$3,861	\$22.83	\$3,958	\$23.40	\$4,056	\$23.99	\$4,158	\$24.59	\$4,262	\$25.20	\$4,368
114	\$21.80	\$3,779	\$22.35	\$3,873	\$22.90	\$3,970	\$23.48	\$4,069	\$24.06	\$4,171	\$24.66	\$4,275	\$25.28	\$4,382	\$25.91	\$4,492	\$26.56	\$4,604	\$27.23	\$4,719
117	\$22.17	\$3,843	\$22.72	\$3,939	\$23.29	\$4,037	\$23.87	\$4,138	\$24.47	\$4,242	\$25.08	\$4,348	\$25.71	\$4,456	\$26.35	\$4,568	\$27.01	\$4,682	\$27.69	\$4,799
118	\$22.66	\$3,928	\$23.23	\$4,026	\$23.81	\$4,127	\$24.40	\$4,230	\$25.01	\$4,335	\$25.64	\$4,444	\$26.28	\$4,555	\$26.94	\$4,669	\$27.61	\$4,786	\$28.30	\$4,905
119	\$27.11	\$4,699	\$27.79	\$4,817	\$28.48	\$4,937	\$29.19	\$5,060	\$29.92	\$5,187	\$30.67	\$5,317	\$31.44	\$5,449	\$32.23	\$5,586	\$33.03	\$5,725	\$33.86	\$5,868
120	\$27.80	\$4,819	\$28.50	\$4,939	\$29.21	\$5,063	\$29.94	\$5,189	\$30.69	\$5,319	\$31.45	\$5,452	\$32.24	\$5,588	\$33.05	\$5,728	\$33.87	\$5,871	\$34.72	\$6,018
124	\$30.66	\$5,314	\$31.43	\$5,447	\$32.21	\$5,583	\$33.02	\$5,723	\$33.84	\$5,866	\$34.69	\$6,013	\$35.56	\$6,163	\$36.45	\$6,317	\$37.36	\$6,475	\$38.29	\$6,637
127	\$33.53	\$5,812	\$34.37	\$5,957	\$35.23	\$6,106	\$36.11	\$6,259	\$37.01	\$6,415	\$37.94	\$6,576	\$38.88	\$6,740	\$39.86	\$6,908	\$40.85	\$7,081	\$41.87	\$7,258
130	\$34.04	\$5,900	\$34.89	\$6,048	\$35.76	\$6,199	\$36.66	\$6,354	\$37.57	\$6,513	\$38.51	\$6,676	\$39.48	\$6,843	\$40.46	\$7,014	\$41.47	\$7,189	\$42.51	\$7,369
131	\$38.12	\$6,607	\$39.07	\$6,773	\$40.05	\$6,942	\$41.05	\$7,116	\$42.08	\$7,293	\$43.13	\$7,476	\$44.21	\$7,663	\$45.31	\$7,854	\$46.45	\$8,051	\$47.61	\$8,252

JOB TITLES

113	Receptionist/Administrative Assistant
114	Facility Maintenance/ Receiving & Delivery Worker
117	Instructional Assistant
118	Accounts Payable Clerk (Grant Funded)
119	Accounting/Payroll Specialist, Accounts Payable/Purchasing Specialist, Program Assistant, Student Information Specialist and Human Resources Assistant
120	Career Specialist, College and Career Specialist, CTE Recruitment and Engagement Specialist (Grant Funded) and Career Counselor (OC Probation)
124	Accounting/Budgeting Specialist and Information Technology Specialist
127	Executive Assistant and Network Specialist
130	Fiscal Analyst and Work-Based Learning/Outreach Specialist (Grant-Funded)
131	K-12 Pathway Coordinator (Grant Funded)

OTHER CLASSIFIED PAY INFORMATION

Classified Substitute	Minimum Hourly Rate
Classified Substitute (Career Specialist)	\$18.00 per hour
Skills Helper	\$20.00 per hour
Skills Helper (American Heart Association Certified Instructor)	\$22.00 per hour

**COASTLINE ROP
CLASSIFIED MANAGEMENT PAY SCHEDULE**

Salary Range	A		B		C		D		E		F		G		H		I		J	
	Annual	Monthly	Annual	Monthly	Annual	Monthly	Annual	Monthly	Annual	Monthly	Annual	Monthly	Annual	Monthly	Hourly	Monthly	Annual	Monthly	Annual	Monthly
513	\$99,019	\$8,252	\$101,494	\$8,458	\$104,032	\$8,669	\$106,633	\$8,886	\$109,298	\$9,108	\$112,031	\$9,336	\$114,832	\$9,569	\$117,702	\$9,809	\$120,645	\$10,054	\$123,661	\$10,305

JOB TITLES

513	Manager, Student Services Manager, Technology Services
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COASTLINE ROP TEACHER PAY SCHEDULE

	HS		BA/BS or CL		BA/BS+ CL		MA		MA/MS + CL	
	Grade I		Grade II		Grade III		Grade IV		Grade V	
Step	Hourly	Annual	Hourly	Annual	Hourly	Annual	Hourly	Annual	Hourly	Annual
1	\$ 38.25	\$ 41,310	\$ 40.16	\$ 43,373	\$ 42.17	\$ 45,544	\$ 44.28	\$ 47,822	\$ 46.49	\$ 50,209
2	\$ 39.21	\$ 42,343	\$ 41.16	\$ 44,457	\$ 43.22	\$ 46,682	\$ 45.39	\$ 49,018	\$ 47.65	\$ 51,464
3	\$ 40.19	\$ 43,401	\$ 42.19	\$ 45,569	\$ 44.30	\$ 47,849	\$ 46.52	\$ 50,243	\$ 48.84	\$ 52,751
4	\$ 41.19	\$ 44,486	\$ 43.25	\$ 46,708	\$ 45.41	\$ 49,045	\$ 47.68	\$ 51,499	\$ 50.06	\$ 54,070
5	\$ 42.22	\$ 45,599	\$ 44.33	\$ 47,875	\$ 46.55	\$ 50,272	\$ 48.88	\$ 52,787	\$ 51.32	\$ 55,422
6	\$ 43.28	\$ 46,738	\$ 45.44	\$ 49,072	\$ 47.71	\$ 51,528	\$ 50.10	\$ 54,107	\$ 52.60	\$ 56,807
7	\$ 44.36	\$ 47,907	\$ 46.57	\$ 50,299	\$ 48.90	\$ 52,817	\$ 51.35	\$ 55,459	\$ 53.91	\$ 58,227
8	\$ 45.47	\$ 49,105	\$ 47.74	\$ 51,557	\$ 50.13	\$ 54,137	\$ 52.64	\$ 56,846	\$ 55.26	\$ 59,683
9	\$ 46.60	\$ 50,332	\$ 48.93	\$ 52,846	\$ 51.38	\$ 55,490	\$ 53.95	\$ 58,267	\$ 56.64	\$ 61,175
10	\$ 47.77	\$ 51,591	\$ 50.15	\$ 54,167	\$ 52.66	\$ 56,878	\$ 55.30	\$ 59,724	\$ 58.06	\$ 62,704
11	\$ 48.96	\$ 52,880	\$ 51.41	\$ 55,521	\$ 53.98	\$ 58,300	\$ 56.68	\$ 61,217	\$ 59.51	\$ 64,272
12	\$ 50.19	\$ 54,202	\$ 52.69	\$ 56,909	\$ 55.33	\$ 59,757	\$ 58.10	\$ 62,747	\$ 61.00	\$ 65,879
13	\$ 51.44	\$ 55,557	\$ 54.01	\$ 58,332	\$ 56.71	\$ 61,251	\$ 59.55	\$ 64,316	\$ 62.52	\$ 67,526
14	\$ 52.73	\$ 56,946	\$ 55.36	\$ 59,790	\$ 58.13	\$ 62,782	\$ 61.04	\$ 65,924	\$ 64.09	\$ 69,214
15	\$ 54.05	\$ 58,370	\$ 56.75	\$ 61,285	\$ 59.59	\$ 64,352	\$ 62.57	\$ 67,572	\$ 65.69	\$ 70,944
16	\$ 55.40	\$ 59,829	\$ 58.16	\$ 62,817	\$ 61.07	\$ 65,961	\$ 64.13	\$ 69,261	\$ 67.33	\$ 72,718
17	\$ 56.78	\$ 61,325	\$ 59.62	\$ 64,387	\$ 62.60	\$ 67,610	\$ 65.73	\$ 70,993	\$ 69.01	\$ 74,536

COASTLINE ROP
CERTIFICATED PAY SCHEDULE

JOB TITLE	HOURLY RATE	
	(Min)	(Max)
American Heart Association (AHA) Instructor	\$30.00	n/a
Chaperone I (Partial Day)	\$50 DAY	n/a
Chaperone II (Full Day)	\$100 DAY	n/a
Mentor Teacher	Regular hourly rate plus 5%	n/a
Director of Programs (Dental, EMT and Medical)	\$60.00	\$80.00
Substitute Teacher I	\$33.00	n/a
Substitute Teacher II (long-term) plus 25% preparation time	\$33.00 + 25% prep	n/a
Special Project Assignment	\$30.00	n/a

CERTIFICATED PAY RATE INFORMATION

American Heart Association Instructor - regular and substitute teachers for the ROP will be paid at the AHA hourly rate.

Chaperone I - teachers serving as a chaperone after regular school hours, shall receive the established flat rate for the remainder of the day.

Chaperone II - teachers serving as a chaperone on a non-school day in which no salary was earned shall receive the established flat rate for the entire day.

Mentor Teacher - teachers working as mentors will be paid their current hourly rate plus five percent (5%).

Substitute Teaching - teachers working as a substitute will be paid their established hourly pay rate.

Substitute II (Long-term Substitute) - substitute teachers who work for a period of at least 20 consecutive teaching days in the same teaching assignment will receive the Substitute Teacher II (long-term) rate.

Special Project Assignment - teachers will receive the special projects rate for non-instructional, staff development or special project assignments.

Preparation Time - the established preparation time percentage is twenty-five percent (25%).

**COASTLINE ROP
CERTIFICATED SUPPORT PAY SCHEDULE**

Salary Range	A		B		C		D		E		F		G		H		I		J	
	Annual	Daily Rate	Annual	Daily Rate	Annual	Daily Rate	Annual	Daily Rate	Annual	Daily Rate	Annual	Daily Rate	Annual	Daily Rate	Hourly	Daily Rate	Annual	Daily Rate	Annual	Daily Rate
223 days																				
507	\$81,900	\$367	\$83,948	\$376	\$86,046	\$386	\$88,197	\$396	\$90,402	\$405	\$92,662	\$416	\$94,979	\$426	\$97,353	\$437	\$99,787	\$447	\$102,282	\$459
513	\$99,019	\$444	\$101,494	\$455	\$104,032	\$467	\$106,633	\$478	\$109,298	\$490	\$112,031	\$502	\$114,832	\$515	\$117,702	\$528	\$120,645	\$541	\$123,661	\$555

JOB TITLES

507	Instructional Support/Media Specialist
513	Administrator, Educational Services

**COASTLINE ROP
CABINET PAY SCHEDULE**

Salary Range	A		B		C		D		E		F		G		H		I		J	
	Annual	Monthly	Annual	Monthly	Annual	Monthly	Annual	Monthly	Annual	Monthly	Annual	Monthly	Annual	Monthly	Hourly	Monthly	Annual	Monthly	Annual	Monthly
515	\$118,176	\$9,848	\$121,130	\$10,094	\$124,159	\$10,347	\$127,263	\$10,605	\$130,444	\$10,870	\$133,705	\$11,142	\$137,048	\$11,421	\$140,474	\$11,706	\$143,986	\$11,999	\$147,586	\$12,299
519	\$130,000	\$10,833	\$133,250	\$11,104	\$136,581	\$11,382	\$139,996	\$11,666	\$143,496	\$11,958	\$147,083	\$12,257	\$150,760	\$12,563	\$154,529	\$12,877	\$158,392	\$13,199	\$162,352	\$13,529
520	\$135,000	\$11,250	\$138,375	\$11,531	\$141,834	\$11,820	\$145,380	\$12,115	\$148,015	\$12,418	\$152,740	\$12,728	\$156,559	\$13,047	\$160,473	\$13,373	\$164,484	\$13,707	\$168,597	\$14,050
524	\$187,986	\$15,666	\$192,686	\$16,057	\$197,503	\$16,459	\$202,440	\$16,870	\$207,501	\$17,292	\$212,689	\$17,724	\$218,006	\$18,167	\$223,456	\$18,621	\$229,043	\$19,087	\$234,769	\$19,564

JOB TITLES

515	Administrator, Human Resources
519	Directors, Business Services; Educational Services; Human Resources
520	Chief Business Official
524	Superintendent

BOARD UPDATE
August 12, 2026
EMPLOYEE PERSONNEL REGISTER NO. 2 – 2026-2027

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

EMPLOYMENT:

	Name:	Melissa Alvarez
	Position:	CTE Recruitment and Engagement Specialist
	Program:	Student Services
	Location:	Laguna Hills H.S.
	Effective:	Pending new hire processing
From:	Name:	Michelle Arce
To:	Position:	Program Assistant
	Position:	Manager, Student Services
	Program:	Student Services
	Location:	Presidio Site
	Effective:	July 1, 2026
	Name:	Renee Bogy
	Position:	Career Specialist
	Program:	Student Services
	Location:	Irvine HS/Creekside H.S.
	Effective:	July 22, 2026
	Name:	Eddie Canas
	Position:	Culinary Arts
	Program:	Educational Services
	Location:	Creekside H.S. Tustin H.S.
	Effective:	Pending new hire processing
	Name:	Darren Crosby
	Position:	Teacher
	Program:	Construction Technology (BITA)
	Location:	Creekside H.S.
	Effective:	Pending new hire processing
	Name:	Julie Elkins
	Position:	Teacher
	Program:	Culinary Arts
	Location:	Newport Harbor H.S.
	Effective:	Pending new hire processing
	Name:	Marco Escobar
	Position:	Teacher
	Program:	Culinary Arts
	Location:	ACCESS
	Effective:	August 5, 2026
	Name:	Melody Fewx
	Position:	Teacher
	Program:	Medical Innovation, Research, and Entrepreneurship, Advanced
	Location:	Virtual
	Effective:	August 5, 2026

	Name:	Tiefa Fisher-Gabriana
From:	Position:	Receptionist/Administrative Assistant
To:	Position:	Program Assistant
	Program:	Student Services
	Location:	Presidio Site
	Effective:	July 27, 2026
	Name:	Kristy Flores
	Position:	Career Counselor
	Program:	Student Services
	Location:	OC Probation
	Effective:	July 22, 2026
	Name:	Julie Jordan
	Position:	Director, Nurse Assistant Training Program
	Program:	Educational Services
	Location:	Presidio Site
	Effective:	Pending new hire processing
	Name:	Emily Kwong
	Position:	College and Career Specialist
	Program:	Student Services
	Location:	Back Bay H.S. Monte Vista H.S. Early College H.S.
	Effective:	July 22, 2026
	Name:	Zak Lara
	Position:	Teacher
	Program:	Digital Media Arts
	Location:	Hillview H.S.
	Effective:	August 5, 2026
	Name:	Johana Larson
	Position:	Teacher
	Program:	Animal Healthcare
	Location:	Presidio Site
	Effective:	Pending new hire processing
	Name:	Brisa Lavelle
	Position:	College and Career Specialist
	Program:	Student Services
	Location:	Legacy Magnet Hillview H.S.
	Effective:	July 15, 2026
	Name:	Stephanie Radillo
	Position:	Career Specialist
	Program:	Woodbridge & Northwood H.S.
	Location:	Woodbridge H.S. Northwood H.S.
	Effective:	Pending new hire processing
	Name:	Tanya Rhiner
	Position:	Teacher
	Program:	Cosmetology
	Location:	Silverado H.S.
	Effective:	August 7, 2026

Name: Lizandra Ruiz
Position: Teacher
Program: Medical Nursing Careers Internship
Location: Presidio
Effective: Pending new hire processing

Name: Stephanie Sanchez
Position: Teacher
Program: Advanced Cosmetology
Location: Silverado H.S.
Effective: Pending new hire processing

Name: Nasario Solis
Position: Teacher
Program: Administration of Justice
Crime Scene Investigation
Location: Creekside H.S.
Effective: August 5, 2026

Name: Emily Staeck
Position: College and Career Specialist
Program: Student Services
Location: Costa Mesa H.S.
Effective: July 22, 2026

Name: Edgar Valdez
Position: Teacher
Program: Sports Medicine
Location: Foothill H.S.
Effective: Pending new hire processing

Name: Gregory Valdez
Position: Teacher
Program: Sports Medicine
Location: Trabuco Hills H.S.
Effective: July 6, 2026

**RESIGNATION OF
EMPLOYMENT:**

Name: Claudia Chavez
Position: Career Specialist
Program: Student Services
Location: Portola H.S.
Effective: July 21, 2026

Name: Alyson Kim
Position: Teacher
Program: Climate Sustainability
Location: Presidio
Effective: August 3, 2026

Name: Jena Jungmann
Position: Teacher
Program: Emergency Medical Technician
Location: Presidio
Effective: August 6, 2026

Name: Lianne Matthews
Position: Director, Certified Nursing Assistant
Program: Educational Services
Location: Presidio
Effective: July 1, 2026

Name: Monique Rico
Position: Teacher
Program: Careers with Children Internship
Location: Costa Mesa H.S.
Effective: July 17, 2026

Name: Valerie Rojas
Position: College and Career Specialist
Program: Student Services
Location: Beckman H.S.
Effective: July 14, 2026

Name: Sema'J Smith
Position: Teacher
Program: Culinary Arts
Location: ACCESS
Laguna Hills H.S.
Effective: July 10, 2026

Name: Serena Torres-Henrotin
Position: Teacher
Program: Administration of Justice
Crime Scene Investigation
Location: Creekside H.S.
Effective: July 17, 2026

Name: Gregory Valdez
Position: Teacher
Program: Sports Medicine
Location: Trabuco Hills H.S.
Effective: July 27, 2026

Brian K. Dozer

Name	Position	Campus	Dates	Destination	Purpose	Amount	Funding Source
Gina Escobar	Administrator, Ed Services	Presidio Campus	July 9 and 16, 2026	Online	FRISKA Summer Master Training Series	\$579.00	CTEIG
Michelle Arce	Student Services Manager	Presidio Campus	July 9 and 16, 2026	Online	FRISKA Summer Master Training Series	\$579.00	CTEIG
Dr. Krista Ganga	Director, Ed Services	Presidio Campus	Sept. 3, 2026	Costa Mesa, CA	2026 Title IX Training Academy	\$545.00	CTEIG
Dr. Krista Ganga	Director, Ed Services	Presidio Campus	Oct. 29, 2026	Costa Mesa, CA	De - Escalation Strategies for Student Services	\$75.00	CTEIG
Dr. Krista Ganga	Director, Ed Services	Presidio Campus	Oct. 15 -17, 2026	Cerritos, CA	Classified Supervisory Leadership Academy (AALRR Conference)	\$1,960.00	CTEIG
Dr. Krista Ganga	Director, Ed Services	Presidio Campus	Aug. 3, 2026	Costa Mesa, CA	AI Forward Summit - OCDE	\$50.00	SWP (RD 8 - AI)
Pam Zuniga	Career Specialist	Newport-Harbor High School	Sept. 1, 2026	Los Angeles, CA	2026 UC Counselor Conference	\$145.00	CTEIG
Pam Zuniga	Career Specialist	Newport-Harbor High School	Sept. 25, 2026	Anaheim, CA	2026 CSU High School Counselor Conference	\$179.87	CTEIG
Dr. Brian Dozer	Superintendent	Presidio Campus	Sept. 24, 2026	Anaheim, CA	CAROCF General Meeting	\$65.00	General Fund
Dr. Krista Ganga	Director, Ed Services	Presidio Campus	Sept. 24, 2026	Anaheim, CA	CAROCF General Meeting	\$65.00	General Fund
Siteria Edwards	Director, Human Services	Presidio Campus	7/30, 8/6, 8/13, 2026	Online	AALRR Pregnancy in the Workplace	\$249.00	General Fund
Siteria Edwards	Director, Human Services	Presidio Campus	8/20, 9/10, 10/8, 11/5, 2026	Online	AALRR 2026 Leaves Boot Camp	\$889.00	General Fund
						\$5,380.87	