



BOARD OF TRUSTEES AGENDA

September 10, 2026

8:30 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: September 3, 2026

SUBJECT: Board Package for Board of Trustees Meeting

Enclosed are the agenda and supporting materials for the Thursday, September 10, 2026, meeting of the Coastline ROP Board of Trustees at the Presidio site at Estancia High School, Room 207, 2323 Placentia Avenue, Costa Mesa, CA. Closed session will begin at 8:30 a.m. Open session is scheduled to begin promptly at 9:30 a.m.

I look forward to seeing you at the meeting.

Enclosure

Parking info:

There will be 4 parking spaces reserved for you in the visitor parking area off Placentia Ave. Please note: school begins at 8:30 a.m., so expect heavy traffic entering the lot between 8:10 and 8:30 a.m.



COASTLINE ROP

Estancia High School, Room 207, 2323 Placentia Ave., Costa Mesa, CA 92627

BOARD OF TRUSTEES Thursday, September 10, 2026 8:30 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. 2025-2028 Strategic Plan – Year 2 Update and KPIs | Discussion/Action |
| Recommend the Board approve the 2025-2028 Strategic Plan Year 2 Update and KPIs | |
| Motion by_____ Seconded by_____ | Vote_____ |
| 13. 2025-2026 Unaudited Actuals Report | Discussion/Action |
| Recommend the Board approve the 2025-2026 Unaudited Actuals Financial Report. | |
| Motion by_____ Seconded by_____ | Vote_____ |
| 14. Quarterly Report of Investment Performance | Discussion |
| 15. Learning Genie Proposal | Discussion/Action |
| Recommend the Board approve the Learning Genie Proposal. | |
| Motion by_____ Seconded by_____ | Vote_____ |
| 16. Board Policies Updates – August 2026 | Discussion/Action |
| Recommend the Board globally adopt the following updated policies from CSBA's August 2026 Update: BP 0410 Nondiscrimination in ROP Programs and Activities, BP 1312.3 Uniform Complaint Procedures, BP 5020 Parent Rights and Responsibilities, BP 5125 Student Records, BP 5131.8 Mobile Communication Devices, and BP 5145.3 Nondiscrimination/Harassment | |
| 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:

- 17.** Minutes from August 20, 2026, Board of Trustees meeting
- 18.** Ratification of purchase order and change order reports – August 10, 2026 – August 30, 2026
- 19.** Ratification of check report – August 10, 2026 – August 30, 2026
- 20.** Career Pathway Exploration (Estancia Wheel) New Course Approval
- 21.** Memorandum of Understanding (MOU) with University Lab Partners for MIRE 2: Advanced Medical Innovation, Research, and Entrepreneurship
- 22.** New Internships
- 23.** Business Associate Agreement between Coastline ROP and Keenan & Associates
- 24.** Coastline ROP Staff Rosters
- 25.** English language learner waiver listing

26. Personnel Register #3 – 2026-2027 (Approval of employee appointments, releases, retirements, terminations, leaves, transfers, promotions, stipends, additional/overtime assignments)
27. 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, October 15, 2026



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.

Coastline ROP 2025-2028 Strategic Goals Update September 10, 2026



Engagement & Awareness

- Student Ambassador program – In progress for Fall 2026 start
- In-house marketing - Canceled
- Counselor Road Show – In progress for Spring 2027
- Research into parent and student engagement – In progress for Fall 2026
- Data dashboard – In progress for end of 2027

New Initiatives for 2026-2027

- Provide proof of performance data to board, districts
- Conduct student and parent research to determine engagement opportunities



Fiscal Responsibility

- Overhaul budgeting process – Partially completed but ongoing
- Software solutions – In progress and ongoing
- 3-year technology plan - Completed
- Strategic investments – Partially completed but ongoing
- New partnerships – Partially completed but ongoing

New Initiatives for 2026-2027

- Identify and implement software solutions to streamline **inventory tracking**
- Develop survey to measure and improve internal customer service for Business Services and Technology Services.



Organizational Culture

- Improve communication – Always ongoing
- All-hands meetings – Completed
- Lead from Where You Are – Completed
- Team building + professional learning – Completed
- Recruitment and retention focus – Always ongoing

New Initiatives for 2026-2027

- Become more data-driven in decision making
- Presidio Staff Project "Coastline Connects"
- Next steps following Step and Column implementation - FTE and Insurance.





2025–26 Coastline ROP KPI Dashboard

Preparing Students for What's Next

A view of student participation, completion, pathways, and work-based learning outcomes.

What this deck covers

After-Bell Courses

Overall access, completion, and district participation.

Student Profile

Gender distribution and pathway enrollment patterns.

Work-Based Learning

Year-over-year results across certifications and internships.

These key performance indicators reflect Coastline ROP's commitment to empowering students with skills and experiences to ensure success in college, career, and life.



After-Bell Courses Overview

Preparing Students for What's Next

2025–26 At-a-Glance



2,946

Unique Students



2,813

Completers



95.5%

Completion Rate



3,265

Total Enrollment

District Participation Table

District	Coastline Students	Completers	Completion Rate	Listed HS Population	Participation Rate
IUSD	1,179	1,153	97.8%	11,630	10.1%
NMUSD	870	834	95.9%	7,039	12.4%
TUSD	391	359	91.8%	7,664	5.1%
SVUSD	506	467	92.3%	7,404	6.8%

Participation Rate by District



Students by Gender (After-Bell)

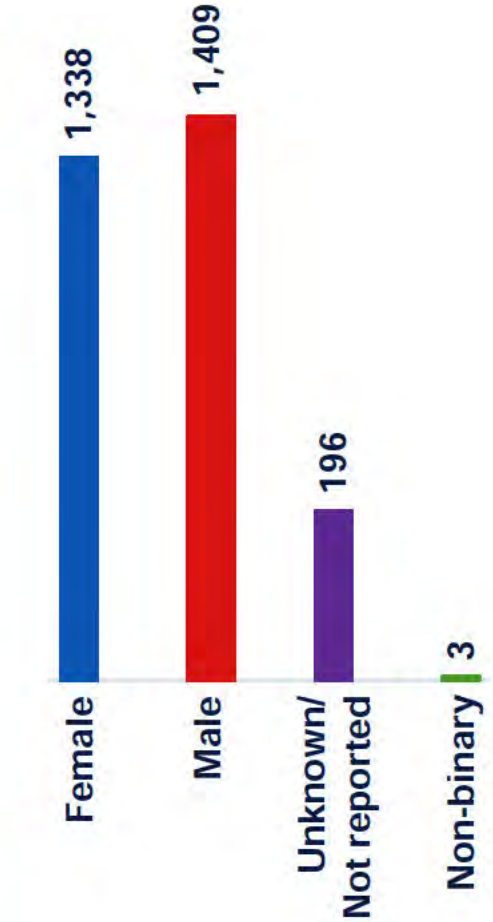
Preparing Students for What's Next

Student Profile

Gender Count and Share

Gender	Students	% of Total
Female	1,338	45.4%
Male	1,409	47.8%
Unknown/Not reported	196	6.65%
Non-binary	3	0.1%

Gender Distribution

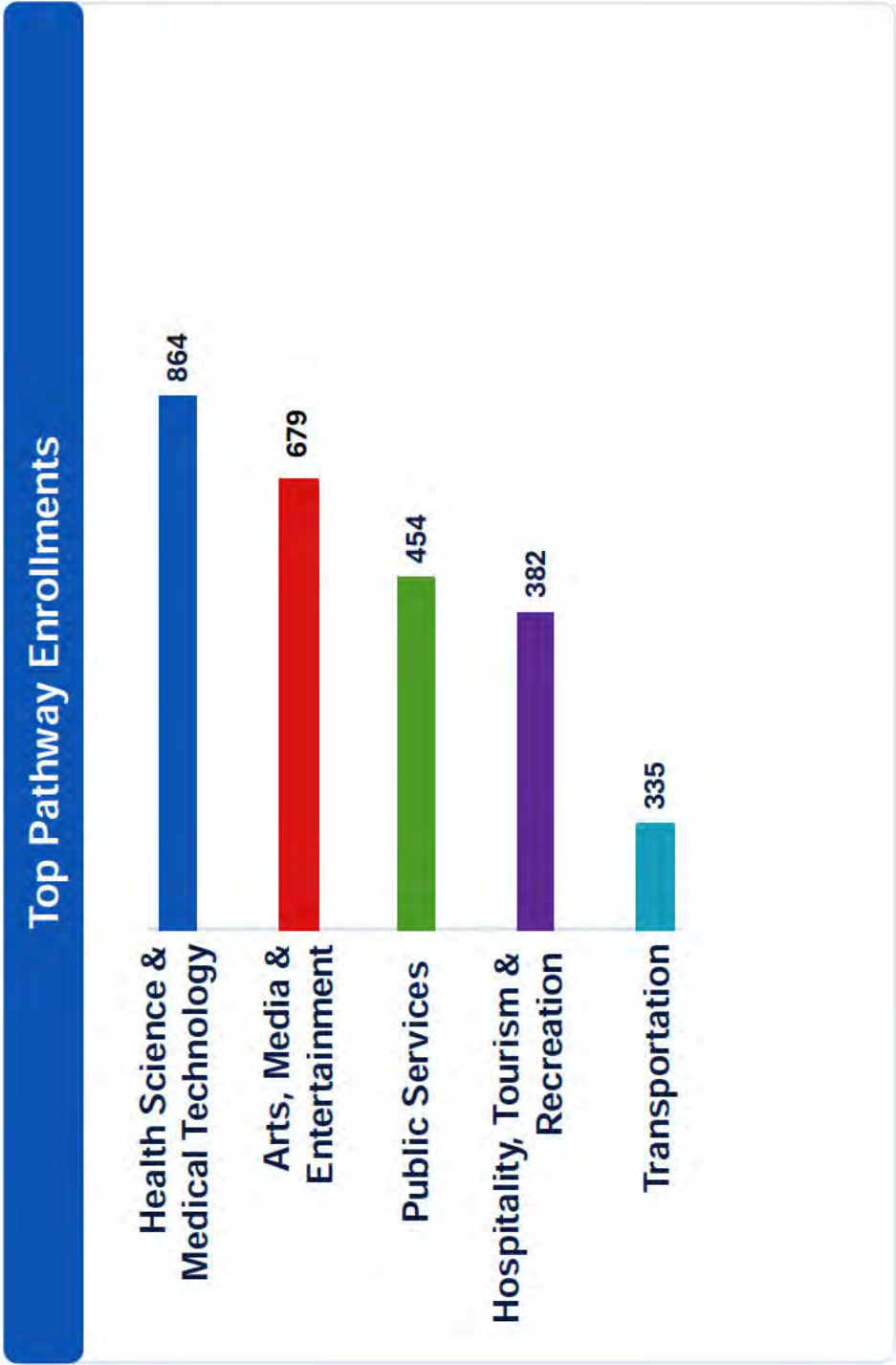




Top 5 After-Bell Pathways by Course Enrollment

Preparing Students for *What's Next*

Where Students Are Enrolling



Key Takeaways

Health Science & Medical Technology and Arts, Media & Entertainment are the leading pathways.

864 Health Science & Medical Technology

382 Public Services

Work-Based Learning: Results

Preparing Students for *What's Next*

2024–2026 KPI Comparison

What We Measure

Industry Certifications
Employment-related certifications issued by a third-party organization or trade association.

WBL Experiences
Field trips, guest speakers, mentorships, CTSO activities, and competitions.

K–12 Internships
Students completing courses with an internship component.

Adult Internship
Adult students completing courses with an internship component.

WBL KPI Results

Measure	2024–2025	2025–2026	Change	% Change
Industry Certifications	1,740	1,979	▲ 239	+13.7%
WBL Experiences	51	61	▲ 10	+19.6%
K–12 Internships	145	216	▲ 71	+49.0%
Adult Internship	73	45	▼ -28	-38.4%

K–12 internships show the strongest percentage increase, while Adult Internship decreased year over year.

KPIs

BUSINESS SERVICES SUPPORT SURVEY

“Business Services supports the employees who serve our students every day. Your feedback helps us identify what is working well and where we can improve.

Please take a few minutes to complete this survey. Your responses will help us enhance our services and better support you in your role. Thank you for your time and feedback.”

Survey includes 3 rating and 1 open-ended question

TECHNOLOGY SERVICES SURVEY

“This survey gathers staff feedback on how technology and technology support services at Coastline ROP support instruction, workforce preparation, and daily operations. Responses are confidential and will be reviewed in aggregate to guide planning and improvement.”

Survey includes 16 rating and 2 open-ended questions



DISCUSSION





2025-26 Coastline ROP KPI Dashboard

Preparing Students for What's Next

ALL HIGH SCHOOL COURSES



2,946

Unique Students



2,813

Completers



95.5%

Completion Rate



3,265

Total Course Enrollment

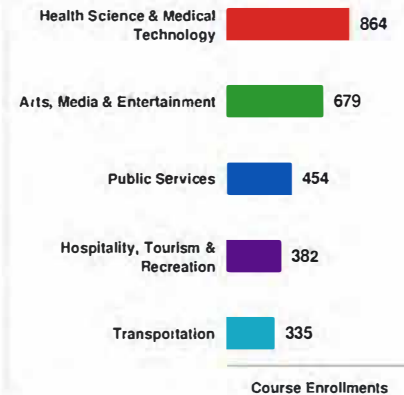
DISTRICT PARTICIPATION

District	Students	Completers	Completion Rate	HS Pop.	Participation Rate
IUSD	1,179	1,153	97.8%	11,630	10.1%
NMUSD	870	834	95.9%	7,039	12.4%
SVUSD	506	467	92.3%	7,404	6.8%
TUSD	391	359	91.8%	7,664	5.1%

STUDENTS BY GENDER

Gender	Students	% of Total	Completers	Completion Rate
Female	1,338	45.4%	1,283	95.9%
Male	1,409	47.8%	1,346	95.5%
Non-binary	3	0.1%	3	100.0%
Unknown/Not reported	196	6.7%	181	92.3%

TOP 5 PATHWAYS BY COURSE ENROLLMENT



WORK-BASED LEARNING

WHAT WE MEASURE



Industry Certifications

Employment-related certifications issued by third-party organization or trade association



WBL Experiences

Field trips, guest speakers, mentorships, CTSO activities, and competitions



K-12 Internships

Students completing courses with an internship component



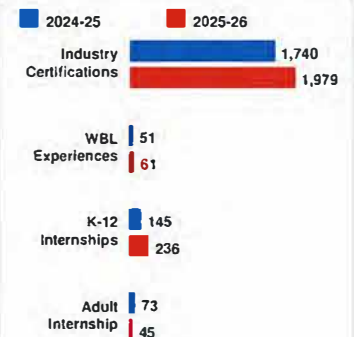
Adult Internship

Adult students completing courses with an internship component

WBL KPI RESULTS

Measure	2024-25	2025-26	Change	% Change
Industry Certifications	1,740	1,979	▲ +239	+13.7%
WBL Experiences	51	61	▲ +10	+19.6%
K-12 Internships	145	236	▲ +91	+62.8%
Adult Internship	73	45	▼ -28	-38.4%

WBL KPI TRENDS (2024-25 vs 2025-26)



SOURCE

Coastline ROP

2024-25 and 2025-26 School Years

TO: Board of Trustees

FROM: Brenda Savedra

DATE: September 10, 2026

SUBJECT: 2025-2026 Unaudited Actuals Financial Report

Presented for approval is the 2025-2026 unaudited actuals financial report. The report, prepared in accordance with Education Code 41010, is due to the Orange County Department of Education by September 15th.

Fiscal Summary 2025-2026

The 2025-2026 year was another challenging year given the ongoing economic conditions that we have all faced and the uncertainties those conditions presented. Despite these uncertainties, Coastline ROP successfully developed additional revenue sources, secured new grant funding, and strategically maximized the use of grants to achieve a strong financial outcome for the year.

The major revenue sources for Coastline ROP this fiscal year include cost-per-section fees from participating districts, the contract with the Orange County Department of Education (OCDE) for ACCESS, and reimbursements from districts employing Career Specialists. In addition to these recurring sources, Coastline ROP received several one-time grant awards, including Rounds 9 and 10 of the Career Technical Education Incentive Grant (CTEIG), Rounds 6, 7, and 8 of the K12 Strong Workforce Program (SWP) and Round 7 of the SWP Pathway Coordinator Grant, and the Golden State Pathways Program (GSPP). Additional funding was secured through the English Language Learner (ELL) Healthcare Pathway Grant for adult education, the College and Career Access Pathways (CCAP) initiative, the K-16 Orange County (OC) Pathways collaborative, the California Apprenticeship Initiative (CAI), and the Orange County Community Foundation (OCCF) Grant. Smaller revenue sources included interest income, and various refunds, rebates, and miscellaneous reimbursements.

Revenue	Estimated Actuals	Unaudited Actuals	Difference
ROP District Funding	4,842,632	4,829,777	(12,855)
Grant Funding	3,012,719	3,328,071	315,352
Other State Funding and Local Income	1,227,995	1,192,607	(35,388)
Total	9,083,346	9,350,455	267,109

The ROP recognized approximately \$9.4 million in revenue for the year, \$267,109 more than projected when the estimated actuals report was prepared in June 2026. The increase in revenue is due to several factors. The first factor was higher-than-expected grant expenditures for the Career Technical Education Incentive Grant (CTEIG) and the K12 Strong Workforce Program Grant (SWP). The ROP only recognizes grant revenue for actual expenditures incurred. Since we spent more than was originally estimated, the actual revenue was more than projected. The unspent grant revenue will be recognized as revenue in the year 2026-2027 as will the associated expenditures.

A second factor in this increase in revenue was a second release of funding for the Golden State Pathway Program (GSPP) Implementation grant of \$74,920. Because GSPP is accounted for as an ending fund balance account, this amount was recognized as revenue in the 2025-2026 school year and will be reflected as expenditures in future years. However, there will be no corresponding revenues to offset these expenditures, which will ultimately present as an overall deficit in those reporting periods.

GASB 31 requires us to report the net change in the value of investments that we hold with the Orange County Treasurer's Office. The ROP recognized a fair market value gain of \$19,924, compared to a \$72,756 gain in the prior year. While investment performance was positive, the fair market value gain was lower than the prior year.

Below is a summary of expenditures for the 2025-2026 year:

Expenditures	Estimated Actuals	Unaudited Actuals	Difference
Salaries & Benefits	6,515,441	6,437,213	(78,228)
Books, Supplies, & Equipment	869,136	720,049	(149,087)
Services & Operations	1,857,903	2,004,962	147,059
Capital Outlay	129,003	139,277	10,274
Total	9,371,483	9,301,501	(69,982)

Total expenditures for the year were approximately \$9.3 million, which was \$69,982 less than projected at the time the estimated actuals report was prepared in June 2026.

Overall Projection	Estimated Actuals	Unaudited Actuals	Difference
Revenue	9,083,346	9,350,455	267,109
Expenses	9,371,483	9,301,501	(69,982)
Total	(288,137)	48,954	337,091

Overall, Coastline ROP ended the fiscal year with a positive balance of \$48,954, compared to the projected deficit of \$288,137, resulting in a favorable swing of \$337,091. This difference is primarily due to the factors described above: higher-than-expected grant revenue, investment gains, and fund balance revenue recognition.

Our unaudited year-end financial report indicates a revenue surplus over expenses of \$48,954, giving us an ending general fund balance (reserves) of \$5,891,720 as of June 30, 2026.

General Fund Breakdown

Revenue	Estimated Actuals	Unaudited Actuals	Difference
ROP District Funding	4,842,632	4,829,777	(12,855)
Other State Funding and Local Income	1,227,995	1,192,607	(35,388)
Total	6,070,627	6,022,384	(48,243)

Expenditures	Estimated Actuals	Unaudited Actuals	Difference
Salaries & Benefits	4,996,462	4,818,745	(177,717)
Books, Supplies, & Equipment	189,362	183,755	(5,607)
Services & Operations	1,029,409	924,434	(104,975)
Capital Outlay	0	0	0
Indirect Cost	(213,446)	(220,540)	(7,094)
Total	6,001,787	5,706,394	(295,393)

Overall Projection	Estimated Actuals	Unaudited Actuals	Difference
Revenue	6,070,627	6,022,384	(48,243)
Expenses	6,001,787	5,706,394	(295,393)
Total	68,840	315,990	247,150

General Fund Reserves - Ending Fund Balance June 30, 2026

On July 1, 2025, the ROP's beginning fund balance was \$5,842,766. The unaudited ending fund balance as of June 30, 2026, is \$5,891,720. The ending fund balance components are:

General Fund
Nonspendable

Reserve for Revolving Cash	10,000
Prepaid	2,317

Restricted

CCAP Grant	39,127
OCCF Grants	33,288
GSPP Grant	291,948

Unassigned

Undesignated/Unappropriated	4,826,791
Reserve for Economic Uncertainties	465,076

Assigned

Newport-Mesa Lottery	73,573
Tustin USD Lottery	78,156
Technology Plan	<u>71,444</u>

Total Reserves – Projected Ending General Fund Balance **\$5,891,720**

Special Reserve Fund for Post-Employment Benefits

In April 2021, the Board of Trustees authorized the establishment of a Section 115 trust fund to help fund Coastline ROP's long-term liabilities for Other Post-Employment Benefits (OPEB). Funds previously held in Fund 20 were transferred to the newly established trust in June 2021 in the amount of \$25,846. At the same time, the Board authorized increasing the annual contribution from \$5,000 to \$10,000 beginning in 2021–22. Additional deposits of approximately \$10,000 each were made in September 2021, July 2022, and August 2023. By June 30, 2024, the OPEB Trust had a balance of approximately \$60,244.

In January 2025, the Board approved the full funding of the OPEB Trust with an additional investment of \$188,946, bringing the total deposits to \$249,190. As of June 30, 2026, the balance in the OPEB Trust was \$308,925.

At the same January 2025 meeting, the Board also authorized the establishment of a Pension Liability Trust with an initial investment of \$500,000 and in February 2026 an additional \$100,000 was approved by the Board. As of June 30, 2026, the balance in the Pension Liability Trust was \$717,706.

It is respectfully recommended that the Board of Trustees approve the 2025-2026 Unaudited Actuals Financial Report.

Enclosures

Unaudited Actuals
FINANCIAL REPORTS
2025-26 Unaudited Actuals
Summary of Unaudited Actual Data Submission

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

Form	Description	Value
ICR	Preliminary Proposed Indirect Cost Rate	30.06%
	Fixed-with-carry-forward indirect cost rate for use in 2027-28, subject to CDE approval (applicable only if an approved indirect cost rate has been requested).	

UNAUDITED ACTUAL FINANCIAL REPORT:

To the County Superintendent of Schools:

2025-26 UNAUDITED ACTUAL FINANCIAL REPORT. This report was prepared in accordance with Education Code Section 41010 and is hereby approved and filed by the governing board of the JPA pursuant to Education Code sections 41023 and 42100.

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

Date of Meeting: _____

Printed Name: _____

Title: _____

To the Superintendent of Public Instruction:

2025-26 UNAUDITED ACTUAL FINANCIAL REPORT. This report has been verified for accuracy by the County Superintendent of Schools pursuant to Education Code sections 41023 and 42100.

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

Date: _____

Printed Name: _____

Title: _____

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

For County Office of Education:

Howard Marinier

Name
Executive Director, Business Services

Title
714-966-4176

Telephone
hmarinier@ocde.us

E-mail Address

For JPA:

Brenda Savedra

Name
Director, Business Services

Title
714-429-2220

Telephone
bsavedra@coastlinerop.org

E-mail Address

REQUEST FOR AN APPROVED INDIRECT COST RATE:

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

☐ Y Do you want an approved indirect cost rate for use with 2027-28 programs? (Yes/No)

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	1,163,380.40	1,327,188.00	14.1%
4) Other Local Revenue		8600-8799	8,187,075.04	7,516,448.00	-8.2%
5) TOTAL, REVENUES			9,350,455.44	8,843,636.00	-5.4%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	2,586,465.48	2,852,203.00	10.3%
2) Classified Salaries		2000-2999	2,012,860.54	2,201,470.00	9.4%
3) Employee Benefits		3000-3999	1,837,886.98	2,020,752.00	9.9%
4) Books and Supplies		4000-4999	720,049.78	746,932.00	3.7%
5) Services and Other Operating Expenditures		5000-5999	2,004,962.13	1,386,660.00	-30.8%
6) Capital Outlay		6000-6999	139,276.85	50,000.00	-64.1%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			9,301,501.76	9,258,017.00	-0.5%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			48,953.68	(414,381.00)	-946.5%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			48,953.68	(414,381.00)	-946.5%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	5,842,766.17	5,891,719.85	0.8%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			5,842,766.17	5,891,719.85	0.8%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			5,842,766.17	5,891,719.85	0.8%
2) Ending Balance, June 30 (E + F1e)			5,891,719.85	5,477,338.85	-7.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	10,000.00	10,000.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	2,316.62	0.00	-100.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	364,362.96	203,572.96	-44.1%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	223,173.00	151,729.00	-32.0%
Technology Plan	0000	9780	71,444.00		
Lottery	0000	9780	151,729.00		
e) Unassigned/Unappropriated Reserve for Economic Uncertainties		9789	465,076.00	462,901.00	-0.5%
Unassigned/Unappropriated Amount		9790	4,826,791.27	4,649,135.89	-3.7%
G. ASSETS					
1) Cash					
a) in County Treasury		9110	6,870,710.96		
1) Fair Value Adjustment to Cash in County Treasury		9111	19,923.64		
b) in Banks		9120	0.00		

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
c) in Revolving Cash Account		9130	10,000.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	853,144.73		
4) Due from Grantor Government		9290	689,074.83		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	2,316.62		
8) Other Current Assets		9340	0.00		
9) Lease Receivable		9380	0.00		
10) TOTAL, ASSETS			8,445,170.78		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	760,055.24		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	1,793,395.69		
6) TOTAL, LIABILITIES			2,553,450.93		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
(must agree with line F2) (G10 + H2) - (I6 + J2)			5,891,719.85		
FEDERAL REVENUE					
Special Education Discretionary Grants		8182	0.00	0.00	0.0%
Child Nutrition Programs		8220	0.00	0.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.0%
Pass-Through Revenues from					
Federal Sources		8287	0.00	0.00	0.0%
Career and Technical Education	3500-3599	8290	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.0%
OTHER STATE REVENUE					
Other State Apportionments					
All Other State Apportionments - Current Year		8311	0.00	0.00	0.0%
All Other State Apportionments - Prior Years		8319	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590	843,558.40	886,021.00	5.0%
Drug/Alcohol/Tobacco Funds	6695	8590	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	319,822.00	441,167.00	37.9%
TOTAL, OTHER STATE REVENUE			1,163,380.40	1,327,188.00	14.1%
OTHER LOCAL REVENUE					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
Interest		8660	243,320.59	235,000.00	-3.4%
Net Increase (Decrease) in the Fair Value of Investments		8662	(52,832.10)	0.00	-100.0%
Fees and Contracts					
Adult Education Fees		8671	0.00	0.00	0.0%
In-District Premiums/Contributions		8674	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.0%
Interagency Services		8677	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.0%
Other Local Revenue					
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.0%
All Other Local Revenue		8699	3,160,809.49	2,209,999.00	-30.1%
Tuition		8710	6,000.00	37,025.00	517.1%
All Other Transfers In		8781-8783	4,829,777.06	5,034,424.00	4.2%
Transfers of Apportionments					
Special Education SELPA Transfers					
From Districts or Charter Schools	6500	8791	0.00	0.00	0.0%
From County Offices	6500	8792	0.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.0%
Other Transfers of Apportionments					
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			8,187,075.04	7,516,448.00	-8.2%
TOTAL, REVENUES			9,350,455.44	8,843,636.00	-5.4%
CERTIFICATED SALARIES					
Certificated Teachers' Salaries		1100	2,119,390.49	2,356,167.00	11.2%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	352,395.84	359,562.00	2.0%
Other Certificated Salaries		1900	114,679.15	136,474.00	19.0%
TOTAL, CERTIFICATED SALARIES			2,586,465.48	2,852,203.00	10.3%
CLASSIFIED SALARIES					
Classified Instructional Salaries		2100	13,065.36	14,019.00	7.3%
Classified Support Salaries		2200	703,308.43	806,294.00	14.6%
Classified Supervisors' and Administrators' Salaries		2300	703,607.73	785,404.00	11.6%
Clerical, Technical and Office Salaries		2400	578,513.41	589,929.00	2.0%
Other Classified Salaries		2900	14,365.61	5,824.00	-59.5%
TOTAL, CLASSIFIED SALARIES			2,012,860.54	2,201,470.00	9.4%
EMPLOYEE BENEFITS					
STRS		3101-3102	667,098.67	743,081.00	11.4%
PERS		3201-3202	502,692.94	541,890.00	7.8%
OASDI/Medicare/Alternative		3301-3302	74,858.00	82,023.00	9.6%
Health and Welfare Benefits		3401-3402	461,854.44	516,590.00	11.9%
Unemployment Insurance		3501-3502	2,338.57	2,736.00	17.0%
Workers' Compensation		3601-3602	82,307.94	90,071.00	9.4%
OPEB, Allocated		3701-3702	46,736.42	44,361.00	-5.1%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			1,837,886.98	2,020,752.00	9.9%
BOOKS AND SUPPLIES					
Approved Textbooks and Core Curricula Materials		4100	13,374.98	10,802.00	-19.2%
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	410,762.61	651,595.00	58.6%
Noncapitalized Equipment		4400	295,912.19	84,535.00	-71.4%
Food		4700	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			720,049.78	746,932.00	3.7%
SERVICES AND OTHER OPERATING EXPENDITURES					

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	101,979.73	100,465.00	-1.5%
Dues and Memberships		5300	34,493.10	34,821.00	1.0%
Insurance		5400-5499	250,426.30	254,011.00	1.4%
Operations and Housekeeping Services		5500	44,518.36	57,327.00	28.8%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	131,150.82	134,273.00	2.4%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800-5899	1,422,436.78	780,855.00	-45.1%
Communications		5900	19,957.04	24,908.00	24.8%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			2,004,962.13	1,386,660.00	-30.8%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Equipment		6400	139,276.85	50,000.00	-64.1%
Equipment Replacement		6500	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.0%
Subscription Assets		6700	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			139,276.85	50,000.00	-64.1%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Tuition					
Tuition, Excess Costs, and/or Deficit Payments					
Payments to Districts or Charter Schools		7141	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.0%
Other Transfers Out					
Transfers of Pass-Through Revenues					
To Districts or Charter Schools		7211	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments					
To Districts or Charter Schools	6500	7221	0.00	0.00	0.0%
To County Offices	6500	7222	0.00	0.00	0.0%
To JPAs	6500	7223	0.00	0.00	0.0%
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS					
Transfers of Indirect Costs		7310	0.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	0.00	0.0%
TOTAL, EXPENDITURES			9,301,501.76	9,258,017.00	-0.5%
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
From: Special Reserve Fund		8912	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
To: Special Reserve Fund		7612	0.00	0.00	0.0%
To: State School Building Fund/County School Facilities Fund		7613	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.0%
Proceeds from SBITAs		8974	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	1,163,380.40	1,327,188.00	14.1%
4) Other Local Revenue		8600-8799	8,187,075.04	7,516,448.00	-8.2%
5) TOTAL, REVENUES			9,350,455.44	8,843,636.00	-5.4%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		4,378,105.28	4,146,408.00	-5.3%
2) Instruction - Related Services	2000-2999		1,676,105.47	1,587,663.00	-5.3%
3) Pupil Services	3000-3999		879,423.53	1,055,742.00	20.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		2,094,708.51	2,196,634.00	4.9%
8) Plant Services	8000-8999		273,158.97	271,570.00	-0.6%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			9,301,501.76	9,258,017.00	-0.5%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			48,953.68	(414,381.00)	-946.5%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			48,953.68	(414,381.00)	-946.5%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	5,842,766.17	5,891,719.85	0.8%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			5,842,766.17	5,891,719.85	0.8%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			5,842,766.17	5,891,719.85	0.8%
2) Ending Balance, June 30 (E + F1e)			5,891,719.85	5,477,338.85	-7.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	10,000.00	10,000.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	2,316.62	0.00	-100.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	364,362.96	203,572.96	-44.1%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	223,173.00	151,729.00	-32.0%
Technology Plan	0000	9780	71,444.00		
Lottery	0000	9780	151,729.00		
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	465,076.00	462,901.00	-0.5%
Unassigned/Unappropriated Amount		9790	4,826,791.27	4,649,135.89	-3.7%

Resource	Description	2025-26 Unaudited Actuals	2026-27 Budget
6383	Golden State Pathways Program	291,948.01	198,413.01
7339	Dual Enrollment Opportunities	39,127.31	58.31
9010	Other Restricted Local	33,287.64	5,101.64
Total, Restricted Balance		364,362.96	203,572.96

	Unaudited Balance July 1	Audit Adjustments/ Restatements	Audited Balance July 1	Increases	Decreases	Ending Balance June 30
Governmental Activities:						
Capital assets not being depreciated:						
Land			0.00			0.00
Work in Progress			0.00			0.00
Total capital assets not being depreciated	0.00	0.00	0.00	0.00	0.00	0.00
Capital assets being depreciated:						
Land Improvements			0.00			0.00
Buildings	136,782.16		136,782.16			136,782.16
Equipment	2,252,750.11		2,252,750.11	139,276.85		2,392,026.96
Total capital assets being depreciated	2,389,532.27	0.00	2,389,532.27	139,276.85	0.00	2,528,809.12
Accumulated Depreciation for:						
Land Improvements			0.00			0.00
Buildings	(116,092.79)		(116,092.79)		1,488.86	(117,581.65)
Equipment	(1,326,375.29)		(1,326,375.29)		185,883.31	(1,512,258.60)
Total accumulated depreciation	(1,442,468.08)	0.00	(1,442,468.08)	0.00	187,372.17	(1,629,840.25)
Total capital assets being depreciated, net excluding lease and subscription assets	947,064.19	0.00	947,064.19	139,276.85	187,372.17	898,968.87
Lease Assets			0.00			0.00
Accumulated amortization for lease assets			0.00			0.00
Total lease assets, net	0.00	0.00	0.00	0.00	0.00	0.00
Subscription Assets			0.00			0.00
Accumulated amortization for subscription assets			0.00			0.00
Total subscription assets, net	0.00	0.00	0.00	0.00	0.00	0.00
Governmental activity capital assets, net	947,064.19	0.00	947,064.19	139,276.85	187,372.17	898,968.87
Business-Type Activities:						
Capital assets not being depreciated:						
Land			0.00			0.00
Work in Progress			0.00			0.00
Total capital assets not being depreciated	0.00	0.00	0.00	0.00	0.00	0.00
Capital assets being depreciated:						
Land Improvements			0.00			0.00
Buildings			0.00			0.00
Equipment			0.00			0.00
Total capital assets being depreciated	0.00	0.00	0.00	0.00	0.00	0.00
Accumulated Depreciation for:						
Land Improvements			0.00			0.00
Buildings			0.00			0.00
Equipment			0.00			0.00
Total accumulated depreciation	0.00	0.00	0.00	0.00	0.00	0.00
Total capital assets being depreciated, net excluding lease and subscription assets	0.00	0.00	0.00	0.00	0.00	0.00
Lease Assets			0.00			0.00
Accumulated amortization for lease assets			0.00			0.00
Total lease assets, net	0.00	0.00	0.00	0.00	0.00	0.00
Subscription Assets			0.00			0.00
Accumulated amortization for subscription assets			0.00			0.00
Total subscription assets, net	0.00	0.00	0.00	0.00	0.00	0.00
Business-type activity capital assets, net	0.00	0.00	0.00	0.00	0.00	0.00

Description	Unaudited Balance July 1	Audit Adjustments/ Restatements	Audited Balance July 1	Increases	Decreases	Ending Balance June 30	Amounts Due Within One Year
Governmental Activities:							
General Obligation Bonds Payable			0.00			0.00	
State School Building Loans Payable			0.00			0.00	
Certificates of Participation Payable			0.00			0.00	
Leases Payable			0.00			0.00	
Lease Revenue Bonds Payable			0.00			0.00	
Other General Long-Term Debt			0.00			0.00	
Net Pension Liability			0.00			0.00	
Total/Net OPEB Liability			0.00			0.00	
Compensated Absences Payable	73,861.88		73,861.88	23,496.27		97,358.15	
Subscription Liability			0.00			0.00	
	73,861.88	0.00	73,861.88	23,496.27	0.00	97,358.15	0.00
Governmental activities long-term liabilities							
Business-Type Activities:							
General Obligation Bonds Payable			0.00			0.00	
State School Building Loans Payable			0.00			0.00	
Certificates of Participation Payable			0.00			0.00	
Leases Payable			0.00			0.00	
Lease Revenue Bonds Payable			0.00			0.00	
Other General Long-Term Debt			0.00			0.00	
Net Pension Liability			0.00			0.00	
Total/Net OPEB Liability			0.00			0.00	
Compensated Absences Payable			0.00			0.00	
Subscription Liability			0.00			0.00	
Business-type activities long-term liabilities	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Part I - General Administrative Share of Plant Services Costs

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

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

1. Salaries and benefits paid through payroll (Funds 01, 09, and 62, objects 1000-3999 except 3701-3702)
(Functions 7200-7700, goals 0000 and 9000) 1,008,784.53
2. Contracted general administrative positions not paid through payroll
 - a. Enter the costs, if any, of general administrative positions performing services ON SITE but paid through a contract, rather than through payroll, in functions 7200-7700, goals 0000 and 9000, Object 5800. _____
 - b. If an amount is entered on Line A2a, provide the title, duties, and approximate FTE of each general administrative position paid through a contract. Retain supporting documentation in case of audit.

B. Salaries and Benefits - All Other Activities

1. Salaries and benefits paid through payroll (Funds 01, 09, and 62, objects 1000-3999 except 3701-3702)
(Functions 1000-6999, 7100-7180, & 8100-8400; Functions 7200-7700, all goals except 0000 & 9000) 5,381,692.05

C. Percentage of Plant Services Costs Attributable to General Administration

(Line A1 plus Line A2a, divided by Line B1; zero if negative) (See Part III, Lines A5 and A6) 18.74%

Part II - Adjustments for Employment Separation Costs

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

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

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

A. Normal Separation Costs (optional)

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

B. Abnormal or Mass Separation Costs (required)

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

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

A. Indirect Costs

1. Other General Administration, less portion charged to restricted resources or specific goals
(Functions 7200-7600, objects 1000-5999, minus Line B9) 1,254,881.89
2. Centralized Data Processing, less portion charged to restricted resources or specific goals
(Function 7700, objects 1000-5999, minus Line B10) 355,140.09

3. External Financial Audit - Single Audit (Function 7190, resources 0000-1999, goals 0000 and 9000, objects 5000 - 5999)	0.00	
4. Staff Relations and Negotiations (Function 7120, resources 0000-1999, goals 0000 and 9000, objects 1000 - 5999)	0.00	
5. Plant Maintenance and Operations (portion relating to general administrative offices only) (Functions 8100-8400, objects 1000-5999 except 5100, times Part I, Line C)	35,264.70	
6. Facilities Rents and Leases (portion relating to general administrative offices only) (Function 8700, resources 0000-1999, objects 1000-5999 except 5100, times Part I, Line C)	15,925.29	
7. Adjustment for Employment Separation Costs		
a. Plus: Normal Separation Costs (Part II, Line A)	0.00	
b. Less: Abnormal or Mass Separation Costs (Part II, Line B)	0.00	
8. Total Indirect Costs (Lines A1 through A7a, minus Line A7b)	1,661,211.97	
9. Carry-Forward Adjustment (Part IV, Line F)	593,665.29	
10. Total Adjusted Indirect Costs (Line A8 plus Line A9)	2,254,877.26	
B. Base Costs		
1. Instruction (Functions 1000-1999, objects 1000-5999 except 5100)	4,238,828.43	
2. Instruction-Related Services (Functions 2000-2999, objects 1000-5999 except 5100)	1,676,105.47	
3. Pupil Services (Functions 3000-3999, objects 1000-5999 except 4700 and 5100)	879,423.53	
4. Ancillary Services (Functions 4000-4999, objects 1000-5999 except 5100)	0.00	
5. Community Services (Functions 5000-5999, objects 1000-5999 except 5100)	0.00	
6. Enterprise (Function 6000, objects 1000-5999 except 4700 and 5100)	0.00	
7. Board and Superintendent (Functions 7100-7180, objects 1000-5999, minus Part III, Line A4)	473,879.03	
8. External Financial Audit - Single Audit and Other (Functions 7190-7191, objects 5000 - 5999, minus Part III, Line A3)	10,807.50	
9. Other General Administration (portion charged to restricted resources or specific goals only) (Functions 7200-7600, resources 2000-9999, objects 1000-5999; Functions 7200-7600, resources 0000-1999, all goals except 0000 and 9000, objects 1000-5999)	0.00	
10. Centralized Data Processing (portion charged to restricted resources or specific goals only) (Function 7700, resources 2000-9999, objects 1000-5999; Function 7700, resources 0000-1999, all goals except 0000 and 9000, objects 1000-5999)	0.00	
11. Plant Maintenance and Operations (all except portion relating to general administrative offices) (Functions 8100-8400, objects 1000-5999 except 5100, minus Part III, Line A5)	152,914.07	
12. Facilities Rents and Leases (all except portion relating to general administrative offices) (Function 8700, objects 1000-5999 except 5100, minus Part III, Line A6)	69,054.91	
13. Adjustment for Employment Separation Costs		
a. Less: Normal Separation Costs (Part II, Line A)	0.00	
b. Plus: Abnormal or Mass Separation Costs (Part II, Line B)	0.00	
14. Student Activity (Fund 08, functions 4000-5999, objects 1000-5999 except 5100)	0.00	
15. Adult Education (Fund 11, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	0.00	
16. Child Development (Fund 12, functions 1000-6999, 8100-8400 & 8700, objects 1000-5999 except 4700 & 5100)	0.00	
17. Cafeteria (Funds 13 & 61, functions 1000-6999, 8100-8400 & 8700, objects 1000-5999 except 4700 & 5100)	0.00	
18. Foundation (Funds 19 & 57, functions 1000-6999, 8100-8400 & 8700, objects 1000-5999 except 4700 & 5100)	0.00	
19. Total Base Costs (Lines B1 through B12 and Lines B13b through B18, minus Line B13a)	7,501,012.94	
C. Straight Indirect Cost Percentage Before Carry-Forward Adjustment (For information only - not for use when claiming/recovering indirect costs) (Line A8 divided by Line B19)		22.15%
D. Preliminary Proposed Indirect Cost Rate (For final approved fixed-with-carry-forward rate for use in 2027-28 see www.cde.ca.gov/fg/ac/ic) (Line A10 divided by Line B19)		30.06%
Part IV - Carry-forward Adjustment The carry-forward adjustment is an after-the-fact adjustment for the difference between indirect costs recoverable using the indirect cost rate approved for use in a given year, and the actual indirect costs incurred in that year. The carry-forward adjustment eliminates		

the need for LEAs to file amended federal reports when their actual indirect costs vary from the estimated indirect costs on which the approved rate was based.

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

A. Indirect costs incurred in the current year (Part III, Line A8)	1,661,211.97
B. Carry-forward adjustment from prior year(s)	
1. Carry-forward adjustment from the second prior year	42,603.23
2. Carry-forward adjustment amount deferred from prior year(s), if any	0.00
C. Carry-forward adjustment for under- or over-recovery in the current year	
1. Under-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus (approved indirect cost rate (14.80%) times Part III, Line B19); zero if negative	593,665.29
2. Over-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus the lesser of (approved indirect cost rate (14.80%) times Part III, Line B19) or (the highest rate used to recover costs from any program (14.80%) times Part III, Line B19); zero if positive	0.00
D. Preliminary carry-forward adjustment (Line C1 or C2)	593,665.29
E. Optional allocation of negative carry-forward adjustment over more than one year	
Where a negative carry-forward adjustment causes the proposed approved rate to fall below zero or would reduce the rate at which the LEA could recover indirect costs to such an extent that it would cause the LEA significant fiscal harm, the LEA may request that the carry-forward adjustment be allocated over more than one year. Where allocation of a negative carry-forward adjustment over more than one year does not resolve a negative rate, the CDE will work with the LEA on a case-by-case basis to establish an approved rate.	
Option 1. Preliminary proposed approved rate (Part III, Line D) if entire negative carry-forward adjustment is applied to the current year calculation:	not applicable
Option 2. Preliminary proposed approved rate (Part III, Line D) if one-half of negative carry-forward adjustment is applied to the current year calculation and the remainder is deferred to one or more future years:	not applicable
Option 3. Preliminary proposed approved rate (Part III, Line D) if one-third of negative carry-forward adjustment is applied to the current year calculation and the remainder is deferred to one or more future years:	not applicable
LEA request for Option 1, Option 2, or Option 3	1
F. Carry-forward adjustment used in Part III, Line A9 (Line D minus amount deferred if Option 2 or Option 3 is selected)	593,665.29

Approved
indirect
cost rate: 14.80%

Highest
rate used
in any
program: 14.80%

Fund	Resource	Eligible Expenditures (Objects 1000-5999 except 4700 & 5100)	Indirect Costs Charged (Objects 7310 and 7350)	Rate Used
01	6383	246,790.75	36,525.03	14.80%
01	6387	691,265.33	102,320.77	14.80%
01	6388	1,812,629.36	72,505.17	4.00%
01	7339	21,157.61	3,131.32	14.80%
01	9010	788,052.42	6,057.60	0.77%

	Teacher Full-Time Equivalents					Classroom Units		Pupils Transported
	Instructional Supervision and Administration (Functions 2100 - 2200)	Library, Media, Technology and Other Instructional Resources (Functions 2420-2495)	School Administration (Function 2700)	Pupil Support Services (Functions 3100-3199 & 3900)	Plant Maintenance and Operations (Functions 8100-8400)	Facilities Rents and Leases (Function 8700)	Pupil Transportation (Function 3600)	
A. Amount of Undistributed Expenditures, Funds 01, 09, and 62, Goals 0000 and 9000 (will be allocated based on factors input)	11,735.28	136,752.55	136,565.67	968.73	188,178.77	84,980.20	0.00	
B. Enter Allocation Factor(s) by Goal: (Note: Allocation factors are only needed for a column if there are undistributed expenditures in line A.)								
Instructional Goals								
0001 Pre-Kindergarten								
1110 Regular Education, K-12								
3800 Career Technical Education								
4110 Regular Education, Adult								
4630 Adult Career Technical Education								
5000-5999 Special Education (allocated to 5001)								
6000 ROC/P	1.00	1.00	1.00	1.00	1.00	1.00		
Other Goals								
7110 Nonagency - Educational								
7150 Nonagency - Other								
8500 Child Care and Development Services								
Other Funds								
-- Adult Education (Fund 11)								
-- Child Development (Fund 12)								
-- Cafeteria (Funds 13 & 61)								
C. Total Allocation Factors	1.00	1.00	1.00	1.00	1.00	1.00	0.00	

Goal	Program/Activity	Direct Costs			Central Admin Costs (col. 3 x Sch. CAC line E) Column 4	Other Costs (Schedule OC) Column 5	Total Costs by Program (col. 3 + 4 + 5) Column 6
		Direct Charged (Schedule DCC) Column 1	Allocated (Schedule AC) Column 2	Subtotal (col. 1 + 2) Column 3			
Instructional Goals 0001	Pre-Kindergarten	0.00	0.00	0.00	0.00		0.00
	Regular Education, K-12	0.00	0.00	0.00	0.00		0.00
	Career Technical Education	0.00	0.00	0.00	0.00		0.00
	Regular Education, Adult	0.00	0.00	0.00	0.00		0.00
	Adult Career Technical Education	0.00	0.00	0.00	0.00		0.00
	Special Education	0.00	0.00	0.00	0.00		0.00
	Regional Occupational Ctr/Prg (ROC/P)	6,646,793.05	559,181.20	7,205,974.25	2,094,470.46		9,300,444.71
Other Goals 7110	Nonagency - Educational						
7150	Nonagency - Other	819.00	0.00	819.00	238.05		1,057.05
8500	Child Care and Development Services	0.00	0.00	0.00	0.00		0.00
Other Costs ----	Food Services					0.00	0.00
	Enterprise					0.00	0.00
	Facilities Acquisition & Construction					0.00	0.00
	Other Outgo					0.00	0.00
	Adult Education, Child Development, Cafeteria, Foundation [(Column 3 + CAC, line C5) times CAC, line E]		0.00	0.00	0.00		0.00
Other Funds ----	Indirect Cost Transfers to Other Funds (Net of Funds 01, 09, 62, Function 7210, Object 7350)				0.00		0.00
----	Total General Fund and Charter Schools Funds Expenditures	6,647,612.05	559,181.20	7,206,793.25	2,094,708.51	0.00	9,301,501.76

Unaudited Actuals
2025-26
General Fund and Charter Schools Funds
Program Cost Report
Schedule of Direct Charged Costs (DCC)

Coastline ROP JPA
Orange County

Goal	Type of Program	Instruction (Functions 1000- 1999)	Instructional Supervision and Administration (Functions 2100- 2200)	Library, Media, Technology and Other Instructional Resources (Functions 2420- 2495)	School Administration (Function 2700)	Pupil Support Services (Functions 3110- 3160 and 3900)	Pupil Transportation (Function 3600)	Ancillary Services (Functions 4000- 4999)	Community Services (Functions 5000- 5999)	General Administration (Functions 7000- 7999, except 7210)*	Plant Maintenance and Operations (Functions 8100- 8400)	Facilities Rents and Leases (Function 8700)	Total
Instructional Goals 0001	Pre-Kindergarten	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
1110	Regular Education, K-12	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
3800	Career Technical Education	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
4110	Regular Education, Adult	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
4630	Adult Career Technical Education	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
5000-5999	Special Education	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
6000	ROC/P	4,377,286.28	954,846.47	399,999.04	36,206.46	878,454.80	0.00	0.00			0.00	0.00	6,646,793.05
Other Goals													
7110	Nonagency - Educational	819.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	819.00
7150	Nonagency - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8500	Child Care and Development Services	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00
Total Direct Charged Costs		4,378,105.28	954,846.47	399,999.04	36,206.46	878,454.80	0.00	0.00	0.00	0.00	0.00	0.00	6,647,612.05

* Functions 7100-7199 for goals 8100 and 8500

	Goal	Type of Program	Allocated Support Costs (Based on factors input on Form PCRAF)			Total
			Full-Time Equivalents	Classroom Units	Pupils Transported	
Instructional Goals						
	0001	Pre-Kindergarten	0.00	0.00	0.00	0.00
	1110	Regular Education, K-12	0.00	0.00	0.00	0.00
	3800	Career Technical Education	0.00	0.00	0.00	0.00
	4110	Regular Education, Adult	0.00	0.00	0.00	0.00
	4630	Adult Career Technical Education	0.00	0.00	0.00	0.00
	5000-5999	Special Education (allocated to 5001)	0.00	0.00	0.00	0.00
	6000	ROC/P	286,022.23	273,158.97	0.00	559,181.20
Other Goals						
	7110	Nonagency - Educational	0.00	0.00	0.00	0.00
	7150	Nonagency - Other	0.00	0.00	0.00	0.00
	8500	Child Care and Development Svcs.	0.00	0.00	0.00	0.00
Other Funds						
	--	Adult Education (Fund 11)	0.00	0.00		0.00
	--	Child Development (Fund 12)	0.00	0.00	0.00	0.00
	--	Cafeteria (Funds 13 and 61)	0.00	0.00	0.00	0.00
Total Allocated Support Costs			286,022.23	273,158.97	0.00	559,181.20

A. Central Administration Costs in General Fund and Charter Schools Funds		
1	Board and Superintendent (Funds 01, 09, and 62, Functions 7100-7160, Goals 0000-6999 and 9000, Objects 1000-7999)	473,879.03
2	External Financial Audits (Funds 01, 09, and 62, Functions 7190-7191, Goals 0000-6999 and 9000, Objects 1000 - 7999)	10,807.50
3	Other General Administration (Funds 01, 09, and 62, Functions 7200-7600 except 7210, Goal 0000, Objects 1000-7999)	1,254,881.89
4	Centralized Data Processing (Funds 01, 09, and 62, Function 7700, Goal 0000, Objects 1000-7999)	355,140.09
5	Total Central Administration Costs in General Fund and Charter Schools Funds	2,094,708.51
B. Direct Charged and Allocated Costs in General Fund and Charter Schools Funds		
1	Total Direct Charged Costs (from Form PCR, Column 1, Total)	6,647,612.05
2	Total Allocated Costs (from Form PCR, Column 2, Total)	559,181.20
3	Total Direct Charged and Allocated Costs in General Fund and Charter Schools Funds	7,206,793.25
C. Direct Charged Costs in Other Funds		
1	Adult Education (Fund 11, Objects 1000-5999, except 5100)	0.00
2	Child Development (Fund 12, Objects 1000-5999, except 5100)	0.00
3	Cafeteria (Funds 13 & 61, Objects 1000-5999, except 5100)	0.00
4	Foundation (Funds 19 & 57, Objects 1000-5999, except 5100)(Not applicable to JPAs)	0.00
5	Total Direct Charged Costs in Other Funds	0.00
D. Total Direct Charged and Allocated Costs (B3 + C5)		7,206,793.25
E. Ratio of Central Administration Costs to Direct Charged and Allocated Costs (A5/D)		26.07%

Type of Activity	Food Services (Function 3700)	Enterprise (Function 6000)	Facilities Acquisition & Construction (Function 8500)	Other Outgo (Functions 9000- 9999)	Total
Food Services (Objects 1000-5999, 6400-6700)	0.00				0.00
Enterprise (Objects 1000-5999, 6400-6700)		0.00			0.00
Facilities Acquisition & Construction (Objects 1000-6700)			0.00		0.00
Other Outgo (Objects 1000 - 7999)				0.00	0.00
Total Other Costs	0.00	0.00	0.00	0.00	0.00

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Unaudited Actuals
Unaudited Actuals 2025-26
Technical Review Checks
Phase - All
Display - All Technical Checks

Coastline ROP JPA

Orange County

Following is a chart of the various types of technical review checks and related requirements:

F - Fatal (Data must be corrected; an explanation is not allowed)

W/WC - Warning/Warning with Calculation (If data are not correct, correct the data; if data are correct an explanation is required)

O - Informational (If data are not correct, correct the data; if data are correct an explanation is optional, but encouraged)

IMPORT CHECKS

BALANCE-FDxRS - (Fatal) - Adjusted Beginning Fund Balance plus Revenues minus Expenditures minus Assets minus Deferred Outflows of Resources plus Liabilities plus Deferred Inflows of Resources, must total zero by fund and resource. **Passed**

CHECKFUNCTION - (Fatal) - All FUNCTION codes must be valid. **Passed**

CHECKFUND - (Fatal) - All FUND codes must be valid. **Passed**

CHECKGOAL - (Fatal) - All GOAL codes must be valid. **Passed**

CHECKOBJECT - (Fatal) - All OBJECT codes must be valid. **Passed**

CHECKRESOURCE - (Warning) - All RESOURCE codes must be valid. **Passed**

CHK-FDXRS7690xOB8590 - (Fatal) - Funds 19, 57, 63, 66, 67, and 73 with Object 8590, All Other State Revenue, must be used in combination with Resource 7690, STRS-On Behalf Pension Contributions. **Passed**

CHK-FUNCTIONxOBJECT - (Fatal) - All FUNCTION and OBJECT account code combinations must be valid. **Passed**

CHK-FUNDxFUNCTION-A - (Warning) - All FUND (funds 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations should be valid. **Passed**

CHK-FUNDxFUNCTION-B - (Fatal) - All FUND (all funds except for 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations must be valid. **Passed**

CHK-FUNDxGOAL - (Warning) - All FUND and GOAL account code combinations should be valid. **Passed**

CHK-FUNDxOBJECT - (Fatal) - All FUND and OBJECT account code combinations must be valid. **Passed**

CHK-FUNDxRESOURCE - (Warning) - All FUND and RESOURCE account code combinations should be valid. **Passed**

CHK-GOALxFUNCTION-A - (Fatal) - Goal and Function account code combinations (all goals with expenditure objects 1000-7999 in functions 1000-1999 and 4000-5999) must be valid. NOTE: Functions not included in the GOALxFUNCTION table (0000, 2000-3999, 6000-6999, 7100-7199, 7210, 8000-8999) are not checked and will pass the TRC. **Passed**

CHK-GOALxFUNCTION-B - (Fatal) - General administration costs (functions 7200-7999, except 7210) must be direct-charged to an Undistributed, Nonagency, or County Services to Districts goal (Goal 0000, 7100-7199, or 8600-8699). **Passed**

CHK-RES6500XOBJ8091 - (Fatal) - There is no activity in Resource 6500 (Special Education) with Object 8091 (LCFF Transfers-Current Year) or 8099 (LCFF/Revenue Limit Transfers-Prior Years). **Passed**

CHK-RESOURCExOBJECTA - (Warning) - All RESOURCE and OBJECT (objects 8000 through 9999, except for 9791, 9793, and 9795) account code combinations should be valid. **Passed**

CHK-RESOURCExOBJECTB - (Informational) - All RESOURCE and OBJECT(objects 9791, 9793, and 9795) account code combinations should be valid. **Passed**

CHK-RS-LOCAL-DEFINED - (Fatal) - All locally defined resource codes must roll up to a CDE defined resource code. **Passed**

PY-EFB=CY-BFB - (Fatal) - Prior year ending fund balance (preloaded from last year's unaudited actuals submission) must equal current year beginning fund balance (Object 9791). **Passed**

PY-EFB=CY-BFB-RES - (Fatal) - Prior year ending balance (preloaded from last year's unaudited actuals submission) must equal current year beginning balance (Object 9791), by fund and resource. **Passed**

SPECIAL-ED-GOAL - (Fatal) - Special Education revenue and expenditure transactions (resources 3300-3405, and 6500-6540, objects 1000-8999) must be coded to a Special Education 5000 goal or to Goal 7110, Nonagency-Educational. This technical review check excludes Early Intervening Services resources 3307, 3309, 3312, and 3318. **Passed**

GENERAL LEDGER CHECKS

AR-AP-POSITIVE - (Fatal) - Accounts Receivable (Object 9200), Due from Other Funds (Object 9310), Accounts Payable (Object 9500), and Due to Other Funds (Object 9610) should have a positive balance by resource, by fund. **Passed**

CEFB-POSITIVE - (Fatal) - Components of Ending Fund Balance/Net Position (objects 9700-9789, 9796, and 9797) must be positive individually by resource, by fund. **Passed**

CEFB=FD-EQUITY - (Fatal) - Components of Ending Fund Balance/Net Position (objects 9710-9790, 9796, and 9797) must agree with Fund Equity (Assets [objects 9100-9489] plus Deferred Outflows of Resources [objects 9490-9499] minus Liabilities [objects 9500-9689] minus Deferred Inflows of Resources [objects 9690-9699]). **Passed**

CONTRIB-RESTR-REV - (Fatal) - Contributions from Restricted Revenues (Object 8990) must net to zero by fund. **Passed**

CONTRIB-UNREST-REV - (Fatal) - Contributions from Unrestricted Revenues (Object 8980) must net to zero by fund. **Passed**

DUE-FROM=DUE-TO - (Fatal) - Due from Other Funds (Object 9310) must equal Due to Other Funds (Object 9610). **Passed**

EFB-POSITIVE - (Warning) - All ending fund balances (Object 979Z) should be positive by resource, by fund. **Passed**

EXCESS-ASSIGN-REU - (Fatal) - Amounts reported in Other Assignments (Object 9780) and/or Reserve for Economic Uncertainties (REU) (Object 9789) should not create a negative amount in Unassigned/Unappropriated (Object 9790) by fund and resource (for all funds except funds 61 through 95). **Passed**

EXP-POSITIVE - (Warning) - Expenditure amounts (objects 1000-7999) should be positive by function, resource, and fund.	<u>Passed</u>
INTERFD-DIR-COST - (Fatal) - Transfers of Direct Costs - Interfund (Object 5750) must net to zero for all funds.	<u>Passed</u>
INTERFD-IN-OUT - (Fatal) - Interfund Transfers In (objects 8910-8929) must equal Interfund Transfers Out (objects 7610-7629).	<u>Passed</u>
INTERFD-INDIRECT - (Fatal) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero for all funds.	<u>Passed</u>
INTERFD-INDIRECT-FN - (Fatal) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero by function.	<u>Passed</u>
INTRA-FD-DIR-COST - (Fatal) - Transfers of Direct Costs (Object 5710) must net to zero by fund.	<u>Passed</u>
INTRA-FD-INDIRECT - (Fatal) - Transfers of Indirect Costs (Object 7310) must net to zero by fund.	<u>Passed</u>
INTRA-FD-INDIRECT-FN - (Fatal) - Transfers of Indirect Costs (Object 7310) must net to zero by function.	<u>Passed</u>
LOTTERY-CONTRIB - (Fatal) - There should be no contributions (objects 8980-8999) to the lottery (resources 1100 and 6300) or from the Lottery: Instructional Materials (Resource 6300).	<u>Passed</u>
NET-INV-CAP-ASSETS - (Warning) - If capital asset amounts are imported/keyed, objects 9400-9489, (Capital Assets) in funds 61-95, then an amount should be recorded for Object 9796 (Net Investment in Capital Assets) within the same fund.	<u>Passed</u>
OBJ-POSITIVE - (Warning) - All applicable objects should have a positive balance by resource, by fund.	<u>Passed</u>
PASS-THRU-REV=EXP - (Warning) - Pass-through revenues from all sources (objects 8287, 8587, and 8697) should equal transfers of pass-through revenues to other agencies (objects 7211 through 7213, plus 7299 for Resource 3327), by fund and resource.	<u>Passed</u>
REV-POSITIVE - (Warning) - Revenue amounts exclusive of contributions (objects 8000-8979) should be positive by resource, by fund.	<u>Passed</u>
RS-NET-POSITION-ZERO - (Fatal) - Restricted Net Position (Object 9797), in unrestricted resources, must be zero, by resource, in funds 61 through 95.	<u>Passed</u>
SE-PASS-THRU-REVENUE - (Warning) - Transfers of special education pass-through revenues are not reported in the general fund for the Administrative Unit of a Special Education Local Plan Area.	<u>Passed</u>
UNASSIGNED-NEGATIVE - (Fatal) - Unassigned/Unappropriated balance (Object 9790) must be zero or negative, by resource, in all funds except the general fund and funds 61 through 95.	<u>Passed</u>
UNR-NET-POSITION-NEG - (Fatal) - Unrestricted Net Position (Object 9790), in restricted resources, must be zero or negative, by resource, in funds 61 through 95.	<u>Passed</u>

SUPPLEMENTAL CHECKS

ASSET-ACCUM-DEPR-NEG - (Fatal) - In Form ASSET, accumulated depreciation and amortization for governmental and business-type activities must be zero or negative.	<u>Passed</u>
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ASSET-IMPORT - (Fatal) - If capital asset amounts are imported/keyed (Function 8500, Facilities Acquisition and Construction, or objects 6XXX, Capital Outlay; or objects 9400-9489, Capital Assets, in funds 61-67), then capital asset supplemental data (Form ASSET) must be provided. **Passed**

ASSET-PY-BAL - (Fatal) - If capital asset ending balances were included in the prior year unaudited actuals, the Schedule of Capital Assets (Form ASSET) must be provided. **Passed**

DEBT-ACTIVITY - (Informational) - If long-term debt exists, there should be activity entered in the Schedule of Long-Term Liabilities (Form DEBT) for each type of debt. **Passed**

DEBT-IMPORT - (Fatal) - If long-term debt amounts are imported/keyed, the long-term debt supplemental data (Form DEBT) must be provided. **Passed**

DEBT-POSITIVE - (Fatal) - In Form DEBT, long-term liability ending balances must be positive. **Passed**

DEBT-PY-BAL - (Fatal) - If long-term liability ending balances were included in the prior year unaudited actuals data, the Schedule of Long-Term Liabilities (Form DEBT) must be provided. **Passed**

IC-ADMIN-NOT-ZERO - (Informational) - Other General Administration costs (Part III, Line A1) in Form ICR should not be zero. **Passed**

IC-ADMIN-PLANT-SVCS - (Informational) - Percentage of plant services costs attributable to general administration should not be zero or exceed 25%. **Passed**

IC-BD-SUPT-NOT-ZERO - (Informational) - Board and Superintendent costs (Part III, Line B7) in Form ICR should not be zero. **Passed**

IC-BD-SUPT-VS-ADMIN - (Informational) - In Form ICR, the ratio of Board and Superintendent costs (Part III, Line B7) to Other General Administration costs (Part III, Line A1) should not be less than 5%. **Passed**

IC-EXCEEDS-LEA-RATE - (Informational) - The indirect cost rate used in one or more programs (Form ICR, Exhibit A - Rate Used) should not exceed the LEA's approved indirect cost rate. **Passed**

IC-PCT - (Informational) - The straight indirect cost percentage (i.e., WITHOUT the carry-forward adjustment) is less than 2% or exceeds 9%. LEAs, regardless of their size or type, with rates outside of these guidelines have usually incorrectly coded general administrative costs (e.g., fiscal services, personnel/human services, central support, and centralized data processing). Please review the Indirect Cost Rate Worksheet (Form ICR) paying special attention that costs coded to the indirect cost functions are consistent with the definitions in the California School Accounting Manual. Also, to help with your review, the Indirect Cost Rate Worksheet section of the SACS Software User Guide contains a list of common problem areas. If general administration costs are incorrectly coded, make the necessary data corrections; if costs are correct, please provide an explanation identifying the major contributing factors to the rate. **Exception**

Straight indirect cost percentage before carry-forward adjustment (Form ICR, Part III, Line C is	\$22.15 %
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IC-POSITIVE - (Informational) - The indirect cost rate after the carry-forward adjustment (Form ICR, Part III, Line D) should be positive. **Passed**

ICRATE-REQST-PRVDED - (Fatal) - JPAs must indicate in the Unaudited Actual Certification (Form CA) whether or not they are requesting a state approved indirect cost rate. **Passed**

PCR-ALLOC-NO-DIRECT - (Warning) - In forms PCR/PCRAF, costs should normally only be allocated to goals that have direct costs. **Passed**

PCR-GF-EXPENDITURES - (Fatal) - Total Costs by Program in Form PCR, Column 6 should agree with total expenditures (objects 1000-7999) in funds 01, 09, and 62. **Passed**

PCRAF-UNDISTRIBUTED - (Fatal) - Allocation factors must be entered in Form PCRAF for support functions with costs in undistributed goals (goals 0000 and 9000). **Passed**

EXPORT VALIDATION CHECKS

CHK-DEPENDENCY - (Fatal) - If data has changed that affect other forms, the affected forms must be opened and saved. **Passed**

CHK-UNBALANCED-A - (Warning) - Unbalanced and/or incomplete data in any of the forms should be corrected before an official export is completed. **Passed**

CHK-UNBALANCED-B - (Fatal) - Unbalanced and/or incomplete data in any of the forms must be corrected before an official export is completed. **Passed**

FORM01-PROVIDE - (Warning) - Form 01 (Form 01I) must be opened and saved. **Passed**

UNAUDIT-CERT-PROVIDE - (Fatal) - Unaudited Actual Certification (Form CA) must be provided. **Passed**

VERSION-CHECK - (Warning) - All versions are current. **Passed**

Unaudited Actuals
Budget 2026-27
Technical Review Checks
Phase - All
Display - All Technical Checks

Coastline ROP JPA

Orange County

Following is a chart of the various types of technical review checks and related requirements:

F - Fatal (Data must be corrected; an explanation is not allowed)

W/WC - Warning/Warning with Calculation (If data are not correct, correct the data; if data are correct an explanation is required)

O - Informational (If data are not correct, correct the data; if data are correct an explanation is optional, but encouraged)

IMPORT CHECKS

CHECKFUNCTION - (**Fatal**) - All FUNCTION codes must be valid. **Passed**

CHECKFUND - (**Fatal**) - All FUND codes must be valid. **Passed**

CHECKGOAL - (**Fatal**) - All GOAL codes must be valid. **Passed**

CHECKOBJECT - (**Fatal**) - All OBJECT codes must be valid. **Passed**

CHECKRESOURCE - (**Warning**) - All RESOURCE codes must be valid. **Passed**

CHK-FDXRS7690xOB8590 - (**Fatal**) - Funds 19, 57, 63, 66, 67, and 73 with Object 8590, All Other State Revenue, must be used in combination with Resource 7690, STRS-On Behalf Pension Contributions. **Passed**

CHK-FUNCTIONxOBJECT - (**Fatal**) - All FUNCTION and OBJECT account code combinations must be valid. **Passed**

CHK-FUNDxFUNCTION-A - (**Warning**) - All FUND (funds 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations should be valid. **Passed**

CHK-FUNDxFUNCTION-B - (**Fatal**) - All FUND (all funds except for 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations must be valid. **Passed**

CHK-FUNDxGOAL - (**Warning**) - All FUND and GOAL account code combinations should be valid. **Passed**

CHK-FUNDxOBJECT - (**Fatal**) - All FUND and OBJECT account code combinations must be valid. **Passed**

CHK-FUNDxRESOURCE - (**Warning**) - All FUND and RESOURCE account code combinations should be valid. **Passed**

CHK-GOALxFUNCTION-A - (**Fatal**) - Goal and Function account code combinations (all goals with expenditure objects 1000-7999 in functions 1000-1999 and 4000-5999) must be valid. NOTE: Functions not included in the GOALxFUNCTION table (0000, 2000-3999, 6000-6999, 7100-7199, 7210, 8000-8999) are not checked and will pass the TRC. **Passed**

CHK-GOALxFUNCTION-B - (**Fatal**) - General administration costs (functions 7200-7999, except 7210) must be direct-charged to an Undistributed, Nonagency, or County Services to Districts goal (Goal 0000, 7100-7199, or 8600-8699). **Passed**

CHK-RES6500XOBJ8091 - (Fatal) - There is no activity in Resource 6500 (Special Education) with Object 8091 (LCFF Transfers-Current Year) or 8099 (LCFF/Revenue Limit Transfers-Prior Years). **Passed**

CHK-RESOURCExOBJECTA - (Warning) - All RESOURCE and OBJECT (objects 8000 through 9999, except for 9791, 9793, and 9795) account code combinations should be valid. **Passed**

CHK-RESOURCExOBJECTB - (Informational) - All RESOURCE and OBJECT(objects 9791, 9793, and 9795) account code combinations should be valid. **Passed**

CHK-RS-LOCAL-DEFINED - (Fatal) - All locally defined resource codes must roll up to a CDE defined resource code. **Passed**

SPECIAL-ED-GOAL - (Fatal) - Special Education revenue and expenditure transactions (resources 3300-3405, and 6500-6540, objects 1000-8999) must be coded to a Special Education 5000 goal or to Goal 7110, Nonagency-Educational. This technical review check excludes Early Intervening Services resources 3307, 3309, 3312, and 3318. **Passed**

GENERAL LEDGER CHECKS

CEFB-POSITIVE - (Fatal) - Components of Ending Fund Balance/Net Position (objects 9700-9789, 9796, and 9797) must be positive individually by resource, by fund. **Passed**

CONTRIB-RESTR-REV - (Fatal) - Contributions from Restricted Revenues (Object 8990) must net to zero by fund. **Passed**

CONTRIB-UNREST-REV - (Fatal) - Contributions from Unrestricted Revenues (Object 8980) must net to zero by fund. **Passed**

EFB-POSITIVE - (Warning) - All ending fund balances (Object 979Z) should be positive by resource, by fund. **Passed**

EXCESS-ASSIGN-REU - (Fatal) - Amounts reported in Other Assignments (Object 9780) and/or Reserve for Economic Uncertainties (REU) (Object 9789) should not create a negative amount in Unassigned/Unappropriated (Object 9790) by fund and resource (for all funds except funds 61 through 95). **Passed**

EXP-POSITIVE - (Warning) - Expenditure amounts (objects 1000-7999) should be positive by function, resource, and fund. **Passed**

INTERFD-DIR-COST - (Fatal) - Transfers of Direct Costs - Interfund (Object 5750) must net to zero for all funds. **Passed**

INTERFD-IN-OUT - (Fatal) - Interfund Transfers In (objects 8910-8929) must equal Interfund Transfers Out (objects 7610-7629). **Passed**

INTERFD-INDIRECT - (Fatal) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero for all funds. **Passed**

INTERFD-INDIRECT-FN - (Fatal) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero by function. **Passed**

INTRA-FD-DIR-COST - (Fatal) - Transfers of Direct Costs (Object 5710) must net to zero by fund. **Passed**

INTRA-FD-INDIRECT - (Fatal) - Transfers of Indirect Costs (Object 7310) must net to zero by fund. **Passed**

INTRA-FD-INDIRECT-FN - (Fatal) - Transfers of Indirect Costs (Object 7310) must net to zero by function. **Passed**

LOTTERY-CONTRIB - (Fatal) - There should be no contributions (objects 8980-8999) to the lottery (resources 1100 and 6300) or from the Lottery: Instructional Materials (Resource 6300). **Passed**

OBJ-POSITIVE - (Warning) - All applicable objects should have a positive balance by resource, by fund. **Passed**

PASS-THRU-REV=EXP - (Warning) - Pass-through revenues from all sources (objects 8287, 8587, and 8697) should equal transfers of pass-through revenues to other agencies (objects 7211 through 7213, plus 7299 for Resource 3327), by fund and resource. **Passed**

REV-POSITIVE - (Warning) - Revenue amounts exclusive of contributions (objects 8000-8979) should be positive by resource, by fund. **Passed**

RS-NET-POSITION-ZERO - (Fatal) - Restricted Net Position (Object 9797), in unrestricted resources, must be zero, by resource, in funds 61 through 95. **Passed**

SE-PASS-THRU-REVENUE - (Warning) - Transfers of special education pass-through revenues are not reported in the general fund for the Administrative Unit of a Special Education Local Plan Area. **Passed**

UNASSIGNED-NEGATIVE - (Fatal) - Unassigned/Unappropriated balance (Object 9790) must be zero or negative, by resource, in all funds except the general fund and funds 61 through 95. **Passed**

UNR-NET-POSITION-NEG - (Fatal) - Unrestricted Net Position (Object 9790), in restricted resources, must be zero or negative, by resource, in funds 61 through 95. **Passed**

EXPORT VALIDATION CHECKS

CHK-DEPENDENCY - (Fatal) - If data has changed that affect other forms, the affected forms must be opened and saved. **Passed**

CHK-UNBALANCED-A - (Warning) - Unbalanced and/or incomplete data in any of the forms should be corrected before an official export is completed. **Passed**

CHK-UNBALANCED-B - (Fatal) - Unbalanced and/or incomplete data in any of the forms must be corrected before an official export is completed. **Passed**

VERSION-CHECK - (Warning) - All versions are current. **Passed**

TO: Board of Trustees

FROM: Brenda Savedra

DATE: September 10, 2026

SUBJECT: Quarterly Report of Investment Performance

Coastline ROP maintains two Section 115 Trust accounts to help fund long-term liabilities: an Other Post-Employment Benefits (OPEB) Trust and a Pension Trust.

The Board of Trustees authorized the establishment of the OPEB Trust in May 2021, with the first deposit of approximately \$25,846 made in June 2021. Additional deposits of approximately \$10,000 were made in September 2021, July 2022, and August 2023. In January 2025, the Board of Trustees approved an additional investment of \$188,946 to fully fund the OPEB Trust.

The Board also authorized the establishment of a Pension Trust with an initial investment of \$500,000. At the February 12, 2026, Board meeting, an additional investment of \$100,000 was approved, bringing the ROP's total contributions to the Pension Trust to \$600,000.

The three-month investment performance for the OPEB Trust was 8.09%, compared to the previous three-month performance of -0.60%. Short-term fluctuations are expected as part of the Trust's long-term investment strategy. As of June 30, 2026, the balance in the OPEB Trust was approximately \$308,925, representing an increase of approximately \$22,743 from the previous reporting period.

The three-month investment performance for the Pension Trust was 8.09%, compared to the previous three-month performance of -0.45%. As of June 30, 2026, the balance in the Pension Trust was approximately \$717,707, representing an increase of approximately \$52,859 from the previous reporting period.

Coastline ROP is currently utilizing a Balanced Index Strategy for the OPEB Trust, which targets moderate income and moderate capital growth. The ROP's long-term investment objective remains an annual return of approximately 6%–8% over a five-year period or longer.

At the February 12, 2026, Board meeting, the Board authorized 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 due to continued market volatility. Based on the investment performance experienced during the last two quarters, including the positive performance during the current quarter, maintaining the existing allocation has remained consistent with the Trust's long-term investment objectives while allowing staff to continue evaluating market conditions

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 the Section 115 Trust accounts at the Board meeting.

Enclosure

TO: Board of Trustees

FROM: Dr. Krista Schweers-Ganga

DATE: September 10, 2026

SUBJECT: Learning Genie Curriculum Platform for the 2026–27 School Year

Background and Rationale

Coastline ROP is proposing the purchase of Learning Genie's Curriculum Genie platform to support teachers with curriculum planning and development during the 2026–27 school year. Curriculum Genie is an AI-supported curriculum tool designed to assist educators in developing and adapting units, creating cross-disciplinary learning experiences, incorporating learner profiles and educational frameworks, and customizing content to meet local program and student needs. The purchase will provide access for 45 Coastline ROP teachers from September 1, 2026, through August 31, 2027, and includes technical assistance, professional learning, implementation support, and ongoing updates.

The Learning Genie platform has been specifically keyed to California's CTE standards and framework. As Coastline ROP instructors primarily come from industry, we believe that Learning Genie will be an important tool in assisting their efforts to develop their curriculum and also ensure it meets California and Coastline ROP's standards.

Financial Implications

The total cost is \$10,080, which includes \$9,000 for 45 teacher licenses and \$1,080 for annual maintenance and technical assistance. The purchase will be funded through the Career Technical Education Incentive Grant (CTEIG).

Recommendation

It is respectfully recommended that the Board of Trustees approve the purchase of Learning Genie's Curriculum Genie platform for the 2026–27 school year in the amount of \$10,080.



Proposal for Coastline ROP

Created by:

Learning Genie

Dr. Lala Zhang

contract@learning-genie.com

Learning Genie Inc

Prepared for:

James Piccola

Coastline ROP

jpicola@coastlinerop.org

Transforming Curriculum Planning with Agentic AI

Learning Genie is a leading data-focused Preschool and Kindergarten Curriculum, Assessment, and Family Engagement Platform



NEW

Curriculum Genie is an agentic AI that manages multiple school district priorities simultaneously across the entire curriculum planning process. It is widely used to design and adapt units into **cross-disciplinary** learning experiences, integrate **learner profiles** or **Portrait of a Graduate** frameworks, and localize content to reflect the unique culture and needs of each community. At its core, the tool is built to maximize student engagement and actively involve learners in the co-design of their educational journey.

The Johns Hopkins study found:

- **Positive impacts** on *language and literacy, math, and social-emotional development*
- Teachers overwhelmingly reported Curriculum Genie improved **lesson planning efficiency, assessments, and student engagement**

Evidence of benefits for **students with IEPs and 504 Plans** in math, while highlighting the need for continued longitudinal research



Our Commitment to Responsible AI

Our platform is designed to support lesson planning and student learning while maintaining strict data privacy protocols. To ensure student privacy, we implement the following practices:

1. **No Use of Personal Information:** When interacting with AI, we never include real student information. Instead, we use placeholders (e.g., "Child 01") to ensure that no personal or identifiable data is sent to the AI.
2. **Pseudonymization:** All student-related data is anonymized or pseudonymized before being processed by the AI, ensuring that no personal information is included in the input.
3. **Data Security:** All processed data is handled with strict security measures to ensure compliance with applicable data protection laws.

We also want to share some additional details about our AI practices to show our commitment to responsible use and ensure the quality of our AI-powered features:

1. **Proactive AI Output Evaluation and Alerts:** We regularly evaluate AI outputs to maintain quality and have set up alert thresholds for key performance indicators. Triggered alerts prompt immediate intervention to analyze and address issues, ensuring AI assistance reliability.
2. **Hallucination Monitoring and Mitigation:** We actively monitor our AI services for hallucination rates (incorrect or misleading responses). To mitigate hallucinations and improve accuracy, we employ various techniques and strategies, such as verification processes and retry mechanisms. We are continuously working to refine these approaches and reduce hallucinations to ensure the reliability of our AI features.
3. **Algorithmic Bias Mitigation:** We are committed to ensuring fairness in our AI algorithms and regularly conduct bias audits. If necessary, we implement measures to mitigate bias. An abstract of our algorithmic bias audit findings is available to the LEA upon request. We affirm that all AI feature usage complies with CA-NDPA Exhibit G, prioritizing student data privacy and responsible AI practices

Proven Efficacy (ESSA Tier 3)

Our platform's effectiveness is validated by "**ESSA Tier 3 Promising Evidence**". This designation was confirmed by a quasi-experimental study of over 400 students conducted by the Johns Hopkins University, Center for Research and Reform in Education. The study found positive impacts on language and literacy, math, and social-emotional development. Furthermore, teachers overwhelmingly reported that the tool improved lesson planning

efficiency, assessments, and student engagement. The research also showed specific evidence of benefits for students with IEPs and 504 Plans in math.

* [Instructional Design Review](#)

* [Case Study](#)

Certifications and Collaborative Research



- Demonstrating commitment to high standards in inclusivity, digital learning excellence, data privacy, AI safety, and interoperability through trusted certifications.
- Our platform fully complies with FERPA and state privacy laws, operating efficiently without collecting personally identifiable data. Designed specifically for schools and districts, we provide robust data protection tailored to your needs.
- With trusted certifications and advanced technology, we ensure privacy and quality go hand in hand, giving you confidence in every step.



★ Tech & Learning Best of Show Award at ISTE Live!

We're proud to be recognized for helping shape the future of education. With our AI-powered platform, PreK–12 educators and students are co-creating inclusive, standards-aligned, and future-ready curriculum in ways that were never before possible.

This award honors our commitment to empowering student voice, elevating educator impact, and reimagining the learning experience—one classroom at a time.



Customer Order Summary



Please see details on the following pages.

List of Items		Subtotal
Learning Genie Software Subscription Total		\$10,080.00
(Please see breakdowns in the following pages)		
Learning Genie PD Modules and Training Subscription Total		\$0
(Please see breakdowns in the following pages)		
Total		\$10,080.00



Customer Order - Software Subscription

Service Start Date09-01-2026

Service End Date08-31-2027

Year 1 (2026-2027)	Unit Price	Teacher License	Subtotal
2026 Pricing: K12 Curriculum Agent	\$200.00	45	\$9,000.00
2026 Pricing: Onboarding, Maintenance & Technical Assistance Fee (12%)	\$1,080.00	1	\$1,080.00
			\$10,080.00



Payment terms & instructions

Payment is expected within 60 days from the contract's initiation or upon request. Exclusive discounts are applicable only during this contract term. For any billing inquiries, kindly direct your communication to contract@learning-genie.com.

Payment Option

- ☐ Full Payment Upfront on Multi-Year Contracts
- ☐ Annual Payment Plan, Splitting Costs Equally Between Software and PD Training Subscriptions Each Year.

The annual invoice is automatically generated within the School Fiscal Year (July 1st to June 30) and continues until the contract concludes. If you provide a cancellation notice ninety (90) days before the upcoming renewal date, no charges will be applied for the subsequent renewal date and thereafter.

Should your account's child count increase by more than 20 active children, additional fees will be incurred. An extra invoice will be issued for the additional slots or any add-on product/service throughout the school year.

Pay by Check

Company	Learning Genie Inc
Address	5962 La Place Ct Suite 270, Carlsbad, CA 92008

Pay by ACH or Direct Deposit

Bank Name	JPMorgan Chase Bank, N.A.
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Account #	██████████
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Routing #	██████████
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This routing number can only be used for direct deposits and ACH transactions. For **wire transfers**, please use routing number ~~021000021~~.

Pay by Credit Card

Contact Canela	Email canela.h@learning-genie.com or call 858-477-8282
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Sign here to subscribe

OR "FORWARD" THIS DOCUMENT
TO A LEGAL SIGNATORY

I affirm that I am duly authorized to enter into this contract. Having perused this Proposal, I hereby confirm my comprehension and acceptance of [Learning Genie's Master Service Agreement](#), including the privacy policy and terms of use.

Learning Genie Inc

Accepted By Agency Coastline ROP



08 / 13 / 2026

Learning Genie

Accepted By Legal Department Signatory
(if applicable)

INVOICE

Learning Genie Inc.
5962 La Place Ct Ste 270
Carlsbad, CA 92008

contract@learning-genie.com
+1 (858) 477 8282
www.learning-genie.com



Bill to

James Piccola
Coastline ROP
1001 Presidio Square
Costa Mesa, CA 92626 US

Invoice details

Invoice no.: INV 5004
Terms: Net 60
Invoice date: 08/13/2026
Due date: 10/12/2026

Prepared by: Lissel Padilla
Account Executive: Lala Zhang
Service End Date: 08/31/2027

#	Date	Product or service	Description	Qty	Rate	Amount
1.	09/01/2026	K12 Curriculum Agent per teacher	Curriculum Genie is an agentic AI that manages multiple school district priorities simultaneously across the entire curriculum planning process. It is widely used to design and adapt units into cross-disciplinary learning experiences, integrate learner profiles or Portrait of a Graduate frameworks, and localize content to reflect the unique culture and needs of each community. At its core, the tool is built to maximize student engagement and actively involve learners in the co-design of their educational journey. Cost per teacher.	45	\$200.00	\$9,000.00
2.	09/01/2026	Maintenance & Technical Assistance Fee (12%)	12% Maintenance & Technical Assistance Fee to ensure agency successful implementation of Learning Genie program each school year with technical assistance, live webinar of best practices and support, Q&A, check in and review sessions, ongoing maintenance, and new update support.	1	\$1,080.00	\$1,080.00

Total

\$10,080.00

Ways to pay



Note to customer

We appreciate your business and are looking forward to supporting your success. Please make payment in one of the following forms:

1. ACH payment or direct deposit:

Account number: [REDACTED]

Routing number: [REDACTED]

This routing number can only be used for direct deposits and ACH transactions.

For wire transfers,

please use routing number [REDACTED]

Bank: JPMorgan Chase Bank, N.A.

2. Check payment.

Make check payable to "Learning Genie Inc."

Address: 5962 La Place Ct, Suite 270, Carlsbad, CA 92008

3. If you would like to pay by credit card, please email contract@learninggenie.com to request an online payment link.
Thank you!

[View and pay](#)

TO: Board of Trustees

FROM: Brian Dozer

DATE: September 3, 2026

SUBJECT: Board Policy Updates

Background and Rationale

CSBA provided nearly a dozen new board policy updates in mid-August, of which six apply to Coastline ROP. Our analysis is that none of the changes is substantive. The policies revised are:

Board Policy 0410 Nondiscrimination in ROP Programs and Activities
Board Policy 1312.3 Uniform Complaint Procedures
Board Policy 5020 Parent Rights and Responsibilities
Board Policy 5125 Student Records
Board Policy 5131.8 Mobile Communications Devices
Board Policy 5145.3 Nondiscrimination/Harassment

Financial Implications

There are no expected financial implications from the board policy updates.

Recommendation

It is respectfully recommended that the Board of Trustees provide global approval of these updates to the board policy manual.

Policy 0410: Nondiscrimination In District Programs And Activities

Status: DRAFT

Original Adopted Date: 02/01/2014 | Last Revised Date: Pending | Last Reviewed Date: 05/21/2026

The Board of Trustees is committed to equal opportunity for all individuals in ROP programs and activities.~~education.~~

This policy shall apply to all acts related to a ROP activity or school attendance occurring with a school under the ROP's jurisdiction and to all acts of the Board and Superintendent in enacting policies and procedures that govern the ROP. (Education Code 234.1)

Coastline ROP~~CRY-ROP~~ programs and activities shall be free from unlawful discrimination against an individual or group based on one, or a combination of two or more, protected characteristics, which include, but may not be limited to, race or ethnicity; ancestry; color; ethnic group identification; nationality; national origin; immigration status; sex; sexual orientation; sex stereotypes; gender; gender identity; gender expression; religion; religious creed; age; disability; medical condition; genetic information; pregnancy, false pregnancy, childbirth, termination of pregnancy, or related conditions or recovery; reproductive health decision-making; breastfeeding or related medical conditions; parental, marital, and family status; and veteran or military status; a perception of one or more, or any combination, of such characteristics; or association with a person or group with one or more, or any combination, of these actual or perceived characteristics.~~based on gender, sex, race, color, religion, ancestry, national origin, ethnic group identification, marital or parental status, physical or mental disability, sexual orientation or the perception of one or more of such characteristics.~~ The Board shall promote programs which ensure that discriminatory practices are eliminated in all Coastline ROP activities.

All individuals shall be treated equitably in the receipt of ROP services. Personally identifiable information collected in the implementation of any ROP program, including, but not limited to, student and family information for transportation or any other educational program, shall be used only for the purposes of the program, except when the Superintendent or designee authorizes its use for another purpose in accordance with law. Resources and data collected by the ROP shall not be used, directly or by others, to compile a list, registry, or database of individuals based on any of the categories identified above. The immigration or citizenship status of a student, a student's family member, or ROP staff may only be collected and disclosed in accordance with Board Policy/Administrative Regulation 1445 - Response to Immigration Enforcement.

District programs and activities shall be free of any discriminatory use, selection, or rejection of textbooks, instructional materials, library books, or similar educational resources. The use of any textbook, instructional material, supplemental instructional material, or other curriculum for classroom instruction, or any book or other resource in a school library shall not be rejected or prohibited by the Board or district on the basis that it includes a study of the role and contributions of any individual or group consistent with the requirements of Education Code 51204.5 and 60040, unless such study would violate Education Code 51501 or 60044. (Education Code 243)

Coastline ROP programs and facilities, viewed in their entirety, shall be in compliance with the 16.1

Americans with Disabilities Act.

Additionally, the use of any textbook, instructional material, supplemental instructional material, staff development material, or other curriculum for classroom instruction, or any book or other resource in a school library shall not be adopted by the Board or ROP if the use would subject a student to unlawful discrimination as specified in Education Code 220. (Education Code 244)

The ROP shall not sponsor any activity, and a teacher shall not provide instruction, that promotes a discriminatory bias on the basis of race or ethnicity, gender, religion, disability, nationality, sexual orientation, or any other characteristic listed in Education Code 220. Instructional materials and teacher instruction shall be factually accurate, align with adopted curriculum and standards, as specified in Board Policy and Administrative Regulation 6161.1 – Selection and Evaluation of Instructional Materials, and be consistent with accepted standards of professional responsibility, as specified in Board Policy 4119.21/4219.21/4319.21 and accompanying exhibits, rather than advocacy, personal opinion, bias, or partisanship. (Education Code 51500, 51501)

Additionally, the Board shall not adopt the use of any staff development materials or services that promote, endorse, or otherwise support actions or the use of any textbook, instructional material, supplemental instructional material, or curriculum which would subject a student to unlawful discrimination pursuant to Education Code 220. (Education Code 244)

The Superintendent or designee shall ensure that Coastline ROP provides auxiliary aids and services when necessary to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a service, program, or activity. These aids and services may include, but are not limited to, qualified interpreters or readers, assistive listening devices, assistive technologies or other modifications to increase accessibility to ROP websites, note-takers, written materials, taped text, and Braille or large-print materials.

Notices

Individuals with disabilities shall notify the Superintendent or designee if they have a disability that requires special assistance or services. Reasonable notification should be given prior to the school-sponsored function, program, or meeting.

The Superintendent or designee shall notify students, parents/guardians, employees, employee organizations and applicants for admission and employment, and sources of referral for applicants about the ROP's policy on nondiscrimination. Such notification shall be included in each announcement, bulletin, catalog, application form, or other recruitment materials distributed to these groups. (34 CFR 104.8, 106.9)

As appropriate, such notification shall be posted in ROP offices, including staff lounges, and other prominent locations and shall be posted on the ROP's website and, when available, ROP-supported social media.

Complaints

The Superintendent or designee shall also provide information about related complaint procedures. All complaints alleging unlawful discrimination in Coastline ROP programs and activities shall be investigated and resolved in accordance with Board Policy and Administrative Regulation 1312.3 - Uniform Complaint Procedures, for students, and Administrative Regulation 4030 -

Nondiscrimination in Employment, for employees.

In compliance with law, the ROP's nondiscrimination policy shall be published in the individual's primary language to the extent practicable.

The individual identified in Administrative Regulation 1312.3 - Uniform Complaint Procedures as the employee responsible for coordinating the ROP's response to complaints and for complying with state and federal civil rights laws is hereby designated as the ROP's ADA coordinator. The compliance officer shall receive and address requests for accommodation submitted by individuals with disabilities, and shall investigate and resolve complaints regarding their access to ROP programs, services, activities, or facilities.

Director, Educational Services
1001 Presidio Square, Costa Mesa, CA 92626
714-979-1955
info@coastlinerop.org(email)

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
5 CCR 4600-4670	Uniform complaint procedures
5 CCR 4900-4965	Nondiscrimination in elementary and secondary educational programs receiving state or federal financial assistance
Ed. Code 200-280	Educational equity; prohibition of discrimination
Ed. Code 33315	Uniform complaint procedures
Ed. Code 33800-33804	California Office of Civil Rights
Ed. Code 48980	Parent/Guardian notifications
Ed. Code 48985	Notices to parents/guardians in language other than English
Ed. Code 51007	Legislative intent: state policy
Ed. Code 51204.5	Social sciences instruction; contributions of specified groups
Ed. Code 51500-51501	Prejudices; nondiscriminatory subject matter
Ed. Code 60010	Instructional materials; definition

Ed. Code 60040-60052	Requirements for instructional materials
Ed. Code 60150-60152	Corrective actions and fiscal penalty for violation of Education Code 244
Gov. Code 11000	State agency; definition
Gov. Code 11135	Prohibition of discrimination
Gov. Code 12900-12996	Fair Employment and Housing Act
Gov. Code 53080	Prohibition of discrimination on basis of sex or gender; community youth athletics programs
Gov. Code 54953	Meetings; Americans with Disabilities Act accessibility
Gov. Code 54953.2	Brown Act compliance with Americans with Disabilities Act
Gov. Code 54953.8	Meetings; Americans with Disabilities Act accessibility
Gov. Code 8310.3	California Religious Freedom Act
Pen. Code 422.55	Definition of hate crime
Pen. Code 422.6	Crimes; harassment
Federal	Description
20 USC 1400-1482	Individuals with Disabilities Education Act
20 USC 1681-1688	Title IX of the Education Amendments of 1972; discrimination based on sex
20 USC 2301-2414	Strengthening Career and Technical Education for the 21st Century Act
20 USC 6311	State plan
20 USC 6312	Local educational agency plan
28 CFR 35.101-35.190	Americans with Disabilities Act
28 CFR 35.200-35.205	Web and mobile accessibility
28 CFR 36.303	Nondiscrimination on the basis of disability; public accommodations, auxiliary aids, and services
29 USC 621	Age discrimination in employment
29 USC 794	Rehabilitation Act of 1973; Section 504
34 CFR 100.1-100.13	Nondiscrimination in federal programs; effectuating Title VI
34 CFR 104.1-104.39	Section 504 of the Rehabilitation Act of 1973

34 CFR 106.1-106.82	Discrimination on the basis of sex; effectuating Title IX
42 USC 12101-12213	Americans with Disabilities Act
42 USC 2000d-2000d-7	Title VI, Civil Rights Act of 1964
42 USC 2000e-2000e-17	Title VII, Civil Rights Act of 1964, as amended
Management Resources	Description
CA Civil Rights Department Publication	California Law Prohibits Workplace Discrimination and Harassment, January 2025
CA Department of Health Care Services Publication	Policy and Procedures Letter No. 21-017R, December 2021
CA Department of Health Care Services Publication	Policy and Procedures Letter No. 23-004, February 2023
CA Office of the Attorney General Publication	Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's TK-12 Schools in Responding to Requests for Access and Information for Immigration Enforcement Purposes, December 2025
CA Office of the Attorney General Publication	Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books, January 2024
Court Decision	Kennedy v. Bremerton (2022) 597 U.S. 507
Court Decision	Burlington Northern and Santa Fe Ry. Co. v. White (2006) 548 U.S. 53
Court Decision	Tennessee v. Cardona (2024) 737 F.Supp.3d 510
Court Decision	Students for Fair Admissions v. Harvard (2024) 600 U.S. 181
Court Decision	Olmstead v. L.C. ex rel. Zimring (1999) 527 U.S. 581
Court Decision	McDonnell Douglas Corp v. Green (1973) 411 U.S. 792
Court Decision	John T. D. v. River Delta Joint Unified School District (2021) WL 5176356
CSBA Publication	Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities, Governance Brief, February 2024
CSBA Publication	State Roles, Responsibilities, and Process for Instructional Materials Adoption, February 2024
CSBA Publication	Instructional Materials Adoption: Local governing board responsibilities, Fact Sheet, February 2024

Federal Register	<u>Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, May 19, 2020, Vol. 85, No. 97, pages 30026-30579</u>
U.S. Department of Education Publication	<u>Guidance on Constitutionally Protected Prayer and Religious Expression in Public Elementary and Secondary Schools, February 2026</u>
U.S. DOE, Office for Civil Rights Publication	<u>Dear Colleague Letter: Enforcement of Title IX under the provisions of the 2020 Title IX Rule, February 4, 2025</u>
U.S. DOE, Office for Civil Rights Publication	<u>Dear Colleague Letter: Protecting Students from Discrimination, such as Harassment, Based on Race, Color, or National Origin, Including Shared Ancestry or Ethnic Characteristics, May 2024</u>
U.S. DOE, Office for Civil Rights Publication	<u>Dear Colleague Letter: Discrimination, Including Harassment, Based on Shared Ancestry or Ethnic Characteristics, November 2023</u>
U.S. DOE, Office for Civil Rights Publication	<u>Dear Colleague Letter: Frequently Asked Questions About the June 29, 2010, Dear Colleague Letter, May 26, 2011</u>
U.S. DOE, Office for Civil Rights Publication	<u>Dear Colleague Letter: Electronic Book Readers, June 29, 2010</u>
U.S. DOE, Office for Civil Rights Publication	<u>Nondiscrimination in Employment Practices in Education, August 1991</u>
U.S. DOJ, Civil Rights Division Publication	<u>Fact Sheet: New Rule on the Accessibility of Web Content and Mobile Apps Provided by State and Local Governments, April 2024</u>
U.S. DOJ, Civil Rights Division Publication	<u>Guidance on Web Accessibility and the ADA, March 2022</u>
U.S. DOJ, Civil Rights Division Publication	<u>Accessibility of State and Local Government Websites to People with Disabilities, February 2020</u>
U.S. DOJ, Civil Rights Division Publication	<u>2010 ADA Standards for Accessible Design, September 2010</u>
Website	<u>World Wide Web Consortium, Web Content Accessibility Guidelines</u>
Website	<u>CSBA District and County Office of Education Legal Services</u>
Website	<u>California Office of the Attorney General</u>

Website	Pacific ADA Center
Website	U.S. Department of Justice, Civil Rights Division, Disability Rights Section
Website	California Safe Schools Coalition
Website	CSBA
Website	California Department of Education
Website	California Civil Rights Department
Website	U.S. Department of Education, Office for Civil Rights
Website	U.S. Equal Employment Opportunity Commission
Website	California Department of Health Care Services

Cross References

Code	Description
0100	Philosophy
0415	Equity
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
1100	Communication With The Public
1113	District And School Websites
1113	District And School Websites
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1240	Volunteer Assistance
1240	Volunteer Assistance
1260	Educational Foundation
1312.2	Complaints Concerning Instructional Materials
1312.2-E(1)	Complaints Concerning Instructional Materials
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.4	Williams Uniform Complaint Procedures

1312.4-E(1)	<u>Williams Uniform Complaint Procedures</u>
1312.4-E(2)	<u>Williams Uniform Complaint Procedures</u>
1330	<u>Use Of School Facilities</u>
1330	<u>Use Of School Facilities</u>
1445	<u>Response To Immigration Enforcement</u>
1445	<u>Response To Immigration Enforcement</u>
3260	<u>Fees And Charges</u>
3260	<u>Fees And Charges</u>
3270	<u>Sale And Disposal Of Books, Equipment And Supplies</u>
3270	<u>Sale And Disposal Of Books, Equipment And Supplies</u>
3270	<u>Sale And Disposal Of Books, Equipment And Supplies</u>
3311	<u>Bids</u>
3311	<u>Bids</u>
3530	<u>Risk Management/Insurance</u>
3530	<u>Risk Management/Insurance</u>
3600	<u>Consultants</u>
4030	<u>Nondiscrimination In Employment</u>
4030	<u>Nondiscrimination In Employment</u>
4032	<u>Reasonable Accommodation</u>
4033	<u>Lactation Accommodation</u>
4040	<u>Employee Use Of Technology</u>
4040-E(1)	<u>Employee Use Of Technology</u>
4111	<u>Recruitment And Selection</u>
4111.2	<u>Legal Status Requirement</u>
4111.2	<u>Legal Status Requirement</u>
4119.11	<u>Sexual Harassment</u>
4119.11	<u>Sexual Harassment</u>
4119.12	<u>Title IX Sexual Harassment Complaint Procedures</u>
4119.12-E(1)	<u>Title IX Sexual Harassment Complaint Procedures</u>
4119.21	<u>Professional Standards</u>

4119.21	<u>Professional Standards</u>
4119.21-E(1)	<u>Professional Standards</u>
4119.22	<u>Dress And Grooming</u>
4131	<u>Staff Development</u>
4131	<u>Staff Development</u>
4144	<u>Complaints</u>
4144	<u>Complaints</u>
4161.8	<u>Family Care And Medical Leave</u>
4211	<u>Recruitment And Selection</u>
4211.2	<u>Legal Status Requirement</u>
4211.2	<u>Legal Status Requirement</u>
4212.9	<u>Employee Notifications</u>
4212.9-E(1)	<u>Employee Notifications</u>
4219.11	<u>Sexual Harassment</u>
4219.11	<u>Sexual Harassment</u>
4219.12	<u>Title IX Sexual Harassment Complaint Procedures</u>
4219.12-E(1)	<u>Title IX Sexual Harassment Complaint Procedures</u>
4219.21	<u>Professional Standards</u>
4219.21	<u>Professional Standards</u>
4219.21-E(1)	<u>Professional Standards</u>
4219.22	<u>Dress And Grooming</u>
4231	<u>Staff Development</u>
4244	<u>Complaints</u>
4244	<u>Complaints</u>
4261.8	<u>Family Care And Medical Leave</u>
4311	<u>Recruitment And Selection</u>
4311.2	<u>Legal Status Requirement</u>
4311.2	<u>Legal Status Requirement</u>
4312.9	<u>Employee Notifications</u>
4312.9-E(1)	<u>Employee Notifications</u>

4319.11	<u>Sexual Harassment</u>
4319.11	<u>Sexual Harassment</u>
4319.12	<u>Title IX Sexual Harassment Complaint Procedures</u>
4319.12-E(1)	<u>Title IX Sexual Harassment Complaint Procedures</u>
4319.21	<u>Professional Standards</u>
4319.21-E(1)	<u>Professional Standards</u>
4319.22	<u>Dress And Grooming</u>
4331	<u>Staff Development</u>
4344	<u>Complaints</u>
4344	<u>Complaints</u>
4344	<u>Complaints</u>
4361.8	<u>Family Care And Medical Leave</u>
5000	<u>Concepts And Roles</u>
5020	<u>Parent Rights And Responsibilities</u>
5020	<u>Parent Rights And Responsibilities</u>
5113.1	<u>Chronic Absence And Truancy</u>
5113.1	<u>Chronic Absence And Truancy</u>
5125	<u>Student Records</u>
5125	<u>Student Records</u>
5126	<u>Awards For Achievement</u>
5126	<u>Awards For Achievement</u>
5131.2	<u>Bullying</u>
5131.2	<u>Bullying</u>
5141.22	<u>Infectious Diseases</u>
5141.22	<u>Infectious Diseases</u>
5145.12	<u>Search And Seizure</u>
5145.3	<u>Nondiscrimination/Harassment</u>
5145.3	<u>Nondiscrimination/Harassment</u>
5145.3	<u>Nondiscrimination/Harassment</u>
5145.7	<u>Sexual Harassment</u>

5145.7	<u>Sexual Harassment</u>
5145.71	<u>Title IX Sexual Harassment Complaint Procedures</u>
5145.71-E(1)	<u>Title IX Sexual Harassment Complaint Procedures</u>
5146	<u>Married/Pregnant/Parenting Students</u>
6000	<u>Concepts And Roles</u>
6020	<u>Parent Involvement</u>
6141	<u>Curriculum Development And Evaluation</u>
6141	<u>Curriculum Development And Evaluation</u>
6141.2	<u>Recognition Of Religious Beliefs And Customs</u>
6141.2	<u>Recognition Of Religious Beliefs And Customs</u>
6143	<u>Courses Of Study</u>
6144	<u>Controversial Issues</u>
6161.1	<u>Selection And Evaluation Of Instructional Materials</u>
6161.1	<u>Selection And Evaluation Of Instructional Materials</u>
6161.11	<u>Supplementary Instructional Materials</u>
6162.5	<u>Student Assessment</u>
6163.2	<u>Animals At School</u>
6163.2	<u>Animals At School</u>
6163.4	<u>Student Use Of Technology</u>
6200	<u>Adult Education</u>
9320	<u>Meetings And Notices</u>
9320.1	<u>Remote Meetings and Attendance</u>
9322	<u>Agenda/Meeting Materials</u>

Policy 1312.3: Uniform Complaint Procedures

Status: DRAFT

Original Adopted Date: 05/01/2017 | Last Revised Date: Pending

The Governing Board recognizes that the **ROP district** has the primary responsibility to ensure compliance with applicable state and federal laws and regulations governing educational programs. The Board encourages the early resolution of complaints whenever possible. To resolve complaints which may require a more formal process, the Board adopts the uniform system of complaint processes specified in 5 CCR 4600-4670.

Complaints Subject to UCP

The **ROP district's** uniform complaint procedures (UCP) shall be used to investigate and resolve complaints regarding the following:

1. Accommodations for pregnant and parenting students (Education Code 46015)
2. Adult education programs (Education Code 8500-8538, 52334.7, 52500, 52616.18)
3. After School Education and Safety programs (Education Code 8482-8484.65)
4. Agricultural career technical education (Education Code 52460-52462)
5. Career technical and technical education and career technical and technical training programs (Education Code 52300-52462)
6. ~~Child care and development programs (Education Code 8200-8488)~~
7. Compensatory education (Education Code 54400)
8. Consolidated categorical aid programs (Education Code 33315; 34 CFR 299.13-299.15)
9. Course periods without educational content (Education Code 51228.1-51228.3)
10. Discrimination, harassment, intimidation, or bullying in district programs and activities, including in those programs or activities funded directly by or that receive or benefit from any state financial assistance, based on one, or a combination of two or more, protected characteristics, which include, but may not be limited to, a person's actual or perceived race or ethnicity; ancestry; color; ethnic group identification; nationality; national origin; immigration status; sex; sexual orientation; sex stereotypes; gender; gender identity; gender expression; religion; disability; medical condition; genetic information; pregnancy, false pregnancy, childbirth, termination of pregnancy, or related conditions or recovery; and parental, marital, and family status; any other characteristic identified in Education Code 200 or 220, Government Code 11135, or Penal Code 422.55; or based on the person's association with a person or group with one or more, or any combination, of these actual or perceived characteristics (Education Code 200, 210.1, 210.2, 210.3, 212, 212.1, 220, 221.51, 230, 260; Government Code 11135, 12926; 5 CCR 4610; 20 USC 1681-1688, 42 USC 2000d-2000d-7)

Unlawful discrimination includes ~~ROP district~~ sponsorship of any activity or program that promotes discriminatory bias on the basis of race or ethnicity, gender, religion, disability, nationality, sexual orientation, or any other characteristic listed in Education Code 220. (Education Code 51500)

Additionally, the ~~ROP district~~ is prohibited from discriminating against any person on the basis of sex or gender in the operation, conduct, or administration of community youth athletics programs, or in the allocation of parks and recreation facilities and resources, or school and recreation facilities and resources, that support or enable such programs. (Government Code 53080)

However, the UCP shall not be used to investigate and resolve employment discrimination complaints. (5 CCR 4611)

11. Educational and graduation requirements for students in foster care, students experiencing homelessness, students from military families, students formerly in a juvenile court school, students who are migratory, and newcomer students (Education Code 48645.7, 48850, 48853, 48853.5, 48911, 48915.5, 49069.5, 51225.1, 51225.2, 51225.25)

12. Every Student Succeeds Act (Education Code 12030, 52059.5, 64000; 20 USC 6301 et seq.)

13. Instruction, Instructional Materials, Staff Development Materials, and Curriculum: Diversity (Education Code 243, 244, 51500)

A complaint alleging unlawful discrimination pursuant to Education Code 243 or 244 may, in addition to or in lieu of being filed with the district, be directly filed with the Superintendent of Public Instruction (SPI). (Education Code 243, 244)

14. Local control and accountability plan (Education Code 52075)

15. Migrant child education (Education Code 54440-54445)

16. Physical education instructional minutes (Education Code 51210, 51222, 51223)

17. Student fees (Education Code 49010-49013)

18. Reasonable accommodations to a lactating student (Education Code 222)

19. Regional occupational centers and programs (Education Code 52300-52334.7)

20. School plans for student achievement as required for the consolidated application for specified federal and/or state categorical funding (Education Code 64001)

21. School or athletic team names, mascots, or nicknames (Education Code 221.3, 33315)

22. School site councils as required for the consolidated application for specified federal and/or state categorical funding (Education Code 65000)

23. ~~State preschool programs (Education Code 8200-8488, 33315)~~

24. ~~State preschool health and safety issues in license-exempt programs (Education Code 8212)~~

25. Any complaint alleging retaliation against a complainant or other participant in the complaint process or anyone who has acted to uncover or report a violation subject to this policy

26. Any other state or federal educational program the SPI or designee deems appropriate

The Board recognizes that alternative dispute resolution (ADR) can, depending on the nature of the allegations, offer a process for resolving a complaint in a manner that is acceptable to all parties. An ADR process, such as mediation, may be offered to resolve complaints that involve more than one student and no adult. However, mediation shall not be offered or used to resolve any complaint involving sexual assault or where there is a reasonable risk that a party to the mediation would feel compelled to participate. The Superintendent or designee shall ensure that the use of ADR is consistent with state and federal laws and regulations.

The ~~ROP~~district shall protect all complainants from retaliation. In investigating complaints, the confidentiality of the parties involved shall be protected as required by law. For any complaint alleging retaliation or unlawful discrimination, the Superintendent or designee shall keep the identity of the complainant, and/or the subject of the complaint if different from the complainant, confidential when appropriate and as long as the integrity of the complaint process is maintained.

When an allegation that is not subject to UCP is included in a UCP complaint, the district shall refer the non-UCP allegation to the appropriate staff or agency and shall investigate and, if appropriate, resolve the UCP-related allegation(s) through the district's UCP.

The Superintendent or designee shall provide training to district staff to ensure awareness and knowledge of current law and requirements related to UCP, including the steps and timelines specified in this policy and the accompanying administrative regulation.

The Superintendent or designee shall maintain a record of each complaint and subsequent related actions, including steps taken during the investigation and all information required for compliance with 5 CCR 4631 and 4633.

Non-UCP Complaints

The following complaints shall not be subject to the district's UCP but shall be investigated and resolved by the specified agency or through an alternative process:

1. Any complaint alleging child abuse or neglect shall be referred to the County Department of Social Services Protective Services Division or the appropriate law enforcement agency (5 CCR 4611)
2. Any complaint alleging health and safety violations by a child development program shall, for licensed facilities, be referred to Department of Social Services (5 CCR 4611)
3. Any complaint alleging that a student, while in an education program or activity, was subjected to sexual harassment, as defined in 34 CFR 106.30

Such a complaint shall be addressed through the federal Title IX complaint procedures as¹⁶⁻¹⁴

specified in Administrative Regulation 5145.71 - Title IX Sexual Harassment Complaint Procedures.

4. Any complaint alleging employment discrimination or harassment shall be investigated and resolved by the district in accordance with the procedures specified in Administrative Regulation 4030 - Nondiscrimination in Employment, including the right to file the complaint with the California Civil Rights Department
5. Any complaint alleging a violation of a state or federal law or regulation related to special education, a settlement agreement related to the provision of a free appropriate public education (FAPE), failure or refusal to implement a due process hearing order to which the district is subject, or a physical safety concern that interferes with the district's provision of FAPE shall be submitted to the California Department of Education (CDE) in accordance with Administrative Regulation 6159.1 - Procedural Safeguards and Complaints for Special Education (5 CCR 3200-3205)
6. Any complaint alleging noncompliance of the district's food service program with laws regarding meal counting and claiming, reimbursable meals, eligibility of children or adults, or use of cafeteria funds and allowable expenses shall be filed with or referred to CDE in accordance with Board Policy 3555 - Nutrition Program Compliance (5 CCR 15580-15584)
7. Any complaint alleging discrimination based on race, color, national origin, sex, age, or disability in the district's food service program shall be filed with or referred to the U.S. Department of Agriculture in accordance with Board Policy 3555 - Nutrition Program Compliance (5 CCR 15582)
8. Any complaint related to sufficiency of textbooks or instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff, or teacher vacancies and misassignments shall be investigated and resolved in accordance with Administrative Regulation 1312.4 - Williams Uniform Complaint Procedures (Education Code 35186)

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
2 CCR 11023	Harassment and discrimination prevention and correction
5 CCR 15580-15584	Child nutrition programs complaint procedures
5 CCR 3200-3205	Special education compliance complaints
5 CCR 4600-4670	Uniform complaint procedures
5 CCR 4600-4687	Uniform complaint procedures and Williams complaints

5 CCR 4690-4694	<u>Complaints regarding health and safety issues in license-exempt preschool programs</u>
5 CCR 4900-4965	Nondiscrimination in elementary and secondary educational programs receiving state or federal financial assistance
Ed. Code 18100-18203	<u>School libraries</u>
Ed. Code 200-280	<u>Prohibition of discrimination</u>
Ed. Code 32280-32289.6	<u>School safety plans</u>
Ed. Code 33315	Uniform complaint procedures
Ed. Code 33315.5	<u>Uniform complaint procedures; discrimination data collected/posted by CDE</u>
Ed. Code 33800-33804	<u>California Office of Civil Rights</u>
Ed. Code 35186	<u>Williams uniform complaint procedures</u>
Ed. Code 46015	<u>Parental leave for students</u>
Ed. Code 48645.7	<u>Juvenile court schools</u>
Ed. Code 48850-48859	<u>Foster youth</u>
Ed. Code 48900.5	<u>Suspension; other means of correction</u>
Ed. Code 48985	<u>Notices to parents/guardians in language other than English</u>
Ed. Code 49010-49014	<u>Student fees</u>
Ed. Code 49060-49079	<u>Student records</u>
Ed. Code 49069.5	<u>Records of foster youth</u>
Ed. Code 49490-49590	<u>Child nutrition programs</u>
Ed. Code 49701	<u>Provisions of the Interstate Compact on Educational Opportunities for Military Children</u>
Ed. Code 51204.5	<u>Social sciences instruction; contributions of specified groups</u>
Ed. Code 51210	<u>Course of study for grades 1-6</u>
Ed. Code 51222	<u>Physical education</u>
Ed. Code 51223	<u>Physical education; elementary schools</u>

Ed. Code 51225.1-51225.25	<u>Foster youth, homeless children, former juvenile court school students, newcomer students; course credits; graduation requirements</u>
Ed. Code 51226-51226.1	<u>Career technical education</u>
Ed. Code 51228.1-51228.3	<u>Course periods without educational content</u>
Ed. Code 51500-51501	<u>Prejudices; nondiscriminatory subject matter</u>
Ed. Code 52059.5	<u>Statewide system of support</u>
Ed. Code 52060-52077	<u>Local control and accountability plan</u>
Ed. Code 52075	<u>Complaint for lack of compliance with local control and accountability plan requirements</u>
Ed. Code 52300-52462	<u>Career technical education</u>
Ed. Code 52500-52617	<u>Adult schools</u>
Ed. Code 54400-54425	<u>Compensatory education programs</u>
Ed. Code 54440-54445	<u>Education of migratory children</u>
Ed. Code 54460-54529	<u>Compensatory education programs</u>
Ed. Code 59000-59300	<u>Special schools and centers</u>
Ed. Code 60010	<u>Instructional materials; definition</u>
Ed. Code 60040-60052	<u>Requirements for instructional materials</u>
Ed. Code 60150-60152	<u>Corrective actions and fiscal penalty for violation of Education Code 244</u>
Ed. Code 64000-64001	<u>Consolidated application process; school plan for student achievement</u>
Ed. Code 65000-65001	<u>School site councils</u>
Ed. Code 8200-8490	<u>Child care and development programs</u>
Ed. Code 8500-8538	<u>Adult basic education</u>
Gov. Code 11135	<u>Prohibition of discrimination</u>
Gov. Code 12900-12996	<u>Fair Employment and Housing Act</u>
Gov. Code 53080	<u>Prohibition of discrimination on basis of sex or gender; community youth athletics programs</u>
H&S Code 1596.792	<u>California Child Day Care Act; general provisions and definitions</u>

H&S Code 1596.7925	California Child Day Care Act; health and safety regulations
Pen. Code 422.55	Definition of hate crime
Pen. Code 422.6	Crimes; harassment
Federal	Description
20 USC 1221	Application of laws
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
20 USC 1681-1688	Title IX of the Education Amendments of 1972; discrimination based on sex
20 USC 6301-6576	Title I Improving the Academic Achievement of the Disadvantaged
20 USC 6801-7014	Title III language instruction for limited English proficient and immigrant students
28 CFR 35.107	Nondiscrimination on basis of disability; complaints
29 USC 794	Rehabilitation Act of 1973; Section 504
34 CFR 100.3	Prohibition of discrimination on basis of race, color or national origin
34 CFR 104.7	Section 504; Designation of responsible employee and adoption of grievances procedures
34 CFR 106.1-106.82	Nondiscrimination on the basis of sex in education programs or activities
34 CFR 110.25	Notification of nondiscrimination on the basis of age
34 CFR 299.13-299.17	Complaint procedures
34 CFR 99.1-99.67	Family Educational Rights and Privacy
42 USC 11431-11435	McKinney-Vento Homeless Assistance Act
42 USC 12101-12213	Americans with Disabilities Act
42 USC 2000d-2000d-7	Title VI, Civil Rights Act of 1964
42 USC 2000h-2-2000h-6	Title IX of the Civil Rights Act of 1964
42 USC 6101-6107	Age Discrimination Act of 1975
Management Resources	Description
California Department of Education Publication	Uniform Complaint Procedure Program Instrument

California Department of Education Publication	Sample UCP Board Policies and Procedures
California Department of Justice Publication	Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books, January 2024
Court Decision	Tennessee v. Cardona (2024) 737 F.Supp.3d 510
Court Decision	Olmstead v. L.C. ex rel. Zimring (1999) 527 U.S. 581
Court Decision	John T. D. v. River Delta Joint Unified School District (2021) WL 5176356
CSBA Publication	Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities, Governance Brief, February 2024
CSBA Publication	State Roles, Responsibilities, and Process for Instructional Materials Adoption, February 2024
CSBA Publication	Instructional Materials Adoption: Local governing board responsibilities, Fact Sheet, February 2024
Federal Register	Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, May 19, 2020, Vol. 85, No. 97, pages 30026-30579
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Enforcement of Title IX under the provisions of the 2020 Title IX Rule, February 4, 2025
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Responding to Bullying of Students with Disabilities, October 2014
Website	CSBA District and County Office of Education Legal Services
Website	Student Privacy Policy Office
Website	U.S. Department of Agriculture
Website	California Department of Social Services
Website	U.S. Department of Justice
Website	California Civil Rights Department
Website	California Department of Education
Website	CSBA
Website	U.S. Department of Education, Office for Civil Rights

Cross References

Code	Description
0410	<u>Nondiscrimination In District Programs And Activities</u>
0430	<u>Comprehensive Local Plan For Special Education</u>
0450	<u>Comprehensive Safety Plan</u>
0450	<u>Comprehensive Safety Plan</u>
1100	<u>Communication With The Public</u>
1113	<u>District And School Websites</u>
1113	<u>District And School Websites</u>
1114	<u>District-Sponsored Social Media</u>
1114	<u>District-Sponsored Social Media</u>
1250	<u>Visitors/Outsiders</u>
1250	<u>Visitors/Outsiders</u>
1312.1	<u>Complaints Concerning District Employees</u>
1312.1	<u>Complaints Concerning District Employees</u>
1312.2	<u>Complaints Concerning Instructional Materials</u>
1312.2-E(1)	<u>Complaints Concerning Instructional Materials</u>
1312.4	<u>Williams Uniform Complaint Procedures</u>
1312.4-E(1)	<u>Williams Uniform Complaint Procedures</u>
1312.4-E(2)	<u>Williams Uniform Complaint Procedures</u>
1313	<u>Civility</u>
1445	<u>Response To Immigration Enforcement</u>
1445	<u>Response To Immigration Enforcement</u>
3260	<u>Fees And Charges</u>
3260	<u>Fees And Charges</u>
3580	<u>District Records</u>
3580	<u>District Records</u>
4030	<u>Nondiscrimination In Employment</u>
4030	<u>Nondiscrimination In Employment</u>
4112.9	<u>Employee Notifications</u>
4112.9-E(1)	<u>Employee Notifications</u>

4118	<u>Dismissal/Suspension/Disciplinary Action</u>
4118	<u>Dismissal/Suspension/Disciplinary Action</u>
4119.1	<u>Civil And Legal Rights</u>
4119.11	<u>Sexual Harassment</u>
4119.11	<u>Sexual Harassment</u>
4119.12	<u>Title IX Sexual Harassment Complaint Procedures</u>
4119.12-E(1)	<u>Title IX Sexual Harassment Complaint Procedures</u>
4119.23	<u>Unauthorized Release Of Confidential/Privileged Information</u>
4131	<u>Staff Development</u>
4131	<u>Staff Development</u>
4212.9	<u>Employee Notifications</u>
4212.9-E(1)	<u>Employee Notifications</u>
4218	<u>Dismissal/Suspension/Disciplinary Action</u>
4218	<u>Dismissal/Suspension/Disciplinary Action</u>
4219.1	<u>Civil And Legal Rights</u>
4219.11	<u>Sexual Harassment</u>
4219.11	<u>Sexual Harassment</u>
4219.12	<u>Title IX Sexual Harassment Complaint Procedures</u>
4219.12-E(1)	<u>Title IX Sexual Harassment Complaint Procedures</u>
4219.23	<u>Unauthorized Release Of Confidential/Privileged Information</u>
4231	<u>Staff Development</u>
4244	<u>Complaints</u>
4244	<u>Complaints</u>
4312.9	<u>Employee Notifications</u>
4312.9-E(1)	<u>Employee Notifications</u>
4319.1	<u>Civil And Legal Rights</u>
4319.11	<u>Sexual Harassment</u>
4319.11	<u>Sexual Harassment</u>

4319.12	<u>Title IX Sexual Harassment Complaint Procedures</u>
4319.12-E(1)	<u>Title IX Sexual Harassment Complaint Procedures</u>
4319.23	<u>Unauthorized Release Of Confidential/Privileged Information</u>
4331	<u>Staff Development</u>
4344	<u>Complaints</u>
4344	<u>Complaints</u>
4344	<u>Complaints</u>
5022	<u>Student And Family Privacy Rights</u>
5022	<u>Student And Family Privacy Rights</u>
5125	<u>Student Records</u>
5125	<u>Student Records</u>
5131.2	<u>Bullying</u>
5131.2	<u>Bullying</u>
5137	<u>Positive School Climate</u>
5141.22	<u>Infectious Diseases</u>
5141.22	<u>Infectious Diseases</u>
5141.4	<u>Child Abuse Prevention And Reporting</u>
5141.4	<u>Child Abuse Prevention And Reporting</u>
5144	<u>Discipline</u>
5145.3	<u>Nondiscrimination/Harassment</u>
5145.3	<u>Nondiscrimination/Harassment</u>
5145.3	<u>Nondiscrimination/Harassment</u>
5145.7	<u>Sexual Harassment</u>
5145.7	<u>Sexual Harassment</u>
5145.71	<u>Title IX Sexual Harassment Complaint Procedures</u>
5145.71-E(1)	<u>Title IX Sexual Harassment Complaint Procedures</u>
5146	<u>Married/Pregnant/Parenting Students</u>
6161.1	<u>Selection And Evaluation Of Instructional Materials</u>
6161.1	<u>Selection And Evaluation Of Instructional Materials</u>

6161.11	<u>Supplementary Instructional Materials</u>
6173.2	<u>Education Of Children Of Military Families</u>
6178.1	<u>Work-Based Learning</u>
6178.1	<u>Work-Based Learning</u>
6200	<u>Adult Education</u>
9000	<u>Role Of The Board</u>
9011	<u>Disclosure Of Confidential/Privileged Information</u>
9012	<u>Board Member Electronic Communications</u>
9124	<u>Attorney</u>
9200	<u>Limits Of Board Member Authority</u>
9321	<u>Closed Session</u>
9321-E(1)	<u>Closed Session</u>
9321-E(2)	<u>Closed Session</u>
9322	<u>Agenda/Meeting Materials</u>

Policy 5020: Parent Rights And Responsibilities

Status: DRAFT

Original Adopted Date: 02/01/1999 | Last Revised Date: Pending | Last Reviewed Date: 05/21/2026

The Board of Trustees recognizes that parents/guardians of Coastline ROP students have certain rights as well as responsibilities related to the education of their students.

The Board believes that the ROP's relationship with parents/guardians is one of mutual support and respect. The Superintendent or designee shall work with parents/guardians, including parents/guardians of English learners, to determine appropriate roles and responsibilities of parents/guardians for continuing the intellectual, physical, emotional, and social development and well-being of their students, including the means by which the ROP and parents/guardians can help their students achieve academic and other standards of the ROP.

~~Within this framework, the ROP's primary responsibility shall be to provide~~ The ROP is responsible for providing a high-quality curriculum and instructional program in a safe, supportive, and effective learning environment ~~that enables all students to meet the academic expectations of the ROP.~~

Parents/guardians shall have the opportunity to work with schools in a mutually supportive and respectful partnership and to help their ~~students/children~~ succeed in school. ~~(Education Code 51100)~~

The Superintendent or designee shall ensure that ROP staff understand the rights of parents/guardians afforded by law, Board policy, and administrative regulation, and follow acceptable practices that respect those rights.

The Superintendent or designee shall ensure that parents/guardians receive notification regarding their rights, including, but not limited to, their rights in accordance with 20 USC 1232g and 34 CFR 99.1-99.8, the federal Family Educational Rights and Privacy Act (FERPA), and as specified in Board Policy/Exhibit (1) 5145.6 - Parent/Guardian Notifications.

When required by law, Board policy, or administrative regulation, the ROP shall notify parents/guardians that they may request to opt their student out of certain instruction. Students for whom the ROP has approved the opt out shall be offered an alternative activity of similar educational value.

The Superintendent or designee shall take all reasonable steps to ensure that all parents/guardians who speak a language other than English are properly notified in English, and in their home language, of the rights and opportunities available to them pursuant to Education Code 48985. (Education Code 51101.1)

The Superintendent or designee may establish a ~~a~~ parent center for parents/guardians at a school with a substantial number of students with a home language other than English, to encourage

parent/guardian understanding of, and participation in, ~~their children's~~ the educational programs. (Education Code 51101.1)

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 220.3-220.5	Prohibition of requiring employee or contractor to disclose information related to student's sexual orientation, gender identity, or gender expression
Ed. Code 243	Refusal of approval or prohibition of instructional materials
Ed. Code 33126	School accountability report card
Ed. Code 35291	Rules
Ed. Code 48070.5	Promotion and retention of students
Ed. Code 48985	Notices to parents/guardians in language other than English
Ed. Code 49091.10-49091.19	Parent/guardian review of curriculum and instruction
Ed. Code 49602	Counseling and confidentiality of student information
Ed. Code 51100-51140	Parent/guardian rights
Ed. Code 51204.5	History of California; contributions of people of all genders, ethnic, and cultural groups to development of state and nation
Ed. Code 51240	Excuse from health instruction due to conflicts with religious beliefs
Ed. Code 51501	Prohibited means of instruction; continued use of appropriately adopted materials
Ed. Code 51513	Personal beliefs
Ed. Code 51930-51939	California Healthy Youth Act
Ed. Code 60510	Disposal of surplus instructional materials
Federal	Description
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974

20 USC 1232h

[Privacy rights](#)

34 CFR 99.1-99.8

[Family Educational Rights and Privacy Act](#)

Management Resources

Description

Court Decision

[Mirabelli v. Bonta \(2026\) 146 S.Ct. 797](#)

Court Decision

[Mahmoud v. Taylor \(2025\) 606 U.S. 522](#)

Website

[CSBA District and County Office of Education Legal Services](#)

Website

[California Department of Education](#)

Website

[CSBA](#)

Cross References

Code

Description

0410

[Nondiscrimination In District Programs And Activities](#)

0450

[Comprehensive Safety Plan](#)

0450

[Comprehensive Safety Plan](#)

1100

[Communication With The Public](#)

1240

[Volunteer Assistance](#)

1240

[Volunteer Assistance](#)

1250

[Visitors/Outsiders](#)

1250

[Visitors/Outsiders](#)

1312.2

[Complaints Concerning Instructional Materials](#)

1312.2-E(1)

[Complaints Concerning Instructional Materials](#)

1700

[Relations Between Private Industry And The Schools](#)

3260

[Fees And Charges](#)

3260

[Fees And Charges](#)

4131

[Staff Development](#)

4131

[Staff Development](#)

5021

[Noncustodial Parents](#)

5022

[Student And Family Privacy Rights](#)

5022

[Student And Family Privacy Rights](#)

5113

[Absences And Excuses](#)

5113	<u>Absences And Excuses</u>
5121	<u>Grades/Evaluation Of Student Achievement</u>
5121	<u>Grades/Evaluation Of Student Achievement</u>
5125	<u>Student Records</u>
5125	<u>Student Records</u>
5125.1	<u>Release Of Directory Information</u>
5125.1	<u>Release Of Directory Information</u>
5125.1-E(1)	<u>Release Of Directory Information</u>
5125.3	<u>Challenging Student Records</u>
5131	<u>Conduct</u>
5131.6	<u>Alcohol And Other Drugs</u>
5131.6	<u>Alcohol And Other Drugs</u>
5132	<u>Dress And Grooming</u>
5141.3	<u>Health Examinations</u>
5142	<u>Safety</u>
5142	<u>Safety</u>
5144	<u>Discipline</u>
5145.3	<u>Nondiscrimination/Harassment</u>
5145.3	<u>Nondiscrimination/Harassment</u>
5145.3	<u>Nondiscrimination/Harassment</u>
6000	<u>Concepts And Roles</u>
6020	<u>Parent Involvement</u>
6141.2	<u>Recognition Of Religious Beliefs And Customs</u>
6141.2	<u>Recognition Of Religious Beliefs And Customs</u>
6143	<u>Courses Of Study</u>
6154	<u>Homework/Makeup Work</u>
6161.1	<u>Selection And Evaluation Of Instructional Materials</u>
6161.1	<u>Selection And Evaluation Of Instructional Materials</u>
6161.11	<u>Supplementary Instructional Materials</u>
6173.2	<u>Education Of Children Of Military Families</u>

Policy 5125: Student Records

Status: DRAFT

Original Adopted Date: 03/01/2009 | Last Revised Date: Pending | Last Reviewed Date: 05/21/2026

The Board of Trustees recognizes the importance of keeping accurate, comprehensive student records as required by law. The Superintendent or designee shall establish administrative regulations governing the identification, collection, retention, disclosure, and security of student records. These regulations shall ensure the rights of authorized persons to have timely access to student records while maintaining the confidentiality of student records in accordance with state and federal law.

The Superintendent or designee shall designate a certificated employee to serve as custodian of records with responsibility for student records at the Coastline ROP level. At each school, the principal or a certificated employee shall be designated as custodian of records for students enrolled at that school. The custodian of records shall be responsible for implementing Board policy and administrative regulation regarding student records. (5 CCR 431)

~~If student records containing covered information which is not subject to the California Consumer Privacy Act are under the control of the operator of a website, online service or application, or mobile application, and the student's parent/guardian or the student, if 18 years of age or older, requests deletion of such records, the Superintendent or designee shall provide documentation to the operator that the student has not been enrolled in the ROP for at least 60 days. (Business and Professions Code 22584)~~

All appropriate personnel shall receive training regarding ROP policies and procedures for gathering and handling sensitive student information, including which information should not be solicited.

The ROP shall not collect or solicit social security numbers or the last four digits of social security numbers of students or their parents/guardians, unless otherwise required to do so by state or federal law. (Education Code 49076.7)

Records Related to Immigration or Citizenship Status

The immigration or citizenship status of a student or a student's family member may only be collected and disclosed in accordance with Board Policy and Administrative Regulation 1445 - Response to Immigration Enforcement.

The ROP or any ROP employee shall not compile a list, registry, or database based on students' national origin, ethnicity, or religious belief, practice, or affiliation, or disclose student information to federal government authorities for the purpose of compiling such a list, registry, or database for purposes of immigration enforcement. This prohibition does not apply to information that is aggregated and is not personally identifiable. (Government Code 8310.3)

Family Court Records

The Superintendent or designee shall develop protocols to comply with a court's restraining order.

that prohibits a party from accessing specified records and information pertaining to a student. (Family Code 6323.5)

Student Records from Social Media

The Superintendent or designee may gather and maintain information from the social media of any ROP student, provided that the ROP first notifies students and parents/guardians about the proposed program, offers an opportunity for public comment at a regularly scheduled Board meeting, and gathers only information that directly pertains to school safety or student safety. (Education Code 49073.6)

Retention, Disclosure, and Security of Student Records

The Superintendent or designee shall ensure the confidentiality of student records as required by law and. Additionally, the Superintendent or designee shall establish processes and procedures to safeguard student records data against damage, loss, or theft, including damage, loss, or theft that which may be caused by any the use of technology used in the retention or disclosure of student records, including artificial intelligence, or by a breaches to the ROP's digital infrastructure.

The Superintendent or designee shall ensure that employees receive information and training about cybersecurity, including ways to protect student records from breaches to the ROP's digital infrastructure.

If the ROP experiences a cyberattack that impacts more than 500 students or personnel, the Superintendent or designee shall report the cyberattack to the California Cybersecurity Integration Center. (Education Code 35266)

In accordance with law and Board Policy 3312 - Contracts, the Superintendent or designee may enter into a contract with a third party for the digital storage, management, and retrieval of student records and/or to authorize a third party provider of digital software to access, store, and use student records, provided that the contract meets the requirements of Education Code 49073.1 and other applicable state and federal laws

The operator of a website, online service or application, or mobile application that controls such student record shall delete any student data under the control of the school or ROP upon request by the ROP. Additionally, the student's parent/guardian, or the student if 18 years of age or older, may request the operator to delete any student's records containing covered information which is not subject to the California Consumer Privacy Act. (Business and Professions Code 22584, 22586)

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.

5 CCR 16020-16027	Destruction of records of school districts
5 CCR 430-438	<u>Individual student records</u>
Bus. and Prof. Code 22580-22582	<u>Privacy rights for California minors in the digital world</u>
Bus. and Prof. Code 22584-22585	<u>Student Online Personal Information Protection Act</u>
Bus. and Prof. Code 22586-22587	<u>Early Learning Personal Information Protection Act</u>
Civ. Code 1798.100-1798.199.100	<u>California Consumer Privacy Act</u>
Code of Civil Procedure 1985.3	<u>Subpoena duces tecum</u>
Ed. Code 17604	<u>Delegation of powers to agents</u>
Ed. Code 220.3	<u>Prohibition of requiring employee or contractor to disclose information related to student's sexual orientation, gender identity, or gender expression</u>
Ed. Code 220.5	<u>Prohibition of enactment or enforcement of policy, rule, or administrative regulation requiring employee or contractor to disclose information related to student's sexual orientation, gender identity, or gender expression</u>
Ed. Code 234.7	<u>Student protections relating to immigration and citizenship status</u>
Ed. Code 33328.5	<u>Statewide AI Task Force</u>
Ed. Code 35266	<u>Reporting of cyberattacks</u>
Ed. Code 48201	<u>Transfer student's record for acts that resulted in suspension or expulsion</u>
Ed. Code 48853.5	<u>Foster youth; placement, immunizations</u>
Ed. Code 48902	<u>Notification of law enforcement of specified violations</u>
Ed. Code 48904-48904.3	<u>Withholding grades, diplomas, or transcripts</u>
Ed. Code 48918	<u>Rules governing expulsion procedures</u>
Ed. Code 48980	<u>Parent/Guardian notifications</u>
Ed. Code 48985	<u>Notices to parents/guardians in language other than English</u>
Ed. Code 49060-49079	<u>Student records</u>
Ed. Code 49091.14	<u>Parent/guardian review of curriculum</u>
Ed. Code 51745	<u>Independent study</u>
Ed. Code 56041.5	<u>Rights of students with disabilities</u>

Ed. Code 56050	Surrogate parents
Ed. Code 56055	Foster parents
Ed. Code 56325	Unofficial transcripts for transfer students; students with disabilities
Ed. Code 60900-60902	California Longitudinal Pupil Achievement Data System
Ed. Code 69432.9	Cal Grant program; notification of grade point average
Ed. Code 69475	Conditional repeal of Cal Grant program
Fam. Code 3025	Access to records by noncustodial parents
Fam. Code 6323.5	Ex parte orders
Fam. Code 6552	Caregiver's authorization affidavit
Gov. Code 7920.000-7930.215	California Public Records Act
H&S Code 120440	Immunizations; disclosure of information
Pen. Code 245	Assault with deadly weapon
W&I Code 16010	Health and education records of a minor
W&I Code 681	Truancy petitions
W&I Code 701	Juvenile court law
Federal	Description
15 USC 6501-6506	Children's Online Privacy Protection Act
16 CFR Part 312	Children's Online Privacy Protection Rule
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
20 USC 1232h	Protection of Pupil Rights Amendment
26 USC 152	Definition of dependent child
34 CFR 300.501	Opportunity to examine records for parents/guardians of student with disability
34 CFR 99.1-99.8	Family Educational Rights and Privacy Act
42 USC 11434a	McKinney-Vento Homeless Assistance Act; definitions
Management Resources	Description
CA Office of the Attorney General Publication	Promoting Safe and Secure Government Access for All: Guidance and Model Policies to Assist State and Local Agencies in Responding to Immigration Issues Pursuant to Senate Bill 580 (2025), July 2026

CA Office of the Attorney General Publication	<u>Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's TK-12 Schools in Responding to Requests for Access and Information for Immigration Enforcement Purposes, December 2025</u>
Court Decision	<u>Mirabelli v. Bonta (2026) 146 S.Ct. 797</u>
CSBA	<u>Legal Guidance: Immigration issues affecting California LEAs, April 2026</u>
CSBA Publication	<u>Understanding Artificial Intelligence in K-12 Education: What Governance Teams Should Know, September 2023</u>
CSBA Publication	<u>Legal Guidance on Providing All Children Equal Access to Education, Regardless of Immigration Status, February 2017</u>
Federal Register	<u>Final Rule and Analysis of Comments and Changes, Family Educational Rights and Privacy, December 9, 2008, Vol. 73, No. 237, pages 74806-74855</u>
U.S. Department of Education Publication	<u>Dear Colleague Letter regarding Family Educational Rights and Privacy Act, March 2025</u>
U.S. Department of Education Publication	<u>IDEA and FERPA Crosswalk: A side-by-side comparison of the privacy provisions under Parts B and C of the IDEA and FERPA, August 2022</u>
U.S. Department of Education Publication	<u>School Resource Officers, School Law Enforcement Units, and the Family Educational Rights and Privacy Act (FERPA), February 2019</u>
U.S. Department of Education Publication	<u>An Eligible Student Guide to the Family Educational Rights and Privacy Act (FERPA), March 2023</u>
U.S. Department of Education Publication	<u>A Parent Guide to the Family Educational Rights and Privacy Act (FERPA), July 2021</u>
U.S. Department of Education Publication	<u>Balancing Student Privacy and School Safety: A Guide to the Family Educational Rights and Privacy Act for Elementary and Secondary Schools, Oct 2007</u>
U.S. Department of Education Publication	<u>Joint Guidance on the Application of FERPA and HIPAA to Student Health Records, November 2008</u>
Website	<u>California Department of Education, Artificial Intelligence: Information regarding the role of artificial intelligence (AI) in California Public Schools</u>

Website	California Department of Education, Resources to Include Immigrant Families
Website	California Department of Education, LEA Immigration Enforcement Policy Submission
Website	California IT in Education, Student Data Privacy
Website	CSBA District and County Office of Education Legal Services
Website	U.S. Department of Education, Protecting Student Privacy
Website	California Office of the Attorney General
Website	California Department of Education
Website	CSBA

Cross References

Code	Description
0410	Nondiscrimination In District Programs And Activities
0440	District Technology Plan
0441	Artificial Intelligence
1100	Communication With The Public
1113	District And School Websites
1113	District And School Websites
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1400	Relations Between Other Governmental Agencies And The Schools
1445	Response To Immigration Enforcement
1445	Response To Immigration Enforcement
3260	Fees And Charges
3260	Fees And Charges
3290	Gifts, Grants And Bequests

3312	<u>Contracts</u>
3515	<u>Campus Security</u>
3515	<u>Campus Security</u>
3580	<u>District Records</u>
3580	<u>District Records</u>
4040	<u>Employee Use Of Technology</u>
4040-E(1)	<u>Employee Use Of Technology</u>
4112.6	<u>Personnel Files</u>
4113.5	<u>Working Remotely</u>
4113.5	<u>Working Remotely</u>
4117.7	<u>Employment Status Reports</u>
4119.23	<u>Unauthorized Release Of Confidential/Privileged Information</u>
4158	<u>Employee Security</u>
4158	<u>Employee Security</u>
4212.6	<u>Personnel Files</u>
4213.5	<u>Working Remotely</u>
4219.21	<u>Professional Standards</u>
4219.21	<u>Professional Standards</u>
4219.21-E(1)	<u>Professional Standards</u>
4219.23	<u>Unauthorized Release Of Confidential/Privileged Information</u>
4258	<u>Employee Security</u>
4258	<u>Employee Security</u>
4258	<u>Employee Security</u>
4312.6	<u>Personnel Files</u>
4313.5	<u>Working Remotely</u>
4317.7	<u>Employment Status Reports</u>
4319.21	<u>Professional Standards</u>
4319.21-E(1)	<u>Professional Standards</u>

4319.23	<u>Unauthorized Release Of Confidential/Privileged Information</u>
4358	<u>Employee Security</u>
4358	<u>Employee Security</u>
4358	<u>Employee Security</u>
5000	<u>Concepts And Roles</u>
5020	<u>Parent Rights And Responsibilities</u>
5020	<u>Parent Rights And Responsibilities</u>
5021	<u>Noncustodial Parents</u>
5022	<u>Student And Family Privacy Rights</u>
5022	<u>Student And Family Privacy Rights</u>
5111	<u>Admission</u>
5113.1	<u>Chronic Absence And Truancy</u>
5113.1	<u>Chronic Absence And Truancy</u>
5113.2	<u>Work Permits</u>
5121	<u>Grades/Evaluation Of Student Achievement</u>
5121	<u>Grades/Evaluation Of Student Achievement</u>
5125.1	<u>Release Of Directory Information</u>
5125.1	<u>Release Of Directory Information</u>
5125.1-E(1)	<u>Release Of Directory Information</u>
5125.2	<u>Withholding Grades, Diploma Or Transcripts</u>
5125.3	<u>Challenging Student Records</u>
5126	<u>Awards For Achievement</u>
5126	<u>Awards For Achievement</u>
5131.1	<u>Bus Conduct</u>
5131.1	<u>Bus Conduct</u>
5131.2	<u>Bullying</u>
5131.2	<u>Bullying</u>
5131.7	<u>Weapons And Dangerous Instruments</u>
5131.7	<u>Weapons And Dangerous Instruments</u>

5131.9	<u>Academic Honesty</u>
5141.21	<u>Administering Medication And Monitoring Health Conditions</u>
5141.22	<u>Infectious Diseases</u>
5141.22	<u>Infectious Diseases</u>
5141.26	<u>Tuberculosis Testing</u>
5141.27	<u>Food Allergies/Special Dietary Needs</u>
5141.3	<u>Health Examinations</u>
5141.31	<u>Immunizations</u>
5141.31	<u>Immunizations</u>
5141.52	<u>Suicide Prevention</u>
5144	<u>Discipline</u>
5145.12	<u>Search And Seizure</u>
5145.3	<u>Nondiscrimination/Harassment</u>
5145.3	<u>Nondiscrimination/Harassment</u>
5145.3	<u>Nondiscrimination/Harassment</u>
5145.7	<u>Sexual Harassment</u>
5145.7	<u>Sexual Harassment</u>
5146	<u>Married/Pregnant/Parenting Students</u>
6143	<u>Courses Of Study</u>
6162.5	<u>Student Assessment</u>
6162.8	<u>Research</u>
6162.8	<u>Research</u>
6163.4	<u>Student Use Of Technology</u>
6173.2	<u>Education Of Children Of Military Families</u>
6178.1	<u>Work-Based Learning</u>
6178.1	<u>Work-Based Learning</u>
9011	<u>Disclosure Of Confidential/Privileged Information</u>
9012	<u>Board Member Electronic Communications</u>
9321	<u>Closed Session</u>

9321-E(1)

[Closed Session](#)

9321-E(2)

[Closed Session](#)

Policy 5131.8: Mobile Communication Devices

Status: DRAFT

Original Adopted Date: 10/01/2019 | Last Revised Date: Pending | Last Reviewed Date: 05/21/2026

The Board of Trustees recognizes that student use of smartphones and other mobile communication devices on campus may ~~behave~~ beneficial as well as harmful and disruptive effects on ~~to~~ student learning and well-being, and ~~could be harmful and disruptive of~~ the instructional program ~~in some circumstances~~. When on campus or when under the supervision of ROP employees, students may use smartphones and other mobile communication devices only as permitted under this policy.

Students may, subject to this Board policy, use smartphones or other mobile communication devices on campus during noninstructional time as long as the device is utilized in accordance with law and any applicable school rules.

Mobile communication devices shall be turned off during instructional time.

However, a student shall not be prohibited from possessing or using a mobile communication device under any of the following circumstances: (Education Code 48901.5, 48901.7)

1. ~~In the case of an emergency, or in response to a perceived threat of danger~~
2.
 1. When a teacher or administrator grants permission to the student to possess or use a mobile communication device, subject to any reasonable limitation imposed by that teacher or administrator
 2. When a licensed physician or surgeon determines that the possession or use is necessary for the student's health and well-being
3.
 3. When the possession or use is required by the student's individualized education program

Additionally, a student shall not be prohibited from possessing or using a smartphone or other communication device in case of an emergency or in response to a perceived threat of danger. (Education Code 48901.7)

The Superintendent or designee may undertake measures or strategies in accordance with law, to limit student access to smartphones and other mobile communication devices on campus. (Education Code 48901.7)

Smartphones and other mobile communication devices shall not be used in any manner which infringes on the privacy rights of any other person.

A student's personal electronic device shall not be searched without the consent of the student's parent/guardian, except pursuant to a lawfully issued warrant, when a school official, in good faith, believes that an emergency involving danger of death or serious physical injury to the student or others requires access to the electronic device information, or when the search

is otherwise permitted pursuant to Penal Code 1546.1.

When a student uses a mobile communication device in an unauthorized manner while at a school site or under the supervision and control of a ROP employee, the student may be disciplined ~~and~~ in accordance with Board Policy/Administrative Regulation 5144 - Discipline, Board Policy/Administrative Regulation 5144.1 - Suspension and Expulsion/Due Process, and Administrative Regulation 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities). Additionally, the ROP employee may temporarily confiscate the device. ~~The~~, in which case the employee shall store the device securely until it is returned to the student or turned over to the Superintendent or designee, as appropriate.

In addition, a student may ~~also~~ be subject to discipline, in accordance with law, Board policy, or administrative regulation, for off-campus use of a mobile communication device which poses a threat or danger to the safety of students, staff, or ROP property or substantially disrupts school activities.

The ROP ~~will~~ ~~is~~ ~~not~~ ~~be~~ responsible or liable for a student's mobile communication device which is brought on campus or to a school activity and is lost, stolen, or damaged.

The Board shall review and, as necessary, update this policy at least once every five years. Any such review or update shall include significant stakeholder participation to ensure that the policy is responsive to the unique needs and desires of ~~the school community~~ students, parents/guardians, and educators. (Education Code 48901.7)

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
5 CCR 300-307	Duties of students
Civ. Code 1714.1	Liability of parent/guardian for act of willful misconduct by a minor
Ed. Code 200-280	Prohibition of discrimination
Ed. Code 32280-32289.6	School safety plans
Ed. Code 35181	Governing board authority to set policy on responsibilities of students
Ed. Code 35291-35291.5	Rules
Ed. Code 44807	Teachers' duty concerning conduct of students
Ed. Code 48900-48926	Suspension and expulsion
Ed. Code 48901.5	Prohibition of electronic signaling devices
Ed. Code 48901.7	Limitation or prohibition of student use of smartphones

Ed. Code 48901.8	Limitation or prohibition of student use of social media
Ed. Code 51512	Prohibited use of electronic listening or recording device
Pen. Code 1546.1	Electronic Communications Privacy Act
Pen. Code 288.2	Harmful matter with intent to seduce
Pen. Code 313	Harmful matter
Pen. Code 647	Use of camera or other instrument to invade person's privacy; misdemeanor
Pen. Code 653.2	Electronic communication devices; threats to safety
Veh. Code 23123-23124	Prohibitions against use of electronic devices while driving
Federal	Description
20 USC 1681-1688	Title IX of the Education Amendments of 1972; discrimination based on sex
Management Resources	Description
California Department of Education Publication	Bullying at School, 2003
Court Decision	Safford Unified School District V. Redding (2009) 557 US 364
Court Decision	Mahanoy Area School District v. B.L. (2021) 594 U.S. 180
Court Decision	J.C. v. Beverly Hills Unified School District (2010) 711 F.Supp.2d 1094
Court Decision	New Jersey v. T.L.O. (1985) 469 U.S. 325
Court Decision	Tinker v. Des Moines Independent Community School District (1969) 393 U.S. 503
CSBA Publication	Cyberbullying: Policy Considerations for Boards, Policy Brief, rev. July 2010
CSBA Publication	Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011
U.S. Department of Education Publication	Planning Together: A Playbook for Student Personal Device Policies, December 2024
U.S. Surgeon General Advisory	Surgeon General's Warning on the Harms of Screen Use: An advisory and toolkit on how to protect children and adolescents, 2026

UC-CSU Collab Neuroscience,
Diversity & Learning

Strengthening K-12 Cellphone Policies to Support
Student Learning and Well-Being: Research-Based
Guidance for U.S. Education Leaders, 2025

Website

[The UC|CSU Collaborative for Neuroscience, Diversity,
and Learning](#)

Website

[CSBA District and County Office of Education Legal
Services](#)

Website

[Center for Safe and Responsible Internet Use](#)

Website

[National School Safety Center](#)

Website

[California Department of Education, Safe Schools](#)

Website

[U.S. Department of Education](#)

Website

[CSBA](#)

Cross References

Code

Description

0450

[Comprehensive Safety Plan](#)

0450

[Comprehensive Safety Plan](#)

5131

[Conduct](#)

5131.2

[Bullying](#)

5131.2

[Bullying](#)

5131.4

[Student Disturbances](#)

5131.4

[Student Disturbances](#)

5131.9

[Academic Honesty](#)

5137

[Positive School Climate](#)

5141.52

[Suicide Prevention](#)

5144

[Discipline](#)

5145.12

[Search And Seizure](#)

5145.2

[Freedom Of Speech/Expression](#)

6163.4

[Student Use Of Technology](#)

Policy 5145.3: Nondiscrimination/Harassment

Status: DRAFT

Original Adopted Date: 10/01/2014 | Last Revised Date: Pending | Last Reviewed Date: 05/21/2026

The Board of Trustees desires to provide a welcoming, safe, and supportive school environment that allows all students equal access to and opportunities in the Coastline ROP's academic, extracurricular, and other educational support programs, services, and activities.

This policy shall apply to all acts constituting unlawful discrimination or harassment related to ROP activity or attendance, to acts which occur off campus or outside of ROP-related or ROP-sponsored activities but which may have an impact on or create a hostile environment at school, and to all acts of the Board and the Superintendent in enacting policies and procedures that govern the ROP.

The Board prohibits, at any ROP school or activity, unlawful discrimination, including discriminatory harassment, intimidation, and bullying, against an individual or group based on one, or a combination of two or more, protected characteristics, which include, but may not be limited to, race or ethnicity; ancestry; color; ethnic group identification; nationality; national origin; immigration status; sex; sexual orientation; sex stereotypes; gender; gender identity; gender expression; religion; disability; medical condition; genetic information; pregnancy, false pregnancy, childbirth, termination of pregnancy, or related conditions or recovery; and parental, marital, and family status; a perception of one or more, or any combination of such characteristics; or association with a person or group with one or more, or any combination, of these actual or perceived characteristics. (Education Code 200, 210.1, 210.2, 210.3, 212, 212.1, 220, 221.51, 230, 260; Government Code 11135, 12926; 20 USC 1681-1688, 42 USC 2000d-2000d-7)

Additionally, the Board prohibits teacher instruction and ROP-sponsored activities that promote discriminatory bias based on any of the characteristics specified above. Discriminatory bias in instruction and ROP-sponsored activities does not require a showing of direct harm to members of a protected group and members of a protected group do not need to be present while the discriminatory bias is occurring for the act to be considered discriminatory bias. (Education Code 51500)

Unlawful discrimination, including discriminatory harassment, intimidation, or bullying, may result from physical, verbal, nonverbal, or written conduct based on any of the categories listed above. Additionally, unlawful discrimination also occurs when prohibited conduct is so severe, persistent, or pervasive that it affects a student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; has the effect of substantially or unreasonably interfering with a student's academic performance; or otherwise adversely affects a student's educational opportunities.

In addition, unlawful discrimination also includes disparate treatment of students based on one of the categories above with respect to the provision of opportunities to participate in ROP programs or activities or the provision or receipt of educational benefits or services.

Because unlawful discrimination could occur when disciplining students, including suspension and expulsion, the Superintendent or designee shall ensure that staff enforce discipline rules fairly, consistently and in a non-discriminatory manner, as specified in Board Policy and Administrative Regulation 5144 - Discipline, Board Policy and Administrative Regulation 5144.1 - Suspension and Expulsion/Due Process, and Administrative Regulation 5144.2 - Suspension and Expulsion/Due Process (Students With Disabilities).

The Board also prohibits any form of retaliation against any individual who reports or participates in the reporting of unlawful discrimination, files or participates in the filing of a complaint, or investigates, participates, or refuses to participate in the investigation of a complaint or report alleging unlawful discrimination. Retaliation complaints shall be investigated and resolved in the same manner as a discrimination complaints.

The Superintendent or designee shall facilitate students' access to the educational program by publicizing the ROP's nondiscrimination policy and related complaint procedures to students, parents/guardians, and employees. ~~In addition~~ Additionally, the Superintendent or designee shall post the ROP's policies prohibiting discrimination, harassment, intimidation, and bullying and other required information on the ROP's website in a manner that is easily accessible to students and parents/guardians ~~and students~~, in accordance with law and the accompanying administrative regulation. (Education Code 234.1, 234.6; 34 CFR 106.8)

The Superintendent or designee shall provide training and/or information on the scope and use of the policy and complaint procedures and take other measures designed to increase understanding of the requirements of law related to discrimination. The Superintendent or designee shall regularly review the implementation of the ROP's nondiscrimination policies and practices and, as necessary, shall take action to remove any identified barrier to student access to or participation in the ROP's educational program. The Superintendent or designee shall report the findings and recommendations to the Board after each review.

Regardless of whether a complainant complies with the writing, timeline, and/or other formal filing requirements, all complaints alleging unlawful discrimination, including discriminatory harassment, intimidation, or bullying, shall be investigated and prompt action shall be taken to stop the discrimination, prevent recurrence, and address any continuing effect on students.

Students who engage in unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, in violation of law, Board policy, or administrative regulation shall be subject to appropriate consequences or discipline, which may include suspension or expulsion when the behavior is severe or pervasive as defined in Education Code 48900.4. Any employee who permits or engages in prohibited discrimination related to a ROP activity, attendance, or ROP-related or ROP-sponsored activity, including discriminatory harassment, intimidation, retaliation, or bullying, shall be subject to disciplinary action, up to and including dismissal.

When a student has been suspended, or other means of correction have been implemented against the student for an incident of racist bullying, harassment, or intimidation, the Superintendent or designee may engage both the victim and perpetrator in a restorative justice practice suitable to the needs of the students. Additionally, ~~The~~ Superintendent or designee may ~~also~~ require the perpetrator to engage in a culturally sensitive program that promotes racial justice and equity and combats racism and ignorance and regularly check on the victim to ensure that the victim is not in

danger of suffering from any long-lasting mental health issues. (Education Code 48900.5)

When appropriate based on the severity or pervasiveness of the bullying or when otherwise required, the Superintendent or designee shall notify the parents/guardians of victims and perpetrators and may contact law enforcement.

Complaints alleging unlawful discrimination in ROP programs and activities shall be investigated and resolved in accordance with Board Policy/Administrative Regulation 1312.3 - Uniform Complaint Procedures, when required by law. However, complaints alleging sexual harassment under Title IX shall be investigated and resolved in accordance with the procedures specified in Administrative Regulation 5145.71 - Title IX Sexual Harassment Complaint Procedures.

Record-Keeping

The Superintendent or designee shall maintain a record of all reported cases of unlawful discrimination, including discriminatory harassment, intimidation, or bullying, to enable the ROP to monitor, address, and prevent repetitive prohibited behavior in ROP schools.

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
2 CCR 14026	Discriminatory Practices and Unlawful Denial of Full and Equal Access
5 CCR 432	Student records
5 CCR 4600-4670	Uniform complaint procedures
5 CCR 4900-4965	Nondiscrimination in elementary and secondary educational programs receiving state or federal financial assistance
Civ. Code 1714.1	Liability of parent/guardian for act of willful misconduct by a minor
Ed. Code 17585	School modernization project; all-gender restroom
Ed. Code 200-280	Educational equity; prohibition of discrimination
Ed. Code 33353	California Interscholastic Federation; standardized incident form
Ed. Code 35292.5	School restrooms; all-gender restrooms
Ed. Code 48900.3	Suspension or expulsion for act of hate violence

Ed. Code 48900.4	<u>Suspension or expulsion for harassment, threats, or intimidation</u>
Ed. Code 48900.5	<u>Suspension; other means of correction</u>
Ed. Code 48904	<u>Liability of parent/guardian for willful student misconduct</u>
Ed. Code 48907	<u>Exercise of free expression; time, place, and manner rules and regulations</u>
Ed. Code 48950	<u>Speech and other communication</u>
Ed. Code 48985	<u>Notices to parents/guardians in language other than English</u>
Ed. Code 49020-49024	<u>Athletic programs</u>
Ed. Code 49060-49079	<u>Student records</u>
Ed. Code 51204.5	<u>Social sciences instruction; contributions of specified groups</u>
Ed. Code 51500	<u>Prohibited instruction or activity</u>
Ed. Code 51501	<u>Nondiscriminatory subject matter</u>
Ed. Code 60010	<u>Instructional materials; definition</u>
Ed. Code 60040-60052	<u>Requirements for instructional materials</u>
Gov. Code 11135	<u>Prohibition of discrimination</u>
Gov. Code 12926	<u>Prohibition of discrimination; definitions</u>
Gov. Code 53080	<u>Prohibition of discrimination on basis of sex or gender; community youth athletics programs</u>
Pen. Code 422.55	<u>Definition of hate crime</u>
Pen. Code 422.6	<u>Crimes; harassment</u>
Federal	Description
20 USC 1400-1482	<u>Individuals with Disabilities Education Act</u>
20 USC 1681-1688	<u>Title IX of the Education Amendments of 1972; discrimination based on sex</u>
28 CFR 35.101-35.190	Americans with Disabilities Act
28 CFR 35.107	<u>Nondiscrimination on basis of disability; complaints</u>
29 USC 794	<u>Rehabilitation Act of 1973; Section 504</u>

34 CFR 100.3	Prohibition of discrimination on basis of race, color or national origin
34 CFR 104.7	Section 504; Designation of responsible employee and adoption of grievances procedures
34 CFR 104.8	Notice of Nondiscrimination on the Basis of Handicap
34 CFR 106.1-106.82	Discrimination on the basis of sex; effectuating Title IX
34 CFR 106.30	Discrimination on the basis of sex; definitions
34 CFR 110.25	Prohibition of discrimination based on age
34 CFR 99.31	Disclosure of personally identifiable information
42 USC 12101-12213	Americans with Disabilities Act
42 USC 2000d-2000d-7	Title VI, Civil Rights Act of 1964
42 USC 2000e-2000e-17	Title VII Civil Rights Act of 1964, as amended
42 USC 2000h-2-2000h-6	Title IX of the Civil Rights Act of 1964
42 USC 6101-6107	Age Discrimination Act of 1975
Management Resources	Description
CA Office of the Attorney General Publication	Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books, January 2024
CA Office of the Attorney General Publication	Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's TK-12 Schools in Responding to Requests for Access and Information for Immigration Enforcement Purposes, December 2025
California Department of Education Publication	Protection for LGBTQ+ Students: AB 1955
Court Decision	Mirabelli v. Bonta (2026) 146 S.Ct. 797
Court Decision	A.J.T. v. Osseo (2025) 605 U.S. 335
Court Decision	Burlington Northern and Santa Fe Ry. Co. v. White (2006) 548 U.S. 53
Court Decision	Tennessee v. Cardona (2024) 737 F.Supp.3d 510
Court Decision	Students for Fair Admissions v. Harvard (2024) 600 U.S. 181
Court Decision	Olmstead v. L.C. ex rel. Zimring (1999) 527 U.S. 581
Court Decision	McDonnell Douglas Corp v. Green (1973) 411 U.S. 792

Court Decision	<u>John T. D. v. River Delta Joint Unified School District (2021) WL 5176356</u>
Court Decision	<u>Kennedy v. Bremerton (2022) 142 S.Ct. 2407</u>
Court Decision	<u>Donovan v. Poway Unified School District (2008) 167 Cal.App.4th 567</u>
Court Decision	<u>Flores v. Morgan Hill Unified School District (2003, 9th Cir.) 324 F.3d 1130</u>
CSBA Publication	<u>LGBTQ+ Students in Focus: Demographics and Academic Achievement, Governance Brief, June 2025</u>
CSBA Publication	<u>State Roles, Responsibilities, and Process for Instructional Materials Adoption, February 2024</u>
CSBA Publication	<u>Instructional Materials Adoption: Local governing board responsibilities, Fact Sheet, February 2024</u>
CSBA Publication	<u>Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities, February 2024</u>
Federal Register	<u>Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, May 19, 2020, Vol. 85, No. 97, pages 30026-30579</u>
U.S DOE, Office for Civil Rights Publication	<u>Resolution Agreement Between the Arcadia USD, US Dept of Ed, OCR, & the US DOJ, CRD (2013) OCR 09-12-1020, DOJ 169-12C-70</u>
U.S. Department of Education Publication	<u>Supporting Students with Disabilities and Avoiding the Discriminatory Use of Student Discipline under Section 504 of the Rehabilitation Act of 1973, July 2022</u>
U.S. Department of Education Publication	<u>Guidance on Constitutionally Protected Prayer and Religious Expression in Public Elementary and Secondary Schools, February 2026</u>
U.S. DOE, Office for Civil Rights Publication	<u>Dear Colleague Letter: Enforcement of Title IX under the provisions of the 2020 Title IX Rule, February 4, 2025</u>
U.S. DOE, Office for Civil Rights Publication	<u>Dear Colleague Letter: Protecting Students from Discrimination, such as Harassment, Based on Race, Color, or National Origin, Including Shared Ancestry or Ethnic Characteristics, May 2024</u>

U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Discrimination, Including Harassment, Based on Shared Ancestry or Ethnic Characteristics, November 2023
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Addressing Discrimination Against Jewish Students, May 2023
Website	The UC CSU Collaborative for Neuroscience, Diversity, and Learning
Website	The Trevor Project
Website	CSBA District and County Office of Education Legal Services
Website	California Interscholastic Federation
Website	California Office of the Attorney General
Website	California Safe Schools Coalition
Website	CSBA
Website	U.S. Department of Education, Office for Civil Rights
Website	California Department of Education

Cross References

Code	Description
0410	Nondiscrimination In District Programs And Activities
0415	Equity
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1240	Volunteer Assistance
1240	Volunteer Assistance
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees
1312.2	Complaints Concerning Instructional Materials
1312.2-E(1)	Complaints Concerning Instructional Materials
1312.3	Uniform Complaint Procedures

1312.3	<u>Uniform Complaint Procedures</u>
1312.4	<u>Williams Uniform Complaint Procedures</u>
1312.4-E(1)	<u>Williams Uniform Complaint Procedures</u>
1312.4-E(2)	<u>Williams Uniform Complaint Procedures</u>
1313	<u>Civility</u>
1445	<u>Response To Immigration Enforcement</u>
1445	<u>Response To Immigration Enforcement</u>
3515.4	<u>Recovery For Property Loss Or Damage</u>
3515.4	<u>Recovery For Property Loss Or Damage</u>
3530	<u>Risk Management/Insurance</u>
3530	<u>Risk Management/Insurance</u>
3580	<u>District Records</u>
3580	<u>District Records</u>
4040	<u>Employee Use Of Technology</u>
4040-E(1)	<u>Employee Use Of Technology</u>
4112.6	<u>Personnel Files</u>
4112.9	<u>Employee Notifications</u>
4112.9-E(1)	<u>Employee Notifications</u>
4118	<u>Dismissal/Suspension/Disciplinary Action</u>
4118	<u>Dismissal/Suspension/Disciplinary Action</u>
4119.11	<u>Sexual Harassment</u>
4119.11	<u>Sexual Harassment</u>
4119.21	<u>Professional Standards</u>
4119.21	<u>Professional Standards</u>
4119.21-E(1)	<u>Professional Standards</u>
4119.23	<u>Unauthorized Release Of Confidential/Privileged Information</u>
4131	<u>Staff Development</u>
4131	<u>Staff Development</u>
4212.6	<u>Personnel Files</u>

4212.9	<u>Employee Notifications</u>
4212.9-E(1)	<u>Employee Notifications</u>
4218	<u>Dismissal/Suspension/Disciplinary Action</u>
4218	<u>Dismissal/Suspension/Disciplinary Action</u>
4219.11	<u>Sexual Harassment</u>
4219.11	<u>Sexual Harassment</u>
4219.21	<u>Professional Standards</u>
4219.21	<u>Professional Standards</u>
4219.21-E(1)	<u>Professional Standards</u>
4219.23	<u>Unauthorized Release Of Confidential/Privileged Information</u>
4231	<u>Staff Development</u>
4312.6	<u>Personnel Files</u>
4312.9	<u>Employee Notifications</u>
4312.9-E(1)	<u>Employee Notifications</u>
4319.11	<u>Sexual Harassment</u>
4319.11	<u>Sexual Harassment</u>
4319.21	<u>Professional Standards</u>
4319.21-E(1)	<u>Professional Standards</u>
4319.23	<u>Unauthorized Release Of Confidential/Privileged Information</u>
4331	<u>Staff Development</u>
5000	<u>Concepts And Roles</u>
5020	<u>Parent Rights And Responsibilities</u>
5020	<u>Parent Rights And Responsibilities</u>
5030	<u>Student Wellness</u>
5111	<u>Admission</u>
5113.1	<u>Chronic Absence And Truancy</u>
5113.1	<u>Chronic Absence And Truancy</u>
5125	<u>Student Records</u>

5125	<u>Student Records</u>
5125.1	<u>Release Of Directory Information</u>
5125.1	<u>Release Of Directory Information</u>
5125.1-E(1)	<u>Release Of Directory Information</u>
5125.3	<u>Challenging Student Records</u>
5131	<u>Conduct</u>
5131.2	<u>Bullying</u>
5131.2	<u>Bullying</u>
5131.5	<u>Vandalism And Graffiti</u>
5132	<u>Dress And Grooming</u>
5137	<u>Positive School Climate</u>
5141.22	<u>Infectious Diseases</u>
5141.22	<u>Infectious Diseases</u>
5141.27	<u>Food Allergies/Special Dietary Needs</u>
5141.4	<u>Child Abuse Prevention And Reporting</u>
5141.4	<u>Child Abuse Prevention And Reporting</u>
5141.52	<u>Suicide Prevention</u>
5142	<u>Safety</u>
5142	<u>Safety</u>
5144	<u>Discipline</u>
5145.12	<u>Search And Seizure</u>
5145.2	<u>Freedom Of Speech/Expression</u>
5145.7	<u>Sexual Harassment</u>
5145.7	<u>Sexual Harassment</u>
5145.71	<u>Title IX Sexual Harassment Complaint Procedures</u>
5145.71-E(1)	<u>Title IX Sexual Harassment Complaint Procedures</u>
5146	<u>Married/Pregnant/Parenting Students</u>
6143	<u>Courses Of Study</u>
6144	<u>Controversial Issues</u>
6153	<u>School-Sponsored Trips</u>

6153	<u>School-Sponsored Trips</u>
6161.1	<u>Selection And Evaluation Of Instructional Materials</u>
6161.1	<u>Selection And Evaluation Of Instructional Materials</u>
6161.11	<u>Supplementary Instructional Materials</u>
6163.4	<u>Student Use Of Technology</u>

**COASTLINE ROP
REGULAR BOARD MEETING
Minutes
August 20, 2026**

The Board of Trustees of Coastline ROP met in regular session on August 20, 2026, at Creekside High School, Room 1, 3387 Barranca Pkwy, Irvine, CA 92606. The meeting was called to order at 8:01 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

Amy Paulsen
Keith Carmona
Brandee Ramirez
Alita Ray
Grant Litfin

Jeanne Bennett
Austin Hofmann
Gina Escobar
Barbara Schulman
Rachel Kloppenburg

CLOSED SESSION

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

**ADOPTION OF
AGENDA**

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

PUBLIC COMMENTS

Barbara Schulman addressed the Board during public comment and expressed her appreciation for Coastline ROP's new programs, specifically highlighting the OC Probation program.

**SUPERINTENDENT'S
REPORT**

Dr. Brian Dozer greeted President Davis, Trustees, members of the Steering Committee, and guests. He thanked Irvine Unified and Creekside High School for allowing Coastline ROP to host their board meeting at their campus. Next month's Coastline ROP board meeting will be at Newport-Mesa's Estancia High School.

Dr. Dozer wished Lynn Davis a belated happy birthday. He celebrated his special day at the end of July. And Friday is Dr. Krista Schweers-Ganga's birthday. Happy birthday to Krista! Friday is also Disney Spirit Day at the Coastline ROP offices in her honor!

Before he started his report, he welcomed Dr. Grant Litfin back. Dr. Litfin recently joined Cypress School District as Superintendent. Prior to that he served as Tustin Unified's Assistant Superintendent of Administrative Services. One of his responsibilities in that position was to serve on Coastline ROP's Steering Committee. They invited him back to recognize and thank him for that service. He served in that role from 2014-2026, an incredible 12 years. During that time, he provided valuable leadership, guidance and expertise as Coastline ROP, career technical education, and education in general evolved. Dr. Dozer also had the privilege of serving with him for the last 4 years on the K-12 Strong Workforce Program grant selection committee. He is smart, dedicated, funny and passionate. Most importantly, though, he is student-focused. Grant – Coastline ROP will miss you but are happy for you that you are now Cypress's superintendent and wish

you much success and happiness.

With Grant leaving Tustin Unified, Coastline ROP has a new member of the steering committee. Dr. Dozer welcomed Alita Ray, Tustin's College and Career Counseling Coordinator. They know Alita well as she worked at Coastline ROP for 5 years as a teacher and staff member. In fact, Alita was the first person Dr. Dozer ever met from a ROP!

Dr. Dozer also officially welcomed Amy Paulsen to the steering committee. Amy is Irvine Unified's new Director, College and Career Readiness. She previously served as an Assistant Principal at Portola High School. She has jumped right in since she officially assumed her new role on July 1.

He thanked them both in advance for their service on the steering committee. He is looking forward to working with them.

As they begin the 2026-2027 school year, he would like to wish all the best for the students, teachers, staff and administration of each of their districts and Coastline ROP. He is very excited for this year and the new opportunities that collectively they are providing students in ROP classes.

It has been a challenging summer for hiring, credentialing, and onboarding. Some of this is due to late-in-the-calendar resignations of a couple of teachers. A big share, though, is due to challenges shepherding teachers through the credentialing process. OCDE has experienced substantial turnover and staffing changes in their credentialing department, and this has significantly slowed the process. They are working closely with their staff and expect to have more teachers approved and in the classroom in the next week. He would like to thank all of his team who have worked so hard to find good teachers and work to get their background checks and credentials.

They received their notification from WASC to select their visit dates for reaccreditation in 2028. They are awaiting confirmation from each of the districts before submitting their top 3 dates to WASC. They are: April 24-26, March 6-8, and May 1-3. Unlike in 2022, this visit will be in-person. The first WASC webinar will be held on October 8 and he will provide an update at the October board meeting on planning.

As they near the end of the 2026 legislative session, he had updates on a number of bills.

First, AB 917 (Ávila Farias) has passed out of Senate Appropriations this week. This bill would remove the current law exemption for LEAs with an average daily attendance of 250 or less from the requirement to make a certificated employee permanent after being reelected for a third consecutive school year. The bill would also require, beginning July 1, 2027, service as an instructor at a regional occupational center

or program run by any district or county office of education to count towards establishing the instructor's permanent status. That requirement currently only applies to ROCPS operated by a single school district. His understanding is that this will NOT apply to them. The specific new language in the bill applies to districts that employ teachers that teach in ROPs under a CTE credential who are not being given service credit toward permanency. Since they employ their own teachers, this is not applicable to them.

AB 1590 (Ransom) is the bill that would require the state agencies to revise the CTEIG formula to ensure that all the funding appropriated by the Legislature and Governor is allocated to LEAs to provide CTE programs for students. The bill is important because over \$115 million in CTEIG funding has been left unallocated over the past five years. This past Monday, CDE released the preliminary 2026-27 CTEIG grant awards. At least in part in response to AB 1590, the state agencies agreed this year to change the CTEIG formula to ensure that all the funding is allocated. Whereas \$10 million was left unallocated in the 2025-26 round of grants, only \$99 was left unallocated this year. Given the unanimous vote in the Senate Appropriations Committee, he expects AB 1590 to move quickly to approval by the full Senate and Assembly by the end of August. The bill will then go to the Governor, who will have until the end of September to sign or veto the bill.

AB 1694 (Carrillo) is the bill that would have changed CTEIG from annual competitive grants to grants that would be automatically renewable for three years. Unfortunately, AB 1694 was not approved by the Senate Appropriations Committee. It would have been great to know what their CTEIG allocation would be for the next 3 years.

Coming back to the subject of CTEIG, they are happy to report an increase of 36% in their proposed CTEIG allocation. They are scheduled to receive \$1,238,000, compared with \$911,000 in 2025. This is attributed to two changes: the first is the change in the funding philosophy he mentioned a few minutes ago. The second is the increase in the total award pool by \$150 million. If any of their district partners are interested in seeing how their award was calculated, please let him know and he will share the formula.

This month he was pleased to bring a new marketing plan for approval. He would like to thank the board and his staff for tremendous input and ideas. He believes this is the best plan they have created as it will be very localized and he is excited to see its impact this year. One key item he would like to highlight for everyone is the development of site-specific website landing pages for each of their districts' high schools. These will be a part of the Coastline ROP website but will be customized for each school.

Lastly, he reminded everyone of their upcoming Partner Recognition Night at Mesa Water District on September 24. This event is dedicated to recognizing the businesses and industry professionals whose

partnership makes career-connected learning possible for their students. He hopes everyone can join him at this event.

In closing, he was very excited as he starts his 5th school year with Coastline ROP. They registered more students in more classes in more pathways and sectors than they registered at the beginning of 2022. They could not do that without the support of everyone and their districts and the hard work of the great team at Coastline ROP. He still loves this work and considers it an honor to work with so many people who feel the same way.

EDUCATIONAL SERVICES' REPORT

It's August, and Coastline ROP is starting another exciting school year! All four of their partner districts are now in full swing, and their department has worked tirelessly to make sure their teachers and Career Specialists are prepared and ready to support students. In fact, they completed eight opening staff, teacher, and Career Specialist meetings in just five business days to kick off the year!

While summer is traditionally a quieter time in education, it is actually one of the busiest seasons in Educational Services. This summer alone, their team conducted 125+ interviews as they worked to hire teachers and Career Specialists for the 2026–27 school year. Between recruiting, interviewing, credentialing, onboarding, and getting everyone ready for the first day of school, there really isn't much of a "summer slowdown" in Ed Services. It is a tremendous amount of work behind the scenes, but it helps ensure they have the right people in place to support their students and programs.

Two weeks ago, Dr. Krista Schweers-Ganga had the pleasure of welcoming her new and returning teachers to the Mesa Water District Education Center in Costa Mesa for their annual Opening Teacher Meeting. This year, they went "Back to Basics," focusing on the key instructional and operational practices that help their classrooms run successfully. Teachers reviewed expectations for Canvas and Aeries, attendance and grading, substitute procedures, student enrollment and roster management, work-based learning documentation, and updated internship requirements. They also reinforced the importance of creating welcoming and inclusive classrooms, communicating effectively with students and families, and consistently implementing ROP procedures. Most importantly, teachers left with practical tools and resources to help them start the year organized, prepared, and focused on students.

That same week, their Career Specialists gathered at the Presidio site for their annual kickoff, and this year they welcomed a record number of new Career Specialists serving students across their four partner districts. The meeting focused on preparing the team for the year ahead, reviewing procedures and expectations, strengthening communication and collaboration, and making sure Career Specialists have the tools they need to support students, promote CTE opportunities, and connect students with Coastline ROP programs.

The momentum continued last Monday with their two-day New Teacher Orientation, where they welcomed their newest teachers, along with a few teachers who joined mid-year last year. They always ask for feedback at the end of orientation, and she wanted to share a couple of the comments she received this year:

- “The information was relevant and useful—and the food was a nice bonus!”
- “We have a much better understanding of why things are done certain ways, not just what we are expected to do.”

That second comment is especially important because that is exactly what she wants her new teachers to walk away understanding—not simply the procedures, but the why behind what they do. A huge thank you goes to the entire Educational Services team for the tremendous amount of planning and work that went into making all of their opening meetings successful.

Dr. Schweers-Ganga also had some great student news to share! Their summer Certified Nurse Aide cohort recently completed their CNA state exams, and she was thrilled to report a 100% pass rate. These results reflect the preparation, commitment, and hands-on training our CNA instructor, Cecilia Murillo, provides the students with. Congratulations to Cecilia and all of the students on an outstanding accomplishment!

And there is even more great student news! Former Coastline ROP Estancia High School BITA student Chris Chavez was recently hired by Taber Construction, a valued industry partner and longtime supporter of their Design Build program. This is exactly what they hope to see through their classes - students developing industry-relevant skills, building meaningful connections with employers, and then turning those experiences into real career opportunities. It is always exciting to see that full-circle moment for one of their students.

Finally, grant season is gearing up again! She is currently wrapping up the Golden State Pathways Program planning grants and K-12 Strong Workforce Program Round 6, including final reporting and close-out activities. They were also awarded \$1,238,583 in CTEIG funding, and she is thrilled that the application process was completed earlier this year. For the first time, they entered the school year already knowing what their CTEIG funding would look like for 2026–27, which puts them in a much better position to plan strategically. The K-12 Strong Workforce Program Round 9 RFA is expected to be released soon, so they are already beginning to prepare for the next round of funding.

As they begin the 2026–27 school year, there is so much to be excited about. Their programs are growing, their partnerships continue to create opportunities for students, and their team has worked incredibly hard to make sure they started the year strong.

Dr. Schweers-Ganga thanked everyone for their continued support of the Educational Services department and the work they do to prepare

students for their futures.

**BOARD MEETING
DATE/TIME CHANGES**

There was no action taken.

**QUARTERLY REPORT
OF INVESTMENT
PERFORMANCE**

Brenda Savedra updated the Board on investment performance.

**BOARD POLICY
5141.75 WEATHER
SAFETY**

It was moved by Member Swartz, seconded by Member Weigand, to approve Board Policy 5141.75 Weather Safety. Motion carried 4-0.

**SONYCHELLE MEDIA
AND
COMMUNICATIONS
PROPOSAL FOR 2026-
2027**

It was moved by Member Swartz, seconded by Member Weigand, to approve the Sonychelle Media and Communications Proposal for 2026-2027. Motion carried 4-0.

**RSCCD AGREEMENT
FOR ADDITIONAL
FUNDS**

It was moved by Member Brooks, seconded by Member Swartz, to approve the agreement for additional funds between Coastline ROP and RSCCD for K-12 Pathway Coordination. Motion carried 4-0.

**GOLDEN STATE
PATHWAY PROGRAM
IMPLEMENTATION
GRANT AWARD
NOTIFICATIONS**

It was moved by Member Swartz, seconded by Member Brooks, to approve the two Golden State Pathways Program Implementation Grant Awards from the California Department of Education. Motion carried 4-0.

**COSMETOLOGY
CALIFORNIA
APPRENTICESHIP
INITIATIVE 2.0
SERVICE AGREEMENT
WITH OCDE**

It was moved by Member Swartz, seconded by Member Weigand, to approve the Service Agreement between Coastline ROP and OCDE for California Apprenticeship Initiative 2.0 Cosmetology Related Supplemental Instruction. Motion carried 4-0.

**ACCESS MOU –
APPENDIX A WITH
OCDE FOR 2026-2027**

It was moved by Member Swartz, seconded by Member Brooks, to ratify the MOU and Appendix A between Coastline ROP and OCDE for 2026-2027. Motion carried 4-0.

CONSENT CALENDAR

It was moved by Member Swartz, seconded by Member Weigand, to approve the Consent Calendar without Item #33, Vital Link MOU for Exhibit Days 2026-2027. The item was pulled for discussion and a separate vote. Motion carried 4-0.

- Minutes from June 16, 2026, Board of Trustees meeting
- Minutes from June 30, 2026, Board of Trustees meeting
- Ratification of purchase order and change order reports – June 8, 2026 – August 9, 2026
- Ratification of check report – June 8, 2026 – August 9, 2026
- Amendment 2 of Presidio Site Lease Agreement 2026-2029

- OCSBA Membership Letter 2026-2027
- Coalition for Career Technical Education in California Membership Invoice – July 2026-June 2027
- Rancho Santiago Community College District/Santa Ana College Instruction Service Agreement for Firefighting Technology
- MOU between Coastline ROP and North Orange County ROP for the Supply Chain Pathway
- New Course Approval – Applied Engineering and Manufacturing Systems
- New Course Approval – AI CyberForward 2: Cybersecurity Governance, Risk, and Compliance
- New Course Approval – Dental Assistant Front Office Internship
- New Course Approval – Medical Innovation, Research, and Entrepreneurship 2
- New Internship Sites
- Vital Link MOU for Pharmacy Tech 2026-2027
- Coastline ROP AME Teacher MOU with IUSD/Woodbridge High School
- Irvine USD Golden State Pathways Program (GSPP) Data Privacy Agreement
- E-Rate Service Agreement Renewal with Infinity Communications and Compliance
- English language learner waiver listing
- Compensation Schedule
- Personnel Register #2 – 2026-2027 (Approval of employee appointments, releases, retirements, terminations, leaves, transfers, promotions, stipends, additional/overtime assignments)
- Approval of travel and conference report

VITAL LINK MOU FOR EXHIBIT DAYS 2026-2027

It was moved by Member Brooks, seconded by Member Swartz, to approve the Vital Link MOU for Exhibit Days 2026-2027. Motion carried 4-0.

ADJOURNMENT

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

The meeting adjourned at 10:53 a.m.

Clerk/Secretary

COASTLINE R.O.P.
PURCHASE ORDER DETAIL REPORT
BOARD OF TRUSTEES MEETING 09/10/2026

FROM 08/10/2026 TO08/30/2026

PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	PSEUDO / OBJECT DESCRIPTION
Y95A0022	KEENAN AND ASSOCIATES	6,000.00	6,000.00	0100006302 5895	GEN FUND HR PERSONNEL / OTH CONTR
Y95A0023	F & M CREDIT CARD	1,188.00	1,188.00	0101069902 5889	MARKETING SUP SCHL ADMIN / INTERNET-BASED
Y95A0024	SHI INTERNATIONAL CORP	2,610.00	2,610.00	0100006501 5888	GEN FUND IT DATA PROC SERV / Internet -
Y95A0025	ORANGE COUNTY DEPARTMENT OF ED	250.00	250.00	0100006103 5395	GEN FUND SUP BOARD / MEMBERSHIPS -
Y95A0026	CTE COALITION	1,650.00	1,650.00	0100006102 5395	GEN FUND SUP SUPERINTENDENT / MEMBERSHIPS
Y95C0008	F & M CREDIT CARD	1,721.66	1,721.66	0100006400 4300	BUS SVCS HOLDING ACCOUNT / MATERIALS &
Y95C0009	NICOLE MCNIFF	150.00	150.00	0163870940 5800	CTEIG ROP MEDI INST SUP ADM / PROF -
Y95C0010	COUNTY OF ORANGE	95.88	95.88	0100006501 5891	GEN FUND IT DATA PROC SERV /
Y95C0011	LIANNE MATTHEWS	1,240.00	1,240.00	0163870940 5800	CTEIG ROP MEDI INST SUP ADM / PROF -
Y95C0012	SECURE LIVE SCAN	560.00	560.00	0190110901 5850	ELL ROP MEDI INST / FINGERPRINTING - BCKGRND
Y95C0013	SOUTH ORANGE COUNTY CCD	14,907.04	14,907.04	0190150901 5800	OCCF ROP MEDI INST / PROF - CONSULTING & OPER
Y95C0014	INSTRUCTURE INC	2,000.00	2,000.00	0163876223 5800	CTEIG EDSV INST SUP / PROF - CONSULTING & OPE
Y95C0015	HOPSKIPDRIVE INC	3,709.80	3,709.80	0163880406 5800	SWP PY1 NMUSD VIRT BU / PROF - CONSULTING &
Y95R0028	CDW GOVERNMENT	280.32	280.32	0100006403 4335	GEN FUND BS FIN ACCT / NON INSTR SOFTWARE &
Y95R0029	OFFICE DEPOT	186.35	186.35	0100006207 4330	GEN FUND SCHL ADMIN / Office Supplies-Consumable
Y95R0030	LIANNE MATTHEWS	680.00	680.00	0163870940 5800	CTEIG ROP MEDI INST SUP ADM / PROF -
Y95R0031	READINESS ORGANIZATIONS, CAROC	65.00	65.00	0100006207 5220	GEN FUND SCHL ADMIN / CONFERENCES &
Y95R0032	F & M CREDIT CARD	35.56	35.56	0100006506 4300	GEN FUND MF MAINTENANCE / MATERIALS &
Y95R0033	AMAZON	243.07	243.07	0100006201 4330	GEN FUND OTHR PUP SVCS / Office Supplies-Consumable
Y95R0034	AMAZON	50.15	50.15	0100006202 4335	GEN FUND EDSV SUP/ADMIN / NON INSTR SOFTWARE
Y95R0035	APPLE COMPUTER INC	1,291.92	1,291.92	0100006503 4335	GEN FUND IT INST MEDIA / NON INSTR SOFTWARE &
Y95R0036	AMERICAN COLLEGE OF SURGEONS	1,383.51	1,383.51	0163870907 4300	CTEIG TUSD THS MEDI INST / MATERIALS & SUPPLI
Y95R0037	AMAZON	657.22	462.96	0100006502 4335	GEN FUND IT SCHL ADMIN / NON INSTR SOFTWARE &
100			54.28	0100006506 4330	GEN FUND MF MAINTENANCE / Office Supplies-
			139.98	0100006506 4335	GEN FUND MF MAINTENANCE / NON INSTR SOFTWARE
Y95R0038	INNOCORP LTD.	776.88	776.88	0163870907 4300	CTEIG TUSD THS MEDI INST / MATERIALS & SUPPLI
Y95R0039	ANATOMY WAREHOUSE	650.81	650.81	0163870907 4300	CTEIG TUSD THS MEDI INST / MATERIALS & SUPPLI

COASTLINE R.O.P.
PURCHASE ORDER DETAIL REPORT
BOARD OF TRUSTEES MEETING 09/10/2026

FROM 08/10/2026 TO 08/30/2026

PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	PSEUDO / OBJECT DESCRIPTION
Y95R0040	ATKINSON ANDELSON LOYA RUUD &	1,800.00	1,800.00	0163876203 5220	CTEIG ROP EDSV OTH CS RES / CONFERENCES &
Y95R0041	AMAZON	2,351.05	2,351.05	0163870907 4300	CTEIG TUSD THS MEDI INST / MATERIALS & SUPPLI
Y95R0042	AMAZON	89.32	89.32	0100006201 4330	GEN FUND OTHR PUP SVCS / Office Supplies-Consumab
Y95R0043	AMAZON	42.00	42.00	0100006203 4330	GEN FUND EDSV INST SUP / Office Supplies-Consumabl
Y95R0044	LN CURTIS & SONS	3,097.18	3,097.18	0101011406 4300	NMUSD ROP PUB SVCS INST / MATERIALS &
Y95R0045	AMAZON	428.66	129.14	0100006302 4330	GEN FUND HR PERSONNEL / Office Supplies-Consumab
			299.52	0100006302 4335	GEN FUND HR PERSONNEL / NON INSTR SOFTWARE &
Y95R0046	CCEMC	950.00	950.00	0163886212 5220	SWP COORD EDSV OTH INS RESC / CONFERENCES &
Y95R0047	SOFT SKILLS HIGH	600.00	600.00	0163870202 5800	CTEIG IUUSD PHS AME INST / PROF - CONSULTING &
Y95R0048	B & H PHOTO	311.12	311.12	0163870202 5889	CTEIG IUUSD PHS AME INST / INTERNET-BASED
Y95R0049	B & H PHOTO	9,238.19	6,009.57	0163870202 4300	CTEIG IUUSD PHS AME INST / MATERIALS & SUPPLIE
			3,228.62	0163870202 4490	CTEIG IUUSD PHS AME INST / NON CAP EQUIP - OTHE
Y95R0050	EFOODHANDLERS INC.	429.60	429.60	0163871001 5889	CTEIG NMUSD NHHS HOSP INST / INTERNET-BASED
Y95R0051	READINESS ORGANIZATIONS, CAROC	65.00	65.00	0100006102 5220	GEN FUND SUP SUPERINTENDENT / CONFERENCES
Y95R0052	F & M CREDIT CARD	56.34	56.34	0100006201 4330	GEN FUND OTHR PUP SVCS / Office Supplies-Consumab
Y95R0053	AMAZON	245.51	245.51	0163876224 4300	CTEIG ROP EDSV INST / MATERIALS & SUPPLIES
Y95R0054	CDW GOVERNMENT	306.53	306.53	0100006201 4335	GEN FUND OTHR PUP SVCS / NON INSTR SOFTWARE &
Y95R0055	CALCP/CAROCP CONFERENCE	750.00	750.00	0163876224 5220	CTEIG ROP EDSV INST / CONFERENCES & MEETING
Y95R0056	CALCP/CAROCP CONFERENCE	500.00	500.00	0163876201 5220	CTEIG ROP EDSV OTH INST RES / CONFERENCES &
Y95R0057	CALCP/CAROCP CONFERENCE	500.00	500.00	0163876203 5220	CTEIG ROP EDSV OTH CS RES / CONFERENCES &
Y95R0058	CDW GOVERNMENT	285.33	285.33	0163870911 4300	CTEIG NMUSD CMHS MEDI INST / MATERIALS &
Y95X0040	VERIZON WIRELESS	456.12	456.12	0100006501 5940	GEN FUND IT DATA PROC SERV / Communications -
Y95X0041	SMART & FINAL	500.00	500.00	0163870907 4300	CTEIG TUSD THS MEDI INST / MATERIALS & SUPPLI
Y95X0042	GANAHL LUMBER	12,000.00	12,000.00	0163870302 4300	CTEIG NMUSD EHS CONST INST / MATERIALS &
Y95X0043	HOME DEPOT CREDIT SERVICES	5,000.00	5,000.00	0163870302 4300	CTEIG NMUSD EHS CONST INST / MATERIALS &
Y95X0044	ONTARIO REFRIGERATION	3,000.00	3,000.00	0100006506 5800	GEN FUND MF MAINTENANCE / PROF - CONSULTING
Y95X0045	SMART & FINAL	5,000.00	5,000.00	0163871001 4300	CTEIG NMUSD NHHS HOSP INST / MATERIALS &

COASTLINE R.O.P.
PURCHASE ORDER DETAIL REPORT
BOARD OF TRUSTEES MEETING 09/10/2026

FROM 08/10/2026 TO 08/30/2026

PO NUMBER	<u>VENDOR</u>	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	<u>PSEUDO / OBJECT DESCRIPTION</u>
Y95X0046	VERIZON WIRELESS	379.00	379.00	0163871420 5940	CTEIG SVUSD LHHS PUB SRV INST / Communications -
Fund 01 Total:		90,764.12			
Total Amount of Purchase Orders:		90,764.12			

COASTLINE R.O.P.

PURCHASE ORDER DETAIL REPORT - CHANGE ORDERS

BOARD OF TRUSTEES 09/10/2026

FRO 08/10/2026 TO 08/30/2026

PO NUMBER	VENDOR	PO TOTAL	CHANGE ACCOUNT AMOUNT	NUMBER	PSEUDO / OBJECT DESCRIPTION
Y95R0020	CERTIFIX INC	1,957.01	-408.78	0163876210 4335	CTEIG ROP EDSV SCH ADMIN / NON INSTR SOFTWARE
			-1,226.35	0163876210 4430	CTEIG ROP EDSV SCH ADMIN / NON-CAP EQUIP/Comp
			-1,547.86	0163876210 5800	CTEIG ROP EDSV SCH ADMIN / PROF - CONSULTING &
Y95R0025	HOME DEPOT CREDIT SERVICES	10,992.00	+1,454.80	0101000301 4300	ROC/P APPORTMNT ETHS INST / MATERIALS &
Fund 01 Total:			-1,728.19		
Total Amount of Change Orders:			-1,728.19		

COASTLINE R.O.P.
Consolidated Check Register
from 8/10/2026 to 8/30/2026

Check	Payee ID	Payee Name	Reference	Subs	Check Date	Cancel Date	Type	Status	Check Amount
95 00036160	V9501269	AMAZON	1L1Y-GCRD-QH1T	OH	08/14/2026		MW	IS	381.77
95 00036161	V9502821	CORODATA RECORDS MANAGEMENT IN	RS7189824	OH	08/14/2026		MW	IS	178.74
95 00036162	V9502820	DARREN CROSBY	OOPE-	OH	08/14/2026		MW	IS	25.00
95 00036163	V9501785	JONES & BARTLETT LEARNING LLC	1348358	OH	08/14/2026		MW	IS	14,181.41
95 00036164	V9502570	KEENAN AND ASSOCIATES	343861	OH	08/14/2026		MW	IS	1,500.00
95 00036165	V9502691	NATIONAL OFFICE LIQUIDATORS LL	SI-097777	OH	08/14/2026		MW	IS	1,804.82
95 00036166	V9502585	OC JANITORIAL	88270	OH	08/14/2026		MW	IS	4,110.00
95 00036167	V9500899	ORANGE COUNTY DEPARTMENT OF ED	080326GANGA	OH	08/14/2026		MW	IS	50.00
95 00036168	V9501329	SOLIS, NASARIO	OOPE-	OH	08/14/2026		MW	IS	25.00
95 00036169	V9505546	VISION SERVICE PLAN	VSP AUG 26	OH	08/14/2026		MW	IS	634.10
95 00036170	V9501733	ACSA REGION 17	INV090526DOZER	OH	08/24/2026		MW	IS	400.00
95 00036171	V9501269	AMAZON	1MC4-PGPD-F7Q6	OH	08/24/2026		MW	IS	4,184.81
95 00036172	V9500303	APPLE COMPUTER INC	MC92348963	OH	08/24/2026		MW	IS	466.25
95 00036173	V9502813	BRISA LAVALLE	073026LAVALLE	OH	08/24/2026		MW	IS	2.36
95 00036174	V9502425	DOZER, BRIAN	OOPE-	OH	08/24/2026		MW	IS	18.10
95 00036175	V9501016	MEDCO SUPPLY COMPANY	IN100321832	OH	08/24/2026		MW	IS	1,722.09
95 00036176	V9502822	MELISSA ALVAREZ	OOPE-	OH	08/24/2026		MW	IS	18.00
95 00036177	V9503875	OFFICE DEPOT	478212009001	OH	08/24/2026		MW	IS	184.49
95 00036178	V9502478	PAMELA ZUNIGA	08/05-0/11ZUNIG	OH	08/24/2026		MW	IS	113.10
95 00036179	V9500441	READINESS ORGANIZATIONS, CAROC	INV092426PDGAN	OH	08/24/2026		MW	IS	65.00
95 00036180	V9501815	ULINE	211631446	OH	08/24/2026		MW	IS	1,304.46
95 00036181	V9500045	COASTLINE ROP REVOLVING CASH F	F&MKG&BDAUG2	OH	08/25/2026		MW	IS	3,964.26
95 00036182	V9502719	LOUIE CAMPOS	07/07-07/29CAMPO	OH	08/27/2026		MW	IS	28.27
95 00036183	V9501919	ATKINSON ANDELSON LOYA RUUD &	1015-1726ARCE	OH	08/28/2026		MW	IS	1,800.00
95 00036184	V9502361	CCEMC	3144	OH	08/28/2026		MW	IS	950.00
95 00036185	V9502809	LIANNE MATTHEWS	0002	OH	08/28/2026		MW	IS	1,920.00
95 00036186	V9501869	SECURE LIVE SCAN	18418	OH	08/28/2026		MW	IS	560.00
95 00036187	V9500139	SOUTH ORANGE COUNTY CCD	IVC_CROP-	OH	08/28/2026		MW	IS	14,907.04

Issued: 55,499.07
95 Bank Total: 55,499.07

Grand Total: 55,499.07

TO: Board of Trustees

FROM: Dr. Krista Schweers-Ganga

DATE: September 10, 2026

SUBJECT: Career Pathway Exploration – New Course Approval

Background and Rationale

Coastline ROP, in partnership with Newport-Mesa Unified School District, is proposing a new Career Pathway Exploration course for ninth-grade students at Estancia High School. This 45-hour exploratory “wheel” course will provide students with introductory, hands-on experiences in four Career Technical Education sectors: Digital Media, Construction, Engineering, and Medical. Students will develop foundational technical and safety skills through project-based learning while exploring careers and identifying their interests and aptitudes using the RIASEC career exploration model. The course is designed to help students make informed decisions about CTE pathway options available to them in grades 10–12. This course has been approved for UC A-G “G” elective credit and has no prerequisites for enrollment.

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 the Career Pathway Exploration course for ninth-grade students at Estancia High School beginning with the 2026–27 school year.

Coastline ROP – Career Technical Education

CAREER PATHWAY EXPLORATION

INDUSTRY SECTOR: Multiple Industry Sectors
PATHWAY: Multiple Pathways (999)
CALPADS TITLE: Exploratory Career Technical Education
CALPADS CODE: 7000
HOURS:

Total	Classroom	Laboratory/CC/CVE
45	26	19

JOB TITLE	O*NET CODE	JOB TITLE	O*NET CODE
Audio and Video Technician	27-4011.00	Carpenter	47-2031.00
Mechanical Engineer Technician	17-3027.00	Medical Assistant	31-9092.00

COURSE DESCRIPTION:

This 9th-grade exploratory "wheel" course introduces students to four core Career Technical Education (CTE) sectors: Digital Media, Construction, Engineering, and Medical. Over one quarter (45 hours), students will immerse themselves in a specific sector to gain hands-on experience and foundational knowledge. The course emphasizes essential safety protocols, introductory technical skills, and project-based learning. It culminates in a career exploration unit utilizing the RIASEC model, allowing students to assess their interests and aptitudes to guide their future high school pathway selections.

A-G APPROVAL: G

ARTICULATION:

College	Course Code
None	

DUAL ENROLLMENT: None

PREREQUISITES: None

BOARD APPROVAL:

METHODS OF INSTRUCTION

- Direct instruction for safety, theory, and industry overviews
- Hands-on laboratory, shop, or simulated practice
- Project-Base Learning (PBL) in small collaborative groups
- Guided discussions on industry trends and career alignment

STUDENT EVALUATION:

- Safety assessments and machine/tool operation checks
- Formative assessments on sector terminology and theory
- Project-based rubrics assessing process, collaboration, and final product; career exploration journal and RIASEC self-reflection presentation

INDUSTRY CERTIFICATION:

None

RECOMMENDED TEXTS:

None

PROGRAM OF STUDY:

Fall	Spring	Year	Course Type	Course Name
X	X		Participant	Career Pathway Exploration (Grade 9)
		X	CTE Pathway	Pathway course(s), Grades 10-12

1.	INTRODUCTION, SAFETY, AND SECTOR OVERVIEW	CR	Lab/ CC	Standards
	- Identify the purpose and scope of the assigned CTE sector (Digital Media, Construction, Engineering, or Medical) - Use basic industry terminology and follow standard operating procedures - Demonstrate emergency protocols and safe handling of sector-specific tools, software, or medical equipment - Complete required machine/tool training and pass a safety assessment before beginning hands-on projects	3	3	Academic: LS 11-12.6 RSIT 11-12.7 N-Q 1 N-Q 3 CTE Anchor: 1.0, 2.0, 6.0, 10.0, 11.0 CTE Pathway: AME: A1.1 BCT: D1.0 EA: B1.1 HSMT: B1.0
2.	CORE SKILLS AND PROJECT	CR	Lab/ CC	Standards
	- Apply foundational technical skills through a guided, small-scale sector project - Follow step-by-step procedures while using appropriate materials, tools, equipment, or software - Apply safety practices while completing sector-specific tasks such as vector graphics, structural framing, 3D CAD modeling, vital signs, or basic first aid	3	5	Academic: WS 11-12.6 N-Q 1 N-Q 3 G-MG 3 CTE Anchor: 1.0, 4.0, 5.0, 6.0, 10.0, 11.0 CTE Pathway: AME: A1.2 BCT: D2.1, D2.3 EA: B2.1 HSMT: B3.1
3.	INTERMEDIATE APPLICATION AND PROJECT	CR	Lab/ CC	Standards
	- Complete a more complex, multi-day sector project requiring critical thinking, troubleshooting, and design iteration - Collaborate to solve a sector-specific problem, such as a multimedia campaign, scaled model, simple machine, or mock patient triage scenario - Participate in peer review and present project outcomes using appropriate technical terminology	3	6	Academic: WS 11-12.6 N-Q 1 N-Q 3 G-MG 3 CTE Anchor: 2.0, 4.0, 5.0, 7.0, 9.0, 10.0, 11.0 CTE Pathway: AME: A2.9 BCT: D2.2 EA: B6.6, B6.7 HSMT: B4.0
4.	CAREER EXPLORATION AND THE RIASEC MODEL	CR	Lab/ CC	Standards
	- Explain the RIASEC framework: Realistic, Investigative, Artistic, Social, Enterprising, and Conventional - Complete a RIASEC self-assessment and identify personal interest patterns - Connect RIASEC results to careers within the assigned CTE sector - Research career education requirements, typical salaries, and a day-in-the-life profile of an industry professional - Reflect on how interests and aptitudes can inform future high school pathway selection	4	4	Academic: RSIT 11-12.1 RSIT 11-12.7 WS 11-12.7 WS 11-12.8 CTE Anchor: 1.0, 2.0, 3.0, 5.0, 8.0 CTE Pathway: AME: A5.2 BCT: D1.0 EA: B9.1 HSMT: B1.0
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 resume - Prepare a portfolio - Participate in a simulated interview	1	1	Academic: LS: 11-12.1, 11-12.2 WS: 11-12.1, 11-12.1e CTE Anchor: 2.4, 3.1, 3.3 CTE Pathway: AME: A5.0 BCT: D1.0 EA: B10.0 HSMT: B1.0

	Note on Units 11-15: These employability and soft-skill competencies are integrated throughout the course and reinforced in class activities, projects, collaboration, career exploration, and presentations			
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 - 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	3	0	Academic: LS: 11-12.1 CTE Anchor: 7.3, 7.7, 8.2, 8.3, 8.4 CTE Pathway: Multiple Pathways (999); reinforced across sector rotations.
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: Multiple Pathways (999); reinforced across sector rotations.
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: Multiple Pathways (999); reinforced across sector rotations.
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: Multiple Pathways (999); reinforced across sector rotations.

TO: Board of Trustees

FROM: Dr. Krista Schweers-Ganga

DATE: September 10, 2026

SUBJECT: Memorandum of Understanding with University Lab Partners for MIRE 2: Advanced Medical Innovation, Research, and Entrepreneurship

Background and Rationale

The attached Memorandum of Understanding outlines the partnership between Coastline ROP and University Lab Partners (ULP) to support the MIRE 2: Advanced Medical Innovation, Research, and Entrepreneurship course during the 2026–27 school year. ULP will provide curriculum, materials, industry speakers and mentors, and host portions of the hybrid course at its Irvine facility. Students will work in teams with industry professionals to address real-world unmet medical needs and develop a proof-of-concept, intellectual property/patent strategy, and exit plan, culminating in a final pitch to industry leaders. The course will be offered in two sessions from September 1 through November 17, 2026, and January 19 through April 13, 2027.

Financial Implications

The total cost of the agreement is \$18,000 and will be funded through the K12 Strong Workforce Program (SWP) grant.

Recommendation

It is respectfully recommended that the Board of Trustees approve the Memorandum of Understanding between Coastline ROP and University Lab Partners for the MIRE 2: Advanced Medical Innovation, Research, and Entrepreneurship course for the 2026–27 school year.

Memorandum of Understanding

This Memorandum of Understanding (this “**Memorandum**”), effective as of April 23, 2026, by and between University Lab Partners (“**ULP**”), on the one hand, and Coastline Regional Occupational Program (“Educational Partner”) on the other hand.

W I T N E S S E T H:

WHEREAS, Educational Partner has requested that ULP prepare the curriculum and materials for, and host and provide speakers and mentors regarding, a high school educational course titled, “MIRE 2: Advanced Medical Innovation, Research, and Entrepreneurship” (the “**Course**,”);

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

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

A G R E E M E N T:

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

1. The Course. The Course is scheduled to run on two (2) sessions on the following dates: September 1, 2026 through November 17, 2026; and January 19, 2027 through April 13, 2027. The Course is and will be a hybrid program (in-person onsite at ULP and online) where high school student teams work with industry leaders/mentors to solve real-world unmet needs devising a proof-of-concept, an intellectual property/patent strategy and an exit plan which they pitch to industry leaders on the final day of the Course.

2. Course Curriculum and Materials. The parties hereto recognize that ULP, through its employees and contractors, has developed, and through the period of the Course will continue to develop, the curriculum, materials and related information for and regarding the Course, including, without limitation, such things in video, audio, digital, written and other formats (such curriculum, materials and information being the “**Course Materials**”). Educational Partner acknowledges and agrees that all Course Materials, in whatever form or format and in whatever stage of being or development, and all right, title, interest in and to the Course Materials, and all intellectual property and proprietary rights (“**Intellectual Property Rights**”) embodied in or represented by the Course Materials, as well as all claims and causes of action of any kind with respect to any of the foregoing, are

the sole and exclusive property of ULP. In furtherance of the foregoing sentence, without any additional consideration, Educational Partner hereby irrevocably assigns and transfers to ULP and its successors and assigns, all of Educational Partner's respective right, title and interest in and to: (a) any and all Course Materials; (b) any and all drafts, versions, modifications and derivative works of any Course Materials (including, without limitation, predecessor and successor drafts, versions, modifications and derivative works thereof); (c) any and all Intellectual Property Rights embodied in or represented by any Course Materials; (d) any and all renewals and extensions of such Intellectual Property Rights in connection with Course Materials throughout the world (whether presently available or subsequently available as a result of intervening legislation); and (e) any and all causes of action for infringement of Course Materials and related Intellectual Property Rights in the past, present and future. Any assignment of copyrights under this Memorandum includes all rights of paternity, integrity, disclosure and withdrawal and any other rights that may be known as "moral rights" (collectively, "**Moral Rights**"). Educational Partner hereby irrevocably waives, to the extent permitted by applicable law, any and all claims it may now or hereafter have in any jurisdiction to any Moral Rights with respect to any Course Materials. Educational Partner will execute all documents and perform all acts that ULP may reasonably request in order to assist ULP in perfecting the rights in Course Materials, including but not limited to copyright registration. ULP shall solely control any and all defense of its Intellectual Property Rights, and shall pay all costs related to the same except that Educational Partner shall pay (or reimburse ULP for) any such costs and related damages arising from or relating to (A) Educational Partner (or any Educational Partner agent's or employee's) negligence or intentional acts or omissions, (B) the use of any Course Material or Other ULP Material in combination with anything not provided by ULP hereunder, (C) any breach by Educational Partner of this Agreement, or (D) Educational Partner's continued use of the offending material/thing after ULP has informed Educational Partner of the claim or alleged infringement at issue.

3. Other ULP Materials. Beyond the Course Materials, Educational Partner understands and agrees that all right, title and interest in and to any other materials, content and information furnished or made available to Educational Partner in connection with the Course (such other materials, content and information being the "**Other ULP Materials**"), including, without limitation, any such things furnished directly or indirectly prior to the Effective Date, are and shall remain the sole and exclusive property of ULP. Educational Partner shall obtain or has obtained any intellectual property or proprietary right or other right in any of the Other ULP Materials by virtue of this Memorandum, the Course or the parties' relationship or course of dealing in relation to this Memorandum or the Course.

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

5. Educational Partner's Contributions. Educational Partner agrees to pay ULP the aggregate amount of \$18,000 for ULP's development of the Course and Course Materials and its hosting and management

of the Course (such \$18,000 fee being the “**Course Fees**”). Educational Partner shall be responsible for paying the Course Fees (i.e., \$18,000) to ULP, such payment to be made on the date of Educational Partner’s signature to this Memorandum.

6. **Educational Partner Cooperation.** Educational Partner will provide ULP with all support and cooperation that is reasonably requested by ULP from time to time in relation to the Course, including, without limitation, in relation to the Course Materials.

7. **Insurance.** Educational Partner shall carry commercial general liability (“**CGL**”) insurance of no less than \$1,000,000 per occurrence and \$2,000,000 aggregate. Educational Partner shall ensure that through the end of the Course, and for 12 months thereafter, Educational Partner’s CGL insurance policy designates ULP and its directors, officers, employees and agents as additional insureds thereunder. Upon request, Educational Partner will deliver to ULP current certificates of insurance demonstrating that (a) the insurance required herein is in force, and (b) ULP and its directors, officers, employees and agents are additional insureds under the specified CGL insurance.

8. **Hold Harmless:**

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

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

9. **General.** This Memorandum constitutes the entire agreement between the parties with respect to the subject matter hereof and it supersedes any and all prior agreements and understandings between the parties hereto regarding such subject matter. This Memorandum shall be governed by and construed in accordance with the laws of the State of California without regard to the conflicts of law provisions thereof or of any other jurisdiction. The parties hereby submit to the jurisdiction of the state and federal courts in the County of Orange, State of California, and agree that said courts have the sole and exclusive jurisdiction over any and all disputes, claims, actions, controversies and causes of action involving any of such parties that arise out of or relate to this Memorandum. Each party shall bear its own fees and costs incurred in connection with this Memorandum, provided, however that the prevailing party in any action to enforce this Memorandum shall be entitled to reimbursement (from the other party) of such prevailing party’s costs and fees (including, without limitation, reasonable attorneys’ fees and expert witness fees) incurred in connection with such action. In the event that any of the provisions of this Memorandum are held by a court or other tribunal of competent jurisdiction to be illegal, invalid or unenforceable, such provisions shall be limited or eliminated to the minimum

extent necessary so that this Memorandum shall otherwise remain in full force and effect. No amendment, modification or waiver of this Memorandum (or any part hereof) will be binding upon any particular party hereto unless made in writing and signed by a duly authorized representative of such party, and no failure or delay in enforcing any right will be deemed a waiver. This Memorandum shall be binding upon and shall inure to the benefit of the parties hereto and their successors and assigns, provided, however Educational Partner may not assign or delegate this Memorandum, in whole or in part, without the prior written consent of ULP, which consent will not be unreasonably delayed or withheld. No provision of this Memorandum shall be construed against a party by reason of the fact that such party or its legal counsel drafted that provision, notwithstanding any rule of law or any legal decision to the contrary. Headings and captions are for convenience only and are not to be used in the interpretation of this Memorandum. This Memorandum may be executed in two or more counterparts, each of which will be deemed an original, but all of which taken together shall constitute one and the same instrument. A party's facsimile, electronically-scanned or electronic signature to this Memorandum shall be deemed an original for purposes of evidencing such party's execution of this Memorandum.

[Signature page follows.]



5270 California Ave. Suite 300
Irvine, CA 92617
www.universitylabpartners.org
info@universitylabpartners.org

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

Coastline Regional Occupational Program

By: _____

Brian Dozer
Superintendent

Date: _____

If needed, Date of Board Approval: _____

University Lab Partners

By: _____

Ken Beall
Founder and CEO

Date: _____

TO: Board of Trustees

FROM: Krista Schweers-Ganga

DATE: September 10, 2026

SUBJECT: New Internship Site

Pharmacy Internship

Custom Ivy Pharmacy
72 Argonaut, Suite 130,
Aliso Viejo, CA 92656

Envy Pharmacy
5 Journey #140A,
Aliso Viejo, CA 92656

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 Custom Ivy Pharmacy

located at 72 argonaut suite 120 aliso viejo ca 92656

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 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.

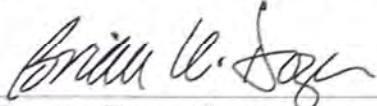
Neither the Coastline Regional Occupational Program, nor the Management of the Community Classroom Facilities, shall discriminate against any student on the basis of race, color, national origin, sex or handicap, in making available opportunities in career preparation instruction and internship.

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

Gina Escobar

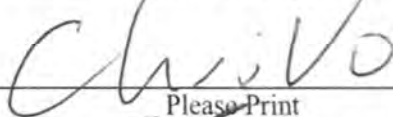
ROP INSTRUCTIONAL PROGRAM MANAGER

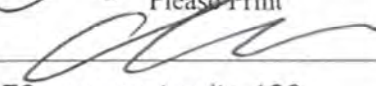
INSTRUCTOR: Dr. F (Freya)

Email: FFahimi@coastlinerop.org

Telephone: (949) 736-2181

Date: _____

Name: 
Please Print

Signature: 

Address: 72 argonaut suite 130

Aliso viejo ca 72656

Email: chris@custom-ivy.com

Zip Code

Telephone: 9496698355

Date: 8/13/2026

(OVER)

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

The Coastline Regional Occupational Program and Envy Pharmacy
located at 5 journey 140a aliso viejo ca 92656
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 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

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: _____

COMPANY REPRESENTATIVE/MANAGER

Name: Chris Vo

Signature: Chris Vo

Please Print

Address: 5 journey suite 140a

Aliso viejo

Email: chris.vo@envypharmacy.com

Zip Code

Telephone: 9496698355

Date: 8/13/2026

(OVER)

TO: Board of Trustees

FROM: Siteria Edwards

DATE: September 1, 2026

SUBJECT: Business Associate Agreement with Keenan & Associates

Background and Rationale

Keenan & Associates has requested that Coastline ROP execute an updated Business Associate Agreement to reflect current requirements under the Health Insurance Portability and Accountability Act (HIPAA), the Health Information Technology for Economic and Clinical Health Act (HITECH), and related regulations. The agreement replaces the prior Business Associate Agreement and establishes the responsibilities of Coastline ROP and Keenan when protected health information is created, received, maintained, or transmitted in connection with services provided to Coastline ROP.

The agreement requires Keenan to use protected health information only as permitted, maintain appropriate administrative, physical, and technical safeguards, ensure that applicable subcontractors comply with the same requirements, and notify Coastline ROP of a security incident or breach as soon as practicable and no later than 60 days after discovery. It also addresses access, amendment, and accounting requests; the return or destruction of protected health information upon termination; mutual indemnification; and termination rights. The agreement is effective August 1, 2026, and remains in effect until terminated and all protected health information is returned, destroyed, or otherwise protected as provided in the agreement.

Financial Implications

There are no direct financial implications associated with approval of the Business Associate Agreement.

Recommendation

It is respectfully recommended that the Board of Trustees ratify the Business Associate Agreement between Coastline ROP and Keenan.

BUSINESS ASSOCIATE AGREEMENT

This Business Associate Agreement (“**Agreement**”) is entered into on August 1, 2026 (the “**Effective Date**”), by and between Coastline ROP (“**Covered Entity**”) and Keenan & Associates and its affiliates and subsidiaries (collectively, “**Business Associate**”).

RECITALS

WHEREAS, Business Associate provides, or intends to provide, certain services to Covered Entity described in an underlying agreement (“**Underlying Agreement**”);

WHEREAS, to the extent that Covered Entity and Business Associate qualify as a “covered entity” and “business associate” (as such terms are defined in 45 C.F.R. § 160.103) with regard to any Protected Health Information (“**PHI**”) processed as part of the Underlying Agreement, Covered Entity and Business Associate mutually desire to outline their individual responsibilities with respect to the use, disclosure and security of PHI under the Health Insurance Portability and Accountability Act of 1996, as codified at 42 U.S.C. § 1320d (“**HIPAA**”), the Health Information Technology for Economic and Clinical Health Act of 2009, as codified at 42 U.S.C. § 17901 *et seq.* (“**HITECH Act**”), and any current and future regulations promulgated under HIPAA or the HITECH Act, including without limitation, the Confidentiality of Substance Use Disorder Patient Records, 42 C.F.R. Part 2 (“**Part 2**”) (HIPAA, HITECH Act, and any current and future regulations promulgated under either are collectively referred to as the “**Regulations**”); and

WHEREAS, in the event and only to the extent that the Regulations apply to any data received by Business Associate from or on behalf of Covered Entity, Covered Entity and Business Associate understand and agree that the Regulations require Covered Entity and Business Associate to enter into this Business Associate Agreement, which shall govern the use, disclosure and security of PHI.

NOW, THEREFORE, the parties hereto agree as follows:

1. Definitions. When used in this Agreement and capitalized, the following terms have the following meanings:

(a) “**Breach**” shall have the same meaning as the term “breach” in 45 C.F.R. § 164.402.

(b) “**Electronic Protected Health Information**” or “**ePHI**” shall mean Protected Health Information transmitted by electronic media or maintained in electronic media.

(c) “**Individual**” shall have the same meaning as the term “individual” in 45 C.F.R. § 160.103 and shall include a person who qualifies as a personal representative in accordance with 45 C.F.R. § 164.502(g).

(d) “**Privacy Rule**” shall mean the Standards for Privacy of Individual Identifiable Health Information as set forth at 45 C.F.R. Parts 160 and 164 Subparts A and E.

(e) “**Protected Health Information**” or “**PHI**” shall have the same meaning as the term “protected health information” in 45 C.F.R. § 160.103, limited to the information created or received by Business Associate from or on behalf of Covered Entity.

(f) “**Required by Law**” shall have the same meaning as the term “required by law” in 45 C.F.R. § 164.103.

(g) “**Secretary**” shall mean the Secretary of the Department of Health and Human Services or their designee.

(h) “**Security Incident**” shall mean a successful unauthorized access, use, disclosure, modification or destruction of Unsecured PHI;

(i) “**Security Rule**” shall mean the Standards for Security of ePHI, as set forth at 45 C.F.R. Parts 160 and 164 Subparts A and C.

(j) “**Unsecured PHI**” shall have the same meaning as the term “unsecured protected health information” in 45 C.F.R. § 164.402.

Capitalized terms used but not defined in this Agreement shall have the same meaning as those terms are defined in the Regulations.

2. Obligations and Activities of Business Associate Regarding PHI.

(a) Business Associate shall only use or disclose PHI as permitted or required by this Agreement.

(b) Business Associate shall use appropriate safeguards to prevent use or disclosure of the PHI other than as provided for by this Agreement.

(c) Business Associate agrees to take reasonable steps, including providing adequate training to its employees, to ensure compliance with this Agreement and the Regulations.

(d) Business Associate shall ensure that any agents and sub-contractors that create, receive, maintain or transmit PHI on behalf of Business Associate agree to comply with substantially the same restrictions, conditions and requirements that apply to Business Associate with respect to such information. Business Associate shall enter into written agreements with any such agents and subcontractors, and the terms of such agreements shall incorporate the applicable requirements of, and otherwise comply with, the Regulations.

(e) Upon request of Covered Entity and to the extent that Business Associate maintains PHI in a Designated Record Set that is not also in Covered Entity’s possession, Business Associate shall provide Covered Entity with access to the PHI in the Designated Record Set in a reasonable time and manner as designated by Covered Entity, in order for Covered Entity to comply with the requirements under 45 C.F.R. § 164.524.

(f) To the extent that Business Associate maintains PHI in a Designated Record Set, Business Associate shall make any amendment to PHI in a Designated Record Set that Covered Entity directs or agrees to pursuant to 45 C.F.R. § 164.526 in a reasonable time and manner as designated by Covered Entity.

(g) Upon request of Covered Entity, Business Associate shall provide Covered Entity with documentation of any disclosures by Business Associate that would be required for

an accounting of disclosures to an Individual under 45 C.F.R. § 164.528 in a reasonable time and manner as designated by Covered Entity.

(h) Business Associate shall give notice to Covered Entity of any request under 45 C.F.R. §§ 164.524, 164.526 or 164.528 that it receives directly from an Individual in order for Covered Entity to comply with its requirements under the Regulations.

(i) To the extent Business Associate performs any of Covered Entity's obligations under the Privacy Rule, Business Associate shall comply with the requirements of the Privacy Rule that apply to Covered Entity in the performance of such obligations.

(j) Business Associate shall make its internal practices, books and records relating to the use and disclosure of PHI available to the Secretary, in a reasonable time and manner as designated by the Secretary, for purposes of the Secretary determining Covered Entity's compliance with the Regulations, subject to any attorney-client or other applicable legal privileges.

3. Permitted Uses and Disclosures of PHI by Business Associate.

(a) Business Associate may use or disclose PHI to perform functions, activities or services for, or on behalf of, Covered Entity, including as necessary to perform the services set forth in the Underlying Agreement.

(b) Business Associate may use or disclose PHI as Required by Law.

(c) Business Associate must not use or disclose PHI in a manner that is prohibited under the Privacy Rule, 45 C.F.R. § 164.502(a)(5), or Part 2, or would otherwise violate the Privacy Rule or Part 2 if done by Covered Entity, except for the specific uses and disclosures permitted in this Agreement.

(d) Business Associate may use PHI for the proper management and administration of Business Associate and to carry out the legal responsibilities of Business Associate.

(e) Business Associate may disclose PHI for the proper management and administration of Business Associate and to carry out the legal responsibilities of Business Associate if:

(i) Such disclosure is Required by Law, or

(ii) Business Associate obtains reasonable assurances from the person to whom the information is disclosed that such information will remain confidential and used or further disclosed only as Required by Law or for the purposes for which it was disclosed to the person, and the person agrees to notify Business Associate of any instances of which it is aware that the confidentiality of the information has been Breached.

(f) Business Associate shall limit its uses and disclosures of, and requests for, PHI, to the minimum amount of PHI necessary to accomplish the intended purpose of such use, disclosure or request subject to the exceptions set forth in the Privacy Rule.

(g) Business Associate may de-identify PHI in accordance with 45 C.F.R. § 164.514(a)-(c) (“**De-Identified Information**”) and may use and disclose such De-Identified Information for lawful purposes provided that the De-Identified Information cannot be reasonably linked to Covered Entity or any Individual.

(h) Business Associate may use PHI to provide Data Aggregation services related to the health care operations of Covered Entity as permitted by 45 C.F.R. § 164.504(e)(2)(i)(B).

(i) Business Associate shall comply with any requests for restrictions on certain uses and disclosures of PHI to which Covered Entity has agreed in accordance with 45 C.F.R. § 164.522 and of which Business Associate has been notified by Covered Entity.

4. Obligations of Covered Entity Regarding PHI.

(a) Covered Entity agrees that the permitted and required uses and disclosures of PHI by Business Associate pursuant to this Agreement are and, at the time of execution and throughout the term of this Agreement, will be consistent with the form of the notice of privacy practices that Covered Entity provides to Individuals in accordance with 45 C.F.R. § 164.520. Covered Entity shall provide notice to Business Associate of any changes to its notice of privacy practices if such changes affect Business Associate’s permitted or required uses and disclosures of PHI.

(b) Covered Entity shall provide notice to Business Associate of any changes in, or revocation of, an authorization by an Individual to use or disclose PHI, if such changes affect Business Associate’s permitted or required uses and disclosures of PHI.

(c) Covered Entity shall provide notice to Business Associate of any restrictions to the use or disclosure of PHI that Covered Entity has agreed to in accordance with 45 C.F.R. § 164.522, if such restrictions affect Business Associate’s permitted or required uses and disclosures of PHI.

(d) Covered Entity shall obtain any consent or authorization from Individuals that may be required under the Regulations or otherwise Required by Law.

(e) Covered Entity shall only provide Business Associate with the minimum amount of PHI necessary in order for Business Associate to perform the services set forth in the Underlying Agreement, including, where possible, only providing Business Associate with PHI that has been de-identified in accordance with 45 C.F.R. § 164.514(a)-(c).

(f) Covered Entity shall require its employees, agents and representatives to be appropriately informed of its legal obligations pursuant to this Agreement and the Regulations and will reasonably cooperate with Business Associate in the performance of the mutual obligations under this Agreement.

5. Security of Protected Health Information.

(a) Business Associate has implemented policies and procedures to ensure that its receipt, maintenance or transmission of PHI on behalf of Covered Entity complies with the applicable administrative, physical and technical safeguards of the Security Rule.

(b) Business Associate shall ensure that its agents or subcontractors agree to implement the applicable administrative, physical and technical safeguards of the Security Rule.

(c) Business Associate shall establish procedures to mitigate, to the extent possible, any harmful effect that is known to Business Associate of a use or disclosure of PHI by Business Associate in violation of this Agreement.

(d) Business Associate agrees to notify Covered Entity as soon as practicable, but not later than sixty (60) days after Discovery (as defined by 45 C.F.R. § 164.410) of any Security Incident or Breach of Unsecured PHI and, to the extent available to Business Associate, provide the following information relating to a Breach of Unsecured PHI to Covered Entity:

- (1) The date of the Breach;
- (2) The date of the discovery of the Breach;
- (3) A description of the type of Unsecured PHI that was involved;
- (4) The identity of each Individual whose Unsecured PHI has been, or is reasonably believed to have been, accessed, acquired or disclosed; and
- (5) Any other information reasonably necessary to permit Covered Entity to comply with the requirements of 45 C.F.R. Part 164 Subpart D.

(e) Covered Entity acknowledges and agrees that Covered Entity is independently responsible for the security of all PHI in its possession, including all PHI that it receives from any third party (including from Business Associate).

6. Term and Termination.

(a) **Term.** This Agreement shall be effective as of the Effective Date and shall remain in effect until this Agreement is terminated and all PHI is returned, destroyed or is otherwise protected as set forth in Section 6(d).

(b) **Termination for Cause by Covered Entity.** Upon Covered Entity's knowledge of a material breach by Business Associate, Covered Entity shall provide an opportunity for Business Associate to cure the breach. If Business Associate does not cure the breach within thirty (30) days from the date that Covered Entity provides notice of such breach to Business Associate, Covered Entity shall have the right to immediately terminate this Agreement and the Underlying Agreement.

(c) **Termination by Business Associate.** This Agreement may be terminated by Business Associate upon thirty (30) days prior written notice to Covered Entity if Business Associate, acting in good faith, believes that the requirements of any law, legislation, consent decree, judicial action, governmental regulation or agency opinion (enacted, issued or otherwise effective after the date of this Agreement and applicable to PHI or to this Agreement) cannot be met by Business Associate in a commercially reasonable manner and without significant additional expense.

(d) **Effect of Termination.** Upon termination of this Agreement for any reason, at the written request of Covered Entity, Business Associate shall:

(1) Return or destroy all PHI received from Covered Entity, or created or received by Business Associate on behalf of Covered Entity, without unreasonable delay, except as set forth below;

(2) Retain a copy of any PHI only as necessary for Business Associate to continue its proper management and administration of its business or to carry out its legal responsibilities;

(3) Continue to use appropriate safeguards and comply with the Security Rule with respect to the PHI for as long as Business Associate retains the PHI, and shall not use or disclose the PHI other than the purposes for which it was retained; and

(4) Shall return or destroy all PHI retained by Business Associate when it is no longer needed by Business Associate for its proper management and administration of its business or to carry out its legal responsibilities.

(e) **Survival.** The obligations of Business Associate under this Section shall survive the termination of the Agreement until all PHI is returned or destroyed.

7. Amendment.

The parties may agree to amend this Agreement from time to time as is necessary for compliance with the requirements of the Regulations, other applicable laws, and any other respect that they deem appropriate. This Agreement shall only be amended by written instrument executed by the parties.

8. Indemnification.

Each party agrees to indemnify, defend and hold harmless the other party and its directors, officers, employees and agents, from any and all third-party losses, damages, claims, fines, penalties, costs and expenses, arising from, in connection with, or based on a breach of this Agreement or a violation of the Regulations by the indemnifying party; provided, however, that any indemnification obligations shall be reduced to the extent such losses, damages, claims, costs and expenses arise from or are caused by the acts or omissions of the other party or its employees, agents or subcontractors. Each party shall promptly provide written notice to the other party of any claimed indemnification obligations; provided, however, that the failure to give prompt notice shall only absolve or release the indemnifying party from its indemnification obligations to the extent actual prejudice results from the failed or delayed notice. The indemnification obligations provided for in this Section will commence on the Effective Date of this Agreement and will survive its termination.

9. Limitation of Liability.

Notwithstanding anything to the contrary in this Agreement, the parties agree that all liabilities between them under this Agreement will be subject to the limitations and exclusions of liability in the Underlying Agreement.

10. Severability.

The parties intend this Agreement to be enforced as written. Should any provision of this Agreement be held unenforceable or invalid under the laws of any jurisdiction, then the parties agree that the remaining provisions of the Agreement shall be severed therefrom and unaffected thereby, and that this Agreement, without the unenforceable or invalid provisions, shall remain in full force and effect.

11. Notices.

(a) The following are the primary contacts for purposes of any co-operation, communications or notices with respect to this Agreement:

(1) Covered Entity contact: See signature block below.

(2) Gallagher contact for Security Incidents or Breaches of Unsecured PHI: cyber_security@ajg.com.

Gallagher contact for all other communications or notices relating to this Agreement: GlobalPrivacyOffice@ajg.com.

(b) Each party shall promptly notify the other if any of the above contact information changes.

12. Regulatory Compliance.

The parties shall comply with their respective obligations under the Regulations. A reference in this Agreement to a section in the Regulations means the referenced section or its successor, and for which compliance is required to the extent that the Regulations apply to the party.

13. Headings and Captions.

The headings and captions of the various subdivisions of the Agreement are for convenience or reference only and will in no way modify or affect the meaning or construction of any of the terms or provisions hereof.

14. Entire Agreement.

This Agreement sets forth the entire understanding of the parties with respect to the subject matter herein and supersedes all prior agreements, arrangements and communications, whether oral or written, pertaining to the subject matter hereof. In the event of any conflict between the terms and conditions of this Agreement and the Underlying Agreement, the terms and conditions of this Agreement shall prevail.

15. Binding Effect.

The provisions of this Agreement shall be binding upon and shall inure to the benefit of both parties and their respective successors and assigns.

16. No Waiver.

No change, waiver or discharge of any liability or obligation hereunder on any one or more occasions by either party shall be deemed a waiver of performance of any continuing or other obligation, or shall prohibit enforcement of any obligation, on any other occasion.

17. Governing Law.

This Agreement will be governed by and construed in accordance with the laws of the State of California.

IN WITNESS WHEREOF, the parties have executed this Business Associate Agreement as of the Effective Date.

BUSINESS ASSOCIATE:

Keenan & Associates

By: _____

Name: Ju Anderson

Title: Senior Vice President, Employee Benefits

2355 Crenshaw Blvd., Ste. 200

Torrance, CA 90501

COVERED ENTITY:

Coastline ROP

By: 

Name: Brian Dozer

Title: Superintendent

Contact for Notice:

Name: Brian Dozer

Address: 1001 Presidio Square

Costa Mesa, CA

E-mail: sedwards@coastlinerop.org

Telephone: 714-979-1955

Coastline ROP Staff Rosters

2026-2027

As of September 1, 2026

LEADERSHIP TEAM			
1	Dozer, Brian	Superintendent	PRESIDIO
2	Savedra, Brenda	Director, Business Services	PRESIDIO
3	Schweers-Ganga, Krista	Director, Educational Services	PRESIDIO
4	Edwards, Siteria	Director, Human Resources	PRESIDIO
ADMINISTRATION			
5	Burdge, Maria	Executive Assistant	PRESIDIO
HUMAN RESOURCES			
6	Capistrano, Darcy	Human Resources Assistant	PRESIDIO
BUSINESS SERVICES			
7	Campos, Luis	Accounts Payable/Purchasing Specialist	PRESIDIO
8	Kovatch, Rosalba	Fiscal Analyst	PRESIDIO
9	Saliba, Amanda	Accounting/Payroll Specialist	PRESIDIO
10	Villa, Irma	Accounting/Budget Specialist	PRESIDIO
TECHNOLOGY SERVICES			
11	Bennett, Jeanne	Manager, Technology Services	PRESIDIO
12	Hofmann, Austin	Information Technology Specialist	PRESIDIO
13	Madrid, Edwin	Facility Maintenance/Receiving and Delivery Worker	PRESIDIO
EDUCATIONAL SERVICES			
14	Arce, Michelle	Manager, Student Services	PRESIDIO
15	Alonso-Hees, Lidia	Work-Based Learning/Outreach Specialist	PRESIDIO
16	Escobar, Gina	Administrator, Educational Services	PRESIDIO
17	Fisher-Gabriana, Tiefa	Program Assistant	PRESIDIO
18	Gonzalez, Alejandra	Administrative Assistant	PRESIDIO
19	Hobbs, Arielle	Receptionist/Administrative Assistant	PRESIDIO
20	Montejano, Divina	K-12 Pathway Coordinator	PRESIDIO
21	Perez, Alex	Instructional Support/ Media Specialist	PRESIDIO
22	Piccola, James	Administrator, Educational Services	PRESIDIO
23	Roman, Aurelia	Student Information Specialist	PRESIDIO
	TBD	Instructional Assistant - Diversified Svc. Careers Internship	HILLVIEW H.S.
COLLEGE AND CAREER/CAREER SPECIALIST			
1	Alvarez, Melissa	CTE Recruitment and Engagement Specialist	LHHS
2	Bogy, Renee	College and Career Specialist	IHS/CHS
3	Flores, Kristy	Career Counselor	OC Probation
4	Garcia, Viridiana	College and Career Specialist	THS/HVHS
5	Hernandez, Jose	Career Specialist	UHS
6	Kwong, Emily	College and Career Specialist	BBHS/ECHS/MVHS
7	Lavalle, Brisa	College and Career Specialist	Legacy Magnet/HVHS
8	Radillo, Stephanie	College and Career Specialist	NHS/WBHS

9	Russell, Mary	College and Career Specialist	CdMHS
10	Staeck, Emily	College and Career Specialist	CMHS
11	Streeter, Phillip	College and Career Specialist	ESTHS
	TBD	Career Specialist	PHS
12	Thompson, Alexandra	College and Career Specialist	FHS
13	Tran, Kathy	College and Career Specialist	BHS
14	Zuniga, Pamela	College and Career Specialist	NHHS/BBHS

	CERTIFICATED STAFF			
	NAME	TITLE	CLASS	LOCATION
1	Abito, Ashlee	Teacher	Digital Media Arts	WHS
2	Amador, Claudia	Teacher	Cyber Security	VIRTUAL
3	Augenfeld, Tyler	Teacher	Sports Medicine	ETHS
4	Baloy, Rodiel (Kirby)	Teacher	Sports Medicine Internship	CHS
5	Bermudez, Lizette	Teacher	Sports Medicine and Athletic Training	MVHS
6	Burns, Rosa	Teacher	Dental Assistant Front Office/Dental Back Office	PRESIDIO
7	Campbell, Michael	Teacher	Automotive Technology MLR 1, MLR 2 and Advanced Automotive	IHS
8	Canas, Eddie	Teacher	Culinary Arts	CHS; TUSD
9	Caswelch, Karen	Teacher	Engineering Internship	LHHS
10	Clara, Belen	Teacher	Diversified Service Careers Internship	HHS
11	Crosby, Darren	Teacher	BITA 1 Foundation of Res & Comm Construction/BITA 2 Study of Craftsman & Infrastructure/BITA 3 Energy Effic. & Adv.	CHS, ETHS
12	Desai, Mayuri	Teacher	Medical Nursing Careers Internship; EMR/Medical Careers - Sports Medicine Internship	PRESIDIO; CMHS/CHS
13	Djerf, Monique	Teacher	Culinary Arts	SHS
14	Drown, Nathan	Teacher	Building Industry and Technology (BITA)	CHS
15	Elkins, Julia	Teacher	Culinary Arts	NHHS
16	Escobar, Marco	Teacher	Culinary Arts & Baking and Pastry	ACCESS
17	Fahimi, Fanak	Teacher	Pharmacy Technician ELL Adult (Externship)	PRESIDIO
18	Fernandez Bonilla, Lina	Teacher	Dental Assistant Back Office/Dental Program Director - Mentor Teacher	PRESIDIO
19	Fewx, Melody	Teacher	MIRE	VIRTUAL
20	Galante, Paul	Teacher	Automotive Technology Introduction/Automotive Technology MLR I and MLR II/Automotive Technology Advanced	LHHS
21	Gonzalez, Hector	Teacher	Automotive Internship	UHS
22	Gray, Cory	Teacher	Media Arts Introduction/Media Arts Intermediate/AP Studio Art-2-D Media Arts	CDMHS
23	Hartel, Jared	Teacher	Medical Careers and Health Systems/ Emergency Medical Responder	BHS/THS
24	Jasperson, Edward	Teacher	BITA 1 Foundation of Res & Comm Construction/BITA 2 Study of Craftsman & Infrastructure/BITA 3 Energy Effic. & Adv. Construction Techniques	ESTHS
25	Jeske, Alissa	Teacher	Sports Medicine & Athletic Training	LHHS
26	Kinnen, Hannah	Teacher	Emergency Medical Responder/Medical Careers & Health Systems	THHS, CHS
27	Knauerhaze, Cameron	Teacher	Administration of Justice (AOJ)/Crime Scene Investigation (CSI)	MVHS
28	Lara, Zak	Teacher	Digital Media Arts	HHS
29	Larson, Johana	Teacher	Animal Health Care	Presidio
30	Lindley, Stephen	Teacher	Administration of Justice (AOJ)	LHHS
31	Lomeli, Nancy	Teacher	Climate Sustainability I	Presidio
32	Maleki, Shally	Teacher	Pharmacy Technician	24.3 CHS
33	Millwood, Jacqueline	Teacher	Sports Medicine & Athletic Training	THS/FHS

34	Morales, Eduardo	Teacher	ACCESS - Digital Media Arts	TBD
35	Mullen, Maggie	Teacher	Culinary Arts/Culinary Arts Advanced	NHS
36	Murillo, Cecilia	Teacher	Certified Nursing Assistant (CNA Pre-Cert) Internship	CHS
37	Murphy, Tina	Teacher	Art of TV & Video Production/Broadcast News/Intermediate Video & Film - Mentor Teacher	PHS
38	Nastase, Scott	Teacher	Sports Medicine and Athletic Training	THHS
39	Nelson, Kristin	Teacher	EMT	NHHS
40	Noone, Jo Anne	Teacher	Administration of Justice (AOJ)/Crime Scene Investigation (CSI)	BBHS
41	Nordberg, Jeffrey	Teacher	BITA III	ETHS
42	Oh, Patty	Teacher	Climate Sustainability	Presidio
43	Oshidari, Farshid	Teacher	Medical Careers and Health Systems/ ACCESS - Medical	MVHS/TBD
44	Parras, Emmanuel	Teacher	ACCESS - Drone	TBD
45	Perez, Timothy	Teacher	Supply Chain Management	VIRTUAL
46	Post, Logan	Teacher	Sports Medicine & Athletic Training	BHS
47	Quaynor, Jonas	Teacher	Medical Nursing Careers Internship	CHS
48	Rabbitt, Kathleen	Teacher	Medical Careers & Health Systems / EMR / Body Systems & Disorders	ESTHS
49	Ramirez, Brandee	Teacher	Entrepreneurship	VIRTUAL
50	Ramirez Reyes, Kensy	Teacher	Pharmacy Technician ELI Adult (Externship)	PRESIDIO
51	Renusch, Samantha	Teacher	Medical Innovations, Research and Entrepreneurship (Co-Teach)	VIRTUAL
52	Rhiner, Tanya	Teacher	Cosmetology Teacher	SHS
53	Ruiz, Lizandra	Teacher	Medical Nursing Careers Internship	PRESIDIO
54	Sanchez, Stephanie	Teacher	Advanced Cosmetology Teacher	SHS
55	Santos, Matthew	Teacher	Mental Health Pathway	VIRTUAL
56	Saucedo, Kathryn	Teacher	Careers in Artificial Intelligence	VIRTUAL
57	Short-Baker, Rosemary	Teacher	Certified Nursing Assistant (CNA Pre-Cert) Internship	LHHS
58	Smith, Harry	Teacher	Emergency Medical Responder/Emergency Medical Technician/Medical Careers & Health Systems	CHS
59	Solis, Nasario	Teacher	Administration of Justice/Crime Scene Investigation	CHS
60	Sorem, Karin	Teacher	Baking and Pastry	NHHS
61	Valdez, Edgar	Teacher	Sports Medicine	FHHS
62	Yang, Lindsay	Teacher	Digital Media Arts	PRESIDIO/PHS
63	Zandonella, Morgan	Teacher	Medical Innovations, Research and Entrepreneurship (Co-Teach)	VIRTUAL
64	Zimmerman, Dan	Teacher	Fire Science 101/Program and Clinical Director for Emergency Services	PRESIDIO

TEACHERS ON WAIVER ASSIGNMENT 44253.3

Crosby, Darren (1 st year)	Teacher – Construction Technology	Grades 9-12
Escobar, Marco (1 st year)	Teacher – Culinary Arts	Grades 9-12
Fewx, Melody (1 st year)	Teacher – Medical Innovations	Grades 9-12
Kinnen, Hannah (1 st year)	Teacher – Medical Careers and Health Systems and Emergency Medical Responder	Grades 9-12
Lara, Zak (1 st year)	Teacher – Digital Media Arts	Grades 9-12
Ruiz, Lizandra (1 st year)	Teacher – Medical Nursing Careers Internship	Grades 9-12
Sanchez, Stephanie (1 st year)	Teacher – Cosmetology	Grades 9-12
Valdez, Edgar (1 st year)	Teacher – Sports Medicine/Athletic Training	Grades 9-12

AYES _____

NOES _____

ABSENT _____

IN WITNESS OF THE ABOVE STATED ACTIONS, I have hereunto set my hand this 10th day of September 2026.

 Clerk/Secretary of the Board of Trustees

BOARD UPDATE
August 31, 2026
EMPLOYEE PERSONNEL REGISTER NO. 3– 2026-2027

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

EMPLOYMENT:

	Name:	Nicole Havens
	Position:	Program Director, Nursing
	Program:	Educational Services
	Location:	Presidio
	Effective:	Pending new hire processing
	Name:	Arielle Hobbs
	Position:	Receptionist/Administrative Assistant
	Program:	Educational Services
	Location:	Presidio
	Effective:	Pending new hire processing
FROM:	Name:	Hannah Kinnen
TO:	Position:	Clinical Skills Helper
	Position:	Teacher
	Program:	Medical Careers and Health Systems
	Location:	Trabuco Hills H.S. Creskide H.S.
	Effective:	September 2, 2026
	Name:	Nancy Lomeli
	Position:	Teacher
	Program:	Climate Sustainability I
	Location:	Presidio
	Effective:	Pending new hire processing
	Name:	Jeffrey Nordberg
	Position:	Teacher
	Program:	Construction Technology
	Location:	El Toro H.S.
	Effective:	Pending new hire processing
	Name:	Patty Oh
	Position:	Teacher
	Program:	Climate Sustainability
	Location:	Presidio
	Effective:	Pending new hire processing
	Name:	Alexandra Thompson
	Position:	College and Career Specialist
	Program:	Student Services
	Location:	Foothill H.S.
	Effective:	August 20, 2026
	Name:	Kathy Tran
	Position:	College and Career Specialist
	Program:	Student Services
	Location:	Beckman H.S.
	Effective:	August 25, 2026

**RESIGNATION OF
EMPLOYMENT:**

Name: Jeffrey Templeman
Position: Teacher
Program: Emergency Medical Responder
Location: El Toro H.S.
Effective: August 20, 2026

Name: Sonika Sehgal
Position: Substitute
Program: Educational Services
Location: All Sites
Effective: August 25, 2026

Brian K. Dozer

Name	Position	Campus	Dates	Destination	Purpose	Amount	Funding Source
Michelle Arce	Student Services Manager	Presidio Campus	Oct. 15-17, 2026	Cerritos, CA	Classified Supervisory Leadership Academy (AALRR Conference)	\$579.00	CTEIG
Divina Montejano	K12 Pathway Coordinator	Presidio Campus	Sept. 10-11, 2026	Santa Clara, CA	CCEMC Conference	\$2,008.88	SWP PC
Jose Hernandez	Career Specialist	University High School	Sept. 25, 2026	Anaheim, CA	2026 CSU High School Counselor Conference	\$202.24	CTEIG
Renee Bogy	Career Specialist	Creekside and Irvine	Sept. 11, 2026	Virtual	2026 Virtual UC High School Counselor Conference	\$60.00	CTEIG
Stephanie Radillo	Career Specialist	Northwood and Woodbridge	Sept. 11, 2026	Virtual	2026 Virtual UC High School Counselor Conference	\$60.00	CTEIG
Stephanie Radillo	Career Specialist	Northwood and Woodbridge	Sept. 25, 2026	Anaheim, CA	2026 CSU High School Counselor Conference	\$199.63	CTEIG
Emily Kwong	Career Specialist	Back Bay and Monte Vista	Sept. 25, 2026	Anaheim, CA	2026 CSU High School Counselor Conference	\$201.37	CTEIG
Dr. Brian Dozer	Superintendent	Presidio Campus	Nov. 18-20, 2026	Rancho Mirage, CA	2026 CTE Conference	\$1,537.76	General Fund
Dr. Krista Ganga	Director, Ed Services	Presidio Campus	Nov. 18-20, 2026	Rancho Mirage, CA	2026 CTE Conference	\$1,342.76	CTEIG
Gina Escobar	Administrator	Presidio Campus	Nov. 18-20, 2026	Rancho Mirage, CA	2026 CTE Conference	\$1,342.76	CTEIG
Farshid Oshidari	Instructor	Mission Viejo High School	Nov. 18-20, 2026	Rancho Mirage, CA	2026 CTE Conference	\$1,592.76	CTEIG
Cory Gray	Instructor	Corona del Mar High School	Nov. 18-20, 2026	Rancho Mirage, CA	2026 CTE Conference	\$1,592.76	CTEIG
Michelle Arce	Student Services Manager	Presidio Campus	Nov. 18-20, 2026	Rancho Mirage, CA	2026 CTE Conference	\$1,071.84	CTEIG
Lidia Alonso	Work-based Learning Specialist	Presidio Campus	Nov. 18-20, 2026	Rancho Mirage, CA	2026 CTE Conference	\$1,071.84	CTEIG
Divina Montejano	K12 Pathway Coordinator	Presidio Campus	Nov. 18-20, 2026	Rancho Mirage, CA	2026 CTE Conference	\$800.92	SWP (Round 7)
Kathy Saucedo	Instructor	Virtual	Nov. 18-20, 2026	Rancho Mirage, CA	2026 CTE Conference	\$1,071.84	CTEIG
Brandee Ramirez	Instructor	Virtual	Nov. 18-20, 2026	Rancho Mirage, CA	2026 CTE Conference	\$900.00	CTEIG
Lindsay Yang	Instructor	Presidio and Portola H.S.	Oct. 23-25, 2026	Pasadena, CA	Lightbox Expo	\$673.88	CTEIG
						\$16,310.24	