

Coastline

Regional Occupational Program

A Career Technical Education Provider

www.coastlinerop.net

Summer 2010

PUBLIC SERVICE

Careers with Children Internship 5 Credits

Explore the field of early childhood education and gain valuable experience working with children. Learn how to provide an exciting environment for children to discover the world. Develop and deliver lessons to students while interning at local preschools.

Note: All students need to have good verbal and written English communication skills. Passage of a basic skills test is required to participate in an internship. TB clearance is required.

Location	Room	Day	Time	Instructor	Start	Sec#	Note
7 Trabuco Hills	TBA	MTWTh	8:30am-12pm	Ray	6/28-7/29	400 10-2	

Crime Scene Investigation Boot Camp 5 Credits

Discover the world of forensic science in this accelerated program. Examine the importance of physical evidence in solving crimes and how to collect and process evidence. Learn the techniques crime scene investigators use to diagram and photograph a crime scene, dust and lift fingerprints, and perform a gunshot residue test.

Location	Room	Day	Time	Instructor	Start	Sec#	Note
2 ROP	D8	MTWTh	8am-3:30pm	Gilbert/Johnson	6/28-7/14	421 12-2	

Culinary Arts Internship 10 Credits

Take the first step to your career as a chef in a fine restaurant or hotel. Learn safety and sanitation, knife skills, cooking techniques, and food service procedures. *Navy slacks, black leather shoes with rubber soles and purchase of \$45 chef's coat is required. Beginning the week of July 12th, students will continue to meet Monday through Wednesday for classroom instruction and will intern in a restaurant or hotel kitchen on Thursdays from 9:00am to 1:00pm and Fridays 9:00am to 5:00pm.*

Location	Room	Day	Time	Instructor	Start	Sec#	Note
10 Currie Middle School	TBA	MTWThF	9am-1pm Fridays 9am-5pm beginning July 16th	Schatti	6/21-8/6	440 10-2	

SCIENCE & TECHNOLOGY

Automotive Technology 5 Credits

Gain basic skills used in performing tune-ups and lubrication, brake adjustments and replacements, and study power train systems. Develop knowledge of theory, diagnosis, and repair.

Location	Room	Day	Time	Instructor	Start	Sec#	Note
6 Laguna Hills	Lab	MTWTh	7:45am-1:30pm	Chambers	6/28-7/15	500 32-2	

HEALTH SCIENCE

Animal Health Care Internship 10 Credits

Train to work in a veterinary hospital, pet shop, or horse stable. Learn how to approach, handle, and properly restrain animals. Study animal behavior, nutrition, anatomy, terminology, diseases, safety, and sanitation. Discover career opportunities through guest speakers and field trips. After initial classroom instruction, intern at a veterinary hospital, pet shop, or horse stable. *Book purchase required for adults.*

Location	Room	Day	Time	Instructor	Start	Sec#	Note
2 ROP	P1	MTWTh	8am-1pm	Hoffman	6/28-8/12	300 11-2	A

Dental Radiology 5 Credits

Earn a certificate in dental radiology. This course provides theory and clinical experience in dental radiographic techniques in compliance with the guidelines of the California Board of Dental Examiners. *Lab fee of \$20.00 required for all students.*

Location	Room	Day	Time	Instructor	Start	Sec#	Note
2 ROP	E10	MTWTh	5:30pm-9pm	Charleston	6/28-7/29	311 11-2	A

Medical Nursing Careers Internship 5 Credits

Intern in a variety of hospital departments while learning the necessary skills to become a nurse assistant. Develop knowledge of anatomy, CPR, infection control, vital signs, personal patient care, ethics and medical terminology.

Prerequisites: Basic math skills, good verbal and written English communications and good health. Criminal background check/Live Scan fingerprinting, books, uniforms, physical exam, TB skin test, and vaccinations are needed. Approved for 48 hours of Continuing Education Units for CNAs.

Location	Room	Day	Time	Instructor	Start	Sec#	Note
2 ROP	E11	TWTh	9am-3:30pm	Daniloff	6/29-7/29	350 10-2	

Nursing Assistant Pre-Certification (CNA) Internship 10 Credits

Assist patients with basic personal needs like bathing, dressing, feeding, and ambulation. Practice techniques of infection control, measure and record vital signs, and recognize psychosocial needs. Meet eligibility requirements to take the written and performance examination to become a State Certified Nurse Assistant.

Prerequisites: Basic math, good English verbal and written communication skills, and good health. Uniforms, physical exam, TB skin test, vaccination, and exam fees required. Proof of Social Security Number required. Live Scan fingerprinting will be required. Individuals with convictions other than a minor traffic violation must have a criminal clearance before registering for this class.

Location	Room	Day	Time	Instructor	Start	Sec#	Note
2 ROP	E9	MTWThF	8am-3:30pm Clinical 7am-3:30pm	Murillo	6/28-7/9 7/12-7/29	370 10-2	A

REGISTRATION INFORMATION

High School Students

See the ROP career specialist at your high school to register.

Adults

ADULTS MAY ENROLL IN A CLASSES ONLY.

Mail-in registration:

- Complete the Adult Registration Form.
- Registration fee* is \$20 per course.
- Enclose a check or money order payable to *Coastline ROP*; DO NOT send cash.
- **Include a self-addressed, stamped, business size envelope. Your receipt & class confirmation will be mailed to you after June 1, 2010.**
- Mail to: Coastline ROP, Registration
Paul E. Snyder Administrative Center
1001 Presidio Square
Costa Mesa, CA 92626

Walk-in registration:

- Begins: Tuesday, June 8, 2010
- Registration Hours: **9am-Noon, 1:30pm-4:00pm**
Monday through Thursday *
Closed for lunch
** Coastline ROP will resume registration on Fridays beginning September 3rd, 2010*
- Location: Coastline ROP
Paul E. Snyder Administrative Center
1001 Presidio Square, Room 12
Costa Mesa, CA 92626
- All registration prior to Tuesday, June 8, 2010 is mail-in only.

** Registration fee is non-refundable unless the course is canceled.*

All checks returned for insufficient funds are subject to a \$5 service charge.

Students are responsible for their own transportation to internship sites.

Registration is accepted on a first-come, first-served basis, with priority given to high school students and residents of the school districts served by Coastline ROP:

**Huntington Beach Union, Irvine, Newport-Mesa,
Saddleback Valley, and Tustin Unified School Districts**

FREQUENTLY ASKED QUESTIONS

What is ROP? ROP is:

- State-funded public education, providing career technical education and guidance to meet identified educational standards and industry needs.
- Accredited by the Western Association of Schools and Colleges.
- Part of the Huntington Beach Union, Irvine, Newport-Mesa, Saddleback Valley and Tustin Unified School Districts.
- Career technical education and sequential learning designed to improve academic skills.
- A course of study that combines classroom instruction with hands-on learning.
- Career technical education taught by fully credentialed teachers, experienced in their related industries.

Who can take ROP classes?

- The program is available to high school students and adults; priority is extended to residents within the region served by Coastline ROP.

Why take an ROP class? ROP students can:

- Earn grades and credits toward high school graduation.
- Enroll in classes that satisfy a-g requirement for UC and CSU.
- Gain experience required for immediate employment.
- Participate in courses that offer internships if they are at least 16 years of age.
- Earn certificates of recognition.
- Experience careers that may assist in choosing college majors and enhance college admission applications.
- Upgrade skills, change careers, or prepare for re-entry into the workforce.
- Prepare for post secondary education

When and where are classes offered?

- Classes are held in businesses, industries and in high schools located within the five participating districts, during and after school, evening and Saturdays.
- The school year is divided into two 18-week semesters, fall and spring. Depending on budget constraints, summer session may be offered. Classes are generally one semester in length. See class listings for start dates.

How can you register for courses?

- High school students register with the ROP career specialist on campus.
- Students attending alternative high school programs may register with the career specialist or at the Coastline ROP office.
- Adults may register by mail or in person at the Coastline ROP office.

What is the cost?

- Courses are free to high school students; a \$40 registration fee, per course, is required of adults for fall and spring, \$20 for summer.
- Some courses charge a fee for fabricated or other items that will be taken home or have expenses related to proof-of-health and other requirements. Check course descriptions for specific requirements.

What about job placement?

- Job-seeking assistance is available at Orange County One-Stop Centers.
- High school students can access employment information at their high school career centers.

RULES OF ROP STUDENT CONDUCT

ROP classes are designed to reflect the real work environment in every way possible. Similar to the rules, regulations, and guidelines required in industry, Coastline ROP requires all students to comply with basic rules of student conduct and to submit to the authority of ROP administrators and teachers during their participation in ROP classes. Involvement in any of the following actions while on an ROP or high school campus, or community classroom training site, may result in dismissal.

1. Causing, attempting to cause, or threatening to cause physical injury to another person.
2. Causing or attempting to cause damage to ROP or high school property.
3. Stealing or attempting to steal ROP, high school or private property.
4. Possessing, using or attempting to sell any controlled substance, alcoholic beverage, or drug paraphernalia.
5. Possessing or using any firearm, knife, explosive, or other dangerous object.
6. Committing obscene acts or gestures or engaging in profanity or vulgarity.
7. Wearing inappropriate attire. Teachers will advise students of appropriate classroom and community classroom attire as it relates to their specific industry.
8. Behaving disruptively, or dishonestly within the classroom or training sites, or willfully defying the valid authority of teachers or ROP officials engaged in the performance of their job duties.
9. Violating computer software licenses/agreements, copyrights or tampering with computer hardware/software configurations.
10. Committing acts of sexual harassment defined as unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a nature that can be interpreted as harassment.
11. Smoking on ROP or high school grounds. The ROP is a smoke-free facility.
12. Committing any acts of discrimination on the basis of race, color, sex, age, or disability while enrolled in ROP career and technical education courses.