

Approved – 1/13/21

**MINUTES OF THE BALDY VIEW REGIONAL OCCUPATIONAL PROGRAM
COMMISSION MEETING
Wednesday, December 9, 2020**

- I. **Call to Order:** The meeting was called to order telephonically via Google Meet by Sue Ovitt, President at 6:00 p.m.

Present:	Sue Ovitt	Chaffey District
	Joe Schaffer	Chino Valley Unified
	Dave Nemer	Claremont Unified
	Jack Young	Upland Unified
	Shelley Adams	Superintendent
	Rose Bomentre	Assistant Superintendent of Educational Services
	Carla Roberts	Director of Business Services
	Dora Edney	Director of Development/Public Relations
	Lisa Porter	Director of Personnel Services
	Michael Moore	Administrative Services Coordinator
	Trina Le	Coordinator
	Elizabeth McGraw	Coordinator
	Helena Zarate-Simolin	Coordinator

Others

Present:	Susan Petrocelli	Chaffey District Representative
	Andrew Stager	Upland District Representative
	Michael Montano	

Mrs. Ovitt welcomed everyone to the meeting and thanked them for attending.

- II. **Review of Agenda:**

Changes – Reference item III-B, page 61, budget advisory committee dates changed to January 20 and April 14, 2021.

Deletions – None

- III. **Approval of Agenda:** It was moved by Mr. Young and seconded by Mr. Nemer to approve the Agenda with change as stated in item II above. The motion carried with the following Roll Call vote:

Dave Nemer – Aye
Joe Schaffer – Aye
Jack Young – Aye
Sue Ovitt – Aye

- IV. **Pledge of Allegiance:** The Pledge of Allegiance was led by Mr. Nemer.

- V. **Selection of Officers:** Mrs. Ovitt opened the meeting to nominations for officers.

It was moved by Mr. Schaffer and seconded by Mr. Young to nominate Dave Nemer for President. The motion carried with the following Roll Call vote:

Dave Nemer – Aye
Joe Schaffer – Aye
Jack Young – Aye
Sue Ovitt – Aye

It was moved by Mr. Young and seconded by Mrs. Ovitt to nominate Joe Schaffer for Vice President. The motion carried with the following Roll Call vote:

Dave Nemer – Aye
Joe Schaffer – Aye
Jack Young – Aye
Sue Ovitt – Aye

VI. **Designation of Time and Dates of Regular Meetings of the Commission:** It was moved by Mr. Schaffer and seconded by Mr. Young to approve the following Commission Meeting schedule. The meetings will be held on the second Wednesday of each month at 6:00 p.m. at Baldy View ROP, 1501 S. Bon View Avenue, Ontario. The motion carried with the following Roll Call vote:

Dave Nemer – Aye
Joe Schaffer – Aye
Jack Young – Aye
Sue Ovitt – Aye

January 13, 20201	July 14, 2021
February 10, 2021	August 11, 2021
March 10, 2021	September 8, 2021
April 14, 2021	October 13, 2021
May 12, 2021	November 10, 2021
June 9, 2021	December 8, 2021

VII. **Approval of Minutes:** It was moved by Mrs. Ovitt and seconded by Mr. Schaffer to approve the November 18, 2020, Commission Meeting Minutes. The motion carried with the following Roll Call vote:

Dave Nemer – Aye
Joe Schaffer – Aye
Jack Young – Aye
Sue Ovitt – Aye

VIII. **Public Participation:** There was no public participation.

IX. **Oral Communications:**

A. **Superintendent's Comments:** Dr. Adams shared the following items:

- Reported on her virtual attendance at the CSBA conference where positive news regarding the State's budget was shared at several budget workshops she attended.
- Announced that Pharmacy Technician instructor Mike Garcia is retiring at the end of the fall semester. Mr. Garcia has been with Baldy View ROP since 2006. She thanked him for his years of service and wished him well.
- Wished all happy and safe holidays.

B. **Cabinet's Comments:**

Educational Services: Dr. Bomentre shared the following items:

- Announced the spring high school schedule is now on the website and the debut of the course catalog that can be used by our stakeholders.
- All staff and departments are continuing to work on our COE/WASC visit. The preliminary visit occurred on December 1 and was successful. The virtual accreditation visit will occur on February 1-5. She thanked all staff and stakeholders for their hard work and support.

Business Services: Mrs. Roberts shared the following items:

- Reported that the business department and educational services department staff are working together on COE/WASC items.
- Wished everyone happy holidays.

Development/Public Relations: Mrs. Edney shared the following items:

- Working with other departments to prepare for the COE/WASC visit.
- Presented the Community Open House video.
- Wished all happy and safe holidays.

Personnel Services: Mrs. Porter shared the following items:

- Personnel department staff are also working on COE/WASC items in preparation for the visit.
- Interviews are occurring to fill vacant positions.

C. **Commission Comments:** Mr. Schaffer thanked Mrs. Edney for the great job on the video. Chino Valley USD will hold their reorganization meeting on December 17, 2020. Mr. Schaffer wished all a Merry Christmas and safe holiday season.

Mr. Young thanked Mrs. Ovitt for presiding as President and congratulated Mike Garcia on his retirement. He shared that Upland USD was to open schools on December 2, 2020 but has postponed the openings to January 12, 2021 due to the surge in COVID-19. Mr. Young wished all happy holidays and congratulated Mr. Nemer on his nomination and appointment to the presidency.

Mrs. Ovitt thanked Mrs. Edney for the video and stated that she always takes pride

in telling people that the gentleman who built her house was a former ROP student. She stated she appreciates what ROP does for career readiness. Chaffey JUHSD will end their first semester on December 17. Mrs. Ovitt wished all a wonderful and safe Christmas.

Mr. Nemer complimented Mrs. Edney on the video, stating it was beautiful and wonderful to see. He shared that Claremont USD is experiencing several transitions with the Superintendent leaving, two new board members, and an interim Superintendent. The district is holding discussions on a school resource officer position. Mr. Nemer wished all happy holidays.

X. **Written Communications:**

A. Events Calendar.

XI. **Approval of Consent Calendar:** It was moved by Mrs. Ovitt and seconded by Mr. Schaffer to approve the Consent Calendar as presented. The motion carried with the following Roll Call vote:

Dave Nemer – Aye
Joe Schaffer – Aye
Jack Young – Aye
Sue Ovitt – Aye

A. Approved/ratified the following certificated personnel actions:

CERTIFICATED RESIGNATION/TERMINATION:

Name: Summer Stuart
Position: Veterinary Assistant Instructor
Division: Educational Services
Effective: December 18, 2020

XII. **Business:**

A. It was moved by Mr. Schaffer and seconded by Mr. Young to approve the 2020-21 First Interim Financial Report, including the Standards and Criteria Review, and authorize the President of the Commission to sign a positive certification that Baldy View ROP will be able to meet its financial obligations for the remainder of the 2020-21 fiscal year and two subsequent fiscal years, and the restriction of funds from the unappropriated ending balances as indicated above per Education Code 52321. The motion carried with the following Roll Call vote:

Dave Nemer – Aye
Joe Schaffer – Aye
Jack Young – Aye
Sue Ovitt – Aye

- B. It was moved by Mrs. Ovitt and seconded by Mr. Young to approve the Baldy View ROP budget calendar 2021-2022 with change as stated in item II above. The motion carried with the following Roll Call vote:

Dave Nemer – Aye
Joe Schaffer – Aye
Jack Young – Aye
Sue Ovitt – Aye

XIII. **Administration:**

- A. First reading of revised Board Policy 4218 entitled *Dismissal/Suspension/Disciplinary Action.*

- XIV. **Closed Session:** The meeting adjourned into Closed Session at 6:45 p.m. to discuss and take possible action on:

- A. Public Employee Reassignment/Discipline/Dismissal/Release – Government Code §54957

- XV. **Reconvene to Open Session:** Mr. Nemer reconvened the meeting at 7:09 p.m. and announced that no action had been taken.

- XVI. **Adjournment:** The meeting adjourned at 7:10 p.m. The next Meeting of the Baldy View Regional Occupational Program Commission will be held on Wednesday, January 13, 2021, 6:00 p.m., Baldy View ROP, 1501 S. Bon View Avenue, Ontario, California.