

Approved – 5/8/19

**MINUTES OF THE BALDY VIEW REGIONAL OCCUPATIONAL PROGRAM
COMMISSION MEETING**
Wednesday, April 10, 2019

- I. **Call to Order:** The meeting was called to order by Sue Ovitt, at 6:00 p.m. at Baldy View ROP, 2890 Inland Empire Blvd., Ontario, California.

Present:	Sue Ovitt	Chaffey District
	Joe Schaffer	Chino Valley Unified
	Nancy Treser Osgood	Claremont Unified
	Jack Young	Upland Unified
	Shelley Adams	Superintendent
	Forest DeRenzo	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
	Adder Argueta	Coordinator
	Crystal Whitley	Coordinator

Others		
Present:	Virginia Kelsen	Chaffey District Representative
	Julian Rodriguez	Chino Valley District Representative
	Aaron Dover	Upland District Representative

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

- II. **Review of Agenda:**

Changes – Reference Item II-C – replace item with new pages.

Deletions – None

- III. **Approval of Agenda:** It was moved by Mr. Young and seconded by Mrs. Treser Osgood to approve the Agenda with change as stated in item II above. The motion carried unanimously.
- IV. **Pledge of Allegiance:** The Pledge of Allegiance was led by Mrs. Treser Osgood.
- V. **Approval of Minutes:** It was moved by Mrs. Treser Osgood and seconded by Mr. Schaffer to approve the March 13, 2019, Commission Meeting Minutes. The motion carried unanimously.

VI. **Approval of Minutes:** It was moved by Mr. Schaffer and seconded by Mr. Young to approve the April 1, 2019, Special Commission Meeting Minutes. The motion carried unanimously.

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

VIII. **Oral Communications:**

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

- Thanked the Commission for their participation at the recent Student Success Awards Ceremony. Thanked the Educational Services Department and all staff for their hard work in putting together a successful event and thanked the District Representative Council members for their attendance.
- Distributed a handout and email on the Assembly Budget Subcommittee on Education Finance Hearing where it was stated that the Committee would be recommending in May to move the \$150 million from the Community College SWP to K-12 support to the CTEIG. Dr. Adams thanked the districts for submitting letters of support for this action.

B. **Cabinet's Comments:**

Educational Services: Dr. DeRenzo shared the following items:

- Reported on his attendance at the CAROCP meeting in Sacramento where he and Dr. Adams visited with legislators to advocate for Career Technical Education funding. He shared that they visited Assembly Members Freddie Rodriguez and Chris Holden, and Senator Connie Leyva.
- A professional development workshop on developing lesson plans will be held for instructors on April 27.
- Thanked the Commission for their support and attendance at the Student Success Awards Ceremony and thanked Upland High School for hosting the event.

Business Services: Mrs. Roberts shared the following items:

- Reported on the professional development workshop that was recently held for classified staff on March 28.
- Business department staff are being trained on the new accounting system that the County office will begin using on July 1.

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

- A mobile app for BVROP is under development.
- Thanked Chaffey Federal Credit Union, for their donation of prizes and for sponsoring the Student Success Awards Ceremony.
- Distributed a list of school sites that have been visited in March and April to promote BVROP.

Personnel Services: Mrs. Porter shared the following items:

- Reported that the classified professional development training included a workshop on workplace resiliency which the staff enjoyed. The mandated reporter training was also completed.
- She and other staff members will be attending the CASBO conference next week.

- C. **Commission Comments:** Mr. Young thanked the Superintendent and staff for the great Student Success Awards Ceremony which was held Monday night. He wished all students good luck on their upcoming tests. Mr. Young stated that Upland High School had a new scoreboard installed. He shared sad news regarding the recent passing of a former Upland USD principal and a coworker's husband.

Mr. Schaffer stated the Student Success Awards Ceremony was a great event and thanked staff for their hard work. He shared that this Friday night, NBC Nightly News will be highlighting an elementary school student from his district who has autism.

Mrs. Treser Osgood thanked staff for their work on the Student Success Awards Ceremony and stated she was sad to have missed it due to her being out of town. She thanked her fellow board member, Dave Nemer, for attending in her place. There will be a K-14 CTE Summit held at Citrus College on April 12 from 8:30-11:00 that she will be attending.

Mrs. Ovitt shared she enjoyed and was very impressed with the Student Success Ceremony and thanked all those involved for doing a great job. She stated she especially liked the narratives on the students. Mrs. Ovitt stated that last Friday she and Mr. Schaffer met with Assembly Member Rodriguez and CTE funding was a topic of discussion.

IX. **Written Communications:**

- A. Commission Calendar.
- B. Events Calendar.
- C. AB 1303 (O'Donnell) Letter of Support.

- X. **Approval of Consent Calendar:** It was moved by Mr. Schaffer and seconded by Mrs. Treser Osgood to approve the Consent Calendar as presented. The motion carried unanimously.

- A. Approved the warrant register, Batch #0808-0954 for the period of February 28, 2019, through March 26, 2019.
- B. Approved the ROP School Calendar for 2019-20.

C. Approved the following certificated personnel actions:

CERTIFICATED NEW:

Name: Kermit Boyd
Position: Instructional Team Leader
Division: Educational Services
Effective: November 5, 2018

Name: Eddy Carias
Position: Program Specialist- Curriculum and Development
Division: Educational Services
Effective: March 19, 2019
Rate: Column 4, Step 3- \$41.99

Name: Miguel Mercado
Position: Welding Instructor
Division: Educational Services
Effective: April 1, 2019
Rate: Column 1, Step 3- \$36.27

Name: Luke Shubin
Position: 3D Media Design/Game Design (Substitute Instructor)
Division: Educational Services
Effective: April 1, 2019
Rate: Column 1, Step 1- \$34.19

Name: Michael Wilhite
Position: Public Services Instructor
Division: Educational Services
Effective: April 1, 2019
Rate: Column 4, Step 2- \$40.77

CERTIFICATED SUMMER ASSIGNMENTS:

Name: Maria Aguilera-Garcia
Position: Exploring Careers in Healthcare
Division: Educational Services
Effective: June 10, 2019
Rate: Column 2, Step 1 - \$35.90

Name: Juan Alaniz
Position: Digital Photography Instructor
Division: Educational Services
Effective: June 10, 2019
Rate: Column 2, Step 5 - \$40.41

Name: Bernardo Alvarado-Batres
Position: Automotive Performance Instructor
Division: Educational Services
Effective: May 28, 2019
Rate: Column 1, Step 2 - \$35.22

Name: Kermit Boyd
Position: Transport and Supply
Division: Educational Services
Effective: June 10, 2019
Rate: Column 3, Step 3 - \$39.99

Name: John Campbell
Position: Emergency First Aid Instructor
Division: Educational Services
Effective: June 10, 2019
Rate: Column 2, Step 3 - \$38.09

Name: Jessica Garcia
Position: Medical Assistant Foundations/Prep Therapy Instructor Medical
Front Office Instructor
Division: Educational Services
Effective: June 10, 2019
Rate: Column 2, Step 10 - \$46.84

Name: Michael Garcia
Position: Pharmacy Front Office Instructor
Division: Educational Services
Effective: June 10, 2019
Rate: Column 3, Step 12 - \$52.18

Name: Anna Jarrell
Position: Choreography: Modern Dance Instructor
Division: Educational Services
Effective: June 10, 2019
Rate: Column 3, Step 2 - \$38.83

Name: Valerie Torrez
Position: Medical Assistant Foundations/Prep Therapy Instructor
Division: Educational Services
Effective: May 28, 2019
Rate: Column 2, Step 3 - \$38.09

CERTIFICATED RESIGNATION:

Name: Gerald Jo
Position: Substitute Instructor
Division: Educational Services
Effective: March 13, 2019

Name: Sally Mahmoud
Position: Vocational Nursing Director
Division: Educational Services
Effective: April 30, 2019

Name: Jimmie Morin
Position: Sports Medicine Instructor
Division: Educational Services
Effective: June 14, 2019

Name: Juan Melero
Position: Instructor
Division: Educational Services
Effective: May 23, 2019

Name: S. Marie Sliney
Position: Instructor Health Occ. & Medical Asst.
Division: Educational Services
Effective: June 14, 2019

CERTIFICATED END OF ASSIGNMENT:

Name: Dennis Sliney
Position: Substitute Instructor
Division: Educational Services
Effective: April 10, 2019

- D. Approved the following classified personnel actions:

CLASSIFIED RESIGNATION:

Name: Kim Carrillo
Position: Educational Services Assistant
Division: Educational Services
Effective: 03/25/2019

XI. **Business:**

- A. It was moved by Mr. Young and seconded by Mrs. Treser Osgood to adopt a resolution that transfers be made within the 2019-20 budget as necessary, and that Dr. Shelley Adams, Clerk of the Governing Board, be authorized to execute the resolution. The motion carried unanimously.
- B. It was moved by Mrs. Treser Osgood and seconded by Mr. Young to approve Dr. Shelley Adams, Superintendent, and/or her designee to be authorized to approve and sign the Adoption Agreement to be in compliance with IRS regulations. The motion carried unanimously.
- C. Received for information the 2019-20 District Budgets in New Funding Model.

XII. **Personnel:**

- A. It was moved by Mr. Schaffer and seconded by Mr. Young to approve new job description entitled Fashion Design (Clothing I & II) Instructor. The motion carried unanimously.

XIII. **Closed Session:** The meeting adjourned into Closed Session at 6:30 p.m. to discuss and take possible action on:

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

Title: Superintendent

XIV. **Reconvene to Open Session:** Mrs. Ovitt reconvened the meeting at 7:22 p.m. and announced that no action was taken.

XV. **Adjournment:** The meeting adjourned at 7:23 p.m. The next meeting of the Baldy View Regional Occupational Program Commission will be held on Wednesday, May 8, 2019, 6:00 p.m., Baldy View ROP, 2890 Inland Empire Blvd., Ontario, California.