

Approved – 6/9/21

**MINUTES OF THE BALDY VIEW REGIONAL OCCUPATIONAL PROGRAM
COMMISSION MEETING
Wednesday, May 12, 2021**

- I. **Call to Order:** The meeting was called to order electronically via Zoom by Dave Nemer, President at 6:01 p.m.

Present:	Dave Nemer	Claremont Unified
	Joe Schaffer	Chino Valley Unified
	Jack Young	Upland Unified
	Gil Zendejas	Chaffey District
	Dr. Shelley Adams	Superintendent
	Dr. 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
	Helena Zarate-Simolin	Coordinator
	Trina Le	Coordinator
	Sheri Simpson	Administrative Services Coordinator

Others

Present:	Andrew Stager	Upland District Representative
	Dr. Julian Rodriguez	Chino Valley Representative
	Eduardo Zaldivar	Chaffey Representative
	Susan Petrocelli	Chaffey Representative
	Michael Montano	Director of Business Services Intern

Absent:	Sue Ovitt	Chaffey District
	Dr. Elizabeth McGraw	Coordinator

Mr. Nemer welcomed everyone to the meeting and thanked them for attending.

- II. **Review of Agenda:**

Changes – None
Deletions – None

- III. **Approval of Agenda:** It was moved by Mr. Young and seconded by Mr. Schaffer to approve the Agenda. The motion carried with the following Roll Call vote:

Dave Nemer – Aye
Joe Schaffer – Aye
Jack Young – Aye
Gil Zendejas – Aye

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

- V. **Approval of Minutes:** It was moved by Mr. Young and seconded by Mr. Schaffer to approve the April 14, 2021, Commission Meeting Minutes. The motion carried with the following Roll Call vote:

Dave Nemer – Aye

Joe Schaffer – Aye

Jack Young – Aye

Gil Zendejas – Aye

- VI. **Public Participation:** There was no public participation.

- VII. **Oral Communications:**

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

- Her appreciation and acknowledgement for National Police Week, Asian and Pacific Islander Heritage Month, Mental Health Awareness Month, and School Employee Appreciation Month. She also commended our instructors, classified staff, managers, and District partners for their tireless work and support.

- B. **Cabinet's Comments:**

Educational Services: Dr. Bomentre shared the following items:

- Summer school is reaching capacity. Career Techs and school sites have done an excellent job at marketing. We are offering three different instructional models to meet various student instructional needs.
- Professional development is underway. We have conducted early Nepris training with a select group of instructors to allow them to provide practical feedback when training the core staff in July. We are looking forward to working with Dr. Douglas Reeves who will be sharing instructional strategies as well as other topics centered around CTE.
- We are exploring utilizing counseling interns from various universities and lining up our community-based organizations as we prepare in advance for our Mental and Behavior Health pathways.

Business Services: Mrs. Roberts shared the following item:

- Business Services sent out the purchasing deadlines for the current fiscal year and has also rolled into the new fiscal year to allow staff to place orders for 2021/2022 with an arrival date of after July 1, 2021.
- We are in the process of recruiting and hiring an Accounting Technician.
- Have a virtual preliminary audit with our new auditing firm scheduled for June 28th and a final audit in November. We are looking forward to working with our new partners.

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

- Baldy View ROP Institutional Advisory Member, CORE5 Industrial Partners

donated \$5,000 for scholarships and Open House as part of the Open House sponsorship. We are very excited about this.

- She thanked Schools First Federal Credit Union and Baldy View ROP Foundation for sponsoring our Certificated and Classified Appreciation Weeks.
- She wished all instructors and staff happy appreciation weeks.

Personnel Services: Mrs. Porter shared the following items:

- High time for recruiting is upon us. We are in recruiting mode for current and upcoming vacancies. Currently, onboarding as candidates are selected.
- Several Board Policies and Administrative Regulations coming to ensure we are up to date and in alignment with CSBA.
- Currently getting out offers of employment for summer assignments.
- Happy appreciation month to our staff.

C. **Commission Comments:**

Mr. Schaffer said he dittoed what everyone had already said about recognitions and appreciations last week and month. He said thank you very much to all our employees. They do a great job every day, and we appreciate what they are doing. He shared that Chino Valley was successful in holding their Senior Prom off-site and that everyone seemed to have a fantastic time. They were very glad to be able to do that for them. Chino Valley is looking forward to wrapping up the year. Their last day of instruction is May 27th.

Mr. Young welcomed everyone and recognized the hard work that everyone at Baldy View ROP and members of the JPA do. He appreciates the hard work of all. He shared that he informed his board members about upcoming CTEIG legislation and has been busy promoting Baldy View ROP throughout the district. The Celebration video is going to be posted on their website so students can see it again. He also shared that they had a very tragic fire near one of their schools which affected families from the Upland School District. He was pleased with how the community came together to support those families. The Foothill Family Shelter and “Upland” have been doing a great job to see that the families are taken care of. Mr. Young stated that their prom also went very well. It was held outdoors and went off with a hitch. Mr. Young also mentioned that Upland is seriously considering the “late start-time” for the fall.

Mr. Zendejas shared that the Chaffey district is anticipating a very robust summer program as well. They have quite a few students who will be seeking remediation. He stated that those with high schools will have two freshman classes coming in because most sophomores have never been on campus, it will be a bit of a learning curve for them as well. They are excited about graduation. They are going to have in-person graduations. All their comprehensive campuses will have two graduation ceremonies except for Chaffey which will have three. They are

looking forward to fall when they will return to full classrooms for the full week. However, they will still provide a distance learning option for those students who wish to partake in such. Students will have the opportunity to select whether they want to be in-person or participate in distance learning; however, they will not be allowed to go back and forth. They will be required to carry their choice for the semester. He also shared that the Chaffey District is going to enter the “late start-time” schedule that was approved by the Governor. Although it does not have to take effect until the 2022/2023 school year, they are going to begin this fall. With that, all their classes will begin at 8:30 am or after. This will require them to be on campus a little later in the day and will also have a significant impact on the Athletic programs due to lighting issues.

Mr. Nemer shared that Claremont Unified School District has a new Superintendent, Dr. Jeff Wilson. Dr. Wilson was most recently the Superintendent for San Marino School District. Before that, for many years, he worked in the Arcadia School District. Mr. Nemer is very optimistic and looking forward to working with him. Mr. Nemer also acknowledged that Mental Health Month is very timely this particular year. Although 2020 was hard, people eventually adjusted. However, 2021 has been all over the place, volatile changing schedules. It has taken an extreme toll on families and staff members. Hopefully, we are getting to a point of more stability soon. He encouraged everyone to hang in there.

VIII. **Written Communications:**

- A. Commission Calendar.
- B. Events Calendar.
- C. Letter from San Bernardino County Superintendent of Schools regarding Positive Certification of 2020-21 Second Interim Financial Report.

IX. **Approval of Consent Calendar:** It was moved by Mr. Young 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
Gil Zendejas – Aye

- A. Approved the warrant register, Batch #0556-0608 for the period of April 02, 2021, through April 27, 2021.

- B. Approved/ratified the following certificated personnel actions:

CERTIFICATED RESIGNATION/TERMINATION:

Name: Sequoia Payton
Position: Instructor – Law Enforcement
Division: Educational Services
Effective: May 29, 2021

X. Educational Services

- A. It was moved by Mr. Young and seconded by Mr. Zendejas to approve the recommendation for Dr. Shelley Adams Superintendent and/or her designee to be authorized to enter into an agreement with the University of Redlands to provide School Counseling candidates with training in BVROP policies and procedures.

The motion carried with the following Roll Call vote:

Dave Nemer – Aye
Joe Schaffer – Aye
Jack Young – Aye
Gil Zendejas – Aye

XI. Business:

- A. The preliminary 2021-22 Budget was received as presented.
B. It was moved by Mr. Young and seconded by Mr. Schaffer to approve the award of contract for an Adult Program Student Informations System to Orbund.

The motion carried with the following Roll Call vote:

Dave Nemer – Aye
Joe Schaffer – Aye
Jack Young – Aye
Gil Zendejas – Aye

- C. It was moved by Mr. Schaffer and seconded by Mr. Nemer to approve Dr. Shelley Adams, Superintendent and/or her designee to be authorized to enter into a contract with True Colors International for professional services.

The motion carried with the following Roll Call vote:

Dave Nemer – Aye
Joe Schaffer – Aye
Jack Young – Aye
Gil Zendejas – Aye

- D. It was moved by Mr. Young and seconded by Mr. Zendejas to approve Dr. Shelley Adams, Superintendent and/or her designee to be authorized to approve the Memorandum of Understanding between Baldy View ROP and Thriving University for professional services.

The motion carried with the following Roll Call vote:

Dave Nemer – Aye
Joe Schaffer – Aye
Jack Young – Aye
Gil Zendejas – Aye

- E. It was moved by Mr. Young and seconded by Mr. Zendejas to approve Dr. Shelley Adams, Superintendent and/or her designee to be authorized to sign the Notice of Project Completion, Bid Number 018/19-016A to Daniels Electric.

The motion carried with the following Roll Call vote:

Dave Nemer – Aye
Joe Schaffer – Aye
Jack Young – Aye
Gil Zendejas – Aye

XII. Administration:

- A. First reading of revised Board Policy 4151 entitled *ROP Compensation-Certificated Personnel*.
- B. First reading of NEW Board Policies 4156.2, 4256.2, 4356.2 entitled Awards and Recognition – All Personnel.
- C. First reading of NEW Administrative Regulation 4156.2, 4256.2, 4356.2 entitled Awards and Recognition – All Personnel.
- D. First reading of revised Administrative Regulation 4251, 4351 entitled *Compensation – Administrative and Supervisory Personnel*.
- E. First reading of revised Board Policy 4312.1 entitled *Contracts – Administrative and Supervisory Personnel*.
- F. It was moved by Mr. Zendejas and seconded by Mr. Young to approve the change in regular Commission start time from 6:00 p.m. to 5:00 p.m. beginning June 2021 through December 2021.

The motion carried with the following Roll Call vote:

Dave Nemer – Aye
Joe Schaffer – Aye
Jack Young – Aye
Gil Zendejas – Aye

- XIII. **Closed Session:** The meeting adjourned into Closed Session at 7:42 p.m.
- A. Public Employee Reassignment/Discipline/Dismissal/Release – Government Code §54957
 - B. Conference with Legal Counsel – Anticipated Litigation pursuant to subdivision(b) of Government Code § 54956.9 – 2 cases
 - C. Public Employee Performance Evaluation – Government Code §54957
- Title: Superintendent
- XIV. **Reconvene to Open Session:** Mr. Nemer reconvened the meeting at 8:40 p.m. All Commission members were present. Mr. Nemer announced that no action was taken.
- XV. **Adjournment:** The meeting adjourned at 8:41 p.m. The next meeting of the Baldy View Regional Occupational Program Commission will be held on Wednesday, June 9, 2021, 5:00 p.m. via Zoom.