

Approved – September 8, 2021

**MINUTES OF THE BALDY VIEW REGIONAL OCCUPATIONAL PROGRAM  
COMMISSION MEETING**  
Wednesday, August 11, 2021

- I. **Call to Order:** The meeting was called to order by Dave Nemer, President at 5:01 p.m. via Zoom.

Present:	Dave Nemer	Claremont Unified
	Joe Schaffer	Chino Valley Unified
	Jack Young	Upland Unified
	Sue Ovitt	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
	Trina Le	Coordinator
	Dr. Elizabeth McGraw	Coordinator
	Helena Zarate-Simolin	Coordinator
	Trina Le	Coordinator
	David Suarez	Director of Business Services Intern
	Sheri Simpson	Administrative Services Coordinator
Others		
Present:	Dr. Julian Rodriguez	Chino Valley District Representative
	Eduardo Zaldivar	Chaffey Representative
	Andrew Stager	Upland District Representative

- II. **Review of Agenda:**

Changes – Amendment to agenda item III-E. Appendix A added.  
Deletions – None

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

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

Joe Schaffer – Absent

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

Mr. Schaffer joined the meeting at 5:04 p.m.

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

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

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

- VII. **Oral Communications:**

- A. **Superintendent's Comments:** Dr. Adams shared the following items:
- Welcomed everyone to the start of the 2020-21 school year and shared that it is exciting to see students on campus.
  - Governor Newsom made an announcement today regarding the requirements for vaccinations or weekly testing for all educators. We have until October 15, 2021, to implement procedures.
  - All staff are adhering to the face-covering mandates.
  - We received the report from the California Department of Education regarding how to access the \$86.4 million that will be allocated to JPAs. We must complete a form regarding our 2019/2020 student enrollment data and provide our formal JPA agreement by September 1, 2021. Funds are expected to be allocated by December 31, 2021, and be utilized by June 2023. These funds are in response to COVID-19.
  - She expressed gratitude to the Commission and community on behalf of herself and her family for all the support, kind thoughts, and prayers on the loss of her father.

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

**Educational Services:** Dr. Bomentre shared the following items:

- She thanked the Commission for their support and continued interest in our professional development and what we do. She shared a few positive responses from attendees who truly appreciated the trainings.
- Recently added UC/Cal State approvals: Apartment and Home Repair/Remodeling which is a capstone and college prep elective located at multiple sites and Introduction to Business and Finance. We currently have over 75 A-G courses.
- She acknowledged and shared appreciation for the hard work of district principals and District Representative Council members.
- Educational Services is working to obtain new counseling interns. They are currently interviewing candidates from the University of Redlands and Cal

State San Bernardino.

Business Services: Mrs. Roberts shared the following item:

- We completed the preliminary audit with the new auditing firm and have scheduled the final audit for September 15-17, 2021.

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

- BVROP had an information table at Montclair High School's registration events on July 30<sup>th</sup> and August 2<sup>nd</sup>. She thanked Assistant Principal, Monica Barberi for the invitation to and accommodations at the event.
- Thanked Mr. Myron Saulpaugh, President of the BVROP Foundation, and Adam Botello of LiveStream for their presentations at the BVROP Professional Development days.
- Thanked BVROP partners Chaffey Federal Credit Union and Grand Canyon University for sponsoring the professional development events.

Personnel Services: Mrs. Porter shared the following items:

- Personnel Services is working to fill the last of the instructional vacancies.
- They are preparing the staff mandatory training modules for all employees.
- Thanked the representative from Colony Life for presenting at the BVROP Professional Development Days.
- They are working to ensure that all staff is compliant with the current vaccination and/or requirements.

- C. **Commission Comments:** Mr. Nemer reported that Claremont's schedule is a little behind everyone else's, therefore, they are still relaxing and vacationing. Claremont USD begins September 1<sup>st</sup>. The later start date gives them a little more time to figure things out during the rapidly changing times. He shared that their new Superintendent, Dr. Jeffery Wilson, has "hit the ground running." He is getting to know the school district and working hard. He also offered his sincere condolences to Dr. Adams. He thanked Sheri Simpson for her technology support.

Mr. Schaffer acknowledged Dr. Adams and shared that she and her family are in his thoughts and prayers and wished her the best during this difficult time. Chino Valley has begun and is in the middle of its first week. Everything is very smooth. He had the opportunity to visit two elementary schools and was pleased with the level of mask mandate compliance of both students and parents

Mr. Young welcomed everyone and shared that he appreciated the accommodations that having meetings via Zoom has provided. He shared well-wishes for all Districts who have already begun classes and reported that Upland will start on August 23<sup>rd</sup>. He congratulated BVROP for the new A-G requirements, shared that he will be touring Upland High School's new auto shop on Friday, and wished Personnel Services good luck with the new COVID requirements as it could be a

big task. He also offered his condolences to Dr. Adams on the passing of her father.

Mrs. Ovitt shared that Chaffey JUHSD is back in full force, they began August 9<sup>th</sup>. It is great to see teachers and students back on campus. She shared that she reviewed the BVROP fall schedule and thought it was well done. She asked a few clarifying questions regarding the schedule. She thanked Mrs. Simpson for her technology assistance.

VIII. **Written Communications:**

- A. Commission Calendar.
- B. Events Calendar.

IX. **Approval of Consent Calendar:** It was moved by Mrs. Ovitt and seconded by Mr. Young 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 the warrant register, Batch #0001-0064, for the period of June 29, 2021, through July 26, 2021.
- B. Approved initial Variable Term Waivers for the following employees, while they obtain their official English Language Authorization for the period of July 1, 2021, through June 30, 2022; CCSD Waivers for Bernardo Alvarado-Batres, John Campbell, Taylor Gendreau, Miguel Gonzalez, Jesse Hernandez, Joseph Lilavois, Karina Navarro, Thomas Rubio, Marshecka Rodgers, Jonathan Snapp, and John Youngblood.
- C. Approved/ratified the following certificated personnel actions:

**CERTIFICATED EMPLOYMENT:**

**Name:** Joann Craig  
**Position:** Substitute Instructor  
**Division:** Educational Services  
**Salary:** Column 1, Step 1  
**Effective:** July 12, 2021

**Name:** John Ezeigwe  
**Position:** Vocational Nursing Instructor  
**Division:** Educational Services  
**Salary:** Column 1, Step 1 (VN)  
**Effective:** July 21, 2021

**Name:** Taylor Gendreau  
**Position:** Educational Technology Coach- TOSA

**Division:** Educational Services  
**Salary:** Column 2, Step 4  
**Effective:** August 12, 2021 – June 30, 2022

**Name:** Brittany Guillory  
**Position:** Substitute Instructor  
**Division:** Educational Services  
**Salary:** Column 1, Step 1  
**Effective:** July 20, 2021

**Name:** Mary Hurtado  
**Position:** Substitute Instructor  
**Division:** Educational Services  
**Salary:** Column 1, Step 1  
**Effective:** July 19, 2021

**Name:** Joseph Lilavois  
**Position:** Residential & Commercial Construction Instructor  
**Division:** Educational Services  
**Salary:** Column 1, Step 3  
**Effective:** August 4, 2021

**Name:** Sally Mahmoud, DNP  
**Position:** Vocational Nursing Advisor  
**Division:** Educational Services  
**Salary:** Column 5, Step 1 (VN)  
**Effective:** August 1, 2021 – June 30, 2022

**Name:** Oscar Santos  
**Position:** 3D Game Animation Instructor  
**Division:** Educational Services  
**Salary:** Column 4, Step 2  
**Effective:** July 21, 2021

**CERTIFICATED RESIGNATION/TERMINATION:**

**Name:** Bernardo Alvarado-Batres  
**Position:** Automotive Technology Instructor  
**Division:** Educational Services  
**Effective:** August 26, 2021

**Name:** Kermit Boyd  
**Position:** Educational Technology Coach- TOSA/  
Transportation, Distribution & Logistics Instructor  
**Division:** Educational Services  
**Effective:** July 30, 2021

**Name:** Yesenia Ceballos  
**Position:** Site Supervisor  
**Division:** Educational Services  
**Effective:** August 2, 2021

**Name:** Shirley Cornell  
**Position:** Substitute Instructor (VN)  
**Division:** Educational Services  
**Effective:** July 20, 2021

D. Approved Hiring of Certificated Staff for 2021-2022.

X. **Business:**

A. It was moved by Mr. Young and seconded by Mrs. Ovitt to ratify and approve the following contracts with Chaffey Joint Union High School District: Contract for District Services and Participation Incentive; District Operated Program Contract; Contract for Embedded BVROP Classes; and Cosmetology District Operated Program, and authorize Dr. Shelley Adams, Superintendent, and/or her designee to sign contracts, effective July 1, 2021, through June 30, 2022. 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 Mr. Young and seconded by Mr. Schaffer to ratify and approve the following contracts with Chino Valley Unified School District: Contract for District Services and Participation Incentive; District Operated Program Contract; and Contract for Embedded BVROP Classes, and authorize Dr. Shelley Adams, Superintendent, to sign contracts, effective July 1, 2021, through June 30, 2022. The motion carried with the following Roll Call vote:

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

Discussion: Mr. Young inquired if the annual contracts between BVROP and each district could be listed on the Consent agenda as they are all routine in nature. After Commission discussion and agreement, President Nemer directed Dr. Adams to place annual contracts between BVROP and each district on the Consent agenda in future years.

C. It was moved by Mr. Young and seconded by Mrs. Ovitt to ratify and approve the following contracts with Claremont Unified School District: Contract for District Services and Participation Incentive; District Operated Program Contract; and Contract for Embedded BVROP Classes, and authorize Dr. Shelley Adams, Superintendent, to sign contracts, effective July 1, 2021, through June 30, 2022. The motion carried with the following Roll Call vote:

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

- D. It was moved by Mr. Young and seconded by Mr. Schaffer to ratify and approve the following contracts with Upland Unified School District: Contract for District Services and Participation Incentive; District Operated Program Contract; and Contract for Embedded BVROP Classes, and authorize Dr. Shelley Adams, Superintendent, to sign contracts, effective July 1, 2021, through June 30, 2022. The motion carried with the following Roll Call vote:

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

- E. It was moved by Mr. Schaffer and seconded by Mr. Young to ratify and approve as amended the contract with Chaffey Joint Union High School District for 2021-2022, “Brick, Block & Stone Masonry” and authorize Dr. Shelley Adams, Superintendent, and/or her designee to sign the contract, effective July 1, 2021, through June 30, 2022. The motion carried with the following Roll Call vote:

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

XI. **Personnel:**

- A. It was moved by Mrs. Ovitt and seconded by Mr. Young to approve job description entitled: *TOSA-Educational Technology Coach*. The motion carried with the following Roll Call vote:

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

XII. **Educational Services:**

- A. It was moved by Mrs. Ovitt and seconded by Mr. Young to authorize Dr. Shelley Adams, Superintendent, and/or her designee to approve the Memorandum of Understanding (MOU) between Baldy View ROP and Reach Out for participation

in the July 1, 2021 – June 30, 2022, Mental and Behavioral Health Pathway Student and Staff Awareness Training at pilot school, Chaffey High School. 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 3514, entitled *Environmental Safety*.

B. Received for information revised Administrative Regulation 3514, entitled *Environmental Safety*.

XII. **Closed Session:** The meeting adjourned into Closed Session at 6:08 p.m. to discuss and take possible action on:

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 6:58 p.m. All Commission members were present. Mr. Nemer announced that no action was taken.

XV. **Adjournment:** The meeting adjourned at 6:59 p.m. The next meeting of the Baldy View Regional Occupational Program Commission will be held on Wednesday, September 8, 2021, at 5:00 p.m., via Zoom.