

Approved – 3/8/17

**MINUTES OF THE BALDY VIEW REGIONAL OCCUPATIONAL PROGRAM
COMMISSION MEETING**
Wednesday, February 1, 2017

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

Present:	Charles Uhalley	Chaffey District
	Sylvia Orozco	Chino Valley Unified
	Dave Nemer	Claremont Unified
	Joe Lenz	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 Fears-Hackett	Coordinator
	Michael Moore	Administrative Services Coordinator
	Roseanne Redfearn	Coordinator
	Crystal Whitley	Coordinator

Others
Present: Virginia Kelsen Chaffey District Representative

Mr. Lenz 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. Uhalley and seconded by Mr. Nemer to approve the Agenda. The motion carried unanimously.
- IV. **Pledge of Allegiance:** The Pledge of Allegiance was led by Mr. Lenz.
- V. **Approval of Minutes:** It was moved by Mrs. Orozco and seconded by Mr. Nemer to approve the January 11, 2017, Commission Meeting Minutes. The motion carried unanimously.
- VI. **Public Participation:** There was no public participation.

VII. **Oral Communications:**

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

- Welcomed everyone to the meeting and reminded the Commission that she would be attending the ACSA Superintendents Symposium next week.

B. **Cabinet's Comments:**

Educational Services: Dr. DeRenzo shared the following items:

- Working with the DRC representatives, the fall 2017 Master Schedule has been finalized.
- Educational Services staff is finalizing the 2017-18 school calendar.
- Final preparations are occurring for the ROP sponsored Counselor Luncheon which will be held on February 15.
- Expressed his appreciation to Shawneece Coyle for arranging the tour of the Amazon Fulfillment Center's 1.2 million square foot facility in San Bernardino. Staff was able to observe how a warehouse/logistics facility operates and will use that information to plan for our future logistics programs.
- Thanked Dr. Virginia Kelsen for including us in a site visit to Colton High School to observe their GIS program.

Business Services: Mrs. Roberts shared the following items:

- Working on the second interim report and the preliminary 2017-18 budget.

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

- Wished all a happy CTE month.
- Reported that a grant in the amount of \$4,726 has been received from Southern California Edison.

C. **Commission Comments:** Mr. Uhalley welcomed everyone to the meeting.

Mr. Nemer shared that ACSA Region 15 announced the following awards to several Claremont USD administrators: Superintendent of the Year to Jim Elsasser; Business Services Administrator of the Year to Lisa Shoemaker; and Continuation/Educational Options School Administrator of the Year to Sean Delgado.

Mrs. Orozco welcomed Grace Park, Assistant Superintendent Human Resources and Michele Eckersall, Coordinator, Secondary Curriculum from Chino Valley USD to the meeting. She also shared that Mary Salcido received the ACSA Region 12 Curriculum and Instruction Administrator of the Year award.

VIII. **Written Communications:**

- A. Commission Calendar.
- B. Events Calendar.
- C. Letter from San Bernardino County Superintendent of Schools office regarding First Period Interim Report.
- D. Flyer: *California Minimum Wage*.

IX. **Approval of Consent Calendar:** It was moved by Mr. Uhalley and seconded by Mrs. Orozco to approve the Consent Calendar as presented. The motion carried unanimously.

- A. Approved the warrant register, Batch #0460-0642, for the period of December 1, 2016, through January 24, 2017.
- B. Reviewed the San Bernardino County Pool, 4th Quarter Investment Report.
- C. Approved for Shelley Adams, Superintendent, to enter into contract between Baldy View ROP and Channing Bete Company.
- D. Approved the following certificated personnel actions:

APPROVAL OF EMPLOYMENT:

CERTIFICATED:

Name: Javed Khan
Position: Teacher on Special Assignment (Clinical Laboratory Assistant Program)
Division: Educational Services
Effective: February 2017 (Pending background clearance)

X. **Business:**

- A. It was moved by Mrs. Orozco and seconded by Mr. Uhalley to ratify/approve for Shelley Adams, Superintendent to enter into a Letter of Agreement to Participate in the Career Technical Education Funding Initiative for the period of January 20, 2017 through December 31, 2018. The motion carried unanimously.
- B. It was moved by Mrs. Orozco and seconded by Mr. Uhalley to approve for Shelley Adams, Superintendent and/or her designee to be authorized to award Bid Number 16-17-001 to Patterson Dental Equipment for the purchase of dental equipment and supplies as defined in bid number 16/17-001. The motion carried unanimously.
- C. It was moved by Mrs. Orozco and seconded by Mr. Nemer to approve for Shelley Adams, Superintendent and/or her designee to be authorized to convene a formal bid process for the purchase of simulation lab equipment and supplies as defined in bid number 16/17-002. The motion carried unanimously.

- XI. **Closed Session:** The meeting adjourned into Closed Session at 6:25 p.m. to discuss and take possible action on:
- A. Public Employee Reassignment/Discipline/Dismissal/Release (Government Code §54957)
- XII. **Reconvene to Open Session:** Mr. Lenz reconvened the meeting at 6:54 p.m. and announced that no action was taken.
- XIII. **Adjournment:** The meeting adjourned at 6:55 p.m. The next Meeting of the Baldy View Regional Occupational Program Commission will be held on Wednesday, March 8, 2017, 6:00 p.m., Baldy View ROP, 2890 Inland Empire Blvd., Ontario, California.