

Approved – 10/11/12

**MINUTES OF THE BALDY VIEW REGIONAL OCCUPATIONAL PROGRAM
COMMISSION MEETING**

Wednesday, September 13, 2017

- I. **Call to Order:** The meeting was called to order by Charles Uhalley, Vice 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 (arrived at 6:19 p.m.)
	David Nemer	Claremont Unified
	Jack Young	Upland Unified District (Alternate)
	Shelley Adams	Superintendent
	Forest DeRenzo	Assistant Superintendent of Educational Services
	Carla Roberts	Director of Business Services
	Dora Edney	Director of Development/Public Relations
	Michael Moore	Administrative Services Coordinator
	Roseanne Redfearn	Coordinator
	Crystal Whitley	Coordinator
Absent:	Joe Lenz	Upland Unified District
Others		
Present:	Virginia Kelsen	Chaffey District Representative
	Scott Sypkens	Upland District Representative

Mr. Uhalley 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. Nemer and seconded by Mr. Young to approve the Agenda. The motion carried unanimously.
- IV. **Pledge of Allegiance:** The Pledge of Allegiance was led by Mr. Nemer.
- V. **Approval of Minutes:** It was moved by Mr. Nemer and seconded by Mr. Young to approve the August 9, 2017, Commission Meeting Minutes. The motion carried unanimously.
- VI. **Public Participation:** There was no public participation.

VII. **Oral Communications:**

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

- Welcomed Mr. Young to the meeting.
- School has started for all four of our districts and she is looking forward to good things happening in 2017-18.

B. **Cabinet's Report:**

Educational Services: Dr. DeRenzo shared the following item:

- Distributed a current list of a-g classes that have been approved. To date, there are now 29 classes that meet the requirements. Dr. DeRenzo thanked Hesham Diab for his hard work on making this happen.

Business Services: Mrs. Roberts shared the following item:

- Has spent the last month working on the unaudited actuals and budget.

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

- The Chino Champion Newspaper Reader's Choice for 2017 for Best Technical School was Baldy View ROP.
- A video on Baldy View ROP in the "Made In Ontario" video series.

C. **Commission Comments:** Mr. Nemer shared that schools are back in session in Claremont USD. Measure G is moving along with facility repairs.

Mr. Young stated that he is glad to be here tonight and thanked everyone for the warm welcome. He shared that Upland USD is now involved in BITA and they are looking to expand to Hillside High School if possible.

Mr. Uhalley shared that a total of nine back to schools nights are scheduled and they will be occurring with two schools a night over a two-week period. The 800 seat auditorium has opened at Rancho Cucamonga High School. Mr. Uhalley stated that at his last district board meeting, an MOU was signed with Azusa Pacific University that any student who meets Azusa Pacific University criteria will automatically be enrolled and awarded a \$10,000 scholarship. He thanked Dr. Kelsen for all of her hard work to make sure this happened.

VIII. **Written Communications:**

A. Commission Calendar.

B. Events Calendar.

C. Flyer: *Reserve Cap Bill Amendments Now in Print.*

D. Flyer: *State Allocation Board Authorizes, Funding Rounds for the Career Technical Education Facilities Program.*

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

- A. Approved the warrant register, Batch #0041-0152, for the period of July 27, 2017, through August 29, 2017.
- B. Approved the following certificated personnel actions:

APPROVAL OF EMPLOYMENT:

Name: Mike Barilla
Position: Fire Technology Instructor
Division: Educational Services
Effective: August 30, 2017 (Pending background clearance)

Name: Steven Hall
Position: Fire Technology Instructor
Division: Educational Services
Effective: August 30, 2017 (Pending background clearance)

Name: Steven Hall
Position: Teacher on Assignment – Fire Technology
Division: Educational Services
Salary: \$200 per month
Effective: September 2017 – June 2018

APPROVAL OF 39-MONTH REEMPLOYMENT:

Name: Jessica Carter
Position: Welding Instructor
Division: Educational Services
Effective: September 1, 2017 – November 30, 2020
Reason: Transition to 39-month reemployment list due to ongoing medical condition.

APPROVAL CHANGE OF STATUS:

Name: Hesham Diab
Position: Program Specialist – Curriculum Development – 30 hours per week
TOSA – Acting Coordinator – 10 hours per week (with all duties and pay to correspond as appropriate)
Division: Educational Services
Effective: September 14, 2017 – June 30, 2018

Name: Christine Pendergraph
Position: Special Projects and Grants Liaison (Health/Medical and Information Technology) Temporary, Grant-Funded – 30 hours per week
TOSA – Acting Coordinator – 10 hours per week (with all duties and pay to correspond as appropriate)
Division: Educational Services
Effective: September 14, 2017 – June 30, 2018

C. Approved the following classified personnel actions:

APPROVAL OF EMPLOYMENT:

Name: Tracy Armas
Position: Account Clerk (Temporary-Short Term)
Division: Business Services Department
Effective: August 21, 2017 – May 18, 2018

Name: Andrea Johnston
Position: Marketing and Recruitment Advisor
Division: Development/Public Relations Department
Effective: September 2017

Name: Tracy Ornelas
Position: Test Proctor
Division: Educational Services Department
Effective: September 6, 2017

APPROVAL OF MATERNITY LEAVE:

Name: Estela Viernez
Position: Educational Services Assistant
Division: Educational Services Department
Effective: July 13, 2017 – August 30, 2017

APPROVAL OF FAMILY AND MEDICAL LEAVE ACT (FMLA):

Name: Estela Viernez
Position: Educational Services Assistant
Division: Educational Services Department
Effective: September 1, 2017 – December 1, 2017

X. **Business:**

Mrs. Orozco arrived at 6:19 p.m.

- A. It was moved by Mr. Nemer and seconded by Mr. Young to approve the 2016-17 Unaudited Actuals and 2017-18 Revised Budget with all related transfers and that Shelley Adams, Clerk of the Governing Board, be authorized to sign the District Certification of Unaudited Actual Financial Report for 2016-17 and execute a resolution to restrict funds from the unappropriated ending balances as indicated. The motion carried unanimously.
- B. It was moved by Mr. Nemer and seconded by Mr. Young to ratify/approve for Shelley Adams, Superintendent to be authorized to sign agreement with Ruhnau Ruhnau Clarke for additional on-site civil engineering services for the Baldy View ROP Campus Expansion Project and Logistics Center Project in the amount of \$20,300. The motion carried unanimously.

XI. **Closed Session:** The meeting adjourned into Closed Session at 6:23 p.m. to discuss and take possible action on:

- A. Public Employee Performance Evaluation – Government Code §54957

Title: Superintendent

XII. **Reconvene to Open Session:** Mr. Uhalley reconvened the meeting at 6:27 p.m. and announced that no action had been taken.

XIII. **Personnel:**

- A. It was moved by Mrs. Orozco and seconded by Mr. Nemer to approve the Amendment to Superintendent's contract effective July 1, 2017. The motion carried unanimously.

XIV. **Adjournment:** The meeting adjourned at 6:28 p.m. The next Meeting of the Baldy View Regional Occupational Program Commission will be held on Wednesday, October 11, 2017, 6:00 p.m., Baldy View ROP, 2890 Inland Empire Blvd., Ontario, California.