

Approved – 12/10/08

**MINUTES OF THE BALDY VIEW REGIONAL OCCUPATIONAL PROGRAM
COMMISSION MEETING**
Wednesday, November 12, 2008

- I. **Call to Order:** The meeting was called to order by Mr. Grizzle, President, at 6:01 p.m. at the Baldy View ROP Board Room, 8265 Aspen Avenue, Rancho Cucamonga, California.

Present:	Art Bustamonte	Chaffey District
	Bobby Grizzle	Chino Valley Unified
	Mary Caenepeel	Claremont Unified
	Joe Lenz	Upland Unified
	Jose A. Castro	Superintendent
	Delores Byrne	Business Manager
Absent:	Kim McGinnis	Director of Instructional Services
Staff Present:	Ann Bach	Program Manager
	Nancy Janca	Office Assistant
	Michael Moore	Executive Asst. to the Superintendent
	Kennie Ott	Masonry Teacher
	Steve Perez	Masonry Teacher
	Cindy Prentice	Program Manager
	Eileen Stear	Program Manager
Others		
Present:	Todd Haag	Chaffey District Representative
	Guy Roubian	Upland District Representative
	Patricia Diener	
	Megan Tassell	Takagi Company

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

- II. **Pledge of Allegiance:** The Pledge of Allegiance was led by Mr. Grizzle.
- III. **Approval of Minutes:** It was moved by Mr. Lenz and seconded by Mrs. Caenepeel to approve the October 8, 2008, Commission Meeting Minutes. The motion carried unanimously.
- IV. **Approval of Agenda:** It was moved by Mrs. Caenepeel and seconded by Mr. Bustamonte to approve the Agenda. The motion carried unanimously.

V. **Oral Communications:**

- A. **Student Recognition – Masonry:** The Commission recognized and presented certificates to students enrolled in Steve Perez' Masonry class at Boys Republic and Kennie Ott's Masonry class at Ontario High School. The teams competed in and won first and second place in the Fastest Trowel Contest competition. First place winners from Ontario High School were Roman Barreto, Steven Tadeo, and Antonio Silva; second place winners from Boys Republic were Abel Mendoza, Charley Taing, and Christopher Pulido.
- B. **Plumbing Recognition:** The Commission recognized and presented a certificate to Megan Tassell of Takagi for her support and donation of a tankless water heater for instructional teaching to the plumbing class taught by Greg Stewart.
- C. **Superintendent's Comments:** Mr. Castro reported on his participation at the Chino Valley USD dropout prevention conference on October 11, 2008.

The superintendent shared that he and Eileen Stear attended the second anniversary celebration of the USO at Ontario airport. Baldy View ROP was recognized as a partner in the soon to be constructed showers at the USO site for military personnel. The Daily Bulletin will also be doing an ongoing story as the project progresses.

Mr. Castro reported on his observation of the ROP sports medicine class while attending the Upland/Claremont and Chino/Chaffey football games noting that class does the taping, etc. for the teams.

Mr. Castro asked Cindy Prentice to report on the recent Claremont counselor meeting. Dr. Prentice shared that she and Ms. McGinnis met with the counselors from Claremont High School and shared the benefits of ROP for their students. The counselors were very interested in the ROP programs and gave input on the best way to inform parents of the positive aspects of ROP classes.

The superintendent reported on his attendance at the automotive advisory committee meeting at Ontario High School and expressed his appreciation to the advisory members who have served the students and program for almost ten years.

Mr. Castro stated that he has met with a representative from Chapman University on establishing articulation agreements.

- D. **Commission Comments:** Mr. Bustamonte commented on the many great things that are occurring, the bridges that are being built, and the new contacts that are being made. He stated that Baldy View ROP is continuing to move forward. Mr. Bustamonte stated the USO program is a fulfilling project and deserves the full attention of the staff and community. He commended Mr. Castro and the staff for this undertaking.

Mrs. Caenepeel reported on her tour of the virtual enterprise, architectural drafting, and construction careers classes and was very impressed with the student level of engagement. She also reported on her attendance at a LACOE/LACTE workshop where it was noted that student drop outs can be changed with ROP classes and the need for industry to step-up and provide the resources and funding to support CTE classes. Mrs. Caenepeel expressed her excitement with the USO project and stated it will be nice to be involved all the way through the project.

Mr. Lenz thanked Mr. Castro and Ms. McGinnis for their excellent presentation at the Upland board meeting.

Mr. Grizzle thanked Mr. Castro for attending the Chino Valley board meeting and expressed his appreciation to the staff for their continued hard work.

VI. **Written Communications:**

- A. Commission Calendar.
- B. Minutes of the District Representatives Council Meeting, September 25, 2008, were received as presented.

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

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

- A. Accepted the Enrollment Summary Report for the period ending October 19, 2008.
- B. Approved the following personnel actions:

RATIFICATION OF
MEDICAL LEAVE:

Name: Laura Villarreal
Position: Instructional Assistant (Dental)
Program: Dental
Effective: November 3, 2008 – January 9, 2009

RATIFICATION OF
EMPLOYMENT:

Name: Heather Pasicznyk
Position: Instructional Assistant (Dental)
Program: Dental
Salary: C4 SA
Effective: November 3, 2008 – January 9, 2009

Name: Sameh Abdelmalek
Position: Teacher
Program: Culinary
Salary: S4 C2
Effective: Pending DOJ clearance

Name: Rena Hagthrop
Position: Substitute Teacher
Program: Instruction
Salary: S1 C1
Effective: Pending completion of necessary paperwork

IX. **Administration:**

- A. It was moved by Mrs. Caenepeel and seconded by Mr. Lenz to approve revised Board Bylaw BB-9123 Vice President and to give direction to the Superintendent that this bylaw be placed on the March Commission agenda for further discussion and possible revision. The motion carried unanimously.
- B. It was moved by Mr. Lenz and seconded by Mr. Bustamonte to approve December 10, 2008, for the Annual Organizational Meeting in conjunction with the Regular Meeting. The motion carried unanimously.

X. **Personnel:**

- A. It was moved by Mr. Lenz and seconded by Mr. Bustamonte to approve a one-time, off-schedule, salary adjustment for classified, certificated, management staff and the superintendent in the amount of \$1,000.00 for full-time staff and \$750.00 for part-time staff. The motion carried unanimously.
- B. First reading of job description: Administrative Services Manager.

XI. **Business:**

- A. It was moved by Mrs. Caenepeel and seconded by Mr. Bustamonte to approve warrant register, Batch #0087-0117. The motion carried by a vote of 3 Ayes, 0 Nays, and 1 Abstention. Mr. Grizzle abstained.
- B. The Quarterly Financial Report for the year-to-date period ending September 30, 2008, was presented for information.
- C. It was moved by Mrs. Caenepeel and seconded by Mr. Lenz to authorize entering into an agreement with The College Network for a period of twenty-four months. The motion carried unanimously.
- D. It was moved by Mr. Lenz and seconded by Mr. Bustamonte to approve reinstatement of recommended budgetary items for the 2008-09 fiscal year. The motion carried unanimously.
- E. It was moved by Mrs. Caenepeel and seconded by Mr. Lenz to approve a resolution to establish Facilities Fund 35 for purposes of modernization of the Career Training Center, and that Jose Castro, Clerk of the Governing Board, be authorized to execute the resolution. The motion carried unanimously.

- F. Amendment to the Contract for District Services was pulled from the agenda for action at a future meeting.
- G. It was moved by Mrs. Caenepeel and seconded by Mr. Lenz to approve a resolution for payment to Arthur Bustamonte, Commission Representative from Chaffey Joint Union High School District, for the October 8, 2008, Commission Meeting. The motion carried by a vote of 3 Ayes, 0 Nays, and 1 Abstention. Mr. Bustamonte abstained.
- XII. **Closed Session:** The meeting adjourned into Closed Session at 7:33 p.m. to discuss and take possible action on:
- A. Student Discipline Matter (Education Code 35146):
1. Student Expulsion Case #08/09-3
 2. Student Expulsion Case #08/09-4
- B. Conference with Labor Negotiator (Government Code section 54957.6):
- Agency Negotiator: Jose Castro, Superintendent
- Unrepresented Employee: Executive Assistant to the Superintendent
- XIII. **Reconvene to Open Session:** Mr. Grizzle reconvened the meeting at 8:04 p.m. and announced that discussion took place on the Student Discipline Matter listed for Closed Session. Mr. Grizzle reported that, by a vote of 4 Ayes and 0 Nays, Student Case #08/09-3 was expelled from Baldy View ROP for a period of one calendar year from date of expulsion.
- Mr. Grizzle reported that, by a vote of 4 Ayes and 0 Nays, Student Case #08/09-4 was expelled from Baldy View ROP for a period of one calendar year from date of expulsion.
- XIV. **Adjournment:** The meeting was adjourned at 8:05 p.m. The next Meeting of the Baldy View Regional Occupational Program Commission will be held on Wednesday, December 10, 2008, 6:00 p.m., Baldy View ROP Board Room, 8265 Aspen Avenue, Suite 100, Rancho Cucamonga, California.