

Approved – 1/14/09

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

Wednesday, December 10, 2008

- I. **Call to Order:** The meeting was called to order by Mr. Grizzle, President, at 6:00 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
	Kim McGinnis	Director of Instructional Services
Staff Present:	Ann Bach	Program Manager
	Doug Brooks	Architectural Drafting Teacher
	Michael Moore	Executive Asst. to the Superintendent
	Eileen Stear	Program Manager
Others		
Present:	Todd Haag	Chaffey District Representative
	Bonnie Cardinale	Chino District Representative
	Brendan Codeus	
	Elizabeth Codeus	
	Brooke Grizzle	
	Dakota Grizzle	
	Victoria Grizzle	

Mr. Grizzle welcomed everyone to the meeting and thanked them for attending and introduced his wife Victoria, daughter Brooke, and son Dakota.

- II. **Pledge of Allegiance:** The Pledge of Allegiance was led by Dakota Grizzle.
- III. **Election of Officers:** Mr. Grizzle opened the meeting to nominations for Vice President. It was moved by Mr. Lenz and seconded by Mrs. Caenepeel to nominate Art Bustamonte for Vice President. The motion carried unanimously.
- IV. **Selection of Budget Committee Members:** It was moved by Mr. Lenz and seconded by Mr. Grizzle to appoint Mr. Bustamonte and Mrs. Caenepeel as representatives to the Budget Committee. The motion carried unanimously.

- V. **Designation of Time and Dates of Regular Meetings of the Commission:** It was moved by Mr. Bustamonte and seconded by Mr. Lenz to approve the following Commission Meeting schedule. The meetings will be held on the second Wednesday of each month at 6:00 p.m. in the Baldy View ROP Board Room, 8265 Aspen Avenue, Suite 100, Rancho Cucamonga, California unless otherwise noted (*). The motion carried unanimously.

January 14, 2009	July 8, 2009
February 11, 2009	August 12, 2009
March 11, 2009	September 9, 2009
April 8, 2009	October 14, 2009
May 13, 2009	*November 4, 2009
*June 3, 2009	December 9, 2009

- VI. **Approval of Minutes:** It was moved by Mr. Lenz and seconded by Mr. Bustamonte to approve the November 12, 2008, Commission Meeting Minutes. The motion carried unanimously.

- VII. **Approval of Agenda:** It was moved by Mrs. Caenepeel and seconded by Mr. Lenz to approve the Agenda. The motion carried unanimously.

VIII. **Oral Communications:**

- A. **Report from Vavrinek, Trine, Day & Company:** Postponed until January meeting.

- B. **Superintendent's Comments:** Mr. Castro thanked Mr. Grizzle for being a tremendous advocate for Baldy View ROP and all students. He stated that Mr. Grizzle through his actions has had a positive impact on students and staff.

The superintendent reported on the first meeting of the construction project for the USO and stated things are moving forward. He also reported on the first meeting of the Baldy View ROP Foundation Procurement Committee.

Mr. Castro shared that on November 18 he attended the Chaffey JUHSD board meeting and presented Dr. Kinley with an award on behalf of the Commission and thanked her for her years of service to Baldy View ROP. He also reported on his attendance the same night at Chaffey College's board meeting to present the ROP course sequencing plan.

Mr. Castro announced that an ROP program received a Model Practice Program designation from the Department of Education and asked Ann Bach to share the good news.

Mrs. Bach reported that the Department of Education and CAROCP established a protocol to establish Model Practice Programs. She was pleased to announce that the EMT program submitted an application and was selected as a Model Practice

Program. Mrs. Bach shared that Chuck Fedak, EMT teacher, could not be present tonight, but wished to thank the Commission for their continued support of the program.

Mr. Castro reported on his attendance at the Law Enforcement Academy Open House and the landing of the Mercy Air helicopter at CTC on November 22.

The superintendent stated that at the recent Claremont Chamber Workforce Committee meeting, sixteen businesses signed up to become advisory members to the ROP culinary arts and constructions programs.

Mr. Castro asked Eileen Stear to report on a student project that will benefit some ROP programs.

Mrs. Stear stated that student Upland High School drafting student, Brendan Codeus, is developing plans for a structure at CTC to house the ROP ambulance. He is also enrolled in the ROP fire technology class located at CTC. The Commission recognized Mr. Codeus and presented him with a certificate of appreciation.

Mrs. Stear presented Mr. Grizzle with a plaque of thanks from the cabinet making class at Ayala High School.

- C. **Commission Comments:** Mr. Bustamonte stated that he is sad that Baldy View ROP is losing Mr. Grizzle. He expressed that it has been a pleasure and an honor to serve with Mr. Grizzle and wished him the best of luck in his future endeavors.

Mrs. Caenepeel stated that Mr. Grizzle has been a role model to follow and that his dedication to ROP has always been very clear. She thanked Mr. Castro for his attendance at a Claremont board meeting in November to present the ROP course sequencing plan. Mrs. Caenepeel reported on her attendance last week at the CSBA conference and discussed a workshop she attended that dealt with the skills needed for the 21st century. She was happy to report that those skills tie-in with ROP classes and the ROP is moving in the right direction.

Mr. Lenz announced that he had received two thank you cards from staff regarding the one-time off-schedule payment. He expressed that he has enjoyed tremendously serving with Mr. Grizzle and that his heart is in what he is doing. Mr. Lenz stated that Mr. Grizzle is dedicated to Baldy View ROP and life in general and that his drive has always been for the betterment of the students, not the betterment of himself or to use his position as a stepping stone to a higher office. He expressed that Mr. Grizzle is a tremendous individual who has made life a better place. Mr. Lenz concluded his remarks by wishing all a Merry Christmas and Happy New Year.

Mr. Grizzle expressed that people fail to recognize the true value of the educators and leaders of the Baldy View ROP. He stated that this is a great program for students and he will continue to advocate for all students. Mr. Grizzle stated that ROP provides an avenue of opportunity to students for great careers and that he will miss being a part of that.

IX. **Written Communications:**

- A. Commission Calendar.

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

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

- A. Accepted the Enrollment Summary Report for the period ending November 16, 2008.
B. Reviewed the 3rd Quarter 2008 Investment Report.
C. Accepted the donation of an ambulance from American Medical Response (AMR) with a letter of appreciation to follow.
D. Approved the following personnel actions:

EMPLOYMENT:	Name:	Anthony Frausto
	Position:	Teacher
	Program:	Fire Technology
	Salary:	S2 C1
	Effective:	Pending DOJ clearance and necessary paperwork

RATIFICATION OF
RESIGNATION:

Name:	Cynthia Prentice
Position:	Program Manager
Program:	Instruction
Reason:	Resignation
Effective:	December 1, 2008

XII. **Administration:**

- A. Reviewed the Report on ADA status.

XIII. **Personnel:**

- A. It was moved by Mr. Bustamonte and seconded by Mrs. Caenepeel to approve job description: Administrative Services Manager. The motion failed by a vote of 2 Ayes, 2 Nays. Mr. Bustamonte and Mr. Grizzle voted yes, Mr. Lenz and Mrs. Caenepeel voted no.

Mr. Lenz stated that he has some additional questions concerning the job description that cannot be discussed in open session and asked that the item be postponed and placed on the January closed session agenda for discussion. Messrs. Bustamonte and Grizzle stated they would prefer to vote on the approval of the job description tonight rather than postpone action until a later date.

Mr. Grizzle noted that due to the failed vote on the job description, action would not take place on agenda item IV-B.

B. Agenda item IV-B – no action taken.

XIV. **Business:**

A. The Auditor's Report for 2007-08 has not been received and was pulled and will be presented at the January meeting. Mr. Grizzle asked that it be shared with the auditors that the Commission was not pleased with having to pull an agenda item because of the auditing firm's non-completion of the report.

B. It was moved by Mrs. Caenepeel and seconded by Mr. Lenz to approve warrant register, Batch #0118-0150. The motion carried by a vote of 3 Ayes, 0 Nays, and 1 Abstention. Mr. Grizzle abstained.

C. The High School Enrollment and Certificate Count for 2007-08 was reviewed.

D. It was moved by Mrs. Caenepeel and seconded by Mr. Bustamonte to approve the ROP budget calendar. The motion carried unanimously.

E. It was moved by Mr. Lenz and seconded by Mrs. Caenepeel to accept the First Period Interim Financial Report including the Standards and Criteria Review, and to authorize the President of the Commission to sign a positive certification that Baldy View ROP will be able to meet its financial obligations for the remainder of the 2008-09 fiscal year and two subsequent fiscal years. The motion carried unanimously.

F. It was moved by Mrs. Caenepeel and seconded by Mr. Bustamonte to adopt a resolution that transfers be made within the 2008-09 budget and that Jose Castro, Clerk of the Governing Board, be authorized to execute the resolution. The motion carried unanimously.

XIV. **Closed Session:** The meeting adjourned into Closed Session at 6:52 p.m. to discuss and take possible action on Student Discipline Matter (Education Code 35146): Student Expulsion Case #08/09-5.

- XV. **Reconvene to Open Session:** Mr. Grizzle reconvened the meeting at 6:59 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 #08/09-5 was expelled from Baldy View ROP for a period of one calendar year from date of expulsion.
- XVI. **Adjournment:** The meeting adjourned at 7:00 p.m. The next Meeting of the Baldy View Regional Occupational Program Commission will be held on Wednesday, January 14, 2009, 6:00 p.m., Baldy View ROP Board Room, 8265 Aspen Avenue, Suite 100, Rancho Cucamonga, California.