

Approved – 3/10/10

**MINUTES OF THE BALDY VIEW REGIONAL OCCUPATIONAL PROGRAM  
COMMISSION MEETING**  
Wednesday, February 10, 2010

- I. **Call to Order:** The meeting was called to order by Joe Lenz, President, at 4:03 p.m. at the Baldy View ROP CTC Campus – Room 9, 1501 S. Bon View Avenue, Ontario, California.

Present:	Art Bustamonte Sylvia Orozco Mary Caenepeel Joe Lenz	Chaffey District Chino Valley Unified Claremont Unified Upland Unified
	Jose A. Castro Delores Byrne Clarke Stephens	Superintendent Business Manager Director of Instructional Services
Staff Present:	Ann Bach Michael Moore Eileen Stear	Program Manager Administrative Services Manager Program Manager
Others Present:	Todd Haag  Kieu Duong Shannon Harrison Camille Jauregui Tracy Langiano	Chaffey District Representative  CNA Student ASR Constructors, Inc. CNA Teacher Inland Inspections & Consulting

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

- II. **Pledge of Allegiance:** The Pledge of Allegiance was led by Joe Lenz.
- III. **Approval of Minutes:** It was moved by Mrs. Caenepeel and seconded by Mrs. Orozco to approve the January 13, 2010, Commission Meeting Minutes. The motion carried unanimously.
- IV. **Approval of Agenda:** It was moved by Mr. Bustamonte and seconded by Mrs. Caenepeel to approve the Agenda. The motion carried unanimously.
- V. **Oral Communications:**
- A. **ASR Constructors Presentation:** Shannon Harrison, Superintendent, ASR Constructors, Inc. and Tracy Langiano, Project Inspector, Inland Inspections & Consulting, gave a report and PowerPoint presentation on the progress to date of the construction project. Mr. Langiano noted that he and his wife are both former ROP students and that they are strong supporters of ROP.

Mr. Lenz recessed the meeting at 4:15 p.m. for a tour of the construction project.

Mr. Lenz reconvened the meeting at 4:27 p.m.

- B. **Superintendent's Comments:** The superintendent reported on his attendance at the 54<sup>th</sup> Law Enforcement Graduation and thanked Mr. Lenz for attending.

Mr. Castro reported on his attendance at various meetings which included: the District Representative Council; the Baldy View ROP Foundation; meeting with Assembly member Norma Torres; the Claremont Chamber Construction Advisory; presentation at the Chaffey Joint Union High School District individual Counselors and Principals meetings; SANDABS; and three of the four participating school district board meetings.

- C. **Commission Comments:** Mr. Bustamonte shared his amazement that the construction project was moving along so swiftly and added the change in location of the meeting was nice.

Mrs. Caenepeel reported that the students from the Virtual Enterprise class did a presentation to the Claremont board at their recent meeting. As a result of the presentation, the class has been asked to work with the district on a public relations project.

Mrs. Orozco stated it was exciting to see the new building taking shape.

Mr. Lenz reported on his attendance at the recent Law Enforcement Graduation. He shared that he was pleased to see the progress on the building construction and stated that ASR is a top notch company and his district has been pleased with the work they have provided. Mr. Lenz thanked Mr. Castro for attending his district board meeting and congratulated staff for the positive certification from the County Office of Education.

VI. **Written Communications:**

- A. Commission Calendar.

- B. Letter from San Bernardino County Superintendent of Schools office regarding First Period Interim Report. Mr. Bustamonte read the following excerpt from the letter which stated: "the JPA is to be commended for being conservative in its revenue and expenditure projections. Due to the current State Budget including additional and ongoing deferrals of state revenues; change in apportionment distribution schedules; and ongoing state funding reductions, the monitoring and projection of monthly cash balances have become increasingly critical to ensure fiscal solvency." Mr. Bustamonte stated that Mr. Castro is to be commended on the great job he has done and it has also been recognized by the San Bernardino County Superintendent of Schools. Mr. Castro offered his compliments to Ms. Byrne, the business department

staff, the management team, and the Commission on their leadership.

- C. Minutes of the District Representatives Council Meetings, November 19, 2009, and December 17, 2009, were received as presented.

- VII. **Public Participation:** Ms. Camille Jauregui, ROP Certified Nursing Assistant (CNA) teacher, addressed the Commission concerning the CNA Program Coordinator at the Birt Martin Educational Center and requested clarification to various questions she raised.

Ms. Kieu Duong, ROP Certified Nursing Assistant (CNA) student addressed the Commission concerning the closure of the CNA class at the Birt Martin Educational Center.

Mr. Castro stated that a written response would be given to Ms. Jauregui's questions and a copy of the response would be provided to the Commission members.

- VIII. **Approval of Consent Calendar:** It was moved by Mrs. Orozco 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 January 17, 2010.
  - B. Approved the warrant register, Batch #0137-0155A.
  - C. Reviewed the San Bernardino County Pool, 4<sup>th</sup> Quarter Investment Report.
  - D. Approved students and advisors to attend the State HOSA Conference, and state winners and instructor to attend the National HOSA Conference, at a cost not to exceed \$5,000.00.
  - E. Accepted the donated computers and monitors from Technology Training Foundation of America with a letter of appreciation to follow.
  - F. Approved the following personnel actions:

**CANCELLATION  
OF CLASS:**

Name: Teresa Aitchison  
Position: Teacher  
Program: Pharmacy Technician  
Effective: January 19, 2010  
Reason: Low Enrollment

Name: Camille Jauregui  
Position: Teacher  
Program: Certified Nursing Assistant  
Effective: January 22, 2010  
Reason: Low Enrollment

IX. **Administration:**

- A. It was moved by Mrs. Orozco and seconded by Mr. Bustamonte to approve to reschedule the June 9, 2010, Commission Meeting to June 2, 2010. The motion carried unanimously.

X. **Business:**

A. The Quarterly Financial Report for year-to-date period ending December 31, 2009, was presented for information.

XI. **Closed Session:** The meeting adjourned into Closed Session at 5:23 p.m. to discuss and take possible action on Public Employee Performance Evaluation (Government Code section 54957): Title: Superintendent.

XII. **Reconvene to Open Session:** Mr. Lenz reconvened the meeting at 5:48 p.m. and announced that the following action was taken.

It was moved by Mrs. Caenepeel and seconded by Mrs. Orozco to approve the superintendent's contract as published. The motion carried unanimously.

XIII. **Adjournment:** The meeting was adjourned at 5:50 p.m. The next meeting of the Baldy View Regional Occupational Program Commission will be held on Wednesday, March 10, 2010, 6:00 p.m., Baldy View ROP Board Room, 8265 Aspen Avenue, Suite 100, Rancho Cucamonga, California.