

Approved – 3/11/09

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

Wednesday, February 11, 2009

- I. **Call to Order:** The meeting was called to order by Joe Lenz, President, at 6:00 p.m. at the Baldy View ROP Board Room, 8265 Aspen Avenue, Rancho Cucamonga, California.

Present:	Art Bustamonte	Chaffey District
	Sylvia Orozco	Chino Valley Unified
	Mary Caenepeel	Claremont Unified
	Joe Lenz	Upland Unified
	Jose A. Castro	Superintendent
	Delores Byrne	Business Manager
Absent:	Kimberly McGinnis	Director of Instructional Services
Staff Present:	Ann Bach	Program Manager
	Michael Moore	Administrative Services Manager
	Eileen Stear	Program Manager
Others		
Present:	Todd Haag	Chaffey District Representative
	Bonnie Cardinale	Chino Valley District Representative
	Kevin Kronfeld	Claremont District Representative
	Guy Roubian	Upland District Representative

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

- II. **Pledge of Allegiance:** The Pledge of Allegiance was led by Art Bustamonte.
- III. **Approval of Minutes:** It was moved by Mrs. Caenepeel and seconded by Mr. Bustamonte to approve the January 14, 2009, Commission Meeting Minutes. The motion carried unanimously.
- IV. **Approval of Agenda:** It was moved by Mrs. Orozco and seconded by Mrs. Caenepeel to approve the Agenda. The motion carried unanimously.
- V. **Oral Communications:**
- A. **Superintendent's Comments:** The superintendent reported on his attendance at the Emergency Medical Technician graduation that was held on January 15, 2009, the teacher inservice held on January 16, 2009, and the Law Enforcement Graduation which was held on January 20, 2009.

Mr. Castro stated the CAROCP Marketing Consortium has created a DVD to be used

as a recruitment tool and that it will be distributed to the high school principals, counselors, career technicians, district board members, superintendents, and district representative council members.

The superintendent reported on the flexibility proposal included in the state budget and the impact it would have on ROPs. He stated that he has sent a letter of opposition to our state legislators and included the recent newspaper article on the Baldy View ROP registration event and has also solicited letters from teachers, parents, and students as to the value of ROP. The superintendent added that ACSA had initially endorsed the proposal and has now reversed their position, and asked that revenue funded programs not be included.

Mr. Castro reported that plans for the USO construction project are completed and things are moving forward.

The superintendent requested that each board member request their governing board to write a letter to the governor and legislators to allow the budget flexibility proposal but exempt ROPs and adult education programs.

Mr. Castro announced the Claremont Chamber Workforce Development committee will be holding a Career Insights breakfast meeting at Claremont High School on February 19 and a ROP nursing teacher will be representing Baldy View ROP.

The superintendent thanked the Commission members for attending the tour with Senator McLeod on February 6 and thanked Mr. Bustamonte for taking pictures.

- C. **Commission Comments:** Mr. Bustamonte expressed that he had a great time at the law enforcement graduation and that it was very exciting and there was a sense of accomplishment from the students. He stated the tour with Senator McLeod was great and he enjoyed talking with her and asked that a thank you letter be sent.

Mrs. Caenepeel stated that she too enjoyed the tour with Senator McLeod and that she was very pleasant and easy to talk with. She asked that a letter be sent to DSA regarding the March deadline for plan approval for the 1D project.

Mrs. Orozco thanked Mr. Castro and staff for arranging the tour with Senator McLeod. She stated the tour opened her eyes to what ROP is about and that it has changed significantly since she was a student in high school.

Mr. Lenz thanked the superintendent and staff for arranging the tour; stated the letters to the legislators, articles in the Daily Bulletin, and marketing DVD were excellent. He reported that Upland USD approved at their recent board meeting to join Project Lead the Way.

- VI. **Written Communications:**
- A. Commission Calendar.
 - B. Letter from San Bernardino County Superintendent of Schools office regarding First Period Interim Report.
- VII. **Public Participation:** There was no public participation.
- VIII. **Approval of Consent Calendar:** It was moved by Mrs. Caenepeel and seconded by Mrs. Orozco to approve the Consent Calendar as presented. The motion carried unanimously.
- A. Accepted the Enrollment Summary Report for the period ending January 18, 2009.
 - B. Reviewed the San Bernardino County Pool, 4th Quarter Investment Report.
 - C. 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.
 - D. Approved Hiring of Certificated Staff for spring 2009.
- IX. **Administration:**
- A. It was moved by Mr. Bustamonte and seconded by Mrs. Caenepeel to approve the revised organizational chart. The motion carried unanimously.
 - B. First reading of revised Board Bylaw BB-9110 Number of Members and Term of Office. A discussion ensued about the ramifications of a one-year term versus a two-year term and at the end of discussions the Commission requested that the bylaw be brought back for a second reading with only the two-year term listed.
- X. **Personnel:**
- A. First reading of revised job descriptions: Administrative Assistant; Business Manager; Director, Instructional Services; Computer Systems Technician; Student Records Coordinator; Systems Administrator; and Utility Worker.
- XI. **Business:**
- A. It was moved by Mrs. Caenepeel and seconded by Mr. Bustamonte to approve warrant register, Batch #0160-0183A. The motion carried unanimously.
 - B. The Quarterly Financial Report for year-to-date period ending December 31, 2008, was presented for information.
- XII. **Adjournment:** The meeting was adjourned at 6:51 p.m. The next meeting of the Baldy View Regional Occupational Program Commission will be held on Wednesday, March 11, 2009, 6:00 p.m., Baldy View ROP Board Room, 8265 Aspen Avenue, Suite 100, Rancho Cucamonga, California.