

Approved 5/13/09

**MINUTES OF THE BALDY VIEW REGIONAL OCCUPATIONAL PROGRAM
COMMISSION MEETING**
Wednesday, April 8, 2009

- I. **Call to Order:** The meeting was called to order by Joe Lenz, President, at 6:07 p.m. at the Baldy View ROP Board Room, 8265 Aspen Avenue, Rancho Cucamonga, California.

Present:	Sylvia Orozco	Chino Valley Unified
	Mary Caenepeel	Claremont Unified
	Joe Lenz	Upland Unified
	Jose A. Castro	Superintendent
	Delores Byrne	Business Manager
Absent:	Art Bustamonte	Chaffey District
	Kimberly McGinnis	Director of Instructional Services
Staff Present:	Ann Bach	Program Manager
	Michael Moore	Administrative Services Manager
	Eileen Stear	Program Manager
	Renee Richardson	Dental Assistant Teacher
	Kathy Thompson	Medical Assistant Teacher
HOSA Students		
Present:	Melissa Carlos	
	Carmen Gervas	
	Monica Monzon	
	Angelica Romero	
	Kaila Smith	
	Breana Watson	
Others		
Present:	Todd Haag	Chaffey District Representative
	Bonnie Cardinale	Chino Valley District Representative
	Cathy Randazzo	Chaffey Federal Credit Union
	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 Mrs. Orozco.
- III. **Approval of Minutes:** It was moved by Mrs. Caenepeel and seconded by Mrs. Orozco to approve the March 11, 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:** Mr. Castro introduced Renee Richardson, Dental Assistant teacher and Kathy Thompson, Medical Assistant teacher and asked that they introduce their HOSA students who recently competed at the State HOSA Competition. Ms. Richardson introduced her students and asked that they state the award(s) they received. Monica Monzon, third place medal, Dental Spelling; Breana Watson, third place medal, Dental Terminology; Kaila Smith, ninth place, Dental Terminology; Carmen Gervas, third place medal, Dental Assisting; Angelica Romero, fifth place, Dental Assisting; Melissa Carlos, top ten in Medical Terminology and Extemporaneous Health Poster. The students shared their experiences from the State Competition and thanked the Commission and staff for their continued support. Mr. Lenz, on behalf of the Commission presented certificates and congratulated the students and wished them good luck at the National Competition.

The superintendent shared a letter of appreciation from Mt. SAC for the refurbishing and repainting of their fire academy vehicle. ROP teacher Roy Landgrave and his students in the Automotive Collision/Repair class at Chino High School completed this as a class project.

Mr. Castro reported on his recent trip to Sacramento to meet with legislators to inform them of the need to continue funding and supporting ROPs.

The superintendent, Eileen Stear, and various teachers involved with the USO project met on March 20 with USO staff members to discuss the project. ROP teachers have already begun soliciting donations from vendors for the project.

Mr. Castro reported on the Law Enforcement Academy Open House and the recent Business Advisory Committee meeting. He stated that both events were excellent and extended his appreciation to staff members for their efforts in making these events a success.

The superintendent reported on his joint meeting with San Bernardino County ROP, Colton-Redlands-Yucaipa ROP, and the San Bernardino WIA staff on providing services as part of the federal stimulus package.

Mr. Castro reported on his participation on the Claremont Chamber Construction and Culinary Arts Advisory meetings

The superintendent was pleased to report that on April 7, Subaru donated a 2005 Legacy to the Consumer Automotive class at Ontario High School. This is the second vehicle donated to this program in the past year; the first being a 2008 BMW 550i. Mrs. Caenepeel stated that this was a great event and a generous gift for the students to receive. She stated the students were very excited and this is a great partnership that has been established.

- B. **Commission Comments:** Mr. Lenz reported on the recent budget meeting held with Mrs. Caenepeel and ROP staff. He thanked Ms. Byrne and her staff for their thorough work which makes the Commission member's job easier and more comfortable. Mr. Lenz apologized for not being able to attend the recent Business Advisory meeting.

VI. **Written Communications:**

- A. Commission Calendar.
B. Minutes of the District Representatives Council Meeting, December 11, 2008, were received as presented.

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

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 March 15, 2009.
B. Approved June 3, 2009, as date for Public Hearing on the 2009-10 budget in conjunction with the Regular Commission Meeting on that date.
C. Approved the warrant register, Batch #0232-0256A.
D. Ratified an agreement with Upland Unified School District to provide services as requested for the 2008-09 school year.
E. Approved the following personnel actions:

RETIREMENT:	Name:	David Schmidt
	Position:	Teacher
	Program:	Instruction
	Effective:	June 6, 2009
	Reason:	Retirement

RATIFICATION OF
MEDICAL LEAVE:

Name:	Kimberly McGinnis
Position:	Director of Instructional Services
Program:	Instruction
Effective:	March 18, 2009 – May 4, 2009
Reason:	Medical Leave

IX. **Administration:**

- A. It was moved by Mrs. Caenepeel and seconded by Mrs. Orozco to approve revised Administrative Regulation AR-4161.1 Certificated Personnel Illness/Injury Leave. The motion carried unanimously.
 - B. It was moved by Mrs. Orozco and seconded by Mrs. Caenepeel to approve revised Administrative Regulation AR-4261.1 Classified Personnel Illness/Injury Leave. The motion carried unanimously.
 - C. It was moved by Mrs. Caenepeel and seconded by Mrs. Orozco to approve the Resolution #08/09-6 entitled California Teacher Appreciation Week, May 3-9, 2009, and Resolution #08/09-7 entitled Classified School Employee Week, May 17-23, 2009. The motion carried unanimously.
- X. **Closed Session:** The meeting adjourned into Closed Session at 6:49 p.m. to discuss and take possible action on:
- A. Public Employee Reassignment/Discipline/Dismissal/Release (Government Code §54957):

Agency Negotiator: Jose Castro, Superintendent
Unrepresented Employees: Certificated, Classified and Classified Confidential, Certificated Management, Classified Management

The superintendent was excused from Closed Session at 8:15 p.m. and rejoined the Closed Session at 8:40 p.m.
- XI. **Reconvene to Open Session:** Mr. Lenz reconvened the meeting at 8:50 p.m. and announced that discussion took place on Public Employee Reassignment/Discipline/Dismissal/Release listed for Closed Session. Mr. Lenz reported that the following action was taken:
- A. It was moved by Mrs. Orozco and seconded by Mrs. Caenepeel to approve layoff of classified employee #08/09-2 effective May 1, 2009. The motion carried unanimously.
 - B. It was moved by Mrs. Caenepeel and seconded by Mrs. Orozco to approve layoff of classified employee #08/09-3 effective May 1, 2009. The motion carried unanimously.
 - C. It was moved by Mrs. Orozco and seconded by Mrs. Caenepeel to approve layoff of classified employee #08/09-4 effective May 1, 2009. The motion carried unanimously.
 - D. It was moved by Mrs. Orozco and seconded by Mrs. Caenepeel to direct the

superintendent to submit a reclassification of position for further discussion on position currently held by classified employee #08/09-1. The motion carried unanimously.

- XII. **Adjournment:** The meeting adjourned at 8:52 p.m. The next meeting of the Baldy View Regional Occupational Program Commission will be held on Wednesday, May 13, 2009, 6:00 p.m., Baldy View ROP Board Room, 8265 Aspen Avenue, Suite 100, Rancho Cucamonga, California.