

Approved – 9/10/08

**MINUTES OF THE BALDY VIEW REGIONAL OCCUPATIONAL PROGRAM
COMMISSION MEETING
Wednesday, August 13, 2008**

- I. **Call to Order:** The meeting was called to order by Bobby 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
Staff Present:	Ann Bach	Program Manager
	Nancy Janca	Office Assistant
	Michael Moore	Executive Asst. to the Superintendent
	Cindy Prentice	Program Manager
	Eileen Stear	Program Manager
Others		
Present:	Todd Haag	Chaffey District Representative
	Guy Roubian	Upland District Representative
	Otto Janca	

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

- II. **Pledge of Allegiance:** The Pledge of Allegiance was led by Mr. Bustamonte.
- III. **Approval of Minutes:** It was moved by Mrs. Caenepeel and seconded by Mr. Lenz to approve the July 9, 2008, Commission Meeting Minutes. The motion carried unanimously.
- IV. **Approval of Agenda:** It was moved by Mr. Bustamonte and seconded by Mr. Lenz to approve the Agenda. The motion carried unanimously.
- V. **Oral Communications:**
- A. **Employee Recognition:** Mr. Grizzle, on behalf of Baldy View ROP and the ROP Commission, presented an employee recognition pin to Nancy Janca, Office Assistant, in honor of her ten years of service to Baldy View ROP. Mr. Grizzle thanked her for her dedicated service.
- B. **Superintendent's Comments:** Mr. Castro gave an update on the state budget situation and reported that news from Sacramento is that a budget compromise is near.

The superintendent shared that the 1D project is ahead of schedule. Meetings with staff and the architect are ongoing and the project is moving forward.

Mr. Castro distributed invitations for Dr. Fischer's retirement ceremonies to the Commission members.

Mr. Castro extended his appreciation and thanks to Mr. Lenz for serving on the interview panel for the Director of Instructional Services position.

The superintendent recognized program managers Ann Bach, Cindy Prentice, and Eileen Stear and program assistant Stephanie Bolechowski for their successful fall teacher inservice that was held last week.

Mr. Castro reported on two recent donations to the program. The first was a grant from the Community Foundation for the purchase of a panoramic x-ray machine. Although the grant did not cover the full purchase price of the machine, the ROP Foundation provided additional funding to secure the purchase of the machine. The other donation was through the efforts of EMT teacher Chuck Fedak who has secured a restored ambulance, fully stocked with supplies, for the EMT program. The ambulance has been repainted with the Baldy View ROP logo and phone number and has an estimated value of \$17,000.

The superintendent announced that today was the first day of registration for fall classes and students were lining up outside the Ontario facility at 3:00 p.m. the previous day.

Mr. Castro reported on individual meetings held with Dr. Heatley and Ms. Harms from Chino Valley USD regarding program support.

- C. **Commission Comments:** Mr. Grizzle announced that in order to spend more time with his family he would not be seeking reelection in November. He reflected on his years with the ROP and stated that Baldy View ROP is a great ROP because of the great staff and their hard work. He thanked the Commission and staff for the opportunity to serve as President.

Mr. Bustamonte expressed his sadness with Mr. Grizzle not seeking reelection. He announced that two board members from the Chaffey district, Kathy Kinley and Ray Sarrio, also will not be seeking reelection. Mr. Bustamonte stated that it is always devastating to lose board members with experience as the learning curve is lengthy. He reported the ROP is coming together as envisioned by the Commission and is changing direction; the organization is moving forward to meet new challenges and that complacency is dangerous and bad for an organization.

Mr. Lenz reported on his serving on the interview panel for the Director of

Instructional Services and stated there were several well qualified candidates. He expressed that he was pleased with the variety of the panel members and their various fields of expertise.

Mrs. Caenepeel echoed Mr. Bustamonte's comments concerning the importance of having board members with longevity. She thanked Mr. Grizzle for all he has done for students and shared she has learned from him.

VI. **Written Communications:**

- A. Commission Calendar.

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 July 20, 2008.
B. Authorized to enter into an Agreement for Services with Chino Valley Unified School District for the services of a Distribution Warehouse teacher for the 2008-09 school year.
C. Ratified/approved the Nurse Assistant Certification Test Site effective July 1, 2008, through June 30, 2009.
D. Approved to enter into a member agreement with SANDABS at the cost of \$200 for the 2008-09 school year.
E. Accepted the donation of a check in the amount of \$7,503.75 from the Baldy View ROP Foundation for the purchase of a panoramic x-ray system for the Dental Assistant class located at the Birt Martin Education Center, with a letter of appreciation to follow.
F. Reviewed the San Bernardino County Pool, 2nd Quarter Investment Report.
G. Approved the following personnel actions:

EMPLOYMENT:

Name: Kimberly McGinnis
Position: Director of Instructional Services
Program: Instruction
Salary: M6 SD
Effective: August 25, 2008
Reason: Replacement Position

Name: Stacy Shipway
Position: Teacher
Program: EMT
Salary: Step 3 Column 1
Effective: Pending DOJ Clearance and necessary paperwork

RECLASSIFICATION:

Name: James Londagin
Position: Teacher
From: Program: Floral Design
To: Program: Marketing
Effective: September 2, 2008
Reason: Reclassification

RATIFICATION OF

RECLASSIFICATION:

Name: Bruce Pardee
From: Position: Substitute Teacher
To: Position: Teacher
Program: Cabinet Making/Construction
Effective: August 9, 2008
Reason: Reclassification

H. Approved Hiring of Certificated Staff for fall 2008.

IX. **Business:**

A. It was moved by Mr. Bustamonte and seconded by Mr. Lenz to approve warrant register, Batch #0001-0034. The motion carried by a vote of 3 Ayes, 0 Nays, and 1 Abstention. Mr. Grizzle abstained.

X. **Closed Session:** The meeting adjourned into Closed Session at 6:48 p.m. to discuss and take possible action on:

A. Anticipated Litigation (Government Code section 54956.9(b)(1)).

B. Public Employee Performance Evaluation (Government Code section 54957). Title: Superintendent

XI. **Reconvene to Open Session:** Mr. Grizzle reconvened the meeting at 7:21 p.m. and announced that the following action was taken.

It was moved by Mr. Lenz and seconded by Mr. Bustamonte to approve 20.8 days of vacation carryover for the superintendent which must be used by December 31, 2008. The motion carried unanimously.

XII. **Adjournment:** The meeting adjourned at 7:22 p.m. The next Meeting of the Baldy View Regional Occupational Program Commission will be held on Wednesday, September 10, 2008, 6:00 p.m., Baldy View ROP Board Room, 8265 Aspen Avenue, Suite 100, Rancho Cucamonga, California.