

Approved – 1/13/21

**MINUTES OF THE BALDY VIEW REGIONAL OCCUPATIONAL PROGRAM  
COMMISSION SPECIAL MEETING AND STUDY SESSION**

Tuesday, December 1, 2020

- I. **Call to Order:** The meeting was called to order telephonically via Google Meet by Sue Ovitt, President at 1:30 p.m.

Present:	Sue Ovitt	Chaffey District
	Joe Schaffer	Chino Valley Unified
	Dave Nemer	Claremont Unified (arrived at 1:33 p.m.)
	Jack Young	Upland Unified
	Shelley Adams	Superintendent
	Carla Roberts	Director of Business Services
	Dora Edney	Director of Development/Public Relations
	Lisa Porter	Director of Personnel Services
	Michael Moore	Administrative Services Coordinator

- II. **Review of Agenda:**

Changes – None.  
Deletions – None.

- III. **Approval of Agenda:** It was moved by Mr. Young and seconded by Mr. Schaffer to approve the Agenda. The motion carried with the following Roll Call vote:

Joe Schaffer – Aye  
Jack Young – Aye  
Sue Ovitt – Aye

Mr. Nemer arrived at 1:33 p.m.

- IV. **Pledge of Allegiance:** The Pledge of Allegiance was led by Mr. Young.

- V. **Public Participation:** There was no public participation.

- VI. **Administration:**

- A. Recommend approval of Public Sector Personnel Consultants proposals which align to staff recommendations based upon budget considerations.

Mrs. Roberts recapped the history of staffing, salaries, and past reclassification and compensation studies.

Commission members shared their concerns regarding using community colleges in the study, not comparing Baldly View ROP with like size districts and ROPs, and not receiving requested information in relation to stipend amounts.

Dr. Adams stated that there are several duties, tasks, and responsibilities that are unique to Baldy View ROP and not to other ROPs or districts that makes it difficult to align duties and positions.

- It was moved by Mr. Young and seconded by Mr. Nemer to approve to implement proposed modifications to existing Management Pay Schedule including deleting one (1) entry step and adding one (1) top out step and similar longevity step. The motion carried with the following Roll Call vote:

Dave Nemer – Aye  
Joe Schaffer – Nay  
Jack Young – Aye  
Sue Ovitt – Aye

- It was moved by Mr. Young to implement a modification to annual degree stipend for classified and management groups, \$3,500 for Doctorate, \$2,500 for Masters, \$1,500 for Bachelors, and \$500 for Associate Degree; and \$3,500 for Doctorate for Certificated groups, effective July 2020. The motion failed for lack of a second.
- It was moved by Mr. Young and seconded by Mr. Nemer to approve to implement a one-time salary enhancement of 5% based upon hours of regular assignment from July 1, 2019 to June 30, 2020 for all current employees (does not include substitutes. The motion carried with the following Roll Call vote:

Dave Nemer – Aye  
Joe Schaffer – Aye  
Jack Young – Aye  
Sue Ovitt – Aye

Mrs. Ovitt thanked everyone for their participation and discussion of the items.

Mr. Young thanked everyone for having the necessary discussions and stated that they have done the best they can do with the information they have. He stated he appreciates his colleagues and is pleased to be a part of the Commission.

Dr. Adams thanked the Commission for their support and thoughtful discussion.

VII. **Adjournment:** The meeting adjourned at 2:50 p.m. The next meeting of the Baldy View Regional Occupational Program Commission will be held on Wednesday, December 9, 2020, 6:00 p.m., Baldy View ROP, 1501 S. Bon View Avenue, Ontario, California.