

Approved – February 9, 2022

**MINUTES OF THE BALDY VIEW REGIONAL OCCUPATIONAL PROGRAM
COMMISSION MEETING**
Wednesday, December 15, 2021

I. **Call to Order:** Dave Nemer, President, called the meeting to order at 5:00 p.m.

Present:	Sue Ovitt	Chaffey District
	Joe Schaffer	Chino Valley Unified
	Dave Nemer	Claremont Unified
	Jack Young	Upland Unified
	Shelley Adams	Superintendent
	Rose Bomentre	Assistant Superintendent of Educational Services
	Carla Roberts	Director of Business Services
	Dora Edney	Director of Development/Public Relations
	Lisa Porter	Director of Personnel Services
	Trina Le	Coordinator
	Elizabeth McGraw	Coordinator
	Helena Zarate-Simolin	Coordinator
	David Suarez	Director of Business Services Intern
	Sheri Simpson	Administrative Services Coordinator
Others		
Present:	Dr. Julian Rodriguez	Chino Valley USD Representative
	Eduardo Zaldivar	Chaffey JUHSD Representative
	Dr. Andrew Stager	Upland USD Representative

II. **Review of Agenda:**

Changes – None
Deletions – None

III. **Approval of Agenda:** It was moved by Mrs. Ovitt and seconded by Mr. Schaffer to approve the Agenda, as presented. The motion carried with the following Roll Call vote:

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

IV. **Pledge of Allegiance:** The Pledge of Allegiance was led by Mrs. Ovitt.

V. **Selection of Officers:** Mr. Nemer opened the meeting to nominations for officers.

It was moved by Mr. Young and seconded by Mr. Schaffer to nominate Claremont USD/Dave Nemer for President. The motion carried with the following Roll Call vote:

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

It was moved by Mr. Young and seconded by Mrs. Ovitt to nominate Chino Valley USD/Joe Schaffer for Vice President. The motion carried with the following Roll Call vote:

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

- VI. **Designation of Time and Dates of Regular Meetings of the Commission:** It was moved by Mrs. Ovitt and seconded by Mr. Schaffer to approve the following Commission Meeting schedule. The meetings will be held on the second Wednesday of each month at 5:00 p.m. at Baldy View ROP, 1501 S. Bon View Avenue, Ontario. The motion carried with the following Roll Call vote:

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

January 12, 2022	July 13, 2022
February 9, 2022	August 10, 2022
March 9, 2022	September 14, 2022
April 13, 2022	October 12, 2022
May 11, 2022	November 9, 2022
June 8, 2022	December 14, 2022

- VII. **Approval of Minutes:** It was moved by Mr. Schaffer and seconded by Mrs. Ovitt to approve the November 10, 2020, Commission Meeting Minutes. The motion carried with the following Roll Call vote:

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

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

- IX. **Oral Communications:**

- A. **Superintendent's Comments:** Dr. Adams shared the following items:
- Received preliminary indication of awarding the K12 Strong Work Force Round 4 grant. Anticipate to receive \$2,365,000. All our LEAs will be participating and

have projects and objectives to meet. The grant performance dates are from January 2022 through June 2024.

- Other grant work:
 - K12 SWF Round 1 ends December 31, 2021
 - K12 SWF Rounds 2, 3, and 4
 - CTEIG 2020-2021 in carryover and will end December 2022
 - Awaiting award notification on CTEIG 2021-2022 grant. We expected that we would hear something in March.
- The Auto Tech Advisory meeting was held on December 7, 2021, at Etiwanda High School. The meeting was well attended.
- Researching potential prep time compensation for BVROP instructors. A teacher would receive one hour of prep time for every five hours of instruction. Students' home school district would pay for the time. Once the research is complete, we will bring the information to the Commission for consideration.
- Wished everyone a happy holiday season.

B. Cabinet's Comments:

Educational Services: Dr. Bomentre shared the following items:

- Introduced Jeffery Paz, the new Educational Services Evening Administrative Assistant.
- BVROP Law Enforcement Occupations students participated in the Reindeer Run.
- Attended and participated in the Upland and Ontario parades along with several BVROP students.
- Extremely excited to announce an articulation agreement with San Bernadino Valley College for Transportation, Distribution, and Logistics for Electrical 101. Acknowledged the hard work and perseverance of coordinators Helena Zarate-Simolin and Trina Le to make it happen.
- Buena Vista High School students will be bussed to CTC during the day to attend Transport and Supply classes beginning next week.
- Spring 2022 High School schedule is available online.
- Shared information regarding the *Start with Hello* virtual training students will participate in.
- Educational Services is working on Student Success preparations for April 11, 2022.

Business Services: Mrs. Roberts shared the following items:

- Reported that School Services put out a bulletin that the LAO is projecting a 5.35% COLA for 2022/2023, a significant increase over projections from the first interim.

Personnel Services: Mrs. Porter shared the following items:

- Still recruiting for a few positions, but primarily staffed.
- Preparing for new employee benefits that will begin in January.

- Wished everyone Happy Holidays.

Development/Public Relations: Mrs. Edney shared the following items:

- Working on the newsletter that will be published this week.
- Busy with Community Open House and Career Fair. Received sponsorship from the City of Ontario for \$500.
- On December 3rd, Chaffey Joint Union High School District Adult Transition teacher and students toured CTC and received a presentation from the Transportation, Distribution and Logistics teachers. Thanked all that planned and participated in the tour.
- Wished Happy Holidays to all.

C. **Commission Comments:**

Mr. Schaffer wished everyone Merry Christmas, Happy Holidays, and a safe New Year.

Mr. Young welcomed everyone and shared Happy Holiday. He attended the CSBA workshops on Budgets, Legal Questions, and various other pertinent topics. The Upland Board participated in the Upland parade and tree lighting ceremony and worked with the Foothill Family Shelter to support families in need in the surrounding communities.

Mrs. Ovitt enthusiastically shared that Chaffey JUSHD named Don English their new board member. He represents Area 4. CJUSHD is very excited to have him on board. She wished everyone a Merry Christmas and Happy Holidays.

Mr. Nemer complimented Dr. Bomentre's contagious enthusiasm. He wished a "Happy Everything" to everyone. San Antonio High School was awarded the Apple Distinguished School for the second time. The Apple presenters shared how unprecedented it was to receive the award twice.

X. **Written Communications:**

- A. Events Calendar

XI. **Approval of Consent Calendar:** It was moved by Mr. Young and seconded by Mrs. Ovitt to approve the Consent Calendar as presented. The motion carried with the following Roll Call vote:

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

- A. Approved/ratified the following certificated personnel actions:

CERTIFICATED EMPLOYMENT:

Name: Rene Avila
Position: Residential & Commercial Construction Instructor
Division: Educational Services
Salary: Column 2, Step 4
Effective: November 8, 2021

Name: John Campbell
Position: Site Advisor
Division: Educational Services
Salary: Column 5, Step 5
Effective: November 1, 2021

Name: Jeanette Catano
Position: Digital and Commercial Photography Instructor
Division: Educational Services
Salary: Column 1, Step 3
Effective: November 15, 2021

Name: Lorraine Marquez
Position: Substitute Instructor
Division: Educational Services
Salary: Column 1, Step 1
Effective: November 11, 2021

Name: D’Juan Wright
Position: Substitute Instructor
Division: Educational Services
Salary: Column 1, Step 1
Effective: November 15, 2021

CERTIFICATED RESIGNATION/TERMINATION:

Name: David Paolino
Position: Substitute Instructor
Division: Educational Services
Effective: December 1, 2021

Name: Raymond Alvarado
Position: Substitute Instructor
Division: Educational Services
Effective: December 1, 2021

Name: Bruno Martinez
Position: Substitute Instructor
Division: Educational Services
Effective: December 1, 2021

Name: James Sues
Position: Substitute Instructor
Division: Educational Services
Effective: December 1, 2021

Name: Rodney Donahue

Position: Substitute Instructor
Division: Educational Services
Effective: December 1, 2021

B. Approved/ratified the following classified personnel actions:

RECOMMEND APPROVAL/RATIFICATION OF:

CLASSIFIED EMPLOYMENT:

Name: Alexxus Guevara
Position: Personnel Services Assistant
Division: Personnel Services
Salary: C8; Step B
Effective: November 15, 2021

CLASSIFIED RESIGNATION/TERMINATION:

Name: Lorraine Marquez
Position: Instructional Assistant
Division: Educational Services
Effective: November 10, 2021

C. Approved the warrant register, Batch #0345-0399, for the period of October 26, 2021, through November 15, 2021.

D. Approved Dr. Shelley Adams, Superintendent, to be authorized to enter a contract between Baldy View ROP and Class'e Party Rentals for event preparation services for Open House.

XII. Business:

A. It was moved by Mr. Young and seconded by Mr. Schaffer to approve the 2021-22 First Interim Financial Report, including the Standards and Criteria Review, and authorize the President of the Commission to sign a positive certification that Baldy View ROP will be able to meet its financial obligations for the remainder of the 2021-22 fiscal year and two subsequent fiscal years, and the restriction of funds from the unappropriated ending balances as indicated above per Education Code 52321. The motion carried with the following Roll Call vote:

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

B. It was moved by Mr. Schaffer and seconded by Mr. Young to approve the Baldy View ROP budget calendar 2022-2023. The motion carried with the following Roll Call vote:

Dave Nemer – Aye
Joe Schaffer – Aye

Jack Young – Aye
Sue Ovitt – Aye

- C. It was moved by Mrs. Ovitt and seconded by Mr. Young to authorize Dr. Shelley Adams, Superintendent, and/or her designee to approve the Memorandum of Understanding (MOU) between Baldy View ROP and Options for Youth, Acton, Inc. (OFY) to offer OFY students the opportunity to participate in BVROP, Spring 2022 classes. The motion carried with the following Roll Call vote:

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

XIII. **Personnel:**

- A. It was moved by Mr. Young and seconded by Mrs. Ovitt to approve job description entitled: *Mental & Behavioral Health Instructor*. The motion carried with the following Roll Call vote:

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

XIV. **Administration:**

- A. It was moved by Mrs. Ovitt and seconded by Mr. Young to approve the employment contract for Dr. Shelley Adams, as the Superintendent, effective July 1, 2021, through June 30, 2025. The motion carried with the following Roll Call vote:

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

- XV. **Closed Session:** The meeting adjourned into Closed Session at 5:56 p.m. to discuss and take possible action on:

- A. Public Employee Reassignment/Discipline/Dismissal/Release – Government Code §54957

- XVI. **Reconvene to Open Session:** Mr. Nemer reconvened the meeting at 6:33 p.m. and announced that no action had been taken.

- XVII. **Adjournment:** The meeting adjourned at 6:34 p.m. The next Meeting of the Baldy View Regional Occupational Program Commission will be held on Wednesday, January 12, 2022, 5:00 p.m., Baldy View ROP, 1501 S. Bon View Avenue, Ontario, California.