

Approved – 7/8/20

**MINUTES OF THE BALDY VIEW REGIONAL OCCUPATIONAL PROGRAM  
COMMISSION MEETING  
Wednesday, June 10, 2020**

- I. **Call to Order:** The meeting was called to order telephonically via Google Meet by Sue Ovitt, President at 6:00 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
	Michael Moore	Administrative Services Coordinator
	Trina Le	Coordinator
	Elizabeth McGraw	Coordinator
	Helena Zarate-Simolin	Coordinator

Others		
Present:	Julian Rodriguez	Chino Valley District Representative
	Andrew Stager	Upland District Representative
	Terry Henson	BVROP Criminal Justice Instructor
	Katey Sixsmith	BVROP Vocational Nursing Instructor

Mrs. Ovitt welcomed everyone to the meeting and thanked them for attending.

- II. **Review of Agenda:**

Changes – None.

Deletions – None

- III. **Approval of Agenda:** It was moved by Mr. Young and seconded by Mr. Nemer to approve the Agenda. 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**

- V. **Approval of Minutes:** It was moved by Mr. Nemer and seconded by Mr. Schaffer to approve the May 13, 2020, Commission Meeting Minutes. Mr. Young asked that the minutes reflect he visited with Mia McCarthy at Upland High School and not in her classroom. The motion carried with the requested change with the following Roll Call vote:

Dave Nemer – Aye

Joe Schaffer – Aye

Jack Young – Aye

Sue Ovitt – Aye

- VI. **Staff Recognition:** Mrs. Porter recognized the following employees for their years of service: Estela Viernez, Educational Services Assistant, 5 years; Kevin Sells, Sports Medicine/Therapy Instructor, 5 years; Terry Henson, Criminal Justice Instructor, 5 years; Art Holguin, Student Services Specialist, 5 years; Elizabeth McGraw, Coordinator, 5 years; Katey Sixsmith, Vocational Nursing Instructor, 5 years; Blanca Quintal, Senior Accounting Assistant, 5 years; Christine Chavez, Coordinator, 10 years.

Mrs. Porter recognized the following employee on his retirement: James Londagin, Retail Marketing/Virtual Enterprise Instructor, 12 years.

Mrs. Ovitt on behalf of the Commission thanked staff for their dedicated service.

Dr. Adams offered her congratulations and appreciation to the staff for their dedication and longevity to the students and ROP.

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

VIII. **Oral Communications:**

- A. **Superintendent's Comments:** Dr. Adams shared the following items:

- Eagerly waiting on budget negotiations between the Governor and the legislature. Both plans are relying on federal funding and the legislature's plan is using more deferrals.
- The Superintendent of Public Instruction released his guidelines to reopening for schools. We are beginning to review them and develop our guidelines.

- B. **Cabinet's Comments:**

**Educational Services:** Dr. Bomentre shared the following items:

- Working with the DRC representatives on reopening of schools based on the state guidelines and looking at all options available.
- Summer school has started at the Career Training Center with 594 students enrolled.
- A student walk-thru day is scheduled for June 15 at CTC. Students will be able to pick up their certificates and awards.

Business Services: Mrs. Roberts shared she will hold her comments until the budget presentation.

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

- The latest newsletter will be published next week.
- The classroom video shoots that were scheduled before COVID-19 will be rescheduled to occur after school opens in the fall.
- The online request forms saw an increase of 57% for completion of forms over last year.

Personnel Services: Mrs. Porter shared the following items:

- Currently filling instructor vacancies.
- Announced Carla Roberts retirement effective December 2021. The position is being flown and the selected candidate will job shadow her beginning December of this year.

- C. **Commission Comments:** Mr. Schaffer congratulated and thanked staff for their years of service. Mr. Schaffer asked if we were considering a hybrid model for school opening for those students who wish not to return to campus. Dr. Adams stated three models will be utilized, hybrid, remote learning, and on-campus instruction. Dr. Bomentre has developed a hybrid model for all classes at all campuses. Mr. Schaffer stated Chino Valley USD would be reviewing their plan next week.

Mr. Young congratulated staff on their years of service. He stated that he likes the legislature's version of the budget but that there is a lot of "hope" built into the proposed state budget. Mr. Young shared that Upland High School's video graduation ceremony is tomorrow. He reported that Upland USD recently sent a letter to the community, which shared their concerns and sorrow regarding Mr. Floyd's death, and the rioting that occurred and the need to make America a better place.

Mr. Nemer congratulated and thanked staff for their years of service. He shared that Claremont USD is working on their reopening process. The Claremont graduation ceremony is tentatively scheduled for July 30.

Mrs. Ovitt stated she is proud of the instructors and staff and thanked them for their years of service and their attendance tonight. She stated that in view of the pandemic and the murder of Mr. Floyd and the subsequent protests, now is the time to listen to each other and build personal relationships and practice tolerance and acceptance of each other. She shared the following quote from Martin Luther King, Jr. "*Our lives begin to end the day we become silent about the things that matter.*" Mrs. Ovitt stated that her hope for the districts and Baldy View ROP is that we learn from the chaos we are experiencing now and broaden access to technology to

eliminate the inequities, create more individualized instruction for students, and concentrate on professional development for instructors and staff.

IX. **Written Communications:**

- A. Commission Calendar.
- B. Events Calendar.
- C. CTE Funding Letter.
- D. 2020-21 State Budget-CTEIG and K-12 SWP Funding Letter.

X. **Approval of Consent Calendar:** It was moved by Mr. Young and seconded by Mr. Schaffer 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 the warrant register, Batch #01031-0-1068 for the period of April 29, 2020, through May 29, 2020.
- B. Approved/ratified the following certificated personnel actions:

**CERTIFICATED RESIGNATION/TERMINATION:**

Name: Christine Chavez  
Position: Coordinator  
Division: Educational Services  
Effective: June 6, 2020

- C. Approved/ratified the following classified personnel actions:

**CLASSIFIED CHANGE:**

Name: Estela Viernez  
Position: Educational Services Assistant  
Division: Educational Services  
Effective: June 2, 2014

TO:

Name: Estela Viernez  
Position: Student Records Specialist  
Division: Educational Services  
Salary: C10; Step B  
Effective: June 1, 2020

XI. **Business:**

- A. Mrs. Ovitt opened the Public Hearing for the purposes of hearing public input on the 2020-21 Baldy View Regional Occupational Program Budget at 6:38 p.m.

Mrs. Roberts reviewed the various scenarios that were used to develop the budget based on recommendations from the San Bernardino County Superintendent of Schools.

Hearing no comments from the public, Mrs. Ovitt closed the Public Hearing to receive input on the Baldy View ROP 2020-21 Budget at 7:11 p.m.

XII. **Administration:**

- A. It was moved by Mr. Nemer and seconded by Mr. Young to approve revised Board Policy 0440 entitled *ROP Technology Plan* that received first reading on May 13, 2020. 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. Young and seconded by Mr. Schaffer to approve Board Policy 4113.5 entitled *Working Remotely* that received first reading on May 13, 2020. 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 Mr. Young and seconded by Mr. Nemer to approve Board Policy 6257 entitled *Distance Learning* that received first reading on May 13, 2020. The motion carried with the following Roll Call vote:

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

- D. It was moved by Mr. Young and seconded by Mr. Schaffer to approve beginning the Superintendent's 2019-20 evaluation process at the July 8, 2020 Commission meeting facilitated by Dr. Michael O'Neill. The motion carried with the following Roll Call vote:

Dave Nemer – Aye

Joe Schaffer – Aye

Jack Young – Aye

Sue Ovitt – Aye

- XIII. **Adjournment:** The meeting adjourned at 7:13 p.m. The next meeting of the Baldy View Regional Occupational Program Commission will be held on Wednesday, June 17, 2020, 6:00 p.m., Baldy View ROP, 1501 S. Bon View Avenue, Ontario, California.