

Approved – 4/11/18

**MINUTES OF THE BALDY VIEW REGIONAL OCCUPATIONAL PROGRAM  
COMMISSION MEETING  
Wednesday, March 14, 2018**

- I. **Call to Order:** The meeting was called to order by Jack Young, at 6:00 p.m. at Baldy View ROP, 2890 Inland Empire Blvd., Ontario, California.

Present:	Charles Uhalley	Chaffey District
	Sylvia Orozco	Chino Valley Unified
	Nancy Treser Osgood	Claremont Unified
	Jack Young	Upland Unified
	Shelley Adams	Superintendent
	Forest DeRenzo	Assistant Superintendent of Educational Services
	Carla Roberts	Director of Business Services
	Dora Edney	Director of Development/Public Relations
	Michael Moore	Administrative Services Coordinator
	Lisa Porter	Director of Personnel Services
	Roseanne Redfearn	Coordinator
	Crystal Whitley	Coordinator
Absent:	P. Joseph Lenz	Upland Unified
Others		
Present:	Virginia Kelsen	Chaffey District Representative
	Julian Rodriguez	Chino Valley District Representative
	Scott Sypkens	Upland District Representative

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

- II. **Review of Agenda:**

Changes – Item II-C, page 45, replace with new page. Item VII-A, page 123, replace with new page.

Deletions – None

- III. **Approval of Agenda:** It was moved by Mr. Uhalley and seconded by Mrs. Orozco to approve the Agenda with changes as stated in item II above. The motion carried unanimously.
- IV. **Pledge of Allegiance:** The Pledge of Allegiance was led by Mr. Young.
- V. **Approval of Minutes:** It was moved by Mr. Uhalley and seconded by Mrs. Treser Osgood to approve the February 8, 2018, Special Commission Meeting Minutes. The motion carried unanimously.

- VI. **Approval of Minutes:** It was moved by Mrs. Treser Osgood and seconded by Mr. Uhalley to approve the February 14, 2018, Commission Meeting Minutes. The motion carried unanimously.
- VII. **Approval of Minutes:** It was moved by Mr. Uhalley and seconded by Mrs. Orozco to approve the February 15, 2018, Special Commission Meeting Minutes. The motion carried unanimously.
- VIII. **Public Participation:** There was no public participation.
- IX. **Oral Communications:**
- A. **Superintendent's Comments:** Dr. Adams shared the following items:
- Distributed for information a Fact Sheet on AB 1743 and stated a letter of support has been sent.
  - She and Dr. DeRenzo will be attending the CAROCP Legislative Forum in Sacramento on March 20 to meet with our legislators.
  - Received preliminary notification that the CTEIG third year renewal would be presented to the state board for approval on March 15-16, 2018. Funds should be received in April or May. Round 3 funding will be approximately \$3.8 million; total funding for the three years to the Baldy View consortium is \$17.5 million.
  - Extended her congratulations to medical instructor Marie Sliney on being recognized as a 2018 Women of Distinction from Assembly Member Chris Holden.
- B. **Cabinet's Comments:**
- Educational Services:** Dr. DeRenzo shared the following items:
- The ROP Master Schedule has been input into AIM (Student Information System) and the career technicians and counselors have begun registering students for the fall semester
  - As of March 1, Upland Unified and Chino Valley Unified have both agreed to promote and house ROP summer school classes on their high school campuses, in tandem with their regular summer school offerings. BVROP will offer summer school classes at various high schools and at our CTC campus in Ontario.
  - Reported on his recent attendance at the Educating for Careers Conference held in Sacramento. CDE announced they are working on vetting and adopting a list of certifications for students which should be finalized within two years.
- Business Services:** Mrs. Roberts shared the following items:
- Business Services has begun the process of building the 2018-19 budget. They begin with the Second Interim budget and adjust for changes in all areas; i.e., classes to be offered, salaries/benefits changes, utilities, removing one-time expenditures, etc.

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

- A \$9,000 grant has been received from Health Workforce.
- A \$1,000 grant has been received from San Bernardino County Supervisor Curt Hagman's office.
- Thanked Chaffey Federal Credit Union and Grand Canyon University for sponsorship of the professional development workshop.
- Thanked Friends of Ontario Airport for their \$500 donation
- The Foundation will be holding a fundraiser at the Outback Steakhouse on March 19.

Personnel Services: Mrs. Porter shared the following items:

- Recruiting for eleven instructor positions for the fall semester.
- Working with the San Bernardino County Superintendent of Schools credentialing division on Assignment Monitoring for our credentialed instructors.
- Reviewing job descriptions and making revisions as necessary.
- Reviewing board policies and administrative regulations as making revisions as necessary.

C. **Commission Comments:** Mrs. Orozco wished all a good evening.

Mrs. Treser Osgood thanked Dr. Adams for the tour of the classes at CTC. She stated she observed meaningful education taking place and the students were engaged and learning.

Mr. Uhalley reported on his SANDABS trip last week to Sacramento. He shared the State revenue has exceed projections by \$1.8 billion.

Mr. Young extended his congratulations to Marie Sliney. He reported on his observation of the ROP dance class at Upland High School.

IX. **Written Communications:**

- A. Commission Calendar.
- B. Events Calendar.

X. **Approval of Consent Calendar:** It was moved by Mr. Uhalley and seconded by Mrs. Orozco to approve the Consent Calendar as presented. The motion carried unanimously.

- A. Approved the warrant register, Batch #0683-0748 for the period of January 31, 2018, through March 5, 2018.
- B. Certified the Notice of Governing Board's Intention to Provide for Audit, for the fiscal year ending June 30, 2018.

- C. Approved the following certificated personnel actions:

APPROVAL OF RESIGNATION:

Name: 463  
Position: Criminal Justice Instructor  
Division: Educational Services  
Effective: May 30, 2018

Name: 581  
Position: Program Specialist  
Division: Educational Services  
Effective: June 30, 2018

Name: 521  
Position: Crime Scene Investigation Instructor  
Division: Educational Services  
Effective: March 13, 2018

XI. **Business:**

- A. It was moved by Mrs. Orozco and seconded by Mr. Uhalley that the Commission approve the 2017-18 Second 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 2017-18 fiscal year and two subsequent fiscal years; and the restriction of funds from the unappropriated ending balances as indicated per Education Code 52321. The motion carried unanimously.
- B. It was moved by Mr. Uhalley and seconded by Mrs. Treser Osgood to approve to close Fund 35 and sub-fund 9701. The motion carried unanimously.

XII. **Administration:**

- A. First reading of Board Policy 4161.9 entitled *Catastrophic Leave*.

XIII. **Closed Session:** The meeting adjourned into Closed Session at 6:22 p.m. to discuss and take possible action on:

- A. Conference with Legal Counsel – Anticipated Litigation – (Government Code §54954.5(c)) pursuant to Government Code §54956.9(b)-(c) – 1 Case
- B. Public Employee Reassignment/Discipline/Dismissal/Release (Government Code §54957)

- XIV. **Reconvene to Open Session:** Mr. Young reconvened the meeting at 6:26 p.m. and announced that discussion occurred and no action was taken.
- XV. **Personnel:**
- A. It was moved by Mr. Uhalley and seconded by Mrs. Treser Osgood to approve Resolution #17/18-04, Resolution to Release Temporary Certificated Employee. The motion carried unanimously.
- XVI. **Adjournment:** The meeting adjourned at 6:27 p.m. The next meeting of the Baldy View Regional Occupational Program Commission will be held on Wednesday, April 11, 2018, 6:00 p.m., Baldy View ROP, 2890 Inland Empire Blvd., Ontario, California.