

**BALDY VIEW REGIONAL OCCUPATIONAL PROGRAM
A G E N D A
Regular Meeting of the Commission**

**Baldy View Regional Occupational Program Board Room
2890 Inland Empire Blvd., Suite 100, Ontario
Wednesday, May 9, 2018**

**CLOSED SESSION – 5:30 P.M.
OPEN SESSION – 6:00 P.M.**

Pages

I. GENERAL FUNCTIONS

A. Call to Order

B. Review of Agenda

a. Changes

b. Deletions

C. Recommend approval of the Agenda ACTION
Moved _____ Second _____ Aye _____ Nay _____

D. Pledge of Allegiance

E. CLOSED SESSION

Discussion and possible action:

- a. Student Discipline Matters (Education Code 35146):
Student Expulsion Case
 - 1. #17/18-1

F. RECONVENE TO OPEN SESSION

a. Report on Closed Session Items

G. Recommend approval of April 11, 2018, Commission ACTION
Meeting Minutes, as shown in **ENCLOSURE I-G.** 1-4
Moved _____ Second _____ Aye _____ Nay _____

H. Communications

1. Public Participation

This section on the agenda is reserved for public participation on matters of concern. It is requested that a card giving your name and other information be completed and presented to the Secretary or to the President of the Commission prior to the start of the meeting. When addressing the ROP Commission during Public Participation, comments are to be limited to a maximum of 3 minutes for each speaker. The total time for public input on each item will be limited to 20 minutes. Thank you.

2. Oral

- a. Superintendent’s Comments INFORMATION
 - CTC Construction Presentation – Dan Benner, Principal Architect, Ruhnau Clarke Architects
- b. Cabinet’s Comments INFORMATION
- c. Commission Comments INFORMATION

3. Written

- a. Commission Calendar, **ENCLOSURE I-H-3(a)**. INFORMATION 5
- b. Events Calendar, **ENCLOSURE I-H-3(b)**. INFORMATION 7
- c. Letter from San Bernardino County Superintendent of Schools regarding Positive Certification of 2017-18 Second Interim Financial Report, as shown in **ENCLOSURE I-H-3(c)**. INFORMATION 9-12
- d. Call to Action: Support for *Career Technical Education Funding – AB 1743*, as shown in **ENCLOSURE I-H-3(d)**. INFORMATION 13

II. **CONSENT AGENDA ITEMS* APPROVAL**

Routine items recommended by the Administration and listed on the consent calendar (*) are deemed to have been considered in full, and are acted on by the Governing Board in one motion as a single action item. Any item(s) a Board member requests removed from the consent calendar will be considered at a later time in the meeting.

Moved _____ Second _____ Aye _____ Nay _____

- ACTION
- * A. Recommend approval of warrant register, Batch #0829-0919, for the period of April 4, 2018, through April 24, 2018, as shown in **ENCLOSURE II-A**. CONSENT 15-38
- * B. San Bernardino County Pool, 1st Quarter Investment Report, for information, as shown in **ENCLOSURE II-B**. CONSENT 39-44

*	C.	Recommend approval of the Memorandum of Understanding between Baldy View ROP and Tommy Hilfiger for the 2017-18 academic year and continue on a year-to-year basis until terminated by either party, as shown in ENCLOSURE II-C.	CONSENT	45-48
*	D.	Recommend approval of initial/subsequent variable term waivers for the following employees while they obtain their official English Language Authorization for the period of January 1, 2017 through May 30, 2019; CCSD Waivers for: Brent Gilson, Carol Gallegos, Steven Hall, Gerald Ji-Sung Jo, Michael Leese, Corey Lynch, Mia McCarthy and Jimmy Morin, as shown in ENCLOSURE II-D.	CONSENT	49
*	E.	Recommend approval of Certificated Personnel Actions, as shown in ENCLOSURE II-E.	CONSENT	51
*	F.	Recommend approval of Classified Personnel Actions, as shown in ENCLOSURE II-F.	CONSENT	53
*	G.	Recommend approval of Hiring of Certificated Staff for Summer School 2018, as shown in ENCLOSURE II-G.	CONSENT	55
III. BUSINESS				
	A.	Recommend adoption of a resolution that transfers be made within the 2017-18 budget as necessary, and that Shelley Adams, Clerk of the Governing Board, be authorized to execute the resolution, as shown in ENCLOSURE III-A. Moved_____Second_____Aye____Nay_____	ACTION	57-58
	B.	Receive Preliminary 2018-19 Budget for information, as shown in ENCLOSURE III-B.	INFORMATION	59-61
	C.	Recommend approval for Shelley Adams, Superintendent and/or her designee to be authorized to award Bid Number 17/18-001 to Vista Environmental Consulting for the purchase of hazardous material survey and abatement monitoring of the building projects at the Career Training Center, in the not to exceed amount of \$24,060.00, as defined in bid number 17/18-001, as shown in ENCLOSURE III-C. Moved_____Second_____Aye____Nay_____	ACTION	63-64

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| D. | Recommend approval for Shelley Adams, Superintendent and/or her designee to be authorized to convene a formal bid process for work to be completed at the Career Training Center consisting of: site demolition and grading, building demolition, landscape, structural and site concrete, masonry, structural and miscellaneous steel, roofing and sheet metal, doors, frames and hardware, metal stud, drywall and plaster, finish flooring, acoustical ceilings, painting, miscellaneous, site and building plumbing, HVAC, and electrical, as defined in bid numbers 18/19-001 through 18/19-016, as shown in ENCLOSURE III-D.
Moved _____ Second _____ Aye ____ Nay ____ | ACTION | 65-75 |
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IV. **ADMINISTRATION**

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| A. | Receive for information Administrative Regulation 4161.9 entitled <i>Catastrophic Leave Program</i> , as shown in ENCLOSURE IV-A. | INFORMATION | 77 |
| B. | Recommend adoption of Resolution #17/18-05, Resolution to Authorize the Application to the Director of Industrial Relations, State of California, for a Certificate of Consent to Self-Insure Workers' Compensation Liabilities, as shown in ENCLOSURE IV-B.
Moved _____ Second _____ Aye ____ Nay ____ | ACTION | 79-80 |

V. **PERSONNEL**

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|----|--|--------|--------|
| A. | Recommend approval of revised job descriptions for Coordinator, Marketing and Recruitment Advisor, Personnel Services Technician, Student Records Specialist, and Student Services Specialist, as shown in ENCLOSURE V-A.
Moved _____ Second _____ Aye ____ Nay ____ | ACTION | 81-97 |
| B. | Recommend approval of revised job description for Financial Aid Specialist to include title, description, and salary modifications effective July 1, 2018, as shown in ENCLOSURE V-B.
Moved _____ Second _____ Aye ____ Nay ____ | ACTION | 99-102 |

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|----|---|--------|---------|
| C. | Recommend approval of revised job description for Instructional Assistant, to include title, description, and salary modifications effective July 1, 2018, as shown in ENCLOSURE V-C .
Moved _____ Second _____ Aye ___ Nay ___ | ACTION | 103-106 |
| D. | Recommend approval of revised job description for Personnel Services Specialist, to include title, description, and salary modifications effective July 1, 2018, as shown in ENCLOSURE V-D .
Moved _____ Second _____ Aye ___ Nay ___ | ACTION | 107-111 |
| E. | Recommend approval to inactivate pay grades C4, C5, and C6 of the Classified and Classified Confidential Pay Structure, to be effective July 1, 2018, as shown in ENCLOSURE V-E .
Moved _____ Second _____ Aye ___ Nay ___ | ACTION | 113-116 |
| F. | Recommend approval of Program Director Stipends to be effective July 1, 2018, as shown in ENCLOSURE V-F .
Moved _____ Second _____ Aye ___ Nay ___ | ACTION | 117-118 |
| G. | Recommend approval of new Licensed Vocational Nursing Pay Structure to be effective July 1, 2018, as shown in ENCLOSURE V-G .
Moved _____ Second _____ Aye ___ Nay ___ | ACTION | 119-120 |

VI. CLOSED SESSION

Discussion and possible action:

- A. Public Employee Performance Evaluation – Government Code §54957

Title: Superintendent

VII. RECONVENE TO OPEN SESSION

- A. Report on Closed Session Items

VIII. ADJOURNMENT

Individuals who need auxiliary aids for effective participation are invited to make their requests and preferences known to the Superintendent's office at (909) 980-6490 ext. 1230, five days prior to the meeting.

Supporting documents to the posted agenda are available for preview at the ROP office and upon request. Please contact the Superintendent's office at (909) 980-6490 ext. 1230.