

**MINUTES OF THE BALDY VIEW REGIONAL OCCUPATIONAL PROGRAM  
COMMISSION MEETING  
Wednesday, October 8, 2008**

- I. **Call to Order:** The meeting was called to order by Mr. Grizzle, President, at 6:02 p.m. at the Baldy View ROP Board Room, 8265 Aspen Avenue, Rancho Cucamonga, California.

Present:	Bobby Grizzle Mary Caenepeel Joe Lenz	Chino Valley Unified Claremont Unified Upland Unified
	Jose A. Castro Delores Byrne Kim McGinnis	Superintendent Business Manager Director of Instructional Services
Absent:	Art Bustamonte	Chaffey District
Staff Present:	Phil Alvarez Ann Bach Michael Moore Cindy Prentice Eileen Stear	Student Records Coordinator Program Manager Executive Asst. to the Superintendent Program Manager Program Manager
Others		
Present:	Todd Haag Guy Roubian	Chaffey District Representative Upland District Representative
	Max Williams M. Rene' Glynn	Williams Architect, Inc. Williams Architect, Inc.

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

- II. **Pledge of Allegiance:** The Pledge of Allegiance was led by Mr. Grizzle.
- III. **Approval of Minutes:** It was moved by Mr. Lenz and seconded by Mrs. Caenepeel to approve the September 10, 2008, Commission Meeting Minutes. The motion carried unanimously.
- IV. **Approval of Agenda:** It was moved by Mrs. Caenepeel and seconded by Mr. Lenz to approve the Agenda. The motion carried unanimously.
- V. **Oral Communications:**
- A. **Employee Recognition:** Mr. Grizzle, on behalf of Baldy View ROP and the ROP Commission, presented an employee recognition pin to Phil Alvarez, Student Records Coordinator, in honor of his ten years of service to Baldy View ROP. Mr. Grizzle thanked him for his dedicated service.

- B. **CTC Construction Status Report:** Mr. Castro introduced Max Williams and Rene' Glynn from Williams Architect and asked that they give an update on the progress of the CTC construction project.

Mr. Williams reported the plans will be submitted for plan check next week and should be approved before the end of December. He and Ms. Glynn reviewed the classroom layouts, building elevations, color schemes, and tile and paint selections for the project. Mr. Williams stated that once the plans are approved groundbreaking should begin in March with completion occurring ten to twelve months later.

- C. **Superintendent's Comments:** Mr. Castro distributed newspaper articles which highlighted Guy Roubian as Upland High School co-principal, the AMR ambulance donation to the ROP, and a student in Doug Brooks' CAD class who has started his own business. He also shared a thank you note from retired superintendent Herb Fischer.

The superintendent asked Eileen Stear, program manager, to share some recent program accomplishments. Mrs. Stear reported that plumbing teacher Greg Stewart has secured the donation of a tank-less water heater system for use as a teaching tool; the law enforcement program held their 52<sup>nd</sup> orientation with 161 students in attendance; and the masonry class at Boys Republic recently won 2<sup>nd</sup> place in a paving contest using concrete pavers. Orco block has also donated two pallets of pavers to the program for instructional use.

Mr. Castro asked Ann Bach, program manager, to report on her recent visit by the Department of Health. Mrs. Bach reported the Department of Health Services did an unannounced visit and review of the Certified Nursing Assistant program the previous day. The review took over three hours and resulted in a great review of the program.

Mr. Castro asked Kim McGinnis, director of instructional services, to report on her recent activities. Ms. McGinnis shared that she and Mr. Castro have met with superintendents Gary Rutherford and Mat Holton. She has also been busy visiting classes with the program managers and meeting with the District Representative Council members.

- D. **Commission Comments:** Mr. Grizzle expressed his appreciation to the staff for their continued hard work and stated that he has two Commission meetings left as his term ends December 11, 2008.

VI. **Written Communications:**

- A. Commission Calendar.
- B. Minutes of the District Representatives Council Meeting, August 28, 2008, were received as presented.

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

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

- A. Accepted the Enrollment Summary Report for the period ending September 21, 2008.
- B. Approved the following personnel actions:

RATIFICATION OF  
EMPLOYMENT:

Name: Camille Jaurequi  
Position: Teacher on Assignment  
Program: Certified Nursing Assistant  
Salary: \$200 monthly stipend  
Effective: July 1, 2008 – June 30, 2009

Name: Yolanda Richardson  
Position: Teacher on Assignment  
Program: Dental  
Salary: \$200 monthly stipend  
Effective: July 1, 2008 – June 30, 2009

Name: Chuck Fedak  
Position: Teacher on Assignment  
Program: EMT  
Salary: \$200 monthly stipend  
Effective: August 27, 2008 – June 30, 2009

Name: Michael Jacobs  
Position: Teacher on Assignment  
Program: EMT  
Salary: \$100.00 monthly stipend  
Effective: August 27, 2008 – June 30, 2009

RATIFICATION OF  
HOURS:

Name: Mina Tawfik  
Position: Computer Systems Technician  
From: Hours: 19 hours per week  
To: Hours: 13 hours per week  
Effective: September 30, 2008

IX. **Administration:**

- A. It was moved by Mr. Lenz and seconded by Mrs. Caenepeel to approve revised Board Policy P-4262 Classified Personnel Vacation. The motion carried unanimously.
- B. It was moved by Mrs. Caenepeel and seconded by Mr. Lenz to approve revised Board Policy P-4362 Management Personnel Vacation. The motion carried unanimously.
- C. First reading of revised Board Bylaw BB-9123 Vice President.

X. **Business:**

- A. It was moved by Mrs. Caenepeel and seconded by Mr. Lenz to approve warrant register, Batch #0058-0086. The motion carried by a vote of 2 Ayes, 0 Nays, and 1 Abstention. Mr. Grizzle abstained.
- B. It was moved by Mrs. Caenepeel and seconded by Mr. Lenz to approve declaring a light board console as surplus property and be disposed of in accordance with AR-3270.1.A. The motion carried unanimously.
- C. It was moved by Mr. Lenz and seconded by Mrs. Caenepeel to approve the AB2448 Course Sequence Plan as presented and authorization for Jose Castro, Superintendent, to sign Sequence Plan on behalf of the Baldy View ROP Commission. The motion carried unanimously.

XI. **Closed Session:** The meeting adjourned into Closed Session at 7:04 p.m. to discuss and take possible action on:

- 1. Student Discipline Matter (Education Code 35146): Student Expulsion Case #08/09-1.
- 2. Conference with Labor Negotiator (Government Code section 54957.6):

Agency Negotiator: Jose Castro, Superintendent

Unrepresented Employee: (classified, confidential, certificated, management, and superintendent)

XII. **Reconvene to Open Session:** Mr. Grizzle reconvened the meeting at 7:42 p.m. and announced that discussion took place on the Student Discipline Matter listed for Closed Session. Mr. Grizzle reported that, by a vote of 3 Ayes and 0 Nays, Student Case #08/09-1 was expelled from Baldy View ROP for a period of one calendar year from date of expulsion.

XIII. **Adjournment:** The meeting was adjourned at 7:43 p.m. The next Meeting of the Baldy View Regional Occupational Program Commission will be held on Wednesday, November

12, 2008, 6:00 p.m., Baldy View ROP Board Room, 8265 Aspen Avenue, Suite 100, Rancho Cucamonga, California.