

**IMPERIAL VALLEY REGIONAL OCCUPATIONAL PROGRAM
BOARD OF TRUSTEES
Adopted Minutes**

Meeting of October 15, 2015
Imperial Valley Regional Occupational Program Main Office

CALL TO ORDER: Ms. Armenta called the meeting to order at 6:30 a.m. The following persons were present:

Ms. Alicia Armenta, Board President, Imperial County Office of Education
Mr. Lorenzo Calderon, Board Member, Calexico Unified School District
Mr. Matt Hester, Board Member, Holtville Unified School District
Ms. Jacinto "Jay" Jimenez, Board Member, Central Union High School District
Mr. Victor Lopez, Board Member, Imperial Unified School District
Mr. Augustine Sadorra, Board Member, Calipatria Unified School District
Ms. Carol Sassie, Board Member, Brawley Union High School District
Mr. Gabriel Aguirre, Project Coordinator, Imperial Valley ROP
Ms. Genovieve Alfaro, Student, Imperial Valley ROP
Mr. Juan Campos, Project Coordinator, Imperial Valley ROP
Ms. Denise Ceseña, Intern Counselor, Imperial Valley ROP
Ms. Cecilia Duron, Director of Business & Human Services, Imperial Valley ROP
Ms. Lupe Garcia, Program Assistant, Imperial Valley ROP
Mr. Joab Gonzalez, Program Manager, Imperial Valley ROP
Mr. Brandan León, Student, Imperial Valley ROP
Mr. Edwin Obergfell, Superintendent, Imperial Valley ROP
Ms. Wendy Prewett, Project Coordinator, Imperial Valley ROP
Ms. Wendy Ramirez, Office Manager, Imperial Valley ROP
Ms. Viridiana Rodriguez, Youth Development Specialist, Imperial Valley ROP
Mr. Phil Villamor, Director of Education, Imperial Valley ROP

PLEDGE OF ALLEGIANCE: Mr. Lopez led the pledge of allegiance.

PUBLIC COMMUNICATIONS: None.

INTRODUCTIONS/ ANNOUNCEMENTS: Mr. Obergfell welcomed Project TOY Staff and Students. He stated introductions would take place during the presentation.

CONSENT AGENDA: A motion was made by Mr. Lopez and seconded by Mr. Jimenez to approve the items on Consent Agenda as presented. ***Motion carried unanimously.***

- Minutes of September 17, 2015, Regular Meeting;
- September '15 Warrant Order Numbers: 16010759-16010815; 16009600-16009654; 16008510-16008609; 16007736-16007787.

PERSONNEL: *APPOINTMENT OF PERSONNEL.* A motion was made by Mr. Jimenez and seconded by Mr. Calderon to approve the appointment of Mr. Abraham Anaya and Ms. Cristina Lopez-Penalber. *Motion carried unanimously.*

RESIGNATION. A motion was made by Mr. Jimenez and seconded by Mr. Calderon to approve the resignation of Ms. Karla Flores, Ms. Karina Panduro, and Ms. Claudia Ramirez. *Motion carried unanimously.*

NEW BUSINESS: *NONE.*

INFORMATIONAL ITEMS:

MONTHLY BUDGET UPDATE. Ms. Duron made reference to the Monthly Budget Update. She said there weren't any changes from last month. She pointed out the deficit spending. Mr. Obergfell mentioned there is adequate cash in reserves. Mr. Jimenez asked if the grants give advance notice on grant that will not be funded. Mr. Obergfell explained the announcements of the grants are done at the funding source discretion. Mr. Lopez asked if the funding for Project Juntos/Padres would be available on an annual basis. Mr. Obergfell explained the funding opportunity for Project Juntos/Padres is every five years. Mr. Campos said it was a very competitive process.

Mr. Hester arrived @ 6:34 a.m.

IVROP COMMUNITY FOUNDATION. Mr. Obergfell announced the Coordinator Marcela Miranda-Silva had been hired. The decision to bring the coordinator on board early is to increase sponsors. Mr. Obergfell informed the board fifteen IVROPCF CTE Student Leadership Organization Applications had been received. Seven \$500 CTE Student Leadership Organization Scholarships had been awarded to Project TOY for the Imperial Valley Youth Job Fair, Southwest High School HOSA, Brawley Union High School IVROP Welding, Holtville High School FFA, Southwest High School Culinary Arts, Calexico High School BullDocs, and Central Union High School Law Academy. The other eight CTE Student Leadership Organization Applications would be reviewed by the IVROPCF Board at their next board meeting. Mr. Obergfell said the Stars are pending confirmation. Mr. Obergfell reminded the board and staff that Mr. Jimenez is exploring ideas to generate new fundraising activities for IVROPCF.

Mr. Sadorra arrived at 6:44 a.m.

CTE UPDATE. Mr. Villamor mentioned that Ms. Garcia and he had met with all CTE teachers for the CTE Department professional development sessions. The first CTE Department meeting with Imperial was scheduled for the following week. They have reviewed course outlines, sequence of courses, pathways with the CTE instructors and asked that they complete a review worksheet on their status. Mr. Obergfell said professional development opportunities are provided on various topics at all school sites. Mr. Villamor pointed out the work that is being done is aligned with the MOU. Ms. Sassie asked about what procedures are in place to ensure that there is accountability in all activities. Mr. Obergfell mentioned we're trying to capture relevant data. Mr. Villamor added that CTE instructors will also discuss the items related to the WASC action that include the use of common assessments and recording of data.

Mr. Jimenez suggested mentioning to the site administrators of having a Career Technical Student Organization (CTSO) associated with the CTE courses. Mr. Villamor mentioned that there are several CTOSs such as FFA, FBLA, FHA-Hero, HOSA and SkillsUSA, but reminded the board that participation in a CTOS is optional. Mr. Obergfell mentioned IVROP provides funds to support CTOS. Phil has been communicating with the principals. Mr. Calderon asked for the board to be

informed of any issues with any classes. He said that we share the same interests. He suggested that IVROP/CTE be more competitive, more aggressive and show the communities that this program is valuable. Mr. Jimenez said it is the responsibility of the administrators and superintendents of the school districts that all teachers are addressing all activities. Phil said he will be providing the board with information on what the teachers are tasked to do and the outcomes from those activities as they relate to the MOU.

Ms. Garcia reviewed the Career Assessment Worksheet with the board. Mr. Garcia indicated that one of the IVROP goals is to provide a Career Locker interest assessment to all 9th grade students; this is the second year 9th grade students are assessed. This will help the students determine their career interest areas. IVROP created the Career Assessment Worksheet to document where student's interest areas are and ultimately have the counselors review the information with the student and their parents. Mr. Jimenez shared that Ms. Sheri Hart had presented the Career Assessment Worksheet to the Central Union High School District Board.

Mr. Calderon asked whether 12th grade students were assessed prior to graduating. Ms. Garcia indicated that not all 12th grade students received an interest assessment, but only those students in CTE classes were assessed. The results at 12th grade are to help determine whether the student is pursuing a pathway of their interest. The guidance technicians administer the interest assessments at all the school sites. Guidance technicians work closely with the high school counselors on the results and many other related tasks.

Mr. Lopez departed at 7:04 a.m.

PRESENTATION:

A presentation was made by IVROP Project Training Opportunities for Youth (TOY) Staff and Students. The Project consists of a Program Manager (Mr. Gonzalez), four Youth Development Specialist (Ms. Rodriguez), an Intern Counselor (Ms. Ceseña), 2 part-time Tutors, and 1 part-time Clerk Typist III. Project TOY is funded by the Imperial County Workforce Development Board (ICWDB). Funding is provided by from the Workforce Innovation and Opportunity Act (WIOA). IVROP was contracted to serve 250 youth between the ages of 14-24. WIOA has fourteen core elements. The IVROPCF donated \$500 towards the Imperial County Youth Job Fair. The students have participated in the 2015 Imperial County Youth Job Fair, Sand Diego Job Corps Tour, Educational Workshops, Community Service Events, IVC Career Fair, and Work Experience. A Career Workshop was provided by a former IVROP Project TOY participant that is currently an FBI Agent. It makes an impact for current IVROP Project TOY students to see a former IVROP Project TOY student that has succeeded. The IVROP Project TOY students did community service at the Central Union High School resource center. Mr. León, ICWDB Youth Committee Member received tutoring assistance and graduated from high school. Mr. León shared he didn't attend school or worked for two years after graduating from high school. He said he had a positive experience at the Youth Job Fair. Ms. Alfaro thanked IVROP for receiving a lot of support. She enrolled back in school and is receiving assistance with searching for employment. She's attended some of the workshops provide by IVROP Project TOY and has done some community service.

CORRESPONDENCE: None.

LEGISLATION: None.

OTHER: *ARTICLES.* Mr. Obergfell made reference to the Imperial Valley Press articles dated September 20,21, 28, 29, 2015 and October 4, 8, 2015.

EVENTS. Mr. Obergfell reminded of the advisory meetings being held today.

**BOARD AND
SUPERINTENDENT
COMMENTS:**

Ms. Armenta commended and thanked Mr. Obergfell on how job openings were filled by in-house staff.

Mr. Calderon shared his experience to the PROI training in Washington, DC. He said he values the service provided by IVROP. He believes in the program because not all kids will be going to a university. He was pleased with the way IVROP managed the loss of Project Juntos and Project Padres Staff are concerned. Funding is out of our control. Students inspire the board.

Mr. Hester had no comment.

Mr. Jimenez had no comment.

Mr. Sadorra thanked the students for their presentation.

Mr. Obergfell thanked IVROP Project TOY Staff and Students for presenting. He thanked Project Juntos and Project Padres Staff. Mr. Obergfell also thanked the Board and the Management Team. He shared that some employees chose not to participate in the interviews for the positions. We accommodated as many employees as possible.

NEXT MEETING: The next meeting was scheduled for Thursday, November 19, 2015, at 6:30 a.m., at Imperial Valley Regional Occupational Program (IVROP) Main Office.

ADJOURNMENT: A motion was made by Mr. Jimenez and seconded by Mr. Sadorra to adjourn the IVROP Board Meeting at 8:12 a.m.