

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

Meeting of October 17, 2019
Imperial Valley Regional Occupational Program Main Office

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

Mr. Lorenzo Calderon, Jr., Board Member, Calexico Unified School District
Mr. Matt Hester, Board Member, Holtville Unified School District
Mr. Jacinto “Jay” Jimenez, Board Member, Central Union High School District
Mr. Raul Navarro, Board Member, Calipatria Unified School District
Ms. Carol Sassie, Board Member, Brawley Union High School District
Mr. Gabriel Aguirre, Project Coordinator, Imperial Valley ROP
Mr. Juan Campos, Project Coordinator, Imperial Valley ROP
Mr. Luis De La Torre, Director of Business & Human Services, Imperial Valley ROP
Mr. Adrian Gonzales, Program Manager, Imperial Valley ROP
Mr. Miguel Gutierrez, Project Specialist, Imperial Valley ROP
Ms. Adriana Hernandez, Program Manager, Imperial Valley ROP
Mr. Edwin P. Obergfell, Superintendent, Imperial Valley ROP
Ms. Maria Pantoja, Project Coordinator, Imperial Valley ROP
Ms. Wendy Ramirez, Office Manager, Imperial Valley ROP
Mr. Luis Torres, Program Manager, Imperial Valley ROP

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

PUBLIC COMMUNICATIONS: None.

INTRODUCTIONS/ ANNOUNCEMENTS: None.

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

- Minutes of September 19, 2019, Regular Meeting;
- September ‘19 Warrant Order #'s: 20060884-20060921; 20061964-20062022; 20062949-20062994; 20064011-20064081.

PERSONNEL: ***APPOINTMENT OF PERSONNEL.*** A motion was made by Ms. Sassie and seconded by Mr. Calderon to approve the appointment of personnel of Ms. Sofia Salazar. ***Motion carried unanimously.***

RESIGNATION. A motion was made by Ms. Sassie and seconded by Mr. Calderon to approve the resignation of Ms. Karla C. Geraldo, Ms. Monica Labrada, and Ms. Kassandra Rivera. **Motion carried unanimously.**

VARIABLE TERM WAIVER. A motion was made by Mr. Calderon and seconded by Mr. Hester to approve to employ Mr. Victor Nuno and Mr. Fernando Lynn on the basis of a Variable Term Waiver (English Learner) for the 2019-2020 school year as part of the IVROP CTE MOA Addendums for supplemental services. **Motion carried unanimously.**

NEW BUSINESS:

2019-2020 SALARY SCHEDULE PROPOSED REVISIONS. Mr. De La Torre explained the proposed Salary Schedule allows IVROP to be compliant with the California State minimum wage laws. In 2019, requirements by the State of California defines an exempt employee, supervisor that supervises and evaluates employees should be earning twice the minimum wage. With this 2019-2020 Salary Schedule for the boards consideration is a 3.26% COLA. Mr. De La Torre reminded the board that the mandated minimum wage law started with eleven dollars and is increasing on January 1st. In the 2019-2020 Salary Schedule the step increase for student workers has already been included. Mr. De La Torre reviewed the Classified and Management Salary Schedule. The Salary Schedule now has eight steps instead of ten steps. This was done because the previous first couple steps weren't in compliance with the state of California. Mr. Jimenez and Mr. Calderon had a couple questions regarding the impact on the deficit spending. Mr. De La Torre said the cash flow is strong. Mr. De La Torre informed the board their stipend would also be increased to \$130 for attending monthly board meetings. Mr. Obergfell recommended the 3.26% COLA go in affect on November 1, 2019 for staff and January 1, 2020 for student workers. Mr. De La Torre mentioned the Cell Phone Stipend and Educational Incentive remained the same. A motion was made by Mr. Calderon and seconded by Mr. Jimenez to approve 2019-2020 Salary Schedule Proposed Revisions. The 2019-2020 Salary Schedule Proposed Revisions were approved with the following roll call vote: AYES: Trustee Calderon, Trustee Hester, Clerk of the Board Jimenez, Trustee Navarro and Trustee Sassie. NAYES: None. Absent: President Alicia Armenta and Trustee Victor Lopez. **Motion carried unanimously.**

INFORMATIONAL ITEMS:

MONTHLY BUDGET UPDATE. Mr. De La Torre said the Monthly Budget Update is the same as last month. We continue to work on reducing deficit spending. He informed the board that IVROP was investing in purchasing an eighteen-wheeler for the ITA Truck Driving Class. The board made a couple of suggestions regarding the purchase of the eighteen-wheeler. Mr. De La Torre reminded the board that the Truck Driving Course generates revenue.

IVROP COMMUNITY FOUNDATION. Mr. Obergfell thanked the IVROP Board for the thank you card the Imperial Valley Regional Occupational Program Community Foundation (IVROPCF) Board had received from IVROP Board President Alicia Armenta thanking the IVROPCF for their \$35,000 donation towards the IV Mobile Career Exploration Lab. Mr. Obergfell announced Mr. Mike Castillo, Mr. Mike Castro, Mr. Tomás Oliva, Ms. Sherrie Cowie and Mr. Cowie, Ms. Jill Nelipovich, and Ms. Martha Singh would be the 2020 DWTS Stars. Mr. Obergfell shared Barbara Worth Country Club provided a bid of \$32 per plate. He announced that the IVROPCF Board selected the DWTS Gala to be held at the Saint Mary's Hall on Friday, May 8, 2020. The ticket prices were increased from \$85 to \$90. The sponsorship levels were also increased by \$500. Mr. Obergfell shared that Ms. Reyna Saldaña was chosen as the 2020 IVROPCF CTE Teacher of the Year.

CTE UPDATE. Mr. Campos announced the Regional CTE Advisory Meeting is scheduled for October 23rd. The Regional CTE Advisory Meeting was started three years ago in order to support Perkins requirements for CTE advisory meetings and to make better use of the limited resources and availability of industry and employers able to attend all the other advisory meetings throughout the Valley. He shared that fourteen of the fifteen industry sectors will be represented at this upcoming Regional CTE Advisory Meeting. Mr. Campos explained Mr. Ron Shane will be holding his own Automotive meeting in November. Mr. Campos mentioned IVROP will be reaching out to Mr. Fisher's Automotive program regarding advisory meetings. Mr. Fisher's course is fairly new, and he has been communicating and receiving support from IVROP. The Advisory Meeting assists the schools to meet Perkins requirements for continual improvement and self-evaluation of programs. CTE funders require evidence of industry input, and benefits classrooms and labs to help make sure programs are informed by current industry standards and trends. Through these meetings, IVROP is helping the districts to meet requirements and support the structure and intent of Career Technical Education. IVROP managers will facilitate breakout cluster meetings and the Career Specialist assists with taking minutes during the meetings. The Ag. Summit is scheduled for November 8th. Holtville High School will be hosting the Ag. Summit this year. Ms. Jennifer Sutter will have some of her students from the Holtville Middle School attend the Ag. Summit this year.

Mr. Campos provided Brawley Union High School (BUHS) update. He mentioned Ms. Yessenia Partida is supporting the teachers with Job Fair, Employability, provided CTE workshops to 194 students, and brought in the Health Department, which presented to 477 students. Mr. Obergfell and Ms. Hernandez presented a five-hundred-dollar check to the BUHS Village Club at the BUHSD board meeting on Oct. 9th. Ms. Yessenia Partida continually promotes CTE Ambassadors, provides Career Assessments, Employability and resume workshops, Board Patrol Presentations and assists with Coffee Cat, a parental involvement activity for parents to meet with the principal. In the future Ms. Yessenia Partida will be working on an Interest Survey for the Welding Skills Event. Mr. Jesse Sanchez, BUHS Principal is looking into scheduling a CTE and Resource Fair in February 2020.

WASC UPDATE. Mr. Campos reported the WASC Focus Groups/Work Group have already held their first meetings throughout the months of Sept and October. Groups include Student Support Services, Use of Assessments, Curriculum, and Instructional Programs. The groups are in the early phase of the self-study process, "Read, Research and Review." This process includes convening the rest of their teams, going through WASC training, and eventually participating in a WASC visiting team. All the groups have access to an IVROP WASC Google Resource folder, which will contain reference, training, and resource materials for all the groups and team members to access to prepare the WASC self-study.

PRESENTATION: None.

CORRESPONDENCE: Mr. Jimenez reviewed the letter from J. Todd Finnell, ICOE Superintendent. Mr. Jimenez acknowledged Mr. De La Torre and his team.

LEGISLATION: None.

OTHER: **ARTICLES.** Mr. Jimenez reviewed the articles in the Imperial Valley Press dated September 21, 2019 and October 6, 7, 8, 2019.

EVENTS. Mr. Obergfell informed the board that the IVROP Team had volunteered for Red Shoe Day and encouraged the board to make a donation if interested.

**BOARD AND
SUPERINTENDENT
COMMENTS:**

Mr. Calderon, Jr. had no comment.

Mr. Hester had no comment.

Mr. Jimenez said he recognizes that we are trying to reduce the deficit spending but I appreciate the board approving the salary schedule.

Mr. Navarro said have a great Halloween.

Ms. Sassie thanked Mr. Obergfell and Ms. Hernandez for presenting the check to the Village at the BUHS Board Meeting. Ms. Sassie said the Village was started a couple of years ago as a Senior Project. The Village has grown and currently needs a bigger room. Clothing, toiletries books, binders, etc. are available to students. The Village is open on two Saturday's a month for families to get whatever they need. It's all free.

Mr. Obergfell thanked Ms. Sassie for allowing Ms. Hernandez and him to present the check at the BUHS Board Meeting. Mr. Obergfell said he'll be asking the BUHS The Village Club to help with the IVROP Developmental Assets presentation to the Brawley City Council as a Champion Community. Mr. Obergfell informed the board that the IVROP All Staff Meeting was held yesterday at the Eagle's Lodge. Over seventy staff and teachers were in attendance. Ms. Pantoja, Mr. Gutierrez, and Mr. Gonzales are very involved in implementing a new IVROP Employee Wellness Program. Mr. Obergfell mentioned Ms. Hernandez, Ms. Ramirez and he were scheduled to assist with the Red Shoe Day at 10:00 am. He mentioned Ms. Linda Lopez was out since 6:45 am with Red Shoe Day. Mr. Obergfell shared that he had a medical appointment scheduled for tomorrow (Friday) and was hoping his surgery would be scheduled A.SAP. He thanked the board for accepting the recommendation to approve the Salary Schedule effective November 1st.

NEXT MEETING: The next IVROP Board Meeting was scheduled for Thursday, November 21, 2019 at 6:30 a.m., at Imperial Valley Regional Occupational Program (IVROP) Main Office.

ADJOURNMENT: The meeting adjourned at 8:02 a.m.