

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

Meeting of October 20, 2016
Imperial Valley Regional Occupational Program Main Office

CALL TO ORDER: Ms. Armenta called the meeting to order at 6:31 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
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, Project Coordinator, Imperial Valley ROP
Ms. Cecilia Duron, Director of Business & Human Services, Imperial Valley ROP
Ms. Reyna Flores-Carrillo, Adult Development Specialist, Imperial Valley ROP
Ms. Lupe Garcia, Program Assistant, Imperial Valley ROP
Mr. Edwin Oberghell, Superintendent, Imperial Valley ROP
Ms. Wendy Prewett, Project Coordinator, Imperial Valley ROP
Ms. Wendy Ramirez, Office Manager, Imperial Valley ROP

PLEDGE OF ALLEGIANCE: Ms. Armenta led the pledge of allegiance.

PUBLIC COMMENTS: None.

INTRODUCTIONS/ ANNOUNCEMENTS: None.

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 15, 2016, Regular Meeting;
- August '16 Warrant Order Numbers: 17058934-17058998; 17059581-17059640; 17060455-17060500; 17061666-17061704.

PERSONNEL: ***APPOINTMENT OF PERSONNEL.*** A motion was made by Mr. Jimenez and seconded by Mr. Hester to approve the appointment of Ms. Cristina Lopez-Penalber, Ms. Maria G. Romero and Mr. Daniel Sandoval. ***Motion carried unanimously.***

NEW BUSINESS: ***IMPERIAL COUNTY SCHOOLS VOLUNTARY EMPLOYEES BENEFITS ASSOCIATION (VEBA) AGREEMENT.*** Ms. Duron explained to the board the first time this agreement was signed was in 2001. Some opt out language was included in the revised version. A motion was made by Mr.

Jimenez and seconded by Ms. Sassie to approve the Imperial County Schools Voluntary Employees Benefits Association (VEBA) Agreement. *Motion carried unanimously.*

ACCEPT THE CONTINUATION OF. Mr. Obergfell reminded the board that Mr. De La Torre is the new Project Coordinator for Project TOY. A motion was made by Mr. Lopez and seconded by Mr. Jimenez to accept the funding for Project TOY (\$615,788). *Motion carried unanimously.*

INFORMATIONAL ITEMS:

MONTHLY BUDGET UPDATE. Ms. Duron made reference to the Monthly Budget Update. Ms. Duron pointed out that she added new funding for Imperial County Behavioral Health Services Moral Reconciliation Therapy (MRT) Program and Project NENES-Impact. She also mentioned she corrected funding for Project ACE, ACE-THP and Exito.

IVROP COMMUNITY FOUNDATION. Mr. Obergfell announced the Dancing with the Stars Gala is scheduled for Friday, May 5, 2017. He reported the state approved Career Technical Student Organization (CTSO) Central Union High School Future Business Leaders of America, Southwest High School Future Business Leaders of America, Imperial High School Skills USA, Holtville High School FFA, Brawley Union High School Skills USA, Brawley Union High School HOSA and Imperial High School HOSA were awarded a \$500 CTSO Scholarship. Mr. Obergfell explained the state approved CTSOs apply for the scholarship, then the application goes to the IVROPCF Board for review and approval, and finally if the CTSO receives the funds the CTSO completes a follow-up report that is submitted to the IVROPCF Board. Mr. Obergfell mentioned Mr. Jimenez and he met with Imperial Palms Hotel & Resort to negotiate the price. Mr. Jimenez was able to have the price decreased by Imperial Palms Hotel & Resort. For the 10th Annual Dancing with the Stars Gala previous stars that have competed in the past will be back to compete. The confirmed Stars are Ms. Katy Santillan, Ms. Betsy Lindbergh and Mr. Jason Jackson.

CTE/WASC UPDATE. CTE/WASC UPDATE. Part of the Educational Services/CTE Department's efforts toward continual improvement includes Mr. Campos and Mrs. Garcia continuing to gain knowledge and experience in all accountability elements coming down the pipeline (Perkins, CTEIG, and 11 Elements). Mr. Campos attended Perkins Coordinator workshop with Mr. Jesse Sanchez and Mr. Tony Munguia from Brawley. Mr. Campos highlighted the importance of having school site administrators attend these type of trainings.

Mr. Campos and Mrs. Garcia have been assisting Central Union High School with accountability during the CTE collaborative meetings as part of CTE Incentive Grant requirements. The 11 Elements of High Quality Career Technical Education is an ongoing focus of this meeting. Previously, Mr. Campos reviewed Leadership. The past meeting with the CTE team focused on Career Exploration and Guidance, Student Support/Leadership Development (CTSOs), and CTE promotion and outreach.

Mr. Campos has been working with San Bernardino County Office of Education's CTEIG Technical Assistance Team to hold a regional workshop in the Imperial Valley on December 8th. San Bernardino received funding from the state to assist with the technical assistance. Mr. Campos discussed that the local districts need more grant support with fiscal, allowable expenditures and the development of industry partnerships. Mr. Campos is pushing the San Bernardino team to conduct a webinar prior to Dec. 8th to support the districts with issues prior to their Dec. 1st CTEIG reports.

As part of CTEIG and other CTE issues, IVROP is planning on developing a regional advisory committee that will serve all districts. This could turn in to a very large committee as each pathway

needs to be represented, and each district must have additional representatives. District CTE Employer Advisory Committees are mandatory requirements for several CTE funding sources.

Mr. Campos mentioned that IVROP is working with Imperial Unified School District on developing a comprehensive sex education proposal. There has been conversations with Brawley Union High School, and Holtville High School about the state mandated topic. Mr. Obergfell said we're at the preliminary discussion stage. Mr. Aguirre and Mr. De La Torre provided their input on the sex education proposal. IVROP has communicated with ICOE and kept them in the loop regarding this upcoming work. ICOE previously provided the high schools with a brief workshop on comprehensive sex education curriculum and State requirements.

IVROP is making progress with the Career Pathway Trust grant. Several work-based learning opportunities are in development for the Law and Health pathways. This morning marks the first mentoring session between law enforcement students and officers. There is also a work-based learning opportunity in development for health students via Pioneers Memorial Hospital.

District Reports: Holtville High School completed Career Locker with all ninth graders. Development assets is integrated in this activity and several other CTE related activities. A later report from Project Rise will share how these strategies have been integrated. The guidance technicians should be completing the common assessments by November. Ms. Lisa Natwick has completed applications and resumes and is on her way to completing the common assessments by November. Mr. Ethan Ming is being considered for the CTE Advisor Ambassador, but his schedule is impacted. This is something that can be embedded in his instruction and support from the school site Guidance Tech. Mr. Ming has been involved in the Health Skills Event Planning. Mr. Campos mentioned he discussed the comprehensive sex education proposal with Mr. Garcia and that a follow up conversation is pending this morning.

The ICOE health instructor has also been involved Health skill planning. Mr. Campos met with Mrs. Vitela on Oct. 13th to discuss current and future services. The current MOU for service with IVROP is based on a formula that results in a low funding calculation levels. However, IVROP is providing considerable services and is committed to ensuring ICOE's CTE programs are aligned with Perkins and other grants, and meet high quality criteria. IVROP is leveraging its GTs to visit classes in all three Alt. Ed sites. The Health Instructor is taking full advantage of all IVROP has to offer, which is great. IVROP will provide integrated Developmental Assets presentations to students in the very near future. The Guidance Technician at Brawley High has started reaching out to the Brawley Alt. Ed Landscaping instructor, to provide CTE support services. Mr. Campos is making sure Alt. Ed teachers can tap into services offered at the comprehensive high schools by inviting teachers to attend collaborative meetings and trainings. IVROP hopes to expand services to Alt. Ed's MOU, which will include the full range of services.

On the horizon: A draft 2017-2020 MOU is complete and will presented to CUHSD. Mr. Obergfell said the first meeting is scheduled with Mr. Renato Montano and Mrs. Sherie Hart for November 1st. The goal is to have the MOU signed by January 1st. An A-G submission and integration workshop is tentatively set for Jan. 21st, 2017.

PRESENTATION:

Mr. Aguirre presented on IVROP Project WORK and WORK E.S.E. Project WORK and WORK E.S.E. are on-the-job training programs for participants enrolled in the Welfare to Work services through the Imperial County Department of Social Services: Family Stabilization and Self-Sufficiency Unit formerly CalWORKs. Through collaborative effort IVROP staff provide CalWORKs customers with services designed to increase employability and self-sufficiency. Partnerships with employers allow program participants in Project WORK who are placed in on-the-job training to gain valuable experience and develop effective habits for stable employment. Subsidized

employment is a process built on new and existing skills to prepare participants for an effective on-the-job training experience. The participants receive many services through the projects.

The IVROP Main Street Office was converted into a Career Development Center specifically for Project WORK and WORK E.S.E. participants. Project WORK and WORK E.S.E participants receive individualized support from IVROP Staff in determining the most effective course of action for their training, employment and self sufficiency plans in this resource hub. Mr. Aguirre presented the project performance percentages. The Certified Nursing Assistant (CNA) training has been successful throughout the years.

The Project Thrive Life Skills class help CalWORKs participants achieve a high level of self-determination to maintain a good quality of life and become successful members of our community. CalWORKs participants gain essential tools that help them identify; overcome struggles and setbacks in their daily lives. This class involves careful examination of the self, an essential tool to help with the identification of problems and setbacks in their lives and in regards to employment. Mr. Aguirre presented the tentative Life Skills Modules Curriculum.

Mr. Aguirre introduced Ms. Flores-Carrillo prior Project WORK/WORK E.S.E participant and current IVROP employee. Mr. Flores-Carrillo shared her experience as a Project WORK/WORK E.S.E participant. She shared the struggles her family faced when she applied for public assistance. She also shared all the support she received from IVROP Project WORK/WORK E.S.E. She was first placed as a part-time tutor with Project @LIKE. Then she applied for the Project TOY and Project @LIKE Clerk Typist position. She was hired as a Clerk Typist through IVROP. She now has her BA in Psychology and is an Adult Development Specialist with Project WORK/WORK E.S.E. Ms. Flores-Carrillo is very grateful to IVROP for all the opportunities she was given. Ms. Flores-Carrillo now assists clients with knowledge of being a client and knowledge of being an Adult Development Specialist. She has a lot of compassion for her clients.

CORRESPONDENCE: None.

LEGISLATION: None.

OTHER: **ARTICLES.** Mr. Obergfell made reference to the Imperial Valley Press articles dated September 9, 13, 16, 20, 29, 30, 2016 and October 2, 9, 13, 2016.

EVENTS. Mr. Obergfell informed the board of the events taking place.

**BOARD AND
SUPERINTENDENT
COMMENTS:**

Ms. Armenta wished IVROP good luck with the MOU.

Mr. Calderon extended an invitation to the board for the Grand Opening of the Calexico High School gym. He thanked everyone for their hard work.

Mr. Hester thanked Ms. Flores-Carrillo and said it was a great presentation.

Mr. Jimenez congratulated Calexico High School on the Grand Opening of the new school gym. He shared personal experiences with Career Technical Education.

Mr. Lopez said my hats off to everyone.

Ms. Sassie shared she had a good experience with an IVROP RN Mentorship participant. Ms. Sassie is excited about the A-G course. She thanked staff for the presentation.

Mr. Obergfell thanked Ms. Flores-Carrillo. He shared seventeen IVROP employees volunteered for Red Shoe Day.

NEXT MEETING: The next meeting was scheduled for Thursday, November 17, 2016, at 6:30 a.m., at Imperial Valley Regional Occupational Program (IVROP) Main Office.

ADJOURNMENT: The meeting adjourned at 8:06 a.m.