

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

Meeting of December 21, 2017
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. Michael Castillo, Board Member, Calexico Unified School District
Ms. Jacinto “Jay” Jimenez, Board Member, Central Union High School District
Mr. Victor Lopez, Board Member, Imperial Unified School District
Ms. Margie Pizano, 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. Fernando Calderon, Project Specialist, 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. Edwin Obergfell, Superintendent, Imperial Valley ROP
Ms. Wendy Ramirez, Office Manager, Imperial Valley ROP
Mr. Luis Torres, Program Manager, Imperial Valley ROP
Ms. Linda Valenzuela, Project Specialist, Imperial Valley ROP

PLEDGE OF ALLEGIANCE: Mr. Juan Campos led the pledge of allegiance.

PUBLIC COMMUNICATIONS: None.

CLOSED SESSION: A motion was made by Mr. Lopez and seconded by Mr. Jimenez at 6:32 a.m. to move into closed session. ***Motion carried unanimously.***

RETURN TO OPEN SESSION:
A motion was made by Mr. Castillo and seconded by Ms. Pizano at 7:08 a.m. to return to open session. ***Motion carried unanimously.***

Ms. Armenta reported that the contract was extended an additional three years from July 1, 2018 to June 30, 2021 and the five hundred dollar vehicle monthly allowance was moved into Mr. Obergfell's salary. Ms. Armenta pointed out that this would not increase cost to IVROP.

INTRODUCTIONS/ ANNOUNCEMENTS: Mr. Obergfell welcomed Mr. Castillo, Calexico Unified School District. Introductions were made of all those present.

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

- Minutes of November 16, 2017, Regular Meeting;
- November '17 Warrant Order #'s: 18114616-18114645; 18115488-18115577; 18116692-18116719; 18117358-18117400.

PERSONNEL:

VARIABLE TERM WAIVER. A motion was made by Mr. Lopez and seconded by Mr. Jimenez to approve to employ Victor Nuno on the basis of a Variable Term Waiver (English Learner) for the 2017-2018 school year as part of the IVROP CTE MOU Fee for Services. **Motion carried unanimously.**

RESIGNATION. A motion was made by Mr. Hester and seconded by Ms. Pizano to approve the resignation of Ms. Elizabeth Lopez. **Motion carried unanimously.**

NEW BUSINESS:

FISCAL YEAR 2016-2017 FINAL AUDIT REPORT. Mr. De La Torre reviewed the 2016-2017 Financial Audit Report with the board. Mr. De La Torre reported this was the thirteenth year without audit findings. A motion was made by Mr. Lopez and seconded by Mr. Jimenez to approve the 2016-2017 Final Audit Report. **Motion carried unanimously.**

2017-2018 1st INTERIM FINANCIAL REPORTS. Mr. De La Torre reviewed and explained the 2017-2018 1st Interim Financial Reports to the board. A motion was made by Mr. Jimenez and seconded by Ms. Sassie to approve the 2017-2018 1st Interim Financial Reports. **Motion carried unanimously.**

RESOLUTION No. 12212017. A motion was made by Mr. Jimenez and seconded by Mr. Castillo to approve Resolution No. 12212017. The resolution was approved with the following roll call vote: AYES: Trustee Castillo, President Armenta, Clerk of the Board Jimenez, Trustee Lopez, Trustee Pizano and Trustee Sassie. NAYES: None. Absent: Trustee Matt Hester. **Motion carried unanimously.**

INFORMATIONAL ITEMS:

MONTHLY BUDGET UPDATE. Mr. De La Torre stated he projected deficit spending.

IVROP COMMUNITY FOUNDATION. Mr. Obergfell explained that the Imperial Valley Regional Occupational Program Community Foundation (IVROPCF) is a 501(c)(3). Mr. Obergfell mentioned the IVROPCF holds an annual Dancing with the Stars Gala to fundraise for scholarships. The five scholarship categories are: Scholastic Achievement Award, Exemplary Community Involvement Award, IVROP/Career Technical Education (CTE) Student Award, General Award and Foster Youth Award. The Dancing with the Stars Gala has been tentatively scheduled for Friday, May 4, 2018. Mr. Edgard Garcia, Attorney; Dr. Adolphe Edward, El Centro Regional Medical Center CEO; Mr. John Moreno, Aurora High School Principal; Ms. Martha Garcia, IVC President of Student Services; Ms. Theresa Mitosinka Robertson, IV Press; Ms. Juanita Rebollar, Owner of Town Pump and Brownies and Mr. Oscar Grijalva, Duggins Construction are the confirmed stars for the 2018 Dancing with the Stars Gala. The IVROPCF also awards ten Career Technical Education (CTE) Student Leadership Scholarships to state approved Career and Technical Student Organization (CTSO). The IVROPCF has also help support IVROP with the National Career Readiness Certificate (NCRC) and the current IVROP telephone system.

CTE UPDATE. Mr. Campos shared the “Interview Like a Champion” video with the board. The video can be found on the IVROP website: <http://www.ivrop.org/student-services/interview-like-a-champion/>. It is being shared with school and district site administration. On Thursday, November 16th Mr. Campos and Mr. Calderon presented “How IVROP Integrates Development Assets in Career Technical Education (CTE)” at the CAROCP Conference. The presentation was advertised to all members of the conference during the opening session.

Mr. Campos reported on the California Learning Communities Grant (PROP 47). He stated the District Capacity Assessment has been completed with Central Union High School District, Brawley Union High School District and Brawley Elementary School District. This tool is used by districts to measure their readiness for administering a new initiative. In this case the DCA measures readiness for implementing PBIS (Positive Behavioral Interventions and Supports). Districts can retake the assessment after identifying areas that need improvement. This tool is available to the districts beyond grant funding to assess their readiness for other initiatives/interventions. A mentoring program will be an added component to the Central Union High School District, Brawley Union High School District and Brawley Elementary School District CLC Grants. Mentoring support training is being provided through separate leveraged funding at no cost to the grants or districts. The first mentoring groups will start by February at Desert Oasis.

Mr. Campos provided a general update of CTE related services for Holtville High School. These services are common across all school sites. General principal and school support with CTE credentialing questions (authorized teaching areas), CTSO requirements, and NCRC data, course requirements and pathway mapping; employability support (resumes, applications, cover letters, interview attire); career locker; health mentoring program; and resume portion of scholarships (Cal-SOAP).

PRESENTATION: None.

CORRESPONDENCE: Mr. Obergfell shared the thank you card received from Mr. Jimenez.

LEGISLATION: None.

OTHER: **ARTICLES.** Mr. Obergfell made reference to the Imperial Valley Press articles dated November 11, 12, 13, 16, 20, 27, 2017 and December 4.

EVENTS. Mr. Obergfell extended an invitation to the events taking place in December and January.

BOARD AND SUPERINTENDENT COMMENTS:

Ms. Armenta wished everyone a Merry Christmas and Happy New Year.

Mr. Castillo thanked everyone for the welcome. He wished everyone Happy Holidays and a Happy New Year.

Mr. Jimenez welcomed Mr. Castillo. He suggested presentations be provided to the district boards. He wished everyone a Merry Christmas.

Mr. Lopez welcomed Mr. Castillo. He said he appreciates the hard work from staff. He wished everyone Happy Holidays.

Ms. Pizano welcomed Mr. Castillo. She wished everyone a Merry Christmas and Happy New Year.

Ms. Sassie welcomed Mr. Castillo. She thanked staff for their hard work throughout the year. She commented on the CSBA Conference. Ms. Sassie wished everyone a Merry Christmas and Happy New Year.

Mr. Oberfell welcomed Mr. Castillo. He informed Mr. Castillo of the Board 101 that is offered to new board members. Mr. Oberfell shared Mr. Campos and he had met with Mr. Efrain Silva and Mr. Renato Montaño. Mr. Oberfell informed the board of the new key pad that was installed in the back door for safety reasons. Mr. Oberfell announced that the office would be closing at 2:00 pm today and would be open again on Tuesday, December 26th. He said we're blessed to have a great board and staff. Mr. Oberfell recognized Southwest High School and Vicent Memorial High School on football victories. Thoughts and Prayers are with Mr. Jimenez and his family.

NEXT MEETING: The next IVROP Board Meeting was scheduled for Thursday, January 18, 2018 at 6:30 a.m., at Imperial Valley Regional Occupational Program (IVROP) Main Office.

ADJOURNMENT: The meeting adjourned at 8:33 a.m.