

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

Meeting of March 16, 2017  
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:

**Ms. Alicia Armenta**, Board President, Imperial County Office of Education  
**Mr. Enrique Alvarado**, 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. 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. Juan Campos, Project Coordinator, Imperial Valley ROP  
Ms. Cecilia Duron, Director of Business & Human Services, Imperial Valley ROP  
Mr. Luis De La Torre, Project Coordinator, Imperial Valley ROP  
Ms. Lupe Garcia, Program Assistant, 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

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

**PUBLIC COMMENTS:** None.

**INTRODUCTIONS/ ANNOUNCEMENTS:** None.

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

- Minutes of February 16, 2017, Regular Meeting;
- February '17 Warrant Order Numbers: 17081013-17081041; 17081857-17081946; 17082795-17082837; 17083814-17083859.

**PERSONNEL:** ***APPOINTMENT OF PERSONNEL.*** A motion was made by Mr. Lopez and seconded by Mr. Hester to approve the appointment of Ms. Brenda Gonzalez, Ms. Karina Navarro, Ms. Cristina Lopez-Penalber and Mr. Adrian Ramirez. ***Motion carried unanimously.***

**NEW BUSINESS:** ***2016-2017 2<sup>nd</sup> INTERIM FINANCIAL REPORTS.*** Ms. Duron made reference to the 2016-2017 2<sup>nd</sup> Interim Financial Reports. She said the cash flow was positive. A motion was made by Ms. Sassie

and seconded by Mr. Jimenez to approve the 2016-2017 2<sup>nd</sup> Interim Financial Reports. ***Motion carried unanimously.***

***DECLARATION OF OBSOLETE EQUIPMENT.*** Ms. Duron informed the board she was updating the inventory list. A motion was made by Mr. Alvarado and seconded by Mr. Hester to approve the request to declare the equipment obsolete and allow IVROP to remove the equipment from inventory records and scrap equipment. ***Motion carried unanimously.***

***BOARD POLICY UPDATE.*** Ms. Duron informed the board that the updated board policies had been incorporated into the employee handbook. A motion was made by Mr. Jimenez and seconded by Mr. Hester to approve the first reading of Board Policy Updates BP 0410 Nondiscrimination in IVROP Programs and Activities, BP 1312 Complaints Concerns the School, BP/AR 1312.3 Uniform Complaint Procedures, Series 4000 – Personnel (all) and BP/AR 5145-7 Sexual Harassment (Students/Participants). ***Motion carried unanimously.***

***RESOLUTION NO. 032817.*** Mr. Campos stated the Distinguished Alumni Award would be awarded to Mr. Jose Velasquez this year. Mr. Jose Velasquez was enrolled in the Construction and Building Technology Course at Brawley Union High School, which was taught by Mr. Randy Smith. Mr. Jose Velasquez is an instructor at Imperial Valley College and was a prior IVROP employee. A motion was made by Mr. Jimenez and seconded by Mr. Alvarado to approve the Resolution No. 032817. The resolution was approved with the following roll call vote: AYES: Trustee Alvarado, President Armenta, Trustee Hester, Trustee Jimenez, Trustee Lopez, Trustee Pizano and Trustee Sassie. NAYES: None. Absent: None. ***Motion carried unanimously.***

#### **INFORMATIONAL ITEMS:**

***MONTHLY BUDGET UPDATE.*** Mr. Duron reminded the board that the Monthly Budget Update is presented to the board on a monthly basis. She said the Monthly Budget Update report reflected a summary of the 2016-2017 2<sup>nd</sup> Interim Report. She mentioned IVROP is still deficit spending.

***IVROP COMMUNITY FOUNDATION.*** Mr. Obergfell reminded the board that the Tenth Annual Dancing with the Stars will take place on Friday, May 5<sup>th</sup>. The IVROPCF will be recognizing Teacher of the Year Jackie Valadez and Partner of the Year Conveyor Group. Sponsorships have increased this year. The Stars are very competitive this year. The DWTS tickets are sold out.

***CTE/WASC UPDATE.*** Mr. Campos provided the board with a CTE/WASC update. Mr. Campos shared that he just returned from participating in a WASC visit of San Diego Continuing Education. He was able to gain more knowledge and opinions on whether or not IVROP will pursue its own WASC, which is still a pending discussion and decision on the part of IVROP's Senior Cabinet. He encouraged board members to let their school site administration to partake as WASC visiting team members so that they can gain insight on what WASC is looking for. WASC is looking for more data accountability. Mr. Campos and Mrs. Garcia shared that they can both help support the school's with their own WASC self-studies, and that in some cases IVROP services and activities are the response, especially regarding student services. Ms. Garcia will takepart of a WASC team that will be visiting San Bernardino ROP. Her visit is scheduled for April 9-11, 2017

Mr. Campos informed the board of upcoming CTE Events, which included the skills events and the upcoming Showcase. He invited Board members to attend the Welding Skills Competition, as this is an excellent venue to see students demonstrate their skills. An Imperial Irrigation District Local Entity grant was submitted for Agriculture Pathways, and the organizations "grant writing" team was thanked for their contributions. Mr. Obergfell later shared that a Workforce Development grant

was also recently submitted to support law enforcement pathways through a “high road” training partnership grant. Mr. Campos and Ms. Garcia attended Educating for Careers Conference in Sacramento. Mr. Campos spoke about how the alignment of CTE programs to the 11 High Quality Elements of CTE is a reoccurring theme among State CTE administration, and that this is IVROP’s ongoing message with the districts. One of the workshops focused on how CTE is aligned to LCAPs and the Nine State Priority areas. Mr. Campus spoke about how IVROP and CTE services can support each school’s LCAP, especially in the area of parental involvement, and how a next step could be creating a crosswalk of IVROP/CTE services aligned to the Nine State Priorities. Ms. Garcia spoke in regards to the state of CTE. Current legislation across both the state and federal levels is on hold due to the change in administration and projected funding shortfalls. There is some projected funding for CTE, along with increase in funds for special student populations such as foster youth. There have been some changes to the state list of Industry Certifications. Also, the conference issued an upcoming change to the State’s education accountability measures to just College Career Indicators. Ms. Garcia said twenty-five people attended the A-G Workshop. The presenter was very helpful to attendees and will be reviewing course submission in order to help expedite the submission process. The workshop was intended for CTE and core academic courses. Mr. Campos reminded the board that the workshops and events IVROP puts on are free and/or low cost to the districts and that this is a great inexpensive alternative to trainings and workshops held outside of the county. He again reminded Board members to encourage administrators and teachers to take advantage of these types of services IVROP offers.

Mr. Campos provided an update for Central Union High School District. The Central Union High School Guidance Technician assisted CTE instructors with the Outstanding Student paperwork. Three Resume workshops were conducted for three periods of CTE Construction Classes. Four hundred forty-three seniors will be participating in the Senior Employability Workshops. The Southwest High School Guidance Technician assisted during the Health Skills Competition. She has helped plan, has met with teachers, visited schools to take pictures and video for the Welding Skills Competition. She has been meeting with IVC staff and teachers. She assisted in calling employers for career day and will have a resource table. Services have been provided to both Future Business Leaders of America and HOSA. The guidance technicians participated at the Healthy Habits Night at Southwest High School. Health Classes at Southwest High School have been working on the CTE 360 video. Four students at Desert Oasis have completed Keytrain. [IVROP is working even closer with Desert Oasis by planning several days of Career Locker assessments with students in early April.](#) Mr. Campos noted that he was happy that Desert Oasis was taking advantage of their services, and that in the future the career assessments will be arranged for earlier in the year.

**PRESENTATION:** None.

**CORRESPONDENCE:** None.

**LEGISLATION:** None.

**OTHER:** **ARTICLES.** Mr. Obergfell made reference to the Imperial Valley Press articles dated February 10, 12, 13, 27, 2017 and March 2, 6, 2017.

**EVENTS.** Mr. Obergfell extended an invitation to the board all the scheduled events.

**BOARD AND SUPERINTENDENT COMMENTS:**

Mr. Alvarado had no comment.

Ms. Armenta thanked the staff for all they do.

Mr. Hester had no comment.

Mr. Jimenez had no comment.

Mr. Lopez had no comment.

Ms. Pizano said she plans on attending the Welding Competition tomorrow.

Ms. Sassie thanked everyone for their hard work and presentations.

Mr. Obergfell informed the board that Ms. Garcia, Mr. Campos, Ms. Duron and he met with San Pasqual regarding the 2017-2020 Memorandum of Agreement (MOA). Mr. Campos, Ms. Duron, and he met with Calipatria regarding the MOA. He said both had very good questions. All the districts have either signed the MOA or will be taking it to their board for approval. He said the only district pending is Imperial County Office of Education (ICOE). He thanked the board for their continued support. Mr. Obergfell mentioned he will be scheduling individuals meetings with the board members. He spoke in regards to Career Pathways with WIOA. He also mentioned that the National Career Readiness Certificate (NCRC) hiring policy guarantees NCRC applicants a second interview. IVROP is the only listed NCRC employer in Imperial County. Two grants have been submitted. He thanked Ms. Irma Jimenez and Ms. Patricia Robledo for volunteering their own time after work to complete income tax for low income people through the IRS VITA program. A total of \$130,000 has been refunded to Imperial County families.

**NEXT MEETING:** The next meeting was scheduled for Thursday, April 13, 2017, at 6:30 a.m., at Imperial Valley Regional Occupational Program (IVROP) Main Office.

**ADJOURNMENT:** The meeting adjourned at 7:32 a.m.