

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

Meeting of March 21, 2019  
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, 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. Victor Lopez**, Board Member, Imperial Unified 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  
Ms. Itzel Cortez, Student, 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. Jovana Morales, Development Specialist, Imperial Valley ROP  
Mr. Edwin P. Obergfell, Superintendent, Imperial Valley ROP  
Ms. Maria Pantoja, Project Coordinator, Imperial Valley ROP  
Mr. Jose Perez, Development Specialist, Imperial Valley ROP  
Mr. Luis Perez, Development Specialist, Imperial Valley ROP  
Ms. Wendy Ramirez, Office Manager, Imperial Valley ROP  
Ms. Viridiana Rodriguez, Development Specialist, Imperial Valley ROP  
Mr. Luis Torres, Program Manager, Imperial Valley ROP  
Ms. Yosei Valenzuela, Development Specialist, Imperial Valley ROP  
Mr. Jose Zavala, Student, Imperial Valley ROP

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

**PUBLIC COMMUNICATIONS:** None.

**INTRODUCTIONS/ ANNOUNCEMENTS:** None.

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

- Minutes of February 22, 2019, Regular Meeting;
- February '19 Warrant Order #'s: 19030633-19030689; 19031488-19031549; 19032276-19032332; 19033828-19033890.
- Quarterly Investment Report – ending December 31, 2018.

**PERSONNEL:**

**APPOINTMENT OF PERSONNEL.** A motion was made by Ms. Sassie and seconded by Mr. Jimenez to approve the appointment of personnel of Ms. Chantelle Gerardo and Mr. Luis Perez. **Motion carried unanimously.**

**RESIGNATION.** A motion was made by Mr. Hester and seconded by Mr. Jimenez to approve the resignation of Ms. Inez Rubalcava-Fajardo and Ms. Angelica Smith. **Motion carried unanimously.**

**NEW BUSINESS:**

**2019-2020 BOARD OF TRUSTEE CALENDAR.** A motion was made by Mr. Lopez and seconded by Mr. Calderon to approve “Dark Day” for July and 2019-2020 Board of Trustee Meeting Calendar. **Motion carried unanimously.**

**2018-19 2<sup>nd</sup> INTERIM FINANCIAL REPORT.** Mr. De La Torre referred to the 2018-2019 2<sup>nd</sup> Interim Financial Report. He pointed out the deficit spending balance and informed the board that the cash flow is strong. **Motion carried unanimously.**

**RESOLUTION No. 03212019.** A motion was made by Mr. Lopez and seconded by Mr. Calderon to approve Resolution No. 03212019. The resolution was approved with the following roll call vote: AYES: President Armenta, Trustee Calderon, Trustee Hester, Clerk of the Board Jimenez, Trustee Lopez, Trustee Navarro and Trustee Sassie. NAYES: None. Absent: None. **Motion carried unanimously.**

**AWARD BID FOR E-RATE FUNDED FOR BASIC MAINTENANCE OF INTERNAL CONNECTIONS PROJECTS 2019-20.** A motion was made by Mr. Jimenez and seconded by Ms. Sassie to accept funding for Basic Maintenance of Internal Connections (BMIC) Projects. **Motion carried unanimously.**

**INFORMATIONAL ITEMS:**

**MONTHLY BUDGET UPDATE.** Mr. De La Torre reviewed the Monthly Budget Update. He mentioned the Monthly Budget Update reflected the 2018-2019 2<sup>nd</sup> Interim Financial Report. There was a minor reduction in deficit spending due to projected decrease in salaries. He announced Project HSP and Project WORK E.S.E were approved yesterday, but weren't included in the Monthly Budget Update.

**IVROP COMMUNITY FOUNDATION.** Mr. Obergfell reported the Imperial Valley Regional Occupational Program Community Foundation (IVROPCF) Board had met on Tuesday, March 19<sup>th</sup>. All the contracts have been approved and signed. He announced that MTC, El Centro Regional Medical Center and Marianne V. Fenley State Farm were Platinum Sponsors. The Stars have been practicing their routines. The IVROPCF Board is looking into possibly getting one or two buses or shuttles to transport attendees to the gala. Mr. Obergfell reminded the board that the IVROPCF Scholarships are due Friday, April 5<sup>th</sup> at 5:00 pm at the IVROP Office.

**CTE UPDATE.** Mr. Campos reported that the K12 Strong Workforce Program proposal was submitted on March 15<sup>th</sup> in partnership with Imperial County Office of Education. Mr. Campos thanked all IVROP management and staff that helped to work on the grant and Mr. Obergfell

thanked the ICOE team for also helping to complete the proposal. The focus of the grant is on Health and Public Service (Law). IVROP will be the Local Educational Agency (LEA) and the fiscal agent for the High School application. The budget request was \$4,792,075. The collaborative was able to match funds beyond the 1 to 1 match requirement. Some of the program elements of the program include evaluation pathway development, professional development, dual enrollment and developing programs of study. ICOE submitted a separate Middle School application that IVROP will support. Mr. Obergfell stated Imperial and San Diego County are all in the same region. Mr. De La Torre pointed out that every high school was included in this thirty-month grant.

Mr. Obergfell and Mr. Campos met with Mr. Simon Canalez, Brawley Union High School Superintendent and Mr. Jaime Silva, Brawley Elementary School District Superintendent in two separate meetings to discuss the Developmental Assets and Positive Behavioral Interventions and Supports (PBIS). Given the strong IVROP connections to the community of Brawley, along with IVROP resources available to Brawley schools and past Developmental Assets efforts, there is a building strategy to develop the community of Brawley as the Champion of Developmental Assets. Mr. Obergfell mentioned many other communities throughout the country that have implemented this type of strategy, citing Flagstaff, Arizona, and Project Cornerstone in Santa Clara, California. The goal is to have all Brawley schools, city government, community-based organizations and business to be involved in creating a community of support and common intentional language for the youth of Brawley. There have already been some conversations that have taken place with community leaders from the entities mentioned. Mr. Obergfell stated the next step is to meet with the board and the Senior Team at Brawley Elementary School District, along with planning meetings surrounding PBIS with district leadership. Another activity that is starting to take shape is developing and implementing a mini Developmental Assets Forum for student groups at Brawley High. This will take place sometime in April.

Mr. Campos provided an update on Imperial High School. As a reminder, Mr. Campos shared that these activities also take place at other high school campuses. Ms. Angelica Smith is the Career Specialist assigned to Imperial and Calipatria High Schools. Angelica presented the Developmental Assets to approximately one hundred fifty students in Ms. Cardenas Health Class. Mr. Obergfell shared with the board that there is a process in place for the Career Specialist to support all the school districts. All the schools are currently going through the Outstanding Student process. Mr. Campos explained that the interviews were industry specific. Mr. Obergfell shared that he had an opportunity to speak to the interview panel and hear about the positive work and benefits of the process. The Ag. Summit is scheduled for tomorrow, March 22<sup>nd</sup> at the Imperial Valley Expo. Future work in Imperial will be working on cover letters and goal setting.

**WASC UPDATE.** Mr. Campos reported that initial planning meetings will be scheduled soon. Committees and leads will be formed from IVROP management. The next steps will be to revise action items that will be included in the future self-study. Committees will take on the different portions of the Self-Study Report, which is based on WASC criteria. The full WASC visit will also be determined as the Committees begin planning. IVROP has initial accreditation through June 2022.

The IVROP website has been updated to include all updated WASC accrediting information (<http://www.ivrop.org/about-us/accreditation/>) to maintain transparency and communication. The update includes the new WASC seal which notes IVROP's current WASC status. The web page includes a downloadable link of IVROP Initial Visit Report, which served as the basis for IVROP's initial accreditation. The 2018 IVROP Mission and Student Learning Outcomes are also on the page, along with the Visiting Committee Report for the 2018 Initial Visit.

Mr. Campos explained the terms of the Initial WASC process, 3 years, and why IVROP went through the Initial Visit Process. The existing WASC Action Plan (2012-2018) was no longer valid and no longer aligned to the many different changes the organization experienced in recent years. Therefore, management explored with WASC representatives the option to initiate a new WASC process. Past WASC accreditations were approved for up to six years, but that was for full Self-Study. The highest option available in the Initial process is three years. Mr. Obergfell and Mr. Campos thanked all management, staff, and faculty that supported the WASC process.

**PRESENTATION:**

Mr. Gonzales, Project Connect Program Manager presented on Project Connect. Project Connect is funded through the Imperial County Workforce Development Board. He provided the board with the program description, structure and eligibility. Project Connect is currently serving 229 youth, the goal is to serve 250 youth. Project Connect received additional funding to services twenty additional youth. Mr. Gonzales announced that Ms. Chantelle Gerardo, Life Coach would be starting soon with Project Connect. Ms. Rodriguez spoke about the Employability Enhancement Workshops. The youth receive a stipend after completing the Employability Enhancement Workshop. Youth are provided with work experience. The total work experience training will depend on the youth's age. Ms. Rodriguez shared some of the worksites where the youth can complete their work experience. Ms. Valenzuela presented on the Educational Workshops, Financial Literacy, Labor Market, and Career Exploration. Mr. Jose Perez provided information regarding the Program Activities that are provided for the youth. Mr. Luis Perez mentioned Tutoring and Educational Guidance is provided to the youth. The out-of-school youth that complete their GED receive a seventy-five-dollar stipend. Ms. Morales informed the board of the Supportive Services that are provided to Project Connect youth.

Ms. Cortez, Project Connect Participant shared she is twenty-two years old and has been employed at a CNA for four months. She shared her GED Instructor had referred her to the CNA Program. She said the Project Connect Team were very accessible, welcoming and supportive. She stated the Project Connect Team prepared for the workforce by assisting her with her resume, portfolio and mock interview. She was very grateful to the team.

Mr. Zavala, Project Connect Participant is twenty years old. He was very grateful for the skills he obtained in the Employability Enhancement Workshop. He was placed at Burlington for his work experience and was hired by Burlington. He said Project Connect also assisted him with his communication skills.

**CORRESPONDENCE:** None.

**LEGISLATION:** None.

**OTHER:** **ARTICLES.** Mr. Obergfell reviewed the articles in the Imperial Valley Press dated February 21, 23, 28, 2019 and March 14, 2019.

**EVENTS.** Mr. Obergfell extended an invitation to the board to attend the events taking place in March, April and May.

**BOARD AND SUPERINTENDENT**

**COMMENTS:**

Ms. Armenta thanked the presenters. She said the presenters always do a wonderful job at presenting. Ms. Armenta expressed the importance of managers. She wished Mr. Lopez best of luck with his performance.

Mr. Calderon, Jr. thanked Mr. Obergfell and Mr. Campos for presenting at the Calexico Board Meeting.

Mr. Hester said it's always great to her success stories.

Mr. Jimenez thanked the presenters for the presentation.

Mr. Lopez had no comment.

Mr. Navarro had no comment.

Ms. Sassie thanked the presenters and said it's always great to see what everyone does. She reminded everyone that IVROP is an asset to the community. Ms. Sassie congratulated Central on their new superintendent.

Mr. Obergfell introduced Mr. Miguel Gutierrez, Project NENES and Project Star Project Specialist. He reminded the board that the Vesper Society Board Retreat was scheduled for Friday, March 22<sup>nd</sup>. He thanked Calexico School District for recognizing Ms. Hortencia Armendariz and Mr. Humberto Felix. He congratulated Mr. Juan Campos, Mr. Luis De La Torre and the ICOE team on submitting the Strong Workforce Program grant. He shared the Imperial County Department of Social Services had presented on Project HSP and Project E.S.E at the Imperial County Board of Supervisors meeting. Mr. Obergfell reminded the board that the Superintendent Evaluation will need to be completed before June 2019. He thanked Mr. Zavala and Ms. Cortez for presenting.

**NEXT MEETING:**

The next IVROP Board Meeting was scheduled for Thursday, April 18, 2019 at 6:30 a.m., at Imperial Valley Regional Occupational Program (IVROP) Main Office.

**ADJOURNMENT:**

The meeting adjourned at 8:21 a.m.