

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

Meeting of May 20, 2021
Imperial Valley Regional Occupational Program Main Office

CALL TO ORDER: Ms. Armenta called the virtual 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. Carlos Hernandez, Board Member, Central Union High School District
Mr. Matt Hester, Board Member, Holtville Unified School District
Mr. Victor Lopez, Board Member, Imperial Unified School District
Mr. Raul Navarro, Board Member, Calipatria Unified School District
Ms. Gloria Santillan, Board Member, Brawley Union High School District
Mr. Gabriel Aguirre, Project Coordinator, Imperial Valley ROP
Mr. Juan Campos, Project Coordinator, Imperial Valley ROP
Mr. Carlos Chao, Life Coach, Imperial Valley ROP
Mr. Luis De La Torre, Director of Business & Human Services, Imperial Valley ROP
Ms. Karla Dorantes, Development Specialist/Facilitator, Imperial Valley ROP
Ms. Chantelle Gerardo, Program Manager, Imperial Valley ROP
Ms. Elizabeth Gonzalez, Life Coach, Imperial Valley ROP
Ms. Alexandra Gunther, Data Manager, Imperial Valley ROP
Ms. Adriana Hernandez, Program Manager, Imperial Valley ROP
Ms. Gissel Hernandez, Development Specialist/Facilitator, Imperial Valley ROP
Ms. Ana Fernanda Lizarraga, Development Specialist/Facilitator, Imperial Valley ROP
Mr. Omar Macias, Life Coach, Imperial Valley ROP
Ms. Briana Moreno, Life Coach, Imperial Valley ROP
Mr. Edwin P. Obergfell, Superintendent, Imperial Valley ROP
Mr. Ernesto Quintero, Life Coach, Imperial Valley ROP
Ms. Wendy Ramirez, Office Manager, Imperial Valley ROP
Ms. Stephanie Sandoval, Data Manager, Imperial Valley ROP

PLEDGE OF ALLEGIANCE: Ms. Adriana Hernandez led the pledge of allegiance.

PUBLIC COMMUNICATIONS: None.

**INTRODUCTIONS/
ANNOUNCEMENTS:** None.

CONSENT AGENDA: A motion was made by Mr. Lopez and seconded by Mr. Hester to approve the items on Consent Agenda as presented. The consent agenda was approved with the following roll call vote: AYES: President Armenta, Trustee Calderon, Trustee Hernandez, Trustee Hester, Clerk of the Board Lopez, Trustee Navarro, and Trustee Santillan. NAYES: None. Absent:None. ***Motion carried unanimously.***

- Minutes of April 15, 2021, Regular Meeting;
- April '21 Warrant Order #'s: 21129958-21129987; 21130372-21130385; 21130907-21130943; 21131576-21131628; 21132875-21132906.

PERSONNEL: ***APPOINTMENT OF PERSONNEL.*** A motion was made by Mr. Lopez and seconded by Mr. Calderon to approve the appointment of Mr. Vicente Ayala, Ms. Onyx Bazulto, Ms. Adriana Hernandez, Ms. Gissel Hernandez, Ms. Jennifer Lopez, Mr. Omar Macias, and Mr. Marco Pinuelas. The appointment of personnel was approved with the following roll call vote: AYES: President Armenta, Trustee Calderon, Trustee Hernandez, Trustee Hester, Clerk of the Board Lopez, Trustee Navarro, and Trustee Santillan. NAYES: None. Absent: None. ***Motion carried unanimously.***

RESIGNATION. A motion was made by Ms. Santillan and seconded by Mr. Hester to approve the resignation of Ms. Christie Jimenez and Ms. Lucerito Tirado. The resignation was approved with the following roll call vote: AYES: President Armenta, Trustee Calderon, Jr., Trustee Hernandez, Trustee Hester, Trustee Navarro, Clerk of the Board Lopez, and Trustee Santillan. NAYES: None. Absent: None. ***Motion carried unanimously.***

NEW BUSINESS: None.

INFORMATIONAL ITEMS:

MONTHLY BUDGET UPDATE. Mr. De La Torre said the Monthly Budget Update does not reflect any updates from the previous month. He shared he is currently working on the estimated actuals and fiscal year 2021-2022 budget. We are still in the process of hiring staff. Services continue to be delivered.

IVROP COMMUNITY FOUNDATION. Mr. Obergfell shared the IVROPCF board met on May 11th. The board heard updates from Project AB 1111 and Project READY4Life. He said this year fewer applications were submitted than last year. Ms. Ramirez shared the information regarding the scholarships with the Education Services Team and the school districts. Ms. Ramirez sent out the IVROPCF highlights regarding the scholarships. The IVROPCF tried to make the scholarship process easier this year due to the pandemic. Vesper donated \$20,000 towards scholarships for the 2020-2021 school year. Ten thousand dollars of the Vesper donation will be rolled over into 2021-2022. As this year we received fewer applications. Most of the scholarship applications that were submitted were for the Scholastic Achievement Award and the IVROP/CTE Student Award. There was a total of twenty-seven scholarship recipients selected this year for a total of \$21,250. This year the checks were mailed to the scholarship recipients as we did last year. The board is looking forward to a 2022 DWTS Gala. We only received one reimbursement request for tickets. Mr. Obergfell shared the IVROPCF video was posted on the IVROPCF website and social media.

CTE UPDATE. Mr. Campos informed the board that he has been working on his transition with Ms. Adriana Hernandez. Mr. Campos shared the MOA was secured with Central Union High School District. We also secured a District Service Agreement to provide mentoring services at Desert Oasis High School. Brawley Union High School District, San Pasqual Valley Unified School District,

and Calexico Unified School District are secured. The MOAs from Imperial County Office of Education Alternative Education and Migrant District Service Agreements have been accepted, but we are pending the signatures. We are also pending district meetings with Imperial Unified School District, Calipatria Unified School District, and Holtville Unified School District.

Ms. Adriana Hernandez shared the IVROP Showcase website updates. She mentioned that the recordings for the Ed. Services Recognition Ceremony and the Showcase General Session can now be found on the website. She thanked Calipatria Cadets for participating in the Ed. Services Ceremony by sharing their presentation of colors. She also shared that some of the schools requested support for Mental Health Matters Month. Behavioral Health provided some presentations at several of the schools. We have a regional behavioral health presentation coming soon. We partnered with ICOE's Strong Workforce Program team to deliver some Worked-Based Learning and Career and Technical Student Organization presentations in their Professional Learning Network meetings to CTE teachers from Agriculture, Health, Public Services, and ICT pathways. Ms. Adriana Hernandez shared the upcoming events. She mentioned the team will be supporting some of the schools during the summer with their enrichment camps. They will be supporting Brawley Union High School with possible CTE Summer Camp for incoming freshman as well as Southwest High School's health students.

WASC UPDATE. Mr. Campos shared Mr. Aguirre will be providing the WASC Update. Mr. Aguirre is the Coordinator of Record for WASC. Mr. Obergfell is the primary contact and Ms. Adriana Hernandez is the secondary contact for WASC. Mr. Campos, Mr. Aguirre, and Ms. Adriana Hernandez continue to meet.

Mr. Aguirre and Ms. Adriana Hernandez are transitioning into the WASC Chairs. It will be Ms. Adriana Hernandez first formal WASC, and it will be Mr. Aguirre's first formal WASC being this deeply involved. Mr. Aguirre said he feels confident that Mr. Campos has provided them with a strong foundation and that they will be prepared for the May 2022 visit. The Action Plan Team has been working with the Superintendent on revising the Action Plan goals, IVROP Mission Statement, Vision Statement, and SLOs. Additionally, a survey was administered to our management team to determine level of preparation and familiarity with WASC resources. There are new managers on-board so we will be holding a WASC management team meeting on June 2, 2021. There are new managers on-board so we will be holding a WASC management team meeting on June 3, 2021. This meeting will help to reset roles and responsibilities of the management team for WASC.

PRESENTATION.

Mr. Obergfell said the Imperial Valley Regional Occupational Program Community Foundation (IVROPCF) is the fiscal agent for the Project READY4Life. Mr. Campos introduced Ms. Gerardo, READY4Life Program Manager and Ms. Gunther, Data Manager. He said it is a very energetic team.

Ms. Gerardo shared the Project READY4Life Mission and Core Values. Project READY4Life serve high school aged youth (9th-12th grade). The high school aged youth that are served are current or former foster, justice involved, runaway, homeless, low income, migrant, at-risk of dropping out of school, expecting teens, parenting teens, and students attending Title 1 schools and alternative education high schools. In addition, youth that have been impacted by COVID, those dealing with stress, anxiety, depression, those living in a deployed military household, and those living a single parent household can also participate in Project READY4Life.

Ms. Dorantes, Development Specialist/Facilitator said one of the services that are provided to the youth are Educational Workshops. The workshops we will be providing consist of three core

workshops and two optional workshops. Ms. Lizarraga, Development Specialist/Facilitator said the three Core Workshops offered through Ready4Life are Relationships Smarts, Mind Matters, and Money Habitudes. Ms. Dorantes presented on the two Optional Workshops, which are First Five-Parenting Workshop and Developmental Assets.

Mr. Macias, Life Coach provided information on the Project READY4Life Career Advancement Services. Once the students have completed the Career Readiness Workshop, they will be able to participate in Work Base Learning which consist of job shadowing, industry tours, employer presentations, and employer-based mentoring. Mr. Quintero, Life Coach shared information some of the students will be provided the opportunity to go through a paid work experience. The students will put into practice the skills they have gained.

Mr. Chao, Life Coach shared the overview of life coaching. Life Coaching is the key element of the program. Life coaching is very different from counseling, mentoring, therapy, etc. Life coaching addresses specific personal goals of our students' projects or situations that they are facing now. As life coach we focus on what is going on right now with the students and discover any challenges they might have. We will help the students identify where they would like to be in their lives and how to get there. Through life coaching students will be assisted through their obstacles and endeavors. During our sessions we will be presenting tools and challenges that will help the students to become more empowered to achieve their goals and become more comfortable with their transformation into adulthood.

Ms. Gonzalez, Life Coach, as life coaches they will be providing one-on-one sessions with the students. They will build a program objective plan. The students will be provided with a READY Plan that will assist them with their personal goals. Ms. Gonzalez shared the life coach vision for the youth. Ms. Gunther, Data Manager provided information on data collection, data evaluation and CQI. Ms. Gissel Hernandez, Development Specialist/Facilitator provided information on program recruitment. Project READY4Life is currently recruiting students. Ms. Moreno, Life Coach was happy to announce they will be holding their first orientation. She asked for everyone to help spread the word regarding the Project READY4Life recruitment. Ms. Chantelle shared a Project READY4Life orientation video.

CORRESPONDENCE: Mr. Obergfell referred to the letters from Imperial County Office of Education, Ms. Norma Fajardo, Business Services and Self-Insured Schools of California, Kim A. Solan, Chief Financial Services.

LEGISLATION: None.

OTHER: **ARTICLES.** Mr. Obergfell made reference to the Imperial Valley Press article dated April 15, 2021.

EVENTS. None.

BOARD AND SUPERINTENDENT COMMENTS:

Ms. Armenta thanked the presenters and the grant writers. She thanked Mr. Obergfell for his vision on the importance of this grant and to ensure those services go beyond the grant. IVROP is successful because of the planning ahead to serve the community.

Mr. Calderon thanked Ms. Gerardo and her staff for their presentation.

Mr. Hernandez thanked everyone for all the information. He thanked Ms. Gerardo and her team. He is very excited for this program. He said this project is something that has been needed.

Mr. Hester thanked Ms. Gerardo and the team for the presentation. He said what they are doing is so important and empowering to youth. Providing youth, the tools to succeed in life in a critical time in their life.

Mr. Lopez thanked Ms. Gerardo and her team for their presentation. It is nice to know that kids have other avenues to turn too.

Mr. Navarro thanked the presenters for their presentation. He said it was nice to see a young group of presenters. He thanked the team for providing youth the coping skills that are very much needed.

Ms. Santillan thanked Ms. Gerardo and the team. She asked Ms. Gerardo to keep the board informed if she needs more assistance on recruiting students.

Mr. Obergfell thanked Ms. Armenta for her kind words. Mr. Obergfell said we have a tremendous team at IVROP. He is very pleased to be working with this team. He thanked Mr. Navarro for noticing the young presenters. Mr. Obergfell shared the IVROP reopening plans. He shared the Management Team will be meeting later this morning to discuss the reopening plans. He mentioned we are planning on reopening on soft dates, June 1st at 25%, June 14th at 50% and with a hard date of July 6th at 90% staff returning to work at the office. These dates are driven by protocols, guidelines, and COVID-19 rates. We are following CDC Guidelines, Imperial County Health Department, and Cal/OSHA as we are planning on reopening. He reported the majority of our team have been vaccinated. We are renting the new IVROP site that was the old ICOE Business Office on La Brucherie. We will not have a facility on Ocotillo or Main Street. We are grateful to ICOE for donating some of the things that are already out at the La Brucherie Office. He thanked Mr. Campos for being supportive during his transition. He said he also grateful to Ms. Adriana Hernandez for her willingness to step up into the Interim Coordinator position. The position is for her to keep. I am hoping we can keep her beyond the one-year interim. She is doing fantastic. He said he is grateful for her work in this transition. READY4Life has a Data Manager component. IVROP also has a Data Manager, Ms. Sandoval. She is working in conjunction with MER. I am pleased to inform you that the youth proposal was submitted. Mr. Adrian Gonzales, Mr. De La Torre, and Mr. Aguirre submitted a competitive youth proposal. Management will be attending a FRISK training. He thanked Mr. Hernandez, Dr. Ward Andrus, and Central Union High School District for the continued support. He informed the board that IVROP will be entering the 9-80 Flex Schedule for the summer. Staff will work nine days for eighty hours. He reminded the board that is time for Superintendent Evaluation. He informed the board that he has not been providing the board with updates during this pandemic. He suggested having an easy pass or fail Superintendent Evaluation. Ms. Armenta said the board can schedule a closed session at the next meeting to complete the Superintendent Evaluation.

NEXT MEETING: The next IVROP Board Meeting was scheduled for Thursday, June 17, 2021 at 6:30 a.m., at Imperial Valley Regional Occupational Program (IVROP) Main Office.

ADJOURNMENT: The meeting adjourned at 8:03 a.m.