

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

Meeting of August 17, 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:

**Mr. Enrique Alvarado**, Board Member, Calexico Unified School District  
**Ms. Alicia Armenta**, Board President, Imperial County Office of Education  
**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  
Mr. Luis De La Torre, Director of Business & Human Services, Imperial Valley ROP  
Ms. Cecilia Duron, Director of Business & Human Services, Imperial Valley ROP  
Ms. Lupe Garcia, Program Assistant, Imperial Valley ROP  
Mr. Adrian Gonzales, Program Manager, Imperial Valley ROP  
Mr. Edwin Obergfell, Superintendent, Imperial Valley ROP  
Ms. Maria Pantoja, Project Coordinator, Imperial Valley ROP  
Ms. Wendy Ramirez, Office Manager, Imperial Valley ROP

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

**PUBLIC COMMUNICATIONS:** None.

**INTRODUCTIONS/ ANNOUNCEMENTS:** Mr. Obergfell introduced Mr. Adrian Gonzales, Program Manager and Ms. Maria Pantoja, Project Coordinator.

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

- Minutes of June 15, 2017, Regular Meeting;
- June '17 Warrant Order Numbers: 17099529-17099622; 17100472-17100508; 17101258-17101300; 17102763-17102841; and July '17 Warrant Order #'s: 18103357-18103425; 18103994-18104037; 18105053-18105096; 18106004-18106045.

**PERSONNEL:** ***APPOINTMENT OF PERSONNEL.*** A motion was made by Mr. Alvarado and seconded by Ms. Pizano to approve the appointment of personnel of Ms. Olivia Cotero, Mr. Luis De La Torre and Ms. Maria Pantoja. ***Motion carried unanimously.***

***RESIGNATION.*** A motion was made by Ms. Sassie and seconded by Mr. Lopez to approve the resignation of Ms. Erica Baiz, Ms. Cecilia Duron, Ms. Christina Gonzales, Ms. Wendy Prewett and Ms. Daniela Rodriguez. ***Motion carried unanimously.***

**JOB DESCRIPTION PROPOSED REVISIONS.** Mr. Obergfell pointed out that the Attendance Analyst position had been eliminated from the positions. A motion was made by Mr. Lopez and seconded by Mr. Alvarado to approve the revised job descriptions. ***Motion carried unanimously.***

**2017-18 SALARY SCHEDULE PROPOSED REVISIONS.** Ms. Armenta pointed out a typo on the Administrative Assistant position that had been moved to Exhibit 1 not Exhibit 2. A motion was made by Mr. Lopez and seconded by Mr. Alvarado with the Administrative Assistant being moved to Exhibit 1. ***Motion carried unanimously.***

**NEW BUSINESS:**

**RESOLUTION No. 08182017.** A motion was made by Ms. Sassie and seconded by Ms. Pizano to approve Resolution No. 08182017. The resolution was approved with the following roll call vote: AYES: Trustee Alvarado, President Armenta, Trustee Lopez, Trustee Pizano and Trustee Sassie. NAYES: None. Absent: Trustee Matt Hester and Clerk of the Board Jacinto "Jay" Jimenez. ***Motion carried unanimously.***

**ACCEPT THE CONTINUATION OF.** A motion was made by Ms. Sassie and seconded by Mr. Alvarado to accept funding for Project CARE (\$24,998); Project NENES (\$183,900); Life Skills (\$333,543); Project WORK-E.S.E (\$1,208,350.95), Project ACE (\$215,001) and Project ACE THP-Plus (\$112,387). ***Motion carried unanimously.***

**ACCEPT FUNDING OF.** A motion was made by Ms. Sassie and seconded by Mr. Alvarado to accept for Job Readiness (\$77,351.20) and Pre-Employment Preparation Program (\$57,670). ***Motion carried unanimously.***

**ACCEPT E-RATE FUNDING OF.** A motion was made by Mr. Alvarado and seconded by Ms. Pizano to accept funding of Telecommunications (\$3,644.390; Internal Connections (\$2,570.03) and Internal Connections (\$1,276.70). ***Motion carried unanimously.***

**DECLARATION OF OBSOLETE VEHICLES.** A motion was made by Mr. Lopez and seconded by Mr. Alvarado to declare the vehicles obsolete and allow IVROP to trade-in the vehicles, upon leasing new vehicles, under the direction of the Superintendent. ***Motion carried unanimously.***

**INFORMATIONAL ITEMS:**

**MONTHLY BUDGET UPDATE.** Mr. Duron pointed out an error on the grants deficit spending on the Monthly Budget Update. The deficit spending for grants should have been zero. Ms. Duron mentioned the new awards for Job Readiness (\$77,351); PREP (\$57,670); Prop 47 Brawley Elementary (\$114,838), Prop 47 Brawley Union High School (\$52,953); Prop 47 Central Union High School (\$116,012) and RN Mentorship carry-over (\$6,524).

**IVROP COMMUNITY FOUNDATION.** Mr. Obergfell announced the final revenue numbers for the Dancing with the Stars Gala. Sponsors increased this year. The People's Choice and Judge's seat was auctioned off for a higher amount compared to the past years. Mr. Obergfell provided the board with an update on the location previously used. It seems this year the foundation might need to look for a new location to hold the Dancing with the Stars Gala. He shared the IVROPCF board are looking at providing more funds back to the community.

**CTE/WASC UPDATE.** Mr. Campos reported on the IVROP Drone Zone Summer Camp that took place in the summer. A brief video of the camp was played for attendees. Mr. Gupton, ICT instructor at Calipatria High taught the class and a teacher from Wilson volunteered to assist with the class. The students built and flew the drones, and received a drone pilot license. Five students

participated in the camp, which was fine since there were glitches and it was the first camp of this type. Funding for the Drone Camp was leveraged by CTE funds, the Imperial Valley Regional Occupational Program Community Foundation, and participant fees charged.

IVROP hosted the San Bernardino CTEIG Workshop on August 16<sup>th</sup> as a welcome back for teachers. There was good feedback from the evaluations and good attendance with five districts represented and 15 teachers in attendance. Four Calexico teachers along with Mrs. Montaña attended. A meeting was held with Claudia Motano, Calexico Unified High School District Director of State and Federal Projects. The focus of the meeting was on meeting the deliverables of the MOA for district services along with the deliverables outlined in a supporting memo provided by Calexico High School. The meeting was positive and there is a willingness to make the partnership work. Communication will be critical in moving forward. Mr. Campos provided some brief information on Prop 47, which is the State voting proposition passed by voters in 2014 to fund the California Learning Communities for School Success Program. In the past this program was also called School Violence Preventions Program. This new program was funded in May of 2017. Brawley Elementary School District, Brawley Union High School and Central Union High School all received grants for this program. Mr. Campos shared dates of upcoming events: Sept. 27 is a make-up CTEIG Workshop, Oct. 18 is the CTE Regional Advisory Committee Meeting.

**PRESENTATION:** None.

**CORRESPONDENCE:** None.

**LEGISLATION:** None.

**OTHER:** *ARTICLES.* Mr. Obergfell made reference to the Desert Review article dated June 26, 2017. Imperial Valley Press articles dated June 12, 17, 19, 24, 25, 26, 28, 29, 2017; July 3, 10, 17, 20, 24, 28, 30, 31, 2017 and August 7, 2017. KYMA.com dated July 13, 2017. Telemundo dated July 13, 2017. Univision dated June 23, 2017.

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

**BOARD AND  
SUPERINTENDENT  
COMMENTS:**

Mr. Alvarado welcomed everyone back. We'll miss Ms. Duron.

Ms. Armenta welcomed everyone back. She thanked Ms. Duron for her service. She stated she's excited for the school year to begin.

Mr. Lopez thanked Ms. Duron and welcomed all the new replacements.

Ms. Pizano thanked Ms. Duron.

Ms. Sassie welcomed the board back. Ms. Duron will be missed. She thanked Ms. Garcia for assisting with the teacher replacements at Brawley Union High School.

Mr. Obergfell said he's had the pleasure of working with Ms. Duron for almost seventeen years. He thanked Ms. Duron for her great work. He welcomed the board back. He announced he would be out of the office next week on vacation.

**NEXT MEETING:** The next IVROP Board Meeting was scheduled for Thursday, September 21, 2017, at 6:30 a.m., at Imperial Valley Regional Occupational Program (IVROP) Main Office.

**ADJOURNMENT:** The meeting adjourned at 7:21 a.m.