

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

Meeting of August 18, 2022
Imperial Valley Regional Occupational Program Main Office

CALL TO ORDER: Ms. Armenta called the virtual meeting to order at 6:31 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. Luis De La Torre, Director of Business & Human Services, Imperial Valley ROP
Ms. Adriana Hernandez, Program Manager, Imperial Valley ROP
Mr. Edwin P. Obergfell, Superintendent, Imperial Valley ROP
Ms. Maria Pantoja, Project Coordinator, Imperial Valley ROP
Ms. Wendy Ramirez, Office Manager, Imperial Valley ROP
Ms. Stephanie Sandoval, Data Manager, Imperial Valley ROP

PLEDGE OF ALLEGIANCE: Ms. Armenta led the pledge of allegiance.

PUBLIC COMMUNICATIONS: None.

**INTRODUCTIONS/
ANNOUNCEMENTS:** None.

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

- Minutes of June 16, 2022, Regular Meeting; as presented in Exhibit 6(a).
- June '22 Warrant Order #'s: 22180153-22180200; 22181068-22181151; 22182078-22182149; 22182675-22182675; and July '22 Warrant Order #'s: 22184074-22184140; 23184607-23184684; 213185535-23185579; 23186219-231186271; 23187124-2318747.

PERSONNEL: ***APPOINTMENT OF PERSONNEL.*** A motion was made by Mr. Hernandez and seconded by Mr. Lopez to approve the appointment of personnel for Ms. Christina Contreras, Ms. Jazmin Espinoza,

Ms. Kimberly Noriega, Ms. Janette Ortiz, Ms. Chelsea Rodriguez, and Mr. Augustin Urbina. **Motion carried unanimously.**

2022-23 SALARY SCHEDULE PROPOSED REVISION. Mr. De La Torre pointed out that the proposed salary schedules were developed to ensure California Minimum Wage compliance which was triggered by inflation as written in legislation. All staff will receive at least 3.22% increase, effective September 1, 2022, and student workers effective January 1, 2022, with some classification a slightly higher percentage due to California Minimum wage compliance and to maintain compaction. A motion was made by Ms. Santillan and seconded by Mr. Hester to approve the revised Classified, Certificated, Classified Management, Trustee, and Stipend Salary Schedule 2022-23 effective September 1, 2022. **Motion carried unanimously.**

2022-23 SALARY SCHEDULE PROPOSED REVISION. Mr. De La Torre pointed out that the consideration of the Superintendent Salary Schedule was brought as a separate item as required by Ed Code. The Superintendent proposed salary schedule is consistent with the 3.22% for staff. A motion was made by Mr. Hernandez and seconded by Ms. Santillan to approve the revised Superintendent Salary Schedule 2022-23 effective September 1, 2022. **Motion carried unanimously.**

NEW BUSINESS:

ORGANIZATIONAL CHART. Mr. Obergfell reviewed the organizational chart. He informed the board that the Data Manager position had been added to Senior Cabinet. Mr. Obergfell introduced Ms. Stephanie Sandoval, Data Manager. Mr. Calderon requested for names to be added to the organization chart. A motion was made by Mr. Lopez and seconded by Mr. Hester to approve the revised organizational chart. **Motion carried unanimously.**

ACCEPT THE CONTINUATION OF. A motion was made by Ms. Santillan and seconded by Mr. Hernandez to accept funding for Project ACE (\$207,937); Project CARE (\$24,408); Project Connect (\$2,200,000); Project Impact (\$26,500); Project NENES (\$237,575), and Project ACE THP Plus (\$169,306). **Motion carried unanimously.**

IRS MILEAGE RATE. A motion was made by Mr. Lopez and seconded by Mr. Hernandez to approve the IRS Mileage Rate for 2022 of 62.5 cents per mile effective July 1, 2022. **Motion carried unanimously.**

INFORMATIONAL ITEMS:

MONTHLY BUDGET UPDATE. Mr. De La Torre reviewed the Monthly Budget Update. He provided information on additional funding. He said the deficit spending should decrease.

IVROP COMMUNITY FOUNDATION. Mr. Obergfell informed the board that the IVROPCF Board did not meet in July and August. He mentioned Ms. Ramirez continues working hard distributing the checks to the scholarship recipients. The IVROPCF Board is scheduled to meet in September.

CTE UPDATE. Ms. Hernandez provided a CTE update. The Educational Services Team had their annual Summer Training on July 19th through July 21st. The team reviewed IVROP procedures and expectations, Team-building activities, Effective Communication and Collaboration, Best Practices, and Program Goals. The IV LGBTQ+ Resource Center provided an LGBTQ+ Cultural Competency Training to staff. She provided an update on the MOA Work Plan Meetings. Ms. Hernandez extended an invitation to the board to attend the Regional CTE Advisory Committee Meeting on September 23rd at 12:00 p.m. The team will be presenting to the Brawley Elementary School District on September 13th and Holtville High School on August 15th. She announced they are recruiting mentors for the Desert Oasis High School Mentoring program. The mentors will start in

September. The planning and preparing for the CTE Leadership Training for CTSO Officers has begun. The CTE Leadership Training for CTSO Officers is scheduled for October 27th at the MLK Pavilion. The Youth Ag. Summit is scheduled for November 3rd and will be held in Brawley. Mr. De La Torre informed the board that he has been working with the school districts on credentialing and waivers.

WASC UPDATE. Mr. Aguirre provided a WASC Update. He shared that IVROP recently received its six years accreditation with a mid-cycle report. Mr. Aguirre informed the board that WASC updates would now be provided quarterly. Mr. Obergefell thanked Ms. Hernandez and Mr. Aguirre for their work. Mr. Aguirre referenced the “Areas of Growth” identified by the visiting team and presented them in their final report. The majority of the “Areas of Growth” centered around data in the areas of collection, tools, and analysis. Mr. Aguirre provided information regarding the Matrix data collection for FY 21-22 and the move from annual to monthly data collection for the FY 22-23 Matrix. A broad description of the data elements being collected through the Matrix was explained including student and participant demographic data. Additionally, data on key areas of service are being collected to provide better reporting to JPA and partner agencies. Mr. Aguirre highlighted the work Data Manager Ms. Sandoval is doing with Midwest Evaluation and Research (MER) in the development of data collection tools and an agency-wide Data Hub. The data collected will be utilized when submitting proposals, developing services, and guiding implementation. The goal is to tell our story through our data. Another “Area of Growth” was Professional Development for staff and management. The Ed Services, Family Development and Stabilization, and Specialized Services teams were provided with a presentation on equity and accessibility by the Imperial Valley LGBTQ Resource Center.

2022-2025 IVROP ORGANIZATIONAL GOALS. Edwin reviewed the revised IVROP Organizational Goals for July 1, 2022, through December 31, 2025. He thanked the board for their input. The IVROP Organizational Goals for July 1, 2022, through December 31, 2025, have been implemented.

IVROP EMPLOYEE RETENTION AND ATTRACTION PROTOCOL. Mr. Obergefell referred to the IVROP Employee Retention and Attraction Protocol. He said Vesper Society has supported our community. Vesper provided the funds for the Employee Retention and Attraction incentives. Mr. Obergefell mentioned the three main reasons staff leave IVROP is because a career path, competitive wages, and job security. He mentioned Mr. De La Torre will be leading a committee to improve retention and attraction.

Mr. De La Torre said it is rewarding to work at IVROP. The IVROP Employee Retention and Attraction Protocol was presented to staff on July 26th. The Employee Retention and Attraction Protocol is available for staff on the IVROP website. Mr. De La Torre said forty percent of staff will be at five years of service by June 30, 2023. Mr. Obergefell said if we are successful, the cost will be passed on to the programs.

PRESENTATION: None.

CORRESPONDENCE: None.

Let the record reflect that Mr. Hernandez departed at 7:27 a.m.

LEGISLATION: None.

OTHER: **ARTICLES.** Mr. Obergefell referred to the articles in the Imperial Valley Press dated June 10, 2022; July 24, 2022, and August 8, 2022.

EVENTS. Mr. Obergfell extended an invitation to the board to the IVROP 6th Annual Imperial Valley Regional CTE Advisory Committee Meeting on September 23rd at 12:00 p.m.

**BOARD AND
SUPERINTENDENT
COMMENTS:**

Ms. Armenta congratulated IVROP on the six-year WASC Accreditation.

Mr. Calderon had no comment.

Mr. Hester had no comment.

Mr. Lopez said he hoped everyone had a good summer. He reported Imperial Unified School District will be starting school on Monday. He thanked staff for everything.

Mr. Navarro congratulated IVROP on the six-year WASC Accreditation.

Ms. Santillan congratulated IVROP on the six-year WASC Accreditation.

Mr. Obergfell welcomed the board back. We hope your school districts have a productive year. He reminded the board that his contract will be ending on June 30, 2023. After December 31, 2022, the contract will automatically renew for an additional three years. If the board approves his next contract, he will be retiring after the contract renews for an additional three years. He informed the board that he will be out on vacation September 15th through September 29th. He will not be attending the advisory meeting.

NEXT MEETING: The next IVROP Board Meeting was scheduled for Thursday, September 15, 2022, at 6:30 a.m., at Imperial Valley Regional Occupational Program (IVROP) Main Office.

ADJOURNMENT: The meeting adjourned at 7:38 a.m.