

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

Meeting of September 20, 2018
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. Michael Castillo, 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
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
Ms. Gissel Aguirre, Career Specialist, Imperial Valley ROP
Ms. Debbie Burquist, Career Specialist, Imperial Valley ROP
Mr. Fernando Calderon, Project Specialist, Imperial Valley ROP
Mr. Juan Campos, Project Coordinator, Imperial Valley ROP
Mr. Brandon Currin, Career Specialist, Imperial Valley ROP
Mr. Luis De La Torre, Director of Business & Human Services, Imperial Valley ROP
Ms. Marisabel Dorantes, Career Specialist, Imperial Valley ROP
Mr. Adrian Gonzales, Program Manager, Imperial Valley ROP
Ms. Adriana Hernandez, Program Manager, Imperial Valley ROP
Ms. Linda V. Lopez, Project Specialist, Imperial Valley ROP
Mr. Edwin Obergfell, Superintendent, Imperial Valley ROP
Ms. Maria Pantoja, Project Coordinator, Imperial Valley ROP
Ms. Yessenia Partida, Career Specialist, Imperial Valley ROP
Ms. Angela Rosas, Career Specialist, Imperial Valley ROP
Ms. Angelica Smith, Career Specialist, Imperial Valley ROP
Ms. Jennifer Sutter, Program Manager, Imperial Valley ROP
Mr. Emmanuel Torales, Career Specialist, Imperial Valley ROP
Mr. Luis Torres, Program Manager, Imperial Valley ROP

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

PUBLIC COMMUNICATIONS: None.

**INTRODUCTIONS/
ANNOUNCEMENTS:** None.

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

- Minutes of August 16, 2018, Regular Meeting;
- August '18 Warrant Order #'s: 19003226-19003309; 19004079-19004121; 19004892-19004964; 19006703-19006765; 19007748-19007825.

PERSONNEL: ***APPOINTMENT OF PERSONNEL.*** A motion was made by Mr. Hester and seconded by Mr. Jimenez to approve the appointment of personnel of Mr. David Blanco, Ms. Jovana Morales, Ms. Angela Rosas and Ms. Angelica Smith. ***Motion carried unanimously.***

RESIGNATION. A motion was made by Ms. Pizano and seconded by Mr. Castillo to approve the appointment of resignation of Mr. Abraham Anaya. ***Motion carried unanimously.***

NEW BUSINESS: ***ACCEPT THE CONTINUATION OF.*** A motion was made by Mr. Jimenez and seconded by Ms. Sassie to accept the continuation of funding for Carl D. Perkins (\$94,553); Project Connect (\$956,193); and Project Impact (\$22,500); ***Motion carried unanimously.***

MISSION STATEMENT. Mr. Campos mentioned that drafts of the Mission Statement had been presented before for board review. A motion was made by Mr. Jimenez and seconded by Ms. Sassie to approve the Mission Statement. ***Motion carried unanimously.***

STUDENT LEARNING OUTCOMES. Mr. Campos shared that the Student Learning Outcomes (SLOs) had been updated from previous comments and feedback provided by many of those present at the board meeting. A motion was made by Mr. Lopez and seconded by Mr. Hester to approve the Student Learning Outcomes. ***Motion carried unanimously.***

2017-2018 UNAUDITED ACTUALS WITH 2018-2019 UPDATED FINANCIAL REPORT. Mr. De La Torre reported there was a net increase in federal revenue. Mr. De La Torre also mentioned there is an increase in Expenditures from previous fiscal years due to the increase in PERS and other employment benefits. He stated that deficit spending turned out to be less than had been projected. He added that the goal is to continue to reduce deficit spending. Mr. Obergfell mentioned that the deficit spending will also be affected by the wage increase that will be coming in 2019 and 2020. He added that a motion to increase salary schedule will be brought to next month's board meeting to meet state mandate. Mr. De La Torre added that most of these increases would be absorbed by the individual project budgets. Lastly, Mr. De La Torre also stated that reserves continue to be very healthy. A motion was made by Mr. Jimenez and seconded by Ms. Pizano to approve the 2017-2018 Unaudited Actuals with 2018-2019 Updated Financial Report. ***Motion carried unanimously.***

INFORMATIONAL ITEMS:

MONTHLY BUDGET UPDATE. Mr. De La Torre reviewed the Monthly Budget Update and mentioned there has been no change.

IVROP COMMUNITY FOUNDATION. Mr. Obergfell mentioned the IVROPCF board met on September 18th and the board received thank you cards and letters from scholarship recipients, as well as a congratulatory letter from Central Union High School District Superintendent, Renato Montañó, for the \$500 HOSA Career Technical Education Student Leadership Organization Scholarship award. Mr. Obergfell announced that the 2019 Dancing with the Stars Gala has confirmed the following stars: Ms. Karina Alvarez, Mr. Víctor Lopez, Ms. Dixie Krimm (dancing for

Mr. Eric Lethonen, 2018 highest bidder), and the fifth is pending confirmation. He also mentioned that the date and location have not been determined because the board is still looking into different venues. As a result, IVROPCF is also considering the Quechan Casino Resort or St. Mary's Banquet Hall.

CTE UPDATE. Mr. Campos provided a brief update on Career Technical Education (CTE). A mentor training was provided on Sept. 5th to all of the Prop. 47 Projects (Central Union High School District, Brawley Union High School District, Brawley Elementary School District). The mentoring program at Desert Oasis High School continues with new mentors. Ms. Lopez, Ms. Celeste Rodriguez and Mr. Calderon will meet with Principal, Tony Munguia, to discuss the next steps in starting a mentoring program at Desert Valley High School. Ms. Lopez plans to start a mentoring program later this semester or next semester at Brawley Elementary. Ms. Sutter discussed the upcoming Chapter Officer Leadership Training (COLT) event, which will take place on September 25th, and mentioned Ed. Services is very excited to have several workshops that CTSO students will be able to attend. Mr. Campos added that on October 10th their Regional CTE Advisory Meeting will be taking place soon, and there are some people who already confirmed their attendance. He mentioned that teachers who are interested in attending could use Perkins money to pay for a substitute teacher to be able to attend this event. The Regional Advisory meeting satisfies Perkins requirements, and will also help districts who are applying for CTE Facility funds, as the grants require Advisory Meeting evidence for the purpose of the grant.

Ms. Sutter mentioned the date for the Weld-off had been changed to October 26th to be able to have it hosted by Imperial Valley College. Mr. Campos discussed the CTEIG workshops on October 24th, and said the focus will be on course mapping and sequencing if order for students to meet college and career indicators. The CTEIG workshops are geared towards CTE teachers. Administrators and counselors and any other staff or faculty that work with CTE students are encouraged to attend the CTEIG workshops. Lastly, Mr. Campos commented on the upcoming IV-SSSP (Prop. 47) DAP Presentations and Positive Behavior Intervention Support (PBIS) trainings. He mentioned that they held a meeting with BUHS where Search Institute had a conference call with them to discuss the Pre and Post DAP results with the district. Mr. Campos said PBIS was geared toward Administrators and other decision makers, but it was also open to teachers and counselors. Mr. Campos mentioned the presentation at Brawley took place earlier in the week, on Sept. 18th. An Educational Services event Matrix was provided to each of the board members, and Ms. Sassie and Mr. Jimenez requested extra copies for their respective board members. Ms. Lopez mentioned BESD PBIS would take place on October 19th, and added that all high school PBIS training would be from 8am-3:30pm and elementary school PBIS training would be from 8am-1pm.

WASC UPDATE. Mr. Campos and Mr. Obergfell provided a brief update on WASC. Mr. Campos shared the WASC process is different from previous times and different from the districts' WASC process. IVROP had to start the WASC process from scratch based on the changes IVROP has gone through, and the previous action items are not aligned to the current changes within the organization. The initial WASC process will have Focus Areas initially. It will not be a full blown WASC like schools are used to. Mr. Campos stated that he submitted the Initial Report on September 11th and received an email confirmation of that receipt. He said that focus areas were included on the report, which may later turn into action items as IVROP continues with the self-study that IVROP will have to work on later on. Mr. Obergfell added that the biggest change from previous WASC process is that this one is centered on teachers and classes offered directly by ROP teachers, and not all the district CTE classes. Mr. Campos reminded everyone that the initial visit is scheduled for December 13th, and he is currently working with Mr. Aguirre and Mr. Gonzalez to make sure teachers have evidence ready for the visiting team. Mr. Campos shared that we will be developing an Internal Evaluation Team, along with other formalized teams. Mr. Obergfell mentioned that Ms. Kit Alvarez,

ROP Superintendent, will be leading the two-person preliminary WASC one-day accreditation visit. Ms. Armenta commended all IVROP for taking on WASC and hopes/knows everything will go well.

PRESENTATION:

Educational Services' Career Specialists were introduced in a "movie trailer" created by Mr. Campos and Mr. Calderon. Following, Ms. Jennifer Sutter, Program Manager and each Career Specialist gave a presentation on Educational Services and Core CTE Support Services. Mr. Campos shared they had recently attended the NGSS training at Imperial Valley College and got a lot of new ideas because things like STEM fit well with CTE. He shared that in a recent meeting the CTE teachers were applauded for their work in measuring students' success, which is something the Central Union High School District (CUHSD) is trying to push teachers to do in all classes, and CTE teachers are already doing that through the Competencies Certificate. Ms. Sutter added the ways in which they provide their core services. Ms. Sutter added that the Matrix they received will continue to be updated as needed since they created it ahead of time. Mr. Campos added that the Showcase will take place April 9th.

Mr. Torales shared that the selection process for CTE Ambassadors is currently in progress, and they have over 150 students interested, but only have up to 10 spots available. CTE Ambassadors promote CTE in school and the community. He added that in February 2018, Assemblyman Eduardo Garcia gave recognition to SHS ambassadors. Mr. Currin discussed Career Assessments and empowering students by giving them tools to find careers they're interested in. He mentioned they use *My Next Move* instead of *Career Locker* because it is a fun, accessible, and free tool for students. Mr. Campos added that this is a very strategic move because *My Next Move* was created by DOL, which funds projects like Exito. Ms. Burquist added that the website is student friendly and has emojis, and she added that she recently used the *My Next Move* assessment with all Central Union High School 9th graders. Also, she added that seniors did have employability workshops with Robabank and Wells Fargo Bank. She said that one of their presenters in the employability workshops was Spylene Owner, Frank Estrada, and it was great to learn that he was a previous IVROP student.

Ms. Aguirre and Ms. Rosas presented on the CTE Advisory meeting and Health Advisory meeting. Ms. Partida discussed Work-Based Learning and how they are able to provide students with educational fieldtrips and mock academy that give them a sense of the work they can be doing in their field of interest. She shared a trip they had to visit the Border Patrol and a Law Enforcement visit to the police department in San Diego. Ms. Dorantes explained the mentoring program and how it is part of the work-based program because they get mentors in fields, such as law enforcement and health career, and welding. Mr. Campos added that the whole idea behind mentoring was due to the lack of internship opportunities for such a great number of students. Ms. Smith discussed leadership events and skills demonstrations. She mentioned the upcoming COLT conference and how they want to equip students to be well rounded individuals; students shouldn't just have class skills and be experts in their field, but also leadership and teamwork skills. Ms. Sassie welcomed each one of the career specialist and mentioned she is impressed with the type of skills and personalities career specialists are bringing to the program. She thanked them for what she knows they will accomplish in the future.

Mr. Luis De La Torre mentioned Jose Flores, IVROP mentor, was going to be recognized and asked Ms. Hernandez to explain further. Ms. Hernandez mentioned that Mr. Jose Flores had been nominated as a Molina Healthcare Champion by Exito team due to his 2.5+ years of voluntary service. She added that he has volunteered time and money to provide mentoring and food in each and every session he has had. As a result, he was one of three selected winners and was going to be recognized later today; on his behalf, Exito would also be granted with \$1,000.

CORRESPONDENCE: None.

LEGISLATION: None.

OTHER: **ARTICLES.** Mr. Obergfell made reference to the Imperial Valley Press articles dated September 8, 2018.

EVENTS. Mr. Obergfell extended an invitation to the board to attend the events taking place in September and October.

**BOARD AND
SUPERINTENDENT
COMMENTS:**

Mr. Castillo thanked staff and mentioned the energy from this group was great, and he is excited about upcoming events.

Ms. Pizano thanked the presenters and, like Mr. Castillo, she loved the energy.

Ms. Sassie thanked everyone for the time that was put into the work. She mentioned there was so much enthusiasm in what is done. She is proud of ROP and what ROP does. She mentioned she doesn't know of a better organization that gets kids better prepared for education and careers that ROP, and she is proud to be a part of it.

Mr. Jimenez mentioned the word that came to mind was exuberance, and he liked the atmosphere and added that they were not a stuffy group and enjoy the laughs. He gave kudos.

Mr. Hester mentioned that it was a great presentation and welcomed new short-timers.

Mr. Lopez said thanked staff. He said ROP does an amazing job and the community really enjoys it. He said IVROP is where the rubber meets the road.

Ms. Armenta said thank you and that it was a very positive meeting.

Mr. Obergfell mentioned that California state minimum wage would increase to \$12/hr in 2019 and \$13/hr in 2020, so the IVROP salary schedule would have to be modified accordingly. He also commented on his meeting with Ms. Dilda McFadden, which resulted in planning to do more outreach and recruitment in churches to target African American youth. He also mentioned the Youth Job Fair from Sept 13th at the IV Mall, in which 18 employers were present, 400 people attended, and there was a potential of 100 hires. This event was organized by ICOE, EDD, AJCC, and IVROP. He also thanked Mr. Gonzalez and Ms. Hernandez for their work in organizing this event. Mr. Obergfell informed about the WIOA/ETA visit. He mentioned it went well and staff prepared a lot for this visit. He commented on the merger between IC Workforce and Community/Economic Development boards for better efficiency. He mentioned that ROP was not selected to receive the Community Benefit Grant. He added that the IVROP Board 101 dated were tentatively October 18th (8am-11am) and/or October 29th (3pm-6pm). He mentioned that ROP would be having a \$17,000 computer update, but that the new computers would not add to the deficit. Edwin also shared that he attended the CWA Apprenticeship, Career Pathways led by Mr. Tim O'Riely and mentioned that Artificial Intelligence will transform the work environment but not replace it. In the future, for funding will come from DOL and Dept. of Corrections, so we will continue to connect and build partnerships. Lastly, Mr. Obergfell gave a reminder of the Vesper Board meeting that will take place March 22, 2019 in the Imperial Valley.

NEXT MEETING: The next IVROP Board Meeting was scheduled for Thursday, October 18, 2018 at 6:30 a.m., at Imperial Valley Regional Occupational Program (IVROP) Main Office.

ADJOURNMENT: The meeting adjourned at 8:35 a.m.