

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

Meeting of December 11, 2025
Imperial Valley Regional Occupational Program Main Office

CALL TO ORDER: Alicia Armenta called the meeting to order at 6:32 a.m. The following persons were present:

Alicia Armenta, Board President, Imperial County Office of Education
Fabiola Calderon, Calexico Unified School District
Deby Ellet, Board Member, Central Union High School District
Elvira Hernandez, Imperial Unified School District
Raul Navarro, Board Member, Calipatria Unified School District
Gloria Santillan, Clerk of the Board, Brawley Union High School District
Gabriel Aguirre, Project Coordinator, Imperial Valley ROP
Vicente Ayala, Director of Business & Human Services, Imperial Valley ROP
Chantelle Gerardo, Program Manager II, Imperial Valley ROP
Adrian Gonzales, Program Manager II, Imperial Valley ROP
Maria Pantoja, Project Coordinator, Imperial Valley ROP
Wendy Ramirez, Office Manager, Imperial Valley ROP
Stephanie Sandoval, Data Manager, Imperial Valley ROP

**PLEDGE OF
ALLEGIANCE:** Alicia Armenta led the pledge of allegiance.

**PUBLIC
COMMUNICATIONS:** None.

**INTRODUCTIONS/
ANNOUNCEMENTS:** None.

CONSENT AGENDA: A motion was made by Elvira Hernandez and seconded by Deby Ellett to approve the items on the Consent Agenda as presented. ***Motion carried unanimously.***

- Minutes of November 20, 2025, Regular Meeting;
- November '25 Warrant Order #'s: 26347625-26347721; 26348308-26348339; 26349294-26349382; 26350428-26350480.

PERSONNEL: **APPOINTMENT OF PERSONNEL.** A motion was made by Fabiola Calderon and seconded by Deby Ellett to approve the appointment of personnel Santiago Garcia, Yaremy Macias, and Luisa Rodriguez. ***Motion carried unanimously.***

RESIGNATION. A motion was made by Raul Navarro and seconded by Elvira Hernandez to approve the resignation of Jesus Servin.

NEW BUSINESS: **2025-2026 1st INTERIM FINANCIAL REPORT.** Vicente Ayala reviewed the 2025-2026 1st Interim Financial Report, noting that the cash flow remains strong. A motion was made by Elvira Hernandez and seconded by Gloria Santillan to approve the 2025-2026 1st Interim Financial Report. ***Motion carried unanimously.***

EXECUTIVE DIRECTOR SALARY RANGE. Vicente Ayala informed the board about the research conducted to determine the recommended salary. A motion was made by Elvira Hernandez and seconded by Gloria Santillan. ***Motion carried unanimously.***

INFORMATIONAL ITEMS:

MONTHLY BUDGET UPDATE. Vicente Ayala stated the Monthly Budget Update was reflective of the 2025-2026 1st Interim Financial Report.

IVROPCF COMMUNITY FOUNDATION. Wendy Ramirez announced that the IVROPCF Board is scheduled to meet on Tuesday, December 16th. She reported that the IVROPCF donation letters have been mailed and that Edwin P. Obergfell has already received a response. She asked board members to share the letter with their contacts. Wendy also informed the board that the IVROPCF CTSO checks have been distributed, and the Louis Vuitton handbags for the raffle have been purchased. She added that the board is currently recruiting Stars to participate in the IVROPCF 2026 DWTS event.

CTE UPDATE. Chantelle Gerardo presented the CTE Update. She reported that the CTE Leadership Training for CTSO Officers was held on November 14 at SDSU, with 110 students in attendance and four breakout sessions offered. She also shared that the Welding Advisory/Professional Learning Network (PLN) convened on November 18, 2025. Chantelle provided an update on the IVROPCF ReadyforLife program and noted that the Outstanding Student selection process will begin in December. She also provided the board with information on upcoming CTE events.

Gloria Santillan departed at 7:13 a.m.

Elvira Hernandez departed at 7:16 a.m.

EXECUTIVE DIRECTOR SEARCH TIMELINE. Fabiola Calderon reminded the board that, with the Executive Director salary range now approved, the recruitment process can officially begin.

PRESENTATION: None.

CORRESPONDENCE: None.

LEGISLATION: None.

OTHER: **ARTICLES.** Alicia Armenta referred to the Imperial Valley Press articles dated November 26, 2025.

EVENTS. Gabriel Aguirre extended an invitation to the board to the events.

IVROP/IVROPCF NEWSLETTERS. None.

**BOARD AND
SUPERINTENDENT
COMMENTS:**

Alicia Armenta expressed her appreciation to staff for maintaining operations during Edwin P. Obergfell's vacation. She commended their continued strong performance and noted how fortunate the organization is to have such efficient and dedicated employees. She wished everyone a safe and happy holiday season and said she looks forward to seeing everyone in the new year.

Fabiola Calderon expressed her appreciation to staff for the extensive work involved in recruiting a new Executive Director. She acknowledged that it is not an easy process but noted that progress is being made in the right direction. She also shared that the Calexico board would be meeting tonight, where she planned to request to continue serving on the IVROP Board for another year. She wished everyone Happy Holidays.

Deby Ellett thanked everyone for their contributions and shared her belief that IVROP plays an important role in supporting career development and employment opportunities for the community. She expressed her gratitude for the board's input and announced that she will be serving another year on the IVROP Board. She wished everyone a Merry Christmas.

Raul Navarro thanked the board, the Superintendent, and staff for their outstanding work. He commended their efforts in continuing to secure funding for IVROP and for providing valuable services to the Imperial Valley community. He wished everyone Happy Holidays and encouraged them to stay safe and enjoy time with their families.

Gabriel Aguirre thanked the board on behalf of staff, expressing appreciation for their guidance, support, and ongoing commitment. He shared that the staff hopes board members will return next year, noting that consistency helps the organization continue moving forward and deepens the board's understanding of IVROP's operations. He also thanked Vicente Ayala for his work on the 1st Interim Report.

Gabriel Aguirre mentioned that IVROP was recently recognized in a newspaper article highlighting the work experience opportunities provided to students and adults. He informed the board that the IVROP Office would remain open during the Christmas break, except for closures on Christmas and New Year's Day. He also noted that Edwin P. Obergfell had emailed the previous night from Strasbourg, France. The board asked Gabriel Aguirre to send Edwin P. Obergfell their best wishes. Gabriel Aguirre again expressed his gratitude for the board's continued support.

NEXT MEETING: The next IVROP Board Meeting was scheduled for Thursday, January 15, 2025, at 6:30 a.m., at Imperial Valley Regional Occupational Program (IVROP) Main Office.

ADJOURNMENT: The meeting adjourned at 7:24 a.m.