

EDUCATIONAL OPPORTUNITY CENTER CHARTER HIGH SCHOOL

Yuma Private Industry Council, Administration Building

3834 W. 16th Street, Yuma, AZ 85364

Meeting Link: <https://us06web.zoom.us/j/81535426420>

Meeting ID: 815 3542 6420

Phone: +16694449171,,81535426420# US

September 10, 2025

8:00 a.m.

MINUTES

I. CALL MEETING TO ORDER

Michael J. Sabath called the meeting to order at 8:00 a.m.

II. PLEDGE OF ALLEGIANCE

Patrick Goetz led the Pledge of Allegiance.

III. ROLL CALL

The roll was called, and those present and absent were:

<u>Members Present:</u>	<u>Members Absent:</u>
Jesus G. Figueroa (Virtually-7:57 a.m.), Michael J. Sabath (Virtually-7:57 a.m.), Antonio Zuniga (Virtually-7:56 a.m)	Judith Castro Tonya Tacker (Excused)

Thereby, a quorum was established.

Staff/Guest Present (Virtually):

Melissa Long, YPIC

Elicia Page, YPIC

Adriana McBride, Human Resource Manager

Alicia Huizar, Contracts Manager

Steve Barba, Finance & Accounting Manager

Brian Grossenburg, Principal

Patrick Goetz, Operations Director

Nidia Herrera, Executive Director

Beatriz Aguilar, Clerk of the Board

IV. CALL TO THE PUBLIC

There were no comments from the public.

V. APPROVAL OF MINUTES

Michael J. Sabath asked for a motion to approve the August 13, 2025 meeting minutes.

Jesus G. Figueroa moved to approve the August 13, 2025 meeting minutes; seconded by Antonio Zuniga. The motion passed.

VOICE VOTE: The motion carried 3-0 at 8:02 a.m. (Yes-Jesus G. Figueroa, Michael J. Sabath & Antonio Zuniga)

VI. SCHOOL PRINCIPAL'S REPORT

Principal Brian Grossenburg reported the following:

A. Enrollment Summary

Principal Grossenburg provided the following information,

- Enrollment is at 82
- Break-even point is 90 students, minimum is 87, if the break-even point is not met, the school will have to look at alternatives for staff reduction
- A teacher voluntarily left on September 5, 2025; position will not be filled
- Students reassigned to online platform and other classrooms for the quarter
- Marketing efforts increased: using agency services, renewed KYMA advertisements and attending community events with booths/tables
- School staff is networking with agencies to promote school for students ages 16–21
- Met with Yuma Union High School Dropout Prevention Coordinators
- Working on referral system for students not succeeding in their schools
- Hosting a tour of youth services on October 9, 2025

Jesus G. Figueroa asked if enrollment reaches 87–90 and hire another teacher, will you be looking for someone with a specific subject background? Adult Literacy Plus of Southwest Arizona receives many resumes and can refer someone once the school is ready to hire. Principal Grossenburg replied yes, they would have to be from a science related background.

Michael J. Sabath asked is there a reason enrollment has declined, or is this part of a larger trend? Principal Grossenburg replied, the drop is due to last year's high graduation rate, about 50% of students graduated, which lowered this year's enrollment. This year, far fewer students are close to graduating, most of the five-year students still need many credits. We predict only about 40% of the five-year group will graduate, which puts the school's overall graduation rate at about 25%. As a result, about 75% of students are expected to return next year, so this trend should not continue. Dr. Sabath commented, working with dropout coordinators is a good strategy to identify students who may be a better fit for the school. Principal Grossenburg agreed and stated, the goal is to keep regular communication with that group, they usually meet the first Thursday of each month, but in October it will be the second Thursday. We offered the MLK Center as a meeting venue, and will also give them a tour.

B. Emergency Operation Plan Summary

Principal Grossenburg presented a summary for the Emergency Operation Plan. Summary is attached.

Michael J. Sabath asked if the plan will be presented for approval to the Charter High School Board and the Workforce Development Board in October? Principal Grossenburg replied yes. The plan was also reviewed by the Yuma Police Department and the Yuma Fire Department.

C. Suspension and Discipline Report

Principal Grossenburg presented the summary of suspension for August 2025. The report is as follows:

Suspension Type	Disruption/ Defiance	Threat/ Intimidation	Fight/ Assault	Drugs/ Alcohol	Gang Identification/ Activity	Other
Short-Term Suspension	0	0	0	0	0	0
Long-Term Suspension	0	0	0	0	0	0
Recommendation for Expulsion	0	0	0	0	0	0
Awaiting Disciplinary Hearings	0	0	0	0	0	0
Alternative Learning – Short Term	0	0	0	0	0	0
Alternative Learning – Long Term	0	1	0	0	0	0

D. Next Meeting Date: Wednesday, October 8, 2025 at 8:00 a.m. via Zoom.

VII. CONSENT ACTION ITEMS

A. Student Activities Account for Educational Opportunity Center Charter High School for the period of August 31, 2025, in the amount of \$6,231.52.

Patrick Goetz recommended the Governing Board of the Educational Opportunity Center Charter High School approve the August 31, 2025 balance of \$6,231.52.

Michael J. Sabath asked for the approval of the consent action item as presented. Jesus G. Figueroa moved to approve the consent action items as presented; seconded by Antonio Zuniga. The motion passed.

VOICE VOTE: The motion carried 3-0 at 8:26 a.m. (Yes-Jesus G. Figueroa, Michael J. Sabath & Antonio Zuniga)

VIII. DISCUSSION ACTION ITEMS

A. Expenditures for the Educational Opportunity Center Charter High School for the period ending August 31, 2025, in the amount of \$170,715.

Patrick Goetz recommended the Governing Board of the Educational Opportunity Center Charter High School approve the expenditures as presented for the year-to-date period ending August 31, 2025 in the amount of \$170,715.

Expenses are at 16%, at 17% of the school year.

Michael J. Sabath asked for a motion to approve the expenditures for the Educational Opportunity Center Charter High School for the period ending August 31, 2025 in the amount of \$170,715.

Jesus G. Figueroa moved to approve the expenditures for the Educational Opportunity Center Charter High School for the period ending August 31, 2025; seconded by Antonio Zuniga. The motion passed.

VOICE VOTE: The motion carried 3-0 at 8:27 a.m. (Yes-Jesus G. Figueroa, Michael J. Sabath & Antonio Zuniga)

IX. OTHER INFORMATION OR DISCUSSION ITEMS

Adriana McBride asked if anyone from the Board knows who would be the right person to contact at the health department for them to also review the emergency operation plan? Nidia Herrera volunteered to contact the director at the health department.

X. GOOD OF THE ORDER

There was nothing for the good of the order.

XI. ADJOURNMENT

Michael J. Sabath asked for a motion to adjourn the meeting.

Jesus G. Figueroa made the motion which was seconded by Antonio Zuniga. The motion passed, and the meeting adjourned at 8:29 a.m.

VOICE VOTE: The motion carried 3-0 at 8:29 a.m. (Yes-Jesus G. Figueroa, Michael J. Sabath & Antonio Zuniga)

Respectfully submitted by; Beatriz Aguilar, Clerk of the Board.



RISK

EOC Charter High
School

Emergency
Operations and
Coordination of
Operations Plan

Purpose & Scope

- Ensure safety and continuity of operations during emergencies
- Applies to all students, staff, and school-sponsored events
- Covers natural, technological, biological, and human-caused incidents
- Developed in collaboration with Yuma PD, Yuma FD, and community partners



RISK

Key Updates in the Revised EOP

- Integrated FEMA's "all-hazards" framework
- Expanded ICS structure with clear succession planning
- Enhanced protocols for reunification, communication, and special populations



RISK

Incident Command System (ICS)

- **Incident Commander: Principal or designee**
- **Key Roles: PIO, Safety Officer, Liaison, Section Chiefs**
- **Succession Plan: Clearly defined backups for each role**
- **Promotes organized, scalable response across all emergencies**
- **All Individuals that are part of ICS have completed required ICS-100 Course.**



RISK

Functional Annexes Overview

- **On-Site & Off-Site**
- **Evacuation**
- **Reverse Evacuation**
- **Lockdown & Modified Lockdown**
- **Shelter-in-Place**
- **Parent-Student Reunification**
- **Communication & Warning Procedures**



RISK

Evacuation Protocols

- **On-Site: Retention Basin (ADA-accessible route defined)**
- **Off-Site: Windsor Rotary Park (with mapped walking/driving routes)**
- **Staff roles, roll-call procedures, and coordination with YPD/YFD detailed**



RISK

Lockdown & Shelter-in-Place

- **Activation via intercom and panic buttons**
- **Classroom procedures: door locking, window covering, silent mode**
- **Internal sweep protocols and external coordination**
- **Shelter areas designated by hazard type**



RISK

Reunification Process

- **Controlled check-in and verification**
- **Staff assignments and reunification kits**
- **Communication channels for updates**
- **Post-event counseling and debriefing protocols**



RISK

Communication & Coordination

- **Multi-channel alerts: PA, GroupMe, email, sirens**
- **PIO manages public/media updates**
- **Coordination with law enforcement and emergency services**
- **Built-in review and update cycle post-incident**



RISK

Final Notes & Next Steps

- **EOP adopted by School Board and Yuma County Workforce Development Board**
- **Annual review and staff training scheduled**
- **Drills and tabletop exercises planned**
- **Feedback welcomed to refine and strengthen the plan**



Questions????