

METROPOLITAN EDUCATION DISTRICT

Governing Board Meeting Minutes  
December 12, 2007

I. CALL TO ORDER/ROLL CALL

The open session of the regular meeting of the Governing Board of the Metropolitan Education District was called to order by President Grilli at 6:02 p.m., Room 810 at the Central County Occupational Center, 760 Hillsdale Avenue, San Jose, CA 95136.

All Members present, except when noted "absent".

Cynthia Chang, Los Gatos-Saratoga Union High School District – Left at 8:20 p.m.

Ernie Dossa, Santa Clara Unified School District

Richard Garcia, San Jose Unified School District

Diane Gordon, Campbell Union High School District

Marsha Grilli, Milpitas Unified School District

J. Manuel Herrera, East Side Union High School District

II. DISCLOSURE OF "CLOSED SESSION" DISCUSSION ITEMS

Items to be discussed in closed session are disclosed on the Board meeting agenda.

III. ADJOURN TO CLOSED SESSION

Board adjourned to closed session in Room 810 at 6:05 p.m.

IV. REGULAR MEETING (continued)

Regular session of the Board meeting reconvened in the CCOC Auditorium at 7:00 p.m.

V. REGULAR MEETING

Reconvene from Closed Session

Time: 7:00 p.m.

Location: CCOC Auditorium

VI. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Member Gordon.

VII. REPORT OF CLOSED SESSION ACTIONS

President Grilli reported the Board in Closed Session conducted the performance evaluation of the Superintendent pursuant to Government Code 54957 and signed a 90-day extension of the Superintendent's contract with no changes in terms while we negotiate a new agreement. There are no further items to report from Closed Session.

VIII. ADOPT AGENDA

Superintendent Hay requested to move Item 9, Fiscal Year 2006-07 Audit Report under Special Order of Business. A representative from the auditing firm is present to answer questions.

Motion to adopt the agenda as amended: M/Chang, S/Gordon, Vote: 6 ayes

IX. RECOGNITIONS

Superintendent Hay announced a special recognition this evening for Joyce Monda. Hay shared his appreciation for everything she has done for MetroED and announced she would be retiring and this will be her last meeting and the Board wished to recognize Joyce at this time.

President Grilli shared that after nearly 9 years as the Executive Administrator to the Superintendent and the District's Public Information Officer, Joyce will be retiring at the

end of this month. Joyce has served with three superintendents: Richard Freiberg, Tim Hallett and most recently Paul Hay. Joyce has supported many board members from our six participating districts during her tenure here at MetroED. Joyce joined MetroED as a contract worker from IBM's Education Department before becoming the District's Public Information Officer. Joyce was instrumental in beginning our branding efforts for MetroED and working to provide a user-friendly and informational web site.

Joyce's persistence in contacting elected and state officials to tour CCOC was highlighted this past November when the California Secretary of Education, Dr. David Long toured and asked out loud, "Why aren't there 25 more centers like this in California?" Joyce has two daughters and three grandchildren to enjoy in her retirement. Joyce enjoys the theatre and quilting. Joyce is one of our students in the Quilting class offered through Adult Education and I understand she may be taking a few other classes upon retirement. On behalf of the Board of Education and MetroED, we want to thank Joyce for her service, commitment and dedication to MetroED. We wish you the very best in your retirement. President Grilli presented a thank you gift on behalf of the Board.

Joyce said she appreciated the recognition and has enjoyed working at MetroED and noted that Member Garcia and Member Dossa had been on the Board since she started. Joyce said MetroED is a very special place to work and offers opportunities to students they would not receive in other venues.

Member Herrera expressed his appreciation to Ms. Monda during his first year on the Board. Member Dossa said thanked Joyce as well. Member Garcia said he had worked with Joyce before MetroED and would miss her.

#### STUDENT REPORTS

- CCOC Student

Travis, Danielle and Rachelle from Ms. Kokkalis' Forensic Investigation class shared how they have been collecting evidence (hair and fibers); fingerprinting and said it is more complicated than what you may watch on television. Ms. Kokkalis explained briefly the students recently were asked to investigate a hand print on a freshly painted wall. They fingerprinted all the students in a specific class and found a perfect match. The students produced a report that was professional caliber and could be used in a court of law.

- MAEP Student

Jo Ann Van Ballegooijen, San Jose Assistant Principal, introduced Susan Andersen, 20-year veteran teacher for the high school program to introduce Rosalinda Herrera who has articulated through the adult education program starting in ESL to ABE to the High School program. Rosalinda will be graduating in June and attending City College in Nursing.

Rosalinda came from Mexico in 1992 speaking no English and began attending adult education classes in 1994. Rosalinda was working two jobs but knew she would not get ahead without an education. Rosalinda set her goals and has made all of her targets and graduate with a MetroED diploma. Rosalinda said that without this beautiful program, she would not have been able to accomplish this.

Superintendent Hay thanked everyone for their reports. Member Herrera congratulated Rosalinda and said how proud we are of her accomplishments.

#### X. SPECIAL ORDER OF BUSINESS

- 9. Action Item: Fiscal Year 2006-07 Audit Report

Superintendent Hay presented the audit report and introduced Joyce Peters from Vavrinek, Trine, Day & Co., LLP to answer questions. Member Chang stated she

served on the Audit Committee with Vice President Gordon and said the process was very thorough and was comfortable recommending approval to the Board. Board members thanked Superintendent Hay and Wendy Zhang for a great audit report. Motion: That the Governing Board accept the audit report for fiscal year 2006-07. M/Chang, S/Gordon, Vote: 6 ayes

XI. PUBLIC COMMENTS

There were no public comments.

XII. APPROVAL OF MINUTES

1. Motion: Approval of Minutes of Regular Board Meeting, November 14, 2007. M/Gordon, S/Garcia, Vote: 6 ayes

XIII. CONSENT CALENDAR (ACTION)

Motion: Approval of Consent Calendar items \*2 through \*7. M/Herrera, S/Gordon, Vote: 6 ayes

BUSINESS AND FINANCIAL FUNCTIONS

- \*2. November Warrant Approval List (Wendy Zhang)

PERSONNEL

- \*3. Classified Personnel (Dan Gilbertson)
- \*4. Administrative Personnel (Dan Gilbertson)
- \*5. Certificated Personnel (Dan Gilbertson)

INSTRUCTIONAL AND STUDENT FUNCTIONS

- \*6. Community Classroom Agreements (John Fox)
- \*7. Medical Apprenticeship Agreement (Sylvia Karp)

XIV. INFORMATION ITEMS

--None--

XV. ACTION ITEMS AND REPORTS

BOARD AND ADMINISTRATIVE FUNCTIONS

8. Action Item: Adopt Resolution #3-12-12-07, Social Security Fairness Act  
Superintendent Hay stated the current federal Social Security law has provisions that negatively impact educator and other public employees in California. Many of our instructors and administrators come from the private sector and it is not fair for them to change careers. Motion: That the Governing Board adopt Resolution #3-12-12-07, supporting federal bills HR 82 and S 206. M/Gordon. S/Dossa, Vote: 6 ayes  
Roll call vote: Chang, aye; Garcia, aye; Grilli, aye; Dossa, aye; Gordon, aye; Herrera, aye

BUSINESS AND FINANCIAL FUNCTIONS

9. Action Item: Fiscal Year 2006-07 Audit Report  
Item moved to agenda item X, "Special Order of Business"

10. Action Item: Approve First Interim Report  
Superintendent Hay provided a PowerPoint presentation, on behalf of Wendy Zhang who was unable to be at the meeting due to a CBO class in Sacramento, for period ending October 31, 2007. Member Garcia said the uncertainties due to the state budget deficit are scary. Member Chang commented that it was a very professional presentation and asked Superintendent Hay to thank Wendy Zhang and her staff. Motion: That the Governing Board accept the First Interim Report and instruct the Board President and District to submit a positive certification to the County Superintendent of Schools. M/Herrera, S/Chang, Vote: 6 ayes
11. Action Item: San Jose Adult Education Facilities Construction – Concept Approval  
Superintendent Hay reviewed the damage caused by a termite infestation and the general decay due to age of the portable facilities for the Adult Education classes at the Hillsdale campus. Hay provided a conceptual plan to remove these facilities and provide standard-size classrooms on the west side of building 400. Hay met with the Superintendent and CBO of SJUSD to discuss the conceptual plan and the need to replace aging computers. He requested that SJUSD pass-through lottery funds to MetroED over the next two years to help finance the project. There is no commitment from SJUSD at this time, however, the concept will be going to the SJUSD Board the third week of January. Motion: That the Governing Board approve the San Jose Adult Education Facilities Construction Project in concept. M/Garcia, S/Herrera, Vote: 6 ayes
12. Action Item: Update on CCOC Funding Equalization, Renewal of the Master Business Relationship Agreements  
Superintendent Hay updated the Governing Board on the Executive Council meeting held on 12/10/07 with the six participating district Superintendents and CBOs. The Executive Council agreed to suspend equalization and adjust to the ROP Caps, increase the amount paid from \$983 to \$1000 per ROP ADA and to continue the \$300,000 payment for this and the next two years. In addition, Superintendent Hay had proposed language to protect MetroED in the event of a District's withdrawal from the JPA or if the JPA's finances were impacted by a fiscal emergency. Language to amend the Master Business Relationship Agreements and the Funding Model was drafted (based on the Executive Council discussions) and sent to the district superintendents for their review. The next Executive Council meeting is scheduled for January 14, 2008 to finalize the language, however, there may be additional changes as the Executive Council did not know at that time the state deficit would be \$14 billion. The Master Business Agreement is in effect until June 30, 2008. President Grilli asked if all the superintendents have the clause changes and it was affirmed. Member Garcia asked how the process works for the amendment changes and renewal of the Master Business Agreement.

Superintendent Hay sent all of the suggested changes for review on December 11, 2008; ESUHSD Superintendent will be sending Hay some recommended language changes; and others may as well. All the changes received will be sent out for review to the superintendents of the JPA. Once the Governor releases his budget information, we will have additional information. When the Executive Council agrees on the amendments, they will go to each of your district boards for approval and then to the MetroED Board for final approval. Hay said this will be a regular item on the agenda until it is resolved. No action required at this time.

PERSONNEL FUNCTIONS

--None--

INSTRUCTIONAL AND STUDENT FUNCTIONS

--None--

XVI. EXECUTIVE REPORT/ADMINISTRATIVE REPORTS

The Superintendent and the MAEP and CCOC Program Directors presented the following information to the Governing Board on topics not on the agenda.

CCOC Director John Fox:

- Law Enforcement Instructor, Rico Sciaky elected Chairman of the SCC Law Enforcement Explorer Post and run an explorer post out of CCOC
- Dr. Payton, retired SJPD Sergeant donated 100 books to the Law Enforcement Program on Patrol Procedures.
- Over 20 barrels of food were collected for the Second Harvest Food Bank by the Student Council. Michelle Sugden's Dental Assisting Class and Collette Better's Health Occupation were AM winners and Nathan Chukes Auto Body and Collette's afternoon Health Occupations were the PM winners.
- Student Council started their Toy Drive on December 1<sup>st</sup>.
- Students in Fire Fighting wrapped Christmas gifts for children Monday (12/10/07) in the evening after school at Wal-Mart.
- Mr. Gerry Jensen, former CCOC student in John Tawney's HVAC class, is in the process of setting up a scholarship for CCOC students in the construction trades.
- Seven Fire Science students were selected to the San Jose Fire Department Explorer Post 888. The students may stay in the program until they turn 21 years of age. These students also were involved in a program giving out and installing smoke detectors.
- Average ADA for P1 has risen the past three years from 21.62 in 2005 to 23.21 for 2007. The student count is also higher, from 1712 in 2005 to 1810 in 2007 on the CCOC campus.
- The Graphic Design Class is designing the cover for this year's High School Advisors Handbook.
- H&R Block interviewed 26 CCOC students and hired 23.
- UPS interviewed 24 CCOC students and hired 12.
- Target was on the campus today for morning interviews only and hired 5 students.
- An accounting student was referred to MeriWest Credit Union and was offered a job for a total of 41 CCOC students getting jobs.
- After a quick lesson on "What to do on an Interview", five of Alice Rodriguez's students are now employed by 5 different employers.
- Last week over 550 middle school students toured CCOC as part of our SB70 grant. Students are also participating in Career Exploration Projects and many will attend summer Career Camp at CCOC this summer.
- Wendy Yegge and her Interior Design Class annually enter the "Christmas in the Park" high school tree decorating contest. The theme this year is "Surfs Up". The tree won honorable mention and the displays may be viewed in the Plaza de Caesar Chavez Park until January 1, 2008.
- On Tuesday, Assembly Member Gene Mullin visited CCOC and toured the campus.

MAEP Director Sylvia Karp:

- MAEP set a goal of 7000 points to collect food for the Second Harvest Food Bank's annual drive. MAEP collected 7012 pounds of food and \$301.00 for a total of 7765 points and surpassed their goal.
- The Independent Study Program will be holding an appreciation event for the tutors who have been assisting students in Algebra and Biology.
- On Wednesday, 12/19/07, ESL teachers and students under the direction of Ron Fredericks will be singing chorals in six languages in the auditorium at CCOC.
- The Office Skills and Medical Assisting held their Advisory Committee meeting this week and received valuable input for the program for next year.
- Today Older Adult students in MAEP photography classes hung pictures in Room 406. Please come and view these amazing pictures. They are also for sale.

Superintendent Paul Hay:

- Distributed the latest CASBO news break regarding the state budget crisis
- Assemblyman Gene Mullin toured CCOC on 12/11/07. Mr. Mullin is Chair of the Assembly Education Committee. He planned for a one hour tour but ended up staying for 1 hour and 40 minutes. Mr. Hay shared the following highlights:
  - Modernization Funding: Mr. Mullin agreed we should qualify for modernization funding and has asked for a proposal from us. He has committed to keeping us in the next state facilities bond for CTE facilities. Our lobbyist has already had discussions with his staff.
  - Double Counting of ADA: This is a complicated issue. As you know, in 2004, our bill (AB 2035, Nakano) passed the legislature but was vetoed by the Governor based on objections from the Department of Finance that it would double count students in the school facilities program.
  - Direct Funding: Hay discussed with Mr. Mullin the proposal for direct funding mechanism for JPA ROCs, the same model used by country ROCs. This would solve a multitude of problems faced by JPA ROCs but, more importantly, solve the double counting issue.
  - Economies of Scale: A major goal for the legislature is restoration of CTE programs on the high school campuses. However, they are running into the reality of cost and not having the money to pay for it. He will be recommending that the legislature take an in-depth look into centers because of the economies of scale provided. We provide 33 mostly high cost programs to students from 32 high school campuses. Mr. Mullin recognized that it would be impossible to put 33 programs on each of those high school campuses.
  - 2008 State Facilities Bond: Mr. Mullin said the Governor is no longer supporting an education facilities bond for 2008 because of the state budget crisis, so it is expected that the proposal will not be moving forward this year.
  - CCOC: Assemblyman Mullin was very impressed by our campus, our facilities, the cleanliness, the landscaping, our instructors and our students. He invited the entire Law Enforcement class to his office when they do their field trip to the Sacramento CHP training facility in February. He was also very impressed by the knowledge and energy of our CCOC Director, John Fox.
- Superintendent's Open House will be Friday, 12/14/07 from 11:00 AM to 1:00 PM and everyone is invited.

XVII. BOARD MEMBER COMMENTS

- Member Herrera wished everyone Happy Holidays and a Happy New Year. His Board meets for their organizational meeting tomorrow evening and it is possible

that there may be a new ESUHSD representative. If that occurs, Member Herrera said it had been a great year. He had heard about MetroED and was not as connected until he heard all the stories from the students each month. It was very moving.

- Member Garcia said he would not be able to make the Superintendent's Open House due to another commitment. Member Garcia attended the CAROPC Conference in Burlingame and it was a good opportunity to find out what is going on state wide. He attended the Town Hall Meeting sponsored by Senator Abel Maldonado and the San Jose Education Foundation and impressed with their comments. He doesn't think MetroED is the best kept secret anymore. A lot of positive comments were made about MetroED. He attended CSBA and it was the first time there were more regional occupation workshops and meetings. Member Garcia shared there is an article in the food section of the SF Chronicle on the restaurant where his son is a Sous Chef. His son attended CCOC. Member Garcia wished everyone a nice holiday.
- Member Dossa thanked Member Herrera for his service. He shared that of all the representatives from ESUHSD, his common sense and knowledge has been outstanding and wished Joyce Monda a nice retirement.
- Vice President Gordon said that Member Herrera came on when the Board was making decisions about the superintendent and talked to the Board about the thought process and gave us good comments and felt we had made a good decision. She appreciated his comments and would like to see him back and said she hoped Joyce would enjoy her retirement. She wished everyone a happy and safe holiday.
- President Grilli thanked Joyce for her service and wished her luck in her retirement.

XIII. OTHER MEETINGS

Special Meeting with JPA Superintendents Executive Council January 14, 2008	Open Session	12:00 pm
Organizational Meeting: January 23, 2008	Closed Session	6:00 pm
	Open Session	7:00 pm

XIX. ADJOURNMENT

The meeting was adjourned at 8:35 pm.

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Ernie Dossa, Clerk of the Board