

# METROPOLITAN EDUCATION DISTRICT

## Governing Board Meeting Minutes January 21, 2015

### I. CALL TO ORDER / ROLL CALL REGULAR MEETING

The regular meeting of the Governing Board of the Metropolitan Education District was called to order by President Bobay at 7:06 PM in Silicon Valley CTE Room 201, auditorium, San Jose, California.

All Members present, except when noted "absent:"

- Daniel Bobay Milpitas Unified School District
- Jim Canova Santa Clara Unified School District
- Cynthia Chang Los Gatos-Saratoga Union High School District
- Matthew Dean Campbell Union High School District
- Sandra Engel San Jose Unified School District – Alternate, Absent
- Lan Nguyen East Side Union High School District

### II. REPORT OF CLOSED SESSION ACTIONS

President Bobay reported the Governing Board took no action in Closed Session.

### III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by President Daniel Bobay.

### IV. ORGANIZATIONAL MEETING

#### 1A. Election of Officers: President, Vice President, and Clerk

President Bobay noted it was the Organizational Meeting of the MetroED Governing Board. He thanked the Board for the work they have done this year. He also thanked attendees for coming to the meetings and participating in the work done for MetroED. He said he enjoyed being president and looks forward to serving the board as a member. He relinquished the Organizational Meeting to Superintendent Lynch. She accepted control of the Organizational Meeting and proceeded with the Election and Appointment of Officers.

**MOTION:** It was moved to nominate **Matthew Dean for President.** M/Nguyen, S/Chang, Vote: 5 Ayes, Bobay, Canova, Chang, Dean, and Nguyen; 0 No; 1 Absent, Engel

President Dean assumed control of the Organizational Meeting. Former President Bobay turned the gavel over to newly-elected President Dean. President Dean proceeded with the Election and Appointment of Officers. He called for nominations for the office of vice president.

**MOTION:** It was moved to nominate **Lan Nguyen for Vice President.** M/Chang, S/Canova, Vote: 5 Ayes, Bobay, Canova, Chang, Dean, and Nguyen; 0 No; 1 Absent, Engel

President Dean called for nominations for the office of clerk.

**MOTION:** It was moved to nominate **Cynthia Chang for Clerk.** M/Canova, S/Bobay, Vote: 5 Ayes, Bobay, Canova, Chang, Dean, and Nguyen; 0 No; 1 Absent, Engel

#### 1B. Appoint two MetroED Standing Audit Committee Representatives

President Dean noted he was a representative of the MetroED Standing Board Audit Committee for the last few years with Member Chang, and he enjoyed it. He said it would be good to have another Board Member on the Audit Committee and take his place. President Dean proceeded with the first nomination to appoint a representative of the MetroED Standing Board Audit Committee.

**MOTION:** It was moved to appoint **Member Daniel Bobay to the MetroED Standing Audit Committee.** M/Nguyen, S/Canova, Vote: 5 Ayes, Bobay, Canova, Chang, Dean, and Nguyen; 0 No; 1 Absent, Engel

Member Bobay asked when the Audit Committee meets. Superintendent Lynch said the Audit Committee meets before the Board Meeting in November and again before the Board Meeting in December to review and discuss the auditor's report.

Board Clerk Chang said she would like to continue being a representative of the MetroED Standing Board Audit Committee because this is her area of study.

President Dean called for the second nomination to appoint a representative of the MetroED Standing Board Audit Committee.

**MOTION:** It was moved to appoint **Board Clerk Cynthia Chang to the MetroED Standing Audit Committee.** M/Nguyen, S/Bobay, Vote: 5 Ayes, Bobay, Canova, Chang, Dean, and Nguyen; 0 No; 1 Absent, Engel

### **1C. Choose a representative for the Santa Clara County School Boards Association**

President Dean asked for nominations of a Board Member to serve as the representative to the Santa Clara County School Boards Association.

**MOTION:** It was moved to appoint **Member Jim Canova as the representative to the County School Boards Association.** M/Nguyen, S/Bobay, Vote: 5 Ayes, Bobay, Canova, Chang, Dean, and Nguyen; 0 No; 1 Absent, Engel

Member Canova asked if there was an alternate representative for the Santa Clara County School Boards Association. President Dean said this was a good idea, but election of an alternate was not agendized because this is a new idea. President Dean said he would like a nomination to appoint an alternate for the Santa Clara County School Boards Association to be agendized for another meeting.

### **1D. Appoint Superintendent as Secretary of the Board**

**MOTION:** It was moved to appoint **Superintendent Alyssa Lynch as Secretary of the Board.** M/Chang, S/Bobay; Vote: 5 Ayes, Bobay, Canova, Chang, Dean, and Nguyen; 0 No; 1 Absent, Engel

### **1E. Approval of Calendar of Regular Board Meetings for February 2015 through January 2016**

**MOTION:** It was moved to **approve the calendar of regular board meetings for February 2015 through January 2016.** M/Chang, S/Nguyen; Vote: 5 Ayes, Bobay, Canova, Chang, Dean, and Nguyen; 0 No; 1 Absent, Engel

## **V. ADOPT AGENDA**

**MOTION:** It was moved to adopt the agenda as presented. M/Nguyen, S/Bobay; Vote: 5 Ayes, Bobay, Canova, Chang, Dean, and Nguyen; 0 No; 1 Absent, Engel

## **VI. PUBLIC COMMENTS**

President Dean noted there was one public comment, and he called Kathy Jasper to the podium.

Kathy Jasper, representative of San Jose American Federation of Teachers (AFT) and California American Federation of Teachers (CA AFT), commented on the following:

- The governor of California has given Adult Education \$500 Million of new money.
- She addressed a letter from the Santa Clara County Office of Education, which Superintendent Lynch had given to her. Ms. Jasper said the letter did not reveal good news for the future of Adult Education. She wanted to speak to the Board Member from San Jose

USD (SJUSD), but this Board Member was not present tonight due to a Board Retreat at SJUSD. Ms. Jasper would like to work with Superintendent Lynch and the MetroED Governing Board, especially with the SJUSD Board Member, to resolve the issue Adult Ed's overhead because it is a small program. She said four years ago SJUSD instructed Adult Ed to spend down their reserves, and in the future, if funding improves, SJUSD said it would consider giving Adult Ed more funds. Ms. Jasper said the forecast for the future is much better for SJUSD, and it is time to get its support of the adults in their community. Adult Ed is a high priority for the state and should be part of the LCAP for adult programs, especially for SJUSD's adult program.

- She addressed the issue of staff no longer being allowed to wear jeans. Ms. Jasper said Superintendent Lynch told staff in the January All-Staff meeting that blue jeans are not allowed to be worn at work, including Saturdays because jeans do not represent professional dress. Ms. Jasper said her concern is the issue of not wearing blue jeans should not be deemed a high priority right now. She asked the Board to evaluate the level of priority of the "no blue jeans" policy.

President Dean asked the public for additional comments on any subject not on tonight's agenda. Seeing none, he closed Public Comments.

## **VII. STUDENT REPORTS** (5-Minute Limitation)

(President)

### A. Silicon Valley Career Technical Education (SVCTE) Student

Jenny Nguyen was a senior at Milpitas High School during the 2013-14 school year when she enrolled in Mrs. Sara Crowder's 'Accounting & Finance' class at SVCTE. She didn't take the SAT because she knew she would not score well due to her limitations of the English language. She learned so much in Mrs. Crowder's class, and as a result she was offered a job as an accountant after she graduated from high school. She currently works as a junior accountant at an auto service company for \$18/hour, and she is only a high-school graduate. Before she was hired, her employer specified the requirement of hands-on experience, which she had from the 'Accounting & Finance' class. She also took a test and had passed it; she was hired on the spot. Ms. Nguyen said it had only taken one week to find her job, and the speed at which she was able to find it was due to the valuable education she received from SVCTE. Some of her friends are college graduates, and are still unemployed. Ms. Nguyen said she was very fortunate to have enrolled at SVCTE because she would not be where she is today without the knowledge, skills, and confidence she gained from Mrs. Crowder's 'Accounting & Finance' class. Ms. Nguyen is attending De Anza College and plans to transfer to Santa Clara University to major in Accounting.

### B. Silicon Valley Adult Education (SVAE) Student

Barbara Andrews is currently a student in Dr. Nazila Safari's Medical Assisting class. She will receive her Medical Assisting certificate upon completion of the program this year. This will be her second time receiving a certificate in medical assisting. Upon graduating from Piedmont Hills High School in 1976, she enrolled in a similar medical assisting program at an accredited private school. She had successfully received her certification and state registration as a medical assistant. She was hired at a medical clinic in Los Gatos and worked in the medical field for six years until the pay was not enough to support her family and mortgage. She returned to school in her mid-fifties after working for Atari, and later, a grocery-food chain, then becoming a liability with an injured wrist. Mrs. Andrews said Dr. Safari's class is the best class, and it is very challenging and rewarding. Her classmates comprise of a very diverse group of males and females. She has gained so much more knowledge and skills from the medical assisting class. For example, she learned how to keep track of patients using a computer and inputting information on an Excel Spreadsheet.

**VIII. SILICON VALLEY CTE FEATURED PROGRAM** (15-Minute Limitation) (Marianne Cartan)

**A. Fashion Design and Textile Art**

Sheila Sanford is in her second year as an instructor of Fashion Design and Textile Art. Ms. Sanford reported that the accomplishments of the class are increased enrollment and having received UC 'a-g' approval for Visual Performing Arts. She also reported that the goals of her class are to complete articulation with West Valley College, Canada College, and Fashion Institute of Design and Merchandising (FIDM); increase enrollment and student interest; and increase support of business partners and the community.

Two of Ms. Sanford's students presented to the MetroED Governing Board: Kiana Molarius-Amicay of Branham High School and Shayla Stevenson of Calaveras Hills High School (formerly of Milpitas High School). Kiana enrolled in Video at SVCTE last year, but preferred to enroll in Fashion Design and Textile Art this year because her interest was in fashion. Shayla enrolled in the class because she was also very interested in fashion. Through different class projects, such as 'Celebrating Yarn Day,' creating ugly Christmas sweaters, holding a Halloween Costume Contest, and creating pajama pants, Kiana and Shayla learned about the science of man-made fibers, how to use and solve problems with math, specifically fractions, and how to collaborate. Kiana and Shayla also matured, and developed skills in leadership, time-management, planning, and customer service. The students developed a sense and dedication to community and to people in need through their fundraising project, 'Jeans for Troops Day,' in which staff and students donated money to wear jeans at school. Kiana, Shayla, and their classmates raised \$495 for Veterans. Kiana, Shayla, and their classmates designed a jean jacket for Heidi G., a cancer survivor and national spokesperson for American Cancer Society. The project of creating the jacket inspired the students to hold a spring fashion show, which will include creating other jackets in differently color-represented cancers. The fashion show will be on April 3<sup>rd</sup>; the time and location will be determined at a later date. Kiana will be the head coordinator of the fashion show.

**IX. SPECIAL ORDER OF BUSINESS**

President Dean asked Superintendent Lynch if there was any special order of business. Superintendent Lynch said there was no special order of business.

**X. CONSENT/ACTION CALENDAR (ACTION)**

**MOTION:** It was moved to approve all items on the consent calendar with the removal of items #3, #6, #7, and #8 for further discussion. M/Chang, S/Nguyen; Vote: 5 Ayes, Bobay, Canova, Chang, Dean, and Nguyen; 0 No; 1 Absent, Engel

- \*1. Minutes from the Regular Board Meeting of December 10, 2014

**BUSINESS AND FINANCIAL FUNCTIONS**

- \*2. December Warrants Approval List
- \*3. Approve Monthly Financial Update for the period ended December 31, 2014

President Dean asked Superintendent Lynch if the Monthly Financial Update will be presented in each meeting, or will it not be presented until the May Revise. Superintendent Lynch said this item is presented in every board meeting.

President Dean asked Superintendent Lynch where a certain amount of overhead is allocated. He said he wanted to be certain the alignment was in the right place and made sense. Member Chang asked President Dean if he wanted to know what kind of formula was in place. She said there will be a review of the work being performed by support staff, and they are an indirect cost of overhead. President Dean asked Superintendent Lynch for the allocation ratio. Superintendent Lynch said the allocation ratio is 80% for

SVCTE Center and 20% for SVAE. He said although the answer will not be determined during this meeting, he wants the District to make sure this allocation is correct and right.

**MOTION:** It was moved to approve the Monthly Financial Update for the period ended December 31, 2014. M/Dean, S/Chang; Vote: 5 Ayes, Bobay, Canova, Chang, Dean, and Nguyen; 0 No; 1 Absent, Engel

- \*4. Donations Offered to District
- \*5. Memorandum of Understanding for Financial & Network Support Services (Regional Technology Center, Santa Clara County Office of Education)
- \*6. Approve Agreement with Independent Contractor, Susan Hamilton, Consultant, \$14,000

Board Clerk Chang asked Superintendent Lynch for Susan Hamilton's background and how it was determined to hire her as an independent contractor for community outreach. Superintendent Lynch said Ms. Hamilton worked in the area for 20 years as a consultant with SJUSD. Ms. Hamilton taught English and served as a counselor. Superintendent Lynch added Ms. Hamilton is very knowledgeable of our programs, supports and promotes our programs very well, and she is able to assist, share information with us, and work with the new counselor from ESUHSD.

Board Clerk Chang asked Superintendent Lynch if Ms. Hamilton's contract was for one year, and would she be able to transfer her work to in-house staff. She wants us to continue working with Ms. Hamilton, but she hopes in the future we will be able to transfer the responsibility to in-house staff and reduce the cost of consultants. Superintendent Lynch confirmed that the goal is to have in-house staff trained and ready to assume the responsibilities of Ms. Hamilton. Superintendent Lynch added Ms. Hamilton is contracted for only one semester.

**MOTION:** It was moved to approve the agreement with Independent Contractor, Susan Hamilton, Consultant, \$14,000. M/Chang, S/Nguyen; Vote: 5 Ayes, Bobay, Canova, Chang, Dean, and Nguyen; 0 No; 1 Absent, Engel

- \*7. Approve Contract for 2015 Legislative Advocacy, School Services of California; \$30,824 plus expenses

Board Clerk Chang said she held this item to discuss and inform everyone of the great work Nancy LaCasse, Associate Vice President of School Services of California (SSC), has done for MetroED. She also wanted everyone to know that Superintendent Lynch and Member Canova also do great work with Ms. LaCasse when they travel up to Sacramento. Board Clerk Chang said she enjoys reading the SSC's *Sacramento Weekly Update*. Board Clerk Chang asked Superintendent Lynch if it is worth paying the 5% increase in consulting services.

Superintendent Lynch said it is worth paying the 5% increase in consulting services because MetroED receives information from Ms. LaCasse before it is made public. For example, Ms. LaCasse emailed news regarding the governor's budget to Superintendent Lynch the night before it was released to the public because SSC had the information in their office. After Superintendent Lynch received the information, it is shared with staff and stakeholders. Superintendent Lynch said SSC provides accurate information quickly. Superintendent Lynch said Ms. LaCasse has resurrected AB1950 from last year. Ms. LaCasse sent the bill to Assemblymember Nora Campos and is looking for additional support of the bill from other legislators. Superintendent Lynch said Ms. LaCasse is assembling a stakeholder group to help advocate making the \$250 Million permanent funding.

President Dean suggested that Ms. LaCasse approach Assemblymember Evan Low for support of AB 1950. President Dean said he would like to be informed if Assemblymember Low does not support the bill. Superintendent Lynch said she and

Member Canova will be in Sacramento on Tuesday, February 17<sup>th</sup> with Ms. LaCasse talking to other legislators about supporting AB 1950, and she invited anyone else to join them. President Dean expressed interest in accompanying Superintendent Lynch and Member Canova on the trip to Sacramento.

**MOTION:** It was moved to approve the Contract for 2015 Legislative Advocacy, School Services of California; \$30,824 plus expenses. M/Chang, S/Canova; Vote: 5 Ayes, Bobay, Canova, Chang, Dean, and Nguyen; 0 No; 1 Absent, Engel

**PERSONNEL FUNCTIONS**

\*8. Approve Personnel Assignment Orders #2015-07

President Dean said most districts' practice is to not include the list of names in the Personnel Assignment Orders in the Board Packet. He said the list is only placed on the Dais the day of the Board Meeting. President Dean proceeded to read aloud the personnel changes to enter into the record, which included the following information:

**Administrative Positions**

<u>New Hires</u>			
<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Position Control #</u>
Ann Walsh-Treglia	HR Director	2/9/2015	#140002
Marie dela Cruz	CBO	2/9/2015	#142000

<u>Resignation</u>			
<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Position Control #</u>
Joyce Shen	Fiscal Services Manager	01/20/15	#142002

**Teaching Position**

<u>Short Term</u>			
<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Position Control #</u>
Cindy Reuter	SVCTE Instructor	(start) 10/15/14 (end) 12/19/14 FTE 1.0 (start) 1/5/15 (end) 5/29/15 FTE 0.5	#141007

<u>Short Term</u>			
<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Position Control #</u>
Karen Lepe	Low/Int ESL Instructor	(start) 8/18/14 (end) 12/19/14 (start) 1/5/14 (end) 5/29/15	#141120

<u>Leave of Absence</u>			
<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Position Control #</u>
Shirley Atkins	SVAE Teacher	1/5/15 – 05/29/15	#141130

<u>Resignation</u>			
<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Position Control #</u>
Kathy Gullo	SVAE Teacher	12/4/14	#141108 & #141109

**Classified Positions**

<u>Short Term</u>			
<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Position Control #</u>
Kimberly Hover	Temporary Payroll Specialist	(start) 10/23/14 (end) 02/27/15	#152233

**SVCTE Teacher Stipends for the 2014 – 2015 School Year**

<u>Name</u>	<u>Services to be Rendered</u>	<u>Amount</u>	<u>Position Control #</u>
Shelia Sanford	Club Advisor	\$1500.00	none

President Dean asked the Board for comments before asking for a motion of approval.

Vice President Nguyen asked if the new HR Director and CBO were in the audience. New CBO Marie dela Cruz was present; she stood up and introduced herself. Superintendent Lynch also introduced Interim CBO Ann Jones.

**MOTION:** It was moved to approve the Personnel Assignment Orders #2015-07. M/Chang, S/Bobay; Vote: 5 Ayes, Bobay, Canova, Chang, Dean, and Nguyen; 0 No; 1 Absent, Engel

## **INSTRUCTIONAL AND STUDENT FUNCTIONS**

- \*9. New Student Club, "SVCTE Fashion Club"
- \*10. Williams Uniform Complaint Procedures Report
- \*11. Resolution #05-01-21-15; Career & Technical Education (CTE) Month

## **XI. INFORMATION ITEMS/DISCUSSION ITEMS**

### 12. Technology Update

Director of IT Bob Beaulieu presented a PowerPoint to the Board, which provided updates on Technology for MetroED. Mr. Beaulieu covered topics such as new ShoreTel phones, ParentLink, Cloud-Based Backup, Salto KeyCards, classroom technology upgrades, video/audio Improvements in the auditorium and the Hub, webpage improvements, SVCTE & SVAE Technology Committees, and expanding the use of security cameras. Mr. Beaulieu identified technology concerns such as network bandwidth congestion, Student Information System, and considering options on how more can be done with less. Mr. Beaulieu concluded his presentation with a forecast of technology at MetroED.

Vice President Lan Nguyen asked where funds were being allocated for the updates in technology because he could not find the line of expenditure for technology in the *Monthly Financial Update*, Board Item #3. Referencing *B. EXPENDITURES* of the *Monthly Financial Update*, Interim CBO Ann Jones said funds would come from line 6) *Capital Outlay*. Interim CBO Jones said when the *Second Interim Financial Report, Fiscal Year, 2014-15* will be discussed in a future meeting, the allocation of funds for technology will be addressed. Interim CBO Jones said this may be included in the superintendent's Friday Update. Vice President Chang said this satisfied her.

Director of IT Bob Beaulieu said he is asking for permission to explore options for increasing bandwidth. Board Clerk Chang said when Director of IT Beaulieu returns to report on Technology Updates he should have this item listed and show the estimated cost. By providing this information, the Board will have an idea of where to find funding sources, such as a grant. Board Clerk Chang included that the Board Members' districts may also be able to assist with the cost.

### 13. MetroED Legislative Priorities for 2015-2016

Superintendent Lynch said the priorities are the same as last year, which is to protect the funding for Career Technical Education (CTE). There are two items Nancy LaCasse of School Services of California is advocating for: 1) Receive funding for Common Core Professional Development Training at MetroED 2) Prop 39 Energy Grant. Superintendent Lynch said MetroED wants to apply for the Prop 39 Energy Grant on its own or apply for funding at MetroED. Superintendent Lynch said hopefully MetroED will have solar panels in its parking lot a year from now.

### 14. Legislative Update (Alyssa Lynch)

Superintendent Lynch said the governor proposed \$250 Million for Career Technical Education for three years. She said this is not a competitive grant, but it must be applied for similarly as for Perkins fund. Superintendent Lynch is uncertain of this prospective award because ROPs used to have \$500 Million allocated to them, and it is now only half of that amount. Additionally, this award is open to Linked Learning, and they are applying for funding. The money will be allocated by priority to regional consortiums. Superintendent Lynch said MetroED is a regional consortium.

Superintendent Lynch said the governor awarded \$500 Million for the first year to K-12. For 2015-16, there is no increased funding for Adult Ed. Superintendent Lynch said in

2015-16, we will continue to operate under the maintenance of effort. In 2016-17, the state will allocate the funds from the grant to 70 consortiums throughout California. The amount is not yet known.

Board Clerk Chang said in terms of allocation for the 70 consortiums, the timeline is critical because the budget is determined for the following school years. She said she wants the Board to be informed in a timely manner of the budget when the grant will be dispersed so they can plan accordingly. Board Clerk Chang said she wants Superintendent Lynch to talk to Nancy LaCasse about this. Superintendent Lynch said a trailer bill will come out to determine the allocation.

## **XII. ACTION ITEMS AND REPORTS**

### **BOARD AND ADMINISTRATIVE FUNCTIONS**

None.

### **BUSINESS AND FINANCIAL FUNCTIONS**

15. Quarterly Investment Report as of 9/30/2014

The Board discussed the details from the *Quarterly Investment Report as of 9/30/2014*.

This item was misplaced on the agenda under *Action Items and Reports*. It should have been placed under *Information Items/Discussion Items*. No motion to approve the *Quarterly Investment Report as of 9/30/2014* was necessary or taken.

### **PERSONNEL FUNCTIONS**

16. California School Employees Association (CSEA) Sunshine Proposals for 2014-15

Vice President Nguyen said normally there is a public hearing for this type of item before we take action. He wanted to know if the process was different at MetroED. Board Clerk Chang said she thinks there should be an action to have a public hearing. President Dean said there is no public hearing for this item because it is an "opener." The public hearing will be held in another meeting.

President Dean asked for a motion to approve the *California School Employees Association (CSEA) Sunshine Proposals for 2014-15*.

**MOTION:** It was moved to approve the *California School Employees Association (CSEA) Sunshine Proposals for 2014-15*. M/Nguyen, S/Chang; Vote: 5 Ayes, Bobay, Canova, Chang, Dean, and Nguyen; 0 No; 1 Absent, Engel

17. Management's Initial Proposal to California School Employees Association (CSEA) Sunshine Proposal for 2014-15

Superintendent Lynch said this is the management's initial proposal to California School Employees Association (CSEA) Sunshine Proposal for 2014-15. She said the articles proposed to discuss are *Article 15000 – Other Leaves With Pay* and *Article 26000 – Disciplinary Action*.

**MOTION:** It was moved to approve the *Management's Initial Proposal to California School Employees Association (CSEA) Sunshine Proposal for 2014-15*. M/Canova, S/Nguyen; Vote: 5 Ayes, Bobay, Canova, Chang, Dean, and Nguyen; 0 No; 1 Absent, Engel



## **INSTRUCTIONAL AND STUDENT FUNCTIONS**

18. Approve Silicon Valley Career Technical Education's Mission Statement and Student Learning Outcomes

Director of Instruction & Accountability Jodi Edwards-Wright presented on the approval of *Silicon Valley Career Technical Education's Mission Statement and Student Learning Outcomes*. She said the SVCTE Teachers and staff have been working on this as part of the WASC accreditation process since spring 2014; several designs for the poster are being vetted.

Member Canova said this is very impressive. Vice President Nguyen said he likes the language.

President Dean asked for a motion to approve the *Silicon Valley Career Technical Education's Mission Statement and Student Learning Outcomes*.

**MOTION:** It was moved to approve the *Silicon Valley Career Technical Education's Mission Statement and Student Learning Outcomes*. M/Canova, S/Nguyen; Vote: 5 Ayes, Bobay, Canova, Chang, Dean, and Nguyen; 0 No; 1 Absent, Engel

### **XIII. EXECUTIVE REPORT/ADMINISTRATIVE REPORTS**

#### **1. SVAE Principal Suzi Glass**

- California High School Exit Exam (CAHSEE) results from November yielded four new graduates
  - 75% students passed Math
  - 40% students passed English
- English Second Language (ESL) classes worked in EL Civics, digital literacy, keyboarding, email, and saving documents
- 1,807 pounds of canned food was collected for 2<sup>nd</sup> Harvest Food Drive
- Workforce Investment Act (WIA) online technology surveys for students

#### **2. SVCTE Director Marianne Cartan**

- Tours of SVCTE
- Teachers sent to Professional Development at Santa Clara County COE: "Teach Like a Pirate."
- Thanked the Board for approving the hours for Sue Hamilton because help is needed with WASC, pursuing parent outreach, visits by Board of Trustees, and the first all-district luncheon in March, which will be a showcase of our programs.

#### **3. MetroED Superintendent Alyssa Lynch**

- Thanked Jodi Edwards-Wright and Jim Stoch for working on the California Career Pathways Trust Grant (\$6 Million), which is due on February 6<sup>th</sup>.
  - They hosted a breakfast/tour on January 20<sup>th</sup> for 30 business partners. Guests at the breakfast included Silicon Valley Community Foundation, Good Samaritan Hospital, Barracuda Networks, San Jose Police Department, and Superior Court.
- Book of Lists from Silicon Valley Business Journal came out in December, and three of MetroED's advertisements are included.
- New MetroED folder, which is part of new marketing and rebranding
- Welcomed new CBO of Marie dela Cruz and announced her background

**XIV. BOARD COMMENTS**

**1. President Dean**

President Dean said Campbell Union High School District (CUHSD) continues to support the programs at MetroED. He is proud of the students that CUHSD sends to MetroED and the ability of the students to accomplish their goals at MetroED, which enables them to move forward successfully in their lives. President Dean said the district is working on getting PE credit in for Marching Band, and asked his fellow Board Members for advice.

**2. Vice President Nguyen**

Vice President Nguyen said at the East Side Union High School District (ESUHSD) Board Meeting on January 15<sup>th</sup>, and the Board unanimously voted to approve the Master Business Agreement with MetroED. Vice President Nguyen addressed the logo of ESUHSD on display in the auditorium was outdated by two years, and suggested to get an updated logo. Vice President Nguyen suggested to Director of IT Bob Beaulieu to contact Randy Phelps, Director of Information Technology Services for ESUHSD; he is a great resource to consult about technology or to get support. Mr. Beaulieu said he has been in contact with Mr. Phelps.

**3. Board Clerk Chang**

Board Clerk Chang thanked Superintendent Lynch for beginning the process of arranging a tour of MetroED and SVCTE for her, two new fellow Board of Trustees of Los Gatos-Saratoga Joint Union High School District, Robin Mano and Rosemary Rossi, and new CBO Greg Medici.

**4. Member Bobay**

Member Bobay said there is an issue of overcrowding at Milpitas High School. At the last Milpitas USD Board meeting, the principal of Milpitas High School recommended that enrollment be increased at MetroED to assist in alleviate overcrowding. They are working on this idea. At a school-site council meeting at Calaveras High School, the principal said he would bring some sophomores and all juniors to MetroED on a tour of the programs.

**5. Member Canova**

Member Canova said there will be a ground-breaking ceremony in the spring before building on the Agnews property. Member Canova said that this will be a break-through year for funding and is looking forward to working in Sacramento advocating for CTE with Superintendent Lynch.

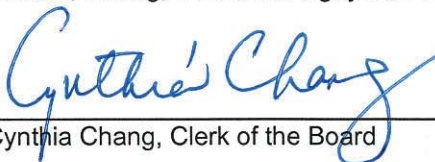
**XV. OTHER MEETINGS**

Regular Board Meeting, February 11, 2015	Closed Session	6:00 pm
	Open Session	7:00 pm

**XVI. ADJOURNMENT**

President Dean asked for a motion to adjourn the meeting at 9:21 PM.

**MOTION:** It was moved to adjourn the meeting. M/Chang, S/Bobay; Vote: 5 Ayes, Bobay, Canova, Chang, Dean, and Nguyen; 0 No; 1 Absent, Engel

  
Cynthia Chang, Clerk of the Board