

# METROPOLITAN EDUCATION DISTRICT

Governing Board Meeting Minutes  
September 12, 2012

## I. CALL TO ORDER/ROLL CALL CLOSED SESSION

The meeting of the Governing Board of the Metropolitan Education District was called to order by President Chang at 6:00 p.m., in CCOC Room 819, San Jose, California, for closed session.

All Members present, except when noted "absent":

Daniel Bobay	Milpitas Unified School District – Arrived at 6:30 PM
Jim Canova	Santa Clara Unified School District – Arrived at 8:00 PM
Cynthia Chang	Los Gatos-Saratoga Union High School District
Richard Garcia	San Jose Unified School District
Diane Gordon	Campbell Union High School District
J. Manuel Herrera	East Side Union High School District

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

The meeting of the Governing Board of the Metropolitan Education District was called to order by President Chang at 7:05 p.m., in CCOC Room 201, auditorium, San Jose, California.

## III. REPORT OF CLOSED SESSION ACTIONS

President Chang reported no action was taken in closed session regarding Superintendent's Evaluation; Pursuant to Government Code: 54957.

## IV. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Vice President Bobay.

## V. ADOPT AGENDA

**MOTION:** It was moved to adopt the agenda. M/Herrera, S/Gordon; Vote: 5 Ayes, 0 No, Absent 1 (Canova)

## VI. RECOGNITIONS/VISITORS

### A. Acknowledgement of Visitors

Superintendent Hay: He introduced three new CCOC teachers; Electrical Maintenance instructor Ray Sugden, Air Conditioning, Refrigeration & Heating instructor James Falcone, and Computer Technology Careers instructor Kory Keadle. He shared that Mr. Scott Hall was promoted to Facilities Manager and Mr. Sugden has taken his class. Mr. Falcone has took over HVAC when John Tawney retired. Mr. Keadle replaced Mr. Justin Locketz, who was promoted to CCOC Assistant Principal.

### B. Acknowledgement of Honors and Awards

Superintendent Hay: He recognized MAEP Academic Counselor Nicky (Yoneka) Miyamura for "Raising the Bar!" for students in the adult education program. Ms. Miyamura goes the extra mile for the adult students in the High School and Independent Study Programs. She researches questions regarding entrance and financial aid at colleges, transcripts unavailable to refugees, and unusual situations regarding CAHSEE and credits. Nicky Miyamura is also the cornerstone of the adult high school graduation each year

Nicky Miyamura: She thanked the Superintendent and Board for the honor and said she was humbled to be recognized.

President Chang: She thanked Ms. Miyamura for everything that she does for the students.

## VII. STUDENT REPORTS

### A. CCOC – Director John Fox introduced Diesel/Truck Mechanics instructor Mike Cortese.

Mike Cortese: He said the new lab opened up this year for trucks and he wanted to share information about the new equipment. He is also involved with SkillsUSA. He shared slides of the interior of the lab and the changes that were made during the modernization as well as the new equipment purchased through Prop 1D funds. He said the state-of-the-art equipment will provide the students up to date skills in the industry. He shared information regarding a field trip they took last year to Caterpillar in San Leandro where their main dealership is located and the training center where they train people in the industry. He said his CCOC truck students have had internships at this location as well as in San Martin.

Mike Cortese said the class repairs diesel trucks, diesel engines as well as smaller vehicles. He said we are the only diesel high school program in California that is NAYTEF (National Automotive Technicians Foundation) certified. He said along with AYES, our school is the only west coast AYES Diesel Program and CCOC is the only school in the nation that has all three AYES programs (auto body, auto mechanics, and diesel). He noted the class also does alternative fuels including biodiesel and they have converted cooking oil into gasoline. He said over half of the parents of students in his class are involved in the auto industry and attended the open house. He said the possibility of internships for half the class (30) will be taking place through partnerships this year. He introduced three students from his class, Shane Wright, Ryeder Mudwilder, and Diego Morales.

Shane Wright: He attends Pioneer High School and he is in his second year at CCOC. He said he competed in SkillsUSA last year getting second and he has also been doing internships and is working on electrical. He said his dad was a truck driver so he has always been interested in trucks and he has learned a lot since coming to CCOC and taking the class. He said he loves what he is doing and he is looking at getting a job at Caterpillar after interning there.

Ryeder Mudwilder: He attends Los Gatos High School and he is a first year student in diesel and he is working on advanced electrical, checking on sensors for diesel engines.

Diego Morales: He said he goes to Oak Grove High School and he said his dad has been working on diesel trucks since coming to California. He said he would work during the summer and at the job site they were looking for people who knew how to work on diesel trucks, build transmissions, etc. He thanked Mr. Cortese for assisting him to advance his skills in mechanics and it has helped him at work and it has helped him realize he does want to go to college.

President Chang: She said the presentation was very impressive.

Vice President Bobay: He asked the students what their future plans were based on their experiences in the class.

Shane Wright: He said besides the big trucks, he also likes tractors and he plans to try and get a job at Caterpillar after interning. Mr. Cortese said that Shane will be competing at SkillsUSA this coming year and he believes he will win gold this year and move on to the national competition. Mr. Cortese said those who do well at national competition are picked up by Caterpillar and they provide scholarships and pay for all of the training needed in this field.

Ryeder Mudwilder: He said he is just trying to get into the diesel field generally as it is his first year and he hopes that he will make it into an internship in the future.

President Chang: She asked Ryeder if he spends half his day at Los Gatos and half here at CCOC.

Ryeder Mudwilder: He said yes, he starts here at 7:30 AM and leaves at 10:30 AM and then goes to Los Gatos High. He said he really enjoys the class and he has been sharing with his friends at the high school about the classes. Mr. Cortese said that Ryeder is one of three students from Los Gatos in his trucks class.

Diego Morales: He said after finishing the class next year, he wants to major in transmissions as well as get the skills he needs in this economy to continue on to college in the future.

President Chang: She thanked the students and instructor for the presentations.

- B. MAEP – Principal Suzi Glass introduced Medical Assisting completer, Sonja Talaich, a Medical Assisting graduate who attended Dr. Safari's program.

Sonja Talaich: She said she finished the program two years ago and she shared it was very difficult as she needed to work on her English as well as the medical. She said Dr. Safari believed in her and encouraged her to keep trying. She will be attending West Valley College and she is now working at Kaiser. She said she came to the United States six years ago and she was a musical teacher. She said she was a Kaiser member and when she went for an appointment with her doctor, a lady said she would be her medical assistant and take her blood pressure and she decided it would be something she could do. This lady recommended MetroED as the school to attend to take medical assisting. She wants to finish an Associate Degree in Science and will become a Clinical Research Coordinator.

President Chang: She asked if she will be working while attending college.

Sonja Talaich: She said she will be working and attending West Valley College and she will be working full time when she starts. She also shared that she does teach music to her children as well as few others.

Superintendent Hay: He said this is an example of how valuable adult education is in California and Member Garcia agreed completely.

**VIII. SPECIAL ORDER OF BUSINESS**

None

**IX. PUBLIC COMMENTS**

President Chang: She noted there were no requests to speak.

**X. APPROVAL OF MINUTES**

1. **Action Item: Approval of Minutes from the Regular Board Meetings of August 22, 2012.**

**MOTION**: It was moved to approve the Minutes of the Regular Board Meeting of August 22, 2012. M/Garcia, S/Herrera; Vote: 5 Ayes, 0 No, 1 Absent (Canova)

**XI. CONSENT CALENDAR**

Superintendent Hay: He noted there were slight changes to the Memorandum of Understanding (MOU) with San Jose Job Corps for 2012-13 and the amendment MOU was provided for the Governing Board on Item # 10.

**MOTION:** It was moved to approve consent items # 2 through #11 and the amendments to item # 10. M/Garcia, S/Herrera; Vote: 5 Ayes, 0 No, 1 Absent (Canova)

**BUSINESS AND FINANCIAL FUNCTIONS**

**\*2. Action Item: Approve Monthly Warrant Approval List**

The Governing Board approved the August warrants.

**\*3. Action Item: Monthly Budget Update**

The Governing Board approved the budget changes included in the Monthly Budget Update for the period ended 8/31/12.

**\*4. Action Item: Approve Agreement for Evening Campus Security Services-TLG Inc., \$9,230**

The Governing Board approved the agreement for evening campus security services with TLG Inc.

**\*5. Action Item: Approve Bid and Approve Contract Approval for Construction of a Fire Tower-Calstate Construction, Inc.-\$433,899**

The Governing Board awarded the bid to Calstate Construction, Inc. as the lowest responsible bidder and approved the construction contract between MetroED and Calstate Construction, Inc. in the amount of \$433,899.

**\*6. Action Item: GASB Actuarial Study as of July 1, 2011**

The Governing Board received the information on the GASB Actuarial Study and approved continuing with the pay-as-you-go strategy for retired employee benefits.

**PERSONNEL FUNCTIONS**

**\*7. Action Item: Certificated Personnel**

The Governing Board approved the one teacher stipend to provide in-service and equipment set-up for training through the Ohlone Grant for Jeff Schmidt for the 2012-13 school year.

**\*8. Action Item: Classified Personnel**

The Governing Board approved the one revised retirement and four-short-term summer appointment extensions.

**INSTRUCTIONAL AND STUDENT FUNCTIONS**

**\*9. Action Item: Approve Carpenters Training Committee for Northern California Agreement**

The Governing Board approved the Carpenters Training Committee for Northern California agreement for the 2012-13 school year.

**\*10. Action Item: Approve Agreement with San Jose Job Corps for 2012-13**

The Governing Board approved the agreement between San Jose Job Corps and MetroED for the 2012-13 school year.

**\*11. Action Item: Memorandum of Understanding (MOU) with Foothill-De Anza Community College District, 2012-13 California Community Colleges CTE Collaborative Project WIP Grant #10-296-422 and SB70 Grant #10-140-422**

The Governing Board approved the Memorandum of Understanding (MOU) with Foothill-De Anza Community College District for WIP Grant #10-296-422 and SB70 Grant #10-140-422.

**XII INFORMATION ITEMS**

**12. Information Item: Final Attendance (ADA) Report for 2011-12**

Superintendent Hay: He said at the end of the year, an attendance report is provided to the Governing Board. He said under flexibility, MetroED is not required to take attendance; however, it is done for internal accountability and for the funding model. He also provided information on the average per student count for CCOC as of today and it lists the number of students from each high school in each district for the morning and afternoon classes. He said the document provided shows the total percentage the district is participating at CCOC and the percentage of 11<sup>th</sup> and 12<sup>th</sup> graders at the high schools. He said the information changes on a daily basis.

President Chang: She said on the information provided, there is a line for both private and charter schools and she asked if the Superintendent to explain this for the public.

Superintendent Hay: He said we are required to serve any high school student that is in a private or charter school, or is home schooled within the service boundaries of the JPA which is the boundaries of the six participating districts. He said these students are not counted as part of a school district.

Member Gordon: She said this was not on a space available basis and we have to provide the services. The Superintendent said that was correct.

**13. Information Item: Final Report 2011-12 Goals and Objectives**

HR Director Mullin: He shared a PowerPoint which reviewed the highlights of the goals and objectives. He said all of the district goals should be related to the district mission statement which defines the organization's core purpose and focus that generally does not change over time. He said despite funding obstacles, the district has been able to offer physical support for students and improve curriculum delivery. He said it is important to take a critical look at the operation of the district and to continue staff development using sound instructional practices and accountability measures to ensure we are meeting benchmarks. He said we continue to work with our employer advisory boards to get input on what they need as employers. He said the partnerships with the community colleges has been beneficial to both CCOC and MAEP and prepares students to go on to college. He said efforts will continue to increase the knowledge of our programs within the county and the state. He said a good example is the model courtroom that is being used by the Santa Clara County Superior Court system for Peer Court. He said there have been a number of improvements across the campus designed to improve our capability to provide better service to your students. He said staff changes have resulted in positive changes in teamwork at the sites and an example is last month when Teresa De Haro was acknowledged as the MetroED Classified Employee of the Year for the positive influence she has had on staff morale at CCOC. He said consolidating all of the services of MetroED has presented some challenges and benefits. He said communication has improved with more face to face interactions and the use of technology has improved with upgrades on campus. He said the reorganization in central office has provided the ability to address long-standing issues such as absence tracking and payroll issues. He said Human Resources Department is becoming more of a resource for employees. He shared a slide of the 2012 Peterbilt truck and hoists that were purchased with Prop 1D funds. He said this allows students to be better prepared to go to work in today's marketplace. He said the goals are on-going and we will strive to continue to

work together to provide better services, to be better teachers, and to make the most of available resources for continued improvement.

President Chang: She thanked Mr. Mullin for the very impressive presentation.

**14. Information Item: First Reading: Board Policies; Tri-Annual Update**

Superintendent Hay: He said included with the board policies are the administrative regulations (AR) that have been adopted by Cabinet which follows the same process as the Governing Board for policies. He said Cabinet holds two meetings with the review of the ARs at one meeting and the opportunity to review before they are brought back for adoption. He said this is the first reading of the proposed board policies recommended by the California School Boards Association which are based on new legislation or court decisions.

**XIII. ACTION ITEMS AND REPORTS**

**BOARD AND ADMINISTRATION FUNCTIONS**

**15. Action Item: Approve Request for Proposal (RFP) to Provide Consultant Services for a Superintendent Recruitment**

Superintendent Hay: He said this is the next step in the process for a superintendent search for his replacement. He said at this point staff is recommending the Governing Board approve the request for proposal (RFP) language. He said included is a list of superintendent search firms provided by ACSA and CSBA which will receive the RFP. He said the timeline has been included for the Governing Board's information.

Member Gordon: She said she had general comments and she believed this was the process we should use because of the nature of the economy and what we are trying to do. She said she has always had concerns about search firms because she didn't think they always hit on culture and special nuances of organizations. She said, specifically for CCOC, one of the questions she would want to ask these firms has anyone ever done a search for a career technical superintendent before. She said she knows that is a very limited field and there may not be a single firm that would have this experience. She said these search firms usually have a pool of candidates and she would want a firm that is more in tune with career technical education and she would like people who understood what career technical education was about. She said she was not sure the questions in the RFP are going to be answered with this in mind. She said she is prepared to approve the RFP but she has seen many regular school districts that get a superintendent who is not necessarily a good fit because they have missed the most important part, the culture of the community.

President Chang: She said she agreed with Member Gordon and asked if there was something we could do relative to her concerns.

Superintendent Hay: He said we could certainly add a question under number 11 to explain what history they have in searching for a CTE superintendent.

HR Director Mullin: He said part of the process is to have the Governing Board interview the firms and during the pre-screening we can ask them those questions and communicate with them these concerns. He said he is the contact person for the firms and he can ask these questions. He said there will be two board meetings where the Governing Board has the opportunity to interview and then make the decision.

President Chang: She said she thought that Member Gordon's point was that the pre-screening would be done for the firms and there would be the opportunity to find out this information.

Member Gordon: She said we may not find a group that has done a specialized search in this area, it would definitely be something to consider in making a decision versus just considering the dollars.

Superintendent Hay: He said there is one firm that we do know for sure that has done this and there may be others.

President Chang: She asked what criterion was used for selecting the search firms to send the RFP.

Superintendent Hay: He said we asked CSBA and ACSA to provide search firms that they were aware of that would be able to do a search. He said they were not recommending any specific firm and there may be others that are not on the list.

Vice President Bobay: He said based on the information the Governing Board will have the opportunity to do their due diligence for each of the firms and find out what they will be able to do to match our needs specifically.

HR Director Mullin: He said that was correct and if the Governing Board had other questions or comments that you would like to know about the firms, if you let us know so that we can increase our degree of vetting the firms.

**MOTION:** The Governing Board moved to approve the Request for Proposal to provide consultant services for a superintendent recruitment. M/Herrera, S/Bobay; Vote: 4 Ayes, 0 No, 1 Absent (Canova)

## **BUSINESS AND FINANCIAL FUNCTIONS**

### **16. Action Item: 2011-12 Unaudited Actuals Financial Reports**

Superintendent Hay: He said he will be doing a short PowerPoint presentation as the CBO is unavailable and the Fiscal Services Director had a vacation planned to meet her sister in Hawaii and did not know at that time the CBO would not be available. He reviewed the unaudited actuals and the information contained in the documents.

President Chang: She said under program restoration, it was estimated to be zero and it is now \$719,070 and she asked why this has changed.

Superintendent Hay: He said when the budget was adopted, we were not going to continue the Air Conditioning, Refrigeration, and Heating (HVAC) class; however, at the end of the year we did have funds so it was decided to keep the program. He said the funding for Deferred Maintenance included the district's match for the sewer line replacement. He said several years ago, funds were transferred from the General Fund to the Deferred Maintenance fund. He said instead of paying the district one time, it was paid over five years. He said this is the last payment and since the General Fund had advanced the funds, when those dollars come in they are transferred right back to the General Fund. He said both the General Fund and Adult Education funds have reserves for PERS liability. He said the Asset Fund holds the money that comes in from the lease payments of the Capitol Auto dealers. He said the funds are used for new equipment, upgrading equipment or new classes at CCOC. He said there are two reserves for these funds as well as a reserve for the County from the rent of the property. He said about 23% of the back property belongs to the County.

President Chang: She asked why there was an amount in reserve for the County and it is no longer there.

Superintendent Hay: He said it is because the money was paid before the end of the year. He also shared as part of the Prop 1D funds, the district can keep the interest earned on the state money and we can use it for capital outlay for equipment.

Member Gordon: She asked regarding the lease revenue, she said we had reduced the amount we receive of the rent payments due to economic conditions to help them out and she asked if this was a year to year reduction or multi-year and have we looked to see if they have recovered enough so that we can start moving that revenue back up.

Superintendent Hay: He said it started three years ago for one year with a one year option and it was based on the number of vacancies in the back property. He said, unfortunately, the vacancies are still there. He said at the end of the second year, we agreed to another two year option. He said we are at the end of the third year of the four years and there has been discussion of finding some lessees to go into the facilities. He said he does know we get monthly financial reports on the project and it is in a negative cash flow even with the concessions we have made. He said when it was initially leased, ten auto dealers who put in \$270,000 each and they borrowed \$2.7 million from the bank and it is not secured by the property and they are personally secured. He said one dealer went bankrupt and four dealers sold their dealerships. He said they have come to us to sell us the property for \$1.7 million and to take the loss of \$1 million. He said we have analyzed the numbers and it does not make sense to do this for the district. He said the dealers are trying to sell the property and they have talked about exercising their options at lower interest rates. He said we have received legal advice and there are certain things in the lease we do not want to give away. He said whatever the district does it has to be done with the concurrence of the County. He said there situation has not changed. He continued sharing other information relative to the unaudited actuals. He also said it is unknown what the impact on K-12 education funding will be if Prop 30 fails and the subsequent impact on MetroED funding. He said there is an unknown impact on JPA funding on a potential new funding model that will be discussed with the JPA Executive Council and meetings with the Board. He said the budget must be managed with a great degree of conservatism and the District should be proactive in developing a budget which allows the most flexibility.

**MOTION:** The Governing Board approved the ending fund balance designations, budget transfers, and authorized the Superintendent to file the 2011-12 Unaudited Actuals Financial Report with the Santa Clara County Superintendent. M/Gordon, S/Herrera; Vote: 6 Ayes, 0 No

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

##### MAEP Principal Suzi Glass

- She said the tutors and volunteers are back working with students. She said there are returning and new volunteers who have been contacted and they are filling out the volunteer packets and they will be going through orientation. She said to date twelve volunteers have cleared to begin tutoring as well as one new tutor and there are four who are waiting to get fingerprinted. She said they are assisting students with GED and preparation for CAHSEE tests in October.
- She said usually this early in the year they do not have students who complete programs; however, students in CTE may start in one year and finish the next year. She noted that one Office Skill student has completed the first level, Office Specialist I, three Medical Assistants finished their modules and externships.
- She said Shirley Atkins, MetroED's Teacher of the Year will be honored at the Santa Clara County Office of Education event to be held on September 27. She said Shirley Atkins has worked in the High School Diploma and Independent Study Program for the last six years and last year took on the added responsibility as ISP Curriculum Specialist. She is responsible for keeping the ISP compliant with state changes that occur yearly.
- Vice President Bobay asked who does the fingerprinting for the volunteers and what is the process they go through and if it has to be done through the county.
- Suzi Glass says the new volunteers come through and do an orientation and fill out the volunteer packet and then they are sent to the HR Department to get the number needed to go to the Santa Clara County Office of Education to get fingerprinted. She said they can only



do it certain times of the day and the results do come back within 48 to 72 hours. She also understands we may be getting our own fingerprinting machine and it costs \$71.00. She said we have an account with the county and we pay for the fingerprinting.

- Tom Mullin said we have applied for a live scan machine and we are waiting to get approved by the Department of Justice. He will be trained as well as others in his office. He said they are going through the process to this this and then we will be able to purchase the machine and then do the fingerprinting on site for volunteers as well as those for credentials and others.
- President Chang asked how much the live scan machine costs.
- Tom Mullin said it costs about \$7,000 and it was going to be used by the Law Enforcement class to get trained and they will be exposed and see how it works. It will also be used as an instructional tool.

#### CCOC Director Fox

- Alice Rodriguez, Office Administrative Assistant instructor shared that three of her students who completed the class that one is working at Alum Rock School District as an administrative assistant, one at a law office, and one as a reception at an insurance office.
- Jeff Schmidt, Video Production instructor and September Teacher of the Month, received \$14,000 worth of Adobe software for free courtesy of Adobe as he is an instructional leader for them. He also has 36 licenses for Light Room for his class and several copies of Adobe Premier Pro Editing software to use as awards for his students.
- There are 15 CCOC students participating in the Career Video iPad project where they will use the iPads for videos and other technology. Mr. Schmidt received 50 iPads through an SB 70 grant through Ohlone College and with Santa Clara Unified. Jeff Schmidt is doing classes after school to teach how to use them in the classes.
- Jeff Schmidt is finishing up his administrative program in January and he has also submitted a proposal to do a technology presentation at the CTE Conference in Rancho Mirage in November on Innovative 21<sup>st</sup> Century Collaborative iPad Projects for CTE.
- Sylvia Evans, Assistant Principal Off-campus has also submitted a proposal to do a panel of instructors (Mark Adams, Jan Joseph, Jeff Schmidt, and Nancy Joseph) on the CTE Conference to present information on the development of working partnerships and increasing community relations within the school.
- Sylvia Evans also is working with Foothill on a weekend academy on Child Development to be held at CCOC on Saturday and Sunday. There are 50 applicants now on a waiting list to get into the academy. He said 31 are high school students who will be able to attend for free and receive college credit. He said there are three from Campbell, 13 from East Side, two from Milpitas, 11 from San Jose, one from Santa Clara, and one from Saratoga.
- Foothill will also be on campus for an administrative retreat on Thursday with President Dr. Miner and some of the trustees (approximately 55) and on Friday there will be a Foothill department retreat with Dr. Swett and others who we have worked on the academies with.
- There will be five Foothill academies on campus next summer that will be free to high school students of the participating districts.
- Victoria Straubinger, Medical Assisting instructor said Foothill Community Health Center which has seven clinics throughout San Jose want to partner with CCOC and their HR Director Marcella Gonzalez is going to visit next week.
- Law Enforcement, Forensics, and Fire Science/First Responder classes commemorated the 9/11 tragedy with a ceremony on Tuesday which included representatives from fire and law enforcement and two fire trucks. He said the students dressed in their Class A uniforms and represented CCOC very well.
- Enrollment per class is up compared to last year at this time by 90 to 100 students.
- Students are currently taking a math pre-test and the teachers developed the test by sector using the math standards. The teachers will review the standards throughout the year and in late March the students will take a post-test and hopefully we will see gains in the math scores.
- Back-to-school night was very successful last Friday with over 1,000 parents, students, and staff. He said over 800 meals were served.

- On Thursday, September 20, Santa Clara County Superior Court will hold their second annual meeting at CCOC.
- President Chang said there are now 50 iPads at CCOC and she asked who will be using them. John Fox said it would be the students and teachers. President Chang asked who is keeping track of the iPads. John Fox said the iPads are locked up in a rack and Mr. Schmidt is in charge of the iPads.
- President Chang said Mr. Fox had mentioned two instructors had applied to the CTE Conference to do proposals and she asked if our teachers have sent proposals to CSBA for their annual conference as they do sessions for participants and she thought it would be a good way to reach out to people. John Fox said it would be a good idea to look into this for the future. He said he thought the audience at the CTE Conference would be administrators and board members and he hopes with the panel presentation is to show schools how they can partner with their communities.
- Superintendent Hay said it would be something that should be reviewed as well.
- President Chang said Foothill was very impressed with the food and services provided when they were here for the academy at the end of the summer. She asked about West Valley College getting grants and doing this as well.
- John Fox said Foothill had approached CCOC about four years ago.

Superintendent Hay:

- At the last meeting, it was decided to reach out to School Services to assist with the funding model meetings and it has been delayed due to vacations by those at School Services. He is looking to bring a contract to the October board meeting and in the meantime we are going to move forward with setting up the joint meeting with the Executive Council, CBOs and Governing Board.
- Comcast will complete installation of new fiber-optic cabling on Thursday that will provide students and staff with internet connectivity of 1,000 megabits per second. The demand for high definition, video intensive, multiple mobile & wireless devices continues to grow and this will provide the needed growth capacity. We are starting a "proof of concept" project for a keyless entry solution to mechanical key control. The POC is the Central Office (building 6 at the back of the campus) to test the functionality of a card key system using 3 doors.
- He has asked IT Director Bob Beaulieu to put together a Technology Plan Update for the Board on all that is being done in technology for possibly the December Board meeting.
- He has asked our lobbyist, Nancy LaCasse, to provide a year-end report of our legislative activities at the October meeting.
- At the dais are copies of the two PowerPoint presentations, the revised Board Item #10, a copy of tonight's Raising the Bar award and the Average H.S. Per Day Student Count; also provided to the participating district superintendents today.
- He also provided the invitations for Board Members to attend the 43<sup>rd</sup> Annual CTE Conference in November and if you are interested please contact Althea Polanski.
- President Chang asked if there would be an e-mail sent out to regarding the combined meeting to get some tentative dates and the timeline we are talking about.
- Superintendent Hay said it would possibly be over the next two or three weeks and Althea Polanski said that she would need to check back-to-school and board meeting dates for the six districts.
- President Chang asked if we were looking at an evening meeting and the Superintendent said it had not been determined. President Chang asked if there was a preference from the Board Members.
- Member Gordon said she was sure there would be a preference from the Executive Council to hold it during the day.
- Superintendent Hay said the Executive Council usually preferred the late afternoon.
- President Chang said it is about 18 people to coordinate for a meeting and Member Gordon said the board members could assist if needed to encourage attendance.

## XV. BOARD COMMENTS

### Member Gordon:

- She thanked those from CCOC who have been coming to Campbell schools for the back-to-school nights. She said she was at Prospect and saw a booth there with excited students in the program and administrators. She said she understands they will be at other sites as well and as the Superintendent had mentioned previously, there will probably be a delay in seeing the results of the outreach until the next semester.

### Member Canova

- He apologized for being late for the meeting due to car trouble on the Almaden Expressway.

### President Chang

- She asked if CCOC Director Fox would send the Foothill Academy information out to the Board Members. She said she knows the academies are free for high school students and she did speak to students who were very excited about the opportunities. She also asked for the full names of the students from Los Gatos High School who are attending the Truck Mechanics class. Superintendent Hay said we would be happy to get the information out to the Board Members.

## XVI. OTHER MEETINGS

President Chang: She noted the next regular meeting will be on October 10, 2012 at 7:00 PM with closed session at 6:00 PM if needed.

## XVII. ADJOURNMENT

President Chang adjourned the meeting at 8:35 PM.



Richard Garcia, Clerk of the Board