

# METROPOLITAN EDUCATION DISTRICT

Governing Board Meeting Minutes  
May 8, 2013

## 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 Garcia 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
Jim Canova	Santa Clara Unified School District
Cynthia Chang	Los Gatos-Saratoga Union High School District
Matthew Dean	Campbell Union High School District
Richard Garcia	San Jose Unified 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 Garcia at 7:00 p.m., in CCOC Room 201, auditorium, San Jose, California.

## III. REPORT OF CLOSED SESSION ACTIONS

President Garcia reported the Governing Board in closed session, by a vote of 6 to 0 approved a settlement agreement between the District and certain employees within the AFT bargaining unit relating to the District's reduction in force. In exchange for the employees not contesting the District's decision to lay them off, the employees are receiving continued health benefits.

## 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/Chang, S/Dean; Vote: 6 Ayes, 0 No

## VI. RECOGNITIONS/VISITORS

A. Acknowledgement of Visitors – None

B. Acknowledgement of Honors and Awards

Superintendent Hay: He recognized Toni Thunen, Metropolitan Adult Education Program (MAEP) academic counselor, for her ongoing commitment to the adult students. Ms. Thunen routinely administers several sessions of the California High School Exit Exams (CAHSEE). She inventories and securely transports the tests and answer sheets between the San Jose Unified School District Office and MAEP. Since Ms. Thunen is knowledgeable regarding the Dream Act and FAFSA, she has generously shared the details. Her classroom presentations have left students with their next steps for financing college. Many are relieved or inspired to find they will be able to continue toward full citizenship in the United States.

C. Recognition of Years of Service

Superintendent Hay: He said the District recognizes employees for their years of service. He recognized Kerry Le Cussan, MAEP hourly teacher, who has been with the district for 20 years.

He said the other employees who have served for 20 years that were not able to be present were MAEP Program Registrar Terri Di Salvo-Rotsaert, MetroED Custodian Pablo Vasquez, and MAEP hourly teacher Susie Berger.

He recognized MAEP hourly teacher and instructional aide Irene Hoover and explained she had been missed last year and she has been with the District for over 11 years.

He said the other employees who have completed 10 years and were not able to be here this evening were MetroED Custodian Antonio Ibarra, MetroED Webmaster/Database Systems Specialist Tony Danh, MAEP hourly teacher Beth Fragodt, and CCOC hourly teacher Maureen Miramontes.

#### D. Recognition of Teacher of the Year

Superintendent Hay: He recognized CCOC Video Production instructor, Jeff Schmidt as MetroED's 2012-2013 Teacher-of-the-Year. Jeff was selected as Teacher of the Month at CCOC twice this year and selection as teacher of the year was by a vote of the CCOC staff. Jeff is a tireless teacher who dedicates time and energy to promote his students and provide opportunities for their success. Recently Jeff accompanied Superintendent Hay to Sacramento to advocate on behalf of CTE and ROCs to legislators and their staff members. Jeff was also instrumental in assisting with the Showcases held in March and April to ensure people had an opportunity to visit and tour the campus. Jeff has assumed leadership roles in CTE and served as the leader for Professional Learning Communities (PLC) training in Media Arts for the County of Santa Clara. Jeff has always stepped up to the plate when asked. This past week, Jeff received a CreaTV grant for his Video Production class for \$50,000 in equipment.

Vice President Bobay: He said he has had the opportunity to visit Jeff Schmidt's class a few times and his students are engaged and he is always working with them and he congratulated Mr. Schmidt for doing a good job.

#### E. Recognition of Classified Employees of the year

Superintendent Hay: He said the District also has a Classified Employee of the Year program and this year two employees were selected for this honor. He said the employees were recommended to Santa Clara County Office of Education in two different categories and were selected to represent the County at the state level. He said, unfortunately they were not chosen as state classified employees of the year in their categories.

He recognized MetroED Lead Painter, Juan Flores for being selected as MetroED Classified Employee of the Year for 2012-2013. Mr. Flores diligence, commitment, and insights have been outstanding in upgrading the campus buildings for the students, staff, and visitors. Mr. Flores' work is professional and he always has a smile and a welcome greeting for everyone he meets. Juan loves the work he does and it is apparent in the quality of work performed as well as his insight in working to provide a balanced color palate to showcase the District's facilities. Mr. Flores was selected by the County in the Maintenance, Operations, and Facilities category

Even though Lt. Alex Nguyen was not able to join this evening, Superintendent Hay shared the following information. Lt. Nguyen has been working for MetroED for twelve years. Officer Nguyen is very competent and ensures that our campus is secure each day by scheduling officers for work assignments or serving in that capacity himself. In addition to providing excellent campus security, Officer Nguyen has become an individual resource to students and staff. Officer Nguyen is a dedicated leader that believes in doing things correctly; he is fair and accurate in his reporting. Officer Nguyen provides security for both high school and adults and has displayed incredible knowledge, flexibility, and resourcefulness in dealing with a range of adult student issues. Officer Nguyen was selected by the County in the Support Services and Security category.

Superintendent Hay said both of these outstanding employees will be recognized by the County on May 15 at the SCCOE Board of Education meeting.

F. Recognition of Retirements

Superintendent Hay: He recognized CCOC Interior Design instructor, Wendy Yegge who is retiring after 23 years with the District and presented her with a small token of appreciation from the Governing Board and District.

He recognized MAEP Curriculum Specialist Marti Rao who is retiring after 16 years with the District.

President Garcia: He congratulated everyone who was recognized for their dedication and commitment to the students. He said there was one more retirement to acknowledge this evening, that is Superintendent Paul Hay. He shared that Superintendent Hay had served in public education for 20 years and began at MetroED in 2003 as Chief Business Officer. He was appointed Superintendent in 2006. He shared some of the accomplishments of Superintendent Hay, including the Proposition 1D modernization improvements of over \$20 million, six years of service on the CAROCP Legislative Committee and impacts he has made at the state legislature. He said this year Paul Hay was nominated as CAROCP Outstanding ROP Administrator for 2012-2013. He said Superintendent Hay's hard work and dedication to education and particularly career technical and adult education has made a huge difference in the lives of our students and their families. He thanked Superintendent Hay on behalf of the Governing Board for all he has done; a high quality learning institution and wished him the best in his retirement.

Superintendent Hay: He thanked President Garcia and the Governing Board. He said you hear from everyone who has been successful in their career, you can't do it alone. He said you hire good people, support them, and they are the ones that make it happen for you. He said he has been very blessed with those working for the District and he said they are the ones that make it work. He said his job was easy, just support them. He thanked everyone who worked with him and helped him make this entire organization rise to the level it has become.

Member Herrera: He said this is Paul Hay's last official meeting as Superintendent and he wanted to echo everything that has been said and expressed his thanks and best wishes.

Member Canova: He said with everything that has been said, all of the bases have been covered. He said Superintendent has been incredible and even though he is excited about his retirement, he knows he will still be thinking about this campus and District.

Member Chang: She said it has been an honor and privilege to work with Superintendent Hay for the last ten years. She said she admires his passion and determination to bring his vision to reality. She thanked him very much.

Member Dean: He said he did not have the fortune of working with Superintendent Hay as much as his colleagues but he said the one thing that he takes away is that anytime you go somewhere and you can leave that position and place in a better condition than you came, that is a wonderful thing and he said he thinks Superintendent Hay did that for our students, our home districts, and our community in spades. He said that is huge and it is something we should all aspire to do wherever we go or do.

Vice President Bobay: He said the people in Milpitas are proud that you came here to the District. He said the Milpitas community is very proud of the work he has done here and are very appreciative of what you have done for this campus. He said he has had the privilege of watching it grow and change over the years, he has had children that attended CCOC and they have gone on and learned a lot. He said this campus definitely serves a great purpose and you have supported it, groomed it, and made it your own home and we are going to miss you.

Member Herrera: He said he wanted to add a postscript to his comments earlier. He said at his very first meeting when he first served on the MetroED Board, he came into an executive session of the board and the discussion was the decision for hiring a new superintendent. He said as he listened to most of the meeting there was one tangent of an extended process and points along the way and he also heard unanimity and consensus of the excellence of the fiscal manager of the organization and how strong he was. He said he finally said at the end he believed the consensus is that we already have the candidate right here in our own organization and we should just make that decision. He said the board made a decision and he felt like he was a catalyst for hiring Paul Hay as Superintendent.

President Garcia: He said when he and Cynthia Chang began many years ago we kept hearing that MetroED was the best kept secret and he even remembers when Althea Polanski was on the Board and we went through the branding to pick the purple and orange colors and the ideas to get the word out about this organization, etc. He said he can say that Superintendent Hay has put this District on the map and brought a lot of attention locally, state-wide, and nationally.

Superintendent Hay: He thanked the Governing Board and said he was very excited about the future of the organization and the Board selected a good person as the next superintendent. He said Ms. Lynch has wonderful skills in areas that are needed as the District goes forward. He said he sees a great future for the organization.

## VII. STUDENT REPORTS

- A. CCOC - Director John Fox introduced Ryeder Mudwilder and Lennon Prenda. He mentioned the two solar cars that were outside the auditorium were a project from their class.

Lennon Prenda: He said he was a senior from Willow Glen High School in his second year at CCOC and he loves the program. He has been taking the Truck Mechanics program for two years and he has learned so much. He said his instructor, Mike Cortese is willing to work with you and provide individual assistance. He said he competed at the state level in the SkillsUSA competition and came in second place. He said when he first started the class he had no experience and he is now going to job shadow with the County of Santa Clara. He said he could not thank the class and CCOC enough for what it has done for him.

Ryeder Mudwilder: He said he is a senior at Los Gatos High School, one of the few that attend CCOC, and he is completing his second year in Diesel Truck Mechanics. He said he also competed at the state in SkillsUSA, he placed first and he will be competing at the Nationals in Kansas City in June. He said the class has changed him a 100%. He started the class with long hair and within a few weeks shaved his head in a "deal" to get assistance from the instructor and class to help fix his truck. He said Mr. Cortese is one of the best teachers and if it was not for him he would not be going to Washington (state) to work for Caterpillar next year. He said Mr. Cortese helped him through the process to get the opportunity.

Member Dean: He asked if the students had competed in the same competition and the students responded it was the same. He congratulated the students for coming in first and second and for the experience and knowledge they had gained throughout the class working together to achieve this level of expertise. Ryeder noted that the third place finisher was also from their class.

Member Chang: She asked Ryeder if he had spoken with his friends at Los Gatos High School about attending CCOC.

Ryeder Mudwilder: He said he has been doing that and there are four other students that are interested in coming to CCOC or are attending.

Member Chang: She said she was a member of the Los Gatos Saratoga JUHSD Board and she invited Ryeder to come speak to her home district board to help promote the programs at CCOC.

- B. MAEP – Shirley Atkins, MAEP Curriculum Specialist for the Independent Study Program (ISP) introduced Karen Burton who has been a student in ISP and is now a graduate.

Karen Burton: She said she is a graduate from ISP and her experience with the Metropolitan Adult Education Program (MAEP) has been enlightening, productive, helpful, and a huge part of her success. She decided to go back to school because in the current economy you cannot get a decent job without a high school diploma. She said she couldn't even get a job at a McDonald's as those applying had high school diplomas and other educational degrees. She said it was important so she could support herself and her family. She said ISP was set up to work with her schedule as a mother and to be successful. She was able to complete 45 credits in only three semesters. She said she had two amazing teachers who were knowledgeable, helped her learn the program, and assist with courses she needed help with. She said to be able to go back to school to right a wrong that caused you not to graduate from high school is a beautiful thing and it opens up so many opportunities in life such as attending a community college or a university. She has already signed up at a trade school until she is able to sign up for classes in the fall at a community college. She said it would be a shame to cut programs like adult education where you are surrounded by people who care and are proud to help you succeed.

## VIII. SPECIAL ORDER OF BUSINESS

None

## IX. PUBLIC COMMENTS

Kathy Jasper: She said she was speaking on a philosophy/policy issue of the District. She said she is a teacher of adult basic skills and teaches those who have reading at under 8<sup>th</sup> grade level. She said last year, there were six students who completed and moved on to the high school or GED programs and this year 15 have completed and there may be 3 or 4 additional students completing. She said the policy has been changed and there is a waiting list. She said last year when the program knew there would be limited resources, it was decided to provide services to those students who would be most successful to complete the programs. She said MAEP receives pay points and additional money for completers. She finds the policy to be discriminatory to the first-time learners who may take longer to get through the program and there are no longer resources (made available) to provide opportunities for all potential students as there has been in previous years.

President Garcia: He said he is sure administration will discuss this and bring something to the Governing Board in the future and then agendize and discuss at that time.

## X. APPROVAL OF MINUTES

1. **Action Item: Approval of Minutes from the Regular Board Meeting of April 17, 2013.**

**MOTION**: It was moved to approve the Minutes of the Regular Board Meeting of April 17, 2013.  
M/Dean, S/Chang; Vote: 6 Ayes, 0 No

## XI. CONSENT CALENDAR

President Garcia: He said all items under the consent calendar would be approved under one motion unless a member of the Governing Board wished to remove an item and asked for a motion to approve.

Vice President Bobay: He requested that item # 19 be removed.

**MOTION**: It was moved to approve consent items # 2 through # 18 with the exception of item # 19.  
M/Chang, S/Canova; Vote: 6 Ayes, 0 No

## **BUSINESS AND FINANCIAL FUNCTIONS**

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

The Governing Board approved the April Warrants.

**\*3. Action Item: Donations Offered to the District**

The Governing Board approved the donation of pro bono work, in excess of the \$15,000 contract, to develop the District's Facilities Master Plan estimated value of \$12,377.50 and the software, licenses, and hard DVD disks from Adobe Corporation at an estimated value of \$14,040 for the CCOC Video Production Program.

**\*4. Action Item: Grant Acceptance, CreaTV, \$50,000**

The Governing Board approved the grant from CreaTV valued at \$50,000 for equipment for the CCOC Video Production Program.

**\*5. Action Item: Adopt MetroED Facilities Master Plan**

The Governing Board adopted the MetroED Vision 2020 / Facilities Master Plan.

**\*6. Action Item: Approve 2013-14 Revised Schedule of Fees for the MetroED Regional Teacher Credentialing Program**

The Governing Board approved the revised MetroED Schedule of Fees for 2013-14 for 2013-2014 for the MetroED Regional Teacher Credentialing Program.

**\*7. Action Item: Change Order #002, CCOC Building 100-Media Arts Center; Swenson & Associates-\$36,510**

The Governing Board approved change order #002 in the amount of \$36,510 between MetroED and Swenson & Associates for CCOC Building 100, Media Arts Center.

**\*8. Action Item: Change Order #003, Fire Tower, Prop-Bldg 700; CalState Construction – \$1,300.59**

The Governing Board approved the change order #003 in the amount of -\$1,300.59 (credit) between MetroED and CalState Construction for the Fire Tower Prop Building 700 project.

**\*9. Action Item: Adopt Budget Calendar & Budget Guidelines for 2013-14 Budget Advisory Committee and Calendar**

The Governing Board approved the Budget Calendar, Budget Guidelines, Budget Advisory Committee, and Budget Advisory Committee Calendar for development of the fiscal year 2013-2014 budget.

**\*10. Action Item: Approve District Designated Official Signers for the Remainder of Fiscal Year 2012-13 and FY 2013-14**

The Governing Board approved the list of administrators who are authorized to sign official forms and contracts on behalf of the District.

## **PERSONNEL FUNCTIONS**

**\*11. Action Item: Revised Administrative Job Description: Fiscal Services Manager, Revised**

The Governing Board approved the revised administrative job description for the position of Fiscal Services Manager.

**\*12. Action Item: Administrative Personnel**

The Governing Board approved the position of Alyssa Lynch as Superintendent, effective June 1, 2013 and Superintendent-Elect effective May 6-31, 2013 and accepted the resignation of Keiko Mizuno, Director of Fiscal Services effective June 7, 2013.

**\*13. Action Item: Certificated Personnel**

The Governing Board approved the three layoffs, three retirements, and in addition to their regular salaries, two CCOC CTA teachers to receive stipends for additional teacher hours used to support various CCOC educational programs for the 2012-13 school year.

**\*14. Action Item: Classified Personnel**

The Governing Board approved the hiring of Victor Castro as Lead Groundskeeper effective May 9, 2013.

## **INSTRUCTIONAL AND STUDENT FUNCTIONS**

**\*15. Action Item: Approval of Agreement with San Jose Job Corps for Site Registrar Support, 2013-14**

The Governing Board the agreement with San Jose Job Corps for Site Registrar support for the period of July 1, 2013 to June 30, 2014.

**\*16. Action Item: Criteria for Closing CCOC Classes**

The Governing Board approved the April 17, 2013 revised MetroED Cabinet Criteria for Closing CCOC Classes.

**\*17. Action Item: Approval of Out of State Travel**

The Governing Board approved the out of state travel for one CCOC instructor and two California state gold medal winner's to the SkillsUSA National competition in Kansas City, Missouri on June 23-28, 2013.

**\*18. Action Item: Community Classroom Agreements**

The Governing Board approved the community classroom agreements to provide on the job clinical training to CCOC medical students with Action Urgent Care and On-Lok/Lifeways.

**19. Action Item: Memorandum of Understanding (MOU) with Foothill-De Anza Community College District, CTE SB70 Grant #11-14-422**

Vice President Bobay: He asked which middle schools are included and which are excluded as part of the MOU.

CCOC Director Fox: He said no one is excluded from being able to participate. He said this past year we served nineteen middle schools, over 1,200 students on this campus alone came for tours. He said students came from every district except Los Gatos/Saratoga. He said with Santa Clara USD, there is a middle school camp in partnership with Ohlone College that is in the fourth year and it will be held again this summer. He provided a list of some of the schools that have participated. He said the solar cars were completed through a grant in partnership with Foothill College and a trailer has been purchased so the cars can be taken to middle and high schools for to promote CCOC. He said on May 17 a solar car will be going over to a middle school for demonstrations and a CCOC student will be going as well to drive the car. He said signs have been made for the solar cars with Foothill and CCOC logos. He said one of the initiatives for next year with our program representatives when there are down times at the high schools is to go out to the feeder schools to do career awareness and exploration.

Vice President Bobay: He said he didn't see Rancho Middle School in Milpitas on the list.

CCOC Director Fox: He said he thought CCOC had gone to Rancho and he said there was only one from Milpitas on the list. He said there is a lot of outreach done and currently there are many from Santa Clara USD and the reason has been because they have administrators and others at the middle schools that champion coming to the center.

Vice President Bobay: He said if CCOC Director Fox needed assistance driving that point across at the middle schools in Milpitas, he would be happy to assist with that.

**MOTION:** The Governing Board moved to approve the 2012-13 Memorandum of Understanding (MOU) with Foothill-De Anza Community College District (CTE SB70 Grant #11-140-422).  
M/Chang, S/Dean; Vote: 6 Ayes, 0 No

## **XII. INFORMATION ITEMS**

### **20. Information Item: Metropolitan Education District Goals and Objectives for 2013-14**

Superintendent Hay: He said the process for approval of the District goals and objectives begin with a presentation this evening for the next year. He asked the Board to review them between now and the next meeting and provide any input or changes prior to approval at the first meeting in June. He said we have a unique circumstance with a new superintendent coming on board and she may have some input into the goals and objectives. He said he has discussed the goals with Ms. Lynch and she will be making some changes prior to Governing Board approval. He said at the first meeting in June, the Governing Board will be presented with the first draft of the budget for next year which comes back to the second meeting in June for adoption.

CBO Fry: She said it is important to note that the educational program actually leads the budget and it is important to us the goals even as we have a shift in leadership as we move forward. She said the Superintendent's Cabinet met and reviewed the 2012-13 goals, objectives, and vision statements. She said there were no changes to the vision statements or the goals. She said Cabinet only worked on the objectives to meet the vision and goals of the district. She went through some of the additional objectives added as well as those that had been completed in this school year.

Vice President Bobay: He asked if there were objectives to cover the evaluation of the classes and instruction.

CBO Fry: She noted this is covered in more detail under item 2.1 for assessment and accountability of student learning.

Vice President Bobay: He asked if the assessment is done during classroom hours or through testing.



CCOC Director Fox: He said there are differences between program and instructional assessment. He said there is a STULL process and there is a course builder binder for each class that has been worked on for approximately four years. He said the course builder was put on flash drives last summer for each teacher. He explained how the course builder is utilized in the classes. He said each year teachers also utilize the Program Quality Assessment (PQA) to evaluate their teaching to ensure their program is operating to provide a pathway for students to get a career.

Vice President Bobay: He said it sounds like the evaluation is being done; however, it is not necessarily in the goals and objectives.

CCOC Director Fox: He said it can be found as part of staff development and it is already something that is done on a continuous basis. He said the course hour distribution has been done well and it is being improved on a continuous basis.

### **XIII. ACTION ITEMS AND REPORTS**

#### **BOARD AND ADMINISTRATIVE FUNCTIONS**

#### **21. Action Item: Adopt Resolution #28-05-08-13 Authorizing to Purchase/Use of Promotional Materials, and 2) District Personnel to Assist with MetroED's Foundation**

**MOTION:** The Governing Board moved to adopt Resolution #28-05-08-13 authorizing the 1) purchase/use of promotional materials; and 2) District Personnel to assist with MetroED's Foundation. M/Chang, S/Bobay; Roll Call Vote: 6 Ayes, 0 No

#### **22. Action Item: Legislative Update**

Superintendent Hay: He said there is a revised bill report for board item # 22 and he went through the updated information which was highlighted in yellow. He reviewed the changes and updated the Governing Board on legislative items. He said AB 1214 (Muratsuchi) was not on the list previously and it was drafted to carve out an annual appropriation directly to the Southern California Regional Occupational Center (SCROC). He said we were asked to join with them and support the bill and we felt it should be applicable to all ROCPs and did not take a position on the bill. He said when it was in hearings the superintendent of SCROC made a presentation and referred to the two large centers (SCROC and CCOC) in the state. He said members of the Assembly Education Committee suggested it be amended to include all ROCPs in the state. He said he is not recommending a position at this time because we have chosen instead to support SB 660 (Hancock) which does apply to all career technical education, including ROCPs, and is a comprehensive piece of legislation including accountability requirements.

He said Nancy LaCasse, School Services, met with the Department of Finance at his request specifically on Deferred Maintenance. He said we receive about \$168,000 per year and in the past we have received Deferred Maintenance extreme hardship money and the question was what happens to this funding under the Local Control Funding Formula (LCFF). He said the districts will be held harmless and it will be added on to the formula they receive. He said the Department of Finance did the research on MetroED, and said this was an unintended consequence of LCFF and MetroED will get nothing. He said if LCFF goes forward as it is, we will need a specific solution for these funds and plan to work with Assembly Member Nora Campos on specific language to fix this issue.

He said he has talked with the leadership of CAROCP and the CAROCP Legislative Committee and they have appointed Superintendent-elect Alyssa Lynch as a member-at-large to the CAROCP Legislative Committee and she will be attending the meetings held in June in San Diego. He went through the recommended positions on various legislative bills

included in the agenda packet. He said MetroED is an unintended consequence of LCFF and adult education is a policy issue.

Kathy Jasper: She said she is a member of an adult-wide state commission comprised of half community college adult educators and half K-12 adult educators and they discussed concerns regarding SB 173. She said they like that this bill provides for dedicated funding; however, it comes with strings. She said one of the strings is performance based assessment like is done here at adult education through the WIA funding. She said the commission is concerned if all the funding is based on assessment, there will be students who will not be served as she spoke about earlier. She said there should be accountability and ADA as there was done before but the commission is not sure performance based should be one of them. She said they are in a support if amended position; however, the other thing they do not like about the bill is that the author wants to narrow the mission of adult education to ESL, High School/GED basic skills, and career technical education. She said this would leave out older adults, adults with disabilities, parenting, and other areas that had been served previously.

Member Dean: He said from what he hears performance based spoken of, it is not performance based; it's a subset of performance not performance based. He said when you look at performance based you look at the entire set of people you are trying to move forward and the measurement of progress is based on where they start from and where they get to. He said if they do not improve over a period of time and you no longer decide to provide them services, it is a bad measurement. He said the argument is not about performance based but defective on the measurement. He said the point brought up is a valid point. He asked why the recommendation is only to "watch" and not "support" SB 173.

Superintendent Hay: He said he would not feel uncomfortable recommending supporting the bill, it seems to be doing exactly what we want it to do and is consistent with the position of the district.

Member Chang: She asked why a "watch" position is recommended.

Superintendent Hay: He said he has not had the opportunity to fully review the bill with Nancy LaCasse; however, he has read the bill and fully understands it. He said it appears to be consistent with what we want it to do.

Member Dean: He said one of the concerns expressed was the narrowing of services in adult education. He said one thing in this country is that we can't do everything for everyone, there are limits and it doesn't mean you shouldn't continue to stretch; however, in any society, in any business one of the key lessons is focus. He said focusing on a few areas that make a big difference is an important thing to consider and there are times that you have to draw a line. He said if these three things are done very well, it would be a win.

President Garcia: He asked Member Dean if he would like to amend the motion to including supporting SB 173 and the superintendent has stated this would be appropriate as well.

Member Dean: He said at the next meeting he would certainly want to do that after he has had the opportunity to read the full content of the bill.

Member Canova: He asked if SB 173 came back to the next meeting would it provide enough time to get feedback from our lobbyist and the superintendent said yes. He said he would like to have this come back to the next meeting with further information prior to changing the position from watch to support.

Superintendent Hay: He said the bill is consistent with the legislative platform of the district.

President Garcia: He said this is an action item for this meeting and he asked the superintendent if the decisions of the Governing Board on recommendations on legislative bills get reported to CAROCP, legislators or legislative committees.

Superintendent Hay: He said the vote is for the position of this District and those positions will be communicated to Nancy LaCasse tomorrow. He said she will prepare a letter to the author of the bills on the positions taken by the Board to the appropriate committees. He said if he is up in Sacramento, he will appear at the appropriate committees to state the Board's positions or Nancy LaCasse will do this on behalf of the District. He said he will send CAROCP a communication stating the positions taken by this Board and recommend their legislative committee take a similar position. He said CAROCP also has a lobbyist in Sacramento that we communicate with.

President Garcia: He said our positions will be presented to the author of the bill as a letter from the superintendent, it goes to CAROCP, and board members could also go up to Sacramento and state that MetroED supports a specific bill if they choose.

Superintendent Hay: He said the Board could do that. He said the normal process is a letter to the author of a specific bill as well as letters to the chair and members of legislative committees.

Member Dean: He asked if there was a Facebook page or any newer technology that could be used to communicate positions to legislators and legislative committees.

Superintendent Hay: He said Nancy LaCasse drafts the letters and emails them down to be formatted and signed by him. He said the letters are then scanned and emailed back to Nancy LaCasse and the letters are hand delivered to the appropriate person or committee. He said for example, there were seven draft letters received today that he reviewed and were sent back up to make legislative committees tomorrow.

Member Chang: She asked if there was a timing issue regarding SB 173.

Superintendent Hay: He said the recommendation is for a watch position on SB 173.

**MOTION:** The Governing Board moved to approve the revised and new positions on the Legislative bills as recommended. M/Chang, S/Dean; Vote: 6 Ayes, 0 No

## **BUSINESS AND FINANCIAL FUNCTIONS**

**23. Action Item: Adopt Resolution #29-05-08-13 Authorizing Designated Management Personnel to Sign Official Electronic Funds Transfer Forms of the District**

Superintendent Hay: He said the resolutions before the Governing Board tonight are to authorize the new superintendent to officially sign on behalf of the District effective June 1, 2013.

**MOTION:** It was moved that the Governing Board approve Resolution #29-05-08-13 authorizing the specified individuals to sign all officials electronic funds transfer forms on behalf of the District and authorize the filing of said signatures with the County Controller's Office and authorization to take necessary actions. M/Herrera, S/Dean; Roll Call Vote: 6 Ayes, 0 No

**24. Action Item: Adopt Resolution #30-05-08-13 Authorizing Designated Management Personnel to Sign Forms and Documents for State School Facilities Program**

**MOTION:** It was moved that the Governing Board approve Resolution #30-05-08-13 authorizing the specified individuals to sign all state construction related forms and

documents on behalf of the District, effective June 1, 2013. M/Herrera, S/Dean; Roll Call Vote: 6 Ayes, 0 No

25. **Action Item: Adopt Resolution #31-05-08-13 Authorizing Designated Management Personnel to Sign Orders Drawn Upon the Funds of the District**

**MOTION:** It was moved that the Governing Board approve Resolution #31-05-08-13 authorizing the designated District employees to sign orders drawn upon the funds of the District and authorize the Superintendent to take any necessary actions. M/Herrera, S/Dean; Roll Call Vote: 6 Ayes, 0 No

**PERSONNEL FUNCTIONS**

26. **Action Item: California School Employees Association (CSEA) Sunshine Proposals for 2012-13**

Superintendent Hay: He said there is no action required of the Board; however, there are three corrections; Article 2630 should be Article 26300; Article 550 should be Article 5500; and Article 2300 should be 23000.

27. **Action Item: Management's Initial Proposal to California School Employees Association (CSEA) Sunshine Proposals for 2012-13**

President Garcia: He said there is no action required of the Board on this item.

28. **Action Item: Approve Resolution #32-05-08-13 Regarding Notice of Non-Reemployment Because of Reduction or Elimination of Particular Kinds of Services**

**MOTION:** It was moved that the Governing Board approve Resolution #32-05-08-13 to eliminate the equivalent of 2.32 certificated teachers. M/Canova, S/Chang; Roll Call Vote: 6 Ayes, 0 No

**XIV. EXECUTIVE REPORT/ADMINISTRATIVE REPORTS**

MAEP Principal Suzi Glass

- School will be ending on May 24.
- An assessment test, TABE, is done for students who want to take high school diploma or GED classes and the advanced ESL students were tested and nine of 11 students will be progressing to Adult Basic Skills.
- In Medical Assisting, Dr. Nazila Safari gave the National Competency Certification test for medical assistants and others, as well as a national test that allows those who complete to work in other states. There were 15 students who took the test and passed which is not unusual; however, all their scores were at the 95 percentile or better.
- California Day of the Teacher is today and the day staff celebrated with a luncheon provided by administrators and office staff. The evening staff will celebrate next week as they are combining certificated and classified weeks to honor staff. Each of the instructional staff will receive a bookmark that says "Good teaching comes not from behind the desk but from behind the heart."
- On May 13, MAEP will be holding their annual tutor appreciation reception in MC Room 21 at 3:30 p.m. She said the tutors help in all programs in adult education even though it had started only in the Independent Study Program.
- Adult graduation will be held at 6:00 p.m. on June 5.

CCOC Director Fox

- Ed Van Hagen, Automotive instructor, took two students to the Triple AAA trouble shooting contest last Friday at Blackhawk and to the automotive museum in Danville. The students

had taken a written test along with 15 other students; both students are juniors and they scored the highest and were allowed to compete. He said the test is set up to start at exactly the same time across the state.

- Automotive Service Excellence (ASE) certification testing will be done with three or four students from each automotive program. He said the certification is good for two years and it will be piloted here.
- Peggy Nutz, Small Business Management instructor's students are completing a global entrepreneurship collaboration project with West Valley College tomorrow. He said the project began with a field trip to West Valley to learn about businesses in other countries. He said the professors came to CCOC and taught lessons on Brazil regarding customs, trade barriers, etc. to do business in a foreign country. Students did a group project for an assigned country and developed a product marketing campaign in both languages and compiled into a written report. He said the students will present their reports at West Valley College to other students, staff, and business leaders in the community.
- Jeff Schmidt, Video Production instructor and Teacher of the Year, will be holding the Arts, Media Fair on Wednesday, May 22 from 6:00 to 8:00 p.m. in The Hub (cafeteria-building 800). Also, the light room software has arrived from Adobe valued at approximately \$14,000.
- Jeff Schmidt and the Video Production program was also the recipient of a grant from CreaTV for \$50,000 in equipment.
- The end of the year Adobe Showcase event will be held on May 21 at the Heritage Theatre.
- Kurt Cheetsos, Carpentry instructor, informed him that two of his students from last year finished their six-month apprenticeship with the carpentry union.
- On May 9<sup>th</sup> there will be a teacher appreciation luncheon and Superintendent Hay's retirement celebration in the evening.
- Jan Joseph, Baking & Catering instructor, had 42 students from his class and Culinary Arts that volunteered to assist with food services at the Car Show held on May 3.
- The annual awards ceremony will be held on May 17.

#### Superintendent Hay:

- At the dais is the Capitol Advisors Pre-May revision status to Local Control Funding Formula (LCFF) prepared by CAROCP's lobbyist.
- Next week, the Governor's May revise to the budget will come out next week and there is about \$5 Billion in revenue that was not anticipated and it will be interesting to see how the Governor deals with the revenue.
- He will be going up to Sacramento with Superintendent-elect Alyssa Lynch on May 22 and May 29. He said Nancy LaCasse is making appointments with our local representatives, other legislative leaders for an introductory meeting and to do some lobbying as well.

## **XV. BOARD COMMENTS**

#### Member Herrera:

- He wished the best to Superintendent Hay in his retirement.
- He said during his 23 years on the East Side UHSD Board, he had not seen so many resolutions or a protocol to do a roll call vote and he asked the incoming superintendent to review this.

#### Member Canova:

- He noted that Superintendent Hay would be missed and wished him well and he was pleased to hear about the visits to Sacramento.
- He said that Santa Clara USD has been going through a superintendent search and they have selected a finalist to be approved at their May 9 meeting.
- He said he is looking forward to attending part of Superintendent Hay's retirement celebration and looking forward to the opportunity to drive one of the solar cars.

Member Chang:

- She is on Assembly Member Paul Fong's educational roundtable committee and a meeting was held in his office on April 26. She said they discussed funding and the budget at the meeting.
- She hopes the May Revise Budget will be better than previous years for education.
- She will not be able to attend the awards ceremony on May 17 as she will be representing Region 20 to the CSBA Delegate Assembly in Sacramento.
- She did bring up at the meeting with Assembly Member Fong the unintended consequences for MetroED due to LCFF.
- She wished Superintendent Hay the best in his retirement.

Member Dean:

- He wished Superintendent Hay well and thanked him for all of his service to the District. He said he was looking forward to working with Superintendent-elect Lynch.
- He said we have a great program here at MetroED and it serves our students well. He thanked everyone for what they do at MetroED because it is a life-changing experience as the student from MAEP stated earlier. He said you can see the pride in the students for what they are able to accomplish here.

Vice President Bobay:

- He updated the Board on activities in his home district, Milpitas Unified School District. Milpitas High School was selected as a distinguished school.
- Laura Fogel, Principal at Thomas Russell Middle School, is retiring at the end of the school year and Damon James, Weller Elementary School Principal, was selected for the middle school principal.
- He said he will not be able to make the adult education graduation as his home board has a meeting that evening.
- He thanked Superintendent Hay for his service, his friendship, and his time and said all of the good things that have occurred at MetroED are a testament to his career.

President Garcia:

- He said every adult education graduation he has been to at this campus has been moving for him because you can see in every graduate that walks across the stage how this school has made a huge difference in their life.
- He said he hopes that when Superintendent Hay is seating on the bank of the Rogue River fishing he will think about all of the wonderful people he has touched. He said Superintendent Hay has made a difference in so many people and he also said it has been a pleasure working personally with Superintendent Hay and he appreciates the support and advocacy for career technical and adult education he has given over the years. He said he would do his best to continue his advocacy with the new superintendent and board and maintain the excellence Superintendent Hay has provided MetroED.


**XVI. OTHER MEETINGS**

President Garcia: He noted the next regular meeting will be on June 12, 2013 at 7:00 PM with closed session at 6:00 PM if needed.

**XVII. ADJOURNMENT**

**MOTION:** It was moved to adjourn the meeting. M/Herrera, S/Dean; Votes: 6 Ayes, 0 No

President Garcia adjourned the meeting at 8:50 PM.

  
Matthew Dean, Clerk of the Board