

METROPOLITAN EDUCATION DISTRICT  
Board Meeting  
December 14, 2005

MEETING MINUTES

REGULAR MEETING

The open session of the regular meeting of the Governing Board of the Metropolitan Education District was called to order by President Garcia at 4:00 p.m., Room 406 at the Central County Occupational Center, 760 Hillsdale Avenue, San Jose, CA 95136.

CALL TO ORDER

1. ROLL CALL

All Members present, except where noted.

Cynthia Chang, Los Gatos-Saratoga Union High School District  
Ernie Dossa, Santa Clara Unified School District  
Richard Garcia, San Jose Unified School District  
Diane Gordon, Campbell Union High School District  
Marsha Grilli, Milpitas Unified School District  
Craig Mann, East Side Union High School District  
Nicholas Valadao--CCOC Student Board Member  
Minerva Brand--MAEP Student Board Member

2. ADJOURN TO BOARD RETREAT (REGULAR MEETING)

Date: December 14, 2005

Superintendent's Office, Bldg 400

Time: 4:00 p.m.

The state of CCOC and preparing for the future of CCOC

President, Richard Garcia, called the regular session to order at 4:10. All members were present for the retreat.

CCOC Director, John Fox introduced the topics that he would be presenting: The Past History of CCOC; where we are now; and How to prepare for the Future.

John began his presentation with the history of CCOC, how it used to be and how it has changed. He continued with the current state of CCOC and raised questions that need to be considered by the Board and the administration for the future of CCOC.

John posed some questions that need to be addressed: At what grade or age should career technical education begin? How do we make sure that we are selecting the best programs to meet the needs of the students and the future workforce needs?

Garcia: Since there is currently no mechanism within the K-12 system to educate students of career opportunities, how do we at CCOC make sure that the most viable programs are being offered? We cannot totally rely on student input because of their lack of awareness of careers available to them when they enter the workforce.

Hallett: This is a difficult situation to solve, and currently we do survey the students and the districts; look at labor statistics and trends to determine the viable careers.

Fox: One of the techniques we use is to teach to career areas, rather than to specific careers; this provides more options for students when exploring careers and when entering post-secondary and/or the workforce.

Dossa: There are ways of presenting careers available when teaching courses in English, Math, etc. Introducing careers is appropriate to the subject being taught.

Fox: I have noticed when I visit high school career centers that there are banners for colleges, however, no other options are provided for students. It is a well known fact that counselors and teachers target colleges, not careers.

Hallett: That is not to say that college is not important, however, it is not for everyone; in fact, 50% of those entering college drop-out after their first year. Students in college do not see their purpose for being there.

Garcia: How do we begin to make the necessary changes? Schools are pushing college, parents are pushing college, and counselors are pushing college; this is a cultural, global problem.

Hallett: What do we do within this JPA to expose kids to areas they need?

Chang: Perhaps we have an open house for parents.

Hallett: Superintendent Murray used to talk about having an open house for parents on a Saturday.

Fox: One idea that we are hoping to fund through a grant is to sponsor a middle school summer camp during the summer.

Hallett: Should we have a middle school emphasis? We can begin to put this together.

Fox: We could go to the people; even go to shopping centers.

Garcia: If you go to Eastridge, make sure that you also go to Santana Row so that there is no tracking issue that comes up.

Dossa: There seems to be a stigma about kids going to community college instead of 4-year colleges and universities. Maybe we can build a bridge to catch those who do not want to go to college.

Hallett: We need to get the buy-in from the six districts.

Mann: Here again, we need to piggy-back on programs that the districts are already providing (parent days, career days, science fairs, etc.)

Hallett: We can put together a statement or checklist of what we are looking for and pass this on to the districts to support what we have. The Board can take this information to their districts to see what they can do to support.

Garcia: I can engage our Board; since touring CCOC, they are really excited.

Chang: We have a retreat coming up in January and I will present some of the ideas that have been discussed today.

Gordon: I think one of the strongest selling points is with the number of students that CCOC has going to post-secondary, is that CCOC is helping to close the achievement gap.

Garcia: Closing the achievement gap will be an important topic to Board members; this was a topic at the CSBA conference.

Chang: This means that coming to CCOC does not preclude going to college.

Hallett: We will put a defined message together with an analysis of the problem. We can sell options; courses with "A-G like" rigor.  
The retreat adjourned at 5:45 pm.

3. DISCLOSURE OF "CLOSED SESSION" DISCUSSION ITEMS  
All meetings of the Governing Board are open to the general public, with the exception of those items which are specifically exempt under the Ralph M. Brown Act.

3.1 Government Code: 54957.6(f)  
Conference with Labor Negotiator

District Negotiator

- Dan Gilbertson
- Superintendent's Cabinet

Employee Organizations

- AFT
- CSEA
- CTA

3.2 Education Code 35146, 48912 and 48918  
Administrative action regarding student behavior

4. ADJOURN TO CLOSED SESSION  
Time: 6:02 p.m. session adjourned at 6:35.

5. ADJOURN TO RECEPTION FOR MAEP-PROGRAM OF EXCELLENCE FOR HIGH SCHOOL DIPLOMA PROGRAM (REGULAR MEETING)

Date: December 14, 2005  
Time: 6:30 p.m.

Central County Occupational Center  
RM 810

6. REGULAR MEETING (continued)                      LOCATION

The meeting was called to order by President Garcia at 7:07 pm.

7. PLEDGE OF ALLEGIANCE  
Pledge of Allegiance was led by Nicholas Valadao.

8. REPORT OF CLOSED SESSION ACTIONS  
There were no actions taken in closed session to report.

9. ADOPT AGENDA  
The Board needs to consider adding an item to the agenda; Government Code section 54954.2 gives us the authority to add an item to a posted agenda if knowledge of the item became known after the agenda was posted. The item, if approved, will become item 11.2 "Adopt Resolution #03-12-14.05 Amending Resolution #02-08-24-05 Relating to the Authorization to Issue \$1 Million of Qualified Zone Academy Bonds".  
Motion to adopt the amended agenda: Mann                      second: Grilli                      vote: unanimous

10. STUDENT BOARD MEMBERS' REPORTS  
Nicholas Valadao, CCOC representative reported:

- The student council raised \$848.00 for the Hurricane Katrina victims.
- The student council filled 20 barrels of food for the Second Harvest Food Bank; about ½ ton of food.

- CCOC is conducting various tours of classrooms.

Minerva Brand, MAEP representative reported:

- She mentioned that she is honored to be a participant on the Board
- She has visited Del Mar, San Jose and MC to talk to students and has recruited students to be a part of her network.
- Adult students are preparing for the California High School Exit Exam
- MAEP has a tree, (#171) in Christmas in the Park; Board members are welcome to visit. The CalWORKs students made gingerbread ornaments representing the programs and diversity of the MAEP programs.

## **SPECIAL ORDER OF BUSINESS**

### 11.1 California Department of Education

Suzi Glass introduced Gloria Guzman-Walker from the California State Department of Education who presented MAEP with the Program of Excellence Award for the High School Diploma program.

The Program of Excellence is competitive and looking for models to present to other programs. The Program of Excellence has been around since 1996 and only 33 sites have been awarded.

She highlighted areas of excellence that the program was recognized for: Curriculum and Organization; Subject Syllabus; Classroom Discussion with Students; Students are completing their assignments at a rate of 70%; Learner accomplishments; Leadership and Planning.

Superintendent thanked Ms. Walker for making the presentation. Member Garcia also thanked Ms. Walker. He also expressed his appreciation of the MAEP teachers and how much he looked forward each year to the High School Diploma program graduation.

### 11.2 Adopt Resolution #3-12-14-05 Amending Resolution #02-08-24-05 Relating to the Authorization to Issue \$1 Million of Qualified Zone Academy Bonds

Motion to accept the resolution and to take the recommended actions: Dossa Second: Chang  
Vote: Unanimous.

CBO Paul Hay introduced Mr. David Olson of KNN who explained the process and why the resolution needed to be amended.

The Board took the following actions:

1. The item was publicly identified before discussion of the item;
2. The Governing Board voted unanimously to determine that this is an urgency item that requires immediate action, and;
3. Adopted Resolution #03-12-14-05 amending Governing Board Resolution #02-08-24-05 which authorizes issuance and sale of Qualified Zone Academy Bonds in the aggregate principal amount of \$1,000,000 lawful issuance and sale of the Bonds.

## 12. PUBLIC PRESENTATIONS & REPORTS

### 12.1 Public Comments

There were no public comments.

## 13.0 APPROVAL OF MINUTES

13.0.1 Action Item: Approval of Minutes of Regular Board Meeting, November 9, 2005.

Motion to approve the November 9 Minutes: Gordon second: Chang vote:  
Unanimous

#### 14.0 CONSENT CALENDAR

Motion to approve consent calendar: Mann second: Gordon vote: Unanimous

#### The following items were approved on consent:

##### 14.1 BUSINESS AND FINANCIAL FUNCTIONS

14.1.1 November Board Warrant Approval List

14.1.2 Application for One Year Extension Perkins 132 Grant, 2005-06

14.1.3 Stanford Alumni Consulting Team

14.1.4 Accept Donations

14.1.5 Items to be surplusd

##### 14.2 PERSONNEL

14.2.1 Classified Personnel

14.2.2 Administrative Personnel

##### 14.3 INSTRUCTIONAL AND STUDENT FUNCTIONS

14.3.1 Medical Apprenticeship Agreement

14.3.2 Community Classroom Agreements

14.3.3 CCOC New Courses for 2006-07

14.3.4 ROP Satellite Course Certification

##### 15.0 INFORMATION ITEMS

15.0.1 MetroED Investment Portfolio Status as of 9/30/05; Report on Capital Outlay Fund 400 Investments

#### 16.0 ACTION ITEMS AND REPORTS

16.0.1 Action Item: 2005-2006 District-wide Goals Progress Report

Superintendent Hallett noted that this is the mid-year update. The Superintendent meets regularly with the Cabinet to review progress being made on the goals. Assistant Superintendent, Drier presented highlights of accomplishments made to the three district-wide goals.

Motion to approve the District-wide goals Chang second: Gordon vote:

Unanimous

#### 16.1 BOARD AND ADMINISTRATIVE FUNCTIONS

16.1.1 Action Item: January 2006 Board Meeting Date

Motion to approve that the Board approve holding the January Board meeting on the third Wednesday of the month, January 18, 2006, rather than on the second Wednesday, January 11, 2006: Mann second: Grilli vote: Unanimous

#### 16.2 BUSINESS AND FINANCIAL FUNCTIONS

16.2.1 Action Item: 1<sup>st</sup> Interim Financial Report, Fiscal Year 2005-06

CBO Paul Hay gave a Powerpoint presentation of the District's first interim financial report for fiscal year 2005 – 2006. Hay thanked Wendy Zhang for her work in putting the report together. Hay noted that all Members will receive a copy of the Powerpoint presentation.

Motion that the board accept the First Interim Report and instruct the Board President and District to submit a positive certification to the County Superintendent of Schools: Mann second: Gordon vote: Unanimous

16.2.2 Action Item: School Services Legislative Advocacy 2005-06

Motion: Mann second: Dossa vote: Unanimous

Discussion: Member Mann asked if School Services is MetroED's current provider, and are we happy with their services. Superintendent replied "yes" to both.

### 16.3 PERSONNEL FUNCTIONS

### 16.4 INSTRUCTIONAL AND STUDENT FUNCTIONS

### 17.0 EXECUTIVE REPORT/ADMINISTRATIVE REPORTS

Oral Report: Assistant Superintendent Jan Dreier reported to the Board on departmental items of significance:

- The MetroED holiday card was designed by Eric Stevenson, a Del Mar senior in the Graphics Design class.
- The CalWORKs client achievement awards were presented at the County Board of Supervisors, and MetroED CalWORKs was awarded the county community partner of the year.
- START triage training was provided by Dan Gilbertson to district-wide employees
- Save the date for Dr. Willard Daggett who will be speaking at the County Office of Education sometime in the spring.
- San Jose and Los Gatos Rotary is looking for outstanding high school juniors to attend Camp Enterprise, a leadership skills conference. Eight CCOC juniors have filled out applications. Member Garcia asked if the application requires a school transcript. Dreier said she did not see anything on the application that indicated so; however, the school needs to write a letter of recommendation and the student must have parental permission.

Oral Report: Superintendent Tim Hallett presented to the Governing Board on topics not on the agenda.

- Superintendent Hallett passed copies of a thank you note from Superintendent Barbera regarding his visit and tour of CCOC. He also noted that he will recommend that Hallett be a participant on the P-16 committee if our area does receive a grant for a local committee.
- Rich Garcia has been elected to the County Committee on School District Organization
- Several newspaper articles were given to members: a press release on the earthquake drill; South Carolina article regarding CTE; and the Forensic's class headline story.
- The RFP is not out for the \$20million that the Governor has designated for Career Technical Education through the community colleges. We are currently working with Mission College on curriculum and contacted other community colleges in providing opportunities going down to the middle schools. We will continue to pursue these grants in order to get dollars for our students.
- Legislation: Rick Simpson has wording in the bond bill for modernization dollars for ROCPs. He publicly made an announce at a conference and we heard informally today that there may be as much as \$120 million.
- Equalization: The state ROP organization is working on priorities for legislation. Hallett mentioned that he sits on the state legislative committee and they are looking at a piece of legislation to cover this issue. Another issue that is being looked into is the number of adults in ROPs. The Governor's office and the State Department of Education is also looking at the equalization issue.
- Accountability issue has been pushed aside, but this is something that we need to deal with in ROPs.

### 18.0 BOARD COMMENTS

- Mann: Happy holidays to all. He was pleased that he had been reappointed to a two-year term to the MetroED Governing Board.
- Dossa: Merry Christmas to all.

- Chang: Superintendent Ranii will be returning to the District in January in a limited capacity. She thanked Tim for his leadership and thanked the staff for all the work being accomplished. Happy holidays to all.
- Gordon: We appreciate all of the work that is being done. She reported that two of their high schools, Prospect and Del Mar, have been featured in architectural magazines for their science buildings.
- Garcia: He wished all a happy holiday season. Thanked John Fox and Tim Hallett for the Board Retreat discussion; he looks forward to the Members taking the ideas back to their Boards.

19.0 Advanced Planning

20.0 Other Meetings

Regular Meeting, TBA

Closed Session

6:00 p.m.

Open Session

7:00 p.m.

21.0 ADJOURNMENT

Motion to adjourn: Chang  
Meeting adjourned at 8:40 p.m.

Second: Gordon

Vote: Unanimous

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Diane Gordon, Clerk/date