

**METROPOLITAN EDUCATION DISTRICT  
760 Hillsdale Avenue  
San Jose, California 95136**

**April 15, 2015**

**Governing Board Meeting Minutes**

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

The regular meeting of the Governing Board of the Metropolitan Education District was called to order by President Dean at 6:04 PM in Silicon Valley CTE Room 201, auditorium, San Jose, California.

All Members present, except when noted "absent:"

- Daniel Bobay                      Milpitas Unified School District
- Jim Canova                        Santa Clara Unified School District – Absent
- Teresa Castellanos              San Jose Unified School District
- Cynthia Chang                  Los Gatos-Saratoga Union High School District
- Matthew Dean                  Campbell Union High School District
- Lan Nguyen                        East Side Union High School District – Arrived at 6:04 PM

**II. ADOPT CLOSED SESSION AGENDA**

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

**III. PUBLIC COMMENTS REGARDING CLOSED SESSION ITEMS**

President Dean noted there were no public comments regarding Closed Session Items.

**IV. ADJOURN TO CLOSED SESSION**

President Dean adjourned the regular Governing Board Meeting to Closed Session at 6:05 PM.

**V. CALL TO ORDER / REGULAR MEETING  
Reconvene from Closed Session**

The regular meeting of the Governing Board of the Metropolitan Education District reconvened from Closed Session and was called to order by President Dean at 7:15 PM in Silicon Valley CTE Room 201, auditorium, San Jose, California.

All Members present, except when noted "absent:"

- Daniel Bobay                      Milpitas Unified School District
- Jim Canova                        Santa Clara Unified School District
- Teresa Castellanos              San Jose Unified School District
- Cynthia Chang                  Los Gatos-Saratoga Union High School District
- Matthew Dean                  Campbell Union High School District
- Lan Nguyen                        East Side Union High School District

**VI. REPORT OF CLOSED SESSION ACTIONS**

President Dean said the Governing Board took no action in Closed Session, and there was no business to report.

**VII. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by SVCTE Film and Video Student Thanh Nguyen; she attends Evergreen Valley High School.

## VIII. ADOPT AGENDA

**MOTION:** It was moved to approve the agenda as presented. M/Castellanos, S/Nguyen; Vote: 6 Ayes, Bobay, Canova, Castellanos, Chang, Dean, and Nguyen; 0 No

## IX. PUBLIC COMMENTS

President Dean noted there was one member from the public who will comment on Board Item #14, *Approve Resolution #16-04-15-15, National Teacher Appreciation Week, May 4-8, 2015 and California Day of the Teacher, May 13, 2015.*

## X. STUDENT REPORTS

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

Margarita Cortes is an advanced SVAE English Second Language (ESL) student. She said although she was born in the United States, she was raised for most of her life in Mexico. She said this is her first year as a student of SVAE, and she is studying English, typing, and U.S. History. She said she really likes SVAE; the school, teachers, and curriculum are all very good for ESL students. She said she feels very confident when she speaks English, and she loves communicating with people from other countries. She said she wants to obtain her GED and attend a technical college to get a better job. She said because she did not have an opportunity to study in Mexico, she appreciates her education at SVAE and the instructors who teach the students how to speak English. She said she hopes the Board continues the ESL programs at SVAE because they are very helpful to new immigrants.

### B. Silicon Valley Career Technical Education (SVCTE) Students

A group of SVCTE students who participated in the state-level SkillsUSA competition in San Diego and won gold medals presented to the Governing Board: **Kevin Deans**, Construction Technology (Andrew Hill High School); **Emmanuel Lopez**, HVAC (Leigh High School); **Shayan Sadeghian**, Dental Assisting (Los Gatos High School); and **Aster Tseng**, Construction Technology (adult student who graduated from Piedmont Hills High School). **Eric Allustiari**, Truck Mechanics (Santa Teresa High School) and **Ariana Damato**, Dental Assisting (Job Corps) also won gold medals, but were not available to present to the Board. These student and other medalists won Snap-On Tools, and two medalists from Truck Mechanics were awarded scholarships to United Technical Institute (UTI). Mr. Allustiari, received a \$29,500 scholarship to UTI. The students provided testimonials of their experiences in the SkillsUSA Competition and how SVCTE's programs changed their lives by helping them find their passions and acquire valuable employability skills. The high school students were informed of the programs at SVCTE more often by their friends and occasionally by their counselors. Board Clerk Chang requested to have individual press releases for each district to showcase the students' accomplishments. President Dean will provide letters to the SkillsUSA students and their parents, which will highlight the students' achievements. These letters will also boost their portfolios.

## XI. SILICON VALLEY CTE FEATURED PROGRAM

### A. Film / Video Production

Instructor Jon Furtado presented a PowerPoint about his program, Film/Video Production. Three of his students provided testimonials: Josh Fingerhut, adult student; Ruben Campos, Wilson High School; and Thanh Nguyen, Evergreen Valley High School. His other student, Gage Robinson of Broadway High School, recorded this meeting and has recorded previous Governing Board Meetings. As a result of enrolling in the Film/Video Production program, the students have learned and acquired the skills to advance to the next level of their education and will pursue careers in this industry. Mr. Fingerhut will attend Academy of Art University.

Ms. Nguyen has been awarded scholarships and has been accepted to several universities.  
Mr. Campos wants to become a cinematographer.

## **XII. SPECIAL ORDER OF BUSINESS**

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

## **XIII. CONSENT/ACTION CALENDAR (ACTION)**

**MOTION:** It was moved to approve Board Items #1 through #6, #13, and #17 through #20 and the removal of Board Items #7 through #12, and #14 through #16 for further discussion.  
M/Chang, S/Castellanos; Vote: 6 Ayes, Bobay, Canova, Castellanos, Chang, Dean, and Nguyen; 0 No

- \*1. Minutes from the Regular Board Meeting of March 11, 2015
- \*2. Minutes from the Special Board Meeting of March 25, 2015
- \*3. Minutes from the Special Board Meeting of April 1, 2015

### **BUSINESS AND FINANCIAL FUNCTIONS**

- \*4. March Warrants Approval List
- \*5. Donations Offered to District
- \*6. Surplus Items
- \*7. Approve Audit Findings Corrective Action Plans

Board Clerk Chang pulled this Board Item for discussion to bring special attention to it. She said she wanted to acknowledge the corrective action plans being implemented.

**MOTION:** It was moved to approve Audit Findings Corrective Action Plans. M/Chang, S/Castellanos, Vote: 6 Ayes, Bobay, Canova, Castellanos, Chang, Dean, and Nguyen; 0 No

### **PERSONNEL FUNCTIONS**

- \*8. Approve Organization of Staff for 2014-2015

Board Clerk Chang pulled this Board Item for discussion because the MetroED staff made great efforts to make changes to the organization charts, and she welcomed comments from her fellow Board Members. President Dean said he received information at the dais, which further supports the organization charts and tells him whom staff report to. He said he would like additional time to study all information. He said he wants a spreadsheet, which provides more details and a comprehensive perspective of ratios and salaries. He said he wants this Board Item to be brought back at the next Board Meeting.

**MOTION:** Board Item #8 Approve Organization of Staff for 2014-2015 was not approved. It was moved to table Board Item, Approve Organization of Staff for 2014-2015 until the next Board Meeting. M/Nguyen, S/Chang, Vote: 6 Ayes, Bobay, Canova, Castellanos, Chang, Dean, and Nguyen; 0 No

- \*9. Approve Personnel Assignment Orders #2015-11  
President Dean read into the record the following personnel changes:

#### **Administrative**

#### **Correction**

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Position Control #</u>
Susan Glass	Principal, SVAE (Suzi is retiring not resigning as reported last month)	6/30/15	140004

**Temporary Position**

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Position Control #</u>
Anne Welsh-Treglia	Interim Credential Coordinator	April 1, 2015- June 30, 2015	140011

**Classified Positions**

**Short Term**

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Position Control #</u>
Kimberly Hover	Temporary Payroll Specialist	(start) 10/23/14 (end) 5/29/15	152233

**Request for Leave**

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Position Control #</u>
Junjun Candelario	Computer/Network Technician	3/30/15-4/10/15 5/4/15-5/15/15	142209

**Certificated Positions**

**New Hire**

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Position Control #</u>
Reed Shue	Medical Terminology Teacher	3/17/15	1452007

**Temporary Position**

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Position Control #</u>
Kevin Halverson	Teacher SVCTE Legal Careers	3/17/2015	141001

**MOTION:** It was moved to approve Personnel Assignment Orders #2015-11. M/Nguyen, S/Chang, Vote: 6 Ayes, Bobay, Canova, Castellanos, Chang, Dean, and Nguyen; 0 No

- \*10. Approve Central County Occupational Agency Teachers Association (CTA) Sunshine Proposals to Management for 2015-16

President Dean called CTA President Mike Cortese to approach the podium and speak on Board Item #10. Mr. Cortese said he pulled this Board Item because the dates for the Sunshine Proposals were incorrect. The proposals were for current school year 2014-15 and not for 2015-16. He said CTA Membership wanted the dates to be corrected. Mr. Cortese also said the dates for Board Item #11, Approve Manager's Initial Proposal to Central County Occupational Agency Teachers Associations (CTA) Sunshine Proposal for 2015-2016, should be 2014-15. AFT President Kathy Jasper said Board Item #12, Approve Management's Initial Proposal to San Jose Federation of Teachers (AFT) Sunshine Proposal for 2015-2016, should be corrected to 2014-15. She also said the AFT Sunshine Proposal was approved by the Governing Board in the April meeting for school year 2014-15. The Governing Board proceeded to vote on Board Items #10, #11, and #12.

**MOTION:** It was moved to approve Central County Occupational Agency Teachers Association (CTA) Sunshine Proposals to Management for 2015-16 with the correct year of 2014-15. M/Bobay, S/Castellanos, Vote: 6 Ayes, Bobay, Canova, Castellanos, Chang, Dean, and Nguyen; 0 No

- \*11. Approve Manager's Initial Proposal to Central County Occupational Agency Teachers Associations (CTA) Sunshine Proposal for 2015-2016

**MOTION:** It was moved to approve Manager's Initial Proposal to Central County Occupational Agency Teachers Associations (CTA) Sunshine Proposal for 2015-2016 with the correct year of 2014-15. M/Chang, S/Castellanos, Vote: 6 Ayes, Bobay, Canova, Castellanos, Chang, Dean, and Nguyen; 0 No

- \*12. Approve Management's Initial Proposal to San Jose Federation of Teachers (AFT) Sunshine Proposal for 2015-2016

**MOTION:** It was moved to approve Management's Initial Proposal to San Jose Federation of Teachers (AFT) Sunshine Proposal for 2015-2016 with the correct year of 2014-15. M/Nguyen, S/Castellanos, Vote: 6 Ayes, Bobay, Canova, Castellanos, Chang, Dean, and Nguyen; 0 No

- \*13. Resolution #15-04-15-15, Classified Employee Week

- \*14. Approve Resolution #16-04-15-15, National Teacher Appreciation Week, May 4-8, 2015 and California Day of the Teacher, May 13, 2015

President Dean called AFT President Kathy Jasper to approach the podium and speak on Board Item #14. Ms. Jasper's comments included the layoff of half of her AFT members and the perception of spending. She also said the teachers do not feel appreciated.

**MOTION:** It was moved to approve Resolution #16-04-15-15, National Teacher Appreciation Week, May 4-8, 2015 and California Day of the Teacher, May 13, 2015. M/Nguyen, S/Bobay, Vote: 6 Ayes, Bobay, Canova, Castellanos, Chang, Dean, and Nguyen; 0 No

#### **INSTRUCTIONAL AND STUDENT FUNCTIONS**

- \*15. Approve Agreement with County of Santa Clara CalWORKs Program Liaison Services (\$594,145) and Sessions to Enhance Professional Skills (\$319,720)

Board Members Castellanos and Vice President Nguyen recused themselves during the discussion of Board Item #15 Approve Agreement with County of Santa Clara CalWORKs Program Liaison Services (\$594,145) and Sessions to Enhance Professional Skills (\$319,720) and Board Item #16 Approve Agreement to Fund Services for CalWORKs Recipients in the Morgan Hill Unified School District because they are both employees of the County of Santa Clara. They did not participate to avoid a conflict of interest, and exited the Auditorium. Member Canova said each Board Member should consult their district counsel to receive guidance in the event a Board Item poses a conflict of interest and the steps to avoid this. The Governing Board Members proceeded to vote on Board Items #15 and #16.

**MOTION:** It was moved to approve Agreement with County of Santa Clara CalWORKs Program Liaison Services (\$594,145) and Sessions to Enhance Professional Skills (\$319,720). M/Bobay, S/Canova, Vote: 4 Ayes, Bobay, Canova, Chang, and Dean; 2 Abstain, Castellanos and Nguyen; 0 No

- \*16. Approve Agreement to Fund Services for CalWORKs Recipients in the Morgan Hill Unified School District

**MOTION:** It was moved to approve Agreement to Fund Services for CalWORKs Recipients in the Morgan Hill Unified School District. M/Canova, S/Bobay, Vote: 4 Ayes, Bobay, Canova, Chang, and Dean; 2 Abstain, Castellanos and Nguyen; 0 No

- \*17. Community Classroom Agreement with After Hours Health Care

- \*18. Community Classroom Agreements with Truong Mong Hoa, M.D. and Dr. Rekha Manghnani

- \*19. Appointment of Silicon Valley Career Technical Education Employer Advisory Boards

- \*20. Williams Uniform Complaint Procedures Report

#### **XIV. INFORMATION ITEMS/DISCUSSION ITEMS**

21. SVCTE Bell Schedule

President Matthew Dean said the bell schedule matrix should be on the MetroED/SVCTE website as a resource for students. Board Clerk Chang said Los Gatos High School's building tutorial period should be included in the matrix. SVCTE Director Cartan said the blocked schedules of the schools in this area preclude working with SVCTE. She would like SVCTE to be a part of the discussions concerning changes to the bell schedules, and the Board Members could help SVCTE to be included because changes affect access to Career Technical Education (CTE). Member Castellanos asked SVCTE Director Cartan to email the bell scheduled matrix to the Board Members with a brief description.

22. Transportation

SVCTE Assistant Principal Peter Vrabel informed the Governing Board of how bus schedules are determined. He said there is less bussing in the second semester because students are out on their internships. More discussion ensued on the process of planning transportation for students and what to do when the start date for each district is different from the start date of SVCTE.

23. Charter Schools / Private School

Superintendent Lynch said the goal of the chart entitled *Charter / Private / JPA Enrollment* was to inform the Governing Board that we are working on charging students who are out-of-district, the number of students we are serving from charter schools, and we are looking at the number of students coming from private schools. She said it would be prudent for MetroED to collect funds from districts that have their students enrolled in our programs. Discussion ensued.

24. Legislative Update

Superintendent Lynch said there are 12 bills in Sacramento for Career Technical Education and two bills for Adult Education. She said although she knows some bills will pass, we will have to wait for the May Revise to obtain more details.

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#### **XV. ACTION ITEMS AND REPORTS**

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

None.

##### **BUSINESS AND FINANCIAL FUNCTIONS**

None.

##### **PERSONNEL FUNCTIONS**

25. Approve Resolution #17-04-15-15, Resolution for Reduction or Elimination of Classified Workforce

The Governing Board briefly discussed Board Item #25 Approve Resolution #17-04-15-15, Resolution for Reduction or Elimination of Classified Workforce and proceeded to vote.

**MOTION:** It was moved to approve Resolution #17-04-15-15, Resolution for Reduction or Elimination of Classified Workforce. M/Nguyen, S/Bobay, Vote: 6 Ayes, Bobay, Canova, Castellanos, Chang, Dean, and Nguyen; 0 No

## **INSTRUCTIONAL AND STUDENT FUNCTIONS**

None.

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

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

She reported the following:

- International Day with a PowerPoint presentation of the event
- SVAE Adult High School Graduation

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

She reported the following:

- Fashion Show
- Community Colleges coming to SVCTE to proctor tests for high school students
- Prospective students participating in Class Shadow during their districts' spring breaks
- WASC Invitation Flyer
- More information on SkillsUSA state and national competitions, quantified medal winners, and thanked SkillsUSA teachers

#### **3. CBO Marie dela Cruz**

She reported the following:

- Scheduled visits with member-district superintendents and CBOs
- Closing out the Fiscal Year
- Facilities reviewing needs and planning for summer projects

#### **4. MetroED Superintendent Alyssa Lynch**

She reported the following:

- Fashion Show
- Advertisement of Xilinx and MetroED in the Silicon Valley Business Journal
- SVCTE Bus Contest
- Press Releases for SkillsUSA
- Website meeting with member districts
- Article about the SVCTE Car Show (May 1<sup>st</sup>)
- High school students are informed by their friends about SVCTE programs

### **XI. BOARD COMMENTS**

#### **1. Member Castellanos**

Member Castellanos said she attended the San Jose-Evergreen Community College District Chancellor's Breakfast, and Chancellor Rita Cepeda will retire this summer. One of the highlights of the event was the Adult Ed. Consortium and the bridge-building they did at the District. Their model of long-standing relationships and helping students to advance to the next level will hopefully be replicated all across education.

#### **2. Member Bobay**

Member Bobay commented on the SVCTE Fashion Show. His wife won an originally designed denim jacket.

#### **3. Member Canova**

Member Canova said he is looking forward to the SVCTE Car Show.

#### **4. Board Clerk Chang**

Board Clerk Chang discussed the pros and cons of various block schedules.

**5. Vice President Nguyen**

Vice President Nguyen said 'thank you' for displaying the current logo of East Side Union High School District (ESUHSD). ESUHSD has moved to a flexible schedule. The result of this change affected curriculum and graduation requirements. There is a contest running in ESUHSD, which focuses on Vietnam history.

**6. President Dean**

President Dean said he is looking forward to the SVCTE Car Show. He enjoyed seeing the pictures of our students on the buses.

**XVIII. OTHER MEETINGS**

Regular Board Meeting: May 13, 2015

Closed Session

6:00 pm

Open Session

7:00 pm

**XIX. ADJOURNMENT**

President Dean requested a motion to adjourn the meeting at 9:36 PM.

**MOTION:** It was moved to adjourn the meeting. M/Chang, S/Castellanos; Vote: 6 Ayes, Bobay, Canova, Castellanos, Chang, Dean, and Nguyen; 0 No



Cynthia Chang, Clerk of the Board