

METROPOLITAN EDUCATION DISTRICT

Governing Board Meeting Minutes October 8, 2014

I. CALL TO ORDER/ROLL CALL REGULAR MEETING

The regular meeting of the Governing Board of the Metropolitan Education District was called to order by President Bobay at 7:03 p.m., in Silicon Valley CTE Room 201, auditorium, San Jose, California.

All Members present, except when noted "absent:"

Daniel Bobay	Milpitas Unified School District
Jim Canova	Santa Clara Unified School District
Cynthia Chang	Los Gatos-Saratoga Union High School District
Matthew Dean	Campbell Union High School District
Richard Garcia	San Jose Unified School District – arrived at 7:15 PM
Lan Nguyen	East Side Union High School District

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by President Daniel Bobay.

III. ADOPT AGENDA

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

IV. PUBLIC COMMENTS

President Bobay: He noted there were no Public Comments for Board Items, which were not on the agenda.

V. STUDENT REPORTS (5-Minute Limitation)

A. Silicon Valley Career Technical Education (SVCTE) Student

Former SVCTE student, Veronica Bauer, was a graduate of Gunderson High School. Ms. Bauer's father enrolled in the SVCTE, formerly CCOC, course Auto Body from 1988-1989, which inspired her to enroll in Truck Mechanics with Instructor Mike Cortese. She was in the Truck Mechanics class during her junior and senior years. After she graduated from high school, she attended San Joaquin Delta College. She applied for and was accepted into the two-year apprenticeship program at Caterpillar. Upon completion, she earned her Associate of Applied Science Degree (A.A.S.) in Diesel Technology. In 2012, she was laid off from work because of the downturn in the economy. However, she was hired by Monterey-Salinas Transit (MST) to work on their city buses, and she is still employed by the company. She would not have been able to take advantage of the employment opportunities, if she did not enroll in Auto Body at SVCTE. She said the program is amazing especially with the care and guidance of the counselors and Mr. Cortese. Today, she gives back by being involved in the Advisory Meetings. She also assists with the recruitment of students for Truck Mechanics and other SVCTE programs by giving presentations on high school campuses. She informs the students about the importance to do well in their academic classes. What they learn in these classes will impact and enhance what they will learn in their CTE classes. Before she enrolled in Truck Mechanics, her GPA was 1.9. When she graduated from high school and completed the Truck Mechanics course her GPA was 3.8.

B. Silicon Valley Adult Education (SVAE) Student

Current SVAE student, Richard Avila, is enrolled in the Adult Basic Education (ABE) class. He has returned to school after 14 years. He has resumed his education late in his adult life because he loves his children, wants to be a good example to them, and wants to create better opportunities for his family. After only six months of being enrolled in ABE, he has noticed a big improvement in his life. His skills in writing and reading are better. He also reads story books to his children, which they love and enjoy. He works full time as a warehouse manager in Fremont from 8:00 AM-5:00 PM and travels to SVAE to attend his ABE class at night. Because of his busy work and school-week schedule, he only has time to study during the weekend. School has helped him to realize the difference between a job and a career, and he wants to achieve more than his GED. He knows he is far from completing his education, but he looks forward to accomplishing his goals while he is on this long journey.

VI. SILICON VALLEY CTE FEATURED PROGRAM

A. Building Trades and Construction Industry Sector

Silicon Valley CTE's *Building Trades and Construction Industry Sector* presented to the Board. Instructor Jim Falcone of Air Conditioning, Refrigeration & Heating thanked the Board and SVCTE Director Marianne Cartan for the opportunity to present their programs to them. Three students presented their personal experiences to the Governing Board Members.

- **Electrical Maintenance Program:**

Alexis Miranda of Andrew Hill High School is a second-year SVCTE student, and he is currently enrolled in the Electrical Maintenance Program. He enrolled in Carpentry as a first-year SVCTE student in 2013-2014. He said it was a privilege to be a CTE student, and he loves his classes. Both of his teachers, Kurt Cheetsos (Carpentry) and Ray Sugden (Electrical Maintenance), created family-like atmospheres in their classrooms. Mr. Miranda learned how to build good and trustworthy business relationships with customers. He has gained knowledge about building codes and how to properly wire a home. He plans to attend college after high school. He wants to become a carpenter and later, journeyman.

- **Heating, Ventilation, Air Conditioning (HVAC) and Refrigeration:**

Ricky Corralas was a student of SVCTE, formerly CCOC, in 1990. He enrolled in the Graphic Design Class. Upon completing this course he got a job for the San Jose Mercury Newspaper. Recently, due to the decline of the industry, the newspaper downsized its employees. Mr. Corralas was offered a similar job in Concord, but the commute was too far, and he did not want to be away from his family. At 40 years of age, Mr. Corralas returned to SVCTE and enrolled in HVAC with Jim Falcone. He learned the principles of refrigeration and many other employability skills. Within six months of enrolling in this course, he was offered a job for the school district. This opportunity positively changed his life. The work he does for the district is great, and he loves his new job. He has been employed by the district for eight months. Mr. Corralas is very impressed with the rigorous curriculum of HVAC.

- **Carpentry:**

Christian Tapia, senior of Oak Grove High School, enrolled in the Electrical Maintenance Program in 2013-2014. He learned how to wire a house after the Carpentry class built it. Now, he is a carpentry student and has learned how to build a house. He enjoys learning about and using the different tools in Carpentry. He enjoys the bond he has with his classmates and teachers. He also loves working in collaboration with his classmates as a dependable team. He learned about the programs at SVCTE through his cousin who inspired him to enroll in Carpentry and follow his passion. Mr. Tapia was awarded the Leroy Morell Trust Scholarship last year, and he received college credit. He said he loves both programs equally. When asked by Board Member Richard Garcia how we encourage other students to enroll in classes at SVCTE, Mr. Tapia answered, "Inform students they will learn new skills through hands-on training. Use social media such as Facebook and Instagram to

show students what we do here and share other students' success stories. They will be inspired to follow their passion." Other suggestions to reach more students included student-to-student interaction/persuasion and creating program-specific videos.

VII. SPECIAL ORDER OF BUSINESS

None.

VIII. CONSENT/ACTION CALENDAR (ACTION)

MOTION: It was moved to approve consent items #1 through #3, item #5, items #7 through #9; hold items #4 and #6 for discussion. M/Dean, S/Nguyen; Vote: 6 Ayes, Bobay, Canova, Chang, Garcia, Dean, and Nguyen; 0 No

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

BUSINESS AND FINANCIAL FUNCTIONS

- *2. Board Warrant Approval List as presented for September 2014
- *3. Monthly Financial Update for the period ended September 30, 2014
- *4. Approval of Contract with American Fidelity Administrative Services for Worxtime Service

Vice President Dean questioned limited liability. The Agreement is written in such a way which gives the Consultant no liability. He said negligence is on the Consultant. He also questioned the Assignment and Sub-Contracting of the Consultant. He said it is customary to have limitations on the subcontracting. Background information should be obtained on the subcontractor must pass a screening process. Vice President Dean addressed the issue of Intellectual Property. Typically, consultants are hired to produce a work product. They do not retain licenses for patents, which we pay them to develop. He suggested we retain the license to use any intellectual property they develop for our purposes internally.

Member Garcia questioned the issue of Governing Law. He was concerned with the implication of the Agreement being governed by the laws of the State of Oklahoma. Any dispute relating to the subject matter is handled under the exclusive jurisdiction of the appropriate court in Oklahoma City. Member Canova commented the wording may be a template which was developed in the state of origin. Vice President Dean commented that the venue should be in California. Superintendent Lynch will confer with CBO Debbie Fry regarding this subject in question and obtain clarification on the possible implication.

MOTION: M/Dean, S/Nguyen; Vote: 6 Ayes, Bobay, Canova, Chang, Dean, Garcia, and Nguyen; 0 No

- *5. Independent Contractor Agreement with Jason Sholl: \$11,989
- *6. Master Vendor Training Agreement with City of San Jose (work2future)

Member Garcia said the Board has not received an update on the Veterans Career Technical Training Initiative for a very long time. The program was implemented two years ago, and we were not getting a lot of referrals. He said we were not able to find the stream of veterans who can benefit from this program. Superintendent Lynch deferred to SVAE Principal Suzi Glass for more information and included Joyce Veasley, Coordinator of Credentialing Services, as the person whom veterans would contact to enroll in this program. Ms. Glass said there has been no record of veterans applying for this program through SVAE. Member Garcia said there are thousands of veterans coming home who

are having trouble finding housing and work. He wants to know what we can do to assist our veterans through the Veterans Career Technical Training Initiative. Vice President Dean suggested the topic about this program be agendaized for the November Board Meeting to receive an update on this program. Member Garcia wants answers as to the reason we only have two veterans enrolled in this program. Superintendent Lynch said we could advertise this program on the MetroED website and in the upcoming winter/spring mailer for Adult Education.

The Master Vendor Training Agreement with City of San Jose was approved by the Board.

MOTION: M/Garcia, S/Dean; Vote: 6 Ayes, Bobay, Canova, Dean, Chang, Garcia, and Nguyen; 0 No

- *7. Edmentum Contract

PERSONNEL FUNCTIONS

- *8. Personnel Assignment Order #4

INSTRUCTIONAL AND STUDENT FUNCTIONS

- *9. Williams Textbook Report

IX. INFORMATION ITEMS/DISCUSSION ITEMS

10. Contract with ParentLink Notification System

Director of Curriculum and Instruction, Jodi Edwards-Wright presented on the notification system, ParentLink and played videos from the website, which provided information to the Board. Ms. Edwards-Wright included in her presentation the ability for the SVCTE to communicate with parents through texts via ParentLink. The communication would be a wide-spread broadcast. Parents and students may download a smartphone application to access communication and notifications through ParentLink. Jupiter works well with ParentLink, and there are tiers of notification features which may be integrated.

Board Member Chang said she wants this item to be brought back to the November Board Meeting to ratify because the contract was already signed and approved by Superintendent Lynch. Also, because this item was placed under Information Items, it could not be voted for approval by the Board.

11. Technology Standards for Teachers

AFT President Kathy Jasper publicly addressed the subject of requiring PowerPoint to be a part of the interview process of teachers. She said other tools of technology should be allowed during an interview and should not only be limited to using PowerPoint. Ms. Jasper said the job description for a teacher does not include using PowerPoint.

Superintendent Lynch clarified digital literacy should be taught by our instructors. PowerPoint is a basic presentation tool which enables those to demonstrate their teaching skills.

President Bobay said we can require any candidate to use any tool to apply for a job.

Member Garcia said there were separate issues being discussed:

- 1) Requiring the use of PowerPoint for hiring teachers.

2) Can a candidate be asked to show competency and skill-level in PowerPoint?

Further discussion ensued on this subject, which touched on philosophy, ideology, and practicality of teaching through technology.

Member Garcia hoped this subject would have already been resolved by this time. He wants this to be brought back to the November Board Meeting with a report that concerns and differences have been settled between Superintendent Lynch and the teachers.

12. Legislative Update

Superintendent Lynch reported ROP funding will be ending, and we will be seeking funding through consortiums. If we receive a grant for Adult Education, it will not be sustainable. The Budget Perspectives Workshop 2015-16 for the Governor's Budget will hopefully address funding for Adult Education and CTE.

13. History and Future of ROP Funding

Superintendent Lynch discussed a document she created, which provided information on the history and future of ROP funding. This was produced at the request of a JPA superintendent who shared the information with his Board of Trustees. Superintendent Lynch highlighted additional important facts such as the *Largest High School CTE Categorical Program Folded Into New K-12 Funding Formula, Increases High School LCFF Rate, and Recommended Overall Approach to CTE That Focuses on Student Outcomes.*

LCFF Funding includes 2.6% for CTE. In January 2015 the government expects to accelerate district funding, if there is money for ROP/CTE programs.

14. 2014-2015 MetroED Vision and Goals

Superintendent Lynch discussed the 2014-2015 MetroED Vision and Goals graphic, which was in the shape of a house with three "pillars" of accountability for each department and program. The information provided communicates transparency to staff. Member Chang commended Superintendent Lynch for bringing our organization forward, especially with accountability.

15. California School Boards Association Agenda Online

The Board Members discussed the value of CSBA Agenda Online as an electronic Board packet. If MetroED were to use Agenda Online, devices such as iPads, would be provided to the Board Members. Agenda Online would eliminate use of paper and save significant amount of time normally expended in assembling paper Board packets.

Member Chang said Agenda Online does not enable a Board Member to write on the agenda. She said this is what she likes about receiving MetroED's Board Packet. Her district did not provide her an iPad; she uses her own iPad.

The Board would like a presentation on this item in a future Board meeting.

XV. ACTION ITEMS AND REPORTS

BOARD AND ADMINISTRATIVE FUNCTIONS

None.

BUSINESS AND FINANCIAL FUNCTIONS

None.

PERSONNEL FUNCTIONS

None.

INSTRUCTIONAL AND STUDENT FUNCTIONS

None.

XVI. EXECUTIVE REPORT/ADMINISTRATIVE REPORTS

- **SVAE Principal Suzi Glass**
 - IT Department upgraded the memory of the computers in Adult Basic Skills class, GED Preparation, and the Medical Assisting classroom.
 - More computers were added to the ESL lab to accommodate the largest class of ESL students.
 - Food Drive for 2nd Harvest Food Bank; food collection from December 3-17
 - ESL class finished 1st round of EL Civics. This class studied the DMV. There were also verbal assessments.

- **SVCTE Director Marianne Cartan**
 - SVCTE Teachers use an incredible amount of technology: smart phones and iCloud
 - Teachers are continuous learners of technology.
 - Handout of Board Dates of each JPA
 - Strategy: Have each district's CTE students present to their Board of Trustees during Public Comment
 - Thanks to the Board for approving Sara Crowder as new SVCTE Program Coordinator/Assistant Principal
 - Was the Accounting/Financial Services Instructor
 - Will be hiring an interim teacher
 - Interview for new counselor next month
 - Updated UC "a-g" Course Approval list

- **MetroED CBO Debbie Fry – Absent**

- **MetroED Superintendent Alyssa Lynch**
 - Grateful for:
 - 12 teachers that attended Common Core training at SCCOE
 - Stomp Out Bullying campaign
 - Meeting with Senator Beall
 - 25 SVAE staff for attending Snack and Chat Meeting
 - Creating Step Up to STEM Programs in the spring for freshmen and sophomores
 - Three new student success videos coming out in November
 - Sara Crowder, new SVCTE Program Coordinator/Assistant Principal
 - Rich Garcia for including CTE in a work study session
 - Williams Textbook Report (Jodi Edwards-Wright)
 - ParentLink
 - New message for callers to hear while on hold; it provides information about our programs (Bob Beaulieu)
 - Support of JPA Superintendents whom she met with earlier today
 - Quality work we are producing: everyone is working hard
 - Provided an updated handout of *The Board's Responsibilities in Governance*
 - New Websites for MetroED and SVCTE

XVII. BOARD COMMENTS

- **Member Garcia**
He said the new SVCTE banner is great and can be seen clearly when driving southbound on Interstate 87. He had been talking about having a banner for the Center and had wanted this for a long time. He attended a Board Retreat for San Jose Unified School District (SJUSD). He placed our programs on the agenda to inform his fellow Board of Trustees of the crisis we are facing. He wants to get their feedback on how to secure funds in the future and to continue the maintenance of effort. He wants his Board to support MetroED. His Board unanimously agreed to maintain support of the program. He wants students to come speak at the SJUSD Board Meetings. He suggests they focus on the education they received; do not focus on their life issues. Their presentation should follow the theme of being thankful to the Board of Trustees. Students from the five other districts should present to the SJUSD Board of Trustees as well.

- **Member Chang**
She said the Santa Clara County School Boards Association Legislative Brunch will be at SVCTE on March 7, 2015. She wants to market this event. She received an email from CSBA asking the Board Members to request a resolution about the removal of the cap and put it on the reserve. CSBA requested for this be placed on each school district's Board Agenda. She forwarded the email to her Board and forwarded it to Superintendent Lynch. She did not see this presented in either district's Board meeting. She wants this to be on the agenda in November. She said we should support CSBA's position of voting "No" on Proposition 46. If this passes in the November Election, it will adversely affect our school districts.

- **Member Canova**
He said he is grateful for serving on the MetroED Governing Board. The students' presentations were great. It is a pleasure to see how our teachers positively affect our students. He advocated voting "Yes" on Bond Measure H to build on the Agnews property.

- **Board Clerk Nguyen**
There are a lot of things East Side Union High School District is working on: new initiative, white paper, and graduation requirements.

- **Vice President Dean**
He said he is thankful to be part of this team.

- **President Bobay**
He said he has been very busy "canvassing" Milpitas campaigning as a candidate for Mayor of Milpitas. Tomorrow, there will be a forum at City Hall. The race is coming to an end.

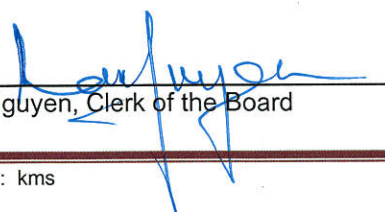
We may or may not have a Closed Session on November 12.

XVIII. OTHER MEETINGS

Regular Meeting, November 12, 2014	Closed Session	6:00 pm
	Open Session	7:00 pm

XIX. ADJOURNMENT

President Bobay adjourned the meeting at 9:50 PM.



Lan Nguyen, Clerk of the Board