

METROPOLITAN EDUCATION DISTRICT

Governing Board Meeting Minutes November 10, 2010

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 Biehl at 6:00 p.m., in CCOC Room 810, San Jose, California.

All Members present, except when noted "absent":

Frank Biehl	East Side Union High School District
Jim Canova	Santa Clara Unified School District
Cynthia Chang	Los Gatos-Saratoga Union High School District
Richard Garcia	San Jose Unified School District
Diane Gordon	Campbell Union High School District
Marsha Grilli	Milpitas Unified School District

II. DISCLOSURE OF "CLOSED SESSION" DISCUSSION ITEMS

- A. Superintendent's Evaluation; Pursuant to Government Code: 54957
- B. Chief Business Officer Contract, Pursuant to Government Code: 54957

III. ADJOURN TO CLOSED SESSION

President Biehl adjourned to closed session noting there were no requests to speak.

IV. CALL TO ORDER/ROLL CALL REGULAR MEETING

The meeting of the Governing Board of the Metropolitan Education District was called to order by President Biehl at 7:00 p.m., in CCOC Room 810, San Jose, California.

V. REPORT OF CLOSED SESSION ACTIONS

President Biehl: He reported there were no actions to report from closed session.

VI. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by President Biehl.

VII. ADOPT AGENDA

Superintendent Hay: He noted Action Item # 14 has been revised and a copy has been provided to the Board. He stated that staff is asking for a Call for Bids rather than authorization for a sole source purchase. There are multiple vendors that can bid on this item.

MOTION: It was moved to adopt the agenda as amended. M/Chang, S/Grilli; Vote: Unanimous

VIII. RECOGNITIONS

A. Acknowledgement of Visitors

Superintendent Hay acknowledged Cari Vaeth, East Side Union High School District, and Nancy LaCasse, the District's Legislative Advocate from School Services of California.

B. Recognition of Individuals who have "Raised the Bar!"

Superintendent Hay presented a group award to Marty Eryavec, Forensic Investigations instructor for the Protective Services Student Conference held on November 3 for the Forensic Investigations and Probation & Legal Careers classes. Mark Adams, Probation & Legal Careers instructor was unable to attend; however, he will be presented with the award as well, at a later meeting.

IX. STUDENT REPORTS

- CCOC Student: Marty Eryavec introduced two students who attended the student conference to share their experiences. First, he introduced Jessica Jimenez from Mr. Adams class and Jenny Gilman from his class.

Jessica Jimenez: She shared it was an all day event and a great experience and she appreciated the opportunity to do something collaboratively with another class. She said the keynote speakers were focused on motivating and inspiring the students. She said it was important to meet people who are focused on their careers and it helped students understand the importance of their education. She shared there was a panel discussion with three probation officers and it was interesting to hear how they came from different backgrounds and decided to pursue a career in probation. She said there was a female officer who shared information and it helped students to know that gender was not a factor in pursuing a career. She said it was a great experience and provided the students the opportunity to network and learn in a non-traditional classroom environment.

Jenny Gilman: She said it was a good conference and it helped the students realize many of the things they had heard about police officers and those in probation are not true. She learned that people in these fields work hard and education was a big part in their success. She said it was a once-in-a-lifetime experience for the students at this age. She said it was an amazing conference and the food was absolutely delicious. She said she learned from the conference not to give up on yourself and achieving your goals; however, she would have liked to have more presenters from the field of forensics at the conference.

- MAEP Student: Suzi Glass, Assistant Principal, introduced Tekeste Habte who attends English as a Second Language class at the MC Village.

Tekeste Habte: He said he came from Ethiopia and did not speak any English. He shared he was not able to go to the store and buy food because he could not communicate with the employees. He thanked his teachers for giving him the opportunity to attend classes and learn to speak English.

X. SPECIAL ORDER OF BUSINESS

None

XI. PUBLIC COMMENTS

President Bieh: He noted there were no requests to speak.

XII. APPROVAL OF MINUTES

MOTION: It was moved to approve the Minutes of Regular Board Meeting of October 13, 2010. M/Garcia, S/Grilli; Vote: Unanimous

XIII. CONSENT CALENDAR

Member Gordon: She asked for clarification from Superintendent Hay on consent items being listed as action items. Superintendent Hay clarified as consent; these items all require action by the Board.

MOTION: It was moved to approve Consent Items *2 through *7 with the removal of item 3 at the request of Superintendent Hay. M/Chang, S/Garcia; Vote: Unanimous

BUSINESS AND FINANCIAL FUNCTIONS

***2. Consent Item: Approve Monthly Warrant Approval List**

The Governing Board approve the following warrant registers: #62008136-#62008161, dated October 4, 2010; #62008162-#62008187, dated October 6, 2010; #62008188-#62008233, dated October 11, 2010; #62008234, dated October 12, 2010; #62008235-#62008264, dated October 13, 2010; #62008265-#62008284, dated October 14, 2010; #62008285-#62008301, dated October 18, 2010; #62008302-#62008327, dated October 20, 2010; #62008328-#62008368, dated October 25, 2010; #62008369-#62008403, dated October 27, 2010; #62008404-#62008438, dated October 28, 2010; #62008439, dated October 29, 2010.

3. Action Item: Accept Donations

Superintendent Hay: The item was removed from consent as the four driving simulators to be used in the Law Enforcement class may not be donated to CCOC. He asked the Board to accept the donations listed except for the driving simulators.

MOTION: It was moved to accept the 101 photographic frames from Peter S. Carter and the 20 lateral file cabinets from Cisco Systems. M/Garcia, S/Grilli; Vote: Unanimous

PERSONNEL FUNCTIONS

***4. Consent Item: Classified Personnel**

The Governing Board approved the one appointment and one classified resignation.

***5. Consent Item: Certificated Personnel**

The Governing Board approved hiring three AFT teachers.

INSTRUCTIONAL AND STUDENT FUNCTIONS

***6. Action Item: Community Classroom Agreements**

The Governing Board approved the agreements with Dr. Sarkis Banipalsin and Dr. Grace Lau-Basista, to provide on-the-job clinical training to Clinical training to CCOC medical students.

***7. Consent Item: ROCP Course Review and Recertification**

The Governing Board reviewed the information regarding the following ROCP courses: Automotive Careers (Year One); Automotive Careers, (Year Two); Multimedia Design 1, 2, 3 (ROP Gunderson, Leland, Lincoln, Pioneer, Willow Glen); Accounting (ROP Prospect); Accounting 1, 2 (ROP Evergreen Valley, Independence); Materials Handler (Job Corps); Material Handler; Baking-Breads, Pastries, Cakes; Cabinetmaking; and approved the courses for ROCP recertification.

XIV. INFORMATION ITEMS

8. Information Item: Annual Legislative Report 2010

Superintendent Hay: He introduced Nancy LaCasse who has been the District's lobbyist from School Services of California (SSC) to provide an update on the legislative activity for 2010.

Nancy LaCasse: She has been representing MetroED in Sacramento for eleven years. She said it has been a rough two to three years for education including restructuring of funding for ROPs, career technical and adult education. She said the first efforts this year were to ensure education was not cut as proposed by the governor in January as well as in the May revised budget. She shared Superintendent Hay met with her and local legislators and other groups and representatives to convince the legislature not to cut public education as deeply as proposed by the governor. She said the budget did not pass for 100 days and includes many deferrals of funding and she will continue to monitor as the new governor is sworn in. She said during the legislative session, she monitored approximately a dozen bills and the details were provided in the legislative end of session report. She said the economy dictated the outcome of the bills and others like AB 2444 were vetoed by the governor. She said MetroED has been in the forefront for JPAs to qualify for facility modernization funds. She said for the future, she will be working on issues relative to what happens after flexibility ends on June 30, 2013. She shared today the Legislative Analyst Office (LAO) came out with projections for the coming year that do not look good. She said they are beginning to get an idea of what the new governor will do when he takes office, including abolishing the Secretary of Education position and he will no longer have an education advisor. The new governor plans to take an active role in education. She said she had not had the opportunity to work with Superintendent Hay regarding the District's legislative priorities for 2011. She said it will be important to wait to find out what the new governor's priorities will be in 2011 and it will most likely be the budget. As of today, the LAO shows there is a \$25 billion shortfall with \$6 million in the current year and the remainder is estimated for 2011-12. She also shared the LAO is estimating that the Proposition 98 guarantee will drop approximately \$2 billion dollars in 2011-12.

Member Chang: She asked with the passage of the proposition to lower from two-thirds to a simple majority for approval of the budget, if Ms. LaCasse had any insight on how this will affect funding.

Nancy LaCasse: She said it was interesting the proposition was funded in part by the California Teachers Association (CTA). It will be helpful in years when there is money for the majority power; however, in difficult times it didn't give the legislators the ability to raise revenues with a majority vote and there were other measures that restrained the legislature even more. She said it is a first step; however, there are two provisions that tie the hands of the legislators. There needs to be a two-thirds vote to increase fees and certain local programs (transportation, redevelopment) cannot be manipulated by the governor in terms of borrowing or taking the funds.

Member Garcia: He said the current governor vetoed several bills regarding linked learning, the graduation requirements and he was supposed to be the career technical education governor. What do we know about the governor elect, Jerry Brown? When he was in Oakland, he took over the schools and was very hands-on there. What do we know based on his track record? He said he wasn't opposed to closing some departments if there are some good things he can back fills them with.

Nancy LaCasse: She said the only thing they know presently is what was in his campaign materials. However, we do know he is very Charter school friendly. He has come out in support of flexibility. She thinks he would recognize the key to getting the economy going

again would be to ensure students are educated and well trained. He has said he probably will not have a chief of staff and his wife will be an advisor.

Member Garcia: He said he watched the evening when the governor elect accepted the nomination and he started (unfocused) rambling and it was of great concern to him.

Vice President Canova: He said it was interesting to hear that Brown would be supportive of Charter schools when he saw several ads where he opposed Charter schools and he asked if it was just false advertising.

Nancy LaCasse: She said he ran the Oakland Charter schools and he has feels he has a background in education due to his prior experience.

Vice President Canova: He said he didn't understand why so many politicians at the state and national level buy into the concept of Charter schools. He did ask if there was anything that could be learned from Brown being governor before.

Superintendent Hay: He said he worked with him in those years in terms of representing an industry sector and he found him to be a very pragmatic governor. He is politically pragmatic and you don't always know where he is going on specific issues. That is both good and bad.

Nancy LaCasse: She said Brown has said that his first job will be to get the economy going again. She said there were two reports that came out from the Public Policy Institute of California (APIC). The reports issued today were about school finance reform and one of the authors was Michael Kirst from Stanford. She said they have heard he was an education advisor to Brown during the campaign. He will not be going to Sacramento; however, it is important to look at that report regarding block grants, basic grants for equalization, and economic impact aid.

President Biehl: He said Mr. Kirst speaks often at Silicon Valley Education Foundation events.

Superintendent Hay: He asked if Ms. LaCasse had any insight on the new superintendent of public instruction, Tom Torlakson.

Nancy LaCasse: She said she has worked with Mr. Torlakson on a number of issues and she believes he will be very supportive of career technical education and particularly in the area of facilities. She said as soon as he is installed as SPI, it will be important to meet with him regarding how we would like to see flexibility in the future and to get some set aside for career tech so this incredible program may continue.

Superintendent Hay: He said as the Board may recall, Senator Torlakson toured MetroED and was scheduled for an hour and spent almost three hours here. He was very impressed and then asked us to put together a video he could use at Senate hearings he was chairing around the state on career technical education. He said Jeff Schmidt, Video Production instructor, put the video together which is on our web site and Senator Torlakson did use it. MetroED does have a relationship with him.

President Biehl: He thanked Ms. LaCasse for the update and asked if there was any other information the superintendent wished to add.

Superintendent Hay: He said staff had planned to bring the legislative priorities to the Board in December; however, since there will be a change in the governor in Sacramento it will be important to get a better understanding of what will happen before bringing the priorities to the Board. He said they are looking at the January or February Board meeting to bring the priorities to the Board for review.

9. **Information Item: CCOC Name Change**

Superintendent Hay: He said this was an update of a process which began in 2007 when the Stanford Alumni Consulting Team (ACT) did a marketing and public relations analysis to assist CCOC to gain more visibility and overcome negative perceptions which existed. There were two specific objectives to provide assistance in determining how to raise visibility of MetroED/CCOC when applying for grants and to determine how to promote reputation as a model for technical education programs for high school students. The number one recommendation ACT made was to change the name of CCOC to better reflect the organization's mission. A process was started in 2007 to look at alternatives; however, the process was put on hold as the California Association of Regional Occupation Centers & Programs (CAROCP) was reviewing the ROCP image statewide including a possible name change. CAROCP went through an 18-month process which also was put on hold due to legislative proposals in Sacramento relating to studies of career technical education and the result was the Multiple Pathways Report. He said it was time to seriously look at changing the name of CCOC. CAROCP is also considering a name change as well as seeking legislation to change ROCP. There are other ROCPs in the state which have already changed their names or are considering a change in the near future. He said staff is not ready to come to the Board with a recommendation; however, Mr. Gilbertson will share the process to date.

Daniel Gilbertson: He said information was sent out to all the stakeholders (students, staff, and Employer Advisory Board members) and we have asked them for their ideas and recommendations. To encourage participation, staff will be providing prizes through a random drawing for ideas submitted. He said he is receiving suggestions now which will be taken to the JPA Instructional Council as well as Cabinet prior to bringing suggestions to the Board for final review and a decision.

Member Garcia: He said he had concerns regarding a name change. He said he was not sure a name change would produce the results the District is looking for at this time. He agreed it may not be the easiest name to remember and many people do not know what CCOC stands for. He said one of the biggest obstacles for students attending classes at CCOC are the parents. He has experienced in his own practice students being excited about the opportunity to attend classes at CCOC to become a firefighter or go into Culinary Arts. It is the parents that discourage the students because they want their child to go to college. He said he didn't think it was about encouraging students to come here; it is how to overcome the biggest obstacle of the parents wanting their child to go to college and it being the only option. He said he wasn't sure a name change would overcome the obstacle. He said we know the reasons why we are looking for a new name (cumbersome, suggests vocation versus a career) and then we are just throwing it open to what sounds well. He said if we are going to move forward with a name change, we need to look at why we are changing the name and look at the facts that would make a name more positive. He said the other concern is the costs. He asked what the costs would be for a name change for stationary, business cards, etc. He said considering we may lay off staff and are making cuts in programs; he asked if this was the time for the District to start thinking of expenditures for stationary, etc. He said he was not inclined to move forward at this time; however, if there were funds, he would want to sit down and work with those who know marketing. He said he didn't support the name change at this time.

Member Chang: She said that she agreed with the comments from Member Garcia.

President Biehl: He said his background and experience has been in marketing; successfully taking a company from \$150,000 a year in sales to \$21 million in twelve years without any outside funding. He said when he first became involved in education it took him two years to figure out what CCOC meant and what it was about. He said there is a tendency to use acronyms and it becomes a secret language everyone uses. He said a most effective name

cannot be an acronym; however, if an acronym is used, it needs to make some sense to what you are trying to accomplish. He said it has already been three years and he understands it takes approximately eleven years to make a change in education. He said when he explains what we do at CCOC, people say it is exciting and he said he is very proud of what we do here and he would like to be open to considering a name change. He said Member Garcia made a good point regarding the process and criteria needs to be developed determining what we are trying to describe and what we are trying to accomplish with the name change. He said if we could come to agreement on what criteria we are trying to accomplish, the criteria could be measured against the current name as well as any future suggested name change. He said he was cautious about having a committee decide a name change that may be more cumbersome than what is already in place. He said he is open to working on a name change; however, he recognizes it may be one of the most difficult decision areas the Board may have. He said his direction to staff is to take it further and bring back more structure and get criteria from the Board for selecting a name. He shared in working on a logo project through the school boards association, everyone wanted to design a logo but there was no thought on what the purpose was for the logo. He said what is the purpose of the name, what is it supposed to represent, and why is a name change being considered. He said if there could be agreement on this, not just from the Board, but from the constituency groups (partners/stakeholders), it would take us to the next steps.

Member Garcia: He said President Biehl captured his concerns and he would be willing to proceed based on his comments and direction. He said this did not deal with the issues of cost and he still had concerns and this information could come back as well.

President Biehl: He said it was a legitimate questions and it would need to be weighed against the lost opportunity costs. How much does it cost by not drawing enough students, by not getting funds at the state level due to an image issue. He said it was something which needed to be reviewed.

Vice President Canova: He said there were valid concerns regarding costs and he agreed with President Biehl on the marketing perspective. He said education does have an abundance of acronyms and he didn't see just changing letterhead from ROP to CTE would electrify the impact on the surrounding community. He said he would support something if it had to be an acronym it needed to be well thought out and something people would remember and makes sense for what is done at CCOC. He said he agreed the programs at CCOC were great and he understood there are parents that see this option as a way to take their child away from the path to college and it could not be further from the truth. He said the skills many of the students acquire at CCOC will assist them throughout their career and if learning is life-long, these skills provide a skill and a career to assist as they move through their educational pursuits. He said he felt it was wrong for people in the community to believe there has to be a choice between college or careers when they can be linked and complement each other.

Member Chang: She said she appreciated the comments stated by President Biehl and it needs to be a thoughtful process. She said in terms of marketing, she said MetroED is doing a good job and receives MetroED News on a regular basis. She said when she first became a representative to the MetroED Board she was confused regarding MetroED, CCOC, etc. until she started reading the information. She said it can be hard to understand. She mentioned on MetroED News, in small print it indicated CCOC and she suggested having larger print in the next issue and share information as a starting point to get people to understand CCOC and adult education.

President Biehl: He said MetroED is an acronym that creates a vision and makes some sense. He said he questioned why we never tell anyone what CCOC means. Why do we use initials? He said the District is not Kentucky Fried Chicken. He said the average person in the field we may be trying to market to (like parents at a school), we could use the name as opposed to the initials.

Member Gordon: She said that cost is a concern to her as well. She said there could be an opportunity cost to not changing the name and there will also be a cost to change the name. She said a lot of time has been spent on educating the community about what MetroED is about and if the name is changed, there will be people asking what happened to CCOC. She said she was not opposed to moving forward; however, it would need to be a home run name for her to support the costs and the opportunity of changing the name.

President Biehl: He said he would like to know what the costs would be for letterhead and other printed materials and how it would be phased in. He said he agreed with Member Gordon there would be a cost on educating people about a change.

Superintendent Hay: He said the buzz word in this country and state is CTE, career technical education or career and technical education. He said the debate that is going on within CAROCP, for example, has to do with concerns about blurring the lines between vocational programs and CTE programs that are less vigorous than a vocational (ROP) program. He said if that blurs, there is always the possibility someone will come along and say it is all CTE and there is no need to separate the funding and maintain your quality standards for vocational education. He said there is a debate going on and it will be discussed at the CAROCP conference next week. He said staff is not ready to come back with a recommendation at this point; however, when it comes back staff will include costs and pursue a thoughtful, organized process.

President Biehl: He said he believed the discussion had been useful in terms of getting early feedback from the Board and it will help guide staff during the process.

10. Information Item: San Jose Unified District Review of Adult Education

Superintendent Hay: He said he had sent out an advisory number three to adult education staff and partners with a copy to the Board as well as the SJUSD Board and administration. He shared there is a response on the back of the document from SJUSD Board President, Veronica Lewis thanking MetroED staff for attending their meeting last night and sharing information. He did share a copy of the resource booklet on Metropolitan Adult Education Program (MAEP) with the SJUSD Board and administration and provided a copy to the MetroED Board. He said there is a section in the booklet with copies of letters from MetroED/MAEP partners which were sent to the SJUSD Board. He also shared with the Board the draft blueprint for transformation of adult education in California. The draft provides a picture of the future for the districts that currently have an adult education program and it talks about what adult education may look like after flexibility ends on June 30, 2013. The draft has been sent out for comment; however, it is suggesting there be eight regions in the state and adult education would be administered by the regions and not local school districts.

He said staff will be meeting with SJUSD administration regarding details on the information presented last night at their board meeting. He said their administration is not ready to make a recommendation to the SJUSD Board and the recommendation could be one of five options.

Member Garcia: He said Superintendent Hay made a great presentation at the SJUSD Board meeting last night and he wanted to thank all of the staff and students who attended. He said they were all very respectful and they did fill the room and he felt the SJUSD Board and superintendent were very impressed. He said SJUSD has a new superintendent and it was good for him to see who the constituents are. He said he tries to do his best to keep the SJUSD Board abreast of the CCOC and adult education programs, he said last night they received a very good education on the adult education program. He said the information presented was excellent and the item was on as an informational item for the SJUSD Board to look at the issue. He said SJUSD CBO Ann Jones was the lead on why the adult education funds were being looked at as a financial option. He said the item allowed the SJUSD Board to ask questions and provide direction to their staff as well as additional information needed.

He said SJUSD administration was listening to comments from the board members on how they feel about the adult education program. He said SJUSD was in the early stages of the review and there have been no discussions in closed session or among individual board members. He said the SJUSD superintendent has been open with him about reviewing the program with the board and he asked last night at the meeting what the process would be at this point. He said his superintendent said he will take the concerns of the board and get the information requested to answer their questions and they would come back to the SJUSD Board with a recommendation after meeting with Superintendent Hay. He said there were three board members that spoke very highly of the adult education program, including him, and the only comment was from one member who said SJUSD was a K-12 district. He said that is SJUSD's priority and he doesn't have a sense the board member has taken a position but he did remind the board one of the district's goals is the belief that we are all life-long learners in the SJUSD and how important it is for our parents to be educated, to be good citizens, and they are our students. He said he feels the process will be a good one.

President Biehl: He commented that he believed Superintendent Hay should be sure SJUSD administration is apprised of the certain technical issues related to some of the options they are considering.

XV. ACTION ITEMS AND REPORTS

BOARD AND ADMINISTRATIVE FUNCTIONS

11. Action Item: MetroED Nomination for CSBA Delegate Assembly

President Biehl: He said it is the opportunity for the MetroED Board as a member of the California School Boards Association to nominate a member from any other active school district to be nominated to run for delegate assembly. He said the Board could take action this evening or at the next meeting in December and still meet the deadline of January 7, 2011.

Member Chang: She said in our region, there are five incumbents that are running for delegate assembly and she did not know if they were interested in continuing.

President Biehl: He said they would need to be re-nominated if they wished to continue on the delegate assembly.

Superintendent Hay: He read the names of the delegates whose terms would be up in 2011 and noted they would need to be re-nominated if they choose to run.

President Biehl: He said school board members are usually re-nominated by their respective boards. He said he would carry the item over to the December meeting to see if any of the board members had anyone to nominate at that time. There was consensus to continue the item.

BUSINESS AND FINANCIAL FUNCTIONS

12. Action Item: Monthly Budget Update

Dan Gilbertson: He said an important part of the monthly update is the public review of the changes taking place with the passing of the state budget. He said at MetroED there was a nominal change due to a negative COLA that had been projected; however, it did not go through. He said there was a small increase of apportionment for ROCP of \$40,000 and \$20,000 for adult education.

MOTION: It was moved the Governing Board approve the budget changes included in the Monthly Budget Update for the period ended 10/31/10. M/Chang, S/Gordon; Vote: Unanimous

13. **Action Item: Increase General Fund and Adult Education Fund Reserves for Cash Flow from 10% to 15%**

Dan Gilbertson: He said due to how the state is deferring apportionments to MetroED until after the budget passes, it creates cash flow problems for MetroED as well as all districts in the state. The District has had a basic 10% reserve to cover approximately two months to pay salaries and vendors. He said that, due to the deferrals and late state budgets (this last one was 100 days late), staff is recommending increasing the reserves to 15% to cover employee payrolls and payables for 90 days.

President Bieh: He asked if this change was for the next budget year.

Superintendent Hay: He said it was for the current budget year and if approved would become effective immediately. It also includes a change to the Budget Development Guidelines for next year's budget.

President Bieh: He asked where the funds were coming from for this year's budget to increase the reserves.

Dan Gilbertson: He said the District has had reserves in a category called "contingency for state deficit" and it would be where the funding would come from. He said the contingency for state deficit is not a formal reserve and this action would make it part of the Board's policy reserves.

Member Chang: She said she understands it would be from one earmarked fund to another earmarked fund with no impacts to the expenditures.

President Bieh: He said that is a good question and answer. He said his superintendent at ESUHSD asked where the money would come from; would it come from the excess property tax distribution and the answer would be no. He said there has been discussion during the budget process and with the uncertainty of the state budget; this action just formalizes the reserve.

Dan Gilbertson: He said that was correct and it is noted on page 3 of the budget update.

Member Chang: She noted the balance is shrinking.

Dan Gilbertson: He said it was decreasing; however, if approved it will be protected.

Superintendent Hay: He shared with the Board information that was just received that the state budget may have the most impact on credit ratings for school districts as forecasted by Moody's Investment Services.

MOTION: It was moved to revise Budget Guidelines to increase reserves for cash flow from 10% to 15% for MetroED General Adult Education Funds for both 2010-11 and 2011-12. M/Gordon, S/Chang; Vote: Unanimous

14. **Action Item: Authorization to Bid a Purchase of Peterbilt PX-8 Truck**

Dan Gilbertson: He said this item was originally a sole source purchase; however, there are other bid opportunities the District can pursue. The item is still for the purchase of a truck for the automotive program. He said MetroED has the opportunity to use Proposition 1D grants to purchase equipment as well as to modernize the buildings.

MOTION: It was moved to authorize the Superintendent to call for bids for the procurement of one Peterbilt PX-8 truck. M/Chang, S/Garcia; Vote: Unanimous

15. **Action Item: Authorization to Bid a Purchase of Automatic Transmission Dynamometer**

Dan Gilbertson: He said this is to purchase a dynamometer to check on transmissions to ensure they are running and can be tested.

MOTION: It was moved to authorize the Superintendent to call for bids for the procurement of one 40-hp Automatic Transmission Dynamometer. M/Gordon, S/Chang; Vote: Unanimous

PERSONNEL FUNCTIONS

16. **Action Item: Renew Agreement between MetroED and Daniel Gilbertson as Chief Business Officer**

Superintendent Hay: He said on March 10, 2010, the Board approved an agreement with Mr. Gilbertson as the Chief Business Officer. He said the agreement allows for an extension of term for one, two, or three years at the Board's discretion upon a satisfactory evaluation by the superintendent. He said the evaluation had been completed and was better than satisfactory and he was recommending a two year term with the agreement of Mr. Gilbertson.

Member Gordon: She said that she wanted to make sure it was understood that by extending the agreement, there were no other changes in the contract and asked the superintendent if that was correct.

Superintendent Hay: He said that was correct and there were no other changes to the contract and all the other terms of the contract were the same.

President Biehl: He said if the motion is passed, there are three sets of the agreement that will require each board member's signature on each copy.

MOTION: It was moved to approve the agreement between MetroED and Daniel Gilbertson as Chief Business Officer. M/Garcia, S/Grilli; Vote: Unanimous

17. **Action Item: Employee Benefits Cap Increase for 2010-2011**

Dan Gilbertson: He said in the CSEA contract, there is an article regarding change in benefits. There was a change in the medical plan this year due to Kaiser determining that MetroED was a separate entity from San Jose Unified School District, and rating our group separately. Because of this, the MetroED rate increase to employee caps exceeded the San Jose USD increase by \$681.48 annually per full-time employee. CSEA filed a grievance claiming that the increase to CSEA employee contribution rates should be no greater than the San Jose increase. It went through the grievance process and at Step 3 (Superintendent), it was agreed MetroED would cover the difference between the SJUSD rate and the new rate for MetroED. He said administration then looked at how other groups were being treated and the district's philosophy that all employees should be treated in a similar way regarding benefits. Administration is recommending the same benefit be provided to all district represented and unrepresented employees. Side letters have been agreed upon with the CTA and AFT bargaining groups, pending Board approval.

President Biehl: He said he felt it was the appropriate action to take to support all the groups equally.

MOTION: It was moved to approve increasing the employee benefits CAP for the 2010-11 school year by \$681.48 per full-time employee. M/Gordon, S/Chang; Vote: Unanimous

XVI. EXECUTIVE REPORT/ADMINISTRATIVE REPORTS

CCOC Director John Fox:

- Mike Cortese, Diesel and Trucks instructor and Skills USA sponsor reported there are 85 students and 12 instructors signed up to participate in the Skills USA competitions for this school year. The 12 instructors will serve as advisors for their students and assist in preparing the students for events and supervising them. According to Mike this is the largest membership ever as students from Medical, Dental, and Precision Machining will have students competing this year as well.
- Also, CCOC will host over 10 Regional competitive events on Saturday, January 29.
- Justin Locketz, Computer Technology instructor announced Hitachi executives visited his classroom. The executives met with his students in round table discussions with 10 students in each group. Business expectations and requirements were discussed providing a real world connection for the students.
- Since the October Board meeting, CCOC has hosted two additional student conferences. Protective Services were divided into two groups: Probation and Legal Careers and Forensics in one (Mr. Mark Adams, and Marty Eryavec) and Law Enforcement and Fire Science/First Responder (Rico Sciaky, Phil Gonzales, and Oscar Tovar). Several students shared this was their best day ever at school.....since a large part of this is for the purpose of marketing and recruitment we were happy to hear this.
- Along with the students in the various sectors having a real world experience the students in Baking and Catering and Culinary Arts are having a very real experience as well. The two classes prepared the conference room (The Hub), prepared the food for breakfast, snack, and lunch as well as cleaned up after each meal. This was done while maintaining a break schedule for the school by using one of the classrooms and making use of our tables in the hallway areas. It was very impressive under the supervision of Jan and Nancy Joseph, the instructors.
- On November 1, De Anza College visited CCOC for the purpose of strengthening relations between teachers at De Anza and CCOC and provide articulation agreements. The De Anza delegation was made up of department chairs, vice presidents, directors and other dignitaries. Once again the Culinary Arts and Baking & Catering classes provided a lunch for our guests.
- Over 600 students took the ASVAB (Armed Services Vocational Aptitude Battery test) for career exploration in the past few weeks. Students from 21 of our programs took advantage of this opportunity.
- Two CCOC students were selected to attend Junior Achievement Social Innovation Camp held at Hewlett Packard in Palo Alto. The one-day camp will be held on November 16 where students work to find solutions for a social hypothetical problem.
- The ACE Mentor Program started its partnership with CCOC. Students from five programs have been invited to join the ACE Mentor Program with scholarship opportunities, job shadow, internships, and field trips.
- CCOC continues the strong relationship that we have with our community colleges. College representatives from our six local colleges will visit more than 40 times during this school year.
- He wished the Board a Happy Thanksgiving from staff.

MAEP Director Sylvia Karp:

- She asked Member Garcia to thank the SJUSD Board for the courtesy they extended to the MAEP staff and students at their board meeting yesterday and the opportunity for MAEP to tell its story.
- There are 100 students at the Erikson Adult Education site this evening that are in the adult high school diploma program taking their math and English CAHSEE exams.
- The Erikson site has also opened an additional Adult Basic Education (ABE) class due to a very long waiting list. She said during times of economic downturn, more people want to go back to school to increase their skills. These students are looking to improve their

chances for jobs when the economy improves or to move on to the high school diploma program.

- For the sixth consecutive year, CalWORKs and STEPS are sponsoring a tree for Christmas in the Park in downtown San Jose. This year the theme is "Don't Stop Believing" and the ornaments will feature the programs including getting their high school diploma or GED certificate and learning English and it will also be celebrating the incredible success of the San Francisco Giants. The Giants this year made many people optimistic about being successful against all odds. The tree will be decorated on November 16 and will be on display until January 2, 2011.
- She said the 50+ Program Santa Clara County History class took a field trip to the Burnell Ranch. The students have been concentrating on pioneer families in the county and enjoyed the experience at the ranch located in Santa Teresa Park.
- She wished the Board a Happy Thanksgiving from staff.

CBO Gilbertson:

- He thanked the Board on behalf of the employees for their support for adjusting the benefits cap for this year. He said like most of the districts, MetroED employees have not received a raise in three years and with the increase in benefit costs each year, it means fewer dollars going home. He said the action taken this evening will be about \$680 per year for a full-time employee and he knows the employees appreciate that.
- He said he wanted to express his personal appreciation to both the superintendent and the Board for the contract term. He said he feels very proud to be working at this outstanding organization and he could not continue as CBO without the support of the Board and he appreciates continuing what needs to be done and being a part of it.

Superintendent Hay:

- He said the Santa Clara County Office of Education held their 2nd CTE conference on October 29. He said this year's conference was very good and he provided a copy of the conference brochure and other materials. He also provided a quick guide to what CTE means and phrases related to CTE from the conference.
- He attended the conference as well as CCOC Director John Fox, CCOC Program Representative Seda Otto, MAEP Assistant Principal Suzi Glass, MAEP Office Skills Instructor Julie Colglazier, and CCOC instructors Mark Adams, Marty Eryavec, Mike Cortese, and Jeff Schmidt. Mr. Schmidt conducted a breakout session entitled: Video Production in Every Subject, Every Day to Improve Achievement.
- He said next week he would be attending the CALCP/CAROCPC conference from November 16-19. Also attending will be Board Member Garcia, CCOC instructors Jeff Schmidt, Alice Rodriguez, Rico Sciaky, and Assistant Principal Sylvia Evans. The CCOC instructors' attendance is being paid for by a Tech Prep Grant.

XVII. BOARD COMMENTS

Member Gordon

- She said she would like to start with the benefits Cap increase. She said it was one of the few things she has enjoyed doing in quite a long time and based on the contract we owed it and the employees deserved it and she was happy to be able to do it.
- She said the governor elect was discussed earlier and she wanted to share when he was previously governor, he travelled to the beat of a different drum. He was called Governor Moonbeam because he wanted to purchase satellites for communication so the state would control their communication costs and generate revenue. He was also called Don Quixote because he was promoting solar and wind power and also when he was running against President Carter, he offered a constitutional congress to balance the federal budget. She said he can be a man of vision and does show his frugality which probably comes from his Jesuit background and working with Mother Theresa in Calcutta. She did say it is a different world from when he was governor before and she hopes that he can bring people together this time for the state.

- She said Campbell Union HSD was advised today that their bond rating has gone up and they will be able to do more with their money and projects.

Member Garcia

- He said he again wanted to thank everyone that attended his SJUSD board meeting last night and for the information that was provided. He said everyone did a great job and the board members had a real sense of what the adult education program does for their community. He hadn't mentioned earlier that the parents and adults who came and spoke, as they have done at these board meetings, they were passionate about their experiences here at MetroED and that really came through last night. He said if there was anything that really stuck with the board last night, it wasn't the charts, the PowerPoint, or letters of support, it was the parents who came and spoke from their heart. He shared that one lady had written a sign with her son's help and walked up and down in front of the Board and asked them to please continue to help her learn English. He said she was so wonderful and we could tell she really appreciated what the school had provided her and she was going to become a better citizen. He said that really resonated and he asked MAEP to thank the parents and students who came because they were heard loud and clear.

Member Grilli

- She wanted to congratulate Cynthia Chang and Frank Biehl on their re-elections to their boards in the November 2 election.

Member Chang:

- She said that she was very happy to be re-elected.
- She will make a request to continue as the representative to the MetroED Board as her term is up this year.

Vice President Canova:

- He thanked Member Gordon for the information on Jerry Brown. He said this election cycle was quite interesting with the amount of money that was spent. He said with Jerry Brown being in his early 70's he may do some good for the state before he retires.

President Biehl:

- He thanked the staff, the superintendent, and the directors for all of their support. He said MetroED is a great organization to be a part of and he hopes he will be able to continue for one more year and he is looking forward to the year.

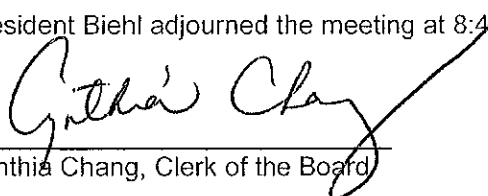
XVIII. OTHER MEETINGS

Regular Meeting, December 8, 2010	Closed Session	6:00 pm
	Open Session	7:00 pm

XIX. ADJOURNMENT

MOTION: It was moved to adjourn the meeting. M/Gordon, S/Chang; Vote: Unanimous

President Biehl adjourned the meeting at 8:40 p.m.


 Cynthia Chang, Clerk of the Board