

METROPOLITAN EDUCATION DISTRICT

Governing Board Meeting Minutes
April 9, 2008

I. CALL TO ORDER/ROLL CALL

The open session of the regular meeting of the Governing Board of the Metropolitan Education District was called to order by Vice President Dossa at 6:00 p.m., Room 810 at the Central County Occupational Center, 760 Hillsdale Avenue, San Jose, CA 95136.

All Members present, except when noted "absent:

Frank Biehl	East Side Union High School District
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 (Absent)
Marsha Grilli	Milpitas Unified School District

II. DISCLOSURE OF "CLOSED SESSION" DISCUSSION ITEMS

Items to be discussed in closed session are disclosed on the Board meeting agenda.

III. PUBLIC COMMENTS REGARDING CLOSED SESSION ITEMS

None

IV. ADJOURN TO CLOSED SESSION

Board adjourned to closed session in Room 810 at 6:05 p.m.

V. REGULAR MEETING (continued)

Regular session of the Board meeting reconvened in the CCOC Auditorium at 7:05 p.m.

VI. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Vice President Dossa.

VII. REPORT OF CLOSED SESSION ACTIONS

Vice President Dossa reported the Board took no action in Closed Session.

VIII. ADOPT AGENDA

MOTION: It was moved to adopt the agenda as submitted.
M/Chang, S/Biehl, Vote: 5 Ayes, 1 Absent

IX. RECOGNITIONS

A. Acknowledgement of Visitors – Vice President Dossa introduced Pam Parker, Board President, Campbell Union High School District who was present. Vice President Dossa also announced the board meeting was being taped this evening. Superintendent Hay announced there is a new sound system and microphones. Member Biehl recognized Bob Nunez, Superintendent East Side Union High School District who was present.

B. Acknowledgement of Honors and Awards

- Recognition of Individuals who have "Raised the Bar!" Superintendent Hay recognized the following individuals "For outstanding performance by going above and beyond to contribute to the betterment of MetroED, its students and programs!"
 - Mery Cheung, IT Network Specialist

- Michelle Alaimo, Communications Specialist, Superintendents Office
 - Kirti Venkatasawmy, Instructor, ESL Listening & Speaking Class, San Jose Center
 - Jan Joseph, CCOC Baking & Catering Instructor
 - Christine Smith, CCOC Veterinarian Assistant Instructor
 - Collette Betters, CCOC Health Occupations Instructor
 - Phil Gonzalez, CCOC Fire Science/EMT Instructor
- Superintendent Hay presented each individual with a certificate and a “MetroED I’ve Raised the Bar” lapel pin. Phil Gonzalez was presented with a framed photo collage of the Fire Science/EMT Dedication ceremony, a framed picture of Congressman Mike Honda with students as well as the congressional commendation from Honda framed for Phil Gonzalez and Oscar Tovar’s classroom.

X. STUDENT REPORTS

- A. CCOC Director John Fox introduced students from Mr. Schmidt’s Video Production class. Chris Fox and Briana Wallace shared their class is working on a math video explaining the limits of Calculus and other areas. The video will be completed with sound by the end of the week and then will be sent to Wilcox High School to be translated into Japanese. The video will be sent to Japan to allow students to compare the differences in math applications between the two countries. Member Chang asked how the students picked this particular project. Brianna shared their teacher said it would be challenging and look good on their resumes. She also said the project has been a lot of fun. Vice President Dossa shared Santa Clara Unified has a sister city relationship with Japan and employees and board members have visited. It is a good project to work with Wilcox.
- B. Suzi Glass, MAEP Assistant Principal, introduced Cynthia Frease, who is attending classes at the Erikson Center. Cindy shared that the Erikson Center is one of the best things that has happen to her. She started in the Bridge class last September and it is a true bridge to job readiness for students. Cindy then went into a GED preparation class and completed the five tests to get her GED in December with a score of 3090 and will be honored by the state for the high score. Cindy began the Office Skills class in November and will be taking the exercise to be a substitute for MetroED at Erikson. Cindy shared she attended CCOC classes during her high school years as well as adult education classes at night. Cindy said she was not as successful during those years but has found the instructors and staff at Erikson to be very supportive and made a difference in her life. Vice President Dossa commented on Cindy’s successes and to keep reaching for her goals.

XI. SPECIAL ORDER OF BUSINESS
None

XII. PUBLIC PRESENTATIONS & REPORTS

- A. Public Comments
Barbara Barfield, CSEA Chapter President. Ms. Barfield commented that she wanted to speak at the last meeting regarding Resolution 08-03-12-08 but was unable to stay. She suggested if there is only one speaker on an item, they be allowed to speak at the beginning of the meeting. Ms. Barfield understood the Board made their decision on classified layoffs at the last meeting based on a report from School Services that neither the Board nor she has seen. She would like to see it as soon as it is available. Classified staff layoffs affected 5 employees and 1 in December, and 2 positions this evening, for a total of 8 and asked the Board to look at administrative positions. The major loss has been in the IT Department and she expressed these employees were really needed and could the Board look at other positions.

XIII. APPROVAL OF MINUTES

1. **MOTION:** Approval of Minutes of Regular Board Meeting, March 12, 2008.
M/García, S/Grilli, Vote: 5 Ayes, 1 Absent

XIV. CONSENT CALENDAR

MOTION: Approve Consent Items *2 through *9. M/Biehl, S/Garcia, Vote: 5 Ayes, 1 Absent

BUSINESS AND FINANCIAL FUNCTIONS

***2. Consent Item: Approve March Warrant Approval List (Wendy Zhang)**

Recommendation: That the Governing Board approves the following warrant registers:
#20136566-#20136604, dated March 4, 2008; #20138368-#20138406, dated March 7, 2008;
#20140141-#20140182, dated March 12, 2008; #20140595-#20141641, dated March 17, 2008;
#20143467-#20143517, dated March 20, 2008; #20145517-#20145561, dated March 26, 2008;
#20146386-#20146452, dated March 28, 2008.

***3. Consent Item: Approve Waste Reduction and Recycling Cooperation Agreement with City of San Jose (Wendy Zhang)**

Recommendation: That the Governing Board approve the Waste Reduction and Recycling Cooperation Agreement between the City of San Jose and Metropolitan Education District.

PERSONNEL FUNCTIONS

***4. Consent Item: Classified Personnel (Dan Gilbertson)**

Recommendation: That the Governing Board approve the two regular elections, one resignation, and one termination.

INSTRUCTIONAL AND STUDENT FUNCTIONS

***5. Consent Item: Approve Memorandum of Understanding with the California Field Ironworkers Apprenticeship Training and Journeyman Retraining Fund (John Fox)**

Recommendation: That the Governing Board approve the Memorandum of Understanding with the California Field Ironworkers Apprenticeship Training and Journeyman Retraining Fund, with a new termination date of January 1, 2010.

***6. Consent Item: Community Classroom Agreements (John Fox)**

Recommendation: That the Governing Board approve the agreement to provide on-the-job clinical training to CCOC medical students.

***7. Consent Item: CCOC Textbook Approval (John Fox)**

Recommendation: That the Governing Board approve the textbook, Auto Body Repair and Technology.

***8. Consent Item: Williams Uniform Complaint Procedures Report (Pam Watson)**

Recommendation: That the Governing Board approve the quarterly report on the Williams Uniform Complaint Procedures.

***9. Consent Item: Approve Agreement with Western Electrical Contractors Association Apprenticeship and Training Committee to provide oversight for the Electrician Training Program (John Fox)**

Recommendation: That the Governing Board approve the agreement with the Western Electrical Contractors Association, Inc. Apprenticeship & Training Committee for the period April 1, 2008 to March 31, 2009.

XV. INFORMATION ITEMS

10. MetroED 2007-08 Vision Statements and Long Term Goals Progress Report

Pam Watson provided a short presentation on the progress of the 2007-08 goals.

11. P-2 Attendance Update & Annual Projections

Superintendent Hay shared that both MAEP and CCOC will meet CAP based on the report and introduced Wendy Zhang to answer any questions relative to the P-2 attendance data provided in the board packet.

12. Information Item: Update Regarding the Parenting, Family and Consumer Awareness Program

Sylvia Karp, MAEP Director, reported after discussions with parents and teachers, the fees paid for attending the Carson Pre-school cover their costs and the pre-school only requires an LEA, fiscal agent. The pre-school will be moved to the Community Interest Program (CIP) and Sally Starz, Program Coordinator, has informed the pre-school. MAEP is also working with Horace Mann to see if they can raise their fees and be self-supporting. This was a pre-school that was affected by the loss of funding from First Five. San Jose Unified School District may be able to provide assistance to the Lowell Pre-school. The court mandated classes will come under CIP as the fees are fully paid by the students (Conflict Resolution/Anger Management and Positive Parenting). Member Grilli asked if Horace Mann was in operation this past school year. Ms. Karp replied it was not operating because they did not have a teacher and there were not enough families to be enrolled at last year.

Member Chang asked what would happen to parents who could not afford the increased fees. Ms. Karp said it would be up to each individual school; however, MAEP will talk with them about other grant funding now that First Five no longer affiliated with the pre-schools.

Member Garcia shared there is a committee currently working to set standards for all court-mandated parenting classes and asked if MAEP was participating. Ms. Karp said she was not aware of this committee. Member Garcia said the courts fill adamant that the parents pay the fees and take responsibility for the fee. Ms. Karp said the fee is approximately \$75 for the class. Member Garcia said the programs he is aware of charge per meeting and there is a sliding fee that makes it somewhat affordable. This is something we should look into for these classes. Ms. Karp will work the teacher, Jackie Kite. Member Garcia said Maureen Lowell is chairing the committee and she is a private practitioner. There is a list for family and dependency court and if a program is not abiding by the standards, they will not be able to participate and we need to be part of this committee.

Member Biehl wanted to thank staff on the responsiveness on this issue and took the time to respond to everyone who contacted us. Superintendent Hay said MetroED is hopeful that we will not have to close the rest of the program depending how the state budget comes out.

13. Update on CCOC Funding Equalization, Renewal of the Master Business Relationship Agreements

Superintendent Hay shared there has been four meetings of the JPA Executive Council to talk about what to do with the funding model and the MRBA. At this point, any change takes the concurrence of all 7 districts, our JPA and the 6. East Side has advised that for 2008-09, their

students will not attend the AM classes, this effects about 320 students in AM. Also, students that have not passed the CAHSEE will not be able to attend, which effects about 200 Special Ed students in both the AM and PM sessions. This is a concern to us and we need to make sure those seats are filled. We would hope this situation is reversed at some point and with enough time get students enrolled in the AM session. CCOC is in the middle of pre-enrollment and May 8th is the draft. John Fox shared this will be a mini-draft and will continue with open enrollment through the fall. CCOC will have a good idea by May from all the districts. Superintendent Hay announced the joint meeting scheduled for 4/21/08 at San Jose Unified School District offices at 3 pm with the MetroED Board, JPA Superintendents and CBOs. At the meeting there will be a Presentation by School Services on the effectiveness and efficiency of administrative and support functions; a copy will be provided to the Board as soon as it is available. There will also be presentation on the equalization issue, why we started, what brought us to this point and a draft Master Business Relationship Agreement for 2008-09.

Bob Nunez, East Side Union High School District (ES) Superintendent invited MetroED Board and their districts to join in a news conference scheduled for April 10 at 3:45 at Silver Creek High School regarding the state budget. ES will be going to Sacramento on Tuesday, April 15, to rally at the state capitol. Students, parents and teachers will be going to urge the legislators to not reduce funding for education.

Superintendent Nunez stated that ES was looking at various options for their students for next year due to the budget concerns. At this time, none of them are final. The East Side Board approved a waiver for Special Educations students to attend CCOC that had not passed the CAHSEE at their last meeting. Until ES knows in the middle of May the status of what their students have passed, they will not know the various options that will be available for students for electives and alternate programs. East Side made budget reductions of \$12 million and kept these cuts as far away from the classrooms as possible. Mr. Nunez said the equalization issue is not just an issue for East Side and Campbell but for all six districts and MetroED and he is hopeful there will be a resolution everyone could agree on at the April 21st meeting.

Member Biehl asked to clarify two areas with Superintendent Nunez. The first was it was his understanding that the ES administration and not made a definitive decision that ES students would not be allowed to attend the AM sessions at CCOC. Mr. Nunez said that was correct. Member Biehl said it was his understanding that ES does not send students who have not passed the CAHSEE to CCOC except for Special Education students. Mr. Nunez said this was correct.

Member Chang asked for clarification on the message that students and parents were receiving and the concerns they are sharing with Director Fox on not being able to attend classes here at CCOC in the morning if there is no formal notification from the ES district office. Superintendent Nunez said there will be clarification coming from Student Services and the information will also be posted on their web site.

Vice President Dossa expressed that the impact on equalization would not be as great to the three smaller districts. It does not appear to be a collaborative of all the districts, it appears the three larger districts need to agree and then the other three need to go along with it. Communication is an issue and has been a problem for many years and do not know how this can be solved.

Member Grilli asked Superintendent Nunez what the percentage of the \$12 million dollar in cuts was to East Side's general fund. Nunez responded 5%.

Superintendent Hay expressed appreciation for the comments from Superintendent Nunez and ES would be issuing clarifying information to their students and parents. There is a lot of confusion among ES students & Counselors, and MetroED is already enrolling students for next year. MetroED wants to be sure ES students who want to participate in our programs will be able to attend the morning sessions.

Member Biehl pointed out that ES had agreed to equalization as all the districts did; however, the problem occurred when the state did not come through with additional ROP ADA. The MetroED administration acted responsibly by proposing suspending the agreement for one year and preparing a plan that would not harm any of the districts. There is only one district, Campbell, who has not agreed to the suspension. Member Biehl is hopeful there will be an agreement with a full review of what will be done for the long term for CCOC, MetroED and all the districts. Member Biehl shared Superintendent Nunez has some ideas regarding program review and believes everything needs to be put on the table from all the districts. We need time to work on these issues and Member Biehl is hopeful that at the meeting on April 21st, everyone can come together as reasonable people, listen carefully to each other and then move to the next level. We need to talk about the broader issues we want to address for next year and for the long term and putting the students first.

XVI. ACTION ITEMS

BOARD AND ADMINISTRATIVE FUNCTIONS

14. Second and Final Reading, BP/AR 5141; Health Care and Emergencies

Dan Gilbertson explained as part of our emergency preparedness plan, we have been working on using AEDs for saving lives. Part of this plan is a board policy.

MOTION: To adopt the revised Governing Board Policies BP/AR 5141 regarding Health Care & Emergencies. M/Biehl, S/Garcia, Roll Call Vote: 5 Ayes, 1 Absent

15. Adopt Resolution #10-04-09-08, National Teacher Appreciation Week, May 4-10, 2008 and California Day of the Teacher, May 14, 2008

MOTION: To approve resolution #10-04-09-08, and proclaim May 4-10, 2008 as National Teacher Appreciation Week, and further proclaim May 14, 2008 as California Day of the Teacher. M/Biehl, S/Chang, Roll Call Vote: 5 Ayes, 1 Absent

16. Adopt Resolution #11-04-09-08, and proclaim May 18-24, 2008 as Classified Employee Wee

MOTION: To approve Resolution #11-04-09-08, and proclaim May 18-24, 2008 as Classified Employee Week. M/Garcia, S/Grilli, Roll Call Vote: 5 Ayes, 1 Absent

BUSINESS AND FINANCIAL FUNCTIONS

17. Monthly Budget Update

Wendy Zhang said the update includes restoring revenues of \$72,000 for CCOC and \$46,000 for MAEP that had been cut with the expectation of state mid-year budget cuts. The MAEP funds will be used to restore the accountability stipend for AFT members for this year only.

MOTION: To approve the budget changes in the Monthly Budget Update for the period ended 3/31/08. M/Garcia, S/Biehl, Vote: 5 Ayes, 1 Absent

18. Proposition 1D Loan Agreements: MetroED with the State of California

MOTION: To authorize the Superintendent to execute two loan agreements with the State of California with an effective date of March 26, 2008 in the following amounts: \$1,288,476 and \$1,403,558. M/Biehl, S/Garcia, Vote: 5 Ayes, 1 Absent

PERSONNEL FUNCTIONS

19. Public Hearing: Disclosure of Financial Implications of Collective Bargaining Agreements with AFT, CSEA, CTA and unrepresented employees.

Vice President Dossa opened the public hearing at 8:21 p.m. Superintendent Hay reviewed the item and gave a brief overview of the process. Vice President Dossa asked for public comment and seeing none closed the public hearing at 8:25 p.m.

MOTION: It was moved to close the public hearing. M/Biehl, S/Garcia, Vote: 5 Ayes, 1 Absent

MOTION: It was moved that the Governing Board held a public hearing and disclosed the cost of the proposed settlements with the Central County Occupational Agency Teachers Association (CTA), San Jose Federation of Teachers (AFT) and California School Employees Association (CSEA) as required by AB 1200. M/Garcia, S/Grilli, Vote: 5 Ayes, 1 Absent

20. Action Item: Ratification of the CTA Agreement for 2007-08

Dan Gilbertson thanked the bargaining units for the successful negotiations on Items #20, 21 and 22. Two of the agreements are three year contracts and we were able to clarify some of the language. This was done with good cooperation from everyone. All three agreements contain a 2% increase for salary and all three units reviewed the evaluation process.

MOTION: To approve the CTA tentative agreement for 2007-08. M/Biehl, S/Chang, Vote: 5 Ayes, 1 Absent

21. Action Item: Ratification of the CSEA Agreement for 2007-08

MOTION: That the Governing Board approve the CSEA tentative agreement for 2007-08. M/Garcia, S/Grilli, Vote: 5 Ayes, 1 Absent

22. Action Item: Ratification of the AFT Agreement for 2007-08

MOTION: That the Governing Board approve the AFT tentative agreement for 2007-08. M/Biehl, S/Chang, Vote: 5 Ayes, 1 Absent

23. Action Item: Approve Memorandum of Understanding with Management and Confidential Employees for FY 2007-08

MOTION: That the Governing Board approve the Memorandum of Understanding with the MetroED administrative and confidential employees. M/Biehl, S/Chang, Vote: 5 Ayes, 1 Absent

24. Action Item: Approve Resolution #12-04-09-08, Reduction or Elimination of Service

Dan Gilbertson shared there has been a cost savings for the last several years as employees have been doing as much or more with fewer positions. These two positions were left vacant for over a year to see if we could still serve the students. Thanks to our Lead Registrar, Barbara Barfield, CCOC has been able to do that so we would like to official close these positions. Member Chang asked how much the savings were for these two positions. Mr. Gilbertson said it is approximately \$130,000.

MOTION: That the Governing Board approve the resolution #12-04-09-08 to eliminate the equivalent of two (2.0) FTE classified positions and there are no employees affected by this action. M/Biehl, S/Chang, Roll Call Vote: 5 Ayes, 1 Absent

XVII. EXECUTIVE REPORT/ADMINISTRATIVE REPORTS

- CCOC Director John Fox: Thursday, April 3, we had employer's day. We had people here touring; Embassy Suites, Doubletree, and they would like to take interns in the following areas: Baking & Catering, Culinary, Accounting, Office Assisting, Small Business Management, HVAC and Carpentry. The International Tradesman Association has 10 openings in welding and they are going to allow us to send resumes from our students for these positions. The automotive students visited Evergreen Valley College through the SB 70 grant. Our students were able to visit the automotive classes and they were taken through the admissions process and counseling areas to assist them in preparing to register for classes. Justin Locketz took three teams of two students each to the StRUT competition at Mission College and they received a Bronze, Silver and Gold and our teams won the overall competition against the 36 teams competing. The top team's participants each received a laptop and the students will come to the May 14th meeting to share their experiences.
- MAEP Director Sylvia Karp: MAEP has been working in collaboration with the Santa Clara Valley Urban Runoff Pollution Prevention Program, West Valley Clean Water Program and the Master's Gardener of Santa Clara. Thirty of our students have just completed the program. It was taught in English and Spanish and each 10-week session was taught by a different Master Gardner or a landscape professional. Students were trained how to reduce urban runoff and storm water pollution from landscape maintenance activities; improve the appearance and value of landscapes; and how to use the correct irrigation methods. The completers of this program will be advertised on www.mywatershedwatch.org as Green Gardeners for completing this program. MAEP is proud of the 65 students that took the CAHSEE. The pass rate for adults is lower than for high school students as our adult students are much farther away from what they learned in high school. The pass rates throughout the state are lower. Our students pass rate was 7% greater than the state pass rate in Math and 17% higher in English. We are very proud of the teachers and students in preparing the students. Work Experience Program students will be starting a new project next week. They will be working at the Head Start Preschool at the San Jose Center. They will be working with teachers and children. They will be learning about early childhood techniques and parent education responsibilities. Many of them are parents themselves.
- Superintendent Hay: Earlier this evening you approved a text book, *Auto Body Repair and Technology* and it is available for review here at the dais.

XVIII. BOARD MEMBER COMMENTS

- Board Member Frank Biehl: Thanked administration for the new sound system. He was having a great deal of problems with the old sound system and had no problem this evening. Superintendent Hay said there will be two additional microphones added, for a total of eight, and there are seven speakers in the ceiling of the auditorium.
- Board Member Cynthia Chang: Thanked the directors and congratulated the students for all the awards they have received. She thanked the Board for voting for herself and Member Biehl to be CSBA delegates. They will be attending the session in May in Sacramento. Member Biehl said they would be going on May 17 is the delegate assembly and May 18 and 19 will be attending the CSBA legislative conference.
- Board Member Marsha Grilli: Reminded everyone that the SCC School Board's Legislative Brunch will be held on April 19 at Mission College and several local legislators will be in attendance.

- Board Clerk Richard Garcia: Thanked the Culinary Program for the desserts they made this evening. Thanked the bargaining units for the negotiations and administration for all they did to reach agreement and the Board for their collaboration and we should all be very proud, especially this year as all the districts are struggling to get through this budget year.
- Vice President Ernie Dossa: Thanked everyone for attending this evening and their patience and for administration recognizing staff for going above and beyond for the students of MetroED.

XIX. OTHER MEETINGS

There will be a Special Board workshop with the JPA Superintendents Executive Council & JPA Chief Business Officials at San Jose Unified District Office, 855 Lenzen Avenue, Room 337, San Jose on April 21, 2008 with open session beginning at 3:00 pm.

Regular meeting of the Governing Board, May 14, 2008

Closed Session 6:00 p.m.

Open Session 7:00 p.m.

XX. ADJOURNMENT

MOTION: Moved to adjourn the Governing Board meeting at 8:40 p.m.
M/Dossa, S/Garcia, Vote: 5 Ayes, 1 Absent

Richard Garcia, Clerk of the Board