

METROPOLITAN EDUCATION DISTRICT

**Governing Board Meeting Minutes  
March 14, 2007**

**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 President Grilli at 6:15 p.m., Room 810 at the Central County Occupational Center, 760 Hillsdale Avenue, San Jose, CA 95136.

All Members present, except when noted "absent".  
Michele van Zuiden, Los Gatos-Saratoga Union High School District (Alternate)  
Ernie Dossa, Santa Clara Unified School District  
Richard Garcia, San Jose Unified School District  
Diane Gordon, Campbell Union High School District  
Marsha Grilli, Milpitas Unified School District  
J. Manuel Herrera, East Side Union High School District

**II. DISCLOSURE OF "CLOSED SESSION" DISCUSSION ITEMS**

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

**III. ADJOURN TO CLOSED SESSION**

Board adjourned to closed session in Room 810 at 6:06 p.m.

**IV. REGULAR MEETING (continued)**

Regular session of the Board meeting reconvened in the CCOC Auditorium at 7:17 p.m.

**V. PLEDGE OF ALLEGIANCE**

Member Gordon led the Pledge of Allegiance.

**VI. REPORT OF CLOSED SESSION ACTIONS**

Board President Grilli reported that no action was taken during Closed Session.

**VII. ADOPT AGENDA**

Motion to adopt the agenda. Motion/Gordon; Second/Dossa; Vote/Unanimous

**VIII. STUDENT REPORTS**

**CCOC**

Director of CCOC, John Fox, introduced Violet Hope, a student from the Veterinarian Assistant Class from Santa Teresa High School, East Side Union High School District. Violet Hope reported to the Board about the different career choices that would be available to her when she completed this course. She also explained the type of activities she participates in during the class. They work on live animals that some of the students bring in. This course has confirmed her conviction to continue in school after high school graduation where she will attend a two-year college and veterinarian school.

**MAEP**

Director of MAEP, Susan Glass introduced Valerie Clifford, MC CalWORKS Site Representative. Ms. Clifford introduced Elizabeth Garcia who is a student at the Del Mar Site. She spoke to the Board about the "Springboard Forward" program she is participating in. Springboard Forward is an award winning on-the-job coaching and mentoring organization. Springboard improves the lives of entry-level and low-wage earners and helps business enhance worker effectiveness and performance. MAEP will be participating in "Speed Networking" event, which is a forum in which Springboard brings in members of its professional network to do three 15-minute information

interviews for program participants. This creates a safe environment for participant to practice their new skills and start to build their own professional network.

**IX. SPECIAL ORDER OF BUSINESS**

MAEP Assistant Principal Carolyn Richardson introduced a new employee, Batool Ubaidullah, a site registrar at the DX site who will work with the High School, GED and ABE programs.

**X. PUBLIC PRESENTATIONS & REPORTS**

None

**XI. APPROVAL OF MINUTES**

1. Motion: To approve Minutes of Regular Board Meeting, February 14, 2007. Motion/Gordon; Second/van Zuiden; Vote/Unanimous

**XII. CONSENT CALENDAR**

Motion: To approve the Consent Calendar items \*2 through \*13. Motion/Herrera; Second/Garcia; Vote/Unanimous.

**BUSINESS AND FINANCIAL FUNCTIONS**

- \*2 Approved February Board Warrant Approval List
- \*3. Approved Career Technical Education Equipment Grant Application
- \*4 Approved Call for Bids-Video Security System

**PERSONNEL**

- \*5. Approved Classified Personnel
- \*6. Approved Certificated Personnel

**INSTRUCTIONAL AND STUDENT FUNCTIONS**

- \*7 Approved MOU Between MetroED and City of Jose-Silicon Valley Workforce Investment Network Board
- \*8 Approved Agreement with Catholic Charities of San Jose for use of John XXII Facility by MAEP
- \*9. Approved Agreement with Catholic Charities of San Jose for use of Washington United Youth Center Facility by MAEP
- \*10. Approved Agreement with South Bay Cabinet Joint Apprenticeship and Training Committee (Millmen) for use of facilities and equipment at CCOC.
- \*11. Approved Agreement with Portuguese Community Center for use of Portuguese Community center facilities by MAEP
- \*12 Approved CCOC New Courses for 2007-08
- \*13 Approved Community Classroom Agreement

**XIII. INFORMATION ITEMS**

**14. Information Item: Equalization Update**

Discussion:

Superintendent Hay reported that MetroED is in the process of implementing Business Relations Agreements Amendment #1 which requires JPA member districts to pay the full cost of students they send to the Capitol High School program on the CCOC campus and Amendment #2 which equalizes the funding for high school students attending classes at CCOC, which have been approved by the MetroED Board and all six of the JPA member districts. East Side UHSD is looking at restructuring some of their ROP classes. We will be discussing this at the JPA Executive Council meeting on Monday.

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

### **BOARD AND ADMINISTRATIVE FUNCTIONS**

**15. Action Item: Approve Amended Agreement between Metropolitan Education District and Superintendent**

Motion: To approve the amended Agreement between MetroED and Superintendent as presented.  
Motion/Garcia; Second/Herrera; Vote/Unanimous

**16. Action Item: Approve Superintendent Goals for 2007**

Discussion: Board member Van Zuiden asked if the results of the employee survey would be addressed as part of the District's goals. Director of HR, Daniel Gilbertson responded that they would be.

Motion: To approve the Superintendent Goals for the period January 1, 2007 – December 31, 2007.  
Motion/Gordon; Second/Dossa; Vote/Unanimous

### **BUSINESS AND FINANCIAL FUNCTIONS**

**17. Action Item: 2<sup>nd</sup> Interim Financial Report, Fiscal Year 2006-07**

Discussion: Superintendent Paul Hay provided the Board with a PowerPoint presentation explaining the elements that comprise the 2<sup>nd</sup> Interim Financial Report.

Motion: That the Governing Board accept the Second Interim Report and Instruction the Board President and District to submit a positive certification to the County Superintendent of Schools.  
Motion/Herrera; Second/Dossa; Vote/Unanimous

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

CCOC Director Report, John Fox

- Perkins funds provided a new state of the industry CNC router for Cabinetmaking, which will be used with several software packages and programs on campus.
- Teachers of the month: Nathan Chukes (Auto Body Painting) and Robert McTaggart (Auto Body Repair)
- Two of our Job Corps students from our Engineering Technology Program are competing in a robotics competition at San Jose State
- We have hired a new teacher for Probation/Legal Careers starting March 26.
- Guest speaker in Video Productions and Multimedia classes, Mr. Eric Adkins, Director of Photography for the feature film, "Sky Captain and World of Tomorrow" and director of cinematography for the TV show "House MD" and worked on the Tim Burton Film "Mars Attacks!"

- Principals preview day is March 15 and we have 28 district staff signed up
- We have survived the daylight savings time change with addition of a few patches. Bob Beaulieu fixed to our Schoolhouse attendance program.
- Open House on Friday, March 16, everyone is welcome, free chili.

MAEP Director Report, Susan Glass

- Invited everyone to International Day, April 4, celebrated by the ESL classes on the MC site between 9:00-10:30AM in the auditorium.
- MAEP is hosting a “Bring a Friend to Class Day” on March 13 through March 15 at the different sites. This is done to encourage students to bring an adult friend or family member with them to class to meet the teacher, show off their work, and entice the guest to join the class.
- In order to enhance communications between the centers, MAEP is hosting staff tours and information sessions. The Campbell Center will host their tour and information session on Friday, March 16 at 9:30AM or 1:30PM.
- Capitol High School Open House will be held on Friday, March 16, 6:30-8:00PM. Capitol High School students, their parents, prospective students and their parents can view the classroom, meet the staff, and discuss the program and its relations to CCOC
- Willow Senior Center will host an Open House on Friday, March 16 between 2:00-5:00PM.
- Wished everyone a happy “Adult Education Week”

Board member Garcia asked Ms. Glass if any thought has been given to expanding the Older Adult Program with the “Baby Boomers” starting to retire and will be looking for classes. She responded that the Older Adult Program is very strong and Shelley Gonzales is very pro-active in class offerings as well as working with the Senior Center Sites.

Director of Instruction/Accountability Report, Pamela Watson

- Director Watson presented each of the Board Members with a copy of the **2006 Longitudinal Study Technical Report**, prepared by Douglas Mitchell, School Improvement Research Group, funded by the California Department of Education. Interesting facts reported include; ROCP students enrolled at a higher rate in post-secondary education than non-ROCP students; ROCP students earned higher wages than non-ROCP students, ROCP students have more success in securing raises and promotions on the job than non-ROCP students.

Superintendent Report, Paul Hay

- Superintendent Hay reported that the District has reached tentative settlements with each of the bargaining units and unrepresentative groups. AB1200 hearing and the agreements will be brought to the April Board meeting

- Staff is working on the front gate and fencing project. A six-foot black rod iron fence has been installed, which has provided additional campus security and upgraded the look of the campus.
- Encouraged Board members and audience to attend the Open Houses being offered this week.
- Staff is working on Prop ID facility modernization applications. At this point, it looks like the District will be submitting 10 applications.

**XVI. BOARD COMMENTS**

Member Gordon

She will not be able to attend the April 11, 2007 Board meeting and her alternate will be attending. Being Irish, she wishes everyone a Happy St. Patrick's Day.

**XVII. OTHER MEETINGS**

Regular Meeting, March 14, 2007

Closed Session

6:00 pm

Regular Session

7:00 pm

**XIX. ADJOURNMENT**

The meeting was adjourned at 8:17 pm

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Ernie Dossa, Clerk