

METROPOLITAN EDUCATION DISTRICT

Governing Board Meeting Minutes
February 8, 2012

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 Canova at 6:00 p.m., in CCOC Room 819, San Jose, California, for closed session.

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
Richard Garcia	San Jose Unified School District
Diane Gordon	Campbell Union High School District
J. Manuel Herrera	East Side Union High School District

II. CALL TO ORDER/ROLL CALL REGULAR MEETING

The meeting of the Governing Board of the Metropolitan Education District was called to order by President Chang at 7:05 p.m., in CCOC Room 201, auditorium, San Jose, California.

III. REPORT OF CLOSED SESSION ACTIONS

President Chang reported no action was taken in closed session regarding the Superintendent's Evaluation; Pursuant to Government Code: 54957.

IV. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Vice President Bobay.

V. ADOPT AGENDA

MOTION: It was moved to adopt the agenda. M/Herrera, S/Bobay; Vote: 6 Ayes, 0 No

VI. RECOGNITIONS/VISITORS

Superintendent Hay recognized the following individuals who have "Raised the Bar!"

- MAEP Assistant Principal Suzi Glass was recognized for coordinating the closure of two main school sites and thirteen outreach sites to MC Village with minimal disruption to students and staff.
- MetroED Director of Human Resources Dan Gilbertson was recognized for the conversion of medical benefits. Due to his leadership, the district's medical benefit plan now offers employees more choices, provides a more stable plan with one of the largest risk pools in the United States, and is saving employees over \$200,000 per year.
- CCOC Director John Fox was recognized for taking on the challenge in 2007 of improved student learning by strengthening and re-focusing instructional delivery at the Center and improving instructional leadership which reflects his high standards for maximized student learning.
- MetroED Sr. Executive Assistant Althea Polanski was recognized for continuing to advertise classes after the severe downsizing of the adult education program and developing a class schedule newspaper insert that have saved the District more than \$100,000 per year.

VII. STUDENT REPORTS

- A. CCOC Director John Fox introduced Auto Body Refinishing Instructor Nathan Chukes. He shared a packet of information on the 18 week course outline for the class.

Nathan Chukes: He said two weeks ago a group of students went to the SkillsUSA Regional competition held at the Eden Area ROP in Hayward. He had two students who competed in Auto Repair from Bob McTaggart's class and one student in Auto Refinishing. He shared a video presentation of the day that began at 6:30 AM meeting at CCOC and the events that occurred during the competition. He said there were 8 CCOC students who competed in Auto Repair and 4 students for Auto Refinishing. He introduced Marco Guterrez who received a Gold Medal in Auto Refinishing and is a second year student in his class. Vanessa Gonzales who is a junior who competed in Auto Repair and is an achiever, she is on student council and is the foreman of his class. She did not medal this year; however, he knows she will compete again next year and achieve her goals. Joe Garcia is in his second year and competed in the post-secondary part of the competition as an adult in Auto Repair and achieved a Gold Medal.

Marco Guterrez: He said the competition was a good experience and allowed him to showcase what he had learned in his classes and to give himself a better idea of how well he has been doing in class.

Member Canova: He said in the video he noticed masking and other preparation work; however, he did not see any painting and asked if that was done as well.

Marco Guterrez: He said it was done as part of the competition as well. He said those who received a Gold Medal will be going on to the state competition to be held in San Diego in April. He said students who win first place at the state level usually receive a scholarship to UTI.

Vanessa Gonzales: She said it was her first year competing and there were only two girls who competed. She said she learned a lot and it was a great experience and she is planning to compete again next year.

Joe Garcia: He said the competition was very good and when he had the opportunity to attend classes here at CCOC; he was able to learn the correct way to work on cars. He took this as an opportunity to see how good he actually is in auto repair versus how good he thought he was. He took it as a personal challenge and he was tested on all his skills. He is changing careers from being an electrician due to the economy and he is now changing careers to the field of auto mechanics.

- B. MAEP Assistant Principal Suzi Glass introduced Jennifer Kambil-DeVera who is one of the volunteers at MAEP after going through the new Volunteer Procedures reviewed by the Governing Board in September.

Jennifer Kambil-DeVera: She is a resident of Milpitas and a recent graduate of the medical assisting program (2010-11). She has a background in electrical and mechanical engineering and after coming to the United States in 1997, she was unable to find employment in the field. She researched other fields to pursue and decided on the medical profession and attend Heald College. A family member recommended MetroED and she said attending the medical assisting program here was the best decision she had ever made. She said the curriculum was very difficult and demanding; however, her instructor, Dr. Safari, encouraged her to continue and succeed. She also had the opportunity to go through an externship and explained she had the skills to be successful. She is now volunteering and helping current students as an example of Dr. Safari's philosophy of 'Show One, Do One, and Teach One' and it helps reinforce what she learned in class.

VIII. SPECIAL ORDER OF BUSINESS

None

IX. PUBLIC COMMENTS

President Chang: She read the disclosure for members of the public to speak and invited Kathy Jasper to the podium.

Kathy Jasper: She is the President of AFT and shared information she received from Gordon Jackson the new CDE administrator for adult education last month in Fresno on the new strategic plan. The most important thing he shared was Los Angeles Unified School District has decided to flex all of the adult education funds (\$139 million) serving 300,000 students and laying off 2,000 teachers and staff. She also shared an initiative, the Millionaire Tax, CFT are supporting and provided information to the Governing Board and public.

Member Canova: He said with the presidential elections already under way, some candidates take no income through a paycheck and a majority of the income is through capital gains. He asked if the suggested taxes only apply to persons who receive a regular paycheck or apply to individuals who receive all of their income through capital gains where the rate is 15%.

Kathy Jasper: She said she was not sure; however, she would get the information asked by Member Canova.

President Chang: She noted there is a website, MillionairesTaxCA.com, where additional information may be available to assist with the question of the definition of income. She thanked Ms. Jasper for sharing the information with the Governing Board.

X. APPROVAL OF MINUTES

1. Action Item: Approval of Minutes of Regular Board Meeting of January 18, 2012.

President Chang: She provided prior to the meeting, two minor changes on the minutes; change Vice President Sellarole to Sellarole on page 6 and add on page 9 under President Chang's board comments on the Lunar New Year beneficiary to Friends of the Saratoga libraries.

MOTION: It was moved to approve the amended Minutes of the Board Meeting of January 18, 2012. M/Bobay, S/Herrera; Votes: 6 Ayes, 0 No

XI. CONSENT CALENDAR

MOTION: It was moved to approve consent items # 2 through # 6. M/Garcia, S/Herrera; Vote: 6 Ayes, 0 No

BUSINESS AND FINANCIAL FUNCTIONS

*2. Action Item: Approve Monthly Warrant Approval List

The Governing Board approved warrant registers #62012196-#62012240, dated January 3, 2012; #62012241-#62012257, dated January 4, 2012; #62012258-#62012304, dated January 9, 2012; #62012305-#62012341, dated January 11, 2012; #62012342-#62012394, dated January 18, 2012; #62012395-#62012434, dated January 24, 2012; #62012435-#62012464, dated January 25, 2012; #62012465-#62012513, dated January 31, 2012.

***3. Action Item: Accept Donations**

The Governing Board approved accepting the donations on behalf of the District.

***4. Action Item: Authorization to File Notice of Completion: CCOC Building 200-General Contractor: Eternal Construction Co.**

The Governing Board authorized the District to file with the County of Santa Clara the Notice of Completion of the building 200 modernization project, with a completion date of January 3, 2012.

***5. Action Item: Authorization to File Notice of Completion: CCOC Building 700/800 Modernization General Contractor: Swenson & Associates**

The Governing Board authorized the District to file with the County of Santa Clara the Notice of Completion of the building 700/800 modernization project, with a completion date of December 13, 2011

INSTRUCTIONAL AND STUDENT FUNCTIONS

***6. Action Item: Medical Apprenticeship Agreement**

The Governing Board approved the agreement with Joseph Galli, MD for on-the-job clinical training to our MAEP medical students.

XII. INFORMATION ITEMS

7. Information Item: First Reading: Board Policies; Tri-Annual Update

Superintendent Hay: He noted this was the first reading of the board policies and the practice is to provide the Board and the public copies of the proposed changes and bring them back at a second reading for adoption. He noted if there are any questions between now and the next meeting, he would be happy to respond. He said there is a summary of the proposed changes and as requested by the Board only includes the policies and the changes were recommended by the California Schools Board Association (CSBA). He said this is in response to legislation that was passed in 2011, with an effective date of January 1, 2012.

President Chang: She said under the second page of the summary, Board Policy 9320 on Meetings and Notices it says the Board cannot call special meetings to address the salaries, salary schedules, or other compensation of the superintendent or other specified employees.

Superintendent Hay: He said that was correct and new legislation requires that salary discussions should be held at a regular meeting of the board (not a special meeting).

President Chang: She said Board Policy 3110, Transfer of Funds, states before a board takes any categorical funds, the board must hold a public hearing prior to and independent of a board's regular budget-adoption meeting and she asked if it had to be a special meeting.

Superintendent Hay: He said the public hearing can be at a regular meeting of the board but cannot be held at the same time as the budget-adoption process meeting. He said it was similar to how San Jose Unified School District held three meetings prior to budget adoption regarding the adult education funds.

President Chang: She said under Bargaining Units, Board Policy 4140(b), the last paragraph states that each bargaining unit shall provide the board within 60 days after the end of its fiscal year a detailed financial report consisting of a balance sheet and an operating statement. She said this is something new and a report will be presented to the Board on an annual basis.

Superintendent Hay: He said it is new and the policy will be followed as adopted.

President Chang: She said under Board Policy 6142.2(a), Recognition of Religious Beliefs and Customs, the second paragraph notes staff members will be highly sensitive to their obligation not to interfere with the religious development of any student in whatever tradition the student embraces. She asked if there was a policy within the district that relates to this that the staff cannot promote their own political view.

Superintendent Hay: He said there is a policy which relates to political activity and he will provide the policy to the Board.

President Chang: She said that would be appreciated and she did not have further questions at this time; however, Board Members may contact the superintendent for further clarification.

8. Information Item: Progress Report 2011-2012 District Goals

CBO Orong: She thanked the Board for the opportunity to be at her first meeting as a member of the MetroED team and she presented an update on the highlights of the achievement of goals and objectives to date on the District Goals. She noted a detailed progress report was included in the Board packets.

Member Canova: He asked what the status was on looking into solar projects for the district.

CBO Orong: She said the district continues to research the different projects that could be available and she attended the CBO monthly meeting at the County Office of Education and there was discussion of collaboration and different options that may be available.

9. Information Item: Legislative Update

Superintendent Hay: He provided updates on areas since the Board item was distributed. He said there were three areas he wanted to review. He said the Governor has proposed a 12-point pension reform plan which he provided to the Board. He briefly reviewed the items as they have impacts for all employees and elected officials. He said it is believed there will be some extensive changes to pensions; however, it is not clear what they will be. He said the second item was the weighted pupil formula the governor has proposed and he shared a slide on how the proposal would work which included the categorical and revenue funds. He said the concept is to take all the ROCP and adult education categorical funds and all the revenue limit funds and each year over five years and roll 20% into the weighted pupil formula. He said CAROCP is very concerned and this could essentially eliminate career technical education in California and is the worst attack on ROCP funding that has ever happened. Fighting this is the number one priority of CAROCP. He said this week we received some other bad news based on the governor's proposal on CalWORKs. We have had a robust program at MetroED and CalWORKs provides approximately \$300,000 in tuition for students who attend classes both in adult education and CCOC. It is about \$200,000 for CCOC. The Governor's proposal would cut CalWORKs by about 50% starting in 2013-14. It could be a reduction of a minimum of \$100,000 for CCOC. He said he will be working actively over the next few months to pull ROCP and adult education out of the weighted student formula.

Member Garcia: He said there was mention that this may not happen this year; however, you will keep the Board posted on any new developments if there is action that we need to take individually as well.

Superintendent Hay: He said he would keep the Board informed in the weekly Friday letter and if there is a need for support or assistance, it will be conveyed immediately.

President Chang: She said it appears the governor does not understand and is not friendly with career technical education. She said in terms of the lobbying efforts, are we trying to target some of his advisors to educate them.

Superintendent Hay: He said this has been done and it will continue as we move through the legislative session. He said in the board packet there is a list of all of the categorical funds that would be included in the formula.

Member Garcia: He said he doesn't think the governor is out to get CTE and everyone is saying that he is against them, including state parks, the coastal commission, etc. He said everyone is blaming Governor Brown and he said there is more to it as we move forward in the budget process at the state level.

XIII. ACTION ITEMS AND REPORTS

BOARD AND ADMINISTRATION FUNCTIONS

10. Action Item: Annual Board Retreat

Superintendent Hay: He said the Board expressed an interest in holding a retreat this year and it would be an appropriate time as we make plans for the next 12 to 36 months and he provided some areas for an agenda for discussion by the Board. He also suggested the possibility of using a CSBA facilitator.

President Chang: She said during discussions with the superintendent, she brought up having a board retreat/workshop or work session. She shared her home board held their retreat a week ago and shared how they do a handbook with the protocols and objectives for their board. She said they do this in January when new board members join the team. She also shared she attended the Masters in Governance program and she heard CSBA speakers discuss board retreats. She said since many board members do not have the time to attend their conferences, CSBA offers single districts facilitating services to cater to each district's needs. She said at their last retreat, they took a personality test which listed out their priorities and provided them the opportunity to know themselves and the other board members better. She said she found it beneficial.

Member Garcia: He said he would move to hold a board retreat and he has always been a proponent of retreats and they are always beneficial whether at MetroED or his home district. He said he would recommend the Board President and Superintendent work on scheduling a date and they put together an agenda.

Superintendent Hay: He asked if the date could be determined via email or would it need to come back to a board meeting for approval. Member Garcia said he would be open to doing it via email with the proper postings when a date is selected.

Member Herrera: He said he would like there to be more clarity around what we would consider a retreat, which for him includes board member responsibilities and roles, board self-evaluation, relationship of the board and superintendent; he said district goals and leadership are not part of a retreat but three-year goals would be more like a board work session held on a Saturday. He said generally stakeholders do not have interest in board working relationships; however, they do have an interest in goals and leadership. He just wanted to make sure there is a distinction for the public as the board moves forward.

Member Canova: He said based on the information presented, he felt dropping the retreat and have a board work session would work better.

President Chang: She said the district goals and leadership could be a separate workshop for the board.

Member Herrera: He said one approach could be to have the meeting on a Saturday with certain amount of time to the board roles and responsibilities and time for district goals.

President Chang: She said it would be more time certain so the public would be able to attend as well.

Member Herrera: He asked if the motion could be amended to be a board retreat/workshop with specific time designated for the discussions.

Member Garcia: He said that he did not believe a six hour meeting would be fruitful for the board.

President Chang: She said that four hours for a board retreat would be important and she was suggesting two different sessions for a retreat and workshop.

Member Herrera: He said holding a four hour retreat for board responsibilities and roles and a separate session on goals would be a good way to do this.

Superintendent Hay: He said the process of adopting district goals is a public process and it is done during the regular meetings of the Board. He said the proposal to discuss the three-year district goals was to have a general discussion on the overall direction of the organization; where is it going, what options are available, and not specific goals. The specific goals would be brought to the Board as a staff proposal working with the Board as we move forward. He said the goals come to the Board in May and then adopted in June at the same time the budget presentation which is designed to support those goals and the budget is adopted at the second June meeting.

Member Herrera: He said if the direction and goal of the organization is a higher priority than the board roles and working together, then a work session should be scheduled and not a retreat to review this more extensively and there should be a distinction versus trying to merge the retreat and a work session.

Member Garcia: He said his motion was based on the Board being able to talk freely, review options, get to know each other better, and work together. He said it is like an executive meeting versus a board meeting where you have the opportunity to share ideas without making any decisions. He said it provides the opportunity to have discussions on the direction the district is going, what board members goals are for moving forward, etc.

Member Canova: He asked if it was more a retreat or work session that Member Garcia envisioned. Member Garcia said he wasn't concerned about what the session was called.

President Chang: She said she appreciates the input from all of the board members.

Vice President Bobay: He said since this is not a district but a Joint Powers Agency (JPA) and the landscape is changing it is important to meet and discuss the responsibilities and roles as well as a self-evaluation on a level playing field. He said the other item listed on the leadership continuity and the three-year district goals are subjects for something else.

Member Herrera: He said the superintendent feels the other items are a high priority for the Board to review and discuss.

Vice President Bobay: He said the discussion of the goals and the board roles were two separate items.

Superintendent Hay: He said if the Board wished to keep the retreat on the shorter side, it would be appropriate to do the roles and the process of working together with the goals at a later

meeting. He said the goals over the next three years will be impacted by legislative decisions and there will be more information available in the May timeframe.

Member Canova: He said the superintendent is suggesting review of board member responsibility and roles and self-evaluation in April and the district leadership continuity and three-year district goals in May after more clarity is received from the state. He felt the first two items would not be as helpful for him to review until the discussions of the bigger picture were done in the May timeframe. He didn't think the first two issues were as important for him.

President Chang: She said it is her eighth year here on the Board and after going through the roles and responsibilities last week with her home board, it was very refreshing to review again and it is good for the entire governance team to discuss these items and have the same understanding.

Member Canova: He said he was happy to move forward with the wishes of the President and he just requested there be more focus.

President Chang: She asked if it would be best to wait until May to have the discussion on the goals.

Superintendent Hay: He said a general discussion of the direction of the organization could be done at a later date and it did not have to be done prior to the adoption of the goals. He said it was his understanding the Board desired to have a retreat during this school year.

President Chang: She said the month of May becomes very busy for board members with the end of school activities.

Member Canova: He suggested having one meeting in April and one in May.

President Chang: She asked for a motion and Member Garcia repeated his motion made earlier.

MOTION: It was moved the Governing Board approve a retreat and have the president and superintendent decide the content and get back to the Board and set a date. M/Garcia, S/Herrera; Vote: 6 Ayes, 0 No

President Chang: She said if the board members had any input on the topics to be covered to provide this information to Althea Polanski via email.

BUSINESS AND FINANCIAL FUNCTIONS

11. Action Item: Monthly Budget Update

MOTION: The Governing Board approved the budget changes included in the Monthly Budget Update for the period ended January 31, 2012. M/Gordon, S/Herrera; Vote: 6 Ayes, 0 No

12. Action Item: Change Order #003, CCOC Buildings 700 & 800 Modernization-Swenson & Associates, Building 700 \$10,208, Building 800 (\$9,822)

MOTION: The Governing Board approved the change order # 003 for building 700 in the amount of \$10,208 and building 800 in the amount of (\$9,822) between MetroED and Swenson & Associates. M/Herrera, S/Gordon; Vote: 6 Ayes, 0 No

PERSONNEL FUNCTIONS

13. Action Item: Adopt Resolution #07-02-08-12; Classified Employee Week

MOTION: It was moved the Governing Board adopt resolution #07-02-08-12 and proclaim May 20-26, 2012 as Classified Employee Week. M/Garcia, S/Bobay; Roll Call Vote: 6 Ayes, 0 N

14. Action Item: Adopt Resolution #06-02-08-12; National Teacher Appreciation Week, May 6-12, 2012 and California Day of the Teacher, May 9, 2012

MOTION: It was moved the Governing Board adopt resolution #06-02-08-12 and proclaim May 6-12, 2012 as National Teacher Appreciation Week, and further proclaim May 9, 2012 as California Day of the Teacher. M/Herrera, S/Gordon; Roll Call Vote: 6 Ayes, 0 No

15. Action Item: Adopt Resolution #09-02-08-12; Week of the School Administrator

MOTION: It was moved the Governing Board adopt resolution #09-02-08-12 and recognize school administrators who believe in the value of public education, March 4 through March 10, 2012. M/Canova, S/Gordon; Roll Call Vote: 6 Ayes, 0 No

INSTRUCTIONAL AND STUDENT FUNCTIONS

16. Action Item: Adopt Resolution #05-02-08-12; Career and Technical Education-CTE Month

MOTION: It was moved the Governing Board adopt resolution #05-02-08-12 and recognize the month of February as Career and Technical Education Month. M/Garcia, S/Herrera; Roll Call Vote: 6 Ayes, 0 No

17. Action Item: Adopt Resolution #08-02-08-12; Adult Education Week

MOTION: It was moved the Governing Board adopt resolution #08-02-08-12 and recognize adult education for its many years of service to adults and that students, teachers, and administrators be recognized during Adult Education Week, March 12 through March 16, 2012. M/Herrera, S/Gordon; Roll Call Vote: 6 Ayes, 0 No

XIV. EXECUTIVE REPORT/ADMINISTRATIVE REPORTS

MAEP Sylvia Karp:

- She shared the MAEP student speaker this evening was in a medical assisting class that Superintendent Hay and she visited and the students were drawing blood that day and she was not willing to put her arm out but Superintendent Hay participated.
- She said the donation accepted today for a server and hardware was part of a IBM grant that a former tutor, Nicole Sebek, found at her work place and submitted to add value to MAEP.
- She said MAEP is giving the CAHSEE examinations yesterday (English exam) and today and there approximately 30 to 40 students taking the Math exam today who have been working with volunteer tutors all semester. Vice President Bobay asked if the results would be shared with the Board. She said the results are published every year and also included in the Annual Report.
- She said Assistant Principal Suzi Glass along with CCOC Dean Peter Vrabel met with NOVA's career advisory team regarding the Veterans Career Technical Training Initiative. They left the NOVA team with all of the classes available in both programs and discussed how the referral process would work. She said the initiative is moving forward and they feel good progress has been made and the programs are ready to take veterans at any time.

Vice President Bobay said he would like to know when the first veterans begin the program. Director Karp said there would be regular reports.

Member Garcia said anytime a new program is being developed and knowing there is a need for the program, bridging the gap to get those who need the services can be a big gap and can impede the progress of the program and can get in the way of the people who need the services. He asked if she projected there would be any problems and if we were prepared to take veterans

and if it will take time to fill up the seats. Director Karp said there are strong partnerships developed with other organizations that provide support services for veterans. She said the missing link for them has been the training piece that we can do and she believes the mix of partners will serve all of the needs.

CCOC Director Fox:

- The Student Leadership Conference “Beyond 2015” was a huge success. The conference was attended by over 120 students, counselors, school administrators, and parents. The conference featured four dynamic speakers: Dr. Judy Miner, President Foothill College; Richard Martinez and Lawrence Thoo, work2future; Jack Stewart, President of California Manufacturers Association; Alyssa Lynch, Santa Clara County Office of Education CTE Director. The conference also provided a tour of the campus, question and answer session, along with the excellent food service provided by Jan and Nancy Joseph and their Baking & Catering and Culinary Arts programs. The Conference was funded by an SB70 grant and did not impact the school budget.
- Mark Adams, Probation and Legal Instructor reported that his students attended their 7th Peer Court session on February 7. The students performed at a high level per usual. Judge McGowan took time to speak with the students after the session and delivered what Mr. Adams described as appropriate and inspirational. The Judge mentioned that the experience for the students was incredible, especially for some students who have believed that our justice system was “stacked against them”. The model courtroom in building 700 is nearing completion to allow Peer Court on campus.
- Seven CCOC teachers attended a lunch at Job Corps February 8 to meet with career transition specialists to strengthen our partnership and find more positions and internships for all students at CCOC.
- Jeff Schmidt reported his Video Production class filmed an 8th grade ELA classroom at Renaissance Academy in Alum Rock, one 2nd grade classroom at Los Arboles in Franklin McKinley, and one upper grade classroom at Christopher in Oak Grove. This will offer a video of checking for understanding, differentiating instruction, and ELD strategies at an elementary and middle school for use to view and re-teach areas where gaps are found.
- DeVry University will offer Passport 2 College for CCOC high school students at no cost to the students. The objective is to provide free college level programs at CCOC, after the afternoon session for eligible students that have an interest in checking out a college level course. A number of students have shown an interest.
- He invited the Governing Board to the mid-term WASC Visit on March 8, CCOC Open House on March 23, and the Coastal CAROCP Conference on March 31.

Superintendent Hay:

- He shared information on the new website for MetroED which was launched on January 31 and the new veteran career technical initiative web page. He said it will be updated to include Title IV and GI Bill resources when accreditation is received.
- He shared there was a joint coordinating meeting held at San Jose City Hall with representatives from MetroED, CCOC, MAEP, EDD, work2future, NOVA, and Santa Clara County to introduce the partners and discuss responsibilities and framework for MOUs for the Veterans Initiative.
- He shared there will be two representatives from the Council on Occupational Education visiting on February 13 regarding Title IV accreditation. The preliminary visit is to provide an accreditation workshop for staff in preparation for a full visit within the next 24 hours.
- He said the accreditation application for approval to train veterans for GI Bill Education Benefits was submitted on February 1.

XV. BOARD COMMENTS

Member Canova:

- He said he was very excited we will be providing training opportunities for veterans and he hopes we will be able to get the information out to veterans. He thanked President Chang for the information on "A Blueprint for Great Board Meetings" which he will be sharing with his home board president.

President Chang

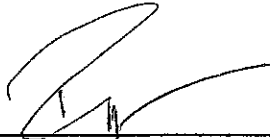
- She said the blueprint is available on the CSBA website. She found this information when her home board present was not able to attend a workshop and she asked if CSBA had any information to assist a new board president; however, the information is beneficial for all board members.

XVI. OTHER MEETINGS

The next regular meeting is for March 14, 2012 at 7:00 PM with closed session at 6:00 PM.

XVII. ADJOURNMENT

President Chang adjourned the meeting at 9:00 PM.



Richard Garcia, Clerk of the Board