

**METROPOLITAN EDUCATION DISTRICT  
760 Hillsdale Avenue  
San Jose, California 95136**

**May 13, 2015**

**Governing Board Meeting Minutes**

**I. CALL TO ORDER / ROLL CALL REGULAR MEETING**

The regular meeting of the Governing Board of the Metropolitan Education District was called to order by President Dean at 6:12 PM in Silicon Valley CTE Room 201, Auditorium, San Jose, California.

All Members present, except when noted "Absent:"

- Daniel Bobay                      Milpitas Unified School District
- Jim Canova                        Santa Clara Unified School District – Absent
- Teresa Castellanos              San Jose Unified School District – Absent
- Cynthia Chang                  Los Gatos-Saratoga Union High School District
- Matthew Dean                  Campbell Union High School District
- Lan Nguyen                        East Side Union High School District

**II. ADOPT CLOSED SESSION AGENDA**

**MOTION:** It was moved to approve the Closed Session agenda as presented. M/Chang, S/Nguyen; Vote: 4 Ayes, Bobay, Chang, Dean, and Nguyen; 0 Noes; 2 Absent, Canova, Castellanos

**III. PUBLIC COMMENTS REGARDING CLOSED SESSION ITEMS**

President Dean noted there were no public comments regarding Closed Session Items.

**IV. ADJOURN TO CLOSED SESSION**

President Dean adjourned the regular Governing Board Meeting to Closed Session at 6:12 PM.

**V. CALL TO ORDER / REGULAR MEETING  
Reconvene from Closed Session**

The regular meeting of the Governing Board of the Metropolitan Education District reconvened from Closed Session and was called to order by President Dean at 7:12 PM in Silicon Valley CTE Room 201, Auditorium, San Jose, California.

All Members present, except when noted "Absent:"

- Daniel Bobay                      Milpitas Unified School District
- Jim Canova                        Santa Clara Unified School District
- Teresa Castellanos              San Jose Unified School District
- Cynthia Chang                  Los Gatos-Saratoga Union High School District
- Matthew Dean                  Campbell Union High School District
- Lan Nguyen                        East Side Union High School District

**VI. REPORT OF CLOSED SESSION ACTIONS**

President Dean said the Governing Board took no action in Closed Session.

**VII. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by SVCTE Fire Science & First Responder Student Jeremy Andrade; he attends Evergreen Valley High School.

## VIII. ADOPT AGENDA

**MOTION:** It was moved to approve the agenda as presented. M/Chang, S/Castellanos; Vote: 6 Ayes, Bobay, Canova, Castellanos, Chang, Dean, and Nguyen; 0 Noes

## IX. RECOGNITIONS

### A. Acknowledgement of Honors and Awards

Superintendent Lynch recognized the following employees:

1. Recognition of Years of Service
  - o 40 Years: Suzi Glass
  - o 30 Years: Rosalie Ruiz
  - o 20 Years: Mary Spielman
  - o 10 Years: Mike Cortese, Krystyna Lett, Alfredo Calderon, Madeline Dasalla-Disanto, Nazila Safari, and Francisco Torres
2. Recognition of Retirements
  - o Suzi Glass

President Dean and Member Castellanos congratulated the employees for their many years of dedicated service and for their commitment to the organization and students. They are grateful for their work. Board Clerk Chang said Adult Education is very critical to society. She thanked the Adult Ed. teachers for helping many immigrant students. She said she was an Adult Ed. student who immigrated to the United States in 1975, and she learned how to drive. Board Clerk Chang said the work of Adult Ed. teachers is very valuable.

## X. PUBLIC COMMENTS

President Dean noted there were two members from the public who wanted to address the Board on subjects not on tonight's agenda. He also acknowledged that AFT Chapter President Kathy Jasper wanted to address the Board on Item #4, *Second Interim Report Positive Certification Letter*. Ms. Jasper requested to have Item #4 removed from the *Consent/Action Calendar* for discussion, and Board Clerk Chang said the Board will remove the item.

President Dean called SVAE Instructor Peter Mac Donald to approach the podium and address the Board. Mr. Mac Donald invited the Board to attend the *SVAE High School Equivalency Completers Celebration* in the Hub on June 2<sup>nd</sup> from 6:00-8:00 PM. Mr. Mac Donald commented on student achievement and the proposal of the 2015-2016 Adult Education Schedule.

President Dean called CSEA Chapter President Rosalie Ruiz to approach the podium and address the Board. Ms. Ruiz thanked the Board for recognizing and valuing classified employees during Classified Week.

## XI. STUDENT REPORTS

### A. Silicon Valley Adult Education (SVAE) Student

Zeyla Chavarin will soon be a high-school graduate. She said she returned to school to fulfill a personal goal. She realized during her education more opportunities were being presented, especially at work. Her experience transformed her one-time personal goal into a goal of life-long learning. She said after she graduates from high school this summer, she will enroll in Mission College this fall and major in Culinary Arts. She thanked SVAE Principal Suzi Glass and her teachers, Sam Ajam and Peter Mac Donald, for the opportunity to learn and be a part of the great Adult Education program.

B. Silicon Valley Career Technical Education (SVCTE) Students

SVCTE Director Marianne Cartan requested permission from President Dean to advance past the *Student Report of SVCTE to Silicon Valley CTE Featured Program*. President Dean agreed to her request.

**XII. SILICON VALLEY CTE FEATURED PROGRAM**

A. Fire Science & First Responder

Jeremy Andrade, a senior at Evergreen Valley High School and Kyle Rhinehart, a senior at Santa Teresa High School presented to the Board. They are currently enrolled in the SVCTE Fire Science & First Responder program. Mr. Andrade and Mr. Rhinehart reported that they and their classmates are involved in many community events, such as the Toy Drive, Build-a-Bike hosted by the San Jose Fire Department, and Relay-for-Life Marathon. Their objective is to be involved with their community as often as possible, especially because they aspire to have careers in Public Safety. Instructor Oscar Tovar, also the Captain of San Jose Fire Department, provided his background to the Board. He introduced former Fire Science & First Responder student, Jose Pena. Mr. Pena graduated from Delmar High School in 2012. He was initially enrolled in the HVAC program. He realized early that this program did not fit his personality. Although it was a very good program, he desired to be involved in the Fire Science & First Responder program after seeing students perform physical tasks such as drills and running. Mr. Pena was particularly interested in the medical aspect of the program. After graduating from high school, he enrolled in a three-month EMT program at Foothill College. He recently changed his course of study from Paramedic to Biology. He will transfer to California State University San Jose where he will pursue a degree in Health Science. He will continue his education to become an Emergency Room Physician. He attributes his educational and career path to the Fire Science & First Responder program and to his teacher, Mr. Tovar.

**XIII. SPECIAL ORDER OF BUSINESS**

President Dean asked Superintendent Lynch if there was any special order of business. Superintendent Lynch said there was no Special Order of Business.

**XIV. CONSENT/ACTION CALENDAR (ACTION)**

**MOTION:** It was moved to approve Board Items #1, #2, #3, #8, and #9 and the removal of Board Items #4, #5, #6, and #7 for further discussion. M/Nguyen, S/Castellanos; Vote: 6 Ayes, Bobay, Canova, Castellanos, Chang, Dean, and Nguyen; 0 Noes

- \*1. Minutes from the Regular Board Meeting of April 15, 2015

**BUSINESS AND FINANCIAL FUNCTIONS**

- \*2. April Warrants Approval List
- \*3. Donations Offered to District
- \*4. Approve Second Interim Report Positive Certification Letter

President Dean called AFT Chapter President Kathy Jasper to approach the podium and address the Board. First, Ms. Jasper publicly apologized to CSEA and the classified staff for speaking negatively during the board item to approve Classified Week. She said she values the classified staff, and she was sorry. Ms. Jasper addressed an equity issue in regards to Board Item #4, and distributed a handout to each Board Member. She said her supporting documents, a snapshot of the Second Interim Report and the SVAE 2015-2016 Proposed Class Schedule, exemplified the steps taken to receive the Positive Certification Letter, which involved reducing spending and class hours. Additional comments from Ms. Jasper ensued.

Board Clerk Chang said we have been deficit spending over the years. She also said in the future, it will be helpful to hear grievances when we start planning our budget next year. Vice President Nguyen asked Superintendent Lynch if the District had a Budget Advisory Committee (BAC) meeting. Superintendent Lynch said we have not yet had a BAC meeting. Vice President Nguyen said it would be good to hold a meeting with our stakeholders to keep them informed of our situation with the budget. He also said AFT and CSEA should be included in the BAC meetings. President Dean agrees with Vice President Nguyen's comments.

**MOTION:** It was moved to approve the Second Interim Report Positive Certification Letter. M/Nguyen, S/Castellanos, Vote: 6 Ayes, Bobay, Canova, Castellanos, Chang, Dean, and Nguyen; 0 Noes

**PERSONNEL FUNCTIONS**

- \*5. Approve Organization of Staff for 2014-2015

Board Clerk Chang acknowledged and compared the changes of the organization charts from the April Board Meeting to the May Board Meeting. She asked Superintendent Lynch for clarification of determining who is an administrator on the *Governing Board/Superintendent Organization Chart*. Superintendent Lynch said the location of the boxes on the organization chart indicate who is an administrator with the exception of the counselor. Board Clerk Chang thanked Superintendent Lynch for her transparency of the information based on her request in the April Board Meeting. She also suggested in the future when the Excel spreadsheet of *Employee FTE's and Salaries* is updated to include information regarding benefits. Member Castellanos also suggested including government. More discussion ensued regarding the organization charts.

**MOTION:** It was moved to approve Organization of Staff for 2014-2015. M/Chang, S/Bobay, Vote: 6 Ayes, Bobay, Canova, Castellanos, Chang, Dean, and Nguyen; 0 Noes

- \*6. Approve Personnel Assignment Orders #2015-12

President Dean read into the record the following personnel changes:

**Classified Positions**

**Resignation**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Effective Date</u></b>	<b><u>Position Control #</u></b>
Heather Renee (SVAE)	Assessment Technician	5/8/15	142207
	Instructional Assistant	5/8/15	142405

**Certificated Positions**

**Temporary Position**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Effective Date</u></b>	<b><u>Position Control #</u></b>
Peter Mac Donald	Study Lab Teacher	4/1/15 – 5/28/15	#148004
	SVAE		

**MOTION:** It was moved to approve Personnel Assignment Orders #2015-12. M/Chang, S/Castellanos, Vote: 6 Ayes, Bobay, Canova, Castellanos, Chang, Dean, and Nguyen; 0 Noes

## **INSTRUCTIONAL AND STUDENT FUNCTIONS**

- \*7. Approval to Offer a New Course at Silicon Valley Career Technical Education: Pharmacy Technology

Board Clerk Chang said she removed Board Item #7 from the *Consent/Action Calendar* for approval to bring positive and special attention to the offering of new SVCTE course, *Pharmacy Technology*. She suggested that when a new course is being offered and presented to the Board it should receive special attention by placing it under *Action Items and Reports*. Member Castellanos agreed with her suggestion.

**MOTION:** It was moved to approve Offering a New Course at Silicon Valley Career Technical Education: Pharmacy Technology. M/Chang, S/Castellanos, Vote: 6 Ayes, Bobay, Canova, Castellanos, Chang, Dean, and Nguyen; 0 Noes

- \*8. Medical Apprenticeship Agreement SVAE  
\*9. Out-of-State Travel for SkillsUSA Students

## **XV. INFORMATION ITEMS/DISCUSSION ITEMS**

10. WASC Visiting Committee Report
- Teacher Leaders: Gina Fleming, Alice Rodriguez, and Michelle Sugden
  - WASC Coordinator: Sharon Brown

SVCTE Director Marianne Cartan and Assistant Principal Sharon Brown provided testimonials of the WASC process. The Board commented and asked questions regarding the report. Vice President Nguyen offered his congratulations on the great work. Superintendent Lynch said data from the report regarding our students was provided to The Sobrato Organization. Board Clerk Chang asked Superintendent Lynch to supply the report to the MetroED Governing Board and the JPA Superintendents.

11. Legislative Update

Superintendent Lynch stated at this time there is no report on legislation because we must wait for information on the *May Revise* to come out on May 14<sup>th</sup>.

## **XVI. ACTION ITEMS AND REPORTS**

### **BOARD AND ADMINISTRATIVE FUNCTIONS**

None.

### **BUSINESS AND FINANCIAL FUNCTIONS**

None.

### **PERSONNEL FUNCTIONS**

None.

### **INSTRUCTIONAL AND STUDENT FUNCTIONS**

None.

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

### **1. SVAE Principal Suzi Glass**

She reported the following:

- Last day of school: May 28<sup>th</sup>
- High School Equivalency Completers Celebration on June 2<sup>nd</sup> from 6:00-8:00 PM in the Hub
- SVAE High School Diploma Graduation on June 3<sup>rd</sup> from 3:00-6:00 PM on the SVCTE Lawn
  - President Dean will be the keynote speaker
  - Prospectively 38 students will graduate

### **2. SVCTE Director Marianne Cartan**

She reported the following:

- The Car Show on May 1<sup>st</sup> netted a profit of \$7,000 for SkillsUSA, and she thanked key people for organizing the event.
- San Jose Rotary Job Shadow – 84 students participated
- Law Day – 175 students present for panel, which included three judges
- With four courses approved for UC 'a-g,' SVCTE now has a total of 12 UC 'a-g' courses.
- 46<sup>th</sup> Annual Awards Ceremony on May 15<sup>th</sup>

### **3. CBO Marie dela Cruz**

She reported the following:

- Meetings with JPA Superintendents and CBOs complete
- Presented to the Milpitas USD Board with Superintendent Lynch
- Working on 2015-2016 Budget for the June-10 Board Meeting
- Will resume Budget Advisory Committee (BAC) Meetings in 2015-2016
- May Revise

### **4. MetroED Superintendent Alyssa Lynch**

She reported the following:

- Law Day – the event itself and receiving positive press
- Visits from The Sobrato Organization and Apple, Inc.
- Visited Mission Valley ROP in Fremont to see its Pharmacy Technology Program
- Meeting with principals on June 10<sup>th</sup> regarding offering a special two-hour Pharmacy Technology class
- CCAE Awards Dinner on May 12<sup>th</sup>
- Thanked Peggy Nutz and her students for helping with Teacher Appreciation Day by delivering healthy snacks to our certificated staff
  - Campus walk/talk event during the Appreciation Days that ties in District Total Wellness Program

## **XVIII. BOARD COMMENTS**

### **1. Member Castellanos**

Member Castellanos reported the following:

- Next America Conference, which was held by the high-tech industry
  - State-wide issue on lack of funding in University of California colleges, California State University colleges, Adult Education, and K-12 schools
  - We need to be more vocal about how we are in crisis with not having enough funding to provide quality education.

### **2. Member Bobay**

Member Bobay reported the following:

- Spoke positively and highly about MetroED to the Milpitas Chamber of Commerce; arranging tours of SVCTE for industry sectors
- Thanked Superintendent Lynch and CBO dela Cruz for their presentation to the Milpitas USD Board, which was well received.

**3. Member Canova**

Member Canova reported the following:

- Enjoyed Member Castellanos' comments
- The Sobrato Organization wants data on the jobs our students obtain after being trained at MetroED.

**4. Board Clerk Chang**

Board Clerk Chang reported the following:

- Wants SVCTE students, especially from her district, to speak to her Board during Public Comments.
- She will attend California School Board Association Delegate Assembly Conference in the coming weekend.

**5. Vice President Nguyen**

Vice President Nguyen reported the following:

- Would like to have a Board Retreat to discuss strategies for student recruitment for MetroED/SVCTE and in each Board Member's district.
- Vocational Education is not discussed openly in Vietnamese families.

**6. President Dean**

President Dean reported the following:

- Enjoyed the Car Show; it was outstanding
- Met a graduate of Leland High School who was educated at SVCTE (formerly CCOC) in the Electrical program, and owns his own business. He will pass on his contact information to Superintendent Lynch.
- Witnessed the process of appointing Rosemary Kamei to the County Board of Education
- Comments on adage "The proof of the pudding is in the eating."

**XIX. OTHER MEETINGS**

Regular Board Meeting: June 10, 2015	Closed Session	6:00 pm
	Open Session	7:00 pm

**XX. ADJOURNMENT**

President Dean requested a motion to adjourn the meeting at 8:58 PM.

**MOTION:** It was moved to adjourn the meeting. M/Chang, S/Castellanos; Vote: 6 Ayes, Bobay, Canova, Castellanos, Chang, Dean, and Nguyen; 0 Noes



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Cynthia Chang, Clerk of the Board