

METROPOLITAN EDUCATION DISTRICT

Governing Board Meeting Minutes
June 15, 2011

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., at 760 Hillsdale Avenue, Building 400, Room 403, San Jose, California.

All Members present, except when noted "absent:

Frank Biehl	East Side Union High School District
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

II. DISCLOSURE OF "CLOSED SESSION" DISCUSSION ITEMS

- A. Conference with Labor Negotiator Pursuant to Government Code: 54957.6(f)
Employee Organizations
- AFT
 - CSEA
 - CTA
 - Unrepresented Employees
- B. Public Employee Discipline/Dismissal/Release pursuant to Government Code 54957.6(f)
- C. Conference with Legal Counsel—Anticipated Litigation: Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9 (one case)

III. ADJOURN TO CLOSED SESSION

President Canova 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 Canova at 7:00 p.m., in MetroED Building 400, Room 406, San Jose, California.

V. REPORT OF CLOSED SESSION ACTIONS

President Canova: He reported the Governing Board discussed with their labor negotiator the items noted under Closed Session above and no action was taken.

VI. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Member Biehl.

VII. ADOPT AGENDA

Superintendent Hay: He noted Action Item # 16 was revised and copies have been provided to the Governing Board and the public.

MOTION: It was moved to adopt the agenda with the revision recommended by staff. M/Chang, S/Bobay; Vote: 6 Ayes, 0 No

VIII. RECOGNITIONS

A. Acknowledgement of Visitors: None

B. Acknowledgement of Honors and Awards

- Recognition of MetroED Retirees

Superintendent Hay recognized Martha Burns, Independent Study Program Curriculum Specialist, for the impact she had made on the students of MetroED beginning in August 2002. In 2005, she noticed a need for tutors to assist students in the subjects required to achieve their adult high school diploma. She began a volunteer tutor program and it has grown to 32 volunteer tutors.

- Recognition of Classified Employee of the Year

Superintendent Hay recognized Jose Garcia, Lead Groundskeeper began working for MetroED in 1984 and has done an outstanding job to ensure the grounds are landscaped and kept immaculate for the students and special events held on the campus. He was selected as MetroED's 2011 Classified Employee of the Year. He was presented with a plaque and 'golden' shovel.

- Recognition of Individuals who have "Raised the Bar!"

Superintendent Hay recognized David Fleckles for his association with the Downtown Rotary Club and actively promoting not only Central County Occupational Center and MetroED, but also our students. David has a long history with the CCOC Career Center dating back to the beginning of the Hillsdale Campus. In the past six years David has been active in working with the Rotary to provide tours for the Washington School 5th graders and he has worked tirelessly promoting Rotary Job Shadow Day.

IX. STUDENT REPORTS

None

X. SPECIAL ORDER OF BUSINESS

None

XI. PUBLIC COMMENTS

None

XII. APPROVAL OF MINUTES

MOTION: It was moved to approve the Minutes of the Regular Board Meeting of May 11, 2011. M/Biehl, S/Chang; Vote: 5 Ayes, 0 No, 1 Abstain (Gordon)

XIII. CONSENT CALENDAR

MOTION: It was moved to approve consent items # *2 through # 11 with the removal of # 7 at the request of Member Biehl. M/Biehl, S/Garcia; Vote: 6 Ayes, 0 No

BUSINESS AND FINANCIAL FUNCTIONS

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

The Governing Board approved the following warrant registers: #62010031-#62010067, dated May 2, 2011; #62010068-#62010083, dated May 4, 2011; #62010084, dated May 6, 2011; #62010085-#62010145, dated May 9, 2011; #62010146-#62010184, dated May 11, 2011; #62010185-#62010338, dated May 12, 2011; #62010339-#62010369, dated May 16, 2011; #62010370-#62010406; dated May 18, 2011; #62010407-#62010408, dated May 23, 2011; #62010459-#62010498, dated May 25, 2011; #62010499-#62010509, dated May 26, 2011.

***3. Action Item: Surplus Items**

The Governing Board approved the items listed in the Board packet for surplus that are unusable and/or outdated and now obsolete and have no remaining value to the District.

***4. Action Item: Approve Changes/Additions to District Budget Guidelines**

The Governing Board approved the changes and additions to the district budget assumptions and authorized the Superintendent to take the necessary actions.

***5. Action Item: Approve JPA Agreement with the Santa Clara County Schools' Insurance Group**

The Governing Board adopted the revised JPA Agreement with the Schools' Insurance Group.

***6. Action Item: Approve Agreement for Fiscal Budget Services; School Services of California; \$2,220**

The Governing Board approved the agreement with School Services of California, Inc. in the amount of \$2,220 plus actual expenses.

7. Action Item: Architectural Services: Parking Lot Repair, Restriping and Reconfiguration, Hillsdale Campus Site-Bartos Architecture, \$25,000

Member Biehl: He noted that Item # 18 which is not on consent is related to this item and President Canova asked if he would like to discuss this item in conjunction with Item # 18 later in the meeting. He said he didn't think the architectural contract should be approved prior to moving forward with the project.

Superintendent Hay: He said Item # 18 was a call for bids and not for approval of the contract,

Member Biehl: He said he had questions relative to the item and he wanted to know when it would be appropriate to ask questions relative to both items.

President Canova: He deferred Item # 7 for discussion in conjunction with Item # 18.

MOTION: It was moved that the Governing Board approve the architectural services with Bartos Architecture, Inc. in the amount of \$25,000 for parking lot repair, reconfigure and restriping the parking lots on the CCOC campus. M/Chang, S/Garcia; Votes: 5 Ayes, 2 No (Biehl/Gordon)

PERSONNEL FUNCTIONS

***8. Action Item: Classified Personnel**

The Governing Board approved 14 hourly classified, 5 reassignments, 2 resignations, and 17 layoffs and authorized the Superintendent to take any necessary actions.

INSTRUCTIONAL AND STUDENT FUNCTIONS

***9. Action Item: San Jose Job Corps: Agreement for Summer School: CCOC**

The Governing Board approved the agreement between San Jose Job Corps and MetroED for summer school classes at CCOC and authorized the Superintendent to take any necessary actions.

***10. Action Item: San Jose Job Corps: Agreement for Summer School: MAEP**

The Governing Board approved the agreement between San Jose Job Corps and MetroED for summer school classes provided by MAEP and authorized the Superintendent to take any necessary actions.

***11. Action Item: Approve CCOC Students Out of State Travel**

The Governing Board approved the out of state travel for two CCOC advisors and seven gold medal winners to SkillsUSA Nationals competition and authorized the Superintendent to take any necessary actions.

XIV. INFORMATION ITEMS

12. Information Item: Board Policies and Administrative Regulations; Tri-Annual Update

Superintendent Hay: He said this was the tri-annual update of Board Policies and Administrative Regulations as recommended by the California School Boards Association. He said it was the first reading and there was a summary of the changes of the policies and the policies would be brought back on June 29 for the second reading and adoption.

President Canova: He said there were no questions at this time and the Superintendent said if there were any questions or changes to let his office know prior to the next meeting.

13. Information Item: Draft of Proposed 2011-12 Budgets

CBO Daniel Gilbertson: He reviewed the draft of the proposed 2011-12 budget that would be brought back for approval at the June 29, 2011 meeting. He said due to some technical difficulties with the Santa Clara County Office of Education, the required state reports would not be available until next week. He reviewed the information known to date regarding the state budget and impacts to school districts throughout the state. The state legislature passed the budget today. He said with the reduction in adult education funding, staff reviewed options for the allocation of overhead costs and recommended it be done by total revenues. He said in the past it was based on an allocation of resources after a time management study (65% general fund/35% adult education). The recommendation for next year will be 79% general fund and 21% adult education for overhead cost allocations. He said the major changes for MetroED on the budget passed at the state level was the continuation of flexibility through 2014-15 for categorical programs which includes adult education and regional occupational programs. He reviewed the changes in the budget guidelines as well. He shared the major changes for CCOC has been in renovating and modernization of facilities through Proposition 1D Grants.

Vice President Chang: She said the amount for economic uncertainty has gone done and she asked what will happen when flexibility ends in 2014-15.

CBO Gilbertson: He said the trend has been going down and in the future either the state revenues will be going up in three years or there will need to be further program cuts. He said there is deficit spending projected for the next three years in the budget; however, the reserves are projected to cover the deficit spending.

Vice President Chang: She asked at what point we would use the 10% for economic uncertainty that she does not advocate doing as well as a cash flow reserve.

CBO Gilbertson: He said there are other reserves that were adopted by the Board to maintain as part of the budget.

Superintendent Hay: He said there is a combination of the 10% for economic uncertainty and 5% for cash flow because the state defers the money that is sent to MetroED to make payrolls and pay vendors. He said even at 15% there still will be a need to borrow from the capital outlay fund for the next two years to assist with cash flow until, hopefully, the state starts paying on time.

CBO Gilbertson: He said there are several costs that are going up including workers compensation costs and benefits as well as we continue to do step and column increases for employees as well as benefit costs even though funding has not increased. He said the major change for the adult education program has been the closing of the two sites and consolidation on one campus.

President Canova: He asked about the future of adult education if the budgets improve, are there any thoughts on how to piece things back together. He said the cuts to adult education and the reduction in classes has been devastating.

Director Karp: She said one of the things adult education staff wants to do is maintain the quality of the programs remaining so whatever funding adult education will have in 2014-15; MAEP will be able to expand and grow the programs again.

CBO Gilbertson: He said the other concern is legislative for the adult education community. He said AB 18 would put all of adult education funds into the revenue limit for districts and it would mean the end of adult education in California as we have known it for so many years. He said the legislative effort is very important to keep adult education programs.

Director Karp: She said the legislation is very critical.

CBO Gilbertson: He said he has summarized in previous meetings regarding the March 15 notices and the layoffs. He said with the consolidation, there are 69 teachers who are no longer with MetroED and the number of students they impacted over the years. He introduced Sr. Executive Assistant Althea Polanski to review advertising changes for the coming year.

Althea Polanski: She shared the class schedule has been printed and mailed out to approximately 267,000 households in 2010-11. She said due to the reduction in funding and programs, it was decided to look at other strategies for marketing the programs in the coming year. This will save approximately \$105,000 per year. The strategies include theatre advertising, radio commercial spots and through the print media. She showed a 30-second theatre ad developed to be shown at the Eastridge Mall, San Jose Oakridge 20, and Winchester 21-23 theatres. She said this will be done to promote the CCOC adult registration and classes that will occur on August 3.

President Canova: He said it was well done and he noticed it pointed to the MetroED website and he asked if we use social media as well.

Althea Polanski: She said MetroED uses Facebook and You Tube. She said we will purchase the license for the spot so that we are able to use it on public television and other social media venues.

President Canova: He asked if the spot could direct viewers to other social media venues as well.

Althea Polanski: She said this was possible and we are also updating the web site to make it a little more interactive for users.

President Canova: He said Twitter could be a good tool to use for students to follow MetroED especially when new classes are being offered.

Member Biehl: He asked who the target customer was for the advertising in the theatres.

Althea Polanski: She said the target audience was for potential students to attend the evening classes at CCOC from approximately 18 to 45 years of age.

Member Biehl: He asked how staff will know if the ad is effective and how it will be measured.

Althea Polanski: She said one way would be to ask those who come to register for classes how they heard about the program and ask when they call to find out about registering. She said it is one of those areas where you are not sure how effective a campaign will be.

Member Biehl: He said he was pleased staff was investigating other venues for advertising and it is important to know if they are effective. He suggested there could be a link on the web site as well. He asked staff to bring back information after registration to see what the response was to the theatre spots.

Althea Polanski: She said approximately three years ago there was a free radio spot used to advertise for adult education's registration and the response was overwhelming on the numbers who registered for classes.

Member Biehl: He said he believed radio spots would be very effective and he was not as familiar with theatre advertising and is interested in what the response will be.

President Canova: He said when you look back at history, even during the Great Depression, the movie business thrived and people were trying to find things to do.

Member Biehl: He asked what staff was doing at career centers or unemployment offices to let people know about the programs and training.

Superintendent Hay: He said we are an approved contractor for Work2Future and we are listed statewide as well as online. He said they will pay for people to get trained; however, due to the structure of our programs being over a longer period of time, we have not fit the model they are currently using. He said those who use the services of Work2Future are required to complete their training in a certain period of time. He said even though we are an approved vendor, we have not had any people use our services.

Member Garcia: He said when he attended the conference for CAROCP and seen videos on various programs he had mentioned staff needed to be very careful to be sure there was a fair number of women and men depicted. He asked when the video was being done did we ensure there was fair representation.

Althea Polanski: She said the theatre spot was done by an outside vendor at a cost of \$500 and he picked some shots and we provided the picture with the students in their various

uniforms. She said the class schedule would still be available online and she was trying to be very cognizant of Member Garcia's request.

Vice President Chang: She said the class schedule goes out twice a year and she asked how often the MetroED News goes out and the cost.

Althea Polanski: She said it goes out quarterly as well as the annual report is done through a different budget source.

Superintendent Hay: He said the MetroED News and annual report are mailed to approximately 2,000 individuals and businesses as well as 1,700 that subscribe to getting the MetroED News electronically.

Member Biehl: He said direct mail is not being done for MetroED News and the annual report and Ms. Polanski said that was correct. He said staff may want to look at targeted mailing with a postcard pointing to the website and classes offered.

Althea Polanski: She said as part of the theatre spots, there will also be three banner ads displayed on websites affiliated with National Cinemedia that are being designed in-house.

Superintendent Hay: He said as we get closer to looking at advertising for the adult education classes, we will be looking at the San Jose Mercury News Sunday advertising in their Careers Publication.

Member Biehl: He said there is a more focused on audience in the Careers Publication as they are seeking employment where in the theatre it is a broader audience.

Clerk Bobay: He asked if the file could be sent to him after the license has been secured and Ms. Polanski said that was possible and it would be on our Facebook page as well.

XV. ACTION ITEMS AND REPORTS

BOARD AND ADMINISTRATIVE FUNCTIONS

14. Action Item: Legislative Update; Approval of Bill Positions

Superintendent Hay: He went through the update of the Assembly and Senate bills as was provided in the Friday Update Letter. He said changes since the last update are highlighted in red and includes the votes by the various legislative committees. He said he had two recommendations for the Governing Board's consideration. He said AB 165 on student fees he was recommending an oppose position because it proposes new mandates on local education agencies and carries an overly punitive penalty if it is found that student fees were improperly imposed. He said this bill is opposed by ACSA and he believes the California School Boards Association is leaning in the direction of opposing the bill as well.

Member Garcia: He asked what the vote was on this vote and he was surprised it passed the appropriations committee.

Superintendent Hay: He said it was not unanimous; however, he did not have the actual vote. He said this is new mandated costs to districts and it may be changed or voted down in the senate.

MOTION: It was moved that the Governing Board approve staff recommendation for AB 165. M/Garcia, S/Biehl; Votes: 6 Ayes, 0 No

Superintendent Hay: He said SB 931 (Vargas) is not a fiscal bill and it has been going through the legislature. He said it amends the Educational Employer-Employee Relations Act (EERA) and it could limit the spending power of publicly elected school boards that have the statutory and constitutional authority to spend its money in any way it sees fit unless to do so is against the law. He said it is too broad and leaves public entities at enormous exposure. He recommends a position of oppose.

Member Biehl: He said he would be voting no on the recommendation because he did not have enough information to make a decision at this time.

MOTION: It was moved to oppose SB 931. M/Chang, S/Bobay; Votes: 5 Ayes, 2 No (Biehl/Gordon)

15. **Action Item: Metropolitan Education District Vision Statements and Goals for 2011-12**

CBO Gilbertson: He said the vision statements and goals were presented at the last meeting and he had not received any changes.

MOTION: It was moved that the Governing Board approve the District Vision Statements and Goals for 2011-12. M/Chang, S/Garcia; Votes: 6 Ayes, 0 No

16. **Action Item: Organization of Administrative Staff for 2011-12**

Superintendent Hay: He provided two charts that show the changes from the current year and the second chart shows how the organization will look for the coming school year.

Vice President Chang: She said we do not currently have a Director of Human Resources and she asked how many employees are in the department.

CBO Gilbertson: He said there were two and a half employees in the HR department. He said with the layoff, the administrator will be replaced by a confidential position.

Vice President Chang: She said the two director positions have been unfilled for a year and staff recommends continuing not replacing the positions for the coming year.

CBO Gilbertson: He said that was correct and the HR employees will report to him directly.

MOTION: It was moved that the Governing Board ratify the MetroED organizational structure for the 2011-12 school year. M/Gordon, S/Garcia; Votes: 6 Ayes, 0 No

BUSINESS AND FINANCIAL FUNCTIONS

17. **Action Item: Call for Bids: Building 600 Transportation Careers Center; Proposition 1D project and Sewer Line Replacement**

Superintendent Hay: He said to get DSA approval in a timely manner, the sewer line replacement has been tied to the building 600 modernization. He said both projects have been approved by DSA and it will save some money.

MOTION: It was moved that the Governing Board authorize the Superintendent to Call for Bids for the Proposition 1D CCOC building 600 modernization and reconfiguration project; award the bid and enter into a construction contract with the lowest responsible bidder; subject to ratification by the Governing Board. M/Garcia, S/Biehl; Votes: 6 Ayes, 0 No

18. **Action Item: Call for Bids: Parking Lot Repair, Restriping & Reconfiguration, Hillsdale Campus Site**

President Canova: He said this item will include Item # 7 that was removed from consent earlier in the agenda.

Superintendent Hay: He said with the consolidation of the adult education program to the Hillsdale campus there will be approximately 100 additional adult students on campus. He said they will be running three sessions; morning, afternoon, and evening. He said this necessitated some restriping and parking and it would provide for an additional 85 parking spaces on campus.

Member Biehl: He asked where the funds would be coming from to pay for this project.

Superintendent Hay: He said the funds were coming out of Deferred Maintenance.

Member Biehl: He said the generation of the need is because of adult education and he said the funds should be coming out of adult education for this project.

Superintendent Hay: He said he didn't believe it should come out of adult education funds. He said MetroED is unique. The deferred maintenance calculation is done based on ½ of 1% of a district's general fund budget. In MetroED's case, the state has combined the budgets of adult education and the general fund. He said adult education is actually generating dollars for deferred maintenance fund and there is no constraint on how the funds are expended.

Vice President Chang: She said it is all combined into one fund.

Superintendent Hay: He said yes it is all combined by the state as general fund monies.

Member Biehl: He said when we allocate overhead costs we use a 79% general fund and 21% adult education. He said it starts out as a striping project and then becomes a repair and reconfiguration project. He said the only reason for doing the project is due to adult education.

Superintendent Hay: He said adult education generates approximately one-third of the deferred maintenance funds.

Member Biehl: He asked if the funds could be used for programs as opposed to parking and the superintendent responded yes. He said the choice for the Governing Board was how to allocate the funds this evening for services for students or parking. He said he would be voting no because he would like to wait and see what the parking will be like after school begins.

Vice President Chang: She said based on the comments by Member Biehl, she understands there is a basic service that needs to be done for restriping that is done every two or three years. She said she understands Member Biehl's point and when we are dealing with people and programs, it is important to strike a balance.

Superintendent Hay: He said we are trying to maximize the facilities here for adult education and are running programs in every classroom morning, afternoon, and evening. He said there was no room to add any more classrooms and there are not enough parking spaces to accommodate the increase coming on the campus when school begins in August. He said the back part of the campus is already impacted even without the 100 new students to be added.

President Canova: He asked if this issue was time sensitive and the superintendent said yes that it needed to be done before school starts on August 15. He said there is another meeting this month (June) and he asked if the Governing Board wanted the item pulled from the agenda and have it returned at the next meeting.

Member Biehl: He said he believed the Governing Board needed to provide some direction this evening. He said it works out to a little over \$3,000 per parking spot. He said when he

read the item it began as a striping project and everything else was added on. He said there is sewer line repair and other heavy construction that is going on this summer and in sequence, the repair of the parking lot would be done last. He said he understands the need to do striping to get more spaces but he was wary about doing the other repair until the other projects are completed. He said he felt the Governing Board needed to have a discussion on where the money was being allocated. He said he has never had a problem improving our classrooms and staying up-to-date with programs and the justification for using those funds. He said he was hesitant on expending \$277,000 on the parking lot.

President Canova: He said one of the reasons he was suggesting deferring the item to the next meeting was to resolve some of the questions Member Biehl had on this project and it would work within the timeline for the district.

Superintendent Hay: He said he was not sure deferring the item to the next meeting would work within the timeline. He said the gas line replacement project is scheduled to start tomorrow upon approval this evening and any cutting that needs to happen will be done now.

Member Garcia: He said this is all part of a calculated process for the projects on campus.

Clerk Bobay: He asked if MetroED had any input from the city on what is required for parking spaces and the capacity of the site.

Superintendent Hay: He said the city has no authority on the campus and it all has gone to Division of State Architect (DSA) for approval. He said they have to approve the plans and the requirements relative to parking including handicap spots and their location. He said we have a DSA inspector that improves the work.

Member Biehl: He said there are a number of spots fenced off currently for construction; however, he doesn't see many vehicles and asked if it was due to the time of day he has seen the parking lot.

Superintendent Hay: He said it varies based on the time of day and they will bring in large equipment on trucks. He said the reconfiguration of the parking area is on the South side of the campus and restriping will be done throughout the campus.

MOTION: It was moved that the Governing Board authorize a Call for Bids to repair, reconfigure, and restripe the parking lots on the CCOC Campus. M/Garcia, S/Chang; Votes: 5 Ayes, 2 No (Biehl/Gordon)

Member Garcia: He asked if the facilities person could be at the meetings when facility issues are discussed such as tonight to hear the rationale for the parking spaces. The superintendent said it would be Mark Bartos.

Member Biehl: He asked if Mark Bartos could be at the next meeting to explain the parking lot reconfiguration and rationale and the superintendent said it would be no problem.

19. **Action Item: Approve Bid, Approve Construction Contract: Hillsdale Gas Distribution Line Replacement-Lewis & Tibbitts, Inc, \$167,305**

MOTION: It was moved to award the bid to Lewis & Tibbitts, Inc. as the lowest responsible bidder and approve the construction contract as recommended by the Superintendent. M/Gordon, S/Biehl; Votes: 6 Ayes, 0 No

PERSONNEL FUNCTIONS

20. **Action Item: Approve Resolution #16-06-15-11; Resolution to Reduce or Reassign Classified Workforce**

CBO Gilbertson: He reviewed the reductions and elimination of the classified positions.

MOTION: It was moved that the Governing Board approve Resolution #16-06-15-11 to Reduce or Reassign Classified Workforce and eliminate the equivalent of 4.00 FTE classified positions. M/Chang, S/Gordon; Roll Call Votes: 6 Ayes, 0 No

21. **Action Item: Public Hearing: Disclosure of Financial Implications of Collective Bargaining Agreements with AFT Employees**

President Canova: He opened the public hearing. He said there were no comments and asked for a motion to close the public hearing.

MOTION: It was moved that the Governing Board close the public hearing. M/Garcia, S/Chang; Votes: 6 Ayes, 0 No

22. **Action Item: Ratification of the AFT Agreement for 2010-11**

MOTION: It was moved to approve the AFT Agreement for 2010-11. M/Gordon, S/Biehl; Votes: 6 Ayes, 0 No

23. **Action Item: Ratification of the CTA Agreement for 2009-10 and 2010-11**

MOTION: It was moved that the Governing Board approve the CTA agreement for 2009-10 and 2010-11. M/Biehl, S/Chang; Votes: 6 Ayes, 0 No

XVI. EXECUTIVE REPORT/ADMINISTRATIVE REPORTS

CCOC Director John Fox

- The Job Corps Summer classes began and the students will be attending 23 sessions at CCOC for 6.5 hours per day in Law Enforcement (Rico Sciaky) or Medical Terminology (Collette Betters). The classes are offered Monday through Friday.
- Two summer programs in Carpentry and Office Assistant are in session for CalWORKs. The students attend classes Monday through Thursday for 31 days at 5 hours per day.
- An EMT program has been offered to CCOC Fire Science/First Responder and Health Occupation students. The program is a result of a partnership between Foothill College, CCOC, and Job Corps. Students who successfully complete the program will receive six college credits from Foothill College. He said they are looking at continuing this in the fall for the evening.
- Mike Cortese, SkillsUSA sponsor and CCOC Diesel Trucks instructor will be taking students to Kansas City to compete in the national competition.
- The CCOC administrative offices are currently in building 100 during the renovations of building 800.

President Canova: He said he did attend the CCOC Classic Car Show in May and he was very impressed.

MAEP Director Sylvia Karp

- She said graduation for 85 adult education students was held with about 600 guests in attendance. John Sellarole, MetroED Foundation Vice President was the keynote speaker. He was very inspirational and he has been in education for over 40 years. There were three student speakers and 90% of the graduates are going to community colleges or the UC

system in the fall. She said the graduation was very meaningful for the teachers and staff as they knew it would be the last graduation they would be attending at MAEP.

- The consolidation of the adult education programs was completed as well. The Erikson center was moved on June 9 and the San Jose center on June 13. She said the custodial staff came through and cleaned the sites and the walk through with San Jose USD should occur in the next few weeks.
- An Office Skills class is being offered for Job Corps during the month of June.
- In July, there will be a Clinical Medical Assisting class for review of skills for students. These are for students who have completed the program but are either working or on externships and want to review their skills.

President Canova: He said he was honored and privileged to be at the adult education graduation and he was very inspired to hear the stories of the student speakers. He said it was bittersweet as you listen to the success of the students and know it was through the dedicated employees here and many of them we are losing due to cuts. He said it was a great, enthusiastic class and it was great to celebrate with them. He said he understood other board members were unable to attend due to commitments in their home districts.

Clerk Bobay: He apologized for not being able to be at the graduation due to a board meeting the same evening in Milpitas.

CBO, Daniel Gilbertson

- He commended the adult education staff for a successful consolidation of the sites to this campus.

Superintendent Hay:

- He said he will be attending the CAROCP Conference in San Diego on Sunday through Wednesday. He said it would be his last year as the co-chair of their Legislative Committee due to a person who is unable to serve due to a cut back in his district for travel.
- He said there will be open houses in the future. He said building 200 will be ready for the new school year for the Medical Center. He said building 800 is being remodeled and will be ready for school to begin. He said building 700 with the new model court room will be under construction for a portion of the new school year. The adult education facilities should be ready with the three new portables as well as the renovations have been done on the other MC Annex portables and the students are very impressed. He said there will be tours scheduled when the work has been completed.

XVII. BOARD COMMENTS

Member Diane Gordon

- She said Campbell UHSD will be holding their first adult education graduation on Friday at the Del Mar Performing Arts building.
- She said their solar project is coming in at \$14 million and she is concerned on how the panels will transport. She said there is a 10% overrun to cover the transporting of the panels and they are excited about being able to allow other districts to use their plans in the future. She said they are trying to use local companies for their project.

Clerk Dan Bobay

- He announced Milpitas USD has hired a new superintendent, Cary Matsuoka from Los Gatos-Saratoga JUHSD and he will begin after July 1.
- He said in his home district are the promotion ceremonies and graduations for adult education and the high schools.

Vice President Cynthia Chang

- She reported the Los Gatos-Saratoga JUHSD held a special meeting last night and appointed Bob Mistele as their Interim Superintendent with the departure of Mr. Matsuoka to Milpitas USD who was their Assistant Superintendent of Human Resources and they have employed Leadership Associates to assist in recruiting a new superintendent.

President Jim Canova

- He announced they have hired Ms. Bobbie Plough who will be Santa Clara USD's first female superintendent. He said they used Leadership Associates as well and Ms. Plough will begin in July.
- He said as all other districts they are dealing with a tough budget and dealing with furloughs and possible roll backs.

XVIII. OTHER MEETINGS

The next regular meeting of the Governing Board will be on June 29, 2011 at 7:00 PM at 760 Hillsdale Avenue, Building 400, San Jose, California.

XVII. ADJOURNMENT

President Canova adjourned the meeting at 8:56 PM.

Daniel Bobay, Clerk of the Board