

METROPOLITAN EDUCATION DISTRICT

Governing Board Meeting Minutes
June 25, 2014

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 Bobay at 6:00 PM, in Silicon Valley Career Technical Education (SVCTE) Room 819, San Jose, California.

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
Matthew Dean	Campbell Union High School District
Richard Garcia	San Jose Unified School District
Lan Nguyen	East Side Union High School District

II. 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 Bobay at 7:15 p.m., in Silicon Valley CTE Room 201, auditorium, San Jose, California.

III. REPORT OF CLOSED SESSION ACTIONS

President Bobay reported the Governing Board took no action in closed session.

IV. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by President Daniel Bobay.

V. ADOPT AGENDA

MOTION: It was moved to approve the agenda as presented. M/Chang, S/Dean; Vote: 6 Ayes, Bobay, Canova, Chang, Dean, Garcia, and Nguyen; 0 No

VI. SPECIAL ORDER OF BUSINESS

None.

VII. PUBLIC COMMENTS

President Bobay: He noted there were no speakers this evening.

VIII. CONSENT/ACTION CALENDAR (ACTION)

MOTION: It was moved to approve consent items #1 through #2, items #4 through #5, and items #7 through #12; hold item #3 for more information; and remove item #6 requesting that it be placed on a future agenda. M/Chang, S/Dean; Vote: 6 Ayes, Bobay, Canova, Chang, Dean, Garcia, and Nguyen; 0 No

BUSINESS AND FINANCIAL FUNCTIONS

*1. **Action Item: Surplus Items (Joyce Shen)**

The Governing Board surplused one Sony HDV Camera HDR-FX1.

- *2. **Action Item: Monthly Financial Update (Joyce Shen)**
The Governing Board approved the budget changes included in the Monthly Financial Update for the period ended May 31, 2014.

- *3. **Action Item: Approve Purchase of New ShoreTel Phone System (Bob Beaulieu)**

Vice President Dean: He said he wanted to know what the install-date would be for the new ShoreTel Phone System, and he wanted if we were on a trunk line

Director of IT Beaulieu: He said the phone system in place is safe until it fails. He said it will only take one day for ShoreTel to install the new phone system. He said the cable has already been pulled, and we are currently on voiceover IP system.

Member Chang: She said a parent from her district told her that when a voiceover IP system is being used the computer is relied upon more than a land line; a land line will not shut down during a power outage. She is concerned that when a phone call is made in an emergency on a voiceover IP system the actual location of the call cannot be determined.

Director of IT Beaulieu: He said the voiceover IP system was installed 11 years ago, and we are able to do our own programming here. He said we were able to take care of the emergency system. He said by using a layer-two Mac address of the voiceover IP system, an employee's phone and extension may follow him or her to any office on this campus. He said since the installation of a voiceover IP system 11 years ago we have saved over \$400,000 versus what we were paying before.

Member Canova: He asked if we have enough phones if we experience a power outage.

Director of IT Beaulieu: He said this is one of the disadvantages of a voiceover IP system. He said we made sure each building on our campus has an analogue line and everyone knows where it is located.

Vice President Dean: He said that it is critical to maintain the database of the Mac addresses so that responders can be routed to the exact location of the call.

MOTION: It was moved to approve purchase of the ShoreTel telephone system. . M/Chang, S/Dean; Vote: 6 Ayes, Bobay, Canova, Chang, Dean, Garcia, and Nguyen; 0 No

- *4. **Action Item: Resolution #12-06-25-14 Authorizing Designated Management Personnel to Sign Orders Drawn Upon the Funds of the District (Debbie Fry)**

The Governing Board approved Resolution #12-06-25-14 authorizing the designated District employees to sign orders drawn upon the funds of the District.

- *5. **Action Item: Resolution #13-06-25-14 Authorizing Designated Management Personnel to Sign Official Electronic Funds Transfer Forms of the District. (Debbie Fry)**

The Governing Board adopted Resolution #14-06-25-14 authorizing the specified individuals to sign all official electronic funds transfer forms on behalf of the District and authorize the filing of said signatures with the County Controllers' Office.

- *6. **Action Item: Agreement with Independent Contractor, Rhonda Farber: \$5,000 (Alyssa Lynch)**

The Governing Board approved to remove item #6, the Independent Contractor Agreement for a Special Services agreement with Rhonda Farber and Metropolitan Education District for the period 7/1/14 to 6/30/15 school year, from the Consent/Action Calendar and requested to have it placed on a future agenda.

- *7. **Action Item: Agreement with Independent Contractor, Roy Blitzer: \$9,000 (Alyssa Lynch)**

The Governing Board approved the Independent Contractor Agreement for a Special Services agreement with Roy Blitzer and Metropolitan Education District for the period 7/1/14 to 9/30/14 school year.

- *8. **Action Item: Approval of MetroED Funding Agreement with Los Gatos-Saratoga Joint Union High School District for 2014-15 (Debbie Fry)**

The Governing Board approved the Funding Agreement for 2014-15 between Los Gatos-Saratoga Joint Union High School District and MetroED.

PERSONNEL FUNCTIONS

- *9. **Action Item: Classified Personnel (Tom Mullin)**

The Governing Board approved one promotion, one resignation and four recalls.

- *10. **Action Item: Revised Job Descriptions: Coordinator of Adult Programs, Human Resources Systems Specialist, Metals Technology/Welding Teacher, Mobile Applications Design and Computer coding Teacher, Sports Medicine and Kinesiology Teacher (Tom Mullin)**

The Governing Board approved the revised Job Descriptions for the positions of Coordinator of Adult Programs (Certificated Administrator), Human Resources Systems Specialist (Confidential), and (three CTE Day Contract Teachers) Metal Technology/Welding, Mobile Applications Design and Computer Coding and Sports Medicine and Kinesiology.

INSTRUCTIONAL AND STUDENT FUNCTIONS

- *11. **Action Item: Approve SVAE Course Titles for 2014-2015 (Susan Glass)**

The Governing Board approved the list of course titles.

- *12. **Action Item: Approve 2014-15 Revised School Calendar (Tom Mullin)**

The Governing Board approved the revised school calendar for the Metropolitan Education District for the 2014-15 school year.

IX. INFORMATION ITEMS

13. **Information Item: Quarterly Investment Report as of 03/31/2014 (Joyce Shen)**

President Bobay: He asked if Joyce Shen would be in to discuss the Quarterly Investment Report.

CBO Fry: She said Joyce Shen is not in to discuss the Quarterly Investment Report because it is only an information item of the County Treasury Report of March 31st.

President Bobay: He asked the Board if there were any questions and seeing that there were none moved on to the next information item.

14. **Information Item: Legislative Update (Alyssa Lynch)**

Superintendent Lynch: She said the bills we are working on will be resurrected next year and will come back with another number. She said Nancy LaCasse stated AB 1950 came one year too soon. Of the 15 applicants who applied for the grant, 12 were awarded \$15 million

dollars, which was a total of \$250 million dollars. She said Ms. LaCasse will continue the stakeholder group.

Amounts awarded:

- Campbell – \$600,000
- West Valley – \$600,000
- Walnut Creek – \$15 million
- Los Angeles – 5 x \$15 million

\$250 million more will be awarded

- Possible methods to award grant
 - CDE will select the next consortium on the list, number 13, Silicon Valley Career Pathways Consortium (MetroED and its educational and business partners).
 - Everyone reapplies for the grant.
 - CDE will award more money to the 12 consortiums that have already been awarded.

Member Canova: He thanked Superintendent Lynch for her hard work, and he looks forward to the next round.

X. ACTION ITEMS AND REPORTS

BOARD AND ADMINISTRATIVE FUNCTIONS

15. Action Item: Superintendent's Employment Contract (Alyssa Lynch)

Member Chang: She said the Board is very happy with Superintendent Lynch's performance, and they want her to continue doing great work for the organization.

Superintendent Lynch: She thanked the Board for the positive comments and support.

MOTION: It was moved to approve the Agreement between Metropolitan Education District and Superintendent Alyssa Lynch. M/Garcia, S/Dean; Vote: 6 Ayes, Bobay, Canova, Chang, Dean, Garcia, and Nguyen; 0 No

16. Action Item: Annual Board Retreat (Alyssa Lynch)

President Bobay: He asked the Board Members to check their calendars for Thursday, July 31 from 11:00 AM to 3:00 PM for the Board retreat. He also asked for suggestions for agenda items.

Clerk Nguyen: He said he will not be able to participate in the Annual Board Retreat, and Board Alternate J. Manuel Herrera will attend on his behalf.

President Bobay: He said if the Board Members have any topics which they would like to discuss, email them to him. He said he likes the prospective topics about communication, Equalization Funding Formula, and the MetroED Strategic Plan.

Member Chang: She said last year's Board retreat was very good, and she asked if Ron Bennett would be attending this year's Board retreat. She also asked if the meeting will be at the District Office.

Superintendent Lynch: She confirmed Ron Bennett will be at the Board retreat presenting information on the Equalization Funding Formula, and the meeting will be in the Large Conference Room of the Superintendent's Office.

MOTION: It was moved to set the date of Thursday, July 31, 2014 from 11:00 a.m. - 3:00 p.m. for the Board retreat and provide direction to the Superintendent on agenda items. M/Chang, S/Garcia; Vote: 6 Ayes, Bobay, Canova, Chang, Dean, Garcia, and Nguyen; 0 No

BUSINESS AND FINANCIAL FUNCTIONS

17. **Action Item: Adopt MetroED's 2014-15 Local Control Accountability (LCAP) (Debbie Fry)**

Debbie Fry: She said we have received no comments, no questions, and no expectations for revision of MetroED's 2014-15 Local Control Accountability Plan. She said we recommend that the Governing Board approve the LCAP as it was presented at the Governing Board Meeting on June 11.

MOTION: It was moved to adopt MetroED's 2014-15 Local Control Accountability (LCAP). M/Nguyen, S/Canova; Vote: 6 Ayes, Bobay, Canova, Chang, Dean, Garcia, and Nguyen; 0 No

18. **Action Item: Adopt 2014-15 Budgets (Joyce Shen)**

Debbie Fry: She said the cost of borrowing is impacting our school districts. She said the governor has advised the districts to save money in a "rainy-day fund" only to tell them later that this money will be taken away. She said if the District runs out of cash, we will need to go to the JPA school districts to for additional funds.

Member Chang: She said she wants FAQs to be developed, which would make it easy to understand the reason for needing a 29% reserve.

Superintendent Lynch: She said she will ask School Services to develop an FAQ page on their website.

Member Chang: She said she wants us to write letters to our legislators. She said she wants a scenario developed, which uses 6% less of the reserve in the next five to 10 years; this would provide an example to teachers that this plan will not work because the reserves will disappear. She asked CBO Fry for the salary-amount of the administrators so that she may have a better understanding of the budget.

MOTION: It was moved to adopt the proposed budget for fiscal year 2014-15. M/Nguyen, S/Canova; Vote: 6 Ayes, Bobay, Canova, Chang, Dean, Garcia, and Nguyen; 0 No

PERSONNEL FUNCTIONS

None.

INSTRUCTIONAL AND STUDENT FUNCTIONS

None.

XI. EXECUTIVE REPORT/ADMINISTRATIVE REPORTS

SVAE Principal Suzi Glass: She provided an informational handout to the Board regarding the South Bay Consortium for Adult Education, which comprises of five adult schools and four community colleges. There were no questions from the Board or the audience regarding the information she had shared.

SVCTE Director Marianne Cartan: She said there will be a few activities occurring this summer including planning for the 2014-2015 school year, training, and internships. She said she will report out on these activities in the August-20 Board meeting.

She said she just returned earlier this evening from San Diego after attending a three-day conference with the California Association of Regional Occupational Centers and Programs (CAROCP). She said she attended on behalf of Superintendent Lynch and was interested in being a part of CAROCP's strategic planning and transitional meeting. She said there was good discussion regarding CAROCP moving forward as an association. She said for the first time the

county ROP offices and the JPA districts held separate meetings because each entity has different issues, and the county ROP offices in particular have restrictions based on the directives of their county superintendents. She said the main focus of the conference was survival, and the appropriate approach to this is legislation and strategic planning. She said attendees differed in their opinions regarding the governor's support of CTE. She said another important reason she attended the CAROCP conference was to see our administrators, Assistant Principal Sharon Brown and former Program Coordinator Jeff Schmidt graduate from the Leadership Development Institute (LDI). She said LDI is a program that was fully funded by a grant through Butte County Office of Education. She said LDI is designed to train future and current leaders to lead in a constantly changing, interconnected and complex world. She said LDI students journey through this program for one year and graduate upon completion.

She attended the International Career Development Conference. She said after attending this conference she was more motivated about the work we do for our students. She said our work in career development is very important, and the programs we bring to our students become critical in assisting them to seek their passions in careers which will give them fulfillment and the ability to give back to their community.

She thanked the Governing Board for supporting MetroED and keeping our maintaining our programs for our students.

CBO Debbie Fry: She said she does not have any topic to report out on at this time.

Superintendent Lynch: She said this summer we will move the SVCTE Center evening programs to Silicon Valley Adult Education because these programs no longer get ADA, and adult students are enrolled in these programs in the evening. She said we should be able to reduce deficit spending in Adult Education by applying fees to these programs.

She said this September we will have two new union leaders. Mike Cortese will be CTA President and Michelle Sugden will be CTA Vice President.

She said the next JPA Executive Council Meeting will be on Monday, September 8.

She presented appreciation gifts of three notepads bearing the new logos of Silicon Valley Adult Education and Silicon Valley Career Technical Education and the original logo of Metropolitan Education District.

XII. BOARD COMMENTS

Member Garcia: He did not have any comments at this time.

Member Chang: She thanked Superintendent Lynch for being an advocate of our students and MetroED and for accomplishing so much in one year for the organization. She said she will continue to be a Board Member of the MetroED Governing Board because Los Gatos-Saratoga Union High School District approved the contract renewal, and her district will remain in the JPA. She said the cap increased from 12 to 20 students; the ADA for each student is \$150.00. She said many students and parents from her district support MetroED.

Member Canova: He said thank you for an exciting school year. He said he enjoyed working with Superintendent Lynch on legislation, and they must continue speaking to and meeting with our legislators in Sacramento to get the funding our students and CTE schools deserve.

Clerk Nguyen: He apologized for not being able to attend the June-11 Board meeting because he was with his family.

Vice President Dean: He apologized for not attending the June-11 Board meeting and for not being able to make arrangements for a Board Alternate to attend on his behalf.

He said television personality, Mike Rowe of *Dirty Jobs*, was a keynote speaker at his company's conference. Mr. Rowe provided key take-away points, which he shared:

- The people working in dirty jobs
 - have laughter and humor
 - have pride in their work
 - are paid well
 - work hard and smart

He said many things which we have become accustomed to were built by people in the "trades;" engineers fundamentally started out in the "trades." He said he would like Mr. Rowe to speak to our staff and students.

Superintendent Lynch: She said he was a keynote speaker at SkillsUSA two years ago, and was very inspirational, but his fee is too high.

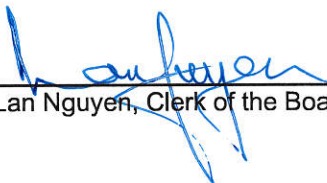
President Bobay: He said he is looking forward to the 2014-2015 school year.

XIII. OTHER MEETINGS

President Bobay: He noted the next Regular Meeting will be on August 20; Closed Session is at 6:00 PM; Open Session is at 7:00 PM.

XIV. ADJOURNMENT

President Bobay adjourned the meeting at 8:36 PM.



Lan Nguyen, Clerk of the Board