



# Metropolitan Education District

## Meeting Minutes

### JPA Executive Council Meeting #2

**Meeting Date:** Tuesday, Jan 21, 2020  
**Meeting Time:** 3:00 – 4:30 PM  
**Meeting Location:** Small Conf. Room in Building 400

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#### 1. Attendees:

- Nancy Albarran: Superintendent: SJUSD
- Stella Kemp: Superintendent: SCUSD
- Cheryl Jordan: Superintendent: MUSD
- Nancy Pfeiffer: Assistant Sup. of Business Services CUHSD
- Ron Lebs: MetroED CBO
- Alyssa Lynch: Superintendent MetroED

**Absent:** Michael Grove: Superintendent: LGSHSD  
Chris Funk: Superintendent: ESUHSD

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Meeting started at 3:15 pm

Alyssa provided an overview of the agenda than reviewed the items in the booklet.

#### 2. **Approval of Minutes – Executive Council meeting October 8, 2019**

- Stella motioned to approve the minutes
- Nancy Pfeiffer 2nded the motion, minutes approved

##### 1. **Instructional Council Update from January 9, 2020**

Alyssa shared Instructional Council meeting agenda and meeting minutes from the January 9<sup>th</sup> meeting. She stressed we are working to align the conversations taking place at the Instructional Council meetings and at the Executive Committee meetings. The three key areas she brought to attention were:

- Accommodations Plans Ratios for students with IEP's in classes in home districts is set at 30%. We are bringing it to the attention of the directors at the C & I meetings that we have some classes that have higher percentages of students with IEP's in our programs. Data was shared illustrating some excessive numbers. We will work harder to balance the percentage of students with accommodations in programs that have very high percentages. (See percentages below)
- JPA district representatives at the C & I meeting agreed to share data with SVCTE administrators, and we will be working on a MOU for data sharing.

- SVCTE has a 20% attrition rate in terms of student enrollment, hence we have been encouraging districts to enroll 20% more students to meet the Master Business Agreement enrollment figures.

### **3. Late School Start Legislation (SB328)**

- Alyssa wanted to begin the conversation regarding the “Late start” bill because programs at SVCTE start at 7:30. MetroED will need to take direction from the districts if we should change our start time. Nancy stated SJUSD will not need to make too many adjustments, MUSD plans to implement in 2021-2022 and Stella suggested that we receive the information from the Directors/Assistant Sups that attend our Instructional Council meetings.

### **4. CTEIG/SWP Update**

Alyssa shared that the CTEIG funding was posted on the CDE website and slated for board approval at the January 8<sup>th</sup> State Board meeting. Funding for MetroED was listed as \$1,079,420.00. However, the CTEIG board item was pulled and will be sent back for board approval in March. The numbers could change slightly but this dollar figure was posted. All allocations were decreased because there was an increase in the number of allocations. Alyssa/Ron requested signatures for the CTEIG MOU. All three Superintendents and 1 one CBO attending the meeting signed the MOU and Ron will get the CTEIG MOU signed by the other two JPA Superintendents as well.

### **5. Signing of CTEIG MOU**

- See notes above.

### **6. Special Ed. Percentages**

- Alyssa shared a document illustrating that 20% of SVCTE students have an IEP's/504 plan. Staff at SVCTE recognize that 10 classes which is 1/3 of our programs have over 30% of the students enrolled with IEP's/504 plans in programs. We plan to work on balancing the sections better with the Special Education students with accommodations.

#### Number of students with IEP's

- CUHSD 56
- ESUHSD 104
- LF/SHSD 10
- MUSD 18
- SCUSD 21
- SJUSD 62

#### SVCTE Courses with over 30% students enrolled with IEP's

- Culinary PM = 48%
- Electrical Maintenance= AM 41%
- Fashion Design= 39%
- Film & Video AM =36%
- Film and Video PM = 41%
- HVAC AM= 53%

- Law Enforcement PM=38%
- Metals AM=38%
- Metals PM = 39%
- Vet Tech PM 51%

During discussion, Nancy asked if we knew what the state-wide CTE/Special Ed percentage is suppose to be, and that it would be nice to know. She asked if we had segregated our data to see what the disabilities were because, although students may have an IEP, they may not need accommodations and many of the students may be mainstreamed in their home districts.

#### **7. Capitol Auto Mall Property Update**

- a. MetroED did not have anything to report. Nancy A. did request MetroED to check with MetroED's real estate attorney regarding our attorney getting back to SJUSD's attorney regarding the claw back language for the Capitol Auto Mall leases.

#### **8. 2020/21 Enrollment**

- a. Ron reviewed two charts in relationship to enrollment. The first chart reviewed was Enrollment per the Master Business Agreement, CalPADS Enrollment numbers and the Numbers Over/Under for enrollment. The second chart was regarding student attrition. We shared with the group that in order to land at the planned student enrollment number, districts should over enroll by 20% because we consistently have a 20% attrition rate. Ron asked the group which numbers on the chart they would like to use for enrollment numbers and the group chose the October CBEDS numbers to use as their new enrollment numbers for Fall 2020.

The meeting concluded at 3:45 pm

**Respectfully submitted by Alyssa Lynch**

**Next Meeting date is listed below.**

2019-2020 Meeting Dates:

**All meetings from 3:00 pm - 4:30 pm**

- April 28, 2020                      Executive Council Meeting