



METROPOLITAN EDUCATION DISTRICT
760 Hillsdale Avenue
San Jose, California 95136

February 8, 2012
Governing Board Meeting Agenda

If you would like to address the Board on any item on this agenda, please complete the **Request of Visitors** form located near the entrance of the meeting room and hand it to the Superintendent. On the form, please list the agenda item(s) you would like to speak to. When your name is called, please come to the podium, state your name and address for the record, and limit your remarks to two minutes. Those speaking on items **not** on the agenda will be recognized by the Chair under **Public Comments**. The Board shall limit the total time for public input on each item to 20 minutes (BB 9323).

Special Accommodations

Individuals who require special accommodation should contact the Superintendent's Office at (408) 723-6464 at least two business days before the meeting date.

MetroED Governing Board Meetings are tape recorded (audio only).

This agenda and approved minutes of Board meetings may be viewed and printed from the Internet: www.metroed.net

REGULAR MEETING

Date: February 8, 2012

Time: 6:00 p.m.

LOCATION

CCOC Auditorium
760 Hillsdale Avenue
San Jose, CA 95136

I. CALL TO ORDER/ROLL CALL

(Cynthia Chang)

Daniel Bobay
Cynthia Chang
Diane Gordon

Jim Canova
Richard Garcia
J. Manuel Herrera

II. DISCLOSURE OF "CLOSED SESSION" DISCUSSION ITEMS

All meetings of the Governing Board are open to the general public, with the exception of those items which are specifically exempt under the Ralph M. Brown Act.

A. Superintendent's Evaluation, Pursuant to Government Code: 54957

Members of the public may address the Board on any subject not on tonight's agenda; however, provisions of the Brown Act (Government Code 54954.2(a) and .3) preclude any action. As an unagendized item, no response is required from the Board or District Staff and no action can be taken; however, the Board may instruct the Superintendent to agendize the item for a future meeting. When your name is called, please come to the podium, state your name and address for the record, and limit your remarks to two minutes for individuals or five minutes for a group.

III. PUBLIC COMMENTS REGARDING CLOSED SESSION ITEMS

IV. ADJOURN TO CLOSED SESSION

Time: 6:02 pm
Location: CCOC, RM 819

V. **REGULAR MEETING** **Time: 7:00 p.m.**
Reconvene from Closed Session **Location: CCOC Auditorium**

VI. **REPORT OF CLOSED SESSION ACTIONS** (Cynthia Chang)

VII. **PLEDGE OF ALLEGIANCE** (Cynthia Chang)

VIII. **ADOPT AGENDA** (Cynthia Chang)

IX. **RECOGNITIONS** (Cynthia Chang)

- A. Acknowledgement of Visitors
- B. Acknowledgement of Honors and Awards
 - Recognition of Individuals who have "Raised the Bar!"

X. **STUDENT REPORTS** (5 Minute limitation) (Cynthia Chang)

- A. CCOC Student
- B. MAEP Student

XI. **SPECIAL ORDER OF BUSINESS** (Paul Hay)

The Superintendent will update the Board on special projects or may request that individuals be allowed to present an item out of order on the agenda to accommodate their schedules.

XII. **PUBLIC COMMENTS**

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XIII. **APPROVAL OF MINUTES** (Cynthia Chang)

1. **Action Item:** [Approval of Minutes](#) of Regular Board Meeting of January 18, 2012.

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

All matters listed under the Consent/Action Calendar and marked with an *asterisk are considered by the Governing Board to be routine and will be enacted in one motion. There will be no discussion of these items prior to the time the Board considers the motion, unless members of the Board or the Superintendent request specific items to be discussed and/or removed from the Consent Calendar.

Recommendation: The Superintendent recommends approval of Consent Calendar items *2 through *6.

BUSINESS AND FINANCIAL FUNCTIONS

- *2. **Action Item:** [Approve Monthly Warrant Approval List \(Lynn Orong\)](#)

Recommendation: That the Governing Board approve the following 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](#) (Lynn Orong)**

Recommendation: That the Governing Board accept the donations on behalf of the District.

*4. **Action Item: [Authorization](#) to File Notice of Completion: CCOC Building 200-
General Contractor: Eternal Construction Co. (Lynn Orong)**

Recommendation: That the Governing Board authorize 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 (Lynn Orong)**

Recommendation: That the Governing Board authorize 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.

PERSONNEL FUNCTIONS

--none--

INSTRUCTIONAL AND STUDENT FUNCTIONS

*6. **Action Item: [Medical Apprenticeship](#) Agreement (Sylvia Karp)**

Recommendation: That the Governing Board approve the agreement with Joseph Gali, MD for on-the-job clinical training to our MAEP medical students.

END OF CONSENT ITEMS

XV. INFORMATION ITEMS

7. **Information Item: [First Reading:](#) Board Policies; Tri-Annual Update (Lynn Orong)**

Recommendation: That the Governing Board review the attached Board Policies and recommend that they go to the March Board meeting for a second reading and adoption.

8. **Information Item: [Progress Report](#) 2011-2012 District Goals (Lynn Orong)**

Recommendation: That the Governing Board review the 2011-2012 MetroED goals progress report.

9. **Information Item: [Legislative Update](#) (Paul Hay)**

Recommendation: That the Governing Board review the Legislative Update Report.

END OF INFORMATION ITEMS

XVI. ACTION ITEMS AND REPORTS

BOARD AND ADMINISTRATIVE FUNCTIONS

10. **Action Item:** [Annual Board Retreat](#) (Paul Hay)

Recommendation: That the Governing Board discuss having a Board retreat and provide direction to the Superintendent.

BUSINESS AND FINANCIAL FUNCTIONS

11. **Action Item:** [Monthly Budget Update](#) (Lynn Orong)

Recommendation: That the Governing Board approve the budget changes included in the Monthly Budget Update for the period ended January 31, 2012.

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

Recommendation: That the Governing Board approve 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 and Associates.

PERSONNEL FUNCTIONS

13. **Action Item:** [Adopt Resolution #07-02-08-12; Classified Employee Week](#) (Daniel Gilbertson)

Recommendation: That the Governing Board adopt resolution #07-02-08-12 and proclaim May 20-26, 2012 as Classified Employee Week.

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](#) (Daniel Gilbertson)

Recommendation: That 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.

15. **Action Item:** [Adopt Resolution #9-02-08-12; Week of the School Administrator](#) (Daniel Gilbertson)

Recommendation: That the Governing Board recognize school administrators who believe in the value of public education, March 1 through March 10, 2012.

INSTRUCTIONAL AND STUDENT FUNCTIONS

16. **Action Item:** [Adopt Resolution #05-02-08-12; Career and Technical Education-CTE Month](#) (Paul Hay)

Recommendation: That the Governing Board adopt resolution #05-02-08-12 and recognize the month of February as Career and Technical Education Month.

17. **Action Item: [Adopt Resolution #08-02-08-12](#); Adult Education Week (Sylvia Karp)**

Recommendation: That the Governing Board 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.

XVII. EXECUTIVE REPORT/ADMINISTRATIVE REPORTS

Superintendent Paul Hay and the MAEP and CCOC Program Directors will have recent **significant** information to present to the Governing Board on topics not on the agenda. (3 Minute limitation)

- Oral Report: MAEP Director Sylvia Karp
- Oral Report: CCOC Director John Fox
- Oral Report: MetroED Superintendent Paul Hay

XVIII. BOARD COMMENTS

(Cynthia Chang)

Individual Board members may report on: visits to schools, programs, conferences, meetings attended and/or items of interest to the public. A board member may wish to express a concern or observation about a topic not appearing on the agenda, or request items to be scheduled on a future agenda.

XIX. OTHER MEETINGS

Regular Meeting, March 14, 2012	Closed Session	6:00 pm
	Open Session	7:00 pm

XX. ADJOURNMENT

(Cynthia Chang)

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