



METROPOLITAN EDUCATION DISTRICT
 760 Hillsdale Avenue
 San Jose, California 95136

June 13, 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: June 13, 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. Conference with Labor Negotiator Pursuant to Government Code: 54957.6(f)

District Negotiators

- Dan Gilbertson and Tom Mullin, Chief Negotiators

Employee Organizations

- AFT
- CSEA
- CTA
- Unrepresented Employees

B. Conference with Legal Counsel-Anticipated Litigation; Significant exposure to litigation pursuant to subdivision (b) of Government Code 54957.9: one case.

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
Reconvene from Closed Session

Time: 7:00 p.m.
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!"
 - Recognition of MetroED's Classified Employee of the Year

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

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.

XIII. APPROVAL OF MINUTES (Cynthia Chang)

1. **Action Item:** Approval of Minutes from the Special Board Meeting of [May 2, 2012](#) and the Regular Board Meeting of [May 9, 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 *11.

BUSINESS AND FINANCIAL FUNCTIONS

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

Recommendation: That the Governing Board approve the following warrant registers: #62013276-#62013323, May 3, 2012; #62013324-62013357, dated May 8, 2012; #62013358-#62013371, dated May 9, 2012; #62013372-#62013401, dated May 14, 2012; #62013402-#62013550, dated May 15, 2012; #62013551-#62013581, dated May 16, 2012; #62013582-62013635, dated May 22, 2012; #62013636-62013648, dated May 23, 2012; #62013649-#62013700, dated May 30, 2012.

- *3. **Action Item:** [Approve Agreement](#) for Fiscal Budget Services-School Services of California; \$2,220 (Lynn Orong)

Recommendation: That the Governing Board approve the agreement with School Services of California, Inc. in the amount of \$2,220 plus actual expenses.

- *4. **Action Item:** [Renew Legal Services Agreement](#) with Lozano Smith, Effective 7/1/12 (Paul Hay)

Recommendation: That the Governing Board approve the agreement for legal services with Lozano Smith effective July 1, 2012.

- *5. **Action Item:** [Legal Services Agreement](#) with Fagen, Friedman & Fulfroost, LLP, Effective 5/14/12 (Paul Hay)

Recommendation: That the Governing Board approve the agreement for legal services with the law firm of Fagen, Friedman, and Fulfroost, LLP.

- *6. **Action Item:** [Surplus Items](#) (Lynn Orong)

Recommendation: That the Governing Board surplus the items listed in the Board packet.

PERSONNEL FUNCTIONS

- *7. **Action Item:** [Certificated Personnel](#) (Daniel Gilbertson)

Recommendation: That the Governing Board approve the five CTA teacher stipends, three AFT teacher stipends, two MAEP summer school teachers, and four CCOC summer school teachers for contracted Job Corps classes.

- *8. **Action Item:** [Approve Extension of Medical/Dental](#) Benefits for Laid Off Employees (Daniel Gilbertson)

Recommendation: That the Governing Board approve the proposed two month benefits extension.

INSTRUCTIONAL AND STUDENT FUNCTIONS

- *9. **Action Item:** [Memorandum of Understanding](#) (MOU) with Palo Alto Unified School District for student enrollment at CCOC for the 2012-13 school year (John Fox)

Recommendation: That the Governing Board approve the memorandum of understanding with the Palo Alto Unified School District for student enrollment at CCOC during the 2012-13 school year.

- *10. **Action Item:** [San Jose Job Corps](#); Revised Agreement for Summer School (John Fox)

Recommendation: That the Governing Board approve the agreement between San Jose Job Corps and MetroED for summer school classes at CCOC.

- *11. **Action Item:** [California Fire Fighter](#) Joint Apprenticeship Training Committee (JATC) Agreement, 2012-2013 (John Fox)

Recommendation: That the Governing Board approve the California Fire Fighter JATC apprenticeship agreement for the 2012-2013 school year.

END OF CONSENT ITEMS

XV. INFORMATION ITEMS

12. **Information Item:** [Governing Board Voting](#); Adult Education (Paul Hay)

Recommendation: That the Governing Board review and discuss section 11.5.2 relative to adult education programs and provide input to staff as needed.

13. **Information Item:** [Quarterly Investment Report](#) as of 03/31/2012 (Keiko Mizuno)

Recommendation: That the Governing Board review the MetroED Board Investment Report.

14. **Information Item:** [Draft of Proposed 2012-13 Budgets](#) (Lynn Orong)

Recommendation: That the Governing Board review the proposed 2012-13 budgets for all funds.

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

Recommendation: That the Governing Board review the legislative update. No recommendations are being made at this time.

16. **Information Item:** [First Reading: Board Policies](#); Tri-Annual Update (Paul Hay)

Recommendation: That the Governing Board review the policies and recommend that they go to the June 27 Board Meeting for final review and adoption.

END OF INFORMATION ITEMS

XVI. ACTION ITEMS AND REPORTS

BOARD AND ADMINISTRATIVE FUNCTIONS

17. **Action Item:** [Approve MetroED Goals & Objectives](#) for 2012-13 (Lynn Orong)

Recommendation: That the Governing Board approve the goals and objectives for 2012-13.

18. **Action Item:** [Organization of Administrative Staff](#) for 2012-13 (Paul Hay)

Recommendation: That the Governing Board ratify the proposed MetroED organizational structure for 2012-13.

19. **Action Item:** [Biennial Review](#) of Board Bylaw 9270 (Paul Hay)

Recommendation: That the Governing Board approve the Biennial Review of Board Bylaw 9270 and authorize the Superintendent to submit the 2012 Local Agency Biennial form with no amendments required.

BUSINESS AND FINANCIAL FUNCTIONS

20. **Action Item:** [Monthly Budget Update](#) (Keiko Mizuno)

Recommendation: That the Governing Board approve the budget changes included in the monthly budget update for the period ended June 13, 2012.

PERSONNEL FUNCTIONS

21. **Action Item:** [Approve Resolution #14-06-13-12](#) to Reduce or Reassign Classified Workforce (Daniel Gilbertson)

Recommendation: That the Governing Board approve resolution #14-06-13-12 to eliminate the equivalent of 5.80 FTE classified positions.

INSTRUCTIONAL AND STUDENT FUNCTIONS

--None--

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, June 27, 2012

Closed Session
Open Session

6:00 pm
7:00 pm

XX. ADJOURNMENT

(Cynthia Chang)

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