



METROPOLITAN EDUCATION DISTRICT
 760 Hillsdale Avenue
 San Jose, California 95136

June 29, 2011
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).

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REGULAR MEETING

Date: June 29, 2011

Time: 7:00 p.m.

LOCATION

SO, Room 406
 760 Hillsdale Ave.
 San Jose, CA 95136

- I. **CALL TO ORDER/ROLL CALL** (Jim Canova)
 - Frank Biehl
 - Jim Canova
 - Richard Garcia
 - Daniel Bobay
 - Cynthia Chang
 - Diane Gordon
- II. **PLEDGE OF ALLEGIANCE** (Jim Canova)
- III. **ADOPT AGENDA** (Jim Canova)
- III. **RECOGNITIONS** (Jim Canova)
 - A. Acknowledgement of Visitors
 - B. Acknowledgement of Honors and Awards
 - Recognition of Individuals who have "Raised the Bar!"
- IV. **STUDENT REPORTS** (Jim Canova)
 - A. CCOC Student - None
 - B. MAEP Student - None
- V. **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.

VI. 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.

VII. 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 *1 through *8.

BUSINESS AND FINANCIAL FUNCTIONS

*1. **Action Item: [Approve Monthly Warrant Approval List \(Daniel Gilbertson\)](#)**

Recommendation: That the Governing Board approve the following warrant registers: #62010510-#62010552, dated June 1, 2011; #62010553-#62010659, dated June 6, 2011; #62010560-#62010692, dated June 8, 2011; #62010693-#62010753, dated June 13, 2011; #62010754-#62010787, dated June 15, 2011; #62010788-#62010808, dated June 20, 2011.

*2. **Action Item: [Quarterly Investment Report as of 03/31/2011\(Daniel Gilbertson\)](#)**

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

*3. **Action Item: [MOU for Financial System & Network Support Services \(Regional Technology Center, Santa Clara County Office of Education\)\(Daniel Gilbertson\)](#)**

Recommendation: That the Governing Board approve the Memorandum of Understanding with the Santa Clara County Office of Education for annual services provided by the SCC Regional Technology Center.

PERSONNEL FUNCTIONS

--none--

INSTRUCTIONAL AND STUDENT FUNCTIONS

*4. **Action Item: [Approve MAEP Course Titles for 2011-12 \(Sylvia Karp\)](#)**

Recommendation: That the Governing Board approve the list of course titles for MAEP.

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

Recommendation: That the Governing Board approve the agreement with Joseph Gali M.D. to provide on-the-job training to MAEP medical students.

- *6. **Action Item: [Approve Agreement](#) with County of Santa Clara CalWORKs Program Liaison Services (\$613,609) and Sessions to Enhance Professional Skills (\$372,336) (Sylvia Karp)**

Recommendation: That the Governing Board approve the agreement with the County of Santa Clara CalWORKs for the period of July 1, 2011 to June 30, 2012.

- *7. **Action Item: [Approve Employee](#) Out of State Travel (John Fox)**

Recommendation: That the Governing Board approve the out of state travel for one CCOC automotive teacher to attend the AYES conference in Seattle, Washington.

- *8. **Action Item: [Agreement with](#) San Jose Job Corps (Daniel Gilbertson)**

Recommendation: That the Governing Board approve the Agreement between San Jose Job Corps and MetroED for the 2011-12 school year.

END OF CONSENT ITEMS

XIII. INFORMATION ITEMS

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

Recommendation: That the Governing Board review the Legislative Update.

END OF INFORMATION ITEMS

XIII. ACTION ITEMS AND REPORTS

BOARD AND ADMINISTRATIVE FUNCTIONS

10. **Action Item: [Second Reading](#): Adopt Board Policies and Administrative Regulations: Tri-Annual update (Paul Hay)**

Recommendation: That that the Governing Board adopt the Board Policies and Administrative Regulations.

BUSINESS AND FINANCIAL FUNCTIONS

11. **Action Item: [Award Bid](#), Approve Construction Contract: Parking Lot Repair, Restriping and Reconfiguration: Hillsdale Campus Site (Paul Hay)**

Recommendation: That the Governing Board 1) award the bid to the lowest responsible bidder, and 2) approve the recommended construction contract (to be provided).

12. **Action Item: [Award Bid](#), Approve Construction Contract for Portable Classroom Site Work, MC Annex (Guerra Construction, \$204,000) (Paul Hay)**

Recommendation: That the Governing Board 1) award the bid to Guerra Construction Group as the lowest responsible bidder, and 2) Approve the contract (to be submitted) between Guerra Construction Group in the amount of \$204,000.

13. **Action Item: [Adopt Final 2011-12 Budget \(Public Hearing\)](#) (Daniel Gilbertson)**

Public Hearing Open

Recommendation: That the Governing Board open the public hearing, accept public comment on the proposed 2011-12 budget, close the public hearing and adopt the proposed budget for fiscal year 2011-12.

Public Hearing Closed

14. **Action Item: [Adopt Resolution #17-06-29-11 Authorizing Designated Management Personnel to Sign Orders Drawn Upon the Funds of the District for the FY 11-12](#) (Daniel Gilbertson)**

Recommendation: That the Governing Board approve Resolution #17-06-29-11 authorizing the designated District employees to sign orders drawn upon the funds of the District effective July 1, 2011.

15. **Action Item: Adopt [Resolution #18-06-29-11 Authorizing Designated Management Personnel to Sign Official Electronic Funds Transfer Forms of the District for FY 11/12](#) (Daniel Gilbertson)**

Recommendation: That the Governing Board approve resolution #18-06-29-11 authorizing the specified individuals to sign all official electronic transfer forms on behalf of the District, effective July 1, 2011, and authorize the filing of said signatures with the County Controller's Office.

16. **Action Item: Adopt [Resolution #19-06-29-11 Authorizing District to Purchase off Contracts Awarded by other Public Agencies](#) (Daniel Gilbertson)**

Recommendation: That the Governing Board adopt resolution #19-06-29-11 authorizing designated District officers to purchase commodities through contracts awarded by other agencies.

17. **Action Item: [Adopt Resolution #20-06-29-11 Establishment of Fund Balance Policy](#) (Keiko Mizuno)**

Recommendation: That the Governing Board adopt resolution #19-06-29-11 authorizing the establishment of Scholarship Fund 95.

18. **Action Item: [Adopt Resolution #21-06-29-11 to Electing to be Subject to Public Employees' Medical and Hospital Care Act with Respect to Members of the AFT Bargaining Unit and Fixing the Employer's Contribution for Employees and the Employer Contribution for Annuitants at Different Amounts](#) (Keiko Mizuno)**

Recommendation: That the Governing Board approve resolution #21-06-29-11 and authorize the Superintendent to implement the CalPERS program.

19. **Action Item: Adopt [Resolution #22-06-29-11](#) to Electing to be Subject to Public Employees' Medical and Hospital Care Act with Respect to Members of the CSEA Bargaining Unit and Fixing the Employer's Contribution for Employees and the Employer Contribution for Annuitants at Different Amounts (Keiko Mizuno)**
- Recommendation: That the Governing Board approve resolution #22-06-29-11 and authorize the Superintendent to implement the CalPERS program.
20. **Action Item: Adopt [Resolution #23-06-29-11](#) to Electing to be Subject to Public Employees' Medical and Hospital Care Act with Respect to Members of the CTA Bargaining Unit and Fixing the Employer's Contribution for Employees and the Employer Contribution for Annuitants at Different Amounts (Keiko Mizuno)**
- Recommendation: That the Governing Board approve resolution #23-06-29-11 and authorize the Superintendent to implement the CalPERS program.
21. **Action Item: Adopt [Resolution #24-06-29-11](#) to Electing to be Subject to Public Employees' Medical and Hospital Care Act with Respect to Members of the Unrepresented employees and Fixing the Employer's Contribution for Employees and the Employer Contribution for Annuitants at Different Amounts (Keiko Mizuno)**
- Recommendation: That the Governing Board approve resolution #24-06-29-11 and authorize the Superintendent to implement the CalPERS program.

PERSONNEL FUNCTIONS

22. **Action Item: [Classified Personnel](#) (Daniel Gilbertson)**
- Recommendation: That the Governing Board approve one resignation and two layoffs.
23. **Action Item: [Administrative Personnel](#) (Daniel Gilbertson)**
- Recommendation: That the Governing Board approve one layoff.

INSTRUCTIONAL AND STUDENT FUNCTIONS

--none--

XIV. 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.

- Oral Report: CCOC Director John Fox
- Oral Report: MAEP Director Sylvia Karp
- Oral Report: CBO, Daniel Gilbertson
- Oral Report: MetroED Superintendent Paul Hay

XV. BOARD COMMENTS

(Jim Canova)

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.

XVI. OTHER MEETINGS

Regular Meeting, August 17, 2011

Closed Session
Open Session

6:00 pm
7:00 pm

XVII. ADJOURNMENT

(Jim Canova)

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