



METROPOLITAN EDUCATION DISTRICT
 760 Hillsdale Avenue
 San Jose, California 95136

August 22, 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: August 22, 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. Labor Negotiations with Unrepresented Employees: Chief Business Officer and Superintendent; 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
 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!”
- 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 Regular Board Meetings of [June 13, 2012](#) and [June 27, 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 *18.

BUSINESS AND FINANCIAL FUNCTIONS

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

Recommendation: That the Governing Board approve the Board Warrant Approval list.

- *3. **Action Item:** [Donations Offered to District \(Keiko Mizuno\)](#)

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

- *4. **Action Item:** [Quarterly Investment Report](#) as of 6/30/12 (Keiko Mizuno)
- Recommendation: That the Governing Board approve the MetroED Board Investment Report.
- *5. **Action Item:** [Declaration of Surplus](#) Instructional Materials (Keiko Mizuno)
- Recommendation: That the Governing Board declare the instructional materials to be surplus, approve the donation, and/or disposal of these instructional materials.
- *6. **Action Item:** [MOU for Financial System](#) & Network Support Services; Regional Technology Center, Santa Clara County Office of Education (Keiko Mizuno)
- 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.
- *7. **Action Item:** [Transportation Contract:](#) First Student, Inc. (Keiko Mizuno)
- Recommendation: That the Governing Board approve the two year transportation services contract between MetroED and First Student, Inc.
- *8. **Action Item:** [Approve Piggyback](#) Agreement with Palace Art & Office Supply (Piggyback on Pajaro Valley Unified School District Bid) (Keiko Mizuno)
- Recommendation: That the Governing Board approve the standard piggyback and rebate agreements with Palace Office Supply.
- *9. **Action Item:** [Approve Agreement](#) for Evening Campus Security Services (Keiko Mizuno)
- Recommendation: That the Governing Board approve the agreement for evening campus security services.

PERSONNEL FUNCTIONS

- *10. **Action Item:** [Certificated Personnel](#) (Tom Mullin)
- Recommendation: That the Governing Board approve the three teachers receive a stipend for additional time for new teacher orientation, three teachers receive a stipend for Mentoring New Teachers, and hire the three new CCOC CTA teachers for the 2012-13 school year.
- *11. **Action Item:** [Classified Personnel](#) (Tom Mullin)
- Recommendation: That the Governing Board approve one retirement, one resignation, three reassignments, and four short-term summer appointments.
- *12. **Action Item:** [Organization of Administration](#) Staff for 2012-13; revised (Paul Hay)
- Recommendation: That the Governing Board ratify the proposed revised MetroED organizational structure for the 2012-13 school year.

INSTRUCTIONAL AND STUDENT FUNCTIONS

- *13. **Action Item:** [MOU with North Valley Workforce Board \(NOVA\): Veterans Career Technical Training Initiative \(Paul Hay\)](#)

Recommendation: That the Governing Board approve the Memorandum of Understanding with the North Valley Workforce Board (NOVA).

- *14. **Action Item:** [MOU with the City of San Jose \(work2future\): Veterans Career Technical Training Initiative \(Paul Hay\)](#)

Recommendation: That the Governing Board approve the Memorandum of Understanding with the City of San Jose (work2future).

- *15. **Action Item:** [Williams Uniform Complaint Procedures Report \(Paul Hay\)](#)

Recommendation: That the Governing Board approve the quarterly report on the Williams Uniform Complaint Procedures.

- *16. **Action Item:** [Bay Area Counties Roofing & Waterproofing JATC; JATC Apprenticeship Agreement \(John Fox\)](#)

Recommendation: That the Governing Board approve the Bay Area Counties Roofing & Waterproofing JATC apprenticeship agreement for the 2012-13 school year.

- *17. **Action Item:** [Medical Apprenticeship Agreement MAEP \(Suzi Glass\)](#)

Recommendation: That the Governing Board approve the agreement with E Leslie Weeks, MD and Rom Romero, PA-C.

- *18. **Action Item:** [Approve New ROP Course-Technical Theater Levels 1, 2, 3, and 4 Honors \(John Fox\)](#)

Recommendation: That the Governing Board approve offering the Technical Theater Levels 1, 2, 3, and 4 Honors Course, as a new ROP class.

END OF CONSENT ITEMS

XV. INFORMATION ITEMS

19. **Information Item:** [Report on Executive Council Meeting; July 25, 2012 \(Paul Hay\)](#)

Recommendation: That the Governing Board review, discuss, and provide guidance to the Superintendent regarding next steps.

END OF INFORMATION ITEMS

XVI. ACTION ITEMS AND REPORTS

BOARD AND ADMINISTRATIVE FUNCTIONS

20. **Action Item:** [Report to the Board](#); Ad-Hoc Committee; Process for Recruitment and Selection of a New Superintendent (Paul Hay)

Recommendation: That the Governing Board consider the ad-hoc committees' recommendations and provide direction to the Superintendent.

21. **Action Item:** [Amend Employment](#) Agreement with Superintendent (Paul Hay)

Recommendation: That the Governing Board approve the amendment to the agreement between MetroED and Superintendent Paul Hay.

22. **Action Item:** [Amend Employment](#) Agreement with Chief Business Officer (Paul Hay)

Recommendation: That the Governing Board approve the amendment to the agreement between MetroED and Chief Business Officer Lynn Orong.

23. **Action Item:** [Approve Management](#) Salary Schedules, Including Contract Management: Fiscal years 2010-11, 2011-12 and 2012-13 (Paul Hay)

Recommendation: That the Governing Board approve the salary schedules for certificated and classified management for fiscal years 2010-11, 2011-12 and 2012-13.

24. **Action Item:** [CSBA Nomination](#) for Directors-at-Large: Asian/Pacific Islander and Hispanic (Paul Hay)

Recommendation: That the Governing Board make one or more nominations, or choose not to nominate anyone for the CSBA Director-at-Large positions.

25. **Action Item:** [Consider Adoption](#) of Resolution #01-08-22-12 to support Proposition #38, *Our Children, Our Future: Local Schools and Early Education Investment Act*, on the November 2012 ballot (Paul Hay)

Recommendation: That the Governing Board consider adoption of MetroED Resolution #301-08-22-12 to support the *Our Children, Our Future: Local Schools and Early Education Investment Act*.

BUSINESS AND FINANCIAL FUNCTIONS

26. **Action Item:** [Adopt Resolution #02-08-22-12](#) Authorizing Designated Management Personnel to Sign Orders Upon the Funds of the District for the FY 2012-13 (Keiko Mizuno)

Recommendation: That the Governing Board approve Resolution #02-08-22-12 authorizing the designated District employees to sign orders drawn upon the funds of the District effective July 1, 2012.

27. **Action Item:** [Adopt Resolution #03-08-22-12](#) Authorizing Designated Management Personnel to Sign Official Electronic Funds Transfer Forms of the District for FY 2012/13 (Keiko Mizuno)

Recommendation: That the Governing Board approve Resolution #03-08-22-12 authorizing the specified individuals to sign all official electronic transfer forms on behalf

of the District July 1, 2012, and authorize the filing of said signatures with the County Controller's Office.

28. **Action Item: [Adopt Resolution #04-08-22-12](#) Authorizing the District to Purchase off Contracts Awarded by other Public Agencies (Keiko Mizuno)**

Recommendation: That the Governing Board approve Resolution #05-08-22-12 authorizing designated District officers to purchase commodities through contracts awarded by other agencies.

PERSONNEL FUNCTIONS

29. **Action Item: [Adopt Resolution #05-08-22-12](#); Resolution to Reduce or Reassign Classified Workforce (Tom Mullin)**

Recommendation: That the Governing Board resolution #05-08-22-12 to eliminate the equivalent of 0.50 FTE classified position.

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 Principal Suzi Glass
- 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, September 12, 2012	Closed Session	6:00 pm
	Open Session	7:00 pm

XX. ADJOURNMENT

(Cynthia Chang)

* * * *
