



METROPOLITAN EDUCATION DISTRICT  
760 Hillsdale Avenue  
San Jose, California 95136

October 10, 2012  
**Governing Board Meeting Agenda**  
*Revised October 8, 2012 at 3:30 p.m.*

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:*

<http://www.metroed.net/>

**REGULAR MEETING**

Date: October 10, 2012

Time: 6:30 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. PLEDGE OF ALLEGIANCE** (Cynthia Chang)
- III. ADOPT AGENDA** (Cynthia Chang)
- IV. RECOGNITIONS** (Cynthia Chang)
- A. Acknowledgement of Visitors  
B. Acknowledgement of Honors and Awards
- Recognition of Individuals who have "Raised the Bar!"
- V. STUDENT REPORTS** (5 Minute limitation) (Cynthia Chang)
- A. CCOC Student  
B. MAEP Student
- VI. 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.

- **Item #16 will be moved to Special Order of Business and interviews will be conducted in CCOC's room 211. Interviews are open to the public.**

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. PUBLIC COMMENTS**

**VIII. APPROVAL OF MINUTES**

(Cynthia Chang)

1. **Action Item:** Approval of [Minutes](#) from the Regular Board Meeting of September 12, 2012.

**IX. 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 \*13.

**BUSINESS AND FINANCIAL FUNCTIONS**

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

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

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

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

- \*4. **Action Item:** [Surplus Items](#) (Keiko Mizuno)

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

- \*5. **Action Item:** [Change Order #001](#), Proposition 1D Fire Tower Prop Construction-Calstate Construction, Inc-\$26,500 Credit (Keiko Mizuno)

Recommendation: That the Governing Board approve change order #001 for the Fire Tower Prop in the credit amount of \$26,500.

- \*6. **Action Item:** [Approve Agreement](#) for Professional Inspections and Testing Services, Proposition 1D Fire Tower Prop Construction-HP Inspections, Inc.-\$12,645 (Paul Hay)

Recommendation: That the Governing Board approve the agreement for professional services with HP Inspections, Inc.

**PERSONNEL FUNCTIONS**

- \*7. **Action Item:** [Certificated Personnel](#) (Tom Mullin)

Recommendation: That the Governing Board approve the hire of one new AFT teacher for the 2012-13 school year.

- \*8. **Action Item:** [Classified Personnel](#) (Tom Mullin)

Recommendation: That the Governing Board approve the one rehire, four short term hourly extensions, and one short term hourly.

#### **INSTRUCTIONAL AND STUDENT FUNCTIONS**

- \*9. **Action Item:** [Williams Uniform](#) Complaint Procedures Report (Keiko Mizuno)

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

- \*10. **Action Item:** [Appointment of CCOC](#) Employer Advisory Boards (John Fox)

Recommendation: That the Governing Board establish the 2012-13 Employer Advisory Board per Education Code Section 52302.2, appoint the persons named in the Board packet, and authorize the Superintendent or designee to appoint additional EAB members as they are identified.

- \*11. **Action Item:** [Carpenters Training](#) Committee for Northern California Agreement, Revised 2012-13 (John Fox)

Recommendation: That the Governing Board approve the CTCNC apprenticeship agreement for the 2012-13 school year.

- \*12. **Action Item:** [2012-13 Memorandum of Understanding \(MOU\)](#) with West Valley-Mission Community College District-Silicon Valley Stepping Stones SB70 Grant (John Fox)

Recommendation: That the Governing Board approve the 2012-13 Memorandum of Understanding (MOU) with West Valley-Mission Community College District-Silicon Valley Stepping Stones SB70 Grant.

- \*13. **Action Item:** [Approve MAEP Course](#) Titles for 2012-13 (Suzi Glass)

Recommendation: That the Board approve the list of MAEP course titles for 2012-13.

---

#### **END OF CONSENT ITEMS**

---

#### **X. INFORMATION ITEMS**

14. **Information Item:** [MetroED 2011-12](#) Annual Report (Althea Polanski)

Recommendation: That the Governing Board receive the 2011-12 Annual Report.

15. **Information Item:** [Annual Legislative](#) Report, 2012 (Paul Hay)

Recommendation: That the Governing Board receive and review the annual legislative report for 2012.

---

## END OF INFORMATION ITEMS

---

### XI. ACTION ITEMS AND REPORTS

#### BOARD AND ADMINISTRATIVE FUNCTIONS

16. **Action Item:** [Interview Consultant](#) Services Firms for a Superintendent Recruitment (Tom Mullin)

Recommendation: That the Governing Board interview the top *three consultant services search firms, select the search firm, or direct staff to bring an item back to a subsequent Governing Board meeting to select the firm.*

17. **Action Item:** [Approve Contract](#) for Consulting Services to Develop a New JPA Funding Model-School Services of California-\$22,000 (Paul Hay)

Recommendation: That the Governing Board approve the contract with School Services of California for professional services.

18. **Action Item:** [Annual CALCP/CAROCP](#) Conference (Paul Hay)

Recommendation: That the Governing Board authorize reimbursement of expenses as noted in the District's Travel & Conference Procedures (attached) for as many MetroED Governing Board members who attend the annual CALCP/CAROCP conference on November 14-16, 2012.

19. **Action Item:** [Second Reading: Board Policies; Tri Annual Update](#) (Paul Hay)

Recommendation: That the Governing Board adopt the updated Board policies.

#### BUSINESS AND FINANCIAL FUNCTIONS

20. **Action Item:** [Monthly Budget Update](#) (Paul Hay)

Recommendation: That the Governing Board approve the changes listed in the Monthly Budget Update for the period ended 9/30/12.

21. **Action Item:** [Change Order #002, CCOC Building 600 Modernization-Swenson & Associates-\\$67,768](#) (Paul Hay)

Recommendation: That the Governing Board approve change order #002 for CCOC building 600 in the amount of \$67,768 between MetroED and Swenson & Associates.

#### PERSONNEL FUNCTIONS

--None--

#### INSTRUCTIONAL AND STUDENT FUNCTIONS

--None--

**XII. EXECUTIVE REPORT/ADMINISTRATIVE REPORTS**

Superintendent Paul Hay and the MAEP Principal and CCOC Program Director 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

**XIII. 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.

**XIV. OTHER MEETINGS**

Regular Meeting, November 14, 2012

Closed Session  
Open Session

6:00 pm  
7:00 pm

**XV. ADJOURNMENT**

(Cynthia Chang)

\* \* \* \*  

---