



METROPOLITAN EDUCATION DISTRICT
 760 Hillsdale Avenue
 San Jose, California 95136

November 12, 2008
Governing Board Meeting Agenda

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.

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

REGULAR MEETING

Date: November 12, 2008
 Time: 6:00 p.m.

LOCATION

CCOC, Rm 810
 760 Hillsdale Ave.
 San Jose, CA 95136

I. CALL TO ORDER/ROLL CALL

(Diane Gordon)

Frank Biehl
 Ernie Dossa
 Diane Gordon

Cynthia Chang
 Richard Garcia
 Marsha Grilli

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. Public Employee Discipline/Dismissal/Release, Pursuant to Government Code 54957
- B. Superintendent's Evaluation; Pursuant to Government Code: 54957

III. PUBLIC COMMENTS REGARDING CLOSED SESSION ITEMS

Persons wishing to address the Governing Board must fill out a request to speak form and bring it to the board secretary prior to the conclusion of the "Public Comments Regarding Closed Session Items" section.

IV. ADJOURN TO CLOSED SESSION

Time: 6:02 pm
 Location: CCOC, RM 810

**V. REGULAR MEETING
 Reconvene from Closed Session**

Time: 7:00 p.m.
 Location: CCOC Auditorium

VI. PLEDGE OF ALLEGIANCE

(Diane Gordon)

VII. ADOPT AGENDA

(Diane Gordon)

VIII. RECOGNITIONS

(Diane Gordon)

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

IX. STUDENT REPORTS

(Diane Gordon)

- A. CCOC Student
- B. MAEP Student

X. 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.

XI. PUBLIC COMMENTS

This portion of the Agenda provides an opportunity for members of the public to directly address the Governing Board on any item of interest to the public; however, provisions of the Brown Act (Gov't Code 54954.2(a) and .3) preclude any action being taken on any item not appearing on the posted agenda for action. Items on the agenda may be addressed during this portion or during the Board's consideration of the item. Time limits allocated to public testimony are 2 minutes for individuals and 5 minutes for organizations.

XII. APPROVAL OF MINUTES

(Diane Gordon)

1. **Action Item: Approval of [Minutes](#) of Regular Board Meeting on October 8, 2008.**

XIII. CONSENT CALENDAR (ACTION)

All matters listed under the Consent 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 *12

BUSINESS AND FINANCIAL FUNCTIONS

- *2. **Consent Item: Approve [September Warrant](#) Approval List (Jing-Jing Wang)**

Recommendation: That the Governing Board approve the following warrant registers: #20213605-#20213672, dated October 2, 2008; #20214830-#20214879, dated October 7, 2008; #20216821-#20216332, dated October 9, 2008; #20217059-#20217105, dated October 13, 2008; #20219005-#20219057, dated October 16, 2008; #20220380-#20220433, dated October 21, 2008; #20221666-#20221694-#20221694, dated October 23, 2008; #20222420, dated October 27, 2008; #20223703-#20223779, dated October 29, 2008.

- *3. **Consent Item: [Approve Architectural Services](#): Proposition 1D (Bartos Architecture) (Jing-Jing Wang)**

Recommendation: That the Governing Board approve the two attached Authorizations to Proceed for architectural services with Bartos Architecture, Inc. for the projects and amounts indicated in the Board packet.

PERSONNEL FUNCTIONS

***4. Consent Item: [Classified Personnel](#) (Dan Gilbertson)**

Recommendation: That the Governing Board approve the six regular elections, one assignment change, two assignment resignations, four resignations, and one reclassification.

***5. Consent Item: [Administrative Personnel](#) (Dan Gilbertson)**

Recommendation: That the Governing Board approve the one resignation.

***6. Consent Item: [Approve Revised CSEA](#) Job Descriptions (Dan Gilbertson)**

Recommendation: That the Governing Board approve the revised job description for the Human Resources Credential Analyst.

INSTRUCTIONAL AND STUDENT FUNCTIONS

***7. Consent Item: [Cosmetology Agreement-CCOC](#) (John Fox)**

Recommendation: That the Governing Board approve the cosmetology agreement for the Trinh College.

***8. Consent Item: [Community Classroom Agreements](#) (John Fox)**

Recommendation: That the Governing Board approve the agreement to provide on-the-job clinical training to CCOC medical students.

***9. Consent Item: [Perkins 132 Grant Consortium](#) (John Fox)**

Recommendation: That the Governing Board approve the memorandum of understanding with Santa Clara County ROP South for disadvantaged adults qualifying under Carl Perkins Section 132.

***10. Consent Item: [Medical Apprenticeship Agreement](#) (Sylvia Karp)**

Recommendation: That the Governing Board approve the agreement to provide on-the-job clinical training to MAEP medical students.

***11. Consent Item: [ROC/P Course Review](#) and Recertification (John Fox)**

Recommendation: That the Governing Board review the information regarding the ROCP courses and approve the courses for ROCP re-certification.

***12. Consent Item: [Approve Agreement](#) with West Valley College (John Fox)**

Recommendation: That the Governing Board approve the Agreement with West Valley College.

END OF CONSENT ITEMS

XIV. INFORMATION ITEMS

13. **Information Item:** [First Reading: Sexual Harassment & Nondiscrimination Policies; BP 4030, AR 4030; BP 4119.11, 4219.11, 4319.11; AR 4119.11, 4219.11, 4319.11 \(Dan Gilbertson\)](#)

Recommendation: That the Governing Board review the first reading of Governing Board Policies BP/AR 4030, AR 4031, BP/AR 4119.11, 4219.11, 4319.11.

14. **Information Item:** [Administrative Reorganization \(Paul Hay\)](#)

Recommendation: That the Governing Board receive and review the administrative reorganization information.

END OF INFORMATION ITEMS

XV. ACTION ITEMS AND REPORTS

BOARD AND ADMINISTRATIVE FUNCTIONS

--None--

BUSINESS AND FINANCIAL FUNCTIONS

15. **Action Item:** [Monthly Budget Update \(Jing-Jing Wang\)](#)

Recommendation: That the Governing Board approve the budget changes included in the Monthly Budget Update for the period ended 10/31/2008.

PERSONNEL FUNCTIONS

--None--

INSTRUCTIONAL AND STUDENT FUNCTIONS

--None--

XVI. 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: MetroED Superintendent Paul Hay

XVII. BOARD COMMENTS

(Diane Gordon)

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.

XVIII. OTHER MEETINGS

Regular Meeting, December 10, 2008

Closed Session
Open Session

6:00 pm
7:00 pm

XIX. ADJOURNMENT

(Diane Gordon)

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