

METROPOLITAN EDUCATION DISTRICT

Governing Board Meeting Minutes
June 13, 2007

I. CALL TO ORDER/ROLL CALL

The open session of the regular meeting of the Governing Board of the Metropolitan Education District was called to order by President Grilli at 6:05 p.m., Room 810 at the Central County Occupational Center, 760 Hillsdale Avenue, San Jose, CA 95136.

All Members present, except when noted "absent".
Cynthia Chang, Los Gatos-Saratoga Union High School District
Ernie Dossa, Santa Clara Unified School District
Richard Garcia, San Jose Unified School District
Diane Gordon, Campbell Union High School District
Marsha Grilli, Milpitas Unified School District
J. Manuel Herrera, East Side Union High School District – arrived at 7:50

II. COMMENTS FROM THE PUBLIC REGARDING CLOSED SESSION ITEMS

There were no comments.

III. 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 Legal Counsel--Anticipated Litigation--Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9 (1 case)

IV. ADJOURN TO CLOSED SESSION

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

V. REGULAR MEETING

Time: 7:02 p.m.
Location: CCOC Auditorium

VI. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Member Diane Gordon.

VII. REPORT OF CLOSED SESSION ACTIONS

There were no actions taken in closed session.

VIII. ADOPT AGENDA

Motion to adopt agenda: Gordon, Second Dossa, Vote unanimous.

IX. STUDENT REPORTS

- CCOC Student – no student report
- MAEP Student – Director Suzi Glass introduced Sally Starz, Parent Ed. Sally introduced the Kissinger family who has been involved in the Discovery Preschool for 6 years.

X. SPECIAL ORDER OF BUSINESS

There were no items.

20. Information Item: MetroED Investment Portfolio as of 3/31/07
Fiscal Director, Wendy Zhang presented the MetroED Investment Portfolio.
21. Information Item: Draft of Proposed 2007-08 Budgets
Superintendent Paul Hay made a Powerpoint presentation of the 2007-08 proposed budget. The budget will come back to the June 27 Board meeting for approval. Members Dossa and Chang commented that they were impressed with the presentation. There was no further discussion.

XV. ACTION ITEMS AND REPORTS

BOARD AND ADMINISTRATIVE FUNCTIONS

22. Action Item: Second Reading of BP 3515, AR3515, Campus Security
Motion to adopt the Governing Board Policy 3515 and AR 3515 dealing with Campus Security.
Motion/Dossa, Second/Chang, Vote/Unanimous

BUSINESS AND FINANCIAL FUNCTIONS

23. Action Item: Monthly Budget Update
Fiscal Director, Wendy Zhang informed the Board of adjustments made to the budget as of May 31, 2007. This will be the final budget update report for this fiscal year. There was no discussion. Motion to approve the budget changes included in the Monthly Budget Update for the period ended 5/31/07.
Motion/Garcia, Second/Dossa, Vote/Unanimous
24. Action Item: Award bid and approve contract for CCOC Video Camera
Superintendent Hay noted that the amount of \$51,075 on the Board Order of Business is a clerical error and should be \$52,495. The Board item reflects the correct bid amount. Hay commented that the bid process became very cumbersome, so this was turned over to the district architects. It turns out that they were able to save the district about \$30,000. Hay noted that examples like this make him a firm believer in the competitive bid process.
Security Project (FRI RFI Enterprises-~~\$54,075~~) \$52,495; Approve Authorization to Proceed for Architectural & Management Services (Dreiling, Terrones and Bartos-\$10,000)

Motion to 1) award the bid for the Video Camera Security Project to RFI Enterprises, Inc. as the lowest responsible bidder in the amount of \$52,495, 2) approve the contract between MetroED and RFI Enterprises, Inc in the amount of \$52,495 and 3) approve the Authorization to Proceed for Architectural and Project Management Services with Dreiling, Terrones, Bartos Architecture, Inc. (formerly CSS Architects), in the amount of \$10,000. Motion/Herrera, Second/Gordon, Vote/Unanimous.
25. Action Item: Call for Bids--Building 700 HVAC System Upgrade;
Authorization to contract for HVAC Upgrades
Superintendent Hay asked the Board to approve the call for bids and to authorize the Superintendent to award the bid. This is work that needs to be done this summer to get the Fire Science/EMT classroom ready for the fall semester. Timing prohibits us from bring this to the board on two separate occasions. However, Superintendent Hay will bring the item to the board for ratification at a later date. Motion to 1) approve a call for bids for HVAC upgrades for CCOC room 706, 2) authorize the Superintendent to award the project to the lowest bidder, and 3) authorize the Superintendent to enter into a contract with the lowest bidder, subject to ratification by the Governing Board at a future meeting.
Motion/Chang, Second/Herrera, Vote/Unanimous.

- Superintendent Paul Hay

The District has been working on making CCOC a comprehensive experience for our students who come here from the 6 districts. This year we have increased our visibility in high school yearbooks. An example from the Pioneer High School yearbook was made available to Board members.

Tales from Paradise, book published by the MAEP Older Adult Creative Writing class. Copies were made available for Members to take if they wished. The District will pay the cost of the books. Superintendent Hay said that he was very pleased and impressed when he read the book; it is very well done. Another student success story.

At the June 27 Board meeting we will bring back the 2007-08 Budget, 2007-08 Goals, the CTE plan and a approval for filing a Deferred Maintenance Extreme Hardship grant application for replacement of sanitary sewer lines on the CCOC campus.

Next week Superintendent Hay will be at the CAROCP conference in San Diego from Sunday through Wednesday afternoon. He will return in time for the MAEP graduation.

Member Gordon asked about the Executive Council (tbd) meeting that has been on the agenda for awhile and she asked if there was a scheduling problem. Superintendent Hay said that this is not a scheduling problem at this time, but instead is a matter of waiting for School Services to complete the Management Study. The purpose of this meeting is to bring the Executive Council and the Board together to hear the results of the Management Study.

XVII. BOARD COMMENTS

Member Herrera: He was late to the meeting because, as he had commented at the last Board meeting, he needed to attend a graduation.

Member Garcia: He is looking forward to the MAEP graduation and to being the keynote speaker. He said that he was pleased to learn that CCOC is being included in the high school yearbooks because the students are spending half of their day here; this makes a lot of sense.

Member Chang: She had a good conversation with School Services, about 40 minutes. She was pleased to see three Board members turn out for the CCOC Awards Ceremony. She thanked the staff for their good work, and congratulated all.

Member Gordon: She attended the Leigh High School Awards Ceremony and watched the Skills USA gold medal winner proudly walk across the stage. CUHSD recently dedicated the new agricultural facility. The Future Farmers of America ran the dedication and demonstrated their leadership skills; it was an encouraging day. This facility is made to look like an old barn; people should come by and see it – located near Westmont High. Member Gordon thanked the staff and Superintendent for their work. She is impressed with the dedication and care that is taken for students. An example of this is the family who talked tonight about their experiences at the preschool.