

METROPOLITAN EDUCATION DISTRICT  
**Board Meeting Agenda**  
760 Hillsdale Avenue  
San Jose, California 95136

ORDER OF BUSINESS

**REGULAR MEETING**

Date: April 12, 2006  
Time: 6:00 p.m.

**LOCATION**

Central County Occupational Center  
RM 810  
760 Hillsdale Ave.  
San Jose, CA 95136

**CALL TO ORDER**

**1. ROLL CALL** (Cynthia Chang)

Ernie Dossa	Cynthia Chang
Richard Garcia	Marsha Grilli
Craig Mann	Diane Gordon
Nicholas Valadao--CCOC Student Board Member	
Minerva Brand--MAEP Student Board Member	

**2. 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.

2.1 Personnel Pursuant to Government Code: 54957

- Public Employee Discipline, Dismissal, Release
- Public Employee Appointment: Assistant Superintendent, Business & Operations
- Public Employee Appointment: Director of Instruction & Accountability

2.2 Pursuant to Government Code: 54957.6(f)

Conference with Labor Negotiator

District Negotiator

- Dan Gilbertson

Employee Organizations

- AFT
- CSEA
- CTA

**3. ADJOURN TO CLOSED SESSION**

Date: April 12, 2006  
Time: 6:02 p.m.

Central County Occupational Center  
RM 810

**4. REGULAR MEETING (continued)** **LOCATION**

Date: April 12, 2006  
Time: 7:00 p.m.

Central County Occupational Center  
Auditorium

**5. PLEDGE OF ALLEGIANCE** (Diane Gordon)

**6. REPORT OF CLOSED SESSION ACTIONS** (Cynthia Chang)

7. **ADOPT AGENDA** (Cynthia Chang)

8. **STUDENT BOARD MEMBERS' REPORTS** (Cynthia Chang)  
Nicholas Valadao \_\_\_ Minerva Brand\_\_\_

9. **SPECIAL ORDER OF BUSINESS** (Tim Hallett)  
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.

10. **PUBLIC PRESENTATIONS & REPORTS**

10.1 Public Comments (Cynthia Chang)

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 preclude any action being taken on any item not appearing on the posted agenda for action. Time limits allocated to the public testimony are 2 minutes for individuals and 5 minutes for organizations.

11.0 **APPROVAL OF MINUTES** (Cynthia Chang)

11.1 Action Item: Approval of Minutes of Regular Board Meeting, March 8, 2006.

12.0 **CONSENT CALENDAR**

All matters listed under the Consent Calendar 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.

The Superintendent recommends approval of Consent Calendar items 12.1.1 through 12.3.4

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12.1 **BUSINESS AND FINANCIAL FUNCTIONS**

12.1.1 Action Item: Approve March Board Warrant Approval List (Paul Hay)

RECOMMENDATION: That the Governing Board approve the following warrant registers:  
#92686145-#92686203, dated March 2, 2006; #92687730-#92687782, dated March 7, 2006; #92689170-#92689220, dated March 9, 2006; #92690127-#92690173, dated March 13, 2006; #92692265-#92692315, dated March 16, 2006; #92693103-#92693142, dated March 20, 2006; #92694327-#92694367, dated March 22, 2006; #92697125-#92697202, dated March 29, 2006; #92698161, dated March 31, 2006.  
**(Budget Source: As indicated on Warrant Registers)**

(Paul Hay)

12.1.2 Action Item: Authorization to file amended Extreme Hardship Funding for transformer replacement project

RECOMMENDATION: That the Governing Board authorize the Superintendent to file an Extreme Hardship Funding Application to increase the Deferred Maintenance Hardship grant for the transformer replacement project.

12.1.3 Action Item: Approve Agreement for environmental consulting and management services for the CCOC building 700 reconfiguration project (Paul Hay)

RECOMMENDATION: That the Governing Board approve the attached agreement with HazMat Doc of environmental consulting and management services for the building 700 renovation and reconfiguration project.

12.1.4 Action Item: Approve Amended Budget Development Guidelines for 2006-07 Budget (Paul Hay)

RECOMMENDATION: That the Governing Board approve the amended budget guidelines for development of the fiscal year 2006-07 budget

12.1.5 Action Item: Approval of lowest responsive bid for replacement of seven transformers on the MetroED Hillsdale Avenue Campus (Paul Hay)

RECOMMENDATION: That the Governing Board approve the bid to Dynalectric for replacement of seven transformers on the MetroED Hillsdale Avenue, San Jose, Campus.

12.1.6 Action Item: Approve \$524,700 construction contract with Dynalectric for replacement of CCOC transformers (Paul Hay)

RECOMMENDATION: That the Governing Board approve the contract between the Metropolitan Education District and Dynalectric in the amount of \$524,700 for replacement of transformers on the CCOC campus.

## 12.2 PERSONNEL

12.2.1 Action Item: Approve New Administrative Job Description: Assistant Superintendent, Business & Operations (Dan Gilbertson)

RECOMMENDATION: That the Governing Board approve the new administrative job description for the Assistant Superintendent, Business & Operations position.

12.2.2 Action Item: Approve New Administrative Job Description: Facilities Manager (Dan Gilbertson)

RECOMMENDATION: That the Governing Board approve the new administrative job description for the Facilities Manager position.

12.2.3 Action Item: Approve Revised CSEA Job Descriptions Site Registrar and Program Registrar (Dan Gilbertson)

RECOMMENDATION: That the Governing Board approve the revised CSEA job description for the Site Registrar and Program Registrar as submitted.

12.2.4 Action Item: Classified Personnel (Dan Gilbertson)

RECOMMENDATION: That the Governing Board approve the regular election, the change in assignment, the assignment increases, the assignment transfer, and the assignment resignation. **(Budget Source: Fund 110)**

12.2.5 Action Item: Certificated Personnel (Dan Gilbertson)

RECOMMENDATION: That the Governing Board approve hiring five new Hourly Certificated Teachers (AFT) for the 2005-06 school year.

**(Budget Source: Fund 010 & 110)**

12.2.6 Action Item: Administrative Personnel (Dan Gilbertson)

RECOMMENDATION: That the Governing Board approve the change in assignment.

**(Budget Source: Fund 010 & 110)**

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

12.3.1 Action Item: Community Classroom Agreements (John Fox)

RECOMMENDATION: That the Governing Board approve the on-the-job clinical training for CCOC's medical students.

**(Budget Source: Fund 010)**

12.3.2 Action Item: Personal Interest Classes (Jan Dreier)

RECOMMENDATION: That the Governing Board review the program scheduling shift of some evening Personal Interest Classes into the MAEP mandated ADA generating program.

12.3.3 Action Item: Williams Uniform Complaint Procedures Report (Jan Dreier)

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

12.3.4 Action Item: 2006-07 Draft School Calendar (Dan Gilbertson)

RECOMMENDATION: That the Governing Board approve the school calendar for the 2006-07 school year.

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### **END OF CONSENT ITEMS**

### **13.0 INFORMATION ITEMS**

13.0.1 Information Item: P2 Attendance Update and Annual Projections (Paul Hay)

RECOMMENDATION: That the Governing Board accept the 2005-06 report on P-2 Attendance and Annual Projections.

### **END OF INFORMATION ITEMS**

### **14.0 ACTION ITEMS AND REPORTS**

14.0.1 Action Item: 2005-2006 District Goals Final Progress Report (Jan Dreier)

RECOMMENDATION: That the Governing Board approve the 2005-06 District Goals Final Progress Report and authorize the Superintendent to take any necessary actions.

## 14.1 BOARD AND ADMINISTRATIVE FUNCTIONS

14.1.1 Action Item: Second Reading: Adopt Board Policies 5000's Students (Jan Dreier)

RECOMMENDATION: That the Governing Board adopt the revised Governing Board Policies series 5000's regarding students.

14.1.2 Action Item: Second Reading: Adopt Board Policies 1000's William Uniform Complaint Procedures (Jan Dreier)

RECOMMENDATION: That the Governing Board adopt the revised Governing Board Policies series 1000's regarding the Williams Uniform Complaint Procedures.

14.1.3 Action Item: Adopt Resolution #8-04-12-06, California Day of the Teacher (Joyce Monda)

RECOMMENDATION: That the Governing Board adopt Resolution #08-04-12-06 and proclaim May 12, 2006 as California Day of the Teacher.

## 14.2 BUSINESS AND FINANCIAL FUNCTIONS

14.2.1 Action Item: Approve Authorization to Proceed for architectural services; Approve Preliminary Facilities Assessment Report (Paul Hay)

RECOMMENDATION: That the Governing Board 1) approve the *Authorization to Proceed: Architectural and Project Management Services* for CSS Architects for preparation of the Preliminary Facilities Assessment Report and, 2) approve the Assessment Report as the Preliminary Facilities Master Plan for the CCOC campus

14.2.2 Action Item: Capitol High School funding model; authorization to form a Charter School Study Committee for Capitol High School (Paul Hay)

RECOMMENDATION: That the Governing Board authorize the Superintendent to: 1) Renegotiate with the JPA participating districts the Capitol High School funding model such that the program recovers all its costs, including indirect costs, and; 2) Appoint a study committee to evaluate the possibility and impacts of converting Capitol High School to a Charter School.

14.2.3 Action Item: Monthly Budget Update (Paul Hay)

RECOMMENDATION: That the Governing Board approve the budget changes included in the Monthly Budget Update for the period ended 3/31/06.

14.2.4 Action Item: Ratify final Settlement Agreement and Mutual Release regarding a rent dispute with Capitol Auto Mall, LLC (Paul Hay)

RECOMMENDATION: That the Governing Board ratify the Settlement Agreement and Mutual Release between the Metropolitan Education District and Capital Auto Mall LLC.

14.2.5 Action Item: Adopt Resolution #09-04-12-06 establishing an Endowment investment to support student participation in regional and national competitions (Paul Hay)

RECOMMENDATION: That the Governing Board adopt Resolution #09-04-12-06 establishing an endowment investment to support participation by Central County Occupational Center (CCOC) students in regional and national vocational competitions.

**14.3 PERSONNEL FUNCTIONS**

**14.4 INSTRUCTIONAL AND STUDENT FUNCTIONS**

**15.0 EXECUTIVE REPORT/ADMINISTRATIVE REPORTS**

Oral Report: At this time Assistant Superintendent Jan Dreier will report to the Board on departmental items of significance.

Oral Report: Superintendent Tim Hallett will have recent significant information to present to the Governing Board on topics not on the agenda.

**16.0 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.

**17.0 Advanced Planning** (Cynthia Chang)

MAEP Achievement Recognition Ceremony, May 3, 2006, CCOC Auditorium	6:00 pm
CCOC Car Show, May 12, 2006, CCOC parking lot	5:00 pm
CCOC Awards Ceremony, May 19, 2006 CCOC back lawn area	6:00 pm
MAEP Graduation, June 13, 2006 CCOC back lawn area	6:30 pm

**18.0 Other Meetings**

Regular Meeting, May 10, 2006	Closed Session	6:00 pm
	Open Session	7:00 pm
Instructional Council, April 5, 2006, RM 406		4:00 pm
Budget Advisory Committee, April 25, 2006, RM 406		4:00 pm

**19.0 ADJOURNMENT**

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Agenda attachments are available for review at the District Office, 760 Hillsdale Ave, Bldg 400, San Jose, CA. This agenda is available from the internet at: [www.metroed.net](http://www.metroed.net)  
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