



METROPOLITAN EDUCATION DISTRICT  
760 Hillsdale Avenue  
San Jose, California 95136

June 12, 2013  
**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](http://www.metroed.net)*

**REGULAR MEETING**

Date: June 12, 2013

Time: 6:00 p.m.

**LOCATION**

CCOC Auditorium  
760 Hillsdale Avenue  
San Jose, CA 95136

**I. CALL TO ORDER/ROLL CALL**

(Richard Garcia)

Daniel Bobay  
Cynthia Chang  
Richard Garcia

Jim Canova  
Matthew Dean  
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. Public Employment: Director of ROC/P; Pursuant to Government Code: 54957

**III. PUBLIC COMMENTS REGARDING CLOSED SESSION ITEMS**

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.

**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**

(Richard Garcia)

VII. PLEDGE OF ALLEGIANCE (Richard Garcia)

VIII. ADOPT AGENDA (Richard Garcia)

IX. RECOGNITIONS (Richard Garcia)

- A. Acknowledgement of Visitors
- B. Acknowledgement of Honors and Awards
  - Recognition of Retirements

X. SPECIAL ORDER OF BUSINESS (Alyssa Lynch)

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

*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.*

XII. APPROVAL OF MINUTES (Richard Garcia)

1. **Action Item:** Approval of [Minutes](#) from the Regular Board Meeting of May 8, 2013

XIII. 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 20.

#### **BUSINESS AND FINANCIAL FUNCTIONS**

- \*2. **Action Item:** [Approve May Warrants](#) Approval List (Debbie Fry)

Recommendation: That the Governing Board approve the Board Warrant Approval List as presented.

- \*3. **Action Item:** [Surplus Items](#) (Debbie Fry)

Recommendation: That the Governing Board surplus the brush patrol fire engine.

- \*4. **Action Item:** [Donations](#) Offered to the District (Debbie Fry)

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

- \*5. **Action Item:** [Building 200/600 Exterior Restroom Renovations \(Debbie Fry\)](#)
- Recommendation: That the Governing Board authorize the remodeling of one women's and one men's exterior restroom on building 200 and building 600.
- \*6. **Action Item:** [Agreement with Leadership Associates \(Debbie Fry\)](#)
- Recommendation: That the Governing Board approve the agreement with Leadership Associates and MetroED for the 2013-14 school year.
- \*7. **Action Item:** [Approve Piggyback Agreement with Palace Art & Office Supply; Piggyback on Pajaro Valley Unified School District Bid \(Debbie Fry\)](#)
- Recommendation: That the Governing Board approve the standard piggyback and rebate agreements with Palace Office Supply.

### **PERSONNEL FUNCTIONS**

- \*8. **Action Item:** [Certificated Personnel \(Tom Mullin\)](#)
- Recommendation: That the Governing Board approve one retirement.
- \*9. **Action Item:** [Administrative Personnel \(Tom Mullin\)](#)
- Recommendation: That the Governing Board approve one resignation, one retirement, and 15 administrative assignments.
- \*10. **Action Item:** [Classified Personnel \(Tom Mullin\)](#)
- Recommendation: That the Governing Board approve one retirement, two one-month extensions of temporary positions, nine summer camp assistants, and six short-term maintenance interns.
- \*11. **Action Item:** [Revised Administrative Job Description: Director of CCOC/P and MAEP, Revised \(Tom Mullin\)](#)
- Recommendation: That the Governing Board approve the revised administrative job description for the position of Director of CCOC/P and MAEP.

### **INSTRUCTIONAL AND STUDENT FUNCTIONS**

- \*12. **Action Item:** [Bay Area Counties Roofing and Waterproofing JATC Apprenticeship Agreement, 2013-14 \(John Fox\)](#)
- Recommendation: That the Governing Board approve the Bay Area Counties Roofing and Waterproofing JATC apprenticeship agreement for the 2013-14 school year.
- \*13. **Action Item:** [Carpenters Training Committee for Northern California JATC Apprenticeship Agreement, 2013-14 \(John Fox\)](#)
- Recommendation: That the Governing Board approve the CTCNC apprenticeship agreement for the 2013-14 school year.

- \*14. **Action Item:** [Walton and Sons Masonry, Inc.](#) JATC Apprenticeship Agreement, 2013-14 (John Fox)
- Recommendation: That the Governing Board approve the Walton and Sons Masonry, Inc., Joint Apprenticeship Training Committee, JATC apprenticeship agreement for the 2013-14 school year.
- \*15. **Action Item:** [Western Electrical Contractors Association, Inc.](#) JATC Apprenticeship Agreement, 2013-14 (John Fox)
- Recommendation: That the Governing Board approve the Western Electrical Contractors Association, Inc., JATC apprenticeship agreement for the 2013-14 school year.
- \*16. **Action Item:** [California Fire Fighter Joint Apprenticeship Training Committee](#) JATC Apprenticeship Agreement, 2013-14 (John Fox)
- Recommendation: That the Governing Board approve the California Fire Fighter JATC apprenticeship agreement for the 2013-14 school year.
- \*17. **Action Item:** [CalWORKs: Agreement for Summer School, CCOC](#) (John Fox)
- Recommendation: That the Governing Board approve the agreement between CalWORKs and MetroED for summer school classes at CCOC.
- \*18. **Action Item:** [Agreement to Fund Services for CalWORKs Recipients in the Morgan Hill Unified School District](#) (Suzi Glass)
- Recommendation: That the Governing Board approve the agreement to provide services for recipients who are referred to MetroED and Morgan Hill Unified School District by the Department of Social Services of the County of Santa Clara.
- \*19. **Action Item:** [Agreement with San Jose Job Corps](#) (John Fox)
- Recommendation: That the Governing Board approve the agreement between San Jose Job Corps and MetroED for the 2013-14 school year.
- \*20. **Action Item:** [Approve MAEP Course Titles for 2013-14](#) (Suzi Glass)
- Recommendation: That the Governing Board approve the list of course titles.

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**END OF CONSENT ITEMS**

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**XIV. INFORMATION ITEMS**

21. **Information Item:** [First Reading:](#) Board Policies; Tri-Annual Update (Alyssa Lynch)
- Recommendation: That the Governing Board review the policies and procedures and recommend that they go the June 26 Board meeting for final review and adoption.

22. **Information Item:** [Draft of 2013-14 Budgets \(Debbie Fry\)](#)

Recommendation: That the Governing Board review the proposed 2013-14 budgets for all funds.

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**END OF INFORMATION ITEMS**

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**XV. ACTION ITEMS AND REPORTS**

**BOARD AND ADMINISTRATIVE FUNCTIONS**

23. **Action Item:** [Annual Board Retreat \(Alyssa Lynch\)](#)

Recommendation: That the Governing Board set the date of July 1, 2013 for the Board retreat and provide direction to the Superintendent on and agenda items and the time of the retreat.

24. **Action Item:** [Governing Board Member Remuneration; Adopt Resolution #33-06-12-13 \(Alyssa Lynch\)](#)

Recommendation: That the Governing Board review and adopt resolution #33-06-12-13 to excuse Governing Board Member J. Manuel Herrera from the Special Board Meeting held on April 4, 2013, and authorize remuneration in accordance with Board Bylaw 9250.

**BUSINESS AND FINANCIAL FUNCTIONS**

--None--

**PERSONNEL FUNCTIONS**

*Public Hearing Open*

25. **Action Item:** [Management's Initial Proposal to California School Employees Association \(CSEA\) Sunshine Proposals for 2012-13 \(Tom Mullin\)](#)

Recommendation: That the Governing Board hold a Public Hearing to accept comments regarding the proposed adoption of the Initial Proposal of Successor Contract from Metropolitan Education District to the California School Employees Association (CSEA).

*Public Hearing Closed*

**INSTRUCTIONAL AND STUDENT FUNCTIONS**

--None--

**XVI. EXECUTIVE REPORT/ADMINISTRATIVE REPORTS**

Superintendent Alyssa Lynch, 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 Alyssa Lynch

**XVII. BOARD COMMENTS**

(Richard Garcia)

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, June 26, 2013

Closed Session  
Open Session

6:00 pm  
7:00 pm

**XIX. ADJOURNMENT**

(Richard Garcia)

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