



METROPOLITAN EDUCATION DISTRICT
760 Hillsdale Avenue
San Jose, California 95136

June 25, 2014

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

REGULAR MEETING

Date: June 25, 2014

Time: 6:00 p.m.

LOCATION

Silicon Valley Career Technical
Education (SVCTE) Auditorium
760 Hillsdale Avenue
San Jose, CA 95136

I. CALL TO ORDER/ROLL CALL

(Daniel Bobay)

Daniel Bobay
Cynthia Chang
Richard Garcia

Jim Canova
Matthew Dean
Lan Nguyen

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 Performance Evaluation: Superintendent; Pursuant to Government Code: 54957
- B. Conference with Labor Negotiator Pursuant to Government Code: 54957.6(f).
The Board will confer with the District labor negotiator, Adam Fiss regarding unrepresented employee: Superintendent.

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 p.m.

Location: SVCTE, RM 819

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| V. | REGULAR MEETING
Reconvene from Closed Session | Time: 7:00 p.m.
Location: SVCTE Auditorium |
| VI. | REPORT OF CLOSED SESSION ACTIONS | (Daniel Bobay) |
| VII. | PLEDGE OF ALLEGIANCE | (Daniel Bobay) |
| VIII. | ADOPT AGENDA | (Daniel Bobay) |
| IX. | 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.

X. 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.

XI. 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 *1 through *12.

BUSINESS AND FINANCIAL FUNCTIONS

*1. **Action Item:** [Surplus Items](#) (Joyce Shen)

Recommendation: That the Governing Board surplus one Sony HDV Camera HDR-FX1.

*2. **Action Item:** [Monthly Financial Update](#) (Joyce Shen)

Recommendation: That the Governing Board approve the budget changes included in the Monthly Financial Update for the period ended May 31, 2014.

*3. **Action Item:** [Approve Purchase of New ShoreTel Phone System](#) (Bob Beaulieu)

Recommendation: That the Governing Board approve purchase of the ShoreTel telephone system.

*4. **Action Item:** [Resolution #12-06-25-14 Authorizing Designated Management Personnel to Sign Orders Drawn Upon the Funds of the District](#) (Debbie Fry)

Recommendation: That the Governing Board approve Resolution #12-06-25-14 authorizing the designated District employees to sign orders drawn upon the funds of the District.

- *5. **Action Item:** [Resolution #13-06-25-14](#) Authorizing Designated Management Personnel to Sign Official Electronic Funds Transfer Forms of the District. (Debbie Fry)

Recommendation: That the Governing Board adopt the Resolution #14-06-25-14 authorizing the specified individuals to sign all official electronic funds transfer forms on behalf of the District and authorize the filing of said signatures with the County Controllers' Office.

- *6. **Action Item:** [Agreement with Independent Contractor, Rhonda Farber: \\$5,000](#) (Alyssa Lynch)

Recommendation: That the Governing Board approve the Independent Contractor Agreement for a Special Services agreement with Rhonda Farber and Metropolitan Education District for the period 7/1/14 to 6/30/15 school year.

- *7. **Action Item:** [Agreement with Independent Contractor, Roy Blitzer: \\$9,000](#) (Alyssa Lynch)

Recommendation: That the Governing Board approve the Independent Contractor Agreement for a Special Services agreement with Roy Blitzer and Metropolitan Education District for the period 7/1/14 to 9/30/14 school year.

- *8. **Action Item:** [Approval of MetroED Funding Agreement with Los Gatos-Saratoga Joint Union High School District for 2014-15](#) (Debbie Fry)

Recommendation: That the Governing Board approve the Funding Agreement for 2014-15 between Los Gatos-Saratoga Joint Union High School District and MetroED.

PERSONNEL FUNCTIONS

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

Recommendation: That the Governing Board approve one promotion, one resignation and four recalls.

- *10. **Action Item:** [Revised Job Descriptions:](#) Coordinator of Adult Programs, Human Resources Systems Specialist, Metals Technology/Welding Teacher, Mobile Applications Design and Computer coding Teacher, Sports Medicine and Kinesiology Teacher (Tom Mullin)

Recommendation: That the Governing Board approve the revised Job Descriptions for the positions of Coordinator of Adult Programs (Certificated Administrator), Human Resources Systems Specialist (Confidential), and (three CTE Day Contract Teachers) Metal Technology/Welding, Mobile Applications Design and Computer Coding and Sports Medicine and Kinesiology.

INSTRUCTIONAL AND STUDENT FUNCTIONS

- *11. **Action Item:** [Approve SVAE Course Titles for 2014-2015](#) (Susan Glass)

Recommendation: That the Governing Board approve the list of course titles.

- *12. **Action Item:** [Approve 2014-15 Revised School Calendar](#) (Tom Mullin)

Recommendation: That the Governing Board approve the revised school calendar for the Metropolitan Education District for the 2014-15 school year.

END OF CONSENT ITEMS

XII. INFORMATION ITEMS

13. **Information Item:** [Quarterly Investment Report as of 03/31/2014](#) (Joyce Shen)

Recommendation: That the Governing Board review the MetroED Board Investment Report.

14. **Information Item:** [Legislative Update](#) (Alyssa Lynch)

Recommendation: That the Governing Board receive the Legislative Update information.

END OF INFORMATION ITEMS

XIII. ACTION ITEMS AND REPORTS

BOARD AND ADMINISTRATIVE FUNCTIONS

15. **Action Item:** [Superintendent's Employment Contract](#) (Alyssa Lynch)

Recommendation: That the Governing Board approve the Agreement between Metropolitan Education District and Superintendent Alyssa Lynch.

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

Recommendation: That the Governing Board set the date of Thursday, July 31, 2014 from 11:00 a.m. - 3:00 p.m. for the Board retreat and provide direction to the Superintendent on agenda items.

BUSINESS AND FINANCIAL FUNCTIONS

17. **Action Item:** [Adopt MetroED's 2014-15 Local Control Accountability \(LCAP\)](#) (Debbie Fry)

Recommendation: That the Governing Board adopt MetroED's 2014-15 Local Control Accountability (LCAP).

18. **Action Item:** [Adopt 2014-15 Budgets](#) (Joyce Shen)

Recommendation: That the Governing Board adopt the proposed budget for fiscal year 2014-15.

PERSONNEL FUNCTIONS

--None--

INSTRUCTIONAL AND STUDENT FUNCTIONS

--None--

XIV. EXECUTIVE REPORT/ADMINISTRATIVE REPORTS

Superintendent Alyssa Lynch, CBO Debbie Fry, the SVAE Principal and SVCTE Program Director will have recent **significant** information to present to the Governing Board on topics not on the agenda. (3 Minute limitation)

- Oral Report: SVAE Principal Suzi Glass
- Oral Report: SVCTE Director Marianne Cartan
- Oral Report: MetroED CBO Debbie Fry
- Oral Report: MetroED Superintendent Alyssa Lynch

XV. BOARD COMMENTS

(Daniel Bobay)

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.

XVI. OTHER MEETINGS

Regular Meeting, August 20, 2014

Closed Session

6:00 pm

Open Session

7:00 pm

XVII. ADJOURNMENT

(Daniel Bobay)

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