



METROPOLITAN EDUCATION DISTRICT
 760 Hillsdale Avenue
 San Jose, California 95136

November 10, 2010
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: November 10, 2010
 Time: 6:00 p.m.

LOCATION

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

I. CALL TO ORDER/ROLL CALL

(Frank Biehl)

Frank Biehl
 Cynthia Chang
 Diane Gordon

Jim Canova
 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. Superintendent's Evaluation; Pursuant to Government Code: 54957
- B. Chief Business Officer Contract, Pursuant to Government Code: 54957

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.

III. PUBLIC COMMENTS REGARDING CLOSED SESSION ITEMS

IV. ADJOURN TO CLOSED SESSION

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

V. REGULAR MEETING

Time: 7:00 p.m.

Reconvene from Closed Session

Location: CCOC Auditorium

- VI. **REPORT OF CLOSED SESSION ACTIONS** (Frank Biehl)
- VII. **PLEDGE OF ALLEGIANCE** (Frank Biehl)
- VIII. **ADOPT AGENDA** (Frank Biehl)
- IX. **RECOGNITIONS** (Frank Biehl)
 - A. Acknowledgement of Visitors
 - B. Acknowledgement of Honors and Awards
 - Recognition of Individuals who have “Raised the Bar!”
- X. **STUDENT REPORTS** (Frank Biehl)
 - A. CCOC Student
 - B. MAEP Student
- XI. **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.

XII. 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.

- XIII. **APPROVAL OF MINUTES** (Frank Biehl)
 - 1. **Action Item: Approval of [Minutes](#) of Regular Board Meeting on October 13, 2010.**

- XIV. **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 *7.

BUSINESS AND FINANCIAL FUNCTIONS

- *2. **Action Item: [Approve Monthly Warrant](#) Approval List (Daniel Gilbertson)**

Recommendation: That the Governing Board approve the following warrant registers: #62008136-#62008161, dated October 4, 2010; #62008162-#62008187, dated October 6, 2010; #62008188-#62008233, dated October 11, 2010; #62008234, dated October 12, 2010; #62008235-#62008264, dated October 13, 2010; #62008265-#62008284, dated October 14, 2010; #62008285-#62008301, dated October 18, 2010;

#62008302-#62008327, dated October 20, 2010; #62008328-#62008368, dated October 25, 2010; #62008369-#62008403, dated October 27, 2010; #62008404-#62008438, dated October 28, 2010; #62008439, dated October 29, 2010.

*3. **Action Item: [Accept Donations](#) (Daniel Gilbertson)**

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

PERSONNEL FUNCTIONS

*4. **Action Item: [Classified Personnel](#) (Daniel Gilbertson)**

Recommendation: That the Governing Board approve the one appointment and one classified resignation.

*5. **Consent Item: [Certificated Personnel](#) (Daniel Gilbertson)**

Recommendation: That the Governing Board approve hiring three AFT teachers.

INSTRUCTIONAL AND STUDENT FUNCTIONS

*6. **Action Item: [Community Classroom](#) Agreements (John Fox)**

Recommendation: That the Governing Board approve the agreements with Dr. Sarkis Banipalsin and Dr. Grace Lau-Basista, to provide on-the-job clinical training to Clinical training to CCOC medical students.

*7. **Action Item: [ROCP Course Review](#) and Recertification (John Fox)**

Recommendation: That the Governing Board review the information regarding the following ROCP courses: Automotive Careers (Year One); Automotive Careers, (Year Two); Multimedia Design 1, 2, 3 (ROP Gunderson, Leland, Lincoln, Pioneer, Willow Glen); Accounting (ROP Prospect); Accounting 1, 2 (ROP Evergreen Valley, Independence); Materials Handler (Job Corps); Material Handler; Baking-Breads, Pastries, Cakes; Cabinetmaking; and approve the courses for ROCP recertification.

END OF CONSENT ITEMS

XV. INFORMATION ITEMS

8. **Information Item: [Annual Legislative Report 2010](#) (Paul Hay)**

Recommendation: That the Governing Board receive and review the 2010 Legislative Activity Report.

9. **Information Item: [CCOC Name Change](#) (Paul Hay)**

Recommendation: That the Governing Board receive and discuss the information regarding a CCOC name change, and provide feedback to the Superintendent.

10. **Information Item: [San Jose Unified](#) District Review of Adult Education (Paul Hay)**

Recommendation: That the Governing Board review the Adult Education update.

END OF INFORMATION ITEMS

XVI. ACTION ITEMS AND REPORTS

BOARD AND ADMINISTRATIVE FUNCTIONS

11. **Action Item: [MetroED Nomination](#) for CSBA Delegate Assembly (Paul Hay)**

Recommendation: That the Governing Board make one or more nominations, or choose not to nominate anyone for the CSBA Director-at-Large positions.

BUSINESS AND FINANCIAL FUNCTIONS

12. **Action Item: [Monthly Budget Update](#) (Keiko Mizuno)**

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

13. **Action Item: [Increase General Fund](#) and Adult Education Fund Reserves for Cash Flow from 10% to 15% (Daniel Gilbertson)**

Recommendation: That the Governing Board approve the revised Budget Guidelines to increase reserves for cash flow from 10% to 15% for the MetroED General Adult Education Funds for both 2010-11 and 2011-12.

14. **Action Item: [Sole Source Purchase](#) (Daniel Gilbertson)**

Recommendation: That the Governing Board approve the sole source purchase for the purchase of a Peterbuilt truck.

15. **Action Item: [Authorization to Bid](#) a Purchase of Automatic Transmission Dynamometer (Daniel Gilbertson)**

Recommendation: That the Governing Board authorize the Superintendent to call for bids for the procurement of one (1) 40-hp Automatic Transmission Dynamometer.

PERSONNEL FUNCTIONS

16. **Action Item: [Renew Agreement](#) between MetroED and Daniel Gilbertson as Chief Business Officer (Paul Hay)**

Recommendation: That the Governing Board approve the proposed agreement between MetroED and Daniel Gilbertson as Chief Business Officer.

17. **Action Item: [Employee Benefits](#) Cap Increase for 2010-2011 (Daniel Gilbertson)**

Recommendation: That the Governing Board approve increasing the employee benefits cap for the 2010-11 school year by \$681.48 per full time employee.

INSTRUCTIONAL AND STUDENT FUNCTIONS

--None--

XVII. 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: CBO, Daniel Gilbertson
- Oral Report: MetroED Superintendent Paul Hay

XVIII. BOARD COMMENTS

(Frank Biehl)

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.

XIX. OTHER MEETINGS

Regular Meeting, December 8, 2010	Closed Session	6:00 pm
	Open Session	7:00 pm

XXI. ADJOURNMENT

(Frank Biehl)

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