



METROPOLITAN EDUCATION DISTRICT
 760 Hillsdale Avenue
 San Jose, California 95136

Revised 4-7-2014, 4:29 PM

April 9, 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.

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This agenda and approved minutes of Board meetings may be viewed and printed from the Internet: www.metroed.net

REGULAR MEETING

Date: April 9, 2014
 Time: 6:00 p.m.

LOCATION

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

TELECONFERENCE

Hyatt Regency
Room: #1108
 2025 Ave of the Stars
 Los Angeles, CA

I. CALL TO ORDER/ROLL CALL

(Daniel Bobay)

Daniel Bobay
 Cynthia Chang
 Linda Goytia (alternate)

Jim Canova
 Richard Garcia
 Lan Nguyen (teleconferencing)

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. Conference With Legal Counsel – Existing Litigation (Subdivision (a) of Section 54956.9)
 Name of Case: In the Matter of the Governing Board vs. Certificated Employees, OAH
 Case No. 2014040004
- B. Conference with Legal Counsel-Anticipated Litigation: Significant exposure to litigation pursuant to paragraph (2) subdivision (d) of Section 54956.9: One potential case
- C. Conference with Labor Negotiator Pursuant to Government Code: 54957.6(f)

District Negotiators

- Tom Mullin
- Alyssa Lynch

Employee Organizations

- AFT
- CSEA
- CTA
- Unrepresented Employees

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: SVCTE, RM 819

- V. REGULAR MEETING** **Time: 7:00 p.m.**
Reconvene from Closed Session **Location: SVCTE Auditorium**

- VI. REPORT OF CLOSED SESSION ACTIONS** (Daniel Bobay)

- VII. PLEDGE OF ALLEGIANCE** (Daniel Bobay)

- VIII. ADOPT AGENDA** (Daniel Bobay)

- IX. STUDENT REPORTS** (5 Minute limitation) (Daniel Bobay)
 - A. Silicon Valley Career Technical Education (SVCTE) Student
 - B. Silicon Valley Adult Education (SVAE) Student

- 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 **(Daniel Bobay)**

- 1. **Action Item:** [Approval of Minutes](#) from the Regular Board Meeting of March 9, 2014

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 *15.

BUSINESS AND FINANCIAL FUNCTIONS

*2. **Action Item: [Approve March Warrants Approval List \(Joyce Shen\)](#)**

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

*3. **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 3/31/2014.

*4. **Action Item: [Donations Offered to the District \(Joyce Shen\)](#)**

Recommendation: That the Governing Board accept the donations listed in the Board packet.

PERSONNEL FUNCTIONS

*5. **Action Item: [Certificated Personnel \(Tom Mullin\)](#)**

Recommendation: That the Governing Board approve one Silicon Valley Career Technical Education Teacher for the 2013-14 school year.

*6. **Action Item: [Revised Job Description: Accountant, CSEA \(Tom Mullin\)](#)**

Recommendation: That the Governing Board approve the revised job description for the position of Accountant.

*7. **Action Item: [Approve Resolution #08-04-09-14; Classified Employee Week \(Tom Mullin\)](#)**

Recommendation: That the Governing Board approve Resolution #08-04-09-14 and proclaim May 18-24, 2014 as Classified Employee Week.

*8. **Action Item: [Approve Resolution #09-04-09-14; National Teacher Appreciation Week, May 5-9, 2014 and California Day of the Teacher, May 14, 2014 \(Tom Mullin\)](#)**

Recommendation: That the Governing Board approve Resolution #09-04-09-14 and proclaim May 5-9, 2014 as National Teacher Appreciation Week, and further proclaim May 14, 2014 as California Day of the Teacher.

*9. **Action Item: [Approve Resolution #10-04-09-14 to Adopt a 403\(b\) Compliance Program and to Allow Tax Deferred Services \(TDS\) to Serve as a Third Party Administrator for Compliance \(Debbie Fry\)](#)**

Recommendation: That the Governing Board approve Resolution #10-04-09-14 to provide 403(b) compliance and to approve Tax Deferred Services as the third party administrator for providing 403(b) service and compliance for Metropolitan Education District.

INSTRUCTIONAL AND STUDENT FUNCTIONS

- *10. **Action Item:** [Approve Williams Uniform Complaint Procedures Report \(Debbie Fry\)](#)
Recommendation: That the Governing Board approve the quarterly report on the Williams Uniform Complaint Procedures.
- *11. **Action Item:** [Approve of Overnight Travel \(Marianne Cartan\)](#)
Recommendation: That the Governing Board approve the overnight travel for one Silicon Valley Career Technical Education instructor, two administrators, one volunteer and students who have qualified to the SkillsUSA state competition and authorize the Superintendent to take any necessary action.
- *12. **Action Item:** [Approve San Jose Job Corps; Agreement for Summer School, SVCTE \(Marianne Cartan\)](#)
Recommendation: That the Governing Board approve the agreement between San Jose Job Corps and Metropolitan Education District for summer school classes at Silicon Valley CTE.
- *13. **Action Item:** [Approve Community Classroom Agreements \(Marianne Cartan\)](#)
Recommendation: That the Governing Board approve the agreement with Sarah Care Adult Day Care Program; Mind and Body Pain Clinic; and Baywood Womens Health to provide on-the-job clinical training to Silicon Valley Career Technical Education medical students.
- *14. **Action Item:** [Approve 2014-15 Draft School Calendar \(Tom Mullin\)](#)
Recommendation: That the Governing Board approve the school calendar for the Metropolitan Education District for the 2014-15 school year.
- *15. **Action Item:** [Approval to Offer Two New Courses at Silicon Valley CTE: Mobile App Design/Computer Coding and Sports Medicine \(Marianne Cartan\)](#)
Recommendation: That the Governing Board approve two new courses to be offered by Silicon Valley CTE: Mobile App Design/Computer Coding and Sports Medicine.

END OF CONSENT ITEMS

XIV. INFORMATION ITEMS

16. **Information Item:** [SVCTE Logo \(Alyssa Lynch\)](#)
Recommendation: That the Governing Board receive the information on the new SVCTE logo.
17. **Information Item:** [Legislative Update \(Alyssa Lynch\)](#)
Recommendation: That the Governing Board receive the Legislative Update information.

END OF INFORMATION ITEMS

XV. ACTION ITEMS AND REPORTS

BOARD AND ADMINISTRATIVE FUNCTIONS

--None--

BUSINESS AND FINANCIAL FUNCTIONS

--None--

PERSONNEL FUNCTIONS

--None--

INSTRUCTIONAL AND STUDENT FUNCTIONS

--None--

XI. 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

XII. 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.

XIII. OTHER MEETINGS

Regular Meeting, May 14, 2014

Closed Session

6:00 pm

Open Session

7:00 pm

XIX. ADJOURNMENT

(Daniel Bobay)

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