



METROPOLITAN EDUCATION DISTRICT
 760 Hillsdale Avenue
 San Jose, California 95136

Revised 8-16-11

August 17, 2011

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: August 17, 2011

Time: 6:00 p.m.

LOCATION

SO, ~~CCOC~~ Room ~~406-810~~

760 Hillsdale Ave.

San Jose, CA 95136

I. CALL TO ORDER/ROLL CALL

(Jim Canova)

Frank Biehl
 Jim Canova
 Richard Garcia

Daniel Bobay
 Cynthia Chang
 Diane Gordon

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 Labor Negotiator Pursuant to Government Code: 54957.6(f)

District Negotiator

- Dan Gilbertson

Employee Organizations

- AFT
- CSEA
- CTA
- Unrepresented Employees

B. Public Employee Layoffs/Leaves of Absence/Resignation 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: SO, RM 403

V. REGULAR MEETING
Reconvene from Closed Session

Time: 7:00 p.m.
Location: ~~SO-CCOC~~, RM 406 810

VI. REPORT OF CLOSED SESSION ACTIONS (Jim Canova)

VII. PLEDGE OF ALLEGIANCE (Jim Canova)

VIII. ADOPT AGENDA (Jim Canova)

IX. RECOGNITIONS (Jim Canova)

- A. Acknowledgement of Visitors
- B. Acknowledgement of Honors and Awards
 - Recognition of Individuals who have "Raised the Bar!"

X. STUDENT REPORTS (Jim Canova)

- A. CCOC Student - None
- B. MAEP Student - None

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 (Jim Canova)

1. **Action Item: Approval of Minutes of Regular Board Meeting of [June 15](#) and [June 29](#), 2011.**

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 *22.

BUSINESS AND FINANCIAL FUNCTIONS

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

Recommendation: That the Governing Board approve the following warrant registers: #62010809-#62010840, dated June 22, 2011; #62010841-#62010865, dated June 27, 2011; #62010866-#62010905, dated June 29, 2011; #62010906-#62010932, dated June 30, 2011.

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

Recommendation: That the Governing Board approve the following warrant registers: #62010933-#62010946, dated July 7, 2011; #62010947-#62010974, dated July 11, 2011; #62010975-#62011012, dated July 13, 2011; #62011013-#62011046, dated July 20, 2011; #62011047-#62011061, dated July 25, 2011; #62011062-#62011088, dated July 27, 2011.

- *4. **Action Item: [Approve Agreement](#) with San Jose Job Corps for Site Registrar Support, 2011-12 (Sylvia Karp)**

Recommendation: That the Governing Board approve the agreement with San Jose Job Corps, for Site Registrar support, for the period of July 1, 2011 to June 30, 2012.

- *5. **Action Item: [Approve Agreement](#) with San Jose Job Corps for 2011-12 (John Fox)**

Recommendation: That the Governing Board approve the agreement with San Jose Job Corps for 2011-12 school year.

- *6. **Action Item: [Approve Contract](#) with Sharp Business Systems for Copier Equipment Leasing and Services (Bob Beaulieu)**

Recommendation: That the Governing Board approve the contract with Sharp Business Services.

- *7. **Action Item: [Approve Revised](#) CCOC 2011-12 Schedule of Fees (Daniel Gilbertson)**

Recommendation: That the Governing Board approve the revised CCOC MetroED Schedule of Fees for 2011-12.

PERSONNEL FUNCTIONS

- *8. **Action Item: [Approve MOU](#) with San Jose Unified School District to Continue to Provide Benefits for MetroED Employees (Daniel Gilbertson)**

Recommendation: That the Governing Board approve the Employee Benefits MOU with the San Jose Unified School District.

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

Recommendation: That the Governing Board approve four reclassifications and one rehire.

- *10. **Action Item: [Approve New Confidential](#) Job Description Senior Human Resources Systems Specialist (Daniel Gilbertson)**
- Recommendation: That the Governing Board approve the new Confidential job description for Senior Human Resources Systems Specialist.
- *11. **Action Item: [Approve Variable](#) Term Teaching Credential Waiver Requests for Certificates of Completion on Staff Development to Provide Instruction to English Learners for Holders of Designated Subjects, Career Technology Education Teaching Credentials for the 2011-12 School Year-Staff Development Completed (Daniel Gilbertson)**
- Recommendation: That the Governing Board approve the variable term teaching Credential Waiver Requests for certificates of completion on staff development to provide instruction to English learners for holder of designated subjects, Career Technology Education Teaching Credentials for the 2011-12 school year.
- *12. **Action Item: [Approve Variable](#) Term Teaching Credential Waiver Requests for Certificates of Completion on Staff Development to Provide Instruction to English Learners for Holders of Designated Subjects, Career Technology Education Teaching Credentials for the 2011-12 School Year-Staff Development Completed (Daniel Gilbertson)**
- Recommendation: That the Governing Board approve the variable term teaching Credential Waiver Requests for certificates of completion on staff development to provide instruction to English learners for holder of designated subjects, Career Technology Education Teaching Credentials for the 2011-12 school year.

INSTRUCTIONAL AND STUDENT FUNCTIONS

- *13. **Action Item: [Williams Uniform](#) Complaint Procedures Report (Daniel Gilbertson)**
- Recommendation: That the Governing Board approve the quarterly report on the Williams Uniform Complaint Procedures.
- *14. **Action Item: [Medical Apprenticeship](#) Agreement (Sylvia Karp)**
- Recommendation: That the Governing Board approve the agreement with Joseph Gali, MD to offer on-the-job clinical training to MAEP students.
- *15. **Action Item: [South Bay Mill Cabinet](#) JATC Apprenticeship Agreement, 2011-12 (John Fox)**
- Recommendation: That the Governing Board approve the South Bay Mill Cabinet JATC apprenticeship agreement for the 2011-12 school year.
- *16. **Action Item: [Santa Clara and San Benito](#) Counties Roofers JATC Apprenticeship Agreement, 2011-12 (John Fox)**
- Recommendation: That the Governing Board approve the Santa Clara and San Benito Counties Roofers JATC apprenticeship agreement for the 2011-12 school year.

- *17. **Action Item: [Western Electrical Contractors Association, Inc.](#), JATC Apprenticeship Agreement, 2011-12 (John Fox)**
- Recommendation: That the Governing Board approve the South Bay Mill Cabinet JATC apprenticeship agreement for the 2011-12 school year.
- *18. **Action Item: [Walton and Sons](#) Masonry Inc., JATC Apprenticeship Agreement, 2011-12 (John Fox)**
- Recommendation: That the Governing Board approve the Walton and Sons Masonry, Inc., JATC agreement for the 2011-12 school year.
- *19. **Action Item: [California Barbering and Cosmetology](#) Apprenticeship Learning Center, JATC Apprenticeship Agreement, 2011-12 (John Fox)**
- Recommendation: That the Governing Board approve the California Barbering and Cosmetology Apprenticeship Learning Center JATC agreement for the 2011-12 school year.
- *20. **Action Item: [First Amendment](#) to Master Vendor Training Agreement with City of San Jose (Work2Future) (Paul Hay)**
- Recommendation: That the Governing Board approve the First Amendment to the Master Vendor Training Agreement between MetroED and the City of San Jose for the period 7/1/09 to 6/30/13.
- *21. **Action Item: [New CCOC Course](#)—Introduction to Commercial Screen Printing (John Fox)**
- Recommendation: That the Governing Board approve offering the Introduction to Commercial Screen Printing Course as a CCOC evening class.
- *22. **Action Item: [New CCOC Course](#)—Fire Service/First Responder (John Fox)**
- Recommendation: That the Governing Board approve offering the Fire Service/First Responder course as a CCOC evening class.

END OF CONSENT ITEMS

XV. INFORMATION ITEMS

23. **Action Item: [College Articulation](#) Report (John Fox)**
- Recommendation: That the Governing Board receive the college articulation report.
24. **Action Item: [Final Report: 2010-2011 Long Term Goals and Objectives](#) (Daniel Gilbertson)**
- Recommendation: That the Governing Board receive the final report on the 2010-2011 MetroED Long Term Goals and Objectives.

25. **Action Item:** [Final Attendance](#) (ADA) Report for 2010-11 (Paul Hay)

Recommendation: That the Governing Board receive the final attendance (ADA) report for 2010-11.

26. **Action Item:** [MetroED Facilities](#) Update (Daniel Gilbertson)

Recommendation: That the Governing Board receive the staff presentation on MetroED facilities.

END OF INFORMATION ITEMS

XVI. ACTION ITEMS AND REPORTS

BOARD AND ADMINISTRATIVE FUNCTIONS

--none--

BUSINESS AND FINANCIAL FUNCTIONS

27. **Action Item:** [Approve Ground Lease](#) Amendment #4 with the County of Santa Clara and Capitol Auto Mall, LLC. (Paul Hay)

Recommendation: That the Governing Board approve amendment #4 to the Ground Lease between MetroED, the County of Santa Clara and Capitol Auto Mall Plaza, LLC.

28. **Action Item:** [Change Order #001](#), CCOC Buildings 700 & 800 Modernization-Swenson & Associates, \$169,813 (Paul Hay)

Recommendation: That the Governing Board approve Change Order #001 in the amount of \$169,813 between MetroED and Swenson & Associates.

PERSONNEL FUNCTIONS

--none--

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: MAEP Director Sylvia Karp
- Oral Report: CCOC Director John Fox
- Oral Report: CBO Daniel Gilbertson
- Oral Report: MetroED Superintendent Paul Hay

XVIII. BOARD COMMENTS

(Jim Canova)

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, September 14, 2011

Closed Session
Open Session

6:00 pm
7:00 pm

XX. ADJOURNMENT

(Jim Canova)

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