



METROPOLITAN EDUCATION DISTRICT
 760 Hillsdale Avenue
 San Jose, California 95136

January 23, 2008
 Governing Board Meeting Agenda

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.

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

REGULAR MEETING

Date: January 23, 2008
 Time: 6:00 p.m.

LOCATION

CCOC Auditorium
 760 Hillsdale Ave.
 San Jose, CA 95136

I. CALL TO ORDER/ROLL CALL

(Marsha Grilli)

Frank Biehl
 Ernie Dossa
 Diane Gordon

Cynthia Chang
 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 Contract/Evaluation; Pursuant to Government Code: 54957

III. PUBLIC COMMENTS REGARDING CLOSED SESSION ITEMS

Persons wishing to address the Governing Board must fill out a request to speak form and bring it to the board secretary prior to the conclusion of the "Public Comments Regarding Closed Session Items" section.

IV. ADJOURN TO CLOSED SESSION

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

V. ORGANIZATIONAL MEETING

Time: 7:00 pm
 Location: CCOC Auditorium

- 1 A. [Election of Officers](#): President, Vice President, Clerk and appoint the Superintendent as Secretary of the Board
- 1 B. [Choose a representative](#) for the County School Boards Association
- 1 C. [Approval of Calendar](#) of Regular Board Meetings for February 2008-January 2009

VI. REGULAR MEETING

Reconvene from Closed Session

Time: 7:05 p.m.
 Location: CCOC Auditorium

VII. PLEDGE OF ALLEGIANCE (Diane Gordon)

VIII. REPORT OF CLOSED SESSION ACTIONS (Marsha Grilli)

IX. ADOPT AGENDA (Marsha Grilli)

X. RECOGNITIONS (Marsha Grilli)

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

XI. STUDENT REPORTS (Marsha Grilli)

- A. CCOC Student
- B. MAEP Student

XII. 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.

XIII. PUBLIC COMMENTS

This portion of the Agenda provides an opportunity for members of the public to directly address the Governing Board on any item of interest to the public; however, provisions of the Brown Act (Gov't Code 54954.2(a) and .3) preclude any action being taken on any item not appearing on the posted agenda for action. Items on the agenda may be addressed during this portion or during the Board's consideration of the item. Time limits allocated to public testimony are 2 minutes for individuals and 5 minutes for organizations.

XIV. APPROVAL OF MINUTES (Marsha Grilli)

2. Action Item: Approval of [Minutes](#) of Regular Board Meeting, December 12, 2007.

XV. CONSENT CALENDAR (ACTION)

All matters listed under the Consent 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 *3 through *9

BUSINESS AND FINANCIAL FUNCTIONS

*3. Consent Item: [Approve December Warrant Approval](#) List (Wendy Zhang)

Recommendation: That the Governing Board approve the following warrant registers: #20103460-#20103513, dated December 3, 2007; #20106175-20106264, dated December 7, 2007; #20106761, dated December 10, 2007; #20108049-#20108116, dated December 12, 2007; #20109299-#20109351, dated December 14, 2007; #20111047-#20111082, dated December 18, 2007; #20112880-#20112964, dated December 20, 2007.

***4. Consent Item: [Accept Donations](#) (Wendy Zhang)**

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

***5. Information Item: [MetroED Investment Portfolio as of 9/30/07](#) (Wendy Zhang)**

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

PERSONNEL

***6. Consent Item: [Revise MetroED Job Descriptions for Select CSEA and Confidential Positions](#) (Dan Gilbertson)**

Recommendation: That the Governing Board approve the revised job descriptions for the Accountant, Facility Support Specialist, and Communication Specialist.

***7. Consent Item: [Classified Personnel](#) (Dan Gilbertson)**

Recommendation: That the Governing Board approve the one regular and three reclassification elections.

INSTRUCTIONAL AND STUDENT FUNCTIONS

***8. Consent Item: [Sunnyvale-Cupertino Adult Education Program: Authorization to Conduct Classes in the San Jose Attendance Area](#) (Sylvia Karp)**

Recommendation: That the Governing Board approve the request from the Sunnyvale-Cupertino Adult Education Program to conduct an Esthetician/Skin Care class in the San Jose adult education attendance area for the period July 1, 2007 to June 30, 2009.

***9. Consent Item: [Approval of New Courses for CCOC](#) (John Fox)**

Recommendation: That the Governing Board approve offering one or more of the above listed courses at CCOC starting in the 2008-09 school year.

END OF CONSENT ITEMS

XVI. INFORMATION ITEMS

10. Information Item: [P-1 Attendance Update & Annual Projections](#) (Wendy Zhang)

Recommendation: That the Governing Board accept the 2007-08 report on P-1 Attendance Update and Annual Projections.

11. Information Item: [Review of Governor's 2008-09 Budget Proposal](#); Impacts on MetroED Budgets (Wendy Zhang)

Recommendation: That the Governing Board review the information presented.

END OF INFORMATION ITEMS

XVII. ACTION ITEMS AND REPORTS

BOARD AND ADMINISTRATIVE FUNCTIONS

12. **Action Item:** [Approval of revisions to the MetroED/CCOC Career-Technical Plan](#) (Pamela Watson)

Recommendation: That the Governing Board approve the revised MetroED CCOC Career Technical Education Plan.

13. **Action Item:** [Authorization to submit Career Technical Education Facility Program Applications-2nd Funding Cycle](#) (Pamela Watson)

Recommendation: That the Governing Board authorize the submission of eight Proposition 1D-2nd Funding Cycle grant applications.

BUSINESS AND FINANCIAL FUNCTIONS

14. **Action Item:** [Monthly Budget Update](#) (Wendy Zhang)

Recommendation: That the Governing Board approve the budget changes included in the Monthly Budget Update for the period ended 12/31/07.

15. **Action Item:** [Contract with School Services of California, Inc. for Legislative Advocacy 2007-08 \(\\$27,958 plus expenses\)](#) (Paul Hay)

Recommendation: That the Governing Board approve a contract for legislative advocacy with School Services of California from January 1, 2008 through December 31, 2008 for an annual fee of \$27, 958 plus expenses.

16. **Action Item:** [Appointment of Independent Audit Firm for Fiscal Year 07-08](#) (Wendy Zhang)

Recommendation: That the Governing Board appoint the firm of Vavrinek, Trine, Day and Company, LLC (VTD) as the district's independent auditor for the fiscal years 2007-08 and approve the Agreement to Provide Professional Services between MetroED and VTD.

PERSONNEL FUNCTIONS

--None--

INSTRUCTIONAL AND STUDENT FUNCTIONS

--None--

XVIII. 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: MetroED Superintendent Paul Hay

XIX. BOARD COMMENTS

(Marsha Grilli)

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.

XX. OTHER MEETINGS

Special Meeting with JPA Superintendents Executive Council		
Date to be determined	Open Session	12:00 pm
Regular Meeting, February 13, 2008	Closed Session	6:00 pm
	Open Session	7:00 pm

XX. ADJOURNMENT

(Marsha Grilli)

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