



METROPOLITAN EDUCATION DISTRICT  
 760 Hillsdale Avenue  
 San Jose, California 95136

December 12, 2012  
**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](http://www.metroed.net)*

**REGULAR MEETING**

Date: December 12, 2012

Time: 5:30 p.m.

**LOCATION**

CCOC Auditorium  
 760 Hillsdale Avenue  
 San Jose, CA 95136

**I. CALL TO ORDER/ROLL CALL**

(Cynthia Chang)

Daniel Bobay  
 Cynthia Chang  
 Richard Garcia

Jim Canova  
 Matthew Dean (alt.)  
 J. Manuel Herrera

**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

- Tom Mullin

Employee Organizations

- AFT
- CSEA
- CTA
- Unrepresented Employees

B. Discussion of Search for Superintendent; Identification of potential candidates and discussion of contractual terms; 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: 5:32 pm  
Location: CCOC, RM 819

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V. REGULAR MEETING  
Reconvene from Closed Session

Time: 7:00 p.m.  
Location: CCOC Auditorium

VI. REPORT OF CLOSED SESSION ACTIONS (Cynthia Chang)

VII. PLEDGE OF ALLEGIANCE (Cynthia Chang)

VIII. ADOPT AGENDA (Cynthia Chang)

IX. RECOGNITIONS (Cynthia Chang)

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

X. STUDENT REPORTS (5 Minute limitation) (Cynthia Chang)

- 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 (Cynthia Chang)

1. **Action Item:** [Approval of Minutes](#) from the Regular Board Meeting of November 14, 2012.

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 \*8.

## **BUSINESS AND FINANCIAL FUNCTIONS**

- \*2. **Action Item:** [Approve November Warrants Approval List \(Keiko Mizuno\)](#)
- Recommendation: That the Governing Board approve the Board Warrant Approval List as presented.
- \*3. **Action Item:** [Revised GASB Actuarial Study as of July 1, 2011; Revised 11/20/2012 \(Keiko Mizuno\)](#)
- Recommendation: That the Governing Board review the GASB information, and direct the administration to continue funding retiree benefits on a “pay-as-you-go” basis.
- \*4. **Action Item:** [Revise 2012-13 Schedule of Fees \(Lynn Orong\)](#)
- Recommendation: That the Governing Board approve the revised MAEP Schedule of Fees for 2012-13.

## **PERSONNEL FUNCTIONS**

- \*5. **Action Item:** [Classified Personnel \(Tom Mullin\)](#)
- Recommendation: That the Governing Board approve one new temporary hire, one classified personnel services contract, and three short-term hourly maintenance workers.

## **INSTRUCTIONAL AND STUDENT FUNCTIONS**

- \*6. **Action Item:** [Memorandum of Understanding with Learning for Life, a District of Columbia Nonprofit Corporation \(John Fox\)](#)
- Recommendation: That the Governing Board approve the agreement with Learning for Life, a District of Columbia non-profit corporation.
- \*7. **Action Item:** [Memorandum of Understanding with the Santa Clara County Office of Education \(John Fox\)](#)
- Recommendation: That the Governing Board approve the agreement with the Santa Clara County Office of Education.
- \*8. **Action Item:** [Memorandum of Understanding with the City of San Jose’s Parks, Recreation & Neighborhood Services Department \(John Fox\)](#)
- Recommendation: That the Governing Board approve the agreement with the City of San Jose’s Parks, Recreation & Neighborhood services department.

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### **END OF CONSENT ITEMS**

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## **XV. INFORMATION ITEMS**

9. **Information Item:** [MetroED Organizational Review, Prepared by School Services of California \(Paul Hay\)](#)
- Recommendation: That the Governing Board review the MetroED Organizational Review, dated 10/26/12, prepared by School Services of California.

10. **Information Item:** [Quarterly Investment Report](#) as of 9/30/12 (Keiko Mizuno)

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

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#### END OF INFORMATION ITEMS

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### XVI. ACTION ITEMS AND REPORTS

#### BOARD AND ADMINISTRATIVE FUNCTIONS

--None--

#### BUSINESS AND FINANCIAL FUNCTIONS

11. **Action Item:** [First Interim Financial](#) Report, 2012-13 (Lynn Orong)

Recommendation: That the Governing Board accept the First Interim Report and instruct the Board President and District to submit a positive certification to the County Superintendent of Schools.

12. **Action Item:** [Fiscal Year 2011-12 Audit Report](#) (Lynn Orong)

Recommendation: That the Governing Board accept the audit report for fiscal year 2011-12.

13. **Action Item:** [Approve Contract](#) for 2013 Legislative Advocacy; School Services of California; \$27,958 Plus Expenses (Paul Hay)

Recommendation: That the Governing Board approve the contract for legislative advocacy with School Services of California from January 1, 2013 through December 31, 2013 for an annual fee of \$27,958 plus expenses.

#### PERSONNEL FUNCTIONS

14. **Action Item:** [Approve Working](#) Conditions Document for Management and Confidential Employees for FY 2012-13 (Tom Mullin)

Recommendation: That the Governing Board approve the document setting forth the working conditions with respect to the District's administrators and confidential employees.

#### 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. (3 Minute limitation)

- Oral Report: MAEP Principal Suzi Glass
- Oral Report: CCOC Director John Fox
- Oral Report: MetroED Superintendent Paul Hay

**XVIII. BOARD COMMENTS**

(Cynthia Chang)

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**

Organizational Meeting, January 23, 2013

Closed Session  
Open Session

6:00 pm  
7:00 pm

**XX. ADJOURNMENT**

(Cynthia Chang)

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