



METROPOLITAN EDUCATION DISTRICT
 760 Hillsdale Avenue
 San Jose, California 95136

December 14, 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: December 14, 2011

Time: 6:00 p.m.

LOCATION

CCOC Auditorium
 760 Hillsdale Avenue
 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. Superintendent's Evaluation; Pursuant to Government Code: 54957
- B. Public Employment: Chief Business Official; 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 819

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

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** (5 Minute limitation) (Jim Canova)

- 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**

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XIII. **APPROVAL OF MINUTES** (Jim Canova)

1. **Action Item: Approval of [Minutes](#) of Regular Board Meeting of November 9, 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 *10.

BUSINESS AND FINANCIAL FUNCTIONS

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

Recommendation: That the Governing Board approve the following warrant registers: #62011802-#62011834, dated November 3, 2011; 62011835-#62011867,

dated November 7, 2011; #62011868, dated November 8, 2011; #62011869-#62011891, dated November 9, 2011; #62011892-#62011915, dated November 14, 2011; #62011917-#62011947, dated November 17, 2011; #62011948-#62011981, dated November 21, 2011; #62011982-#62011997, dated November 22, 2011; #62011998-#62012033, dated November 28, 2011; #62012034-#62012063, dated November 30, 2011.

*3. **Action Item: [Surplus](#) Items (Keiko Mizuno)**

Recommendation: That the Governing Board surplus the items listed in the Board packet.

*4. **Action Item: [Approve Contact](#) for 2012 Legislative Advocacy-School Services of California; \$27,958 plus expenses (Daniel Gilbertson)**

Recommendation: That the Governing Board approve a contract for legislative advocacy with School Services of California from January 1, 2012 through December 31, 2012 for an annual fee of \$27,958 plus expenses.

*5. **Action Item: [Approve Agreement](#) of Terms and Conditions with San Jose Police Department for Secondary Employment of Off-duty San Jose Police Officers (Keiko Mizuno)**

Recommendation: That the Governing Board approve the agreement with the San Jose Police Department.

PERSONNEL FUNCTIONS

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

Recommendation: That the Governing Board approve one rehire/reclassification, four hourly extensions, and one election.

*7. **Action Item: [Retired Annuitant Contract](#); Director of Human Resources-Daniel Gilbertson (Paul Hay)**

Recommendation: That the Governing Board approve the agreement for retired annuitant between MetroED and Daniel Gilbertson.

*8. **Action Item: [Approve Health](#) Reimbursement Account Adoption Agreement for Retiree Medical Plan (Paul Hay)**

Recommendation: That the Governing Board approve the Health Reimbursement Account Adoption Agreement.

INSTRUCTIONAL AND STUDENT FUNCTIONS

*9. **Action Item: [Medical Apprenticeship](#) Agreements (Sylvia Karp)**

Recommendation: That the Governing Board approve the agreements with Dr. Lo, Dr. Austin, and Way of Wellness.

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

Recommendation: That the Governing Board approve the agreements with Dr. Manjari Aravamuthan, MD; Dr. Preete Bhanot, MD, and Dr. Joseph Cu, MD to provide on-the-job clinical training to CCOC medical students.

END OF CONSENT ITEMS

XV. INFORMATION ITEMS

11. **Information Item:** [Quarterly Investment](#) Report as of 09/30/2011 (Keiko Mizuno)

Recommendation: That the Governing Board review the MetroED Board Investment Report for the period ending 09/30/2011.

END OF INFORMATION ITEMS

XVI. ACTION ITEMS AND REPORTS

BOARD AND ADMINISTRATIVE FUNCTIONS

--none--

BUSINESS AND FINANCIAL FUNCTIONS

12. **Action Item:** [Fiscal Year 2010-11 Audit Report](#) (Daniel Gilbertson)

Recommendation: That the Governing Board accept the audit report for fiscal year 2010-2011.

13. **Action Item:** [Change Orders #002](#), CCOC Building 200 Health Careers Center-Eternal Construction, Inc. \$57,434.06 (Daniel Gilbertson)

Recommendation: That the Governing Board approve Change Order #002 in the amount of \$57,434.06 between MetroED and Eternal Construction.

14. **Action Item:** [First Interim](#) Financial Report; Fiscal Year 2011-12 (Daniel Gilbertson)

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.

15. **Action Item:** [Approval of Master](#) Business Relationship Agreement; Los Gatos Saratoga Joint Union High School District (Daniel Gilbertson)

Recommendation: That the Governing Board approve the 2011-12 Master Business Relationship Agreement, including Appendices A, and B between MetroED and the Los Gatos Saratoga Joint Union High School District.

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

Organizational Meeting, January 18, 2012	Closed Session	6:00 pm
	Open Session	7:00 pm

XX. ADJOURNMENT

(Jim Canova)

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