



Metropolitan  
Education District

METROPOLITAN EDUCATION DISTRICT  
760 Hillsdale Avenue  
San Jose, California 95136

**Governing Board Meeting Agenda**

**REGULAR MEETING**

Date: June 27, 2007

Time: 6:00 p.m.

**LOCATION**

CCOC, RM 810

760 Hillsdale Ave.

San Jose, CA 95136

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

(Marsha Grilli)

Cynthia Chang

Richard Garcia

Marsha Grilli

Ernie Dossa

Diane Gordon

J. Manuel Herrera

**II. COMMENTS FROM THE PUBLIC REGARDING CLOSED SESSION ITEMS**

**III. 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--Anticipated Litigation--Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9 (1 case)

**IV. ADJOURN TO CLOSED SESSION**

**Time: 6:02 pm**

**Location: CCOC, RM 810**

*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 Presentations & Reports" section.*

**V. REGULAR MEETING**

**Time: 7:00 p.m.**

**Location: CCOC Auditorium**

**VI. PLEDGE OF ALLEGIANCE**

(Diane Gordon)

**VII. REPORT OF CLOSED SESSION ACTIONS**

(Marsha Grilli)

**VIII. ADOPT AGENDA**

(Marsha Grilli)

**IX. STUDENT REPORTS**

(Marsha Grilli)

- CCOC Student
- MAEP Student

**X. 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.

**XI. PUBLIC PRESENTATIONS & REPORTS**

- A. Public Comments

(Marsha Grilli)

*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.*

**XII. APPROVAL OF MINUTES (Marsha Grilli)**

- 1. Action Item: Approval of Minutes of Regular Board Meeting, June 13, 2007.**

**XIII. 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 \*2 through \*11

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**BUSINESS AND FINANCIAL FUNCTIONS**

- \*2. Consent Item: Approve May Board Warrant Approval List (Wendy Zhang)**

Recommendation: That the Governing Board approve the following warrant registers: #92854691-#92854755, dated June 1, 2007; #92856149-#92856207, dated June 5, 2007; #92857962-#92858033, dated June 7, 2007; #20000742-#20000791, dated June 11, 2007; #20002269-#20002323, dated June 13, 2007; #20003523-#20003562, dated June 15, 2007; #20004737-#20004803, dated June 19, 2007.

- \*3. Consent Item: Approve District Designated Official Signers for FY 2007-08 (Wendy Zhang)**

Recommendation: That the Governing Board approve the list of administrators who are authorized to sign official forms and contracts on behalf of the District effective July 1, 2007.

- \*4. Consent Item: Approve Amended Deferred Maintenance Five Year Plan (Wendy Zhang)**

Recommendation: That the Governing Board approve the revised Deferred Maintenance 5-Year Plan and authorize the Superintendent to submit it to the Office of Public School Construction (OPSC) for approval by the State Allocation Board (SAB).

- \*5. Consent Item: Accept Donations (Wendy Zhang)**

Recommendation: That the Governing Board accept the Xerox copier donation on behalf of the district.

**PERSONNEL**

- \*6. Consent Item: Approve CalWORKS-Bridge Representative Job Description (Dan Gilbertson)**

Recommendation: That the Governing Board approve the job description for the CalWORKS-Bridge Representative.

**INSTRUCTIONAL AND STUDENT FUNCTIONS**

- \*7. Consent Item: Cosmetology Agreement with Trinh College (John Fox)**

Recommendation: That the Governing Board approve the cosmetology agreement with Trinh College.

- \*8. Consent Item: Authorize the CCOC Director to sign and approve Work Experience Training Agreements (Wendy Zhang)**

Recommendation: That the Governing Board delegate authority to the Director of the Central County Occupational Center to sign and approve Community Classroom Training Agreements and Cooperative Vocational Education Training Agreements.

- \*9. Consent Item: Approve Memorandum of Understanding (MOU) with Santa Clara County Office of Education, Fremont Union High School District, Mountain View-Los Altos Union High School District and Palo Alto Unified School District for student enrollment at CCOC (John Fox)**

Recommendation: That the Governing Board approve the Memorandum of Understanding with the Santa Clara County Office of Education, Fremont Union High School District, Mountain View-Los Altos Union High School District, and Palo Alto Unified School District for student enrollment at CCOC.

- \*10. Consent Item: Williams Uniform Complaint Procedures Report (Pamela Watson)**

Recommendation: That the Governing Board approve the quarterly report on the Williams Uniform Complaint Procedures.

- \*11. Consent Item: Agreement with County of Santa Clara CalWORKs/Bridge Contract (Suzi Glass)**

Recommendation: That the Governing Board approve the Agreement with the County of Santa Clara CalWORKs for the period of July 1, 2007 to June 30, 2008.

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**END OF CONSENT ITEMS**

**XIV. INFORMATION ITEMS**

- 12. Information Item: Stanford Alumni Consulting Team/Final Report (Paul Hay)**

Recommendation: That the Board receive the information provided by the ACT team.

## END OF INFORMATION ITEMS

### XV. ACTION ITEMS AND REPORTS

#### BOARD AND ADMINISTRATIVE FUNCTIONS

13. **Action Item: MetroED Vision Statements, Long Term Goals and Objectives (Pamela Watson)**

Recommendation: That the Governing Board approve the 2007-08 Long Term Goals and Objectives.

#### BUSINESS AND FINANCIAL FUNCTIONS

14. **Action Item: Adopt Final 2007-08 Budgets (Wendy Zhang)**

##### PUBLIC HEARING OPEN

Recommendation: That the Governing Board open the public hearing, accept public comment on the proposed 2007-08 budget, close the public hearing and adopt the proposed budget for fiscal year 2007-08.

##### PUBLIC HEARING CLOSED

15. **Action Item: Approval of MetroED/CCOC Career-Technical Education Plan; Authorization to Submit Eight Proposition 1D Grant Applications (Pamela Watson)**

Recommendation: That the Governing Board approve the MetroED/CCOC Career Technical Education Plan and authorize the submission of eight Proposition 1D grant applications.

16. **Action Item: Adopt Resolution #12-06-27-07 Authorizing Designated Management Personnel to Sign Orders Drawn Upon the Funds of the District for the Fiscal Year 07-08 (Wendy Zhang)**

Recommendation: That the Governing Board approve Resolution #12-06-27-07 authorizing the designated District employees to sign orders drawn upon the funds of the District effective July 1, 2007.

17. **Action Item: Adopt Resolution #13-06-27-07 Authorizing (1) Budget Transfers and (2) Use of Unbudgeted Income for Fiscal Year 2007-08 (Wendy Zhang)**

Recommendation: That the Governing Board adopt resolution #13-06-27-07 for the fiscal year 2007-08.

18. **Action Item: Adopt Resolution #14-06-27-07 Authorizing Designated Management Personnel to Sign Official Electronic Transfer Forms of the District for Fiscal Year 2007/08 (Wendy Zhang)**

Recommendation: That the Governing Board adopt Resolution #14-06-27-07 authorizing the specified individuals to sign all official electronic transfer forms on behalf of the District, effective July 1, 2007, and authorize the filing of said signatures with the County Controller's Office.

**19. Action Item: Adopt Resolution #15-06-27-07 Authorizing The District to Purchase off Contracts Awarded by other Public Agencies (Wendy Zhang)**

Recommendation: That the Governing Board adopt Resolution #15-06-27-07 authorizing designated District officers to purchase commodities through contracts awarded by other agencies.

**20. Action Item: Authorize District to submit a Deferred Maintenance Extreme Hardship Grant application with the State Office of Public School Construction (OPSC) and State Allocation Board (SAB) for replacement of sanitary sewer lines on the CCOC campus**

Recommendation: That the Governing Board authorize the Superintendent to apply to the California Office of Public School Construction (OPSC) and State Allocation Board (SAB) for a Deferred Maintenance Extreme Hardship Grant for replacement of the existing sanitary sewer system at Central County Occupational Center's (CCOC) Hillsdale Campus.

**PERSONNEL FUNCTIONS**

--None--

**INSTRUCTIONAL AND STUDENT FUNCTIONS**

--None--

**XVI. EXECUTIVE REPORT/ADMINISTRATIVE REPORTS**

Oral Report: Superintendent Paul Hay will have recent significant information to present to the Governing Board on topics not on the agenda. Program Directors will also provide oral reports relating to their programs.

- Oral Report: CCOC Director, John Fox
- Oral Report: MAEP Director, Suzi Glass

**XVII. 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.

**XVIII. OTHER MEETINGS**

Special Meeting with JPA Superintendents Executive Council			
Date to be determined	Open Session		12:00 pm
Regular Meeting,	August 22, 2007	Closed Session	6:00 pm
		Open Session	7:00 pm

**XIX. ADJOURNMENT (Marsha Grilli)**

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Agenda attachments are available for review at the District Office, 760 Hillsdale Ave, Bldg 400, San Jose, CA. This agenda is available from the internet at: [www.metroed.net](http://www.metroed.net).

Individuals who require special accommodation should contact the Superintendent's Office at (408) 723-6464 at least two working days before the meeting date.