



METROPOLITAN EDUCATION DISTRICT
760 Hillsdale Avenue
San Jose, California 95136

June 11, 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: www.metroed.net

REGULAR MEETING

Date: June 11, 2008
Time: 7:00 p.m.

LOCATION

CCOC Auditorium
760 Hillsdale Ave.
San Jose, CA 95136

I. CALL TO ORDER/ROLL CALL

(Diane Gordon)

Frank Biehl
Ernie Dossa
Diane Gordon

Cynthia Chang
Richard Garcia
Marsha Grilli

II. PLEDGE OF ALLEGIANCE

(Ernie Dossa)

III. ADOPT AGENDA

(Diane Gordon)

IV. RECOGNITIONS

(Diane Gordon)

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

V. STUDENT REPORTS

(Diane Gordon)

- A. CCOC Student
- B. MAEP Student

VI. 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.

VII. 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.

VIII. APPROVAL OF MINUTES

(Diane Gordon)

1. **Action Item: Approval of [Minutes](#) of Regular Board Meeting May 14, 2008.**

IX. 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 *21

BUSINESS AND FINANCIAL FUNCTIONS

- *2. **Consent Item: [Approve May Warrant Approval List](#) (Wendy Zhang)**

Recommendation: That the Governing Board approve the following warrant registers: #20160875-#20160914, dated May 6, 2008; #20162155-#20162196, dated May 8, 2008; #20163090-#20163132, dated May 12, 2008; #20164751-#20164791, dated May 15, 2008; #20165695-#20165740, dated May 19, 2008; #20166562, dated May 21, 2008; #20167496, dated May 22, 2008; #20168864-#20168942, dated May 28, 2008; #20170386-#20170439, dated May 30, 2008.

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

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

- *4. **Consent Item: [Approve Agreement for Fiscal Budget Services](#) (School Services of California; \$2,100) (Paul Hay)**

Recommendation: That the Governing Board approve the agreement with School Services of California, Inc. in the amount of \$2,100 plus actual expenses.

- *5. **Consent Item: [Approval of Appendix C, Master Business Relationship Agreement; Campbell Union High School District](#) (Paul Hay)**

Recommendation: That the Governing Board approve Appendix C to the Master Business Relationship Agreement between the Metropolitan Education District and Campbell Union High School District.

- *6. **Consent Item: [Approve District Designated Official Signers for FY 2008-09](#) (Paul Hay)**

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, 2008.

- *7. **Consent Item: [MetroED Investment Portfolio as of 3/31/08](#) (Wendy Zhang)**

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

PERSONNEL FUNCTIONS

***8. Consent Item: [Certificated Personnel](#) (Dan Gilbertson)**

Recommendation: That the Governing Board approve the three CTA class closures, one full-time, two part-time and the resignation of one AFT teacher for the 2008-09 school year.

***9. Consent Item: [Administrative Personnel](#) (Dan Gilbertson)**

Recommendation: That the Governing Board approve the regular and title change elections.

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

Recommendation: That the Governing Board approve the two layoff elections.

***11. Consent Item: [Approve Revised Administrative Position Program Coordinator](#) (Dan Gilbertson)**

Recommendation: That the Governing Board approve the revised administrative job description for the Program Coordinator position.

***12. Consent Item: [Approve Revised CSEA Job Descriptions](#) (Dan Gilbertson)**

Recommendation: That the Governing Board approve the CSEA Job descriptions for Computer/Network Technician; Human Resources Credential Specialist; Human Resources Specialist; Network Specialist; Systems Support Specialist District Registrar; and Webmaster/Database Systems Analyst.

INSTRUCTIONAL AND STUDENT FUNCTIONS

***13. Consent Item: [Agreement with HOPE Rehabilitation Services](#) (Sylvia Karp)**

Recommendation: That the Governing Board approve the agreement with HOPE Rehabilitation Services for the period July 1, 2008 to June 30, 2009.

***14. Consent Item: [Agreement with San Jose Job Corps](#) to provide Adult Basic Skills in Job Readiness Instruction (Sylvia Karp)**

Recommendation: That the Governing Board approve the Agreement with San Jose Job Corps for the period of July 1, 2008 to June 30, 2009.

***15. Consent Item: [Cosmetology Agreements, 2008-09-MAEP](#) (Sylvia Karp)**

Recommendation: That the Governing Board approve the cosmetology agreements for 2008-09 school year.

***16. Consent Item: [Computer Technology Careers—Year Two](#) (John Fox)**

Recommendation: That the Governing Board approve offering the second year Computer Technology Careers class.

***17. Consent Item: [Community Classroom Agreements](#) (John Fox)**

Recommendation: That the Governing Board approve the agreement with Active Mind and Body to provide on-the-job clinical training to CCOC medical students.

***18. Consent Item: [Authorize the CCOC Director to sign](#) and approve Work Experience Training Agreements (Paul Hay)**

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

***19. Consent Item: [Approve 2008-09 Schedule of Fees](#) (Wendy Zhang)**

Recommendation: That the Governing Board approve the 2008-09 MetroED Schedule of Fees.

***20. Consent Item: [Agreement with San Jose Job Corps](#) to provide GED Instruction (Sylvia Karp)**

Recommendation: That the Governing Board approve the Agreement with San Jose Job Corps for the period of July 1, 2008 to June 5, 2009.

***21. Consent Item: [Approve of Agreement with San Jose Job Corps](#) for Instructional Aide Support, 2008-2009 (Sylvia Karp)**

Recommendation: That the Governing Board approve the Agreement with San Jose Job Corps, for Instructional Aide support, for the period of August 27, 2008 to June 5, 2009.

END OF CONSENT ITEMS

X. INFORMATION ITEMS

22. Information Item: [2008-09 MetroED Long Term Goals](#) (Pamela Watson)

Recommendation: That the Governing Board review the 2008-09 MetroED Long Term Goals and annual objectives, and provide input as needed.

23. Information Item: [Draft of Proposed 2008-09 Budgets](#) (Wendy Zhang)

Recommendation: That the Governing Board review the proposed budget for 2008-09.

END OF INFORMATION ITEMS

XI. ACTION ITEMS AND REPORTS

BOARD AND ADMINISTRATIVE FUNCTIONS

24. Action Item: [JPA Amendment—Alternate Board Members](#) (Paul Hay)

Recommendation: That the Governing Board consider the four Alternate Board Member options and provide the Superintendent with direction.

25. Action Item: [Memorandum of Understanding: Campbell Union High School District for Construction of Facilities at the DX Adult Education Center](#) (Paul Hay)

Recommendation: That the Governing Board approve the Memorandum of Understanding between MetroED and Campbell Union High School District for the construction of facilities at the DX Adult Education Center.

BUSINESS AND FINANCIAL FUNCTIONS

--None--

PERSONNEL FUNCTIONS

--None--

INSTRUCTIONAL AND STUDENT FUNCTIONS

--None--

XII. 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

XIII. BOARD COMMENTS

(Diane Gordon)

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.

XIV. OTHER MEETINGS

Regular Meeting, June 25, 2008	Closed Session	6:00 pm
	Open Session	7:00 pm

XV. ADJOURNMENT

(Diane Gordon)

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