



METROPOLITAN EDUCATION DISTRICT  
 760 Hillsdale Avenue  
 San Jose, California 95136

February 12, 2014  
**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: February 12, 2014  
 Time: 6:00 p.m.

**LOCATION**

Silicon Valley Career Technical  
 Education (SVCTE) Auditorium  
 760 Hillsdale Avenue  
 San Jose, CA 95136

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

(Richard Garcia)

Daniel Bobay  
 Cynthia Chang  
 Richard Garcia

Jim Canova  
 Matthew Dean  
 Lan Nguyen

**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 Negotiators

- Tom Mullin
- Alyssa Lynch

Employee Organizations

- AFT
- CSEA
- CTA
- Unrepresented Employees

### III. PUBLIC COMMENTS REGARDING CLOSED SESSION ITEMS

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.

- IV. **ADJOURN TO CLOSED SESSION** **Time: 6:02 pm**  
**Location: SVCTE, RM 819**
- V. **REGULAR MEETING** **Time: 7:00 p.m.**  
**Reconvene from Closed Session** **Location: SVCTE Auditorium**
- VI. **REPORT OF CLOSED SESSION ACTIONS** (Daniel Bobay)
- VII. **PLEDGE OF ALLEGIANCE** (Daniel Bobay)
- VIII. **ADOPT AGENDA** (Daniel Bobay)
- IX. **STUDENT REPORTS** (5 Minute limitation) (Daniel Bobay)  
A. Silicon Valley Career Technical Education (SVCTE) Student  
B. Silicon Valley Adult Education (SVAE) Student
- X. **SPECIAL ORDER OF BUSINESS** (Alyssa Lynch)

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 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.*

### XII. APPROVAL OF MINUTES (Daniel Bobay)

1. **Action Item:** [Approval of Minutes](#) from the Organizational Board Meeting of January 22, 2014

### XIII. 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 \*13.

## **BUSINESS AND FINANCIAL FUNCTIONS**

\*2. **Action Item: [Approve January](#) Warrants Approval List (Joyce Shen)**

Recommendation: That the Governing Board approve the Board Warrant List as presented for January.

\*3. **Action Item: [Monthly Financial](#) Update (Joyce Shen)**

Recommendation: That the Governing Board approve the budget changes included in the Monthly Financial Update for the period ended 1/31/2014.

\*4. **Action Item: [Donations Offered](#) to District (Joyce Shen)**

Recommendation: That the Governing Board accept the donation on behalf of the District.

\*5. **Action Item: [Budget Calendar](#) 2014 (Joyce Shen)**

Recommendation: That the Governing Board approve the budget calendar for review of the 2013-14 budget and development of the 2014-15 fiscal year budget.

\*6. **Action Item: [MetroED Comprehensive](#) School Safety Plan (Scott Hall)**

Recommendation: That the Governing Board adopt the revised [MetroED Comprehensive School Safety Plan](#).

\*7. **Action Item: [Revised 2013-14 Schedule](#) of Fees for Silicon Valley Adult Education (Debbie Fry)**

Recommendation: That the Governing Board approve the revised 2013-14 Schedule of Fees for Silicon Valley Adult Education.

## **PERSONNEL FUNCTIONS**

\*8. **Action Item: [Administrative Personnel](#) (Tom Mullin)**

Recommendation: That the Governing Board approve one resignation.

\*9. **Action Item: [Certificated Personnel](#) (Tom Mullin)**

Recommendation: That the Governing Board approve one Silicon Valley Adult Education (SVAE) teacher stipend for duties outside of the classroom.

\*10. **Action Item: [Classified Personnel](#) (Tom Mullin)**

Recommendation: That the Governing Board approve two out of class stipends.

\*11. **Action Item: [Revised Job Description](#); Senior Executive Assistant/Supt (Tom Mullin)**

Recommendation: That the Governing Board approve the revised Job description for the position of Senior Executive Assistant/Supt.

**INSTRUCTIONAL AND STUDENT FUNCTIONS**

- \*12. **Action Item:** [Community Classroom](#) Agreement (Marianne Cartan)

Recommendation: That the Governing Board approve the agreement with Good Samaritan Hospital to provide on-the-job clinical training to Silicon Valley Career Technical Education medical students.

- \*13. **Action Item:** [SVCTE Textbook](#) Approval (Marianne Cartan)

Recommendation: That the Governing Board approve the textbook for SVCTE's Fashion Design & Production class.

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END OF CONSENT ITEMS

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**XIV. INFORMATION ITEMS**

14. **Information Item:** [Cost of Operations at the Silicon Valley](#) Career Technical Education Center (Debbie Fry)

Recommendation: That the Governing Board receive the Cost of Operations at SVCTE Presentation.

15. **Information Item:** [Success in The New Economy](#) Video Presentation (Alyssa Lynch)

Recommendation: That the Governing Board view the *Success in The New Economy* video presentation.

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END OF INFORMATION ITEMS

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**XV. ACTION ITEMS AND REPORTS**

**BOARD AND ADMINISTRATIVE FUNCTIONS**

--None--

**BUSINESS AND FINANCIAL FUNCTIONS**

--None--

**PERSONNEL FUNCTIONS**

--None--

**INSTRUCTIONAL AND STUDENT FUNCTIONS**

--None--

**XI. EXECUTIVE REPORT/ADMINISTRATIVE REPORTS**

Superintendent Alyssa Lynch, the SVAE Principal and SVCTE Program Director will have recent **significant** information to present to the Governing Board on topics not on the agenda. (3 Minute limitation)

- Oral Report: SVAE Principal Suzi Glass
- Oral Report: SVCTE Director Marianne Cartan
- Oral Report: MetroED CBO Debbie Fry
- Oral Report: MetroED Superintendent Alyssa Lynch

**XII. BOARD COMMENTS**

(Daniel Bobay)

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.

**XIII. OTHER MEETINGS**

Regular Meeting, March 12, 2014

Closed Session  
Open Session

6:00 pm  
7:00 pm

**XIX. ADJOURNMENT**

(Daniel Bobay)

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