



METROPOLITAN EDUCATION DISTRICT
760 Hillsdale Avenue
San Jose, California 95136

March 10, 2010

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.

This agenda and approved minutes of Board meetings may be viewed and printed from the Internet: www.metroed.net

REGULAR MEETING

Date: March 10, 2010
Time: 6:00 p.m.

LOCATION

CCOC, Rm 810
760 Hillsdale Ave.
San Jose, CA 95136

I. CALL TO ORDER/ROLL CALL

(Frank Biehl)

Frank Biehl
Cynthia Chang
Diane Gordon

Jim Canova
Richard Garcia
Marsha Grilli

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

- Dan Gilbertson

Employee Organizations

- AFT
- CSEA
- CTA
- Unrepresented Employees

B. Chief Business Officer Contract: 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 810

V. REGULAR MEETING
Reconvene from Closed Session

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

VI. REPORT OF CLOSED SESSION ACTIONS (Frank Biehl)

VII. PLEDGE OF ALLEGIANCE (Frank Biehl)

VIII. ADOPT AGENDA (Frank Biehl)

IX. RECOGNITIONS (Frank Biehl)

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

X. STUDENT REPORTS (Frank Biehl)

- 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 (Frank Biehl)

1. **Action Item:** [Approval of Minutes](#) of Regular Board Meeting on February 10, 2010.

XIV. 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 *8.

BUSINESS AND FINANCIAL FUNCTIONS

***2. Consent Item: [Approve Monthly Warrant Approval List](#) (Daniel Gilbertson)**

Recommendation: That the Governing Board approve the following warrant registers: #62005186-#62005223, dated February 1, 2010; #62005224-#62005275, dated February 4, 2010; #62005276-#62005330, dated February 9, 2010; #62005331-#62005365, dated February 11, 2010; #62005366-#62005386, dated February 16, 2010; #62005387-#62005419, dated February 22, 2010; #62005420-#62005473, dated February 24, 2010; #62005474, dated February 25, 2010; #62005475-#62005523, dated February 26, 2010.

***3. Consent Item: [Surplus Items](#) (Daniel Gilbertson)**

Recommendation: That the Governing Board surplus the IT Department items listed in the Board Packet.

PERSONNEL FUNCTIONS

***4. Consent Item: [Administrative Personnel](#) (Keiko Mizuno)**

Recommendation: That the Governing Board approve the one appointment.

INSTRUCTIONAL AND STUDENT FUNCTIONS

***5. Consent Item: [Approve Silicon Valley Education Foundation](#) Field Trip Grant from Target (Keiko Mizuno)**

Recommendation: That the Governing Board approve acceptance of the \$1,000 Target field trip grant.

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

Recommendation: That the Governing Board approve the agreements to provide on-the-job clinical training to CCOC medical students.

***7. Consent Item: [Accept "CTE Teacher"](#) Teacher Induction Program (TIP) Grant (Daniel Gilbertson)**

Recommendation: That the Governing Board accept the "CTE Teacher" Teacher Induction Program (TIP) Grant in the amount of \$29,950.

***8. Consent Item: [Approve ROC/P Course Review and Recertification](#) (John Fox)**

Recommendation: That the Governing Board approve the information regarding the following ROCP courses: AC and DC Motors/Controls; AC Measurement; AC Theory; Automatic Control Systems; Automotive Services, Level 1-6; DC Measurement; DC Theory; Electrical Troubleshooting; Electronic Control Devices; National Electric Code; National Electric Code Calculations; Programmable Logic Controllers; Wiring Methods; and approve the courses for ROCP recertification.

END OF CONSENT ITEMS

XV. INFORMATION ITEMS

9. **Information Item:** [Quarterly Investment Report as of 12/31/09](#) (Keiko Mizuno)

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

10. **Information Item:** [Review of Satellite ROP Funding History](#) (Paul Hay)

Recommendation: That the Governing Board review and share the satellite ROP funding history information with their full boards.

11. **Information Item:** [Campbell Adult Education Program](#); Update on CUHSD Program Take-Back (Paul Hay)

Recommendation: That the Governing Board consider the information presented on the CUHSD program take-back of Campbell Adult Education.

END OF INFORMATION ITEMS

XVI. ACTION ITEMS AND REPORTS

BOARD AND ADMINISTRATIVE FUNCTIONS

12. **Action Item:** [Addendum to Superintendent Employment Contract](#) (Paul Hay)

Recommendation: That the Governing Board approve the Addendum to Agreement between Metropolitan Education District and Superintendent Paul Hay.

13. **Action Item:** [Approve Agreement between Metropolitan Education District and Daniel Gilbertson as Chief Business Officer](#) (Paul Hay)

Recommendation: That the Governing Board approve the Agreement between Metropolitan Education District and Daniel Gilbertson as Chief Business Officer.

14. **Action Item:** [Second Reading Board Policy 2210](#) (Paul Hay)

Recommendation: That the Governing Board adopt Board Policy 2210.

15. **Action Item:** [Second Reading: Student Board Policies, 5000's](#) (Paul Hay)

Recommendation: That the Governing Board adopt Student Board Policies 5000's.

16. **Action Item:** [Second Reading: Instruction Board Policies, 6000's](#) (Paul Hay)

Recommendation: That the Governing Board adopt Instruction Board Policies 6000's.

17. **Action Item:** [Annual Governing Board Retreat](#) (Paul Hay)

Recommendation: That the Governing Board discuss scheduling a date for the Board retreat and provide direction to the Superintendent.

BUSINESS AND FINANCIAL FUNCTIONS

18. **Action Item:** [Approve Second Interim Financial Report](#), Fiscal year 2009-10 (Keiko Mizuno)

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

PERSONNEL FUNCTIONS

19. **Action Item:** [Approve Resolution #05-03-10-10](#), Resolution to Reduce or Eliminate Certificated Positions MAEP/Job Corps (Daniel Gilbertson)

Recommendation: That the Governing Board approve resolution #05-03-10-10 to eliminate the equivalent of 28.8 FTE certificated teacher positions and 4.69 Administrative positions.

20. **Action Item:** [Approve Resolution #06-03-10-10](#), Resolution to Reduce or Reassign Classified Workforce (Daniel Gilbertson)

Recommendation: That the Governing Board approve resolution #06-03-10-10 to eliminate the equivalent of 16.20 FTE classified positions.

21. **Action Item:** [Approve Resolution #07-03-10-10](#), Resolution to Release Certificated Administrators from Assignment (Daniel Gilbertson)

Recommendation: That the Governing Board approve resolution #07-03-10-10 to release 4.69 certificated administrators from their assignments.

22. **Action Item:** [Approve Resolution #08-03-10-10](#), Adult Education Week (Sylvia Karp)

Recommendation: That the Governing Board approve resolution #08-03-10-10 recognizing adult education for its many years of service to adults, and that students, teachers and administrators be recognized during Adult Education Week, March 15 through March 19, 2010.

23. **Consent Item:** [Approve Revised Administrative Job Description](#): Chief Business Officer (Paul Hay)

Recommendation: That the Governing Board approve the revised administrative job description for the position of Chief Business Officer.

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: CCOC Director John Fox
- Oral Report: MAEP Director Sylvia Karp
- Oral Report: Interim CBO, Daniel Gilbertson
- Oral Report: MetroED Superintendent Paul Hay

XVIII. BOARD COMMENTS

(Frank Biehl)

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

Regular Meeting, April 21, 2010

Closed Session
Open Session

6:00 pm
7:00 pm

XX. ADJOURNMENT

(Frank Biehl)

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