



METROPOLITAN EDUCATION DISTRICT  
 760 Hillsdale Avenue  
 San Jose, California 95136

April 17, 2013  
**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: April 17, 2013  
 Time: 6:00 p.m.

**LOCATION**

CCOC 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  
 J. Manuel Herrera

**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

- Adam Fiss

Employee Organizations

- Unrepresented Employees (Superintendent)

B. Public Employee Appointment: Superintendent; Pursuant to Government Code: 54957

**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: CCOC, RM 819**

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**V. REGULAR MEETING**  
**Reconvene from Closed Session**

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

**VI. REPORT OF CLOSED SESSION ACTIONS** (Richard Garcia)

**VII. PLEDGE OF ALLEGIANCE** (Richard Garcia)

**VIII. ADOPT AGENDA** (Richard Garcia)

**IX. RECOGNITIONS** (Richard Garcia)

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

**X. STUDENT REPORTS** (5 Minute limitation) (Richard Garcia)

- 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** (Richard Garcia)

1. **Action Item:** Approval of Minutes from the Regular Board Meeting of [March 13](#), and Special Board Meetings of [March 20](#), [March 29](#), and [April 4](#), 2013.

**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 March Warrants](#) Approval List (Keiko Mizuno)
- Recommendation: That the Governing Board approve the Board Warrant Approval List as presented.
- \*3. **Action Item:** [Approve Agreement for Shop Towel Services for CCOC Automotive Industry Classes; Aramark Uniform Services](#) (Debbie Fry)
- Recommendation: That the Governing Board approve the service agreement with Aramark Uniform Services for three years.
- \*4. **Action Item:** [Approval of MetroED Funding Agreement for 2013-14: San Jose Unified School District](#) (Paul Hay)
- Recommendation: That the Governing Board approve the funding agreement for 2013-14 between San Jose Unified School District and MetroED.
- \*5. **Action Item:** [Approve 2013-14 Revised Schedule of Fees](#) (Debbie Fry)
- Recommendation: That the Governing Board approve the revised MetroED schedule of Fees for 2013-14.
- \*6. **Action Item:** [Monthly Budget Update](#) (Keiko Mizuno)
- Recommendation: That the Governing Board approve the budget changes included in the Monthly Budget Update for the period ended 3/31/2013.
- \*7. **Action Item:** [Donations Offered to the District](#) (Debbie Fry)
- Recommendation: That the Governing Board accept the donation on behalf of the District.

#### **PERSONNEL FUNCTIONS**

--none--

#### **INSTRUCTIONAL AND STUDENT FUNCTIONS**

- \*8. **Action Item:** [Williams Uniform Complaint Procedures Report](#) (Debbie Fry)
- Recommendation: That the Governing Board approve the quarterly report on the Williams Uniform Complaint Procedures.
- \*9. **Action Item:** [2013-14 Draft School Calendar](#) (Tom Mullin)
- Recommendation: That the Governing Board approve the MetroED school calendar for 2013-14 school year.
- \*10. **Action Item:** [Community Classroom Agreement](#) (John Fox)
- Recommendation: That the Governing Board approve the agreements to provide on-the-job clinical training to CCOC medical students.

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**END OF CONSENT ITEMS**

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**XV. INFORMATION ITEMS**

11. **Information Item:** [Legislative Update](#) (Paul Hay)  
Recommendation: That the Governing Board review the legislative information provided
12. **Information Item:** [Information Technology Update](#) (Bob Beaulieu)  
Recommendation: That the Governing Board receive information on the progress of technology for the students and staff at MetroED.
13. **Information Item:** [Facilities Master Plan, Draft](#) (Debbie Fry)  
Recommendation: That the Governing Board review and discuss the [MetroED Facilities Master Plan](#).
14. **Information Item:** [CCOC 2012-13 Program Quality Assessment \(PQA\) Update](#) (John Fox)  
Recommendation: That the Governing Board review and discuss the Program Quality Assessment (PQA) report.
15. **Information Item:** [Student of the Month Program](#) (Paul Hay)  
Recommendation: That the Governing Board review the MetroED Student of the Month program, and provide staff with any feedback.

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**END OF INFORMATION ITEMS**

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**XVI. ACTION ITEMS AND REPORTS**

**BOARD AND ADMINISTRATIVE FUNCTIONS**

16. **Action Item:** [Revised Retirement Date](#); Superintendent Hay (Rich Garcia)  
Recommendation: That the Governing Board accept a revised retirement date for Superintendent Hay.
17. **Action Item:** [Consider Approval of Contract](#) with Superintendent (Rich Garcia)  
Recommendation: That the Governing Board consider approval of the contract with the new MetroED Superintendent finalist. An amended Board item with the final contract will be presented to the Board for approval at the April 17 meeting.
18. **Action Item:** [Second Reading: Board Policies; Tri-Annual Update](#) (Paul Hay)  
Recommendation: That the Governing Board adopt the Board policies.

## **BUSINESS AND FINANCIAL FUNCTIONS**

--none--

## **PERSONNEL FUNCTIONS**

19. **Action Item: [Adopt Resolution #22-04-17-13](#), Classified Employee Week (Tom Mullin)**

Recommendation: That the Governing Board approve resolution #22-04-17-13 and proclaim May 19-25, 2013 as Classified Employee Week.

20. **Action Item: [Adopt Resolution #23-04-17-13](#), National Teacher Appreciation Week, May 6-10, 2013 and California Day of the Teacher, May 8, 2013 (Tom Mullin)**

Recommendation: That the Governing Board approve resolution #23-04-17-13 and proclaim May 6-10, 2013 as National Teacher Appreciation Week, and further proclaim May 8, 2013 as California Day of the Teacher.

21. **Action Item: [Adopt Resolution #24-04-17-13](#), approving an Agreement with the California Office of Administrative Hearings, Term: 5 years, \$48,000 maximum (Tom Mullin)**

Recommendation: That the Governing Board adopt resolution #24-04-17-13 approving the five-year contract with the Department of General Services, Office of Administrative Hearings.

22. **Action Item: [Public Hearing: Management's Initial Proposal to Central County Occupational Agency Teachers Association \(CTA Sunshine Proposals for 2012-13\)](#) (Tom Mullin)**

### ***Public Hearing Open***

Recommendation: That the Governing Board accept comments regarding the proposed adoption of the Initial Proposal for Successor Contract form MetroED to Central County Occupational Agency Teachers Association (CTA) and take any necessary actions.

### ***Public Hearing Closed***

23. **Action Item: [Adopt Resolution #25-04-17-13](#), Resolution to Tax Defer Member Paid Contributions-IRC 414(h)(2) Employer Pick-Up (Tom Mullin)**

Recommendation: That the Governing Board approve the attached Resolution #25-04-17-13 to Tax Defer Member Paid Contributions-IRC 414(H)(2) Employer Pick-Up.

24. **Action Item: [Adopt Resolution #26-04-17-13](#), Resolution for Employer Paid Member Contributions (Tom Mullin)**

Recommendation: That the Governing Board approve the attached Resolution #26-04-17-13 for Employer paid member contributions.

25. **Action Item: [Adopt Resolution #27-04-17-13](#), Resolution For Pre-Tax Payroll Deduction Plan For Service Credit Purchases; Contribution Code 14 (Tom Mullin)**

Recommendation: That the Governing Board approve Resolution #27-04-17-13 for Pre-Tax Payroll Deduction Plan for Service Credit Purchases.

**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. (3 Minute limitation)

- Oral Report: MAEP Principal Suzi Glass
- Oral Report: CCOC Director John Fox
- Oral Report: MetroED Superintendent Paul Hay

**XVIII. BOARD COMMENTS**

(Richard Garcia)

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, May 8, 2013

Closed Session  
Open Session

6:00 pm  
7:00 pm

**XX. ADJOURNMENT**

(Richard Garcia)

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