



METROPOLITAN EDUCATION DISTRICT  
 760 Hillsdale Avenue  
 San Jose, California 95136

June 26, 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: June 26, 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

- Tom Mullin

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: CCOC, RM 819
- 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. **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

X. **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.*

XI. **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 \*1 through \*7.

**BUSINESS AND FINANCIAL FUNCTIONS**

\*1. **Action Item:** [Monthly Budget Update \(Debbie Fry\)](#)

Recommendation: That the Governing Board approve the budget changes included in the Monthly Budget Update for the period ended May 31, 2013.

**PERSONNEL FUNCTIONS**

\*2. **Action Item:** [Certificated Personnel \(Tom Mullin\)](#)

Recommendation: That the Governing Board approve one leave of absence and two teacher stipends.

\*3. **Action Item:** [Administrative Personnel \(Tom Mullin\)](#)

Recommendation: That the Governing Board approve one resignation, one new hire, and nine CalWORKs funded hourly administrative assignments.

- \*4. **Action Item:** [Classified Personnel](#) (Tom Mullin)

Recommendation: That the Governing Board approve one retirement, one rehire, and one change in assignment.

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

- \*5. **Action Item:** [Approve Amended](#) Memorandum of Understanding for a Consortium Established to Participate in the Carl D. Perkins Career and Technical Education Improvement Act of 2005, Section 132 funds (John Fox)

Recommendation: That the Governing Board approve the amended Memorandum of Understanding for the consortium established to participate in the Carl D. Perkins Career and Technical Education Improvement Act of 2006, Section Funds.

- \*6. **Action Item:** [Approve Agreement](#) with the County of Santa Clara CalWORKs Program Liaison Services (\$642,648) and Sessions to Enhance Professional Skills (\$319,720) (Suzi Glass)

Recommendation: That the Governing Board approve the Agreement with the County of Santa Clara CalWORKs for the period of July 1, 2013 to June 30, 2014.

- \*7. **Action Item:** [Community Classroom Agreement](#) (John Fox)

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

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#### **END OF CONSENT ITEMS**

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#### **XII. INFORMATION ITEMS**

8. **Action Item:** [Quarterly Investment Report](#) as of 3/31/2013 (Debbie Fry)

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

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#### **END OF INFORMATION ITEMS**

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#### **XIII. ACTION ITEMS AND REPORTS**

##### **BOARD AND ADMINISTRATIVE FUNCTIONS**

9. **Action Item:** [Second Reading:](#) Board Policies; Tri-Annual Update (Alyssa Lynch)

Recommendation: That the Governing Board adopt the revised Board Policies.

##### **BUSINESS AND FINANCIAL FUNCTIONS**

**Open Public Hearing**

10. **Action Item:** [Adopt Final 2013-14 Budget \(Debbie Fry\)](#)

Recommendation: Open the public hearing, accept public comment on the proposed 2013-14 budget, close the public hearing and adopt the proposed budget for fiscal year 2013-14.

**Close Public Hearing**

11. **Action Item:** [Adopt Resolution #34-06-26-13 Authorizing Designated Management Personnel to Sign Official Electronic Funds Transfer Forms of the District \(Debbie Fry\)](#)

Recommendation: That the Governing Board adopt resolution #34-06-26-13, authorizing the specified individuals to sign all official electronic funds transfer forms on behalf of the District and authorize the filing of said signatures with the County Controller's Office and authorization to take necessary actions.

12. **Action Item:** [Adopt Resolution #35-06-26-13 Authorizing Designated Management Personnel to Sign Orders Drawn Upon the Funds of the District \(Debbie Fry\)](#)

Recommendation: That the Governing Board approve resolution #35-06-26-13 authorizing the designated District employees to sign orders drawn upon the funds of the District.

13. **Action Item:** [Adopt Resolution #36-06-26-13 Authorizing Designated Management Personnel to Appoint a Representative and Alternate to South Bay Area Schools Insurance Authority \(Debbie Fry\)](#)

Recommendation: That the Governing Board approve resolution #36-06-26-13 to appoint a representative and an alternate for the South Bay Schools Insurance Authority, effective immediately.

**PERSONNEL FUNCTIONS**

--None--

**INSTRUCTIONAL AND STUDENT FUNCTIONS**

--None--

**XIV. EXECUTIVE REPORT/ADMINISTRATIVE REPORTS**

Superintendent Alyssa Lynch, the MAEP Principal and CCOC Program Director 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 Alyssa Lynch

**XV. 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.

**XVI. OTHER MEETINGS**

Board Retreat, July 1, 2013

Building 400

2:30 pm

Regular Meeting, August 21, 2013

Closed Session  
Open Session

6:00 pm  
7:00 pm

**XVII. ADJOURNMENT**

(Richard Garcia)

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