



Metropolitan
Education District

METROPOLITAN EDUCATION DISTRICT
760 Hillsdale Avenue
San Jose, California 95136

August 22, 2007
Governing Board Meeting Agenda

If you would like to address the Governing Board on any item on this agenda, please complete a Request to Speak form and bring it to the board secretary prior to the conclusion of the "Public Presentations & Reports" section. On the form, please list the agenda item(s) which you would like to address. When your name is called, please come to the podium, state your name and address for the record, and limit your remarks to under two minutes, or five minutes for an organization. Those speaking on items NOT on the agenda will be recognized by the President under Public Comments. Please note that the law prohibits members of the Board in commenting or engaging in discussion during this part of the agenda, except when seeking clarification on a point made by the speaker. The Board may, however instruct the Superintendent to look into the matter or place it on a future agenda.

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: August 22, 2007
Time: 7.00 p.m.

LOCATION

CCOC Auditorium
760 Hillsdale Ave.
San Jose, CA 95136

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|-------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|
| I. | CALL TO ORDER/ROLL CALL | (Marsha Grilli) |
| | Cynthia Chang
Richard Garcia
Marsha Grilli | Ernie Dossa
Diane Gordon
J. Manuel Herrera |
| II. | PLEDGE OF ALLEGIANCE | (Diane Gordon) |
| III. | REPORT OF CLOSED SESSION ACTIONS | (Marsha Grilli) |
| IV. | ADOPT AGENDA | (Marsha Grilli) |
| V. | STUDENT REPORTS | (Marsha Grilli) |
| | <ul style="list-style-type: none"> ▪ CCOC Student (No report) ▪ MAEP Student (No report) | |
| 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 PRESENTATIONS & REPORTS | |
| | A. Public Comments | (Marsha Grilli) |

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

(Marsha Grilli)

- 1. **Action Item: Approval of Minutes of Regular Board Meeting, June 27, 2007.**

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 *4

BUSINESS AND FINANCIAL FUNCTIONS

- *2. **Consent Item: Authorization to file Notice of Completion, Transformer Replacement Project (Contractor: Pfeiffer Electric) (Paul Hay)**

Recommendation: That the Governing Board authorize the District to file with the County of Santa Clara the *Notice of Completion* with a completion date of August 1, 2007.

- *3. **Consent Item: 1) Approve Change Orders #001 and #002 to contract for Parking Lot Paving at CCOC (Galedrige Construction); 2) Authorize District to file Notice of Completion with County of Santa Clara (Paul Hay)**

Recommendation: That the Governing Board 1) approve Change Orders #001 (+\$10,146.75) and #002 (-\$21,500) between the Metropolitan Education District and Galedrige Construction, Inc., 2) authorize the District to file with the County of Santa Clara the *Notice of Completion*.

PERSONNEL

- *4. **Consent Item: Approve Site/Program Supervisor Job Description (Dan Gilbertson)**

Recommendation: That the Governing Board approve the job description for the Site/Program Supervisor position.

INSTRUCTIONAL AND STUDENT FUNCTIONS

END OF CONSENT ITEMS

X. INFORMATION ITEMS

- 5. Information Item: Approval of 2007-08 MetroED Budget by Santa Clara County Office of Education (Wendy Zhang)**

Recommendation: That the Governing Board review the County letter approving the MetroED fiscal year 2007-08.

- 6. Information Item: Final Attendance (ADA) Report for 2006-07 (Wendy Zhang)**

Recommendation: That the Governing Board review the 2006-07 Final Attendance Report.

- 7. Information Item: Information Technology Department Updates (Bob Beaulieu)**

Recommendation: That the Board receive and note the information presented by MetroED Chief Technology Officer and IT Director.

END OF INFORMATION ITEMS

XI. ACTION ITEMS AND REPORTS

BOARD AND ADMINISTRATIVE FUNCTIONS

- 8. Action Item: Electronic Board Agendas, Meetings and Meeting Minutes (Joyce Monda)**

Recommendation: That the Board meeting agenda and minutes continue to be posted on the District webpage, and the District develop a search feature to facilitate public access to the information.

- 9. Action Item: Terminate Board subcommittee on potential litigation; appoint Board ad-hoc advisory committee on potential litigation (Paul Hay)**

Recommendation: That the Governing Board 1) terminate the existing Subcommittee on Potential Litigation, and 2) appoint two of its members to serve as an Ad-Hoc Advisory Committee on Potential Litigation to meet with legal counsel and the Superintendent as necessary, and develop other strategic options, as necessary, relating to the East Side Union High School District. Committee term shall be for fiscal year 2007-08.

BUSINESS AND FINANCIAL FUNCTIONS

- 10. Action Item: Approve Agreement for Legal Services with Lozano Smith (Wendy Zhang)**

Recommendation: That the Governing Board approve the Agreement for Legal Services for 2007-08 with the law firm of Lozano Smith.

- 11. Action Item: Approve Engagement Letter for Legal Services with Manatt, Phelps & Phillips, LLP (Paul Hay)**

Recommendation: That the Governing Board approve the Engagement Letter for Legal Services with the law firm of Manatt, Phelps & Phillips, LLP.

12. Action Item: Approve Contract for Purchase and Installation of HVAC unit for the new Fire Science/EMT Programs in CCOC Building 700 (Foothill Mechanical-\$33,035) (Paul Hay)

Recommendation: That the Governing Board approve the Agreement between District (MetroED) and Contractor (Foothill Mechanical) in the amount of \$33,035.

13. Action Item: Approve Contract for Lighting Replacement and Upgrade for Fire Science and EMT Programs, CCOC Building 700 (Pfeiffer Electric-\$28,850) (Wendy Zhang)

Recommendation: That the Governing Board approve the Agreement between District (MetroED) and Contractor (Pfeiffer Electric) in the amount of \$28,850.

PERSONNEL FUNCTIONS

--None--

INSTRUCTIONAL AND STUDENT FUNCTIONS

--None--

XII. EXECUTIVE REPORT/ADMINISTRATIVE REPORTS

Oral Report: Superintendent Paul Hay will have recent significant information to present to the Governing Board on topics not on the agenda. Program Directors will also provide oral reports relating to their programs.

- Oral Report: CCOC Director, John Fox
- Oral Report: MAEP Director, Sylvia Karp

XIII. BOARD COMMENTS (Marsha Grilli)

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

Special Meeting with JPA Superintendents Executive Council			
Date to be determined	Open Session		12:00 pm
Regular Meeting,	September 12, 2007	Closed Session	6:00 pm
		Open Session	7:00 pm

XV. ADJOURNMENT (Marsha Grilli)

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Agenda attachments are available for review at the District Office, 760 Hillsdale Ave, Bldg 400, San Jose, CA. T