

METROPOLITAN EDUCATION DISTRICT
Board Meeting Agenda
760 Hillsdale Avenue
San Jose, California 95136

ORDER OF BUSINESS

REGULAR MEETING

Date: August 23, 2006
Time: 6:00 p.m.

LOCATION

Central County Occupational Center
RM 810
760 Hillsdale Ave.
San Jose, CA 95136

CALL TO ORDER

1. **ROLL CALL** (Cynthia Chang)

Ernie Dossa
Richard Garcia
Craig Mann

Cynthia Chang
Marsha Grilli
Diane Gordon

2. **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.

- 2.1 Pursuant to Government Code: 54957.6(f)
Conference with Labor Negotiator

District Negotiator

- Dan Gilbertson

- 2.2 Pursuant to Government Code 54954.5(e)
Public Employee Discipline/Dismissal/Release

- 2.3 Pursuant to Government Code: 54957
Superintendent's Contract

3. **ADJOURN TO CLOSED SESSION**

Date: August 23, 2006
Time: 6:02 p.m.

Central County Occupational Center
RM 810

4. **REGULAR MEETING (continued)** **LOCATION**

Date: August 23, 2006
Time: 7:00 p.m.

Central County Occupational Center
Auditorium

5. **PLEDGE OF ALLEGIANCE** (Diane Gordon)

6. **REPORT OF CLOSED SESSION ACTIONS** (Cynthia Chang)

7. **ADOPT AGENDA** (Cynthia Chang)

8. **SPECIAL ORDER OF BUSINESS** (Tim Hallett)

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.

9. PUBLIC PRESENTATIONS & REPORTS

9.1 Public Comments (Cynthia Chang)

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 preclude any action being taken on any item not appearing on the posted agenda for action. Time limits allocated to the public testimony are 2 minutes for individuals and 5 minutes for organizations.

10.0 APPROVAL OF MINUTES (Cynthia Chang)

10.1 Action Item: Approval of Minutes of Regular Board Meeting, June 28, 2006.

11.0 CONSENT CALENDAR

All matters listed under the Consent Calendar 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.

The Superintendent recommends approval of Consent Calendar items 11.1.1 through 11.3.2

11.1 BUSINESS AND FINANCIAL FUNCTIONS

11.1.1 Action Item: Approve June Board Warrant Approval List (Paul Hay)

RECOMMENDATION: That the Governing Board approve the following warrant registers:
#92729119-#92729199, dated June 16, 2006; #92730242-#92730320, dated June 20, 2006; #92730963, dated June 21, 2006; #92731902-#92731950, dated June 22, 2006; #92733630-#92733729, dated June 27, 2006; #92734567, dated June 28, 2006; #92736560-#92736656, dated June 30, 2006.
(Budget Source: As indicated on Warrant Registers)

11.1.2 Action Item: Approve July/August Board Warrant Approval List (Paul Hay)

RECOMMENDATION: That the Governing Board approve the following warrant registers:
#92737277-#92737711, dated July 6, 2006; #92738060, dated July 10, 2006; #92738272-#92738300, dated July 11, 2006; #92739193-#92739232, dated July 13, 2006; #92740415-#92740465, dated July 19, 2006; #92740913-#92740923, dated July 20, 2006; #92741680-#92741694, dated July 24, 2006; #92742073-#92743119, dated July 27, 2006; #92743533-#92743560, dated July 31, 2006; #92744522-#92744585, dated August 2, 2006; #92745619-#92745671, dated August 7, 2006; #92746447-#92746490, August 9, 2006; #92746806, dated August 10, 2006.
(Budget Source: As indicated on Warrant Registers)

11.1.3 Action Item: Approve Change Orders #001 and #002 to contract for reconfiguration and upgrade of CCOC building 700 (Viton Construction Company, Inc.- \$30,861) (Paul Hay)

RECOMMENDATION: That the Governing Board approve the change orders #001 and #002 between MetroED and Vitton Construction Company, Inc. in the amount of \$8,985 and \$21, 875, respectively and authorize the Superintendent to take any necessary actions.

11.1.4 Action Item: Approve Agreement for Services of "Inspector of Record" for Building 700 modernization (System3) (Paul Hay)

RECOMMENDATION: That the Governing Board approve the Agreement for Services of "Inspector of Record" between MetroED and System 3 in a amount of \$14,440 and authorize the Superintendent to take any necessary actions.

11.1.5 Action Item: Approve Revised Authorization to Proceed for architectural services: Transformer Replacement Project (CSS Architects, \$55,470) (Paul Hay)

RECOMMENDATION: That the Governing Board approve the revised Authorization to Proceed: Architectural and Project Management Services for CSS Architects for the Extreme Hardship Transformer Replacement Project, in the amount of \$55,470.

11.2 PERSONNEL

11.2.1 Action Item: Certificated Personnel (Dan Gilbertson)

RECOMMENDATION: That the Governing Board approve hiring three new CTA teachers, one part-time CTA teacher, the layoff of one CTA teacher, and the return of thirty-four CCOC Contract Teachers (CTA), eighteen CCOC Hourly Certificated Teachers (AFT), and one hundred ninety-one MAEP Hourly Certificated teachers (AFT) for the 2006-07 school year.

11.2.2 Action Item: Classified Personnel (Dan Gilbertson)

RECOMMENDATION: That the Governing Board approve the regular election, the assignment change, the out-of-class increment and the end of extended assignments.

11.2.3 Action Item: Administrative Personnel (Dan Gilbertson)

RECOMMENDATION: That the Governing Board approve the regular and hourly elections and the two retirements.

11.3 INSTRUCTIONAL AND STUDENT FUNCTIONS

11.3.1 Action Item: Williams Uniform Complaint Procedures Report (Pamela Watson)

RECOMMENDATION: That the Governing Board approve the quarterly report on the Williams Uniform Complaint Procedures.

11.3.2 Action Item: Community Classroom Agreement (John Fox)

RECOMMENDATION: That the Governing Board approve the training agreement with Vasona Creek Health Care Center as a community classroom clinical site for students in CCOC medical programs classes.

END OF CONSENT ITEMS

12.0 INFORMATION ITEMS

12.0.1 Information Item: Final Attendance (ADA) Report for 2005-06 (Paul Hay)

RECOMMENDATION: That the Governing Board review the 2005-06 Final Attendance Report.

END OF INFORMATION ITEMS

13.0 ACTION ITEMS AND REPORTS

13.1 BOARD AND ADMINISTRATIVE FUNCTIONS

13.2 BUSINESS AND FINANCIAL FUNCTIONS

13.2.1 Action Item: Monthly Budget Update; 45-Day Update (Wendy Zhang)

RECOMMENDATION: That the Governing Board approve the budget changes included in the Monthly Budget Update for the period ended 7/31/06.

13.3 PERSONNEL FUNCTIONS

(Dan Gilbertson)

13.3.1 Action Item: Adopt Resolution #01-08-23-06 to reduce or reassign Classified workforce

RECOMMENDATION: That the Governing Board adopt Resolution #01-08-23-06 to reduce or reassign classified workforce, give notice of reduction or reassignment to appropriate employees, and authorize the Superintendent to take any necessary actions.

13.4 INSTRUCTIONAL AND STUDENT FUNCTIONS

13.4.1 Action Item: Approve Criteria for closing CCOC classes (John Fox)

RECOMMENDATION: That the Governing Board approve the Criteria for Closing CCOC Classes.

13.4.2 Action Item: JPA Executive Council Meeting/Equalization Update (Tim Hallett)

RECOMMENDATION: That the Governing Board receive the update on ADA Equalization and take any appropriate action recommended by the Board.

14.0 EXECUTIVE REPORT/ADMINISTRATIVE REPORTS

Oral Report: At this time Assistant Superintendent Paul Hay will report to the Board on departmental items of significance.

Oral Report: Superintendent Tim Hallett will have recent significant information to present to the Governing Board on topics not on the agenda.

15.0 BOARD COMMENTS

(Cynthia Chang)

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.

16.0 Advanced Planning

(Cynthia Chang)

17.0 Other Meetings

Regular Meeting, September 13, 2006

Closed Session
Open Session

6:00 pm
7:00 pm

18.0 ADJOURNMENT

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Agenda attachments are available for review at the District Office, 760 Hillsdale Ave, Bldg 400, San Jose, CA. This agenda is available from the internet at: www.metroed.net
Individuals who require special accommodation should contact the Superintendent's Office at (408) 723-6464 at least two working days before the meeting date.