



Metropolitan Education District
Meeting Minutes
JPA Executive Council Meeting #2

Meeting Date: Tuesday, January 23, 2024

Meeting Time: 2:00-3:30 PM

Meeting Location: MetroED Large Conference Room

Meeting started at 2:03 PM

Attendees:

Robert Bravo	Superintendent CUHSD
Glenn Vander Zee	Superintendent ESUHSD – Alternate; Tom Huynh
Bill W. Sanderson	Superintendent LGSUHSD – <i>Absent</i>
Cheryl Jordan	Superintendent MUSD – <i>Absent</i>
Nancy Albarran	Superintendent SJSUD
Dr. Gary Waddell	Superintendent SCUSD– Alternate; Mark Schiel
Alyssa Lynch	Superintendent MetroED
Dorothy Reconose	Chief Business Official MetroED
Kiran Grewal	Assistant Superintendent MetroED

1. Introductions

Superintendent Lynch welcomed the Executive Council members present. This is the second meeting for the 2023-24 school year of the JPA Superintendents. Superintendent Lynch updated all attendees regarding: Seat Allocations for 2024-2025, SVCTE Extended Learning Enrollment, Superintendent Search Timeline, and the JPA Agreement. She reviewed the Meeting Agenda. She asked for any comments, additions or deletions. None were voiced.

2. Approval of Minutes- Executive Council meeting October 10, 2023

Quorum was not meet to approve minutes. Minutes will be brought back at next meeting for approval.

INFORMATION ITEMS

3. Seat Allocation for 2024-2025- Alyssa Lynch & Dorothy Reconose

Superintendent Lynch reviewed the seat allocation which included data from 2018/19 to 2024/25 and calpads data. The following 3 districts did not respond to the January 15th enrollment adjustment date: CUHSD, SCUSD & ESUHSD.

4. SVCTE Extended Learning Enrollment- Alyssa Lynch & Kiran Grewal
 Superintendent Albarran noticed the subheadings for the enrollment had an error. Superintendent will update chart and send to all JPA members.
 Superintendent Albarran requested more information on the credits for:
 - Spring 2023
 - Spring 2024

5. Superintendent Search Timeline- Alyssa Lynch

Search Firm is selected	January 12
Planning meeting	January 17
Interviews and focus group meetings	January 29 - February 23
<i>Leadership Profile Report</i> presented (Special Board meeting)	February 28
Advertising	January 18 - March 28
Outreach and Recruiting Candidates	January 18 - March 28
Application deadline	April 5
Presentation of Candidates & Interview Workshop (Special Board meeting)	April 11
Candidate Interviews (Special Board meetings)	April 18/19 - 20
Contract Negotiation & Due diligence	1 week following Interviews
Announcement of New Superintendent	By end of April
Superintendent assumes responsibilities	July 1

DISCUSSION ITEMS:

6. JPA Agreement & Amendment
 - 2008 JPA Agreement needs updating
 - i. Superintendent Lynch presented JPA superintendents with the JPA Agreement to be updated and defined the red, purple and blue fonts. Superintendent Albarran requested the colored text to be changed to the same style used by CSBA Agenda online. MetroED will update formatting.

ACTION ITEMS:

1. San Jose USD requested a copy of the Public Storage Property Lease- Capitol Expressway
MetroED's CBO Dorothy Reconose reminded everyone the JPA approved a standard leasing agreement for any future tenants on Capitol Expressway property. She also reminded superintendents that SJUSD attorneys revised the template for the new Public Storage Property Lease that would benefit the JPA. This new and updated lease needs to be voted on by each JPA before sending it to Public Storage to sign. Public Storage currently does not have a contract with MetroED and rent is being held until the new lease is signed. Currently, approximately a million dollars is back owed in rent to MetroED by Public Storage. Per Superintendent Albarran, SJUSD attorneys have changes to the pending lease for Public Storage. Discussion was tabled and will be brought back at the third JPA Executive Council meeting once all JPA superintendents have reviewed the previous Public Storage lease and the current pending lease.

FOLLOW UP ITEMS:

- a. Superintendent Lynch will follow up regarding the credit breakdown of the SVCTE Extended Learning.
- b. Superintendent Lynch will follow up regarding the last Public Storage lease & Honda lease and will send to all JPA superintendents.
- c. Superintendent Lynch will update JPA Agreement as follows: strikeout & highlight in red deletions and highlight green any addition with a rationale as a comment.
- d. Superintendent Lynch will provide all JPA superintendents a corrected Extended Learning Enrollment chart for timeframes Spring 2023 & Spring 2024.

Executive Council Meetings

Tuesday 2:00-3:30 PM

- April 16, 2024

Instructional Council Meetings

Thursday 11:30 AM- 1:00 PM

- April 18, 2024

Meeting adjourned 2:55 PM