

Transformational Education Inc.

Governing Board Meeting Notice

Notice is hereby given that Transformational Education Inc., will hold a board meeting as listed below.

Date: Monday, September 10, 2012

Time: 5:30 p.m.

Location: TEAM Charter School, 600 East Main Street, Stockton

Public input on specific agenda items: Any person of the public desiring to speak shall be allowed to speak during public comment time and has the option of speaking once on any agenda item when it is being discussed. Speaking time shall generally be limited to three minutes, unless a longer period is permitted by the Board President. Agenda speakers will be limited five minutes.

Special needs: If you have special needs because of a disability which makes it difficult for you to participate in the meeting or you require assistance or auxiliary aids to participate in the meeting, please contact Debbie Eison at (209) 918-6000. Transformational Education Inc., will attempt to accommodate your disability.

Agenda

Open Session

Call to Order

Roll Call

Adjustment and Amendments to the Agenda

Approve Minutes of the TEI BOD Board Meeting of August 13, 2012

Oral/Written communications from the public

Opportunity for members of the public to address the board regarding items not on this agenda

ACTION ITEM 1: Approve changes to Employee Handbook

INFORMATION ITEM 1: Dillon Delvo – TEAM Charter School Director

INFORMATION ITEM 2: Special Education SUSD

INFORMATION ITEM 3: CFO Report

INFORMATION ITEM 4: Executive Director's Report

INFORMATION ITEM 5: Back to School Night/Grand Opening

Board Discussion/School Tour

Agenda Setting/Adjournment

Transformational Education Inc.

Board of Director's Meeting

August 13, 2012

Start Time: 5:30PM

In Attendance:

Transformational Education Inc. Board of Directors:

John Solis, Dillon Delvo, Toni Cecchetti, Debbie Eison, Amelia Adams, Antonio Sajor

Also in Attendance: Doug Wacker, Debbie Vallejo

Absent: La Juana Bivens

Meeting Facilitator: John Solis, President

Adjustment and Amendments to the meeting agenda:

Action Item 4, Drop-off, Pick-up, and Parking Policy was removed from agenda.

Approval of Minutes from July 9, 2012:

Motion: Dillon Delvo

Second: Amelia Adams

No Discussion

PASSED 5-YES 0-NO

Oral/Written Communications from the Public and/or Public to Address BOD: None

Public Comments: None

ACTION ITEM 1: Approve nomination of Lt. Antonio Sajor to TEI Board of Directors

Motion: Barbara Coulibaly

Second: Debbie Eison

Discussion: Dillon Delvo presented Lt. Sajor to the Board. He is a 15 year veteran of the Stockton Police Department and is a Stockton resident. Dillon stated that he would be a perfect addition to the TEI Board.

PASSED 6-YES 0-NO

ACTION ITEM 2: Adopt Independent Study Program

Motion: Antonio Sajor

Second: Amelia Adams

Discussion: The purpose of the policy is to create a clear process of contracting with the parents to capture ADA for planned absences over 3 and up to 20 days. The contract will also serve as an auditable record regarding TEAM claiming the ADA for planned absences. There is potentially a positive fiscal impact.

PASSED 6-YES 0-NO

ACTION ITEM 3: Adopt Registration of Visitors/Guests Policy

Motion: Barbara Coulibaly

Second: Antonio Sajor

Discussion: Debbie Eison stated that we are formalizing what we already have in place. Since it is a much larger space Debbie feels that a formalized policy is needed.

Dillon Delvo stated that he feels it is needed considering the press.

Barbara Coulibaly agreed that it is a good idea.

PASSED 6-YES 0-NO

ACTION ITEM 4: Approve Drop-off, Pick-up, and Parking Policy
Item was removed from agenda.

ACTION ITEM 5: Approve Submission of CONAPP

Motion: Dillon Delvo

Second: Amelia Adams

Discussion: The Board must approve the (CONAPP) Consolidated Application prior to submission to the State for funding considerations per Charter School Management Company, the consultants contracted to advise TEAM Charter School regarding State and federal requirements on miscellaneous items.

PASSED 6-YES 0-NO

INFORMATION ITEM 1: School Director's Report

- Faculty – 15 hired, good group of people. John Solis would like pictures of faculty and staff. Barbara Coulibaly stated that it would be an advantage to have faculty and staff come to a meeting so the Board can have something special for them.
- Curriculum – Discussed leveling, assessment, high free/reduced. Passed around the book written by the consultant hired to conduct professional development, Dr. Almitra Berry. Her focus in on the education of the children in communities in crisis. When tested for placement in the appropriate group it was found that Team math scores were not as low as reading and comprehension.
- Enrollment- Nearing 280 students, working toward 300. Substantial expansion over last year.
- Orientation – Returning Student Orientation addressing logistics and to collect updated information for students and families will be held at the Scottish Rite Temple on August 14, 2012.
- Professional Development – Faculty and Staff will begin professional development on August 20th. The primary focus will be on the faculty who will spend 6 days on the reading and math curriculums. Our goal is to close the achievement gap as soon as possible.
- Special Education – There was a lengthy discussion around the difficulty TEAM is having with SUSD in regard to responding to the Special Education assistance we request. SUSD is out of compliance on this issue. John Solis suggested we send progressive letters to SUSD. Dillon Delvo stated that we will not contract with SUSD for Special Education services for the 2013-2014 school year. Eldorado and Sonoma SELPAs were both a part of the discussion. Barbara Coulibaly wanted to know what was keeping TEAM from contracting with another SELPA now. Dillon Delvo explained that we need to provide notice to SUSD advising them of our intent to cancel our contract with them.

INFORMATION ITEM 2: CFO's Report

- Doug Wacker reported that he was working on the detailed reporting necessary for the PCSGP (Public Charter School Grant Program). We should be receiving approximately \$75-\$80K in October.
- TEAM was turned down for the revolving loan request we submitted. Our cash flow projections were not good enough. We may reapply for this low interest loan when the application process is opened again.
- Doug reviewed budget to actual. We have \$426K in deferred revenues due from the State and federal governments. We have not received the program money we expected as of yet. Currently, TEAM is under last year's budget by \$200K.
- We received \$900K so far, \$400K deferred until January 2013.
- State cutting budget 21%. If Prop 30 passes we will receive \$250-\$270K at the end of June 2013. If Prop 30 isn't passed schools are planning on cutting 20 days from their school year.
- The California ranking in education is near the bottom compared to the national average.

INFORMATION ITEM 3: Executive Director's Report

- Debbie Eison provided a comprehensive written report the Board.
- Facilities – Discussed construction delays due to the complaint submitted to the planning department by Jimmie Rishwain. Hearing was held and Planning Commission voted unanimously to approve TEAM Charter School's plan for 600 East Main Street. The property at 621 East Market Street has been secured and will be ready for move in on August 14th.
- Playground Project – Build was postponed due to excessive heat. It will take place on August 10-11. Debbie asked for any and all volunteers.
- Leadership Retreat – The leadership retreat was for the purpose of creating a School Site Level Plan and updating the LEA Plan for the 2012-2013 school year.
- Downtown Stockton Alliance Block Party – The Block Party is scheduled for August 31st. The idea is to celebrate our youth. If possible TEAM will have an open house on that day.

OPEN DISCUSSION BY BOARD MEMBERS:

- None

Motion to Adjourn was made by Amelia Adams and Seconded by Dillon Delvo. Meeting was adjourned at 6:50PM.

DATE: September 10, 2012
TO: Transformational Education Inc., Board of Directors
FROM: Debbie Eison, Executive Director
SUBJECT: Approve Amendment to TEAM Employment Handbook Changing Scheduled Work Hours for Certificated, Para-professional, and Coordinators

IT IS RECOMMENDED:

That the Transformational Education, Inc., Board of Directors (Board) Approve an amendment to the TEAM Employment Handbook changing the scheduled work hours for teachers, para-professionals, and coordinators.

REASONS FOR RECOMMENDATION

To coordinate work hours with the student’s schedules the expected time for teachers, para-professionals, and coordinators to be on campus will be changed from a 7:45AM arrival and a 4:00PM departure to an 8:00AM arrival and a 4:30PM departure. Additional time is also necessary for faculty meetings, special events, and staff development as stated in the Employment Handbook.

FISCAL IMPACT

There is no fiscal impact associated with this change.

ACTION TO BE TAKEN FOLLOWING APPROVAL

Once approved by the Board, the TEAM Charter School teachers, para-professionals, and coordinators will adopt the new on campus schedule.

ACTION TAKEN: APPROVED: _____ DISAPPROVED: _____ OTHER: _____
BY: _____ DATE: _____
MOTIONED BY: _____ SECONDED BY: _____

YES: _____ NO: _____

Amendment to Employment Handbook Dated June 2012

Section: Work Scheduling and Overtime

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