



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 22, 2014

Time: 5:30 p.m.

Location: TEAM Charter School, 600 East Main St 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

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 Minutes from August 25, 2014 Board Mtg

ACTION ITEM 2: Approve Revised Budget

ACTION ITEM 3: Approve Amended Conflict of Interest Policy

INFORMATION ITEM 1: Facilities Update

INFORMATION ITEM 2: CFO Report

INFORMATION ITEM 3: Deputy E D Report

INFORMATION ITEM 4: Principal's Report

INFORMATION ITEM 5: Executive Director Report

Board Discussion

Agenda Setting

ACTION ITEM 1

Date: August 12, 2014
TO: TEI Board of Directors
FROM: Debra Eison, Executive Director
SUBJECT: Approve minutes of TEI Board Meeting August 25, 2014



ACTION ITEM 2

Date: September 22, 2014
TO: TEI Board of Directors
FROM: Debra Eison, Executive Director
SUBJECT: Approve Amended Budget

BACKGROUND:

SUSD Financial Officer initiated a conference call with Team on 8.29.14. The call addressed the TEAM budget and the negative fund balance maintained throughout the first 3 years. TEAM must “take meaningful action” to eliminate a negative ending balance through creation and implementation of a Fiscal Recovery Plan outlining affirmative steps to remedy the negative fund balance by June 30, 2015. The Board is asked to 1) approve a Revised Budget that reflects a portion fund balance by 6.30.15 and 2) approve a plan detailing how TEAM will achieve the positive fund balance reflected in the budget.

The letter from SUSD and Michelle Huntoon is attached.



Ltr - TEAM Charter
Schools FY 14-15 Adc

IT IS RECOMMENDED:

That this Budget and Fiscal Recovery Plan is adopted and monitored.

ACTION FOLLOWING APPROVAL OF THE MOTION:

Budget and Fiscal Recovery Plan will be submitted to SUSD. TEI Board of Directors will monitor the Fiscal Recovery Plan.

MOTION APPROVED

MOTION DENIED

Yes _____ NO _____

ACTION ITEM 3

Date: August 25, 2014
TO: TEI Board of Directors
FROM: Debra Eison, Executive Director
SUBJECT: Approve Updated Employee Handbook for 2014-15

BACKGROUND: The Team Employee Handbook was revised to include:

New School Year Dates, removal of class schedule (to eliminate need to update annually), inclusion of language regarding use of Facebook and social media, update work hours language with removal of arrival times and addition of "arrive ½ hour before the start of school".

IT IS RECOMMENDED:

That the revisions be adopted.

ACTION FOLLOWING APPROVAL OF THE MOTION:

The Handbook will be posted and emailed to TEAM Classified and Certificated staff.

MOTION APPROVED

MOTION DENIED

Yes _____ NO _____

INFORMATION ITEM 1

DATE: August 25, 2014
TO: TEI Board of Directors
FROM: Debbie Eison, ED
SUBJECT: PCSGP

BACKGROUND: The PCSGP review team visited for 2 days April 17th and 18th. Administration has reviewed the report and agrees with the findings. The areas of improvement noted are consistent with our self-review.

The report is attached. The Executive Summary follows:

Executive Summary

TEAM Charter School is located in Stockton and was authorized by the Stockton Unified School District. The school opened in the fall of 2011 with grades transitional kindergarten through three. The school added one grade in each of the following two years and at the time of the CSDC visit in the 2013-14 school year, the school enrolled 353 students in grades transitional kindergarten through five. On April 17 and 18, a two-person team from CSDC visited the school to evaluate the effectiveness of the school's instructional program, operations, and finances. A summary of the school's key strengths and areas of improvement follows:

Curriculum, Instruction, and Student Assessment

Strengths:

- TEAM Charter School serves as an alternative to the traditional schools in the district. The school has enrolled a diverse population of students and their families who were attracted to the school's small classrooms and supportive staff.
- Despite opening during a time of academic, assessment, and accountability transitions in the state the school is implementing the Common Core State Standards and is gearing up for full implementation of the Smarter Balanced Assessment.
- The school has hired a group of teachers some of whom are new to the profession and others more experienced who work collaboratively in support of the school's students.
- TEAM has provided many opportunities for professional development for its teachers.
- The school is implementing NWEA's MAP assessment along with benchmark exams to track the progress of their students and identify students who need additional support.
- TEAM has focused on the needs of its English learners, making a great deal of progress in moving them to reclassification.
- Parents we interviewed were very pleased and reported that the teachers and other staff are deeply committed, responsive, and proactive in supporting their students.

Areas of Improvement:

- TEAM should consider simplifying its “Intent to Enroll” to only gather information the school needs to complete the random public drawing.
- CSDC suggests that the school make full use of the data from the MAP assessments to examine student progress schoolwide, by grade level, by classroom, and disaggregated by the schools subgroups (ethnicity, socioeconomically disadvantaged, gender, English learner status, etc.) Understanding and responding to the challenges the data reveal will help the school at renewal.
- Parents in our focus group felt that they were somewhat “out of the loop” if they were not able to attend PTO meetings. The school might consider adjusting the time of the PTO meeting to allow for attendance of working parents.
- Both parents and students reported that they would like to see more books for the school’s library.

Governance, Operations, and Finance

Strengths:

- TEAM survived the launch of a charter school during a challenging budget and cash flow crisis for all schools in the state, but especially for new charter schools.
- The school’s finances seem generally well-managed and the school’s governing board receives and reviews the reports regularly.
- While incurring considerable debt during start-up, the school appears financially sustainable, provided the school continues to carefully monitor its expenses and budgets accordingly
- Board members very supportive and board documents and policies among best developed we’ve seen. Good to see some participating in training.

Areas of Improvement:

- The school’s facility lease is among most costly we’ve seen, and over the long term may impede a long-term facilities plan.
- Board meeting attendance and understanding of some details seem spotty and should improve. It might help to seek more engaged members, beef-up training a bit, and schedule occasional study sessions on student achievement, finance, etc. Seeking additional training could also help in deflecting conflict of interest concerns
- TEAM concerns about support for the school’s Special Education program from the district, may require another strategy or a redefined relationship.

INFORMATION ITEM 2

DATE: August 25, 2014
TO: TEI Board of Directors
FROM: Doug Wacker
SUBJECT: CFO Report

Information and Reports attached as separate item.

INFORMATION ITEM 3

DATE: August 25, 2014
TO: TEI Board of Directors
FROM: Debbie Vallejo, DD
SUBJECT: Report

Report will be available at the meeting

INFORMATION ITEM 4

DATE: June 23, 2014
TO: TEI Board of Directors
FROM: Marlesse Cavazos
SUBJECT: Report

Report will be available at the meeting to include:

Hiring Report, Staff Development, Overview of 1st Day of School

INFORMATION ITEM 4

DATE: June 23, 2014
TO: TEI Board of Directors
FROM: Debbie Eison, ED
SUBJECT: Report

Report will be available at the meeting to include: Meeting with SUSD August 19, 2014