

TRANSFORMATIONAL EDUCATION INC. (TEI)

Board of Directors Meeting Minutes

Date: May 26, 2015

Start Time: 5:08PM

Directors in Attendance: John Solis, Tod Hill, Debbie Vallejo, Debbie Eison, Larry White,
Directors Absent: Toni Cecchetti, Candy Vargas
Also in Attendance: Doug Wacker, Marlesse Cavazos
Meeting Facilitator: John Solis, President

Adjustment and Amendments to the meeting agenda: None

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

Public Comments: None

ACTION ITEM 1: Approve Minutes from the April 27, 2015 Board Meeting

Discussion: None

Motion: Larry White

Second: Tod Hill

PASSED 5-YES (All Board Members in Attendance)
0-NO
0-Abstain

ACTION ITEM 2: Approve Memorandum of Understanding (MOU) with ACRE Education LLC, Lakeview (Quail Lakes Drive) Property

Discussion: Debbie Eison reviewed terms of MOU. As the MOU is written we will see a decrease of our rental cost per student compared to current rental fees.

Motion: Larry White

Second: Tod Hill

PASSED 5-YES (All Board Members in Attendance)
0-NO
0-Abstain

ACTION ITEM 3: Approve 2015-2016 School Calendar

Discussion: School calendar reflects an increase of 5 instructional days for the upcoming school year.

Motion: Debbie Vallejo

Second: Tod Hill

PASSED 5-YES (All Board Members in Attendance)
0-NO
0-Abstain

ACTION ITEM 4: Approve Volunteer Fingerprinting & TB Testing Policy
Discussion: Debbie Vallejo provided information on the policy which was written in accordance with California State Law. Volunteers are responsible for the cost of fingerprinting as charter schools (which are considered voluntary facilities and not institutions mandated by the government) are not reimbursed for the cost as are traditional school districts.

Motion: Larry White
Second: Tod Hill
PASSED 5-YES (All Board Members in Attendance)
0-NO
0-Abstain

ACTION ITEM 5: Approve 2015-2016 School Student & Parent Handbook
Discussion: This is an annual process. Debbie Vallejo provided a list of all changes along with page numbers for Board's review.

Motion: Debbie Eison
Second: Larry White
PASSED 5-YES (All Board Members in Attendance)
0-NO
0-Abstain

ACTION ITEM 6: Approve 403b Retirement Plan
Discussion: Doug Wacker requested the Board approve a 403b Retirement Plan for TEAM employees. There is an initial cost to write the plan. Board will determine the schools contribution to the 403b. Debbie Eison suggested a match of up to 5%. Plan will be offered to certificated and classified employees.

Motion: Tod Hill
Second: Larry White
PASSED 4-YES (Solis, Hill, White, Eison)
0-NO
1-Abstain (Vallejo)

INFORMATION ITEM 1: Material Revision Resubmission of Charter to SUSD – D. Eison/D. Vallejo
The resubmission of material revision with requested changes from SUSD were reviewed. There was a discussion regarding the outcome of the meeting between TEAM and SUSD relating to the material revision request.

INFORMATION ITEM 2: SUSD Board of Education Special Meeting, May 28, 2015. – D. Eison

The material revision requesting the approval for an additional site for TEAM is on the agenda of this public hearing. TEI (TEAM) Board members were asked to attend if possible.

INFORMATION ITEM 3:

CFO Report – D. Wacker

- CFO provided a review of monthly budget reports. See reports included in Board packet for specific information.
- Budget Summary reflects a \$541,000 profit, revenues over expenditures.
- An additional \$800,000 in appropriations and grants should be received by the end of this fiscal year.
- By fiscal year end the school will have a positive fund balance Of \$400,000, which will continue to grow in subsequent years.
- Encroachment for Special Education will have an impact. At this time the amount is unknown, awaiting MOU from SUSD.
- ASES Program ends June 11, 2015. The remaining \$30,000 will be used for ASES Program purchases prior to year end. Annual allocation for this program is \$112,000.

INFORMATION ITEM 4:

Deputy Executive Director Report – D. Vallejo

- Current enrollment 452
- Provided an attendance summary from August-May (Y-T-D)
- PTO
 - PTO Officers were elected for the remainder of the 2014-2015 school year (first meeting in March 2015) and the 2015-2016 school year.
 - PTO Mixed Bags fundraiser was a success. Sales were over \$6,000, netting the PTO over \$3,000.
- Kindergarten & 5th Grade Promotion Ceremonies
 - Kindergarten – Thursday, June 11th at 8:30AM
 - 5th Grade – Thursday, June 11th at 12:30PM
- 2015/2016 Student Enrollment
 - Current enrollment for next school year is 560
 - Currently over projected growth of 554 from 2012 planning
 - Applications pending
 - Waitlist in Kindergarten and 2nd grades
 - Minimal openings in TK, 1st, 3rd, and 5th.
- Outreach continuing although not aggressively. Awaiting notification of approval of material revision from SUSD. In preparation of the approval there is a written plan and

marketing materials are ready for printing (banners, postcard/flyers, newspaper ads).

- End-of-Year Preparations
 - Inventories
 - Updates
 - Staffing
 - Equipment & Supplies

INFORMATION ITEM 5:

Principal Report – M. Cavazos

- SSTs
 - Total: 33
 - Follow up meetings in 2nd, 3rd, or 4th stage: 35
- Attendance/Truancy Meetings: 43
- MAP Assessments – Sprint 2015
 - Second week of assessments
 - Goal setting with students
 - Motivational rewards – Hitting their projected goals or higher
- 5th Grade Physical Fitness – Completed first week of June
- Smarter Balance Testing 2015
 - California Assessment of Student Performance and Progress (CAASPP) Score Report (posttest reporting of summative assessment results)
 - Purpose, principals of scoring, understanding the online reporting system (ORS), overview of reporting timeline, interpreting, using and communicating results
- Planning for Next Year – Working on a template for 2015
- Curriculum Inventory for ordering ELA/Math/Science
- PLC's – Vertical/Horizontal: Playing on strengths
- Instructional strategies
- Project Based Learning aligned to CCSS - (Social Studies/Science)
- PTO
 - King and Princess Dance
 - Very successful event, positive feedback
 - Estimated profit of \$692.78
- Multicultural Week 5/18-5/22 Dance Assembly
- Upcoming School Wide Events
- 4th Grade – Technology Museum in San Jose on June 8th
- Certificate Awards Assembly on June 9th
- School Wide Carnival on June 10th
- Kindergarten Promotion Ceremony on June 11th
- 5th Grade Promotion Ceremony on June 11th

Board Discussion: No discussion.

Agenda Items for next Board meeting:

- Board Calendar to be approved - D. Vallejo
 - 1st, 2nd, or 4th Monday preferred by Directors
- Board attendance – D. Eison

Motion to adjourn

Motion: Debbie Vallejo

Second: Larry White

PASSED 5-YES (All Board Members in Attendance)

0-NO

0-Abstain

Meeting Adjourned at 7:06PM