

# 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, OCTOBER 30, 2013

Time: 5:30 p.m.

Location: TEAM Charter School, 921 North El Dorado 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 26, 2013

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 2013-2014 Educational Protection Account  
Spending Plan

ACTION ITEM 2: Adopt TEAM Pickup Policy

ACTION ITEM 3: Adopt Policy for Admitting Students Who Turn 5 After the  
K Admittance Date

INFORMATION ITEM1: Deputy Director

INFORMATION ITEM 2: Principal's Report

INFORMATION ITEM 3: CFO Report

INFORMATION ITEM 4: ED Report

Board Discussion

Agenda Setting

Transformational Education Inc.  
Board of Directors Meeting Minutes  
Date: August 26, 2013  
Start Time: 5:46PM

**Directors in Attendance:** John Solis, Barbara Coulibaly, Debbie Eison, Dillon Delvo,  
Tony Sajor, Debbie Vallejo

**Directors Absent:** Amelia Adams

**Also in Attendance:** Doug Wacker, Heidi Lucero

**Meeting Facilitator:** John Solis, President

**Approval of Minutes from June 10, 2013 Meeting:**

**Discussion:** None

**Motion:** Debbie Vallejo

**Second:** Dillon Delvo

**PASSED 5-YES 0-NO 1-Abstain**

**Adjustment and Amendments to the meeting agenda:** None

**Oral/Written Communications from the Public and/or Public to Address BOD:** Director Tony Sajor stated that the removal of the bus bench on the Southeast corner of the school (Stanislaus Street) had been approved and the responsible party will go forward with the removal.

**Public Comments:** None

**ACTION ITEM 1:** Approve Transformational Education Inc. Application Form

**Motion:** Tony Sajor

**Second:** Barbara Coulibaly

**Discussion:** None

**PASSED 6-YES 0-NO 0-Abstain (B. Coulibaly)**

**ACTION ITEM 2:** Approve ASES Budget for 2013-2014

**Motion:** Tony Sajor

**Second:** Debbie Vallejo

**Discussion:** Revisions made in two areas for clarification purposes

**PASSED 6-YES 0-NO 0-Abstain**

**ACTION ITEM 3:** Adopt Transitional Kindergarten Standards

**Motion:** Dillon Delvo

**Second:** Debbie Vallejo

**Discussion:** None

**PASSED 6-YES 0-NO 0-Abstain**

**ACTION ITEM 4:** Approve Policy for Admitting Students Who Turn 5 After the Kindergarten Admittance Date

**Motion:** None

**Second:** None

**Discussion:** Moved to table until such time policy addresses concern regarding procedures and assessment.

**MOTION TABLED**

**ACTION ITEM 5:** Approve Title I Parent Involvement Policy

**Motion:** Barbara Coulibaly

**Second:** Tony Sajor

**Discussion:** Board would like to see action plan at November meeting.

**PASSED 6-YES 0-NO 0-Abstain**

**ACTION ITEM 6:** Board Elections: Candy Vargas & Tod Hill and Reinstatement of Dillon Delvo

**Motion:** Barbara Coulibaly

**Second:** Tony Sajor

**Discussion:** Slate approved as presented. Two new members, Candy Vargas and Tod Hill. Dillon Delvo reinstated.

**PASSED 5-YES 0-NO 1-Abstain (D. Delvo)**

**ACTION ITEM 7:** SB740 Application

**Motion:** Debbie Vallejo

**Second:** Dillon Delvo

**Discussion:** SB740 Grant is now administered by the California State Finance Authority and not the

California Department of Education. TEAM meets the criteria of this grant which could mean

\$250,000 in funding. The application for funding is due September 9, 2013. Distribution of funds will begin October 15, 2013. TEAM as well as all schools that applied and were approved last year have not received any of the funds due.

**PASSED 6-YES 0-NO 0-Abstain**

**ACTION ITEM 8:** Staff/Student Interaction

**Motion:** Tony Sajor

**Second:** Barbara Coulibaly

**Discussion:** John Solis stated that he felt it was a good policy and would encourage explaining the policy to faculty and staff.

**PASSED 6-YES 0-NO 0-Abstain**

**INFORMATION ITEM 1:** Enrollment – D. Vallejo  
Current enrollment is 354.

**INFORMATION ITEM 2:** Executive Director's Report

Discussion regarding curricula, progress, strategies to do better, catching up of students with multiple level gaps, accelerating our current pace, outside sources to assist families in their effort to bridge the education gap for their children, comparison of TEAM to like schools in the District.

**INFORMATION ITEM 3:** Principal's Report – Heidi Lucero

- New math curriculum
- Professional Development
- Lesson planning
- Classroom management training and disruptive students
- Standards to Objectives in classrooms
- Professional Learning Communities (PLC)
  - At grade levels
  - School wide
- After school tutoring
- Changes in the after school pick up procedures, parents are much happier
- Accelerated Reader
- Character Counts Program

**INFORMATION ITEM 4:** CFOs Report – Doug Wacker

- Review of Budget to Actual
- Received over \$500,000 in July
- Should receive \$164,000 in August
- SB740: Due \$172,000 from last school year
- Title I: \$25,000 due to TEAM
- SUSD changed their budget calculations and are now using average year-to-date ADA. This will result in a decrease of \$6500-\$7000 for TEAM

**INFORMATION ITEM 5:** Director of Outreach and Development – Dillon Delvo

- Who will take on Dillon's duties for this position?
- Who will write charter for grades 6-8?
- Who will be putting together and managing the Foundation?
- Who will development LLC?
- California Finance Authority is going to be more rigid about foundations buying property and leasing to schools they represent. There are special interest concerns.
- Guidance from attorneys.
- TEAM polo shirts for sale.
- Interviewed by Ana Devere Smith as research for her upcoming book about the prison pipeline.
- Vote for TEAM on Target site.
- Received approval for E-Rate funding. Government pays 90% of internet and phone bill and the city pays half of the remaining 10%. We qualify for this due to our high enrollment of students who are from low income households. Should result in TEAM paying approximately \$150 per month.

**OPEN DISCUSSION BY BOARD MEMBERS:**

- Back to School Night is September 11, 2013.
- Texas Road House BBQ dinners for sale. Can pick up at Back to School Night.
- Debbie Eison will not be able to attend September 23<sup>rd</sup> Board meeting.
- Barbara Coulibaly will not be able to attend September 23<sup>rd</sup> Board meeting.
- Debbie Eison, Heidi Lucero, Doug Wacker, and Debbie Vallejo will not be able to attend a Board meeting on October 28<sup>th</sup>. Discussion about possible date change for October meeting.

- Discussion about canceling upcoming Board meeting. The Board will have meeting if we have any Action Items to discuss.

**ITEMS FOR AGENDA OF NEXT BOARD MEETING:**

- None

**Motion to Adjourn was made by Tony Sajor and Seconded by Dillon Delvo.**

**PASSED      6-YES      0-NO      0-Abstain**

**Meeting adjourned at 7:45PM**

ACTION ITEM 1

Date: October 30, 2013  
TO: TEI Board of Directors  
FROM: Debra Eison, Executive Director

SUBJECT: Adopt the spending plan associated with Proposition 30.

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**IT IS RECOMMENDED:**

That the TEI School Board adopt the spending plan associated with Proposition 30, as required by the California State Controller.

**REASONS FOR RECOMMENDATION:**

With the passage of Proposition 30, the Schools and Local Public Safety Protection Act of 2012, schools have begun to receive funds through a new Education Protection Account (EPA). There are specific categories of expenditures allowed with EPA dollars. The California State Controller’s Office will establish a website offering the public a transparent view of the spending plan and cash flow associated with these monies. To that end, the TEI School Board must adopt a spending plan complying with the requirements of Proposition 30.

**FISCAL IMPLICATIONS:**

\$313,504.00 is estimated to be received by Team Charter School through the EPA monies.

**ACTION FOLLOWING APPROVAL OF THE MOTION:**

The State Controller’s Office will receive the approved budget and the contact information for TEAM Charter School. The approved expenditure plan for the EPA will be posted on the website.

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MOTION APPROVED

MOTION DENIED

Yes\_\_\_\_\_ NO\_\_\_\_\_

Please see Attachment



ACTION ITEM 2

Date: October 30, 2013  
TO: TEI Board of Directors  
FROM: Debra Eison, Executive Director

SUBJECT: Adopt TEAM Charter School Policy for Picking Up Students

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**IT IS RECOMMENDED:**

That TEAM adopts a Board approved policy for expectations around student pickup.

**REASONS FOR RECOMMENDATION:**

Parents need formalized guidelines for student pickup expectations. There have been requests by parents that the student remains in the office for several hours after dismissal time until it is convenient for the parent to pick up their student. TEAM has several options for student after school activities. This policy clearly spells out student/parent options and expectations.

**FISCAL IMPLICATIONS:**

No direct fiscal implications.

**ACTION TO BE COMPLETED AFTER APPROVAL:**

The policy will be disseminated to parents and become part of the handbook.

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MOTION APPROVED

MOTION DENIED

Yes \_\_\_\_\_ NO \_\_\_\_\_

Date \_\_\_\_\_

Motioned by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

## TEAM Charter School Student Pick Up Policy

Three options are available to students following the completion of the school day, regular or minimum.

- Student to be picked up immediately following dismissal.
- Secure subsidized year around child care on the TEAM Charter School Campus from 6:30AM-6:00PM through Creative Child Care, Inc. (CCCI), depending on eligibility. Parent/Guardian can contact CCCI for eligibility information between 8:00AM and 5:00PM, Monday through Friday.
- Secure child care through our “full pay for services program” from 6:30AM-6:00PM on the TEAM Charter School Campus. Parent/Guardian can contact the Student Services Coordinator at (209) 462-2282 for registration or additional information. The full pay service is contracted with CCCI, at an hourly rate of \$19.00, with a minimum charge of one hour.
- Enroll student in After School Education and Safety Program (ASES). Student must stay for the daily duration of the program which is from after school to 6:00PM unless released due to one or more of the following reasons:
  - Transportation issues
  - Family emergencies
  - Medical appointment
  - Weather conditions, especially if child and parent/guardian are walking home
  - Accidents that occur during program time

If a parent fails to pick up their student(s) within 10 minutes of dismissal due to an uncommon situation and notifies the school, the Student Services Coordinator will supervise the student(s) until the parent/guardian arrives.

If the parent/guardian has not arrived within 10 minutes of dismissal and the parent has not contacted the school, the Student Services Coordinator will supervise the student(s) while making an attempt to reach the parent/guardian. If the parent/guardian cannot be reached the Student Services Coordinator will contact individuals on the authorized pick up list.

If a parent/guardian continuously fails to pick up their student(s) within 10 minutes of dismissal, the following steps will be taken:

Second Incident: Verbal Warning

Third Incident: Written Warning

Fourth Incident: Parent meeting with TEAM Charter School Principal to determine cause and possible solution

Fifth Incident: Student(s) may be dis enrolled from TEAM Charter School

If a parent refuses to pick up their student(s) the student may be dis enrolled from TEAM Charter School.

If the parent/guardian refuses to pick up the student(s), is a continuously late, or is extremely late and an “authorized person” is unable to pick up the student(s), local law enforcement may be contacted. A law enforcement officer may take the student(s) into protective custody. After taking custody of the student(s), the police will contact and release the student(s) to Child Protective Services, if the parent/guardian or any other “authorized person” is still not located.

**Dismissal Times by Grade Level for Regular Day Schedule**

Transitional Kindergarten (TK) – 11:35AM

Half Day Kindergarten – 3:35PM

Full Day Kindergarten – 2:35PM

First through Fifth Grades – 3:35PM

**Dismissal Times by Grade Level for Minimum Day Schedule**

Transitional Kindergarten (TK) – 11:35AM (NO MINIMUM DAYS, REGULAR SCHEDULE)

Half Day Kindergarten – 3:35PM (NO MINIMUM DAYS, REGULAR SCHEDULE)

Full Day Kindergarten – 12:30PM

First through Fifth Grades – 1:30PM

**Date:** October 30, 2013  
**TO:** TEI Board of Directors  
**FROM:** Debra Eison, Executive Director

**SUBJECT:** Transitional Kindergarten or Kindergarten Admittance of Students Who Turn 5 after the Admittance Date

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**IT IS RECOMMENDED:**

The TEI Board of Directors adopts a policy for admitting students who turn 5 after the Kindergarten admittance date.

**REASONS FOR RECOMMENDATION:**

The law provides for local school districts to enroll children in TK or kindergarten on or after their fifth birthday, on a case by case basis:

*EC 48000(b)*, "The governing board of a school district maintaining one or more kindergartens may, on a case-by-case basis, admit to a kindergarten a child having attained the age of five years at any time during the school year with the approval of the parent or guardian, subject to the following conditions:

- (1) The governing board (or designee) determines that the admittance is in the best interests of the child.
- (2) The parent or guardian is given information regarding the advantages and disadvantages and any other explanatory information about the effect of this early admittance."

**FISCAL IMPLICATIONS:**

Additional ADA could be generated by filling any open classrooms.

**ACTION TO BE TAKEN FOLLOWING APPROVAL**

Students may be accepted into Kindergarten or Transitional Kindergarten based on the Policy adopted by TEI Board.

MOTION APPROVED

MOTION DENIED

Yes \_\_\_\_\_ NO \_\_\_\_\_ ABSTENTIONS \_\_\_\_\_

SUGGESTED POLICY VERBIAGE:

**Policy**

**A student may be enrolled in kindergarten at the discretion of the Superintendent or designee and with the consent of the parent/guardian. Admission shall be subject to the following minimum criteria: EC 48000(b)**

- 1. The student is at least five years of age.**
- 2. The student has been assessed by school personnel in order to evaluate his/her academic knowledge and ability, and agree with the placement. The tool for assessment will be the DRDP-SR, which is a kindergarten assessment tool published by California Department of Education:**

*School Readiness Assessment Tool for California*

*Developmentally appropriate and aligned, the Desired Results Developmental Profile–School Readiness (DRDP-SR©) assessment instrument provides useful information to teachers and administrators in order to better address children’s learning and developmental needs over time. It ultimately is an essential strategy to close the readiness gap and ensure all children thrive in their earliest years.*

*The California Department of Education (CDE), in collaboration with the WestEd Center for Child and Family Studies and UC Berkeley–BEAR Center, developed the Desired Results Developmental Profile–School Readiness (DRDP-SR) assessment instrument. The primary purpose of the DRDP-SR is to provide transitional and traditional kindergarten teachers with a valid, reliable measurement tool that will assist them to observe, document and reflect on the learning, development and progress of their students.*

- 3. The parent or guardian is given information regarding the advantages and disadvantages and any other explanatory information about the effect of this early admittance.**



