



Transformational Education Inc.

Board of Directors Meeting Minutes

Date: February 24, 2014

Start Time: 5:38PM

Directors in Attendance: Debbie Eison, Tod Hill, Tony Sajor, Debbie Vallejo, Candy Vargas

Directors Absent: Amelia Adams, Toni Cecchetti, Barbara Coulibaly, John Solis

Also in Attendance: Doug Wacker, Heidi Lucero

Meeting Facilitator: Candy Vargas, Vice 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: Approval of Minutes from November 23, 2013 Meeting:
Discussion: None
Motion: Tod Hill
Second: Tony Sajor
PASSED 5-YES 0-NO 0-Abstain

ACTION ITEM 2: Adopt Federal Educational Rights and Privacy Act Policy (FERPA)
Discussion: Debbie Eison provided brief overview of policy.
Motion: Debbie Vallejo
Second: Tod Hill
PASSED 5-YES 0-NO 0-Abstain

ACTION ITEM 3: Approve At-Will Employment Contract for 2014-2015
Discussion: None
Motion: Tod Hill
Second: Tony Sajor
PASSED 5-YES 0-NO 0-Abstain

ACTION ITEM 4: Adopt Academic Calendar for 2014-2015 School Year
Discussion: Debbie Vallejo provided overview of changes to calendar for the 2013-2014 School Year. Primary differences: Trimester and not Quarters, Prep Days added for teachers, Minimum Days eliminated from upcoming school year.
Motion: Tony Sajor
Second: Tod Hill
PASSED 5-YES 0-NO 0-Abstain

ACTION ITEM 5: Adopt Student & Parent Handbook for 2014-2015 School Year
Discussion: Debbie Vallejo provided overview of changes to Student & Parent Handbook for the 2013-2014 School Year. Primary differences: Trimester and not Quarters, Prep Days added for teachers, Minimum Days eliminated from upcoming school year. Approved with the following revision: change “no minimum days” to “no minimum days except for conference week.”

Motion: Tony Sajor

Second: Tod Hill

PASSED 5-YES 0-NO 0-Abstain

INFORMATION ITEM 1: Conflict of Interest Form 700
Board members need to complete and give to Debbie Eison by April 1, 2014.

INFORMATION ITEM 2: Deputy Executive Director’s Report– Debbie Vallejo

- Current enrollment is 360.
- Re-enrollment forms being returned.
- Classes per grade level 2013-2014 and 2014-2015.
- Enrollment for new students in progress.
- Attendance at 97.9% MTD.
- Kindergarten 101/Kinder Readiness Event on March 17th from 5:00-7:00PM.
- Outreach activity.
- HC ABLE presentation to current TEAM fifth grade students.
- Student Study TEAM meetings (SST) for attendance issues as needed.
- Police Report of building being defaced.
- Interview panel assembled to select new 5th Grade teacher.
- Fifth Grade teacher was hired.

INFORMATION ITEM 2: Principal’s Report – Heidi Lucero

- Measures of Academic Progress (MAP) Testing – first round complete.
- Flu Clinic sponsored by SJCOE – 54 people were vaccinated.
- Fifth Grade Science/Outdoor Camp this week.
- 2014-2015 Teacher Interview process started.
- Expulsion letter presented to BOD.

INFORMATION ITEM 3: CFOs Report – Doug Wacker

- Reclassification of expenditure from TEAM to ASES
- 60% of revenue still due TEAM
- Review of Budget to Actual
- Cash position much better than LY at this time by 250k
- Accounts Payable is 200k less than LY at this time
- Monies are both restricted and unrestricted
- Unrestricted money can be reallocated as needed
- Tighter cash months coming up in April, May, and June
- No revenue from to be received from State in June

- Money will resume in July
- Fundraising report and allocation of funds by PTO
- Finance Academy attended by Board Member Tod Hill and Doug
 - Budget Development
 - Multi-year Projections
 - Capturing Enrollment Data which is important to revenue
- Local Control Accounting Plan (LCAP)

INFORMATION ITEM 4: Executive Director’s Report-Debbie Eison

- Explanation of MAP Testing
- Transitioning to Common Core Standards
- HC ABLE Information Meeting and upcoming campus visit by fifth grade families
- January 18th Crab Feed Fundraiser, acknowledgement to Board Members for their contribution to event
- Science/Outdoor Camp sponsorship from Crab Feed fundraiser
- Dr. Jeff Tilton visit and proposed plan for a GED program for TEAM parents
- E-Rate Application
- SUSD Special Education services
- Science/Outdoor Camp
- Pioneer Days
- Holiday Committee Meeting which includes parents of TEAM students to develop Holiday Policy for TEAM, February 25th at 4:30PM.

Agenda Items for next Board meeting:

- Local Control Accounting Plan (LCAP) approval

Motion to adjourn at 6:59PM.

Motion: Tod Hill

Second: Tony Sajor

Discussion: None

PASSED 5-YES 0-NO 0-Abstain