

TRANSFORMATIONAL EDUCATION INC. (TEI)

Board of Trustees Meeting Minutes

Date: November 9, 2015

Start Time: 5:03PM

Trustees in Attendance: John Solis, Tod Hill, Debbie Vallejo, Josh Doberneck, Mahala Burns
Trustees Absent: Toni Cecchetti, Candy Vargas
Meeting Facilitator: John Solis, President
Other Attendees: Debbie Eison, Doug Wacker, Marlesse Cavazos

Adjustment and Amendments to the meeting agenda: None

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

Public Comments: None

ACTION ITEM 1: Approve Minutes from the June 9, 2015 Special Board Meeting
Discussion: Had not been approved by Board
Motion: Tod Hill
Second: Josh Doberneck
PASSED 4-YES
0-NO
1-Abstain (Trustee Burns)

ACTION ITEM 2: Approve Minutes from the September 14, 2015 Board Meeting
Discussion: None
Motion: Debbie Vallejo
Second: Tod Hill
PASSED 4-YES
0-NO
1-Abstain (Trustee Burns)

ACTION ITEM 3: Approve Minutes from the November 3, 2015 Special Board Meeting
Discussion: None
Motion: Tod Hill
Second: Mahala Burns
PASSED 5-YES (All Members in Attendance)
0-NO
0-Abstain

ACTION ITEM 4: Approve 2015-2016 Board Resolution giving Executive Director legal authority to conduct TEI business
Discussion: Debbie Eison presented overview of Action Item.
Motion: Tod Hill

Second: Josh Doberneck
PASSED 4-YES
0-NO
1-Abstain (Trustee Vallejo)

ACTION ITEM 5: Approve Lease Agreement between TEI/TEAM and Creative Education Support Organization LLC

Discussion: Buildings and renovations included in lease fee. This lease includes the following properties: 600 East Main Street, 615 East Main Street, 634 East Main Street, 621 East Market Street, 633 East Market Street. The 540 East Main Street building is not included in this lease. Lease payment breakdown: 80% (usage/payment) TEAM Charter and 20% (usage/payment) CCCI

Motion: Tod Hill
Second: Mahala Burns
PASSED 4-YES
0-NO
1-Abstain (Trustee Vallejo)

ACTION ITEM 6: Approve Food Services Agreement between CCCI Food Services and TEAM Charter.

Discussion: Debbie Eison presented overview of Action Item. CCCI Food Services now occupies the kitchen/meal distribution at 1204 East Fremont Street, formerly operated by the now defunded Head Start Program. They currently serve 38,000 meals per week to early childhood and elementary education consisting of high quality food products. The nutritionist is on site. Meal cost to TEAM to remain the same as cost for Lunch Master product. Debbie Eison suggested the Board should have a lunch meeting at the kitchen site.

Motion: Debbie Vallejo
Second: Mahala Burns
PASSED
5-YES (All Members in Attendance)
0-NO
0-Abstain

ACTION ITEM 7: Adopt Revised Pediculosis Management Agreement

Discussion: Debbie Vallejo presented overview of Action Item.

Motion: Josh Doberneck
Second: Tod Hill
PASSED
5-YES (All Members in Attendance)
0-NO
0-Abstain

ACTION ITEM 8: Accept Resignation of Trustee Vallejo from the TEI Board
Discussion: Debbie Eison presented overview of Action Item.
Motion: Tod Hill
Second: Mahala Burn
PASSED 4-YES
0-NO
1-Abstain (Trustee Vallejo)

INFORMATION ITEM 1: Facilities for TEAM Charter School - D. Eison
New lease payments begin on December 1, 2015. Damage to 621 East Market Street building (car ran through wall) was covered by Dougherty (previous owner) as damage occurred prior to closing of sale and initiation of lease agreement. ACRE Education Group LLC will act on behalf of CCCI Education Services and TEAM Charter School to oversee renovations.

INFORMATION ITEM 2: Insight Education – D. Vallejo/M. Cavazos
Met with Insight Education Group to development curriculum plan for upcoming charter renewal. Framework created during meeting. Focus: Common Core State Standards, Backwards Mapping, Data Analysis. New teachers to work on foundational skills with Academic Resource Coach. Marlesse and Lydia Valentin (Academic Resource Coach) working to complete plan to ensure continued student progress toward academic growth.

INFORMATION ITEM 3: CFO Report – D. Wacker
See documents provided:

- Financial Notes
- Education Protection Account Spending Plan
- Budget to Actual Comparison Summary
- Budget to Actual Comparison
- ASES Budget Expenditure Report

Finalized version of audit will not be available until State provides the instruction to the auditing firm to release as final.

INFORMATION ITEM 4: Principal Report – M. Cavazos
See document provided covering the following areas:

- Celebrations
- Testing
- Professional Development
- Student Assistance Program

- Events held in September, October, and November
- Upcoming Events

INFORMATION ITEM 5:

Deputy Executive Director Report – D. Vallejo

See document provided covering the following areas:

- Enrollment
 - By Grade
 - By Ethnicity
 - ASES
 - CCCI Before & After School
 - English Learners
- Attendance
- Charter Renewal
- Property Purchase
- Compliance

INFORMATION ITEM 6:

Executive Director Report – D. Eison

See document provided covering the following areas:

- Governance Training
 - Meetings
 - Brown Act
 - Closed Session
 - Serial Meetings-Prohibited
- Conflict of Interest
 - Political Reform Act – General Compliance
 - Government Code 1090
 - Corporations Code 5233
- Public Records Act & Common Exceptions
- Best Practices
- Real Estate Listings
- Policy limiting number of minutes allowed for public comments
- SUSD Meeting with new School Business Official

Additional Items:

- Crab feed Fundraiser scheduled
- TEAM Pre-School classrooms, possible expansion
- CSDC Conference
- FCMAT Training, SJCOE

Board Discussion: Trustee Doberneck will be calling in for Board Meeting. He will post agenda 72 hours ahead in a location that provides public access to posted document. Board Chairman Solis will not attend February 2016 Board Meeting.

Motion to Adjourn

Motion: Mahala Burns

Second: Tod Hill

Meeting Adjourned at 6:44PM