

TRANSFORMATIONAL EDUCATION INC. (TEI)

Board of Trustees Meeting Minutes

Date: September 14, 2015

Start Time: 5:09PM

Trustees in Attendance: John Solis, Tod Hill, Debbie Vallejo
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 22, 2015 Board Meeting

Discussion: None

Motion: Tod Hill

Second: Debbie Vallejo

PASSED 3-YES (All Board Members in Attendance)

0-NO

0-Abstain

ACTION ITEM 2: Accept Resignation of Director Larry White

Discussion: None

Motion: Debbie Vallejo

Second: Tod Hill

PASSED 3-YES (All Board Members in Attendance)

0-NO

0-Abstain

ACTION ITEM 3: Approve Board of Trustee Candidate, Mahala Burns of Cort Companies

Discussion: Debbie Vallejo provided Board with an overview of Ms. Burn's application.
Debbie Vallejo to send letter welcome letter.

Motion: Tod Hill

Second: Debbie Vallejo

PASSED 3-YES (All Members in Attendance)

0-NO

0-Abstain

ACTION ITEM 4: Approve Board of Trustee Candidate, Lt. Joshua Doberneck of the Stockton Police Department.

Discussion: Debbie Vallejo provided Board with an overview of Lt. Doberneck's application. Informed Board that Lt. Doberneck will not be able to begin attending Board meetings until November. Debbie Vallejo to send letter welcome letter.

Motion: Debbie Vallejo
Second: Tod Hill
PASSED 3-YES (All Board Members in Attendance)
0-NO
0-Abstain

INFORMATION ITEM 1: Facilities for TEAM Charter School - D. Eison
Debbie Eison provided background and an overview of Creative Education Support Organization LLC and the proposed agreement between TEAM Charter School and the LLC. The lease agreement for the downtown properties to include 600 E. Main Street, 615 East Main Street, 621 East Market Street, and 625/633 East Market Street would include a newly renovated gymnasium and cafeteria as well as a savings over the current lease costs TEAM is paying for the properties. It is estimated that the annual savings in lease payments will be in excess of \$80,000 for the first year. Without the escalating rent increases written into the current lease TEAM will experience an even greater savings per year over the next 7 years.

INFORMATION ITEM 2: Jesus Mountain Coffee – SJ Valley Air Pollution Control District – D. Eison
Debbie Eison provided information to the Board regarding the proposed opening of a coffee roasting operation within a ¼ mile of the school. All parents/guardians, faculty and staff received a letter of notification of the planned project which included the address of the SJ Valley APCD in the event they want to contact the for information or to provide input.

INFORMATION ITEM 3: Playground Resurfacing – D. Eison
Debbie Eison informed the Board of ACRE Education LLC's (Gabe Arachaderra) offer to provide a donation to TEAM for an immediate need. Debbie Eison told them a priority would be to have our playground resurfaced. ACRE donated the funds to cover the cost of resurfacing the majority of our asphalt area. The job was started on August 19th and completed prior to the start of school the next Monday.

- INFORMATION ITEM 4:** September 26, 2015 ACRE Donation Fundraiser
ACRE Education LLC has purchased 20 seats for a local fundraiser and asked if TEAM would like to attend as they were unable to make the event. If we receive tickets, the opportunity was offered for the Board to attend.
- INFORMATION ITEM 5:** CFO Report – D. Wacker
The TEAM Charter School auditors were impressed with the financial management of the organization, to include reversing a negative balance and paying off the debt for the startup money to CCCI. TEAM should receive the draft audit soon. The final audit will be received no later than December 15, 2015. TEAM will initiate a new procedure of approval for credit card purchases. Approval will be as follows:
Debbie Vallejo will approve Doug Wacker
Debbie Eison will approve Debbie Vallejo
Board will approve Debbie Eison
- INFORMATION ITEM 6:** Principal Report – M. Cavazos
Our New Vice Principal (Michelle Munoz) was hired for the 2015-2016 school year. John Solis participated in the interviews. The Vice Principal and new Student Services employee (Marylinda Eckles) are piggybacking to improve student behavior. There is upcoming training for teachers at SJCOE on Project Based Learning. MAP testing began 2 weeks ago and should be completed by September 29, 2015. The goal is to increase academic performance on the testing by 7% over last year. The TCS teachers presented a PPT presentation to their students and parents/guardians in each classroom during Open House (September 9th).
- INFORMATION ITEM 6:** Deputy Executive Director Report – D. Vallejo
TCS enrollment is up by 90 students over last school year. We are currently at 554 which was the number forecasted for this school year 3 years ago. Our current budget is for 552 students. The fiscal impact of the additional 90 students is an increase in revenue of \$1,057,100 over last year. We are in our renewal year and have opened a dialogue with Insight Education, an organization recommended to TEAM by our California Charter School Association (CCSA) representative to assist with our renewal process. We will also be working with Janelle Ruley a partner in the law firm of Young, Minney, & Corr, who specialize in charter school law. The areas we will be closely reviewing are Academic Performance, Fiscal, Operational, and Governance.

INFORMATION ITEM 7:

Executive Director Report – D. Eison

The property acquisition and lease with ACRE Education LLC is moving forward and is projected to close this month. The architectural design for the 625/633 East Market Street gymnasium/cafeteria has been completed. It is anticipated that this phase of the acquisition project will be completed by Winter Break. TEAM CEO and CFO, legal counsel, and bankers attended the Tax Equity and Fiscal Responsibility Act (TEFRA) meeting regarding the issuance of bonds for the project. The TEFRA approval is a requirement of the bond process. The motion passed unanimously. TEAM CEO, CFO, and Deputy ED met with a representative of the organization who will fund the bonds along with the attorney representing TCS's interest to review the documents associated with the bond issuance. We are working with our new IT Specialist to develop a dashboard per John Solis' suggestion. The ASES program is fully enrolled at 90 students. Including the CCCI students, there are up to 276 students receiving after school services daily with another 40 on the waitlist. CEO, Deputy ED, and Principal met with Lt. Doberneck and Lt. Rose to discuss the neighborhood and crime trends. They provided a map of the surrounding areas complete with offences that have taken place. We also asked Lt. Doberneck if he would consider serving on the TEI Board and he said he would. Jagged Lines of Imagination artist have contacted TEAM regarding artwork on the wall of the 625/633 building facing the playground. TEAM needs to take a closer look at the budget and budget constraints prior to an agreement being finalized. Management meetings are planned for Tuesdays at noon to review, plan, share information and solutions, and identify any gaps or challenges.

Board Discussion: Trustee Hill will not be able to attend the TEI October Board Meeting. A brief discussion on the topic of exploring the idea of a Friends of TEAM Charter organization. Discussion to continue.

Motion to Adjourn

Motion: Tod Hill

Second: Debbie Vallejo

PASSED 3-YES (All Board Members in Attendance)

0-NO

0-Abstain

Meeting Adjourned at 6:25PM