

TRANSFORMATIONAL EDUCATION INC. (TEI)

Board of Trustees Meeting Minutes

Date: January 11, 2016

Start Time: 5:10PM

Trustees in Attendance: John Solis, Tod Hill, Josh Doberneck, Mahala Burns
Trustees Absent: Toni Cecchetti, Candy Vargas
Meeting Facilitator: John Solis, President
Other Attendees: Debbie Eison, Debbie Vallejo, 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 November 9, 2015 Board Meeting
Discussion: None
Motion: Mahala Burns
Second: Tod Hill
PASSED 4-YES
0-NO
0-Abstain (All in attendance)

ACTION ITEM 2: Accept TEI Fiscal Audit
Discussion: Doug Wacker reviewed the Transformational Education Inc. (TEI) Fiscal Audit and stated there were no findings or recommendations. He stated it was an excellent audit. He can send a PDF copy to Board if requested.
Motion: Tod Hill
Second: Mahala Burns
PASSED 4-YES
0-NO
0-Abstain (All in attendance)

ACTION ITEM 3: Accept TEI Charter Renewal Application (Petition)
Discussion: Debbie Vallejo provided an overview of revisions to the June 23, 2015 Material Revision. Board gave authorization to submit Charter Renewal Petition document reflecting recommendations by D. Vallejo with the understanding once the document is completed it will be brought back to the Board along with a summary of the changes.
Motion: Tod Hill
Second: Mahala Burns
PASSED 4-YES (All Members in Attendance)
0-NO
0-Abstain

- INFORMATION ITEM 1:** 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 2:** TEI CSPP Expansion Submission – D. Eison
TEAM will be submitting to the State for 2 pre-k classrooms. The additional impact is \$284,000 to TEAM annually.
- INFORMATION ITEM 3:** CESO Report – D. Eison
Debbie Eison stated that this should be a standing item on the TEI Board Agenda. Summary and timeline of required periodic reporting by CESO/CCCI/TEAM provided. CESO has purchased liability insurance for the buildings it now owns. Cost of the insurance is split 80/20 between TEAM Charter, who rents the majority of the square footage and CCCI.
- INFORMATION ITEM 4:** Deputy Executive Director Report – D. Vallejo
See document provided covering the following areas:
- Enrollment: 536
 - TK – 37
 - K – 94
 - 1st – 93
 - 2nd – 93
 - 3rd – 91
 - 4th – 84
 - 5th - 44
 - Attendance
 - NOVEMBER 2015: 94% (15 DAYS)
 - NOVEMBER 2014: 96% (14 DAYS)
 - DECEMBER 2015: 94% (14 DAYS)
 - DECEMBER 2014: 92% (15 DAYS)
 - JANUARY 2016: 94% (5 DAYS)
 - JANUARY 2015: 94% (5 DAYS)
 - ASES Enrollment – 16% of Student Body
 - CCCI Enrollment – 33% of Student Body
 - Charter Renewal
 - Compliance

INFORMATION ITEM 5:

Principal Report – M. Cavazos

See document provided covering the following areas:

- Celebrations
 - Parent/Teacher Conferences
 - Literacy Night
- Professional Development - Administration
 - CAASPP Test Results for the SBAC – Mrs. Cavazos & Mrs. Valentin
 - Overall changes in SBAC
 - Information on SBAC website
- Professional Development – Teachers
 - Review Student Data (Skill Mastery)
 - Develop Smart Goals/plan to move students forward
 - Lesson Planning Tool Protocol
 - Depth of Knowledge/Questioning
 - SBAC – Administer Sample Test to Teachers
 - Technology PD – ST Math/Compass Learning Review of Close Reading Progress
 - Reading Strategies/Small group instruction/Close Reading
- Student Assistance Program
 - SST Initial Meetings – 13
 - Follow up #1 – 26
 - Follow up #2 - 11
- Events held in December
 - Family Literacy Night
 - Chuck E. Cheese Fundraiser
 - Class High Attendance Awards
 - 4th Grade Field Trip
 - State Capitol
 - IMAX – The Final Frontier
 - California Museum – Missions in California
 - Spirit Week
- Upcoming Events
 - PTO Meeting – January 14th
 - Parent Coffee Hour – January 20th
 - School Site Council Meeting – January 20th
 - 2nd Grade Field Trip to Hilmar Cheese Company – January 20th
 - MAP Winter Assessments
 - Teacher Academic Conferences

Board Discussion: Board Chairman Solis will not attend February 2016 Board Meeting.

Motion to Adjourn

Motion: Tod Hill

Second: Mahala Burns

Meeting Adjourned at 6:03PM