



TRANSFORMATIONAL EDUCATION INC. (TEI)

Board of Trustees Meeting Minutes

Date: June 13, 2016

Start Time: 5:00PM

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 letter to current Trustees who are unable to attend Board Meetings

Discussion: Approved with following conditions:

1. Notification provided to allow the Trustee(s) to address the board with their concern and/or intent to attend meetings on a regular basis
2. Should the trustee(s) decide not to address the Board following notification, a letter of appreciation will be mailed to trustee(s) for their contributions to TEAM. At that time they will be removed from the Board due to their inability to attend Board meetings.

Motion: Tod Hill

Second: Mahala Burns

PASSED 4-YES (all trustees in attendance)

0-NO

0-Abstain

ACTION ITEM 2: Approve Minutes from the May 9, 2016 Board of Trustee Meeting

Discussion: None

Motion: Mahala Burns

Second: Josh Doberneck

PASSED 4-YES (all trustees in attendance)

0-NO

0-Abstain

ACTION ITEM 3: Approve Transformational Education Inc. 2016-2017 Board Meeting Calendar

Discussion: Keep July 11, 2016 Board of Trustee Meeting on calendar as scheduled. May be cancelled if no pending business and/or no quorum will be in attendance due to previously scheduled events.

Motion: Mahala Burns
Second: Tod Hill
PASSED 4-YES (all trustees in attendance)
0-NO
0-Abstain

ACTION ITEM 4: Approve Educator Effectiveness Funding Plan
Discussion: Overview presented by D. Wacker during May 2016 meeting regarding this funding. Fiscal impact is one time to TEAM totaling \$32,264.00. No additional discussion.

Motion: Josh Doberneck
Second: Mahala Burns
PASSED 4-YES (all trustees in attendance)
0-NO
0-Abstain

ACTION ITEM 5: Approve TEAM California State Preschool Program (CSPP) Management Plan
Discussion: Evaluation and financial comparison provided to Board regarding contracting with CCCI versus in-house TEAM management of the CSPP for the 2016-2017 school year. CCCI currently has program management staff in place to more effectively manage TEAM CSPP. In addition, CCCI can do so within the contract funding amount. TEAM will retain 4.92% of the contract amount for Indirect Costs, which is the percentage allowed by the CDE School Fiscal Services Division.

Motion: Tod Hill
Second: Josh Doberneck
PASSED 4-YES (all trustees in attendance)
0-NO
0-Abstain

ACTION ITEM 6: Approve 2016-2017 Local Control and Accountability Plan (LCAP)
Discussion: Review of 2015-2016 LCAP and overview LCAP for 2016-2017 fiscal/school year. LCAP budget for upcoming year is \$411,351.00.

Motion: Josh Doberneck
Second: Tod Hill
PASSED 4-YES (all trustees in attendance)
0-NO
0-Abstain

ACTION ITEM 7: Approve TEAM 2016-2017 Fiscal Budget
Discussion: Overview provided by D. Wacker.

Motion: Mahala Burns
Second: Josh Doberneck
PASSED 4-YES (all trustees in attendance)
0-NO
0-Abstain

ACTION ITEM 8: Ratify SB740 Application for Funding
Discussion: Overview provided by D. Wacker:

- \$750 per Average Daily Attendance (ADA)
- Estimated \$423,750.00 reimbursed to TEAM through SB740 funding for 2016-2017 school year.

Motion: Tod Hill
 Second: Mahala Burns
 PASSED 4-YES (all trustees in attendance)
 0-NO
 0-Abstain

ACTION ITEM 9: Approve Submission of the Consolidated Application (Con App) for 2016-2017 School Year

Discussion: Overview provided by D. Wacker. Annual submission and Board approval required. Fiscal impact of Con App is \$243,000 funding to TEAM for the 2016-2017 fiscal/school year.

Motion: Josh Doberneck
 Second: Tod Hill
 PASSED 4-YES (all trustees 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

TEAM continues to be in a strong financial position.

INFORMATION ITEM 2: CESO Report – D. Eison
 No new information to report at this meeting.

INFORMATION ITEM 3: Deputy Executive Director Report – D. Vallejo

- Current 2015-2016 Enrollment: 535
- Attendance:
 - APRIL 2016: 94%
 - APRIL 2015: 95%
 - MAY 2016: 94%
 - MAY 2015: 94%
- 2016-2017 Enrollment to Date: 631
 - Openings in 3rd, 4th, and 5th grades
- Recruitment is ongoing
- Campus security to continue year around. Offices open during Summer break.

- Food Service administrative management is moving to TEAM from Nutrition Program. Nutrition will continue to prepare menus and provide and oversee meal service. Application management, billing, and collection will move to TEAM.
- School year start-up bids received. Furniture and supply orders in process.

INFORMATION ITEM 7: Principal Report – M. Cavazos

- May 2016 Activities
 - SBAC Assessments Update
 - MAP Assessments (Make-Ups)
- Professional Development
 - Project 2 Inspire – Parent Empowerment CAFE
 - Stanford Harmony Program – Character Education
- Student Assistance Program
 - Student Study Team Initial Meetings to date: 55
 - Follow-Up #1: 45
 - Follow up #2: 13
 - Follow up #3: 3
- Upcoming Events
 - June 8th and 13th, LCAP Community Meetings
 - June 13th, School Wide Talent Show
 - June 15th, School Wide Carnival
 - June 16th, K and 5th grade promotion
 - June 16th, last day of school
 - June 17th, last day for teachers

INFORMATION ITEM 8: Executive Director Report – D. Eison

- **All In California:** All children in California under the age of 18 are covered by medical insurance. TEAM has provided the information to all current and incoming students and sent a School Cast call in English and Spanish.
- **Vaccine Bill SB 277 Becomes Law:** Information regarding SB277 has been included in the 2016-2017 Student & Parent Handbook. Under the new law, vaccinations will be required of children first entering public school, or when they enter the seventh grade, after July 1, 2016. However, this law also provides a physician with authority to grant a medical exemption to the vaccination requirement when a physician believes that medical circumstances of the child, in her judgment and discretion, warrant such an exemption. The statute specifically states that the physician may consider the child's family medical history in determining whether to grant the exemption.
- **Transgender Students:** The United States Department of Justice ("DOJ") and Department of Education ("DOE") issued a "Dear Colleague" letter on Friday, May 13, 2016 providing guidance to schools throughout the nation about transgender student issues, terminology and compliance with the DOJ and DOE's application of Title IX of the Education Amendments of 1972 ("Title IX"). Title IX is the requirement that schools receiving federal funds may not discriminate on the basis of sex. The DOJ and DOE's guidance states that schools receiving federal funds are required to allow transgender

students access to the restroom or locker room consistent with their gender identity under Title IX; and that they consider "sex discrimination" to include discrimination against transgender students.

California public schools are and have been required to permit transgender students to use restrooms and other facilities consistent with the student's gender identity.

- **California Wage and Hour Laws:** Charter schools are required to abide by both State and Federal wage and hour laws. When determining if an employee qualifies as an "exempt" employee, both the State and Federal law specify that a "salary test" must be satisfied by having the employee receive a fixed base salary which meets or exceeds the amount set by law. Under California law, the salary test is satisfied if the employee earns a monthly salary equivalent to at least twice the State's minimum wage for full-time employment. Senate Bill 3 calls for the minimum wage to increase over the next 6 years, and the DOL recently published that revises the salary test.
- **Charter Renewal:** Charter was approved without discussion by unanimous vote of the SUSD Board of Education.
- **615 Parking Lot:** Meeting with Zac Cort on Thursday, June 9, 2016 regarding parking lot.
- **Technology Plan:** In order to qualify for E-Rate funds, in 2014 TEAM was required to conduct an audit of available technology and produce a plan to increase both the numbers of devices available to teachers and students and the capacity of the teachers to effectively integrate technology into the curriculum. It is time to update the plan. A committee has been formed and the plan review and update will begin this month.
- **ERATE:** Charter Tech \$63,000.00 for TEAM Charter School
 - TEAM Infrastructure:

With the recent purchase of 240 (10-class sets) Chromebooks, the network traffic will effectively be more than doubled. The expansion will require more network devices to support the new Chromebooks. By switching to the newer equipment, this will allow us to have nearly 500 devices running simultaneously and have room to grow. Our current infrastructure was not designed to support the density of equipment that we intend to have.

 - 2 Cisco 48P POE Switches
 - 4 Cyberpower UPS
 - 17 Ruckus Wireless Access Points
 - 1 Ruckus Zone Director
 - 2 SonicWALL Firewalls
- **Certificated Staff:** All certificated staff who were offered contracts for the 2016-2017 school year have signed them and are returning. One long term substitute was not offered a contract. Interviews are ongoing for new teachers. TEAM is hiring 3 additional teachers (two 5th grade teachers due to school growth, one 3rd grade teacher), one additional Teaching Coach, one additional paraprofessional, and one additional classified employee for the office. We recently hired an additional custodian.
- **Summer Youth Program:** Summer youth have started working with TEAM. We have several custodial workers and several office workers.

Board Discussion: NONE

Motion to Adjourn

Motion: Tod Hill

Second: Mahala Burns

Meeting Adjourned at 6:03PM