



**TEAM Charter School**

Build Community.

## **TRANSFORMATIONAL EDUCATION INC. (TEI)**

Board of Trustees Meeting Minutes

Date: September 12, 2016

Start Time: 5:00PM

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

Adjustment and Amendments to the meeting agenda:

Two Action Items 7 included in Board packet. The second Action Item 7 should be identified as Action Item 8. Move Executive Directors Report (Information Item 7) to immediately follow Deputy Executive Director Report (Information Item 5).

Oral/Written Communications from the Public and/or Public to address Board: NONE

Public Comments: NONE

**Action Item 1:** Accept Resignation of Trustee Vargas  
Discussion: Trustee Vargas was Vice Chair. A new Vice Chair to be elected.  
Motion: Mahala Burns  
Second: Tod Hill  
PASSED 5-YES (all trustees in attendance)  
0-NO  
0-Abstain

**Action Item 2:** Nominate and Elect TEI Vice Chair  
Discussion: Nominations determined. Josh Doberneck was nominated and elected as Vice Chair of the TEI Board of Trustees.  
Board of Trustees.  
Motion: Mahala Burns  
Second: Tod Hill  
PASSED 5-YES (all trustees in attendance)  
0-NO  
0-Abstain

**Action Item 3:** Approve Minutes of September 12, 2016 Special Meeting  
Discussion: None  
Motion: Tod Hill  
Second: Mahala Burns

PASSED 5-YES (all trustees in attendance)  
0-NO  
0-Abstain

**Action Item 4:** Ratify Meal Program Contract Between TEAM & CCCI

Discussion: Cost of meals to continue to be at or less than previous supplier. Correction of date on page 4 of agreement to January 2017 from January 2016.

Motion: Josh Doberneck

Second: Tod Hill

PASSED 5-YES (all trustees in attendance)  
0-NO  
0-Abstain

**Action Item 5:** Ratify Mandate Block Grant Application

Discussion: Overview provided by Doug Wacker. The Mandate Block Grant makes an additional \$7,400 available to Transformational Education Inc./TEAM Charter School to support mandated programs and activities identified in Government Code (GC) Section 17581.6(e).

Motion: Josh Doberneck

Second: Mahala Burns

PASSED 5-YES (all trustees in attendance)  
0-NO  
0-Abstain

**Action Item 6:** Ratify Technology Plan

Discussion: Overview provided by Debbie Vallejo. The TEI/TEAM Technology Plan is reviewed Annually. It is mandated for each LEA who accesses E-Rate monies. The original plan was drafted in 2014. It was revised last year and approved by the Board.

Motion: Josh Doberneck

Second: Tod Hill

PASSED 5-YES (all trustees in attendance)  
0-NO  
0-Abstain

**Action Item 7:** Approve 2016-2017 Board Resolution giving Executive Director legal authority to conduct work of Transformational Education Inc. (TEI)

Discussion: Brought before the Board annually for approval.

Motion: Tod Hill

Second: Josh Doberneck

PASSED 5-YES (all trustees in attendance)  
0-NO  
0-Abstain

**Action Item 8:** Approve California Energy Commission's Bright Schools Program Participation

Discussion: The Bright Schools Program will provide the necessary documentation needed to complete the required Energy Expenditure Plan for submission to the California Energy Commission. If approved for grant TEAM would be eligible for funding up to \$250,000, \$50,000 per year for the 5 year life of the program.

Motion: Tod Hill  
Second: Josh Doberneck  
PASSED 5-YES (all trustees in attendance)  
0-NO  
0-Abstain

**Information Item 1:** 540 East Main Street Tour – Classroom Renovations – Board received invitation to tour the 540 building to see new classrooms.

**Information Item 2:** CESO Report – D. Vallejo  
Three bids for the demolition of the 633/625 East Market Street Building were received. Diede Construction was the recommendation of architect Tom Bowe, the architect on the project. Bid was won and awarded to Diede Construction.

**Information Item 3:** California State Preschool Program (CSPP)  
Nothing to report at this meeting.

**Information Item 4:** 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 5:** Deputy Executive Director Report – D. Vallejo

- 2015-2016 Average Daily Attendance (ADA: 96%)
- 2016-2017 Enrollment to Date: 574
  - Openings in K thru 5<sup>th</sup> grades
- 2016-2017 meal program applications received to date reflect 90% fall into the Free/Reduced category.

**Information Item 6:** Principal Report – M. Cavazos  
See information included.

- Open House – August 25<sup>th</sup>
- Measure of Academic Progress (MAP) Testing
  - Conferences with teachers – September 19<sup>th</sup>
  - Tutoring to start with teachers/paras on September 26<sup>th</sup>
- Project to Inspire/CABE 20 sign-ups
- Professional Development
  - Teacher Summit
  - Instructional Rounds
- Fundraiser Events
  - Chocolate Sales – Science Camp

- Coupon Books – School-wide
- Tee-shirts – School-wide
- Upcoming Events
  - PTO – September 15th
  - School Site Council – September 22<sup>nd</sup>
  - Parent Coffee Hour – September 29<sup>th</sup>

***Information Item 7:***

Executive Director’s Report – Debbie Eison

- Moved up in agenda to follow Information Item 5
- Book Fair – Information presented by Trustee Burns regarding Barnes & Noble Bookfair and literacy events September 10<sup>th</sup> through 25<sup>th</sup>.
- Remainder of Executive Director’s Report was presented with Deputy Executive Director’s Report.

Open Discussion by Board Members: None.

Motion to Adjourn

Motion: Tod Hill

Second: Josh Doberneck

Meeting Adjourned at 5:55PM