



TEAM Charter School

Build Community.

Board of Trustee Meeting Minutes

Date: May 14, 2018

Trustees in Attendance: John Solis, Joshua Doberneck, Mahala Burns, Larry Lane, Mark Condit

Trustees not in Attendance: Tod Hill

Meeting Facilitator: John Solis, Board Chair

Other Attendees: Debbie Vallejo, Daniel Lee, SavantCo/Icon

Adjustment and Amendments to the meeting agenda: None

Oral/Written Communication from the Public and/or Public to address the Board: None

CLOSED SESSION

Called to Order: 5:03PM

Adjourned: 5:08PM

Employee Discipline/Dismissal/Release: Discussion regarding administrator.

PUBLIC HEARING (Information Only): TEAM Charter School Local Control Accountability Plan

Called to Order: 5:08PM

Public Notice: 72 hours prior to meeting, website and posted at school in site of general public.

Review: Stakeholder meetings and documents

Adjourned: 5:18PM

PUBLIC HEARING (Information Only): TEAM Charter Academy Local Control Accountability Plan

Called to Order: 5:18PM

Public Notice: 72 hours prior to meeting, website and posted at school in site of general public.

Review: Stakeholder meetings and documents

Adjourned: 5:28PM

OPEN SESSION

Called to Order: 5:28PM

ACTION ITEM 1: Approve Minutes from April 9, 2018 Board Meeting

Discussion: None

Motion: Mahala Burns

Second: Josh Doberneck

Passed: 5-YES (all Trustees in attendance)

0-NO

0-Abstain

ACTION ITEM 2: Approve 2018-2019 Certificated Employee Compensation Package
Discussion: Debbie Vallejo presented suggested 2018-2019 Salary Schedule for certificated employees providing an increase of 5% over last school year, in addition to reducing the insurance “In Lieu Of” allowance paid directly to full time employees who have an alternative qualifying insurance be reduced from \$500 per month to \$300.
Motion: Josh Doberneck
Second: Larry Lane
PASSED: 4-YES
0-NO
1-Abstain: Trustee Burns

ACTION ITEM 3: Approve the 2018-2019 Transformational Education Inc., TEAM Charter School, TEAM Charter Academy, TEAM Charter Preschool “At-Will Employment Agreement.
Discussion: Contract format is adopted from template provided by Young, Minney, & Corr, LLC.
Motion: Mark Condit
Second: Josh Doberneck
PASSED: 4-YES
0-NO
1-Abstain: Trustee Burns

ACTION ITEM 4: Approve 2018-2019 School Calendar for Transformational Education Inc. Schools, TEAM Charter School, TEAM Charter Academy, TEAM Charter Preschool.
Discussion: Fiscal impact will be printing costs of approximately \$750. Calendar will be added to websites.
Motion: Mahala Burns
Second: Larry Lane
PASSED: 5-YES (all Trustees in attendance)
0-NO
0-Abstain

ACTION ITEM 5: Approve 2018-2019 TEI Board of Trustee Meeting Calendar
Discussion: Presented by Debbie Vallejo
Motion: Larry Lane
Second: Josh Doberneck
PASSED: 5-YES (all Trustees in attendance)
0-NO
0-Abstain

ACTION ITEM 6: Ratify the 2018-2019 SB740 Charter School Facility Grant Program Application
Discussion: Information provided to the Board by Debbie Vallejo. Grant would provide up to \$750 per ADA or 75% of lease cost. This application is submitted annually for TEAM Charter School. This year it will be submitted by SavantCo/Icon on behalf of TEAM Charter School and TEAM Charter Academy.
Motion: Mark Condit
Second: Larry Lane
PASSED: 5-YES (all Trustees in attendance)

0-NO

0-Abstain

INFORMATION ITEM 1: Fiscal Update, Daniel Lee, CEO of SavantCo/Icon

Daniel was introduced to the Board and provided an overview of fiscal process used from school opening to April 2018. In addition, Mr. Lee explained to the Board the need to rebuild our fiscal process which they are in the process of doing. The new fiscal system will provide a more comprehensive budget recommendation and clear fiscal accounting.

INFORMATION ITEM 2: Facilities Report

Nothing new to report at this time.

INFORMATION ITEM 3: Principal's Report – Dr. Lysko

Narrative was provided.

- MAP & CAASPP Testing
- Staff Meeting
- Field Trips
- LCAP Meetings
- ASES
- Talent Show
- TEAM Family Dance
- Third Grade Concert
- Leader In Me Visit to Keyes

INFORMATION ITEM 4: Executive Director's Report

- California State Preschool – The Action Item dated February 13, 2018, and the amendment Dated March 12, 2018 regarding the licensing designation for the TEAM Preschool Program was brought back to the Board to ensure understanding. The Board concurred that they understood Young would be responsible for signing on behalf of TEAM Preschool for licensing. In Addition Ms. Young was to act as Program Director based on her asserting that the CDE had asked her to be the Program Director and per her assertion, the Program Director hired for that position was not qualified.

The responsibilities of a Program Director were outlined in the public record document naming Ms. Young as a holder of a Program Director Permit. The responsibilities listed were operational and curriculum based, not fiscal. Ms. Young did not have authorization to provide salary increases or make buying decisions for this program without the approval of the Executive Director.

The amendment to the February 13, 2018 Action Item 3 was approved on March 12, 2018. The Amendment to the Resolution for Licensing and Program Designee was written to remove Ms. Young from any and all duties associated with TEAM Preschool and to name the Executive Director, Debbie Vallejo as designee.

- Review of Quarterly Tax Return for 2018 with documents provided by SavantCo/Icon.
- TEI's Information Technology team has been putting needed fixes in place, i.e., back up of super computers, delineation of information, reviewing and planning Summer changes as suggested by the SUSD technology team who visited the schools in April.

- SUSD gave us a pass on our 2nd Interim Report due to the need to rebuild our fiscal systems after it became necessary to sever our management contract with CCCI.
- SUSD let us know that our P1 & P2 Reports were turned in on time for the first time since the school opened. Putting the right staff in place, cleaning up the fiscal systems, and streamlining processes have made this possible.
- The TEI payroll will be moved from MIP to Paycom. Employees will be paid every 2 weeks. The pay period will only cover those days actually worked and not prepay days as was the previous practice.
 - 2016-2017 ADA for April was 94% at Main Street Campus
 - 2017-2018 ADA for April was 94% at Main Street Campus
 - 2017-2018 ADA for April was 91% for Bianchi Campus
 - 2017-2018 ADA for April for TCA was 98%
 - Enrollment as of April 6, 2018:
 - TCS Main: 614
 - TCS Bianchi: 181
 - TCA: 151
 - TEAM CS 2017-2018 86% Free/Reduced category
 - TCA 2017-2018 81% Free/Reduced category

Meeting Adjourned at 7:10PM