



The Academy of Alameda Charter School Board

Board Meeting

Date and Time

Wednesday December 18, 2024 at 6:30 PM PST

Location

The Academy of Alameda
401 Pacific Ave
Alameda, CA 94501
Room 203

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:30 PM
A. Call the Meeting to Order	Discuss	William Schaff	1 m
B. Record Attendance		Damaris Espinosa	2 m
II. Open Session			6:33 PM
A. Public Comment	FYI	William Schaff	5 m
Public comment on any item not listed on the agenda. Allotted time for comments is two (2) minutes per speaker.			
III. Consent Agenda			6:38 PM

	Purpose	Presenter	Time
A. Approve Draft Meeting Minutes	Approve Minutes	William Schaff	2 m
Approve minutes for Board Meeting on November 21, 2024			
B. Check Registers	FYI	William Schaff	1 m
C. Credit Card Statements	FYI	William Schaff	1 m
D. Vote on Consent Agenda	Vote	William Schaff	1 m
E. Special Board Meeting Minutes	Approve Minutes	William Schaff	2 m
Approve minutes for Special Board Meeting on December 9, 2024			

IV. Board Communication 6:45 PM

A. Special Education Presentation	Discuss	Christine Chilcott	30 m
A presentation on AoA's Special Education Program from AoA's SPED Manager, Tyler Levine-Hall. The presentation will include a demographic breakdown, look at current services and upcoming needs.			
B. Vote on Student Support Stipend	Vote	William Schaff	10 m
Vote on a \$500/semester Student Support stipend. Definition: Additional student support outside of job description as deemed necessary and outside job description by supervisor (i.e. diaper/toilet duty, etc)			
Draft Motion: The Academy of Alameda Board of Directors votes to approve the new Student Support Stipend as presented.			
C. Vote on New Salary Scales	Vote	William Schaff	10 m
The board will vote on the updated salary scales for multiple staff roles including: certificated teachers, certificated teachers with master's degree, office assistant, office manager, classified instructional support staff 1, classified instructional support staff 2, and classified instructional support staff 3.			
Draft Motion: The Academy of Alameda Board of Directors votes to approve the new Staff Salary Scales as presented.			
D. Board Committee Reports	Discuss	William Schaff	15 m
Reports from the following committees:			

- Finance Committee
- Student Success Committee
- Governance Committee

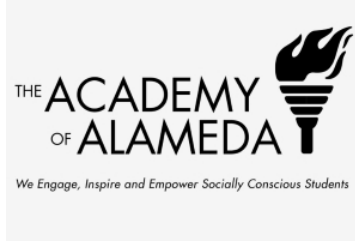
	Purpose	Presenter	Time
V. Closing Items			7:50 PM
A. Individual Board Member Reports	Discuss	William Schaff	5 m
B. Executive Director Report	FYI	Christine Chilcott	5 m
C. Upcoming Board Meetings	Discuss	William Schaff	2 m
January 23:			
<p>The recommendation is to move the January 23 meeting to occur on February 8 directly before the Board Retreat begins.</p>			
D. Adjourn Meeting		William Schaff	

Coversheet

Approve Draft Meeting Minutes

Section: III. Consent Agenda
Item: A. Approve Draft Meeting Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Board Meeting on November 21, 2024

APPROVED



The Academy of Alameda Charter School Board

Minutes

Board Meeting

Date and Time

Thursday November 21, 2024 at 6:30 PM

Location

The Academy of Alameda
401 Pacific Ave
Alameda, CA 94501
Room 203

Directors Present

C. Robie, D. Forbes, J. Laird, K. McCoy, M. Payne, R. Rentschler, W. Schaff

Directors Absent

A. Price

Guests Present

C. Chilcott, D. Espinosa, J. Yang (remote), N. Stewart (remote)

I. Opening Items

A. Call the Meeting to Order

W. Schaff called a meeting of the board of directors of The Academy of Alameda Charter School Board to order on Thursday Nov 21, 2024 at 6:30 PM.

B. Record Attendance

II. Consent Agenda

A. Approve Draft Meeting Minutes

K. McCoy made a motion to approve the minutes from Board Meeting on 10-23-24.

C. Robie seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

K. McCoy	Aye
M. Payne	Aye
C. Robie	Aye
A. Price	Absent
W. Schaff	Aye
J. Laird	Aye
R. Rentschler	Aye
D. Forbes	Aye

B. Check Registers

C. Credit Card Statements

D. AoA Board's Definition of Student Success

E. Vote on Consent Agenda

III. Board Communication

A. Financial Updates

Naomi from EdTec provided update on AoA's financial status. She advised there was savings in Janitorial services. NYP was \$940k, no changes in staffing.

B. Strategic Plan Update and Charter Renewal Findings

C. Chilcott provided the strategic plan updates and advised audit not received with enough time to approve on this board meeting, will have special board meeting on 12/9 and due to AUSD on 12/10. W. Schaff asked why is credentialing an issue. C. Chilcott advised newer teachers take longer to adjust and fully complete credentials; charters are phasing that out. D. Forbes asked if teachers that are not fully credentialed know that they are being phased out. C. Robie asked the attorney's point of view. C. Chilcott advised lawyers said nothing regarding it. D. Forbes asked if for year 3 slide, will we ensure all staff will receive required trainings. C. Chilcott advised will be holding all of the notices and record keeping to follow up in one place.

C. Board Committee Reports

Finance committee- no actions taken.

Student Success Committee- school profile; advised proposing the idea of having one student attend meeting to get different perspectives on issues, the board liked the idea.

Governance Committee- meeting on 12/9 and reviewing some policies.

IV. Closing Items

A. Individual Board Member Reports

B. Executive Director Report

C. Upcoming Board Meetings

D. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:35 PM.

Respectfully Submitted,
W. Schaff

Coversheet

Check Registers

Section: III. Consent Agenda
Item: B. Check Registers
Purpose: FYI
Submitted by:
Related Material: AoA November 2024 Combined Board Check Register.pdf



Combined Board Check Register							
School:		AoA					
Month:		November 2024					
						Total Paid By Check:	\$ 474,585.67
						Total Paid By Credit Card:	\$ 7,272.90
Payment Type	Check #/CC Account	Vendor	Transaction Date	Description	Void	Amount	
Check	14266	Amazon Capital Services	11/7/2024	Bill #17HF-XRRL-PCCV--Supplies Bill #166K-X3LD-44YM--Supplies Bill #1CLR-9GX3-GKCH--Supplies Bill #1MP7-HNWG-1PGV--Supplies Bill #1GG1-Y9WY-6XNK--Supplies Bill #1C9P-76N3-3DKJ--Supplies Bill #1LNL-FKCD-QX9W--Supplies Bill #1XJ3-1PPF-44DX--Supplies Bill #1JXR-17P3-GH17--Supplies Bill #1QKJ-6HMM-9HJM--Supplies Bill #13GX-HG7W-PH6V--Supplies Bill #1FD4-H11V-HXXQ--Supplies Bill #16MN-WR3H-Y6G7--Supplies Bill #1HW7-6V1H-FLFC--Supplies		\$ 2,133.73	
Check	14266	Amazon Capital Services	11/7/2024	Bill #1DF1-TVFM-496Q--Supplies Bill #17M7-1FCX-GRRP--Supplies Bill #1RX6-36KT-N76K--Supplies Bill #1916-CGYD-3CQR--Supplies Bill #1137-H733-CKKM--Supplies Bill #1YW6-VW79-QXT1--Supplies Bill #1G6V-VRRP-39XQ--Supplies Bill #1XRG-XW73-361V--Supplies Bill #1DX6-JPJY-XDMW--Supplies Bill #1RY1-MH9K-J3PH--Supplies Bill #1YXH-G3GD-3CC4--Supplies Bill #1XTT-FHJ3-7VMC--Supplies		Cont'd	

Note: Multiple expenses or "Itemized/Invoice Amounts" may be paid by one check. The total "Check Amount" will appear for each "Itemized/Invoice Amount" paid by the check.

Payment Type	Check #/CC Account	Vendor	Transaction Date	Description	Void	Amount
Check	14266	Amazon Capital Services	11/7/2024	Bill #1LDK-V74K-V3GF--Supplies Bill #1KV3-G3KD-LHJ7--Supplies Bill #1NLF-D1W9-JX4F--Supplies Bill #1CY7-HFT3-9JW6--Supplies Bill #1VWM-9MRR-3Q3N--Supplies Bill #19LC-CTLN-6QXL--Supplies Bill #1HXM-19RW-KJ3X--Supplies Bill #19N9-N4XK-DQCR--Supplies Bill #1GVM-YPMC-XLNL--Supplies Bill #1DGV-XFXR-WG33--Supplies Bill #14TX-3PXQ-G66X--Supplies Bill #1CK4-VCYH-777J--Supplies		Cont'd
Check	14267	Wildcare	11/7/2024	Bill #V7910--Redwood Giants		\$ 221.40
Check	14268	Teachers on Reserve	11/7/2024	Bill #97869--Substitute Svc: 09/23 - 09/27/24 Bill #98031--Substitute Svc: 10/14 - 10/18/24		\$ 1,604.87
Check	14269	Gachina Landscape Management	11/7/2024	Bill #E 222626--Maintenance Contract: October 2024		\$ 901.00
Check	14270	PeerTeach, Inc.	11/7/2024	Bill #E17KQ-KJ3X-NJLH-PA3V0--PeerTeach License		\$ 2,520.00
Check	14271	Teachers on Reserve	11/7/2024	Bill #98065--Substitute Svc: 10/14 - 10/18/24 Bill #97905--Substitute Svc: 09/23 - 09/27/24		\$ 3,680.30
Check	14272	The Education Team	11/7/2024	Bill #752509--BA Only: 10/15 - 10/18/24 Bill #744677--30-Day Permit & BA Only: 09/16 - 09/20/24 Bill #748844--30-Day Permit BA Only & AST: 10/07 - 10/11/24		\$ 4,766.78
Check	14273	RCM Technologies	11/7/2024	Bill #17534--Behavior Tech : 10/13 - 10/19/24 Bill #18244--Behavior Tech : 10/20 - 10/26/24 Bill #15094--Behavior Tech : 09/22 - 09/28/24		\$ 8,601.75
Check	14274	Alameda County Industries	11/7/2024	Bill #0003383927--7 YD GARBAGE & 5 YD COMMINGLED RECYCLING - WEEKLY		\$ 3,939.44
Check	14275	Newsela Inc.	11/7/2024	Bill #INV41987--All Access PD Pass - School License & Newsela ELA: 10/01/24 - 09/30/25		\$ 4,475.00
Check	14276	Larson Communications	11/7/2024	Bill #3555--Public Relations Retainer :November 2024 Bill #3492--Public Relations Retainer :October 2024		\$ 13,000.00
Check	14277	Young, Minney & Corr, LLP	11/7/2024	Bill #12773--Legal Svcs' thru : 09/06 - 09/30/24		\$ 7,683.00
Check	14278	Sergio's Janitorial & Yard Services	11/7/2024	Bill #124--Daily Cleaning - September 2024		\$ 11,200.00
Check	14279	Sharon Perkins	11/7/2024	Bill #103124--Reimb: Live Scan Reimbursement		\$ 45.00
Check	14280	Ivet Castro Sanchez	11/7/2024	Bill #103124--Reimb: Live scan Reimbursement		\$ 45.00
Check	14281	Joana Dzib Torres	11/7/2024	Bill #103124--Reimb: 12 pack of headphones and stickers & Games		\$ 62.85
Check	14282	JW Pepper & Son, Inc.	11/7/2024	Bill #366869728--Music Supplies		\$ 102.99

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Payment Type	Check #/CC Account	Vendor	Transaction Date	Description	Void	Amount
Check	14283	AMS.NET	11/7/2024	Bill #0084557--Verkada Cameras - Labor Bill #0084262--Verkada Cameras - Labor Bill #0084560--Camera - Cabling - Labor Bill #0083815--Camera - Cabling		\$ 3,250.34
Check	14284	MRC Smart Technology Solutions	11/7/2024	Bill #IN4447845--Contract Overage Charge: 07/15 - 10/02/24 & Freight Charge 360 App Fee		\$ 308.97
Check	14285	Blaisdell's Business Products	11/7/2024	Bill #1919552-0--Office Supplies		\$ 597.92
Check	14286	Chabre Learning	11/7/2024	Bill #OC.5--Services: 10/16 - 10/31/24		\$ 800.00
Check	14287	Brady Industries	11/7/2024	Bill #9394943--Janitorial Supplies Bill #9374416--Janitorial Supplies		\$ 3,358.46
Check	14288	Sonoma County Office of Education	11/7/2024	Bill #IN25-00134--Goalbook License		\$ 3,330.00
Check	14289	Bird and Bee Education	11/7/2024	Bill #2417--8th Grade Sexual Health Education		\$ 4,100.00
Check	14290	Alameda Unified School District	11/7/2024	Bill #INV25-00090--Facilities Use Charge Qtr 01 & Utilities cost and Use-QTR 01 24.25		\$ 80,589.25
Check	14291	Amazon Capital Services	11/18/2024	Bill #117L-RWJJ-CFTW--Supplies Bill #1V3N-R6QR-XL7V--Supplies Bill #1FD4-XVN1-GM9C--Supplies Bill #1R4V-X4L4-1MYL--Supplies Bill #1WQ9-RYFP-FY11--Supplies Bill #1GWP-NRLM-GF64--Supplies Bill #1GTY-D4FF-9TGH--Supplies Bill #1316-P3K3-1X3F--Supplies Bill #1C7X-VNNX-VDJ3--Supplies Bill #1WW3-7WL4-FXQV--Supplies Bill #13Q4-FM64-VP3G--Supplies Bill #1H3D-QP3M-GGQV--Supplies Bill #1V3L-N6C1-H3PG--Supplies Bill #1GCM-N3V9-1DTG--Supplies Bill #1TX3-VVLW-DFF7--Supplies Bill #1J3W-FJLL-4YC7--Supplies Bill #1RQC-M6WJ-GG6M--Supplies		\$ 2,166.44
Check	14292	WEX Health, Inc.	11/18/2024	Bill #0002047045-IN--Commuter & FSA - October 2024		\$ 142.30
Check	14293	Emily Marsh	11/18/2024	Bill #1--Contracted Services: 09/26 - 10/31/24		\$ 800.00
Check	14294	The Phatty B. Gallery, LLC	11/18/2024	Bill #20241029 AOA--Artwork Color Specs		\$ 818.48
Check	14295	Teachers on Reserve	11/18/2024	Bill #98186--Substitute Svc: 10/28 - 11/01/24		\$ 857.64
Check	14296	Gachina Landscape Management	11/18/2024	Bill #E 223849--Maintenance Contract: November 2024		\$ 901.00
Check	14297	Jennifer Watt	11/18/2024	Bill #021--DIS Services for MaEn & Compensatory Services: 10/03 - 10/31/24		\$ 1,312.50
Check	14298	Sergio's Janitorial & Yard Services	11/18/2024	Bill #126--Daily Cleaning Bill #125--Daily Cleaning - October 2024		\$ 12,600.00
Check	14299	The Education Team	11/18/2024	Bill #754500--BA Only & BA CBEST: 10/22 - 10/25/24		\$ 1,783.65

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Payment Type	Check #/CC Account	Vendor	Transaction Date	Description	Void	Amount
Check	14300	Teachers on Reserve	11/18/2024	Bill #98149--Substitute Svc: 10/28 - 11/01/24 Bill #98090--Substitute Svc: 10/21 - 10/25/24		\$ 7,524.98
Check	14301	RCM Technologies	11/18/2024	Bill #19044--Behavior Tech & Occupational Therapist : 10/27 - 11/02/24		\$ 3,871.75
Check	14302	Young, Minney & Corr, LLP	11/18/2024	Bill #13316--Legal Svcs' thru : 10/01 - 10/30/24		\$ 7,755.45
Check	14303	Amazon Capital Services	11/21/2024	Bill #19XY-311L-1PXT--Supplies Bill #1JJC-RDRR-1QJN--Supplies Bill #1Y97-YHCM-4L1D--Supplies Bill #1743-NCLY-3VQN--Supplies Bill #1X73-VL9D-3TDD--Supplies		\$ 544.97
Check	14304	The Education Team	11/21/2024	Bill #756536--BA Only & BA CBEST: 10/28 - 11/01/24		\$ 783.78
Check	14305	Teachers on Reserve	11/21/2024	Bill #98201--Substitute Svc: 11/04 - 11/08/24		\$ 1,047.63
Check	14306	RCM Technologies	11/21/2024	Bill #20066--Behavior Tech : 11/03 - 11/09/24		\$ 1,496.25
Check	14307	Department of Justice	11/21/2024	Bill #775821--Finger Print Apps & FBI: October '24		\$ 1,685.00
Check	14308	Office Team	11/21/2024	Bill #64309791--Substitute Svc w/e 11/08/24		\$ 1,920.00
Check	14309	Teachers on Reserve	11/21/2024	Bill #98240--Substitute Svc: 11/04 - 11/08/24		\$ 3,193.25
Check	14310	Christy White, Inc	11/21/2024	Bill #22156--2023-24 Charter School Audit; 2nd Progress Invoice 25% of Contract		\$ 3,865.50
Check	14311	AMS.NET	11/21/2024	Bill #0084260--Camera - Cabling		\$ 5,696.00
Check	14312	Alameda Unified School District	11/21/2024	Bill #INV25-00079--Facilities Technology Charges		\$ 105,022.85
Check	14313	WEX Health, Inc.	11/25/2024	Bill #December 2024--Flex Benefits - Aggregate Balance		\$ 1,750.00
Check	ACH5018	EdTec Inc.	11/7/2024	Bill #203471--EdTec Monthly Back Office Service - November 2024		\$ 16,666.67
Check	ACH5019	EdTec Inc.	11/21/2024	Bill #205684--LCAP & Manual Payroll Check		\$ 260.00
Check	DB110424	IHIRE LLC	11/4/2024	DB110424 - IHIRE LLC		\$ 299.00
Check	DB110424-1	EME Enterprise Inc.	11/4/2024	DB110424-1 - EME Enterprise Inc.		\$ 36.99
Check	DB110424-2	Square, Inc.	11/4/2024	DB110424-2 - Square, Inc.		\$ 35.00
Check	DB110524	Google Ads	11/5/2024	DB110524 - Google Ads		\$ 189.03
Check	DB110624	Teachers Pay Teachers	11/6/2024	DB110624 - Teachers Pay Teachers		\$ 3.99
Check	DB110824	Adobe Inc.	11/8/2024	DB110824 - Adobe Inc.		\$ 19.99
Check	DB111224	Office Team	11/12/2024	DB111224 - Robert Half International Inc. dba Office Team (C Corp)		\$ 16,089.95
Check	DB111224-1	Alameda County Industries	11/12/2024	DB111224-1 - Alameda County Industries		\$ 7,878.88
Check	DB111224-2	Castaway Creative	11/12/2024	DB111224-2 - Castaway Creative		\$ 2,700.00
Check	DB111224-3	Xerox Financial Services	11/12/2024	DB111224-3 - Xerox Financial Services (Contract #010-0082705-003)		\$ 708.34
Check	DB111224-4	Blaisdell's Business Products	11/12/2024	DB111224-4 - Blaisdell's Business Products		\$ 597.92
Check	DB111324	Equitable Financial Life Insurance Company of America	11/13/2024	DB111324 - Equitable Financial Life Insurance Company of America		\$ 8,768.39
Check	DB111324-1	Reputation Simple	11/13/2024	DB111324-1 - Reputation Simple		\$ 1,663.20
Check	DB111424	CharterSafe	11/14/2024	DB111424 - CharterSafe		\$ 15,556.00
Check	DB111524	Sarah Braun	11/15/2024	DB111524 - Braun, Sarah		\$ 950.00
Check	DB111524-1	Sarah Braun	11/15/2024	DB111524-1 - Braun, Sarah		\$ 950.00

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Payment Type	Check #/CC Account	Vendor	Transaction Date	Description	Void	Amount
Check	DB111524-2	Sarah Braun	11/15/2024	DB111524-2 - Braun, Sarah		\$ 950.00
Check	DB111524-3	Instacart	11/15/2024	DB111524-3 - Instacart		\$ 305.71
Check	DB111524-4	Zoom	11/15/2024	DB111524-4 - Zoom		\$ 288.10
Check	DB111824	Sarah Braun	11/18/2024	DB111824 - Braun, Sarah		\$ 950.00
Check	DB111824-1	Sarah Braun	11/18/2024	DB111824-1 - Braun, Sarah		\$ 950.00
Check	DB111824-2	Sarah Braun	11/18/2024	DB111824-2 - Braun, Sarah		\$ 950.00
Check	DB111824-3	E-Filing	11/18/2024	DB111824-3 - E-Filing		\$ 222.36
Check	DB112024	U.S. Bank Equipment Finance	11/20/2024	DB112024 - U.S. Bank Equipment Finance (Acct #1375852)		\$ 367.34
Check	DB112124	California Choice	11/21/2024	DB112124 - California Choice		\$ 60,098.44
Check	DB112524	Bank of Marin Visa Card	11/25/2024	DB112524 - Bank of Marin Visa Card 5830		\$ 7,272.90
Credit Card	9515-5830	AC Transit	11/1/2024	10/30 - AC Transit		\$ 275.00
Credit Card	9515-5830	TEACHERTEST	11/1/2024	10/07 - TEACHERTEST		\$ 232.00
Credit Card	9515-5830	SF BAY FERRY	11/1/2024	11/01 - SF BAY FERRY		\$ 228.00
Credit Card	9515-5830	Sq* Levys Bagels	11/1/2024	11/01 - Sq* Levys Bagels		\$ 123.75
Credit Card	9515-5830	Costco Whse #0118	11/1/2024	11/01 - Costco Whse #0118		\$ 40.98
Credit Card	9515-5830	Newsela Inc.	11/1/2024	10/30 - Newsela		\$ 4,475.00
Credit Card	9515-5830	CO Alameda Env Health	11/1/2024	10/30 - CO Alameda Env Health		\$ 25.00
Credit Card	9515-5830	Lucky	11/1/2024	10/25 - Lucky		\$ 18.37
Credit Card	9515-5830	Feel Good Bakery	11/1/2024	10/24 - Feel Good Bakery		\$ 43.70
Credit Card	9515-5830	Greens & Grains	11/1/2024	10/24 - Greens & Grains		\$ 257.37
Credit Card	9515-5830	Aunt flow	11/1/2024	10/22 - Aunt flow		\$ 309.00
Credit Card	9515-5830	Facebook	11/1/2024	10/18 - Facebook		\$ 381.87
Credit Card	9515-5830	Facebook	11/1/2024	10/18 - Facebook		\$ 11.92
Credit Card	9515-5830	SF BAY FERRY	11/1/2024	10/17 - SF BAY FERRY		\$ 456.00
Credit Card	9515-5830	Mountain Mike's Pizza	11/1/2024	10/28 - Mountain Mike's Pizza		\$ 249.94
Credit Card	9515-5830	TEACHERTEST	11/1/2024	10/22 - TEACHERTEST		\$ 145.00

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Coversheet

Credit Card Statements

Section: III. Consent Agenda
Item: C. Credit Card Statements
Purpose: FYI
Submitted by:
Related Material: AoA December 2, 2024 Combined CC Statement.pdf



December 2024 Statement

Open Date: 11/02/2024 Closing Date: 12/02/2024

Account: 4798 5100 5505 5830



Visa® Community Card

Elan Financial Services



1-866-552-8855

BUS 30 ELN

1

ACADEMY OF ALAMEDA (CPN 001559617)

New Balance	\$7,261.88
Minimum Payment Due	\$73.00
Payment Due Date	12/28/2024

Activity Summary		
Previous Balance	+	\$7,272.90
Payments	-	\$7,272.90 ^{CR}
Other Credits		\$0.00
Purchases	+	\$7,261.88
Balance Transfers		\$0.00
Advances		\$0.00
Other Debits		\$0.00
Fees Charged		\$0.00
Interest Charged		\$0.00
New Balance	=	\$7,261.88
Past Due		\$0.00
Minimum Payment Due		\$73.00
Credit Line		\$50,000.00
Available Credit		\$42,738.12
Days in Billing Period		31

Payment Options:



Mail payment coupon with a check



Pay online at myaccountaccess.com



Pay by phone 1-866-552-8855

No payment is required.

CPN 001559617

0047985100550558300000073000007261884



Automatic Payment

24-Hour Elan Financial Services: 1-866-552-8855

- . to pay by phone
- . to change your address

Account Number:	4798 5100 5505 5830
Your new full balance of \$7,261.88 will be automatically deducted from your account on 12/23/24.	

000012372 01 SP 000638857396206 E

ACADEMY OF ALAMEDA
ACCOUNTS PAYABLE
401 PACIFIC AVE
ALAMEDA CA 94501-1837



What To Do If You Think You Find A Mistake On Your Statement

If you think there is an error on your statement, please call us at the telephone number on the front of this statement, or write to us at: Elan Financial Services, P.O. Box 6335, Fargo, ND 58125-6335.

In your letter or call, give us the following information:

- ▶ Account information: Your name and account number.
 - ▶ Dollar amount: The dollar amount of the suspected error.
 - ▶ Description of Problem: If you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake.
- You must contact us within 60 days after the error appeared on your statement. While we investigate whether or not there has been an error, the following are true:
- ▶ We cannot try to collect the amount in question, or report you as delinquent on that amount.
 - ▶ The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
 - ▶ While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
 - ▶ We can apply any unpaid amount against your credit limit.

Your Rights If You Are Dissatisfied With Your Credit Card Purchases

If you are dissatisfied with the goods or services that you have purchased with your credit card, and you have tried in good faith to correct the problem with the merchant, you may have the right not to pay the remaining amount due on the purchase.

To use this right, all of the following must be true:

1. The purchase must have been made in your home state or within 100 miles of your current mailing address, and the purchase price must have been more than \$50. (Note: Neither of these are necessary if your purchase was based on an advertisement we mailed to you, or if we own the company that sold you the goods or services.)
2. You must have used your credit card for the purchase. Purchases made with cash advances from an ATM or with a check that accesses your credit card account do not qualify.
3. You must not yet have fully paid for the purchase.

If all of the criteria above are met and you are still dissatisfied with the purchase, contact us in writing at: Elan Financial Services, P.O. Box 6335, Fargo, ND 58125-6335. While we investigate, the same rules apply to the disputed amount as discussed above. After we finish our investigation, we will tell you our decision. At that point, if we think you owe an amount and you do not pay we may report you as delinquent.

Important Information Regarding Your Account

1. **INTEREST CHARGE:** Method of Computing Balance Subject to Interest Rate: We calculate the periodic rate or interest portion of the **INTEREST CHARGE** by multiplying the applicable Daily Periodic Rate ("**DPR**") by the Average Daily Balance ("**ADB**") (including new transactions) of the Purchase, Advance and Balance Transfer categories subject to interest, and then adding together the resulting interest from each category. We determine the **ADB** separately for the Purchases, Advances and Balance Transfer categories. To get the **ADB** in each category, we add together the daily balances in those categories for the billing cycle and divide the result by the number of days in the billing cycle. We determine the daily balances each day by taking the beginning balance of those Account categories (including any billed but unpaid interest, fees, credit insurance and other charges), adding any new interest, fees, and charges, and subtracting any payments or credits applied against your Account balances that day. We add a Purchase, Advance or Balance Transfer to the appropriate balances for those categories on the later of the transaction date or the first day of the statement period. Billed but unpaid interest on Purchases, Advances and Balance Transfers is added to the appropriate balances for those categories each month on the statement date. Billed but unpaid Advance Transaction Fees are added to the Advance balance of your Account on the date they are charged to your Account. Any billed but unpaid fees on Purchases, credit insurance charges, and other charges are added to the Purchase balance of the Account on the date they are charged to the Account. Billed but unpaid fees on Balance Transfers are added to the Balance Transfer balance of the Account on the date they are charged to the Account. In other words, billed and unpaid interest, fees, and charges will be included in the **ADB** of your Account that accrues interest and will reduce the amount of credit available to you. To the extent credit insurance charges, overlimit fees, Annual Fees, and/or Travel Membership Fees may be applied to your Account, such charges and/or fees are not included in the **ADB** calculation for Purchases until the first day of the billing cycle following the date the credit insurance charges, overlimit fees, Annual Fees and/or Travel Membership Fees (as applicable) are charged to the Account. Prior statement balances subject to an interest-free period that have been paid on or before the payment due date in the current billing cycle are not included in the **ADB** calculation.
2. **Payment Information:** We will accept payment via check, money order, the internet (including mobile and online) or phone or previously established automatic payment transaction. You must pay us in U.S. Dollars. If you make a payment from a foreign financial institution, you will be charged and agree to pay any collection fees added in connection with that transaction. The date you mail a payment is different than the date we receive the payment. The payment date is the day we receive your check or money order at Elan Financial Services, P.O. Box 790408, St. Louis, MO 63179-0408 or the day we receive your internet or phone payment. All payments by check or money order accompanied by a payment coupon and received at this payment address will be credited to your Account on the day of receipt if received by 5:00 p.m. CT on any banking day. Payments sent without the payment coupon or to an incorrect address will be processed and credited to your Account within 5 banking days of receipt. Payments sent without a payment coupon or to an incorrect address may result in a delayed credit to your Account, additional **INTEREST CHARGES**, fees, and/or Account suspension. The deadline for on-time internet and phone payments varies, but generally must be made before 5:00 p.m. CT to 8 p.m. CT depending on what day and how the payment is made. Please contact Elan Financial Services for internet, phone, and mobile crediting times specific to your Account and your payment option. Banking days are all calendar days except Saturday, Sunday and federal holidays. Payments due on a Saturday, Sunday or federal holiday and received on those days will be credited on the day of receipt. There is no prepayment penalty if you pay your balance at any time prior to your payment due date.
3. **Credit Reporting:** We may report information on your Account to Credit Bureaus. Late payments, missed payments or other defaults on your Account may be reflected in your credit report.



December 2024 Statement 11/02/2024 - 12/02/2024
 ACADEMY OF ALAMEDA (CPN 001559617)

Page 2 of 3

Elan Financial Services 1-866-552-8855



Important Messages

Paying Interest: You have a 24 to 30 day interest-free period for Purchases provided you have paid your previous balance in full by the Payment Due Date shown on your monthly Account statement. In order to avoid additional INTEREST CHARGES on Purchases, you must pay your new balance in full by the Payment Due Date shown on the front of your monthly Account statement.

There is no interest-free period for transactions that post to the Account as Advances or Balance Transfers except as provided in any Offer Materials. Those transactions are subject to interest from the date they post to the Account until the date they are paid in full.

Your payment of \$7261.88 will be automatically deducted from your bank account on 12/23/2024. Please refer to your AutoPay Terms and Conditions for further information regarding this account feature.

Transactions CHILCOTT,CHRISTINE **Credit Limit** \$50000

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
11/04	11/01	5082	GOOGLE *SVCSaoaschools g.co/HelpPay# CA	\$56.59	_____
11/04	10/31	0101	MOUNTAIN MIKES PIZZA A 510-7499499 CA	\$157.65	_____
11/04	10/31	2803	JAMBA 1611 OLO 510-814-3970 CA	\$113.62	_____
11/04	11/02	3624	FAMILYLAUNDRY WWW.FAMILYLAU CA	\$73.95	_____
11/06	11/05	7383	GGT SAN RAFAEL BUS 415-455-2000 CA	\$610.00	_____
11/14	11/13	8740	AED SUPERSTORE 800-544-0048 WI	\$788.76	_____
11/15	11/14	8852	DIABLO PAPER SHREDD... WWW.DIABLOSHR CA	\$178.20	_____
11/15	11/13	0062	WHITECASTLE TOURS 877-8144102 CA	\$2,906.69	_____
11/18	11/17	8033	FACEBK *9N7XRFGFJ2 650-5434800 CA	\$9.56	_____
11/18	11/17	2098	FACEBK *ZKRYDGCGJ2 650-5434800 CA	\$358.05	_____
11/22	11/22	4311	EZCATER*LIMON ROTISSER 8004881803 MA	\$352.15	_____
11/25	11/22	4259	WINGSTOP 352 ALAMEDA CA	\$175.06	_____
11/25	11/21	8966	CPM EDUCATIONAL PROGRA 209-7452055 CA	\$321.93	_____
12/02	11/30	0113	AMAZON MARK* Z350W1HU1 HTTPSAMAZON.C WA	\$25.41	_____
12/02	12/01	3974	GOOGLE *SVCSaoaschools g.co/HelpPay# CA	\$56.59	_____
Total for Account 4798 5101 5421 5764				\$6,184.21	

Transactions MCGEORGE,AMY **Credit Limit** \$25000

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
11/08	11/07	1028	HEGGERTY.ORG HEGGERTY.ORG IL	\$108.57	_____
11/12	11/08	9608	MOUNTAIN MIKES PIZZA A 510-7499499 CA	\$114.19	_____
11/13	11/12	3542	WALGREENS #4050 ALAMEDA CA	\$5.35	_____
11/15	11/14	5045	EB *BALANCING ON THE H 801-413-7200 CA	\$190.00	_____
11/18	11/15	6384	SAFEWAY #3281 ALAMEDA CA	\$44.21	_____
11/20	11/19	4108	MARKUS SUPPLY ACE OAKLAND CA	\$141.08	_____
11/22	11/20	7836	MOUNTAIN MIKES PIZZA A ALAMEDA CA	\$474.27	_____
Total for Account 4798 5108 5975 0347				\$1,077.67	

Continued on Next Page



December 2024 Statement 11/02/2024 - 12/02/2024
 ACADEMY OF ALAMEDA (CPN 001559617)

Page 3 of 3

Elan Financial Services ☎ 1-866-552-8855

Transactions BILLING ACCOUNT ACTIVITY

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Payments and Other Credits					
11/25	11/25	MTC	PAYMENT THANK YOU	\$7,272.90	CR
Total for Account 4798 5100 5505 5830				\$7,272.90	CR

2024 Totals Year-to-Date	
Total Fees Charged in 2024	\$70.00
Total Interest Charged in 2024	\$0.00

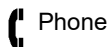
Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

**APR for current and future transactions.

Balance Type	Balance By Type	Balance Subject to Interest Rate	Variable	Interest Charge	Annual Percentage Rate	Expires with Statement
**BALANCE TRANSFER	\$0.00	\$0.00	YES	\$0.00	18.49%	
**PURCHASES	\$7,261.88	\$0.00	YES	\$0.00	18.49%	
**ADVANCES	\$0.00	\$0.00	YES	\$0.00	28.49%	

Contact Us



Phone
 Voice: 1-866-552-8855
 TDD: 1-888-352-6455
 Fax: 1-866-807-9053



Questions
 Elan Financial Services
 P.O. Box 6353
 Fargo, ND 58125-6353



Mail payment coupon with a check
 Elan Financial Services
 P.O. Box 790408
 St. Louis, MO 63179-0408



Online
myaccountaccess.com

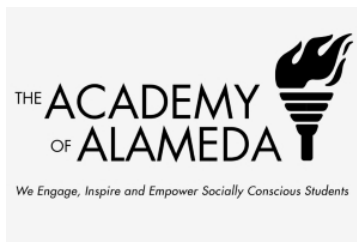
End of Statement

Coversheet

Special Board Meeting Minutes

Section: III. Consent Agenda
Item: E. Special Board Meeting Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Special Board Meeting on December 9, 2024

APPROVED



The Academy of Alameda Charter School Board

Minutes

Special Board Meeting

Vote on Audit

Date and Time

Monday December 9, 2024 at 5:15 PM

Location

The Academy of Alameda
401 Pacific Ave
Alameda, CA 94501
Room 203

Special Meeting: Vote on Unaudited Actuals and First Interim Report

Directors Present

A. Price, D. Forbes, K. McCoy, R. Rentschler, W. Schaff

Directors Absent

C. Robie, J. Laird, M. Payne

Guests Present

C. Chilcott, D. Espinosa, J. Yang (remote), N. Stewart (remote)

I. Opening Items

A. Call the Meeting to Order

W. Schaff called a meeting to order on Monday Dec 9, 2024 at 5:23 PM.

B. Record Attendance

C. Public Comment on Non-Agenda Item

II. Voting Item

A. Audit and First Interim Report

D. Forbes made a motion to approve the First Interim Report as presented.

K. McCoy seconded the motion.

The team **VOTED** unanimously to approve the motion.

Roll Call

- W. Schaff Aye
- D. Forbes Aye
- M. Payne Absent
- K. McCoy Aye
- R. Rentschler Aye
- J. Laird Absent
- A. Price Aye
- C. Robie Absent

A. Price made a motion to approve the audit as presented.

R. Rentschler seconded the motion.

The team **VOTED** unanimously to approve the motion.

Roll Call

- W. Schaff Aye
- M. Payne Absent
- D. Forbes Aye
- K. McCoy Aye
- J. Laird Absent
- A. Price Aye
- R. Rentschler Aye
- C. Robie Absent

III. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:38 PM.

Respectfully Submitted,
W. Schaff

Coversheet

Special Education Presentation

Section: IV. Board Communication
Item: A. Special Education Presentation
Purpose: Discuss
Submitted by:
Related Material: _SPED Board Presentation 12.18.24.pdf



AoA SPED Board Presentation

Dec 18, 2024



Agenda

- IEP student breakdown from May of 2024 until now
- Eligibility update from May of 2024 until now
- Range of student needs
- Incoming students for 2024/2025
- 2024/2025 Assessment breakdown
- Staffing update
- Successes for the program
- Next Steps

How Many AOA Students Have IEPs (Individualized Education Program)?

	AOA Elementary School	AOA Middle School	Alameda Unified
% in Special Education 5/23/24	14.6 % (45 students, one pending)	15.5% (47 students, 3 pending)	14.9% Maya Lin
% in Special Education 12/18/24	17.3% (54 students, 3 pending)	15.7 % (48 students, 2 pending)	15.4% Maya Lin

Acronyms to Know

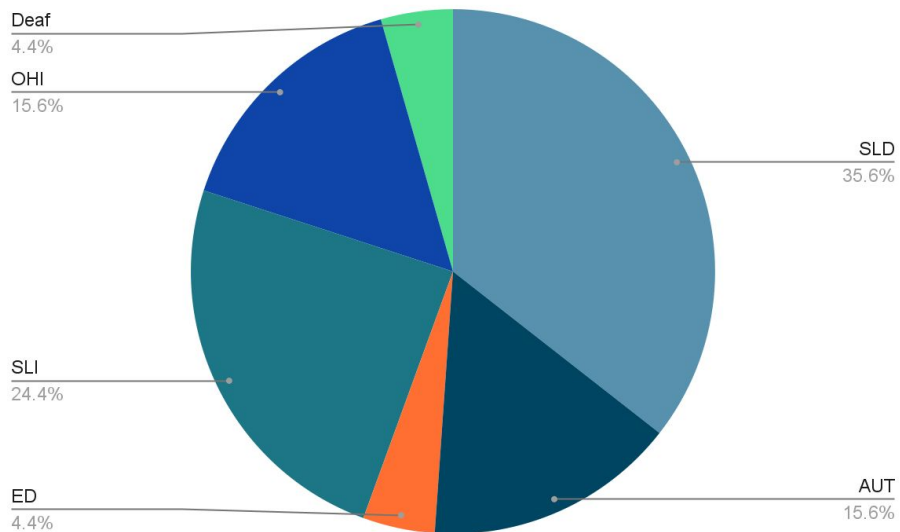


- Emotional Disturbance (ED)**
- Specific Language Impairment (SLI)**
- Other Health Impairment (OHI)**
- Specific Learning Disability (SLD)**
- Autism (AUT)**

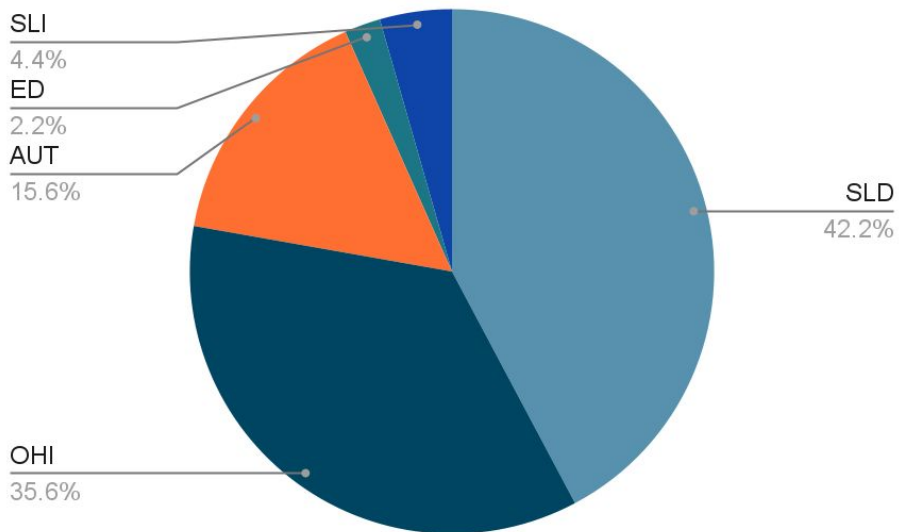
5/16/24 Eligibility Areas



Elementary School



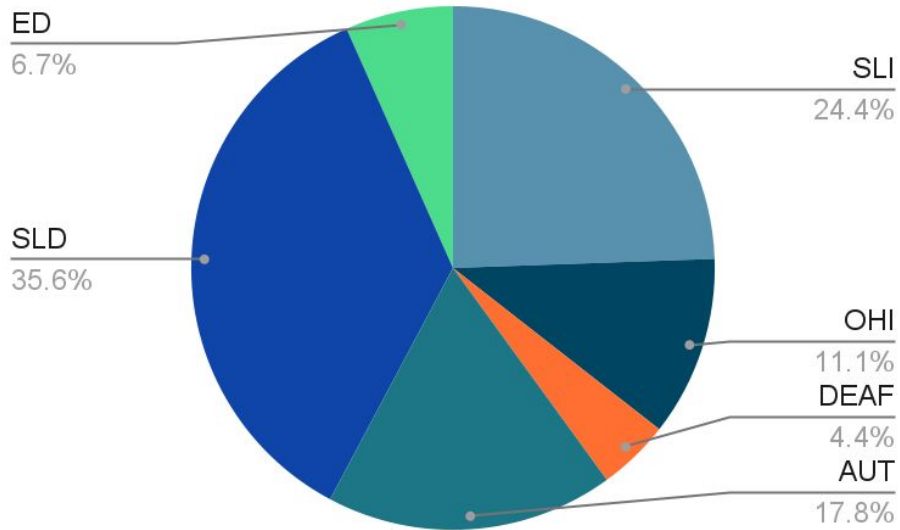
Middle School



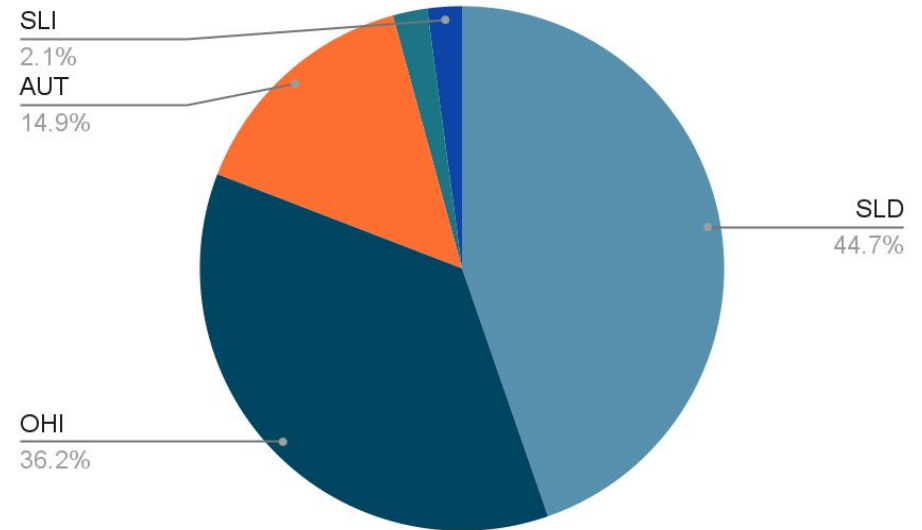
12/16/24 Eligibility Areas



Elementary School



Middle School



Range of Student Needs and Services Spring '24

	Elementary School	Middle School
Range in Number of Goals (academic)	2-5	2-5
Range in Service Minutes	60 minutes to 1800 minutes (1:1 setting)	30 min to 1800 minutes (1:1 setting)
IA (Instructional Aide) Needs	5 Students requiring 1:1 or 1:2 needs	3 IAs in all classes
Current Number of Students With BIPs (Behavioral Intervention Plans or Behavioral Goals)	(8 BIP 4 Behavioral Goals).	(6 BIPS 6 Behavioral Goals)

Range of Student Needs and Services Fall '24

	Elementary School	Middle School
Range in Number of Goals (academic)	1-5	1-5
Range in Service Minutes (Specialized Academic Instruction)	60 minutes to 525 minutes	90 min to 900 minutes
IA (Instructional Aide) Needs	4 students requiring 1:1, 2 Students requiring 1:2. 8 IAs in total	2 Student requiring 1:1, and two other IAs providing services. 4 IAs in total
Current Number of Students With BIPs (Behavioral Intervention Plans or Behavioral Goals)	8 BIPs and 12 students with behavioral goals including students with BIPs	6 BIPS and 10 students with behavioral goals including the students with BIPs

Incoming Student Needs - 23/24

	Elementary School	Middle School
Total new/incoming students	14 Fall '23 21 End of Year '24	24 32
1:1/1:2 IA needs	3 new students	1 new student
BIPs (Behavior Intervention Plans)	3 BIPs	4 BIPs (two pending)
Coming from boarding school or SDC (Special Day Class)	2 students	2 students



Incoming Student Needs - 24/25


	Elementary School	Middle School
Total new/incoming students with IEPs	18	18
1:1/1:2 IA needs	8 new students requiring 1:1 needs (two have left)	2
BIPs (Behavior Intervention Plans)	2	1
Coming from boarding school or SDC (Special Day Class)	9 students (one student has since left AOA)	2 students



Caseload size increase

- 22-23 School Year - 68 students with IEPs (10.9%)
- End of 23-24 School Year - 92 students with IEPs (15.1%)
- December 12th 2024 caseload size: 106 (17.8%)

Completed Special Education Assessments Fall 23/Spring 2024



Assessment Type	Total Assessments	Total Students Qualified
Triennial	24 (Fall '24)	22
Initial	37 SY '23-'24 8 (Fall '24)	31 (4 pending, 2 DNQ) 3 (5 pending)
ERMHS (Educationally Related Mental Health Services)	15 SY 23-24 8 (Fall '24)	7 13
FBA (Functional Behavior Analysis)	5 SY '23-'24 5	3 1 (4 pending)



Contracted cost

4 Functional Behavioral Assessments = \$10000

4 Behavioral Intervention Plans = \$10000

4 Psycho Educational Assessments = \$9800

Total cost = \$29,900

Average School Psychologist salary in California = \$109,000

SPED staffing update



Current K-8 Staff:

- 1 K-8 SPED Coordinator
- 1 Program Specialist (Also MS Education Specialist)
- 6 Instructional Aides for Elementary School
- 4 Instructional Aides for Middle School
- 2 Behavioral Technician for Elementary School
- 1.5 Educational Specialist for Elementary School
- 3 Educational Specialists for Middle School
- 1 ERMHS counselor
- 1 School Psychologist
- 1 Speech Pathologist (Case Manager for Speech Only IEPS)
- 1 DHH Specialist (contracted)
- 1 OT/Assistive Technology provider (contracted)



Successes for the Program

So far this year, our team has:

- Have identified incoming students with high needs and have either completed or started the assessment process
- All IEPs have been held on time (or delay code “parent did not make child available”)
- Established pre meetings with teachers to collaborate on academic goals
- Held or scheduled 504 meetings



Successes for the Program, continued....

- Implemented consistent pull out services to develop students' basic skills
- Systems for consistent communication with families
- Created a school environment that supports student needs and has decreased severity of student behavioral needs
- Have increased our staff to further support the growth in student needs and population in special education

Next Steps

As we move forward with the school year, our programs next steps include:

- Hold proactive informative conversations with incoming families about the structure of AoA's current SPED model. Reach out to neighboring district schools to ensure attendance at transition meetings
- Behavioral Intervention Plan (BIP) implementation PD on January 6th
- Collaborate with the SELPA to see what portion of their ERMHS budget we might be able to utilize
- Identify a placement at a district school or SDC (Special Day Class) program for student(s) requiring alternative placement
- Reach out to district schools and neighboring charter schools to see how they are handling the large increase of student needs and services in special education
- Rewrite the website to be more clear about our inclusion model vs. an SDC model