AIMS K-12 College Prep Charter District

Finance Committee Monthly Meeting

Date and Time

Thursday February 13, 2020 at 6:00 PM PST

Location

171 12th Street, Oakland Ca. 94607

AIMS does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. Marisol Magana has been designated to receive requests for disability-related modifications or accommodations in order to enable individuals with disabilities to participate in open and public meetings at AIMS. Please notify Marisol Magana at (510) 220-9985 at least 24 hours in advance of any disability accommodations being needed in order to participate in the meeting.

Agenda

		Purpose	Presenter	Time
I.	**Opening Items**			**6:00 PM**
	Opening Items			
	A. Call the Meeting to Order			
	B. Record Attendance and Guests			2 m

		Purpose	Presenter	Time
C.	Public Comment on Non-Action Items			10 m

Public Comment on Non-Action Items is set aside for members of the Public to address the items on the Committee's agenda prior to each agenda item. The Committee will not respond or take action in response to Public Comment, except that the Committee may ask clarifying questions or direct staff. **Comments are limited to two (2) minutes per person, and a total time allotted for all public comment will not exceed twenty (20) minutes (10 minutes per section).**

D.	Public Comment on Action Items			10 m

Public Comment on Action Items is set aside for members of the Public to address the items on the Committee's agenda prior to each agenda item. The Committee will not respond or take action in response to Public Comment, except that the Committee may ask clarifying questions or direct staff. **Comments are limited to two (2) minutes per person, and a total time allotted for all public comment will not exceed twenty (20) minutes (10 minutes per section).**

II. Non-Action Items — 6:22 PM

A.	Donation Acceptance: Staff Appreciation Funds	FYI	Katema Ballentine	5 m
B.	Update on expenditures	Discuss	Maurice Williams	10 m

During the third week of January, Mr. Williams took high school teachers on a tour of the 12th Street campus to learn the AIMS Model at a greater depth and to be able to see AIMS classrooms in action. After the visit, many teachers were excited to learn of the many happenings at 12th Street and expressed a significant interest in bringing the same types of items to the High School Campus. For these reasons, as AIMS K-12 College Prep Charter District is seeking to create a constant unifying theme throughout all of its campuses, Mr. Williams believes that this order is necessary as it will standardize High School classroom furniture to resemble the exact redesign of the 12th Street Campus. Additionally, Mr. Williams believes that the purchasing of the new furniture will also increase school morale, support school retention efforts, and increase student recruitment efforts of current 8th grade AIMS students.

C.	2nd Interim Preparation	Vote	Katema Ballentine, Miles Denniston	5 m
D.	Review of Finance Committee Checklist	Discuss	Katema Ballentine	5 m

		Purpose	Presenter	Time
III.	**Action Items**			**6:47 PM**
A.	Workers Comp Insurance Renewal	Vote	Katema Ballentine	5 m
B.	Student Staff and Chaperones Out of Country Travel	Vote	Chaniel Clark	10 m
C.	HS Invoice Furniture			5 m

Furniture for 9-12th students as approved February board meeting

IV.	**Closed Session**			**7:07 PM**
A.	Public Comment on Closed Session Items	FYI		10 m

Public Comment on Closed Session Items is set aside for members of the Public to address the items in this section prior to closed session. The Committee will not respond or take action in response to Public Comment, except that the Committee may ask clarifying questions or direct staff. **Comments are limited to two (2) minutes per person, and a total time allotted for all public comment will not exceed twenty (20) minutes (10 minutes per section).**

B. Recess to Closed Session — FYI

Closed Session Items:

1. Conference with Real Property Negotiators
   (Gov. Code Section 54956.9)

2. Conference with Legal Counsel - Anticipated Litigation
   (Gov. Code Section 54956.9)

C. Reconvene from Closed Session — Vote — 2 m

Roll Call

D. Report from Closed Session — FYI — 3 m

V. Closing Items — **7:22 PM**

		Purpose	Presenter	Time
A.	Items For Next Agenda	FYI		

-
-
-
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B.	Adjourn Meeting	Vote		
C.	NOTICES	FYI		

The next regular meeting of the Board of Directors is scheduled to be held February 18, 2020, @ 6:30 pm. AIMS does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. Marisol Magana has been designated to receive requests for disability-related modifications or accommodations in order to enable individuals with disabilities to participate in open and public meetings at AIMS. Please notify Marisol Magana at (510)220-9985 at least 24 hours in advance of any disability accommodations being needed in order to participate in the meeting.

I, _____ hereby certify that I posted this agenda at the AIMS Campus 171 12th street, Oakland, CA 94607 on, _____, at _____ PM.
Certification of Posting

Coversheet

Donation Acceptance: Staff Appreciation Funds

Section: II. Non-Action Items
Item: A. Donation Acceptance: Staff Appreciation Funds
Purpose: FYI
Submitted by:
Related Material:
Staff Appreciation Donation Memo February 13 2020 Finance Meeting.docx
AIMS Board Cover Staff Appreciation Donation Recognition.pdf

MEMORANDUM

TO: Finance Committee
FROM: Katema Ballentine, Business Office
DATE: February 13,2020
SUBJECT: Report of Gifts, Donation or Grants for Fiscal year 2019-2020

AIMS K12 would like to recognize the gracious donations for the December 2019 Staff Appreciation celebration. AIMS individually and separately accepted donations totaling $4,323.45 from 175 parents.

TYPE	Recipient	Purpose	Fiscal Year	Student or Parent Name	Parent Name	Amount
Donation	AIMS K12	Staff Appreciation	2019-2020	Elvis Li	Youfen Yu	$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Aldan Nguyen	Jenny Dung Ly	$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Eric Huang	Bixian Cao	$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Sophia Pham	Li Wen	$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Corrine Cai	Libing Wu (Gina)	$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Kyle Liang	unknown	$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Ethan Yu	unknown	$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Edmond Ouyang	Guiping Lin	$5.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Kaylee Ung		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Michael Le		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Aildana Webshet		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Kylie		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Dorothy Vo	Huimin Sun	$100.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Lei Wei Fan		$5.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Natalie Le		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Kylie Guan		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Aaron Chen	Linda Song	$100.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Bemnet Matthias		$5.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Elizabeth Lahpo		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Jordan Dinse	Amy Lee	$30.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Dehab Abdella		$50.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Bethel Debesay		$25.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Bella Ngo		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Sarah Nwaeke	Yong Ping Xiang	$100.00

Donation	AIMS K12	Staff Appreciation	2019-2020	Chloe Huang	Zhe Zhang	$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Maria		$1.45
Donation	AIMS K12	Staff Appreciation	2019-2020	Olivia Bian		$100.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Angelina Kimani Liang		$50.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Hamza Abdelhafiz		$33.33
Donation	AIMS K12	Staff Appreciation	2019-2020	Kelly Lee		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Aidan Zhang		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Emily Zhang		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Isaac Simpson	Shuwikar Simpson	$50.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Laila Ballentine	Shawn Ballentine	$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Akram Hussen	Hassen Besher and Rewda M	$30.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Dehab Abdella		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Raymond Wu	Huanying Zhu	$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Eric Huang	Xiu Hong Luo	$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Zhi Ying Li	Yaming Huary	$5.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Emma Huang		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Elizabeth Lahpo		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Quin Le		$5.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Soliana Abera		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Lily Fan		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Eli Nyambura		$5.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Caleb and Zachary Anizor		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Chloe Huang	Huand Yi Deng	$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Maraki Asfaw		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Jace Chuong	Joanne Lu	$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Rayan Saeed	Semira Abdu	$50.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Afra Saeed	Semira Abdu	$50.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Matthew Ermias		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Hiyab Berhane		$25.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Katy Li		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Khloe Lei		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Syella Michael		$5.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Kasanet Asefaw		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Lucas Kassahun		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Anthony		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Zoey Damdin		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Bemnet		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Tyson J. Lau		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Liyat Cherinet		$20.00

Donation	AIMS K12	Staff Appreciation	2019-2020	Athena Zhang		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Randy Nguyen		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Anthony		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Arianna Khalaf and Zeina Khalaf		$100.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Cynthia Htoo		$25.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Miao Zhen Zeng		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Eliana		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Isaac and Kaleb Abram		$100.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Haoheng Qu		$40.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Justin and Natalie Tran		$40.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Eden Chen		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Mattewos		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Christina Nguyen		$50.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Jian Yang Zhen		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Jia Young (Tony) Li		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Amy Anh Ly		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Chloe Tang		$50.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Jasper Truong		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Winta Samuel		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Weijing Wu		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Danny Yu		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Bilen Sebahtu		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Raphael Haile		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Raniya Abdelawi		$33.33
Donation	AIMS K12	Staff Appreciation	2019-2020	Intisar Abdelhafiz		$33.34
Donation	AIMS K12	Staff Appreciation	2019-2020	Edom Lenie		$25.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Dagem Fekadu		$30.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Shitong Guong		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Shwe Zin Thart		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Lizbeth Espinoza		$5.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Kylie Lui		$30.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Jaelyn Hernandez		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Jerry Lee		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Logan Lau		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Kaylin Lam		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Zachary Kassahun		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Kelly Liu		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Yuwei Liao		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Matthew Tran		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Melissa Wu-Yan		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Venicia Engeda		$10.00

Donation	AIMS K12	Staff Appreciation	2019-2020	Kalkidan Matthios		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Calvin Ton		$30.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Kingsley Fang		$30.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Edwina Mai		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Nathan Erimias		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Denny Chen		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Chloe Lui		$30.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Jaden Xu		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Hyabeal Tewede		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Jocelyn Le		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Jayden Jiu Li		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Kevin Xie		$5.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Enkhriilen Temuujiu		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Bonnie Kami Zhu		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Dylan Li		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Angela Guo		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Maria Muhammad		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Yerusalem Mengistaeb		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Keila Martinez		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Maliyah Miller		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Amy Li		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Anudari Erdembileg		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Danny Yu		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Dagem Fekadu		$25.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Zena Fekadu		$25.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Jaaziah Anizor		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Sadiq		$7.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Ella Damdin		$5.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Corrine Cai		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Saruul B.		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Steven Fang		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Isabel Habte		$5.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Luwam Amanuez		$25.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Blen Natanael		$30.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Lucas Liao		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Heyabell Weldu Tesfaslassie		$30.00

Donation	AIMS K12	Staff Appreciation	2019-2020	Amber Wu		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Heldana Dawit		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Johara Humaisan		$40.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Crystal Lei		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Abigayel Ghebreegzabher		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Yule Habte		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Adonai Habte		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Sami Asfaw		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Nathan Erimias		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Anudari Erdembileg		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Randy Nguyen		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Edwina Mai		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Brian Figueroa		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Khloe Lei		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Mansur Jemal		$5.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Evelyn Ganbayer		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Yanet Teklemariam		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Fnot Teklemariam		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Eugene Su		$30.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Sarah Chen	Ms. Minor	$25.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Rojas Janitorial		$500.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Chloe Zhou		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Caiden Yu		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Amar Burenbayar		$40.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Li Wen Huang		$30.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Seliham Amanuel		$25.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Siheng Ma		$30.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Jaden Ng		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Nathan Ng		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Feven Ghebremedhin		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Betelehem Ghebremedhin		$10.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Aaron Ramirez		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Bennett Zhu		$20.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Victoria Truong		$50.00
Donation	AIMS K12	Staff Appreciation	2019-2020	Bonnie Kami Zhu		$20.00

AIMS Board Meeting Item Cover Letter

Item: Staff Appreciation Donation Recognition

Presented By: Katema Ballentine, CBO

Staff Recommendation:

AIMS K12 would like to recognize the gracious donations for the December 2019 Staff Appreciation celebration. AIMS individually and separately accepted donations totaling $4,323.45.

Committee Approval:

Total Associated Cost: 4,323.45

Included in Budget? N/A

Over or Under Budget?

Amount Over/Under Budget?

Included in LCAP? N/A

Which LCAP?

Coversheet

Update on expenditures

Section:	II. Non-Action Items
Item:	B. Update on expenditures
Purpose:	Discuss
Submitted by:	
Related Material:	AIMS Board Cover Letter Update on Expenditures.pdf

AIMS Board Meeting Item Cover Letter

Item: Update On Expenditures: Furniture Purchase

Presented By: Maurice Williams

Staff Recommendation:

Review and approve the purchasing of materials for the High School

Committee Approval: Finance Committee

Total Associated Cost: 106,703.91

Included in Budget? No

Over or Under Budget?

Amount Over/Under Budget?

Included in LCAP? No

Which LCAP?

Coversheet

2nd Interim Preparation

Section:	II. Non-Action Items
Item:	C. 2nd Interim Preparation
Purpose:	Vote
Submitted by:	
Related Material:	AIMS Board Cover 2nd Interim.pdf

AIMS Board Meeting Item Cover Letter

Item: 2nd Interim Report

Presented By: Katema Ballentine, CBO

Staff Recommendation:

The reporting of the second interim reflecting budget activity from July 1st , 2019 until January 31, 2020. The approved 2nd Interim will be submitted to OUSD by March 2, 2020

Committee Approval:

Total Associated Cost: 0

Included in Budget? N/A

Over or Under Budget?

Amount Over/Under Budget?

Included in LCAP? N/A

Which LCAP?

Coversheet

Review of Finance Committee Checklist

Section:	II. Non-Action Items
Item:	D. Review of Finance Committee Checklist
Purpose:	Discuss
Submitted by:	
Related Material:	Finance Committee Checklist.docx AIMS Board Cover letter Finance Committe checklist.pdf

Finance *Committee Checklist*

American Indian Models Schools

2019-2020 Fiscal Year

- [ ] Monthly Close Update
- [ ] Monthly Cash Flow Statement
- [ ] New Procedure/Policy Review
- [ ] Special Program Funding Update:
  - Measure G1
  - Measure N
  - ASES: Afterschool School Education and Safety
  - Nutritional Services
- [ ] Other

AIMS Board Meeting Item Cover Letter

Item: Review Finance Checklist

Presented By: Katema Ballentine

Staff Recommendation:

Review and edit the checklist of items to be reviewed at each Finance Committee meeting to become the topics for the Finance update for the Board

Committee Approval: Finance Committee

Total Associated Cost: 0

Included in Budget? N/A

Over or Under Budget? N/A

Amount Over/Under Budget?

N/A

Included in LCAP? No

Which LCAP?

Coversheet

Workers Comp Insurance Renewal

Section: III. Action Items
Item: A. Workers Comp Insurance Renewal
Purpose: Vote
Submitted by:
Related Material:
WC Oak River '2020 (3).pdf
Insurance Memo Workers CompensationFebruary 2020 board meeting.docx
AIMS Board Cover Workers Compensation Renewal 2020.pdf

All-Cal INSURANCE AGENCY

AMERICAN INDIAN MODEL SCHOOLS
WORKERS COMPENSATION
2/1/2020

ABOUT THE COMPANY: Oak River Insurance Company (part of Berkshire Hathaway Insurance Company) is a specialty company headquartered in Omaha, NB with a financial rating of 'A++' **(Superior)** through A.M. Best, insurance rating source.

COVERAGE: LIFE INSURANCE OF AT LEAST: $ 250,000
FULL HOSPITALIZATION, DISABILITY INCOME, JOB RETRAINING VOUCHER

Class Code	Categories, Classifications	Est. Payroll	Rate	Premium
8875	Public Charter School (all inclusive)	$ 7,549,193	1.31	

Class premium:		$ 98,894
Experience Modification (0.58):	-	$ 41,535
Risk Adjustment Factor:	-	$ 15,028
Premium Discount:	-	$ 572
Expense Constant:		$ 100
Taxes:		$ 1,432
Broker fee:		$ 150
Total Estimated:		**$ 43,441**

TERMS: Due Now to All-Cal Insurance Agency is $150.00 PAY NOW CLICK HERE
Oak River Insurance Company will bill you directly in installments for the premium.

1. VOLUNTEERS ARE *NOT* COVERED, BUT MAY BE ENDORSED ON TO THE POLICY FOR COVERAGE.
2. PAYROLL/PREMIUM SUBJECT TO FINAL AUDIT AT YEAR END.

505 VERNON STREET ♦ ROSEVILLE, CA 95678 ♦ (800) 841-1776 TOLL FREE ♦ (916) 784-0158 FAX
LICENSE #0B71044 ♦ www.all-calinsurance.com ♦ **Proudly specializing in Nonprofit organizations since 1989**

MEMORANDUM

TO: Finance Committee
FROM: Katema Ballentine, Business Office
DATE: February 13, 2020
SUBJECT: Workers Compensation: Finance Committee & Board of Directors

Current Insurance Broker
Mike Esparza
All-Cal Insurance Agency
505 Vernon Street
Roseville, CA 95678
www.all-calinsurance.com
mike@all-calinsurance.com
(916) 784-9070

Policies are listed for Not-For Profit American Indian Model Schools DBA:
American Indian Public Charter School I, American Indian Public Charter School II, and American Indian Public High School

171 12th Street, Oakland, CA 94607
746 Grand Avenue, Oakland, CA 94610
1101 Marina Village Pkwy, Alameda, CA 94501
Under one Federal tax ID #94-3309981

INSRUANCE POLICIES:

Workers Compensation and Employer's Liability – Annual Renewal February 1
Oak River Insurance Company

2020 Premium Amount: $ 43,441 **2019 Premium Amount: $55,967**

2020 Premium decrease of $12,526

Type of Coverage: California Workers' Compensation law is a no-fault system for injuries connected with employment, whether they are specific injuries or a disease or disabling condition. American Indian Model Schools' is required to pay for Workers Compensation Insurance to cover all its employees.

Per statute
Employer Liability: Each accident $1,000,000
Employer Liability Disease: Each employee $1,000,000
Policy limit Employer Liability Disease $1,000,000

AIMS Board Meeting Item Cover Letter

Item: Workers Compensation Renewal

Presented By: Katema Ballentine, CBO

Staff Recommendation:

Workers compensation Insurance for AIMS was renewed on February 1, 2020. The policy extends from February 1, 2020 to February 1, 2021.

Committee Approval:

Total Associated Cost: $43,441

Included in Budget? Yes

Over or Under Budget?

Amount Over/Under Budget?

Included in LCAP? N/A

Which LCAP?

Coversheet

Student Staff and Chaperones Out of Country Travel

Section:	III. Action Items
Item:	B. Student Staff and Chaperones Out of Country Travel
Purpose:	Vote
Submitted by:	
Related Material:	AIMS College Prep Invoice.pdf AIMS Board Cover Letter Out of Country Travel.pdf

Performing Arts Consultants
Music Festivals

807 Mantoloking Road, Suite 100
Brick, NJ 08723

1-800-USA-FEST
E mail: Amanda@USAfest.org

INVOICE

Payments Due As Follows:	
1/31/2020	**$150.00 pp**
3/20/2020	**Final Balance**

Director Chaniel Clark
Group AIMS College Prep
Address 746 Grand Ave.
Oakland, CA 94606

Invoice Date	Group ID #	Group Name
1/24/2020	30226	AIMS College Prep

Festival Director	Destination	Event Dates	
Amanda Davis	Carnival Miracle	6/4/2020	6/8/2020

(Prices Subject to Final Rooming List)

Date	Description	Cost	Charges	Credits	Balance
	Inside Cabins:				
	54 Quad Occupancy	$725.00	$39,150.00		
	0 Triple Occupancy	$755.00	$0.00		
	6 Double occupancy	$815.00	$4,890.00		
	0 Single Occupancy	$0.00	$0.00		
	2 Free Packages	$0.00	$0.00		
	62 Total Packages				
	Oceanview Cabins:				
	0 Quad Occupancy	$0.00	$0.00		
	0 Triple Occupancy	$0.00	$0.00		
	0 Double Occupancy	$0.00	$0.00		
	0 Single Occupancy	$0.00	$0.00		
	0 Total Packages				
	Miscellaneous Charges:				
	Amount Item	Cost			
	1 Application fee	$100.00	$100.00		
	Payments Received:				
	Totals:		**$44,140.00**	**$0.00**	**$44,140.00**

All checks should be payable to Performing Arts Consultants
Please include group number on all payments

AIMS Board Meeting Item Cover Letter

Item: Student, Staff and Chaperones Out of Country Travel

Presented By: Chaniel Clark

Staff Recommendation:

Approve the request to take Students, Staff and Chaperones on a cruise to Mexico for Senior Trip

Committee Approval: Finance Committee

Total Associated Cost: 44,140

Included in Budget? No

Over or Under Budget?

Amount Over/Under Budget?

Included in LCAP? No

Which LCAP?

Coversheet

HS Invoice Furniture

Section: III. Action Items
Item: C. HS Invoice Furniture
Purpose:
Submitted by:
Related Material: ORD00031292 - WD Order Confirmation.pdf
QTE032910 - WD Quote.pdf

WORTHINGTON DIRECT

Order Confirmation #ORD00031292

Customer ID: AME2006

Date: 2/3/2020

PO Box 140038
Dallas, TX 75214
www.worthingtondirect.com

P: 800-599-6636
F: 800-943-6687
E: sales@worthingtondirect.com

Customer PO# 62589

Bill To

AMERICAN INDIAN MODEL SCHOOLS
ACCOUNTS PAYABLE
746 GRAND AVE
OAKLAND, CA 94610-2714
P: (510) 853-0243

Ship To

AMERICAN INDIAN PUBLIC HIGH SCHOOL
MAURICE WILLIAMS/PO#62589
746 GRAND AVE
OAKLAND, CA 94610-2714
P: (510) 853-0243

Thank you, your order has successfully been placed with Worthington Direct! Please review the order details and contact us immediately if you see any errors. Please reference your Order # and our customer service team will be happy to help. Estimated lead-times for each item are listed below.

	Stock No.	Vendor No.	Item Description	Price	Qty	Subtotal
	20H99-GE-YE-P-YE-PL	54640	GRAY ELM TOP,YELLOW EDGE,PLT FRAME TRIANGLE CREATOR TABLE & 18"H YELLOW/PLT HIERARCHY CHAIR PKG **Estimated Lead Time: 21 days**	$1749.95 **plus 2-5 days for transit**	24	$41998.80
	20H99-GE-RD-P-RD-PL	1643K4-8201-4/53318-HRED-PL-10	GRAY ELM TOP,RED EDGE,PLT FRAME TRIANGLE CREATOR TABLE & 18"H RED/PLT HIERARCHY CHAIR PKG **Estimated Lead Time: 21 days**	$1749.95 **plus 2-5 days for transit**	18	$31499.10
	81B23-HR-R-PL	01555/01452(2)	36"H, 42"X72", HIGH RISE TOP, RED EDGE, MULTIMEDIA TABLE W/2 PLATINUM CIRCULAR BASES **Estimated Lead Time: 7 days - 14 days**	$586.95 **plus 2-5 days for transit**	6	$3521.70
	81B23-HR-Y-PL	01555/01452(2)	36"H, 42"X72", HIGH RISE TOP, YELLOW EDGE, MULTIMEDIA TABLE W/2 PLATINUM CIRCULAR BASES **Estimated Lead Time: 7 days - 14 days**	$586.95 **plus 2-5 days for transit**	8	$4695.60
	20G42-HRED	50970-HRED	18"-23" ADJUSTABLE HEIGHT, HIERARCHY RED, GROW STOOL **Estimated Lead Time: 21 days**	$121.95 **plus 2-5 days for transit**	30	$3658.50
	20G42-HYLW	50970-HYLW	18"-23" ADJUSTABLE HEIGHT, HIERARCHY YELLOW, GROW STOOL **Estimated Lead Time: 21 days**	$121.95 **plus 2-5 days for transit**	40	$4878.00

Order Confirmation #ORD00031292

Customer ID: AME2006

Date: 2/3/2020

PO Box 140038
Dallas, TX 75214
www.worthingtondirect.com

P: 800-599-6636
F: 800-943-6687
E: sales@worthingtondirect.com

Customer PO# 62589

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OAKLAND, CA 94610-2714
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Stock No.	Vendor No.	Item Description	Price	Qty	Subtotal

Subtotal	90,251.70
Shipping	8,103.90
Tax	8,348.31
Total	$106,703.91

Shipping Instructions

This order includes: ☑ Liftgate Service ☐ Inside Delivery ☑ Call Before Delivery (510) 853-0243

Inspect your order immediately upon receipt. Should a shipment arrive in poor condition or with damaged packaging, sign delivery receivept as "Damaged" or simply refuse any shipment that is unusable. Report damages to Worthington Direct at 800-599-6636 within 5 days.
We ship factory direct from multiple locations, therefore you may receive multiple shipments to complete this order.

Returns must first be authorized by Worthington Direct, and return fees may apply. Please contact us should you regretfully wish to return a product.

Thank you for your business!

WORTHINGTON DIRECT

Quote #QTE032910

Customer ID: AME2006

Valid 1/30/2020 To 12/31/2020

For assistance, please contact your furniture expert:

Jason Miles
jason@worthingtondirect.com F: 800-943-6687

Bill To

AMERICAN INDIAN MODEL SCHOOLS

ACCOUNTS PAYABLE
171 12TH S
Oakland, CA 94607
P: (510) 220-5044

Ship To

AMERICAN INDIAN PUBLIC HIGH SCHOOL
MAURICE WILLIAMS
746 GRAND AVE
OAKLAND, CA 94610-2714
P: (510) 853-0243

	Stock No.	Vendor No.	Item Description	Price	Qty	Subtotal
	20H99-GE-YE-P-YE-PL	54640	GRAY ELM TOP,YELLOW EDGE,PLT FRAME TRIANGLE CREATOR TABLE & 18"H YELLOW/PLT HIERARCHY CHAIR PKG	$1749.95	24	$41,998.80
			Estimated Lead Time: 21 days	**plus 2-5 days for transit**		
	20H99-GE-RD-P-RD-PL	1643K4-8201-4/53318-HRED-PL-10	GRAY ELM TOP,RED EDGE,PLT FRAME TRIANGLE CREATOR TABLE & 18"H RED/PLT HIERARCHY CHAIR PKG	$1749.95	18	$31,499.10
			Estimated Lead Time: 21 days	**plus 2-5 days for transit**		
	81B23-HR-R-PL	01555/01452(2)	36"H, 42"X72", HIGH RISE TOP, RED EDGE, MULTIMEDIA TABLE W/2 PLATINUM CIRCULAR BASES	$586.95	6	$3,521.70
			Estimated Lead Time: 7 days - 14 days	**plus 2-5 days for transit**		
	81B23-HR-Y-PL	01555/01452(2)	36"H, 42"X72", HIGH RISE TOP, YELLOW EDGE, MULTIMEDIA TABLE W/2 PLATINUM CIRCULAR BASES	$586.95	8	$4,695.60
			Estimated Lead Time: 7 days - 14 days	**plus 2-5 days for transit**		
	20G42-HRED	50970-HRED	18"-23" ADJUSTABLE HEIGHT, HIERARCHY RED, GROW STOOL	$121.95	30	$3,658.50
			Estimated Lead Time: 21 days	**plus 2-5 days for transit**		
	20G42-HYLW	50970-HYLW	18"-23" ADJUSTABLE HEIGHT, HIERARCHY YELLOW, GROW STOOL	$121.95	40	$4,878.00
			Estimated Lead Time: 21 days	**plus 2-5 days for transit**		

WORTHINGTON DIRECT

Quote #QTE032910

Customer ID: AME2006

Valid 1/30/2020 To 12/31/2020

For assistance, please contact your furniture expert:

Jason Miles
jason@worthingtondirect.com F: 800-943-6687

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Stock No.	Vendor No.	Item Description	Price	Qty	Subtotal

Subtotal	$90,251.70
Shipping	8,103.90
Tax	8,348.31
Total	$106,703.91

Shipping Information

This order includes: ☑ Liftgate Service ☐ Inside Delivery ☑ Call Before Delivery (510) 853-0243

Delivery appointments can be made by the freight company to schedule approx delivery time. Please contact your rep to remove or add additional services to your quote, or to learn more about them.

Liftgate service is recommended for facilities that do not have a loading dock or personnel/equipment needed to lower large or heavy freight to the ground. Selecting this service will ensure that your shipment is lowered to the ground.

Inside Delivery service means that a single freight driver will assist in bringing your shipment inside the first set of doors to your facility. The driver will not navigate stairs/elevators and may still require assistance with extremely large or heavy items.

Please contact your rep to have these additional services added to your quote, or to learn more about them.

When you are ready to order, please make sure you have made all color selections and verified shipping and billing details. Feel free to discuss any questions you may have with your representative: Jason Miles at jason@worthingtondirect.com or

Thank you for this opportunity to furnish your space!