



AIMS K-12 College Prep Charter District

Special Board Meeting

Date and Time

Saturday January 25, 2020 at 4:00 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			4:00 PM
Opening Items			
A. Call the Meeting to Order			1 m
- Board President, Mr. Steven Leung			
B. Record Attendance and Guests	Vote		2 m
- Roll Call for the Directors of the Board, and opportunity for introduction of any guest presenters			

	Purpose	Presenter	Time
C. Approve Minutes	Approve Minutes	Toni Cook	5 m
Approve minutes for Regular Board Meeting on October 15, 2019			
D. Adoption of Agenda	Vote		2 m
- Board President, Mr. Steven Leung			
E. Public Comment on Non-Agenda Items			10 m
Public Comment on Non-Agenda Items is set aside for members of the Public to address the items not on the Board's agenda. The Board of Directors will not respond or take action in response to Public Comment, except that the board may ask clarifying questions or direct staff. <u>Comments are limited to two (2) minutes per person, and a total time allotted for all public comment will not exceed thirty (30) minutes (10 minutes per section).</u>			
F. Public Comment on Agenda Items			10 m
Public Comment on Agenda Items is set aside for members of the Public to address the items on the Board's agenda prior to each agenda item. The Board of Directors will not respond or take action in response to Public Comment, except that the board may ask clarifying questions or direct staff. <u>Comments are limited to two (2) minutes per person, and a total time allotted for all public comment will not exceed thirty (30) minutes (10 minutes per section).</u>			
II. Action Items			4:30 PM
A. Election of Board Officers	Vote	Toni Cook	30 m
President, Secretary, Treasurer			
III. Non-Action Items			5:00 PM
A. Open House Adhoc Committee Report	FYI	Toni Cook	15 m
B. President's Report	FYI	Board President. Mr. Leung	5 m
C. Superintendent's Report	FYI	Superintendent Woods-Cadiz	5 m
D. Human Resources Report	FYI	Delicia Moghadam	15 m

	Purpose	Presenter	Time
Verbal report - printouts			
IV. Action Items			5:40 PM
A. Finance Report	FYI	Katema Ballentine	20 m
Finance Update and Action Items: Update on 12th Street Campus Renovation Budget Review			
Action Items -			
<ul style="list-style-type: none"> • Out of State travel (Flights - \$867.80 = 2@\$433.90, Hotel accomodations paid for by CSMC) • Student Accident Policy Renewal 			
B. Consent Calendar	Vote	Steven Leung	20 m
<ul style="list-style-type: none"> • Employee Appointment • HS School Improvement 			
V. Closed Session			6:20 PM
A. Public Comment on Closed Session Items	FYI		10 m
<p>Public Comment on closed session items is set aside for members of the Public to address items on the Board’s agenda for closed session. The Board of Directors will not respond or take action in response to Public Comment, except that the board may ask clarifying questions or direct staff. <u>Comments are limited to two (2) minutes per person, and a total time allotted for all public comment will not exceed thirty (30) minutes (10 minutes per section).</u></p>			
B. Recess to Closed Session	Discuss		10 m
Closed Session Items:			
<ol style="list-style-type: none"> 1. Conference with Real Property Negotiators (Gov. Code Section 54956.9) 2. Conference with Legal Counsel - Anticipated Litigation (Gov. Code Section 54956.9) 3. Employee Discipline Matters 			
C. Reconvene from Closed Session	Vote		2 m

	Purpose	Presenter	Time
Roll Call			
D. Report from Closed Session	FYI		3 m
- Board President, Mr. Steven Leung			
VI. Closing Items			6:45 PM
A. Items for Next Agenda	Discuss		5 m
-			
-			
-			
-			
B. Adjourn Meeting	FYI		
C. NOTICES	FYI		

The next regular meeting of the Board of Directors is scheduled to be held on February 18, 2020, at 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

Approve Minutes

Section: I. Opening Items
Item: C. Approve Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Regular Board Meeting on October 15, 2019

APPROVED



AIMS K-12 College Prep Charter District

Minutes

Regular Board Meeting

Date and Time

Tuesday October 15, 2019 at 6:00 PM

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.

Directors Present

A. Abuyen, C. Edington, C. Thompson, D. Lang, S. Leung, T. Cook

Directors Absent

None

Guests Present

K. Ballentine, K. Minor, M. Magana, M. Woods-Cadiz, T. Tung

I. Opening Items

A. Call the Meeting to Order

T. Cook called a meeting of the board of directors of AIMS K-12 College Prep Charter District to order on Tuesday Oct 15, 2019 at 6:15 PM.

B. Record Attendance and Guests

C. Adoption of Agenda

T. Cook made a motion to Adopt the agenda.

C. Thompson seconded the motion.

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

D. Public Comment on Non-Agenda Items

Two public comments - Signature cards of the guests attending the meeting are on file.

E. Public Comment on Agenda Items

None

II. Non-Action Items

A. President's Report

B. Superintendent's Report

C. AIMS K-12 Report

D. Finance Report

E. Operations Report

F. ELD Report

G. Education Coordinator, College Bound Kids Report

Director Lang suggested that Mr. Gordan hold a forum with a panel of previous students who were accepted into colleges/universities.

Director Cook asked that a listing of schools in which students selected as "early admission" choices be provided to the board at the next meeting.

III. Action Items

A. CA Dashboard - Local Indicators for AIPCS, AIPCS II and AIPHS

T. Cook made a motion to Approve CA Dashboard.

S. Leung seconded the motion.

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

B. Consent Calendar

T. Cook made a motion to Approve the 2019-2020 School Calendar.

D. Lang seconded the motion.

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

IV. Closed Session

A. Public Comment on Closed Session Items

None

B. Recess to Closed Session

Recessed at 7:48 pm

C. Reconvene from Closed Session

Reconvened at 8:39 pm

D. Report from Closed Session

No report

V. Closing Items

A. Items for Next Agenda

Proposed Open House Event

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:43 PM.

Respectfully Submitted,

T. Cook

C. NOTICES

Coversheet

Finance Report

Section: IV. Action Items
Item: A. Finance Report
Purpose: FYI

Submitted by:

Related Material:

Insurance Memo Student Accident Insurance January 2020 board meeting.docx

AIMS Board Cover Student Accident & Libability Ins 2020 (1).pdf

Presentation schedule BB&T.jpg

BB&T Capital Markets.jpg

12th Street Renovation Budget Review Jan 2020.pdf

MEMORANDUM

TO: Finance Committee
FROM: Katema Ballentine, Business Office
DATE: January 16,2020
SUBJECT: Student Accident Insurance 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
Under one Federal tax ID #94-3309981

INSURANCE POLICIES:

Student Accident – Annual Renewal January 25
Hartford Life and Accident Insurance Co.

Policy 10-SR-129237 1/25/2020 to 1/25/2021

2019-2020 Cost of Premium \$8,409.88 2018-2019 Cost of Premium \$8,663.68

Reduction of \$253.80 (annually)

Type of Coverage:

Insured persons participating in school related activities sponsored by school.
Insured persons traveling with a group in connection with such activities under the direct
supervision of the school.



AIMS Board Meeting Item Cover Letter

Item:

Presented By:

Staff Recommendation:

Committee Approval:

Total Associated Cost:

Included in Budget?

Over or Under Budget?

Amount Over/Under Budget?

Included in LCAP?

Which LCAP?

		Monday, January 27th	
Begin	Conclude		
5:30 p.m.	8:30 p.m.	WELCOME COCKTAIL RECEPTION	
		Tuesday, January 28th	
Begin	Conclude	Senior Living	Charter School
7:00 a.m.	8:30 a.m.	BREAKFAST	
8:30 a.m.	9:30 a.m.	The State of Economy	
9:45 a.m.	10:45 a.m.	Hiring Good People – Maximizing Employee Engagement (Panel)	Profile of a Charter Schools Investor – Top 10 Metrics of a Successful Financing
10:45 a.m.	11:00 a.m.	BREAK	
11:00 a.m.	12:00 p.m.	Unique Partnerships & Affiliations (Panel)	Presentation of Charter School Credits
12:00 p.m.	1:30 p.m.	LUNCH	
1:30 p.m.	2:15 p.m.	For Profit Perspective from the Ground Up	Presentation Of Charter School Credits
2:15 p.m.	3:00 p.m.	Effective Use of Technology (Panel)	Risky Business: Emerging Risks in the Charter Landscape
3:00 p.m.	3:45 p.m.	Leading Change	Key Traits of High-Performing Charter School Boards
3:45 p.m.	5:30 p.m.	BREAK	
5:30 p.m.	7:00 p.m.	Cocktail Hour	
7:00 p.m.	8:30 p.m.	Dinner	
8:30 p.m.	10:00 p.m.	Casino	
		Wednesday, January 29th	
Begin	Conclude	Senior Living	Charter School
7:00 a.m.	8:30 a.m.	BREAKFAST	
8:30 a.m.	9:30 a.m.	Takeaways from Clean Slate Project (Panel)	Keynote Speaker
9:30 a.m.	10:30 a.m.	Future Value Proposition of Senior Living Communities (Panel)	The Future: Constructing and Deconstructing Financial Projections
10:30 a.m.	10:45 a.m.	BREAK	
10:45 a.m.	11:45 a.m.	Update on Greenhouse Concept (Panel)	Look Twice Before You Leap: Site Selection and Avoiding the Common Pitfalls
11:45 a.m.	12:00 p.m.	Closing Remarks	Closing Remarks
12:00 p.m.		LUNCH	

*As of October 16, 2019 – Subject to change.



Capital Markets

— PLEASE JOIN US —

8th Annual BB&T Capital Markets
Tax Exempt Symposium

JANUARY 27-29, 2020



THE
CLOISTER
Sea Island



*Level of completion is based on approved Adhoc projects

12TH STREET RENOVATION

Planning & Prep	Initial Proposed Projected Cost	Adhoc Approved Projected Cost	Actuals as of 2020 January 6	Level of Completion
Architect	\$ 50,000.00	\$ 50,000.00	\$ 36,950.00	100%
Permits	\$ 4,500.00	\$ 16,757.71	\$ 16,757.71	100%
Project Management	\$ -	\$ 42,232.50	\$ 42,232.50	100%
PLAN & PREP TOTAL	\$ 54,500.00	\$ 108,990.21	\$ 95,940.21	100%
Construction				
Construction Demolition	\$ 80,000.00	\$ 75,639.99	\$ 75,639.99	100%
Construction East Wing	\$ 500,000.00	\$ 296,453.47	\$ 296,453.47	100%
West Wing Repairs/Electrical		\$ 111,000.00	\$ 111,000.00	100%
Waste Management		\$ 13,500.00	\$ 10,866.83	80%
Painting and Furniture Assembly		\$ 50,000.00	\$ 48,928.82	100%
Window Cleaning/Pressure Washer		\$ 5,201.00	\$ 5,200.54	100%
Window Tinting		\$ 42,520.00	\$ 21,260.00	50%
Blinds - 3 Days Blinds		\$ 67,423.00	\$ -	0%
Kitchen				
Electrical (outlets/Side panels)		\$ 4,797.00	\$ 4,797.00	100%
Flooring (required by Health Dept)		\$ 9,017.15	\$ 9,017.15	100%
APPROVED CONSTRUCTION TOTALS	\$ 580,000.00	\$ 675,551.61	\$ 583,163.80	83%
Awaiting Adhoc Approval				
1st Floor Restrooms	\$ 13,500.00	\$ -	\$ -	0%
Tiles for Restroom Walls	\$ 58,674.00	\$ -	\$ -	0%
Partitions for Restrooms/Flooring	\$ 150,000.00	\$ -	\$ -	0%
Gates and Fences	\$ 98,098.00	\$ -	\$ -	0%
HVAC - DDC Controllers for Building	\$ 400,000.00	\$ -	\$ -	0%
Alarm System	\$ 50,000.00	\$ -	\$ -	0%
Security Cameras	\$ 25,000.00	\$ -	\$ -	0%
Elevator Interior Renovation	\$ 25,000.00	\$ -	\$ -	0%
Update Phone System	\$ 50,000.00	\$ -	\$ -	0%
Landscaping	\$ 10,000.00	\$ -	\$ -	0%
Playground	\$ 20,000.00	\$ -	\$ -	0%
Signage: 12th Street	\$ 10,000.00	\$ -	\$ -	0%
Subtotal Awaiting Adhoc	\$ 910,272.00	\$ -	\$ -	0%
Total Construction Cost	\$ 1,490,272.00	\$ 675,551.61	\$ 583,163.80	83%
Flooring				
1st Floor	\$ 162,029.45	\$ 162,029.45	\$ 162,029.45	100%
2nd Floor	\$ 149,046.14	\$ 149,046.14	\$ 149,046.14	100%
3rd Floor	\$ 167,861.99	\$ 167,861.99	\$ 167,861.99	100%
Insurance contribution(Offset):	\$ (158,187.04)	\$ (158,187.04)	\$ (158,187.04)	
Total Floor Cost	\$ 320,750.54	\$ 320,750.54	\$ 320,750.54	100%
Furniture/Fixtures				
Student Desks	\$ 200,000.00	\$ -	\$ 274,921.46	100%
Classroom Repair/Supplies	\$ 400,000.00	\$ -	\$ 338,680.10	100%
		\$ -		
Total Furniture Cost	\$ 600,000.00		\$ 613,601.56	100%
Central Office				
Rent	\$ 67,668.00	\$ 67,668.00	\$ 57,924.97	98%
Parking	\$ 19,746.00	\$ 19,746.00	\$ 19,746.00	100%
Move/Materials	\$ 8,707.00	\$ 8,707.00	\$ 1,200.00	14%
Total Central Office Cost	\$ 96,121.00	\$ 96,121.00	\$ 78,870.97	70%
12th STREET RENOVATION	\$ 2,561,643.54	\$ 1,201,413.36	\$ 1,613,456.11	90%