AIMS K-12 College Prep Charter District

Regular Board Meeting

Date and Time

Tuesday February 18, 2020 at 6:30 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**			**6:30 PM**
	Opening Items			
A.	Call the Meeting to Order			1 m
	- Board President, Mrs.Toni Cook			
B.	Record Attendance and Guests	Vote	Toni Cook	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

Minutes to be approved:

Sept. 24, 2019
Nov.. 19, 2019
Dec. 4, 2019
Jan. 25, 2020

Approve minutes for Special Board Meeting on January 25, 2020

D.	Adoption of Agenda	Vote	Toni Cook	2 m

- Board President, Mrs. Toni Cook

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. **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).**

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. **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).**

II. Non-Action Items — 7:00 PM

A.	President's Report	FYI	Board President T. Cook	5 m
B.	Superintendent's Report	FYI	Superintendent Woods-Cadiz	5 m

		Purpose	Presenter	Time
C.	Form 700	Discuss	Toni Cook	10 m
D.	AIMS K-12 Report	FYI	Heads of Schools and Division Heads	5 m

Heads of School - Mr. Christopher Ahmad, Mr. Maurice Williams
Head of School - Mr. Tareyton Russ - Division Head - Mr. Peter Holmquist

E.	Finance: 2nd Interim Report	FYI	Katema Ballentine	10 m
F.	Operations Report	FYI	Operations	5 m

- Data, Accountability, and Operations Director, Ms. Marisol Magana
- Data, Accountability, and Operations Manager, Ms. Tiffany Tung

G.	English Language Dept. Report	FYI	Vanee Chand	5 m
H.	Education Coordinator, College Bound Kids Report	FYI	Matthew Gordan	5 m

III. Action Items — 7:50 PM

A.	Governance Committee - Superintendent's Mid-Year Evaluation Report	Discuss	Toni Cook	5 m
B.	Finance Committee Report	Discuss	Chris Edington	5 m

- **Students, Staff, and Chaperones Out of Country Travel**
- **2nd Interim approval**

C.	Consent Calendar	Discuss	Toni Cook	20 m

- **Workers Comp Insurance Renewal**
- **HS Furniture Invoice**

IV. Closed Session — 8:20 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 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. **Comments are limited to two (2) minutes per**

		Purpose	Presenter	Time
	person, and a total time allotted for all public comment will not exceed thirty (30) minutes (10 minutes per section).			
B.	Recess to Closed Session	Discuss		10 m
	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) 3. Employee Matters			
C.	Reconvene from Closed Session	Vote		2 m
	Roll Call			
D.	Report from Closed Session	FYI		3 m
	- Board President, Mr. Steven Leung			

V. Closing Items — 8:45 PM

A.	Adjourn Meeting	FYI
B.	NOTICES	FYI

The next regular meeting of the Board of Directors is scheduled to be held on March 17, 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 Special Board Meeting on January 25, 2020
2019_12_04_board_meeting_minutes.pdf
2019_09_24_board_meeting_minutes.pdf
2020_01_25_board_meeting_minutes.pdf
2019_11_19_board_meeting_minutes.pdf

APPROVED

AIMS K-12 College Prep Charter District

Minutes

Special Board Meeting

Date and Time
Saturday January 25, 2020 at 4:00 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

Directors who arrived after the meeting opened
A. Abuyen, D. Lang

Ex Officio Members Present
K. Minor

Non Voting Members Present
K. Minor

Guests Present
M. Woods-Cadiz, Z. Lopez

I. Opening Items

A. Call the Meeting to Order

S. Leung called a meeting of the board of directors of AIMS K-12 College Prep Charter District to order on Saturday Jan 25, 2020 at 4:00 PM.

B. Record Attendance and Guests

D. Lang arrived.
A. Abuyen arrived.

C. Approve Minutes

C. Edington made a motion to approve the minutes from Regular Board Meeting on 10-15-19.
C. Thompson seconded the motion.
– Board Secretary, Kelli Minor, directed the Board's attention to the attachment of the minutes of the October 15, 2019 board meeting.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

D. Adoption of Agenda

T. Cook made a motion to Approve the agenda.
C. Thompson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

A. Abuyen	Absent
D. Lang	Absent
C. Thompson	Aye
S. Leung	Aye

Roll Call

T. Cook	Aye
C. Edington	Aye

E. Public Comment on Non-Agenda Items

No Comments

F. Public Comment on Agenda Items

No Comments

II. Action Items

A. Election of Board Officers

S. Leung made a motion to Nominate Toni Cook to serve as President for the 2020 calendar year.
C. Thompson seconded the motion.
Vice President – Director Cook nominated President Leung to serve as Vice President for the 2020 calendar year; Director Edington seconded

Action – Roll Call – Directors Cook, Thompson, Edington and Leung – **Motion Passes**

Treasurer – Director Lang nominated Director Edington to serve as Treasurer for the 2020 Calendar year; Director Cook seconded.

Note: Director Lang was recorded as present at 4:10PM

Action – Roll Call – Directors Cook, Thompson, Edington and Leung – **Motion Passes**

Secretary – Director Edington nominated Director Abuyen to serve as Secretary for the 2020 calendar year; Director Thompson seconded.
Action – Roll Call – Directors Cook, Lang, Thompson, Edington and Leung – **Motion Passes**
Note: Director Abuyen was recorded as present at 4:14PM
The board **VOTED** to approve the motion.

Roll Call

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

III. Non-Action Items

A. Open House Adhoc Committee Report

Director Lang provided a summary of the status of the planning and implementation of the February 27, 2020 event. Director Lang advised that the post card reminder cards would soon be available; and asked board members to advise how many cards they wanted. She advised that each board member would assume the mailing cost; and she would be calling upon them almost weekly to report their final count, and to make sure that the names of persons who had confirmed were reported so that the appropriate name tags could be readied in advance of the event.

B. President's Report

President Leung reminded the directors that the day of the meeting was the beginning of the Chinese New Year. When asked, President Leung responded that this was the year of the rat.

C. Superintendent's Report

Superintendent Woods-Cadiz advised the board that she and Director Edington would be traveling to Atlanta, Georgia to attend an “invitation only” event sponsored by persons interested in supporting charter schools

D. Human Resources Report

No report.

IV. Action Items

A. Finance Report

Update on 12th Street Campus Renovation Budget Review – **–** Due to CBO Ballentine’s illness, Superintendent Woods-Cadiz presented the report outlining the proposed expenses pertaining to the remaining renovation costs of renovation of the 12th Street campus. While there was general agreement that the expenses were probably warranted, Directors Edington and Leung believed that it was more appropriate for the matter to be reviewed at the next Finance Committee meeting where CBO Ballentine was expected to attend; and then placed on the agenda for formal approval at the February meeting. Hearing no disagreement, the recommendation was accepted.

B. Consent Calendar

T. Cook made a motion to To approve the travel request.
D. Lang seconded the motion.
- Out of State travel - Director Edington and Superintendent Woods-Cadiz travel to Atlanta, Georgia - $433.90 each for a total of $867.20. Hotel accommodations were underwritten by CSMC -

- Employee Appointment – Maurice Williams temporarily assigned to the high school campus

- HS School Improvement – Superintendent Woods-Cadiz provided a summary of the minor expenses related to needed improvements to the high school facility.

Note: Both items were presented by Superintendent Woods-Cadiz and were informational only. No board action required.

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

Roll Call	
T. Cook	Aye
S. Leung	Aye
A. Abuyen	Aye
C. Thompson	Aye
D. Lang	Aye
C. Edington	Aye

V. Closed Session

A. Public Comment on Closed Session Items

No Comments

B. Recess to Closed Session

4:45 pm

C. Reconvene from Closed Session

6:27 pm

D. Report from Closed Session

No Report

VI. Closing Items

A. Items for Next Agenda

Non-Action –Update Open House Event – Director Lang
Finance Committee Report – Director Edington, Chair
Facilities Committee Report – Director Leung and/or Director Lang
Governance Committee Report – President Cook

B. Adjourn Meeting

C. Thompson made a motion to adjourn the meeting.

D. Lang seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:30 PM.

Respectfully Submitted,
T. Cook

C. NOTICES

DRAFT

American Indian Model Schools

Minutes

Special Board Meeting

Date and Time
Wednesday December 4, 2019 at 6:30 PM

Location
171 12th Street, Oakland Ca. 94607

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Directors Present
A. Abuyen, C. Thompson, D. Lang, T. Cook

Directors Absent
C. Edington, S. Leung

Ex-Officio Members Present
K. Minor

Non Voting Members Present
K. Minor

Guests Present
K. Ballentine, 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 American Indian Model Schools to order on Wednesday Dec 4, 2019 @ 6:45 PM at 171 12th Street, Oakland Ca. 94607.

B. Record Attendance and Guests

C. Approve Minutes

- Director Cook moved the item tabled as the packet did not contain the two sets of minutes that require posting so the public and board directors could review.
- Director Lang seconded and reminded the Directors that a motion to table is non-debatable.
- **Action - Hearing no objections the tabling motion passed unanimously**.

D. Adoption of Agenda

- Director Lang moved adoption of the agenda; and reminded the board that the revised Board calendar reflected the December 4, 2019 Special Meeting so as to allow the review and adoption of the 2018-2019 Audit and 2019-2020 1st Interim Report.
- Director Thomson seconded the motion to approve the December 4, 2019

- **Action - Hearing no objections the motion to adopt the December 4, 2019 Special Meeting agenda as posted passed unanimously**.

E. Public Comment on Non-Agenda Items

No Comments

F. Public Comment on Agenda Items

No Comments

II. Non-Action Items

A. Proposed Open House

Director presented the update noting the planning remained on target and February 27, 2020 remains the proposed date for the event.

III. Action Items

A. 2018-2019 Audit

- **–** CBO Ballentine presented the key elements and requested Board adoption as there were no “findings and/or modifications.”

- Director Cook noted that it is the usual practice, not policy, that the audit to have been reviewed by the Finance Committee. However, the calendar did not permit a special meeting of the Finance Committee and urged the board to move forward.

- Director Thompson agreed and motioned the adoption of the audit as presented. Director Abuyen seconded Director Thompson’s motion to approve the 2018 - 02919 Audit as presented.

- **Action - Hearing no objections the motion to adopt the 2018-2019 Audit as presented passed unanimously**.

B. 2019-2020 1st Interim Report

CBO Ballentine and VP, Denniston presented the 2019-2020 1st Interim Report in detail. All directors asked questions; and complimented both for presenting in a timely manner. Director Cook noted that it is the usual practice, not policy, that the audit to have been reviewed by the Finance Committee. However, the calendar did not permit a special meeting of the Finance Committee and urged the board to move forward.
- Director Lang agreed and motioned adoption of the 2019-2020 1st Interim Report. Director Abuyen seconded Director Lang's motion.
- **Action - Hearing no objections the motion to accept the 2019-2020 1st Interim Report as presented passed unanimously**.

IV. Closed Session

A. Public Comment on Closed Session Items
No Comments

B. Recess to Closed Session
- Director Cook noted the listing of the possible closed session items. However, Superintendent Woods-Cadiz advised the Directors that there were no closed session items.

C. Reconvene from Closed Session

D. Report from Closed Session
No Report

V. Closing Items

A. Items for Next Agenda
Directors made the following requests:

- Update – Proposed February 27, 2020 Open House – Director Lang
- Minutes of the November 24, 2019 and September 24, 2019 meetings be placed on the agenda – Director Cook

B. Adjourn Meeting
Directors noted the upcoming holiday season and therefore the AIMS faculty, staff and Superintendent Happy Holidays and Happy New Year.
Director Thompson motioned the meeting be adjourned. Director Lang seconded.
- **Action - Hearing no objections the motion to adjourn the December 4, 2019 Special Meeting at 8:30PM was passed unanimously.**
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 PM.

Respectfully Submitted,
C. Thompson

C. NOTICES

Documents used during the meeting

- AIMS Draft 201819 Audit 12219 for board.pdf
- AIPCSII Final.xls
- AIPHS 1920 First Interim (1) (1).xls

- AIPHS Final.xls

DRAFT

American Indian Model Schools

Minutes

Regular Board Meeting

Date and Time
Tuesday September 24, 2019 at 6:30 PM

Location
171 12th Street, Oakland Ca. 94607

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

Directors Absent
None

Directors Arrived Late
C. Edington, S. Leung

Ex-Officio Members Present
K. Minor

Non Voting Members Present
K. Minor

Guests Present
C. Ahmad, K. Ballentine, M. Gordan, M. Magana, M. Williams, M. Woods-Cadiz, T. Tung, V. Chand

I. Opening Items

A. Call the Meeting to Order

T. Cook called a meeting of the board of directors of American Indian Model Schools to order on Tuesday Sep 24, 2019 @ 6:30 PM at 171 12th Street, Oakland Ca. 94607.

B. Record Attendance and Guests

C. Edington arrived late.
S. Leung arrived late.

C. Adoption of Agenda

D. Public Comment on Non-Agenda Items

Alicia and Rosa Vargas **-** Parent summarized an issue concerning her son. The superintendent assured the parent that she would look into the matter and call her with the results of her inquiry.

E. Public Comment on Agenda Items

No Comments

II. Non-Action Items

A. President's Report

No Report

B. Superintendent's Report

Superintendent Woods-Cadiz presented a written report that summarized her interaction with her administrative staff, as well as her visit to Washington, D.C. Specifically, she met with Senator Harris' staff, as well as Congressmember Lee. Lastly, she presented a summary of her visits with various members of the Oakland, Alameda and State of California community members and elected officials.

C. AIMS K-12 Report

Mr. Christopher Ahmad (Head of School -Elementary) Introduced new staff that included Maryetta Golden, Head of Division of Academics Elementary and Eric Dizon, Dean of Students, Elementary. In
addition, Mr. Ahmad reported that K-5 classrooms are fully staffed which includes intervention aides, tutors and classroom aides. Mr. Ahmad summarized the new curriculum to be used in -2, K-3 and K-5. . In addition, he highlighted the fact that parents of K-5 students requested ESL classes which will be made available within a week.
Mr. Maurice Williams (Head of Schools - Middle) – Mr. Williams accentuated the fact that the middle school program was in keeping with the college prep goals; and presented a listing of the middle school administrative and support staff. In addition, he presented a listing of faculty and noted that once a science and 6th grade math teacher was acquired, middle school would be fully staffed. Middle school electives were listed as well as Back-to-School pot luck night which was scheduled for October 10, 2019.
Mr. Tareyton Russ (AIPHS Head of School) - Mr. Russ reported on the success of the "credit recovery" activities. In addition, Mr. Russ accentuated the recruitment success of acquiring needed faculty. Mr. Russ summarized the Advance Placement enrollment and registration calendar and costs. Lastly Mr. Russ emphasized that Back to School Night was scheduled for October 16, 2019, 6-8PM.
AIMS Athletics Updates

- The AIPHS Cross Country, Boys Soccer, and Girls Volleyball Seasons are Underway
- High School Sports Schedules are available online at aimsathletics.com
- AIPHS vs. Lighthouse Charter (Homecoming Game) November 7, 2019 @ 4PM, at Raimondi Field
- AIMS Middle School Sports Season will take place in Early October
- The Middle School fall sports season will consist of a flag football team and two inaugural Middle School Girls Volleyball teams

D. Operations Report

Enrollment Numbers
DatesAIPCSAIPCS IIAIPHS
8/28/19 to 9/18/19232656420
Page -3-
AICPS ADA & ADA%
Dates ADAADA %
8/28/19 to 9/18/1922197.14%
AICPS II ADA & ADA%
Dates ADAADA %
8/28/19 to 9/18/19631.897.10%
AIPHS ADA & ADA%
Dates ADAADA %
8/28/19 to 9/18/19349.8593.41%
Reporting & Compliance
Awarded Facilities Incentives Grant for American Indian Public Charter School II: Total 3 Year Grant $276,403.70
Submitted InfoCenter report for Office of Charters (District Authorizers), information submitted consisted of teacher credentialing, school board, general school information.
Finalized audit submission to California Department of Education (CDE) and VTD financial statements related to Title 1, Title III and National School Lunch program funding.

E. ELD Report

ELD Goals, Language Groups, and Reclassification added to agenda (attachments).

F. Education Coordinator, College Bound Kids Report

Johns Hopkins University
CSU San Diego
UC Irvine & Santa Barbara
Dartmouth
University of Southern California
Wellesley College
Note: Director Lang noted that she was a Wellesley College graduate, and is an active alumnus. As such, she indicated her willingness to be supportive of any student who wished to visit.
Scholarships
*Nominated 10 students for Posse Scholarship; so far 6 have made the 2nd round (other 4 meet on 9/18/19)
*7 students have applied for Questbridge
*Scholarship database has been distributed to all seniors
College Essays
Each student has a personalized deadline calendar - 75% have hit their deadlines
Each student who's had a deadline has received feedback on the first draft, along with a 1-on-1 meeting
Communication has been sent to parents about noting each student's progress in developing, editing and finalizing their respective essays
Testing

Seniors are signing up for SAT and ACT exams; Juniors are next
10th and 11th graders are scheduled to take the PSAT on campus on October 16th
AP classes have been registered on the new AP site, which dovetails with AP exam ordering.

III. Closed Session

A. Public Comment on Closed Session Items
No Comments

B. Recess to Closed Session
7:48 PM

C. Reconvene from Closed Session
8:39 PM

D. Report from Closed Session
No Report

IV. Closing Items

A. Items for Next Agenda

B. Adjourn Meeting
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:15 PM.

Respectfully Submitted,
C. Edington

C. NOTICES

Documents used during the meeting

- _AIMS K-12 September Board Report 2019-2020 (2).pptx
- Operations Board Report 9.24.19.pptx
- ELD Board Presentation for 9.24.19.pptx
- General presentation.pptx

DRAFT

American Indian Model Schools

Minutes

Special Board Meeting

Date and Time
Saturday January 25, 2020 at 4:00 PM

Location
171 12th Street, Oakland Ca. 94607

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

Directors Absent
None

Directors Arrived Late
A. Abuyen, D. Lang

Ex-Officio Members Present
K. Minor

Non Voting Members Present
K. Minor

Guests Present
D. Moghadam, M. Woods-Cadiz

I. Opening Items

A. Call the Meeting to Order

S. Leung called a meeting of the board of directors of American Indian Model Schools to order on Saturday Jan 25, 2020 @ 4:00 PM at
171 12th Street, Oakland Ca. 94607
.

B. Record Attendance and Guests

D. Lang arrived late.
A. Abuyen arrived late.

C. Approve Minutes

C. Edington made a motion to approve the minutes from. Regular Board Meeting on 10-15-19
C. Thompson seconded the motion.
– Board Secretary, Kelli Minor, directed the Board's attention to the attachment of the minutes of the October 15, 2019 board meeting. The board **VOTED** unanimously to approve the motion.

Roll Call	
T. Cook	Aye
D. Lang	Absent
S. Leung	Aye
C. Edington	Aye
C. Thompson	Aye
A. Abuyen	Absent

D. Adoption of Agenda

T. Cook made a motion to Approve the agenda.
C. Thompson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
C. Thompson	Aye
C. Edington	Aye
T. Cook	Aye
D. Lang	Absent
A. Abuyen	Absent
S. Leung	Aye

E. Public Comment on Non-Agenda Items

No Comments

F. Public Comment on Agenda Items

No Comments

II. Action Items

A. Election of Board Officers

S. Leung made a motion to Nominate Toni Cook to serve as President for the 2020 calendar year.
C. Thompson seconded the motion.
Vice President – Director Cook nominated President Leung to serve as Vice President for the 2020 calendar year; Director Edington seconded

Action – Roll Call – Directors Cook, Thompson, Edington and Leung – **Motion Passes**

Treasurer – Director Lang nominated Director Edington to serve as Treasurer for the 2020 Calendar year; Director Cook seconded.

Note: Director Lang was recorded as present at 4:10PM

Action – Roll Call – Directors Cook, Thompson, Edington and Leung – **Motion Passes**

Secretary – Director Edington nominated Director Abuyen to serve as Secretary for the 2020 calendar year; Director Thompson seconded.

Action – Roll Call – Directors Cook, Lang, Thompson, Edington and Leung – **Motion Passes**

Note: Director Abuyen was recorded as present at 4:14PM The board **VOTED** to approve the motion.

Roll Call	
C. Edington	Aye
A. Abuyen	Aye
D. Lang	Aye
S. Leung	Aye
T. Cook	Aye
C. Thompson	Aye

III. Non-Action Items

A. Open House Adhoc Committee Report

Director Lang provided a summary of the status of the planning and implementation of the February 27, 2020 event. Director Lang advised that the post card reminder cards would soon be available; and asked board members to advise how many cards they wanted. She advised that each board member would assume the mailing cost; and she would be calling upon them almost weekly to report their final count, and to make sure that the names of persons who had confirmed were reported so that the appropriate name tags could be readied in advance of the event.

B. President's Report

President Leung reminded the directors that the day of the meeting was the beginning of the Chinese New Year. When asked, President Leung responded that this was the year of the rat.

C. Superintendent's Report

Superintendent Woods-Cadiz advised the board that she and Director Edington would be traveling to Atlanta, Georgia to attend an “invitation only” event sponsored by persons interested in supporting charter schools

D. Human Resources Report

No report.

IV. Action Items

A. Finance Report

Update on 12th Street Campus Renovation Budget Review – – Due to CBO Ballentine’s illness, Superintendent Woods-Cadiz presented the report outlining the proposed expenses pertaining to the remaining renovation costs of renovation of the 12th Street campus. While there was general agreement that the expenses were probably warranted, Directors Edington and Leung believed that it was more appropriate for the matter to be reviewed at the next Finance Committee meeting where CBO Ballentine was expected to attend; and then placed on the agenda for formal approval at the February meeting. Hearing no disagreement, the recommendation was accepted.

B. Consent Calendar

T. Cook made a motion to To approve the travel request.
D. Lang seconded the motion.
- Out of State travel - Director Edington and Superintendent Woods-Cadiz travel to Atlanta, Georgia - $433.90 each for a total of $867.20. Hotel accommodations were underwritten by CSMC -

- Employee Appointment – Maurice Williams temporarily assigned to the high school campus

- HS School Improvement – Superintendent Woods-Cadiz provided a summary of the minor expenses related to needed improvements to the high school facility.

Note: Both items were presented by Superintendent Woods-Cadiz and were informational only. No board action required. The board **VOTED** to approve the motion.

Roll Call

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

V. Closed Session

A. Public Comment on Closed Session Items

No Comments

B. Recess to Closed Session

4:45 pm

C. Reconvene from Closed Session

6:27 pm

D. Report from Closed Session

No Report

VI. Closing Items

A. Items for Next Agenda

Non-Action –Update Open House Event – Director Lang
Finance Committee Report – Director Edington, Chair
Facilities Committee Report – Director Leung and/or Director Lang
Governance Committee Report – President Cook

B. Adjourn Meeting

C. Thompson made a motion to adjourn the meeting.
D. Lang seconded the motion.
The board **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:30 PM.

Respectfully Submitted,
T. Cook

C. NOTICES

DRAFT

American Indian Model Schools

Minutes

Regular Board Meeting

Date and Time
Tuesday November 19, 2019 at 6:30 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, T. Cook

Directors Absent
S. Leung

Ex-Officio Members Present
K. Minor

Non Voting Members Present
K. Minor

Guests Present
C. Ahmad, D. Moghadam, M. Williams, M. Woods-Cadiz, Minh Co, Tareyton Russ

I. Opening Items

A. Call the Meeting to Order

T. Cook called a meeting of the board of directors of American Indian Model Schools to order on Tuesday Nov 19, 2019 @ 6:30 PM at 171 12th Street, Oakland Ca. 94607.

B. Record Attendance and Guests

C. Approve Minutes

Director Lang moved approval of the Minutes for the October 15, 2019. Director Eddington second. Minutes of the October 15 2019 Board Meeting approved unanimously

D. Adoption of Agenda

T. Cook made a motion to approve the agenda for the November 29, 2019 meeting.
D. Lang seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Public Comment on Non-Agenda Items

No Comments

F. Public Comment on Agenda Items

No Comments

II. Non-Action Items

A. Proposed Open House

Directors Cook, Lang and Abuyen discussed the board sponsoring an Open House event February 27, 2020. That the theme of the event be – It's a New Day at AIMS. That each board member compiles a list of persons of Oakland/Alameda County "opinion makers" who would be interested in attending. Given the theme, the Superintendent was asked to "huddle" with her staff as they too might have persons whom they wish to invite. CEO Ballentine asked that she be kept in the loop, especially if the board was, or intended, to seek "in kind" support for any of the activities**. Director Cook asked that the discussion be placed as an action item on the December 4, 2019 Special Meeting Agenda so that the proposal could be finalized and moved forward for implementation.**

B. President's Report

No Report

C. Superintendent's Report

Superintendent Woods-Cadiz presented her report. Several directors offered their congratulations on AIMS being invited to present the success of their strategies in addressing the African American achievement.gap.

D. AIMS K-12 Report

Mr. Ahmad highlighted the effectiveness of a student-based leadership strategy that was being employed. The results of the new strategy were accentuated as newly student leaders were the ones who accentuated the importance of everybody exhibiting the kind of behavior that accentuated respect for one another,
Mr. Williams shared that he and Mr. Russ were enrolled in a Harvard University professional development program.
Mr. Williams focused his presentation on the fact that algebra was an 8th grade requirement. However, there was a need to address the achievement gap, as there were some students when assessed, needed more support, before they enrolled in algebra. As such, he employed the assessment tool that was being used in the Gilroy charter school that he

visited as it was believed to be a better tool when developing strategies aimed at addressing the mathematics achievement gap before placement in algebra.
Mr. Russ – presented information pertaining to the activities and accomplishments at the high school, especially is it pertaining to securing faculty that had been acquired. Given the success of the newly strategy being employed at the middle school, Director Edington asked Mr. Russ if he was using the same strategy. He replied not at this time; however, he and Mr. Williams were in discussion as to it being used next academic year; as was quite possible more effective and cheaper.

E. Human Resources Report
Mrs. Moghadam presented the Human Resources report; and efforts that focused on, and, continued participation in outside recruitment efforts aimed at securing faculty and any other additional personnel was verbally accentuated.

F. Operations Report
No Report

G. ELD Report
Mrs. Chang presented a verbal report. Director Cook asked about the participation of students and parents from the African and Middle eastern countries. The superintendent responded and Mrs. Chand assured Director Cook that the students were being served; and parents were being strongly encouraged to be a part of the parent group.

H. Education Coordinator, College Bound Kids Report
Mr. Gordan made a verbal report. He accentuated the fact that at least 4-6 seniors applied for early admission to several colleges. That he was focused on encouraging students who wanted to attend one of the UC campuses to complete their application as the deadline was fast approaching. When asked about competition of the FAFSA, Mr. Gordan replied that he not only was focusing on the students completing the form, but he held several meetings with parents to accentuate the importance of them providing the required financial/tax information.

III. Action Items

A. Consent Calendar
C. Edington made a motion to Approve the consent calendar.
C. Thompson seconded the motion.
- Aims Wellness Policy
- Student-Staff Interaction Policy
- MOU for Teacher Intern
- MRC/Xerox Upgrade Proposal
- Reclass to Central Office to Interim – Central Office Move The board **VOTED** unanimously to approve the motion.

IV. Closed Session

A. Public Comment on Closed Session Items
No Comments

B. Recess to Closed Session
8:39 PM

C. Reconvene from Closed Session
10:43 PM

D. Report from Closed Session
No Report

V. Closing Items

A. Items for Next Agenda

B. Adjourn Meeting
C. Edington made a motion to Adjourn Meeting.
C. Thompson seconded the motion.
The board **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:45 PM.

Respectfully Submitted,
T. Cook

C. NOTICES

Coversheet

Superintendent's Report

Section: II. Non-Action Items
Item: B. Superintendent's Report
Purpose: FYI
Submitted by:
Related Material: Final Superintendent_Board_Report_Mid_Year.pptx

Superintendent Board Report Mid Year CEO Evaluation

Superintendent Woods-Cadiz

AIMS K-12 COLLEGE PREP CHARTER DISTRICT

Strategic Plan Criteria

1. Provides report of recommendations to the Board of long-term strategies and budgets for growth and replication

2. Effective and efficient implementation of the Charter and/or Charter Modifications

3. Continuous achievement of financial and academic performance Indicators

4. Develops programmatic plans for continuous academic success

Strategic Plan Progress

- Met with OCS regarding expansion.
- Met with partners regarding growth strategy
- Site visits to monitor implementation
- Led central office training retreat regarding implementation
- Three day planning session with heads regarding charter and LCAP
- Meeting with OUSD regarding charter and growth
- On-going meetings with heads and dept. leads
- Site visits to monitor implementation
- Monthly meetings with back office providers
- Held planning sessions for site leaders
- Site visits to monitor implementation.

Strategic Plan Progress

- Innovate Schools academic recognition
- Honor Roll Schools recognition
- Positive reserves and growth on fiscal reports
- Increased funding for after school and low performing students
- Out performance of local traditional and charter schools on reported SBAC scoring
- Completion of phase one and two of 12th street renovation.

Superintendent & Board Partnership Criteria

Ensures accurate and relevant monthly board reports.

Consistent attendance at committee and board meetings.

Consistent attendance at Monthly meetings with Board President.

Superintendent & Board Partnership Progress

- September report given
- October report given
- November report given
- No meeting in December
- January report given
- February cumulative report given
- Governance Committee
- Finance Committee
- Facilities Committee
- Ad-hoc Construction Committee
- Ad-hoc Open House Committee
- Attendance at Board Meetings
- Monthly scheduled meeting with Board President

Professional Development Criteria

Attendance at national and local conferences and trainings

Attendance at national and local conferences and trainings

Completion or near completion of leadership succession plan document

Completion of Executive Leadership Training

Professional Development Progress

Attendance at national and local conferences and trainings

- Hosted Oakland Charter Leader Convening
- CAAASA board meetings
- Completed Harvard Management Certification (Executive Leadership Training)
- Attended CMO Grants Pre-application training webinar
- CBC 49th Annual Legislative Conference
- Attended CAASA Round Up
- BB&T Symposium
- Research for succession plan draft
- Planning teacher and leader succession pipeline
- Representing AIMS at Day on The Hill in DC
- YMC charter law training

Leadership Criteria

Effective communication of vision, goals and values to Stakeholders.

Completion of Heads of Schools' evaluation.

Monthly communications to stakeholders.

Regularly engages in public advocacy on behalf of AIMS.

Leadership Progress

- Attended sports functions
- Attended home coming
- Lead parent communications meetings
- Attended college information nights
- Monthly newsletter distributed to community, partners, and supporters
- Hosted Merced County - West Ed site visit
- Connected with CCSA regarding Oakland leadership transition
- Hosted Oakland Superintendent and Oakland Charter Schools Lead at 12th street campus
- Sites and central office leadership retreats
- Participated in the OUSD ACOE renewal policy working group
- Ongoing hosting for Oakland Charter Leaders renewal policy working group
- HBCU College Fair @ 12th Street Campus resulting in over five million in scholarships

Leadership Progress Cont.

- Participated in the OUSD ACOE renewal policy working group
- Ongoing Hosting for Oakland Charter Leaders renewal policy working group
- HBCU College Fair @ 12th Street Campus
- Chinese Consulate Celebration Dinner
- Pulse of Oakland Breakfast
- East Bay Flag Raising Ceremony
- Oakland Promise event
- Revamp of Heads evaluation format
- Engagement with Heads on evaluation
- Families In Action events
- SOBE events
- East Bay Urban Debate League
- Publication in Oakland Chamber of Commerce
- On going communication via social media
- Parent and community meetings regarding events and transitions
- Led week long boot camp for all AIMS employees
- Led day long safety training for all AIMS employees

Coversheet

Form 700

Section: II. Non-Action Items
Item: C. Form 700
Purpose: Discuss
Submitted by:
Related Material: Form 700 2019.2020 IA.pdf

2019-2020 Statement of Economic Interests

Form 700

A Public Document

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- Schedule A-2 *(Business Entities/Trusts)* p.9
- Schedule B *(Real Property)* p.11
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Restrictions and Prohibitions p.19
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Helpful Resources

- Video Tutorials
- Reference Pamphlet
- Excel Version
- FAQs
- Gift and Travel Fact Sheet for State and Local Officials

California Fair Political Practices Commission

1102 Q Street, Suite 3000 • Sacramento, CA 95811
Email Advice: advice@fppc.ca.gov
Toll-free advice line: 1 (866) ASK-FPPC • 1 (866) 275-3772
Telephone: (916) 322-5660 • Website: www.fppc.ca.gov

December 2019

Quick Start Guide

Detailed instructions begin on page 3.

WHEN IS THE ANNUAL STATEMENT DUE?

- March 2 – Elected State Officers, Judges and Court Commissioners, State Board and Commission members listed in Government Code Section 87200
- April 1 – Most other filers

WHERE DO I FILE?

Most people file the Form 700 with their agency. If you're not sure where to file your Form 700, contact your filing officer or the person who asked you to complete it.

ITEMS TO NOTE!

- The Form 700 is a public document.
- Only filers serving in active military duty may receive an extension on the filing deadline.
- You must also report interests held by your spouse or registered domestic partner.
- Your agency's conflict of interest code will help you to complete the Form 700. You are encouraged to get your conflict of interest code from the person who asked you to complete the Form 700.

NOTHING TO REPORT?

Mark the "No reportable interests" box on Part 4 of the Cover Page, and submit only the signed Cover Page. Please review each schedule carefully!

Schedule	Common Reportable Interests	Common Non-Reportable Interests
A-1: Investments	Stocks, including those held in an IRA or 401K. Each stock must be listed.	Insurance policies, government bonds, diversified mutual funds, funds similar to diversified mutual funds.
A-2: Business Entitites/Trusts	Business entities, sole proprietorships, partnerships, LLCs, corporations and trusts. (e.g., Form 1099 filers).	Savings and checking accounts, and annuities.
B: Real Property	Rental property in filer's jurisdiction, or within two miles of the boundaries of the jurisdiction.	A residence used exclusively as a personal residence (such as a home or vacation property).
C: Income	Non-governmental salaries. Note that filers are required to report only half of their spouse's or partner's salary.	Governmental salary (from school district, for example).
D: Gifts	Gifts from businesses, vendors, or other contractors (meals, tickets, etc.).	Gifts from family members.
E: Travel Payments	Travel payments from third parties (not your employer).	Travel paid by your government agency.

Note: Like reportable interests, non-reportable interests may also create conflicts of interest and could be grounds for disqualification from certain decisions.

QUESTIONS?

- advice@fppc.ca.gov
- (866) 275-3772 Mon-Thurs, 9-11:30 a.m.

E-FILING ISSUES?

- If using your agency's system, please contact technical support at your agency.
- If using FPPC's e-filing system, write to form700@fppc.ca.gov.

Powered by BoardOnTrack

What's New

Gift Limit Increase

The gift limit increased to $500 for calendar years 2019 and 2020.

Who must file:

- Elected and appointed officials and candidates listed in Government Code Section 87200
- Employees, appointed officials, and consultants filing pursuant to a conflict of interest code ("code filers"). **Obtain your disclosure categories, which describe the interests you must report, from your agency;** they are not part of the Form 700
- Candidates running for local elective offices that are designated in a conflict of interest code (e.g., county sheriffs, city clerks, school board trustees, and water board members)

  Exception:

  - Candidates for a county central committee are not required to file the Form 700.
  - Members of newly created boards and commissions not yet covered under a conflict of interest code
  - Employees in newly created positions of existing agencies

For more information, see Reference Pamphlet, page 3, at *www.fppc.ca.gov.*

Where to file:

87200 Filers

State offices	➲	Your agency
Judicial offices	➲	The clerk of your court
Retired Judges	➲	Directly with FPPC
County offices	➲	Your county filing official
City offices	➲	Your city clerk
Multi-County offices	➲	Your agency

Code Filers — State and Local Officials, Employees, and Consultants Designated in a Conflict of Interest Code: File with your agency, board, or commission unless otherwise specified in your agency's code (e.g., Legislative staff files directly with FPPC). In most cases, the agency, board, or commission will retain the statements.

Members of Boards and Commissions of Newly Created Agencies: File with your newly created agency or with your agency's code reviewing body.

Employees in Newly Created Positions of Existing Agencies: File with your agency or with your agency's code reviewing body. (See Reference Pamphlet, page 3.)

Candidates: File with your local elections office.

How to file:

The Form 700 is available at *www.fppc.ca.gov*. Form 700 schedules are also available in Excel format. All statements must have an original "wet" signature or be duly authorized by your filing officer to file electronically under Government Code Section 87500.2.

When to file:

Annual Statements

➲ **March 2, 2020**

- Elected State Officers
- Judges and Court Commissioners
- State Board and State Commission Members listed in Government Code Section 87200

➲ **April 1, 2020**

- Most other filers

Individuals filing under conflict of interest codes in city and county jurisdictions should verify the annual filing date with their local filing officers.

Statements postmarked by the filing deadline are considered filed on time.

Statements of 30 pages or less may be emailed or faxed by the deadline as long as the originally signed paper version is sent by first class mail to the filing official within 24 hours.

Assuming Office and Leaving Office Statements

Most filers file within 30 days of assuming or leaving office or within 30 days of the effective date of a newly adopted or amended conflict of interest code.

Exception:

If you assumed office between October 1, 2019, and December 31, 2019, and filed an assuming office statement, you are not required to file an annual statement until March 2, 2021, or April 1, 2021, whichever is applicable. The annual statement will cover the day after you assumed office through December 31, 2020. (See Reference Pamphlet, page 6, for additional exceptions.

Candidate Statements

File no later than the final filing date for the declaration of candidacy or nomination documents. A candidate statement is not required if you filed an assuming office or annual statement for the same jurisdiction within 60 days before filing a declaration of candidacy or other nomination documents.

Late Statements

There is no provision for filing deadline extensions unless the filer is serving in active military duty. (See page 19 for information on penalties and fines.)

Amendments

Statements may be amended at any time. You are only required to amend the schedule that needs to be revised. It is not necessary to amend the entire filed form. Obtain amendment schedules at *www.fppc.ca.gov.*

Types of Statements

Assuming Office Statement:

If you are a newly appointed official or are newly employed in a position designated, or that will be designated, in a state or local agency's conflict of interest code, your assuming office date is the date you were sworn in or otherwise authorized to serve in the position. If you are a newly elected official, your assuming office date is the date you were sworn in.

- Report: Investments, interests in real property, and business positions held on the date you assumed the office or position must be reported. In addition, income (including loans, gifts, and travel payments) received during the 12 months prior to the date you assumed the office or position.

For positions subject to confirmation by the State Senate or the Commission on Judicial Appointments, your assuming office date is the date you were appointed or nominated to the position.

- Example: Maria Lopez was nominated by the Governor to serve on a state agency board that is subject to state Senate confirmation. The assuming office date is the date Maria's nomination is submitted to the Senate. Maria must report investments, interests in real property, and business positions she holds on that date, and income (including loans, gifts, and travel payments) received during the 12 months prior to that date.

If your office or position has been added to a newly adopted or newly amended conflict of interest code, use the effective date of the code or amendment, whichever is applicable.

- Report: Investments, interests in real property, and business positions held on the effective date of the code or amendment must be reported. In addition, income (including loans, gifts, and travel payments) received during the 12 months prior to the effective date of the code or amendment.

Annual Statement:

Generally, the period covered is January 1, 2019, through December 31, 2019. If the period covered by the statement is different than January 1, 2019, through December 31, 2019, (for example, you assumed office between October 1, 2018, and December 31, 2018 or you are combining statements), you must specify the period covered.

- Investments, interests in real property, business positions held, and income (including loans, gifts, and travel payments) received during the period covered by the statement must be reported. Do not change the preprinted dates on Schedules A-1, A-2, and B unless you are required to report the acquisition or disposition of an interest that did not occur in 2019.
- If your disclosure category changes during a reporting period, disclose under the old category until the effective date of the conflict of interest code amendment and disclose under the new disclosure category through the end of the reporting period.

Leaving Office Statement:

Generally, the period covered is January 1, 2019, through the date you stopped performing the duties of your position. If the period covered differs from January 1, 2019, through the date you stopped performing the duties of your position (for example, you assumed office between October 1, 2018, and December 31, 2018, or you are combining statements), the period covered must be specified. The reporting period can cover parts of two calendar years.

- Report: Investments, interests in real property, business positions held, and income (including loans, gifts, and travel payments) received during the period covered by the statement. Do not change the preprinted dates on Schedules A-1, A-2, and B unless you are required to report the acquisition or disposition of an interest that did not occur in 2019.

Candidate Statement:

If you are filing a statement in connection with your candidacy for state or local office, investments, interests in real property, and business positions held on the date of filing your declaration of candidacy must be reported. In addition, income (including loans, gifts, and travel payments) received during the 12 months prior to the date of filing your declaration of candidacy is reportable. Do not change the preprinted dates on Schedules A-1, A-2, and B.

Candidates running for local elective offices (e.g., county sheriffs, city clerks, school board trustees, or water district board members) must file candidate statements, as required by the conflict of interest code for the elected position. The code may be obtained from the agency of the elected position.

Amendments:

If you discover errors or omissions on any statement, file an amendment as soon as possible. You are only required to amend the schedule that needs to be revised; it is not necessary to refile the entire form. Obtain amendment schedules from the FPPC website at *www.fppc.ca.gov.*

Note: Once you file your statement, you may not withdraw it. All changes must be noted on amendment schedules.

CALIFORNIA FORM 700
FAIR POLITICAL PRACTICES COMMISSION

STATEMENT OF ECONOMIC INTERESTS

Date Initial Filing Received
Filing Official Use Only

COVER PAGE

A PUBLIC DOCUMENT

Please type or print in ink.

NAME OF FILER (LAST) (FIRST) (MIDDLE)

1. Office, Agency, or Court

Agency Name *(Do not use acronyms)*

Division, Board, Department, District, if applicable

Your Position

► If filing for multiple positions, list below or on an attachment. *(Do not use acronyms)*

Agency: _____ Position: _____

2. Jurisdiction of Office *(Check at least one box)*

☐ State

☐ Judge, Retired Judge, Pro Tem Judge, or Court Commissioner (Statewide Jurisdiction)

☐ Multi-County _____

☐ County of _____

☐ City of _____

☐ Other _____

3. Type of Statement *(Check at least one box)*

☐ **Annual:** The period covered is January 1, 2019, through December 31, 2019.

-or-

The period covered is ____/____/____, through December 31, 2019.

☐ **Assuming Office:** Date assumed ____/____/____

☐ **Leaving Office:** Date Left ____/____/____
(Check one circle.)

◯ The period covered is January 1, 2019, through the date of leaving office.

-or-

◯ The period covered is ____/____/____, through the date of leaving office.

☐ **Candidate:** Date of Election _____ and office sought, if different than Part 1: _____

4. Schedule Summary (must complete) ► *Total number of pages including this cover page:* _____

Schedules attached

☐ **Schedule A-1 -** *Investments* – schedule attached
☐ **Schedule A-2 -** *Investments* – schedule attached
☐ **Schedule B -** *Real Property* – schedule attached
☐ **Schedule C -** *Income, Loans, & Business Positions* – schedule attached
☐ **Schedule D -** *Income – Gifts* – schedule attached
☐ **Schedule E -** *Income – Gifts – Travel Payments* – schedule attached

-or- ☐ ***None*** **-** *No reportable interests on any schedule*

5. Verification

MAILING ADDRESS STREET CITY STATE ZIP CODE
(Business or Agency Address Recommended - Public Document)

DAYTIME TELEPHONE NUMBER
( )

EMAIL ADDRESS

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein and in any attached schedules is true and complete. I acknowledge this is a public document.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date Signed _____
(month, day, year)

Signature _____
(File the originally signed paper statement with your filing official.)

Clear Page Print

Powered by BoardOnTrack

Instructions
Cover Page

Enter your name, mailing address, and daytime telephone number in the spaces provided. **Because the Form 700 is a public document, you may list your business/office address instead of your home address.**

Part 1. Office, Agency, or Court

- Enter the name of the office sought or held, or the agency or court. Consultants must enter the public agency name rather than their private firm's name. (Examples: State Assembly; Board of Supervisors; Office of the Mayor; Department of Finance; Hope County Superior Court)
- Indicate the name of your division, board, or district, if applicable. (Examples: Division of Waste Management; Board of Accountancy; District 45). **Do not use acronyms.**
- Enter your position title. (Examples: Director; Chief Counsel; City Council Member; Staff Services Analyst)
- If you hold multiple positions (i.e., a city council member who also is a member of a county board or commission), you may be required to file statements with each agency. To simplify your filing obligations, you may complete an expanded statement.
    - To do this, enter the name of the other agency(ies) with which you are required to file and your position title(s) in the space provided. **Do not use acronyms.** Attach an additional sheet if necessary. Complete one statement covering the disclosure requirements for all positions. Each copy must contain an original signature. Therefore, before signing the statement, make a copy for each agency. Sign each copy with an original signature and file with each agency.

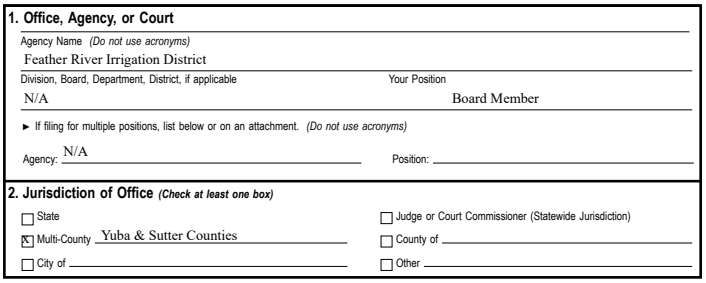
If you assume or leave a position after a filing deadline, you must complete a separate statement. For example, a city council member who assumes a position with a county special district after the April annual filing deadline must file a separate assuming office statement. In subsequent years, the city council member may expand his or her annual filing to include both positions.

Example:
Brian Bourne is a city council member for the City of Lincoln and a board member for the Camp Far West Irrigation District – a multi-county agency that covers Placer and Yuba counties. Brian will complete one Form 700 using full disclosure (as required for the city position) and covering interests in both Placer and Yuba counties (as required for the multi-county position) and list both positions on the Cover Page. Before signing the statement, Brian will make a copy and sign both statements. One statement will be filed with City of Lincoln and the other will be filed with Camp Far West Irrigation District. Both will contain an original signature.

Part 2. Jurisdiction of Office

- Check the box indicating the jurisdiction of your agency and, if applicable, identify the jurisdiction. Judges, judicial candidates, and court commissioners have statewide jurisdiction. All other filers should review the Reference Pamphlet, page 13, to determine their jurisdiction.
- If your agency is a multi-county office, list each county in which your agency has jurisdiction.
- If your agency is not a state office, court, county office, city office, or multi-county office (e.g., school districts, special districts and JPAs), check the "other" box and enter the county or city in which the agency has jurisdiction.

Example:
This filer is a member of a water district board with jurisdiction in portions of Yuba and Sutter Counties.


1. Office, Agency, or Court
Agency Name (Do not use acronyms)
Feather River Irrigation District
Division, Board, Department, District, if applicable: N/A
Your Position: Board Member
► If filing for multiple positions, list below or on an attachment. (Do not use acronyms)
Agency: N/A Position:
2. Jurisdiction of Office (Check at least one box)
☐ State ☐ Judge or Court Commissioner (Statewide Jurisdiction)
☒ Multi-County Yuba & Sutter Counties ☐ County of
☐ City of ☐ Other

Part 3. Type of Statement

Check at least one box. The period covered by a statement is determined by the type of statement you are filing. If you are completing a 2019 annual statement, **do not** change the pre-printed dates to reflect 2020. Your annual statement is used for reporting the **previous year's** economic interests. Economic interests for your annual filing covering January 1, 2020, through December 31, 2020, will be disclosed on your statement filed in 2021. See Reference Pamphlet, page 4.

Combining Statements: Certain types of statements may be combined. For example, if you leave office after January 1, but before the deadline for filing your annual statement, you may combine your annual and leaving office statements. File by the earliest deadline. Consult your filing officer or the FPPC.

Part 4. Schedule Summary

- Complete the Schedule Summary after you have reviewed each schedule to determine if you have reportable interests.
- Enter the total number of completed pages including the cover page and either check the box for each schedule you use to disclose interests; **or** if you have nothing to disclose on any schedule, check the "No reportable interests" box. Please **do not** attach any blank schedules.

Part 5. Verification

Complete the verification by signing the statement and entering the date signed. All statements must have an original "wet" signature or be duly authorized by your filing officer to file electronically under Government Code Section 87500.2. **When you sign your statement, you are stating, under penalty of perjury, that it is true and correct.** Only the filer has authority to sign the statement. An unsigned statement is not considered filed and you may be subject to late filing penalties.

SCHEDULE A-1
Investments
Stocks, Bonds, and Other Interests
(Ownership Interest is Less Than 10%)

Investments must be itemized.
Do not attach brokerage or financial statements.

CALIFORNIA FORM 700
FAIR POLITICAL PRACTICES COMMISSION

Name _____

► NAME OF BUSINESS ENTITY

GENERAL DESCRIPTION OF THIS BUSINESS

FAIR MARKET VALUE
☐ $2,000 - $10,000 ☐ $10,001 - $100,000
☐ $100,001 - $1,000,000 ☐ Over $1,000,000

NATURE OF INVESTMENT
☐ Stock ☐ Other _____ (Describe)
☐ Partnership ◯ Income Received of $0 - $499
◯ Income Received of $500 or More *(Report on Schedule C)*

IF APPLICABLE, LIST DATE:
____/____/ 19 ACQUIRED ____/____/ 19 DISPOSED

► NAME OF BUSINESS ENTITY

GENERAL DESCRIPTION OF THIS BUSINESS

FAIR MARKET VALUE
☐ $2,000 - $10,000 ☐ $10,001 - $100,000
☐ $100,001 - $1,000,000 ☐ Over $1,000,000

NATURE OF INVESTMENT
☐ Stock ☐ Other _____ (Describe)
☐ Partnership ◯ Income Received of $0 - $499
◯ Income Received of $500 or More *(Report on Schedule C)*

IF APPLICABLE, LIST DATE:
____/____/ 19 ACQUIRED ____/____/ 19 DISPOSED

► NAME OF BUSINESS ENTITY

GENERAL DESCRIPTION OF THIS BUSINESS

FAIR MARKET VALUE
☐ $2,000 - $10,000 ☐ $10,001 - $100,000
☐ $100,001 - $1,000,000 ☐ Over $1,000,000

NATURE OF INVESTMENT
☐ Stock ☐ Other _____ (Describe)
☐ Partnership ◯ Income Received of $0 - $499
◯ Income Received of $500 or More *(Report on Schedule C)*

IF APPLICABLE, LIST DATE:
____/____/ 19 ACQUIRED ____/____/ 19 DISPOSED

► NAME OF BUSINESS ENTITY

GENERAL DESCRIPTION OF THIS BUSINESS

FAIR MARKET VALUE
☐ $2,000 - $10,000 ☐ $10,001 - $100,000
☐ $100,001 - $1,000,000 ☐ Over $1,000,000

NATURE OF INVESTMENT
☐ Stock ☐ Other _____ (Describe)
☐ Partnership ◯ Income Received of $0 - $499
◯ Income Received of $500 or More *(Report on Schedule C)*

IF APPLICABLE, LIST DATE:
____/____/ 19 ACQUIRED ____/____/ 19 DISPOSED

► NAME OF BUSINESS ENTITY

GENERAL DESCRIPTION OF THIS BUSINESS

FAIR MARKET VALUE
☐ $2,000 - $10,000 ☐ $10,001 - $100,000
☐ $100,001 - $1,000,000 ☐ Over $1,000,000

NATURE OF INVESTMENT
☐ Stock ☐ Other _____ (Describe)
☐ Partnership ◯ Income Received of $0 - $499
◯ Income Received of $500 or More *(Report on Schedule C)*

IF APPLICABLE, LIST DATE:
____/____/ 19 ACQUIRED ____/____/ 19 DISPOSED

► NAME OF BUSINESS ENTITY

GENERAL DESCRIPTION OF THIS BUSINESS

FAIR MARKET VALUE
☐ $2,000 - $10,000 ☐ $10,001 - $100,000
☐ $100,001 - $1,000,000 ☐ Over $1,000,000

NATURE OF INVESTMENT
☐ Stock ☐ Other _____ (Describe)
☐ Partnership ◯ Income Received of $0 - $499
◯ Income Received of $500 or More *(Report on Schedule C)*

IF APPLICABLE, LIST DATE:
____/____/ 19 ACQUIRED ____/____/ 19 DISPOSED

Comments: _____

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Instructions – Schedules A-1 and A-2
Investments

"Investment" means a financial interest in any business entity (including a consulting business or other independent contracting business) that is located in, doing business in, planning to do business in, or that has done business during the previous two years in your agency's jurisdiction in which you, your spouse or registered domestic partner, or your dependent children had a direct, indirect, or beneficial interest totaling $2,000 or more at any time during the reporting period. (See Reference Pamphlet, page 13.)

Reportable investments include:

- Stocks, bonds, warrants, and options, including those held in margin or brokerage accounts and managed investment funds (See Reference Pamphlet, page 13.)
- Sole proprietorships
- Your own business or your spouse's or registered domestic partner's business (See Reference Pamphlet, page 8, for the definition of "business entity.")
- Your spouse's or registered domestic partner's investments even if they are legally separate property
- Partnerships (e.g., a law firm or family farm)
- Investments in reportable business entities held in a retirement account (See Reference Pamphlet, page 15.)
- If you, your spouse or registered domestic partner, and dependent children together had a 10% or greater ownership interest in a business entity or trust (including a living trust), you must disclose investments held by the business entity or trust. (See Reference Pamphlet, page 16, for more information on disclosing trusts.)
- Business trusts

You are not required to disclose:

- Government bonds, diversified mutual funds, certain funds similar to diversified mutual funds (such as exchange traded funds) and investments held in certain retirement accounts. (See Reference Pamphlet, page 13.) (Regulation 18237)
- Bank accounts, savings accounts, money market accounts and certificates of deposits
- Insurance policies
- Annuities
- Commodities
- Shares in a credit union
- Government bonds (including municipal bonds)
- Retirement accounts invested in non-reportable interests (e.g., insurance policies, mutual funds, or government bonds) (See Reference Pamphlet, page 15.)
- Government defined-benefit pension plans (such as CalPERS and CalSTRS plans)
- Certain interests held in a blind trust (See Reference Pamphlet, page 16.)

Use Schedule A-1 to report ownership of less than 10% (e.g., stock). Schedule C (Income) may also be required if the investment is not a stock or corporate bond. (See second example below.)

Use Schedule A-2 to report ownership of 10% or greater (e.g., a sole proprietorship).

To Complete Schedule A-1:

Do not attach brokerage or financial statements.

- Disclose the name of the business entity.
- Provide a general description of the business activity of the entity (e.g., pharmaceuticals, computers, automobile manufacturing, or communications).
- Check the box indicating the highest fair market value of your investment during the reporting period. If you are filing a candidate or an assuming office statement, indicate the fair market value on the filing date or the date you took office, respectively. (See page 20 for more information.)
- Identify the nature of your investment (e.g., stocks, warrants, options, or bonds).
- An acquired or disposed of date is only required if you initially acquired or entirely disposed of the investment interest during the reporting period. The date of a stock dividend reinvestment or partial disposal is not required. Generally, these dates will not apply if you are filing a candidate or an assuming office statement.

Examples:

Frank Byrd holds a state agency position. His conflict of interest code requires full disclosure of investments. Frank must disclose his stock holdings of $2,000 or more in any company that is located in or does business in California, as well as those stocks held by his spouse or registered domestic partner and dependent children.

Alice Lance is a city council member. She has a 4% interest, worth $5,000, in a limited partnership located in the city. Alice must disclose the partnership on Schedule A-1 and income of $500 or more received from the partnership on Schedule C.

Reminders

- Do you know your agency's jurisdiction?
- Did you hold investments at any time during the period covered by this statement?
- Code filers – your disclosure categories may only require disclosure of specific investments.

SCHEDULE A-2
Investments, Income, and Assets of Business Entities/Trusts
(Ownership Interest is 10% or Greater)

CALIFORNIA FORM 700
FAIR POLITICAL PRACTICES COMMISSION

Name

▶ 1. BUSINESS ENTITY OR TRUST

Name

Address *(Business Address Acceptable)*

Check one

☐ Trust, *go to 2* ☐ Business Entity, *complete the box, then go to 2*

GENERAL DESCRIPTION OF THIS BUSINESS

FAIR MARKET VALUE
- ☐ $0 - $1,999
- ☐ $2,000 - $10,000
- ☐ $10,001 - $100,000
- ☐ $100,001 - $1,000,000
- ☐ Over $1,000,000

IF APPLICABLE, LIST DATE:
__/__/19 ACQUIRED
__/__/19 DISPOSED

NATURE OF INVESTMENT
☐ Partnership ☐ Sole Proprietorship ☐ _____ Other

YOUR BUSINESS POSITION _____

▶ 2. IDENTIFY THE GROSS INCOME RECEIVED (INCLUDE YOUR PRO RATA SHARE OF THE GROSS INCOME TO THE ENTITY/TRUST)

- ☐ $0 - $499
- ☐ $500 - $1,000
- ☐ $1,001 - $10,000
- ☐ $10,001 - $100,000
- ☐ OVER $100,000

▶ 3. LIST THE NAME OF EACH REPORTABLE SINGLE SOURCE OF INCOME OF $10,000 OR MORE (Attach a separate sheet if necessary.)

☐ None or ☐ Names listed below

▶ 4. INVESTMENTS AND INTERESTS IN REAL PROPERTY HELD OR LEASED BY THE BUSINESS ENTITY OR TRUST

Check one box:

☐ INVESTMENT ☐ REAL PROPERTY

Name of Business Entity, if Investment, or
Assessor's Parcel Number or Street Address of Real Property

Description of Business Activity or
City or Other Precise Location of Real Property

FAIR MARKET VALUE
- ☐ $2,000 - $10,000
- ☐ $10,001 - $100,000
- ☐ $100,001 - $1,000,000
- ☐ Over $1,000,000

IF APPLICABLE, LIST DATE:
__/__/19 ACQUIRED
__/__/19 DISPOSED

NATURE OF INTEREST
☐ Property Ownership/Deed of Trust ☐ Stock ☐ Partnership

☐ Leasehold _____ Yrs. remaining ☐ Other _____

☐ Check box if additional schedules reporting investments or real property are attached

---

▶ 1. BUSINESS ENTITY OR TRUST

Name

Address *(Business Address Acceptable)*

Check one

☐ Trust, *go to 2* ☐ Business Entity, *complete the box, then go to 2*

GENERAL DESCRIPTION OF THIS BUSINESS

FAIR MARKET VALUE
- ☐ $0 - $1,999
- ☐ $2,000 - $10,000
- ☐ $10,001 - $100,000
- ☐ $100,001 - $1,000,000
- ☐ Over $1,000,000

IF APPLICABLE, LIST DATE:
__/__/19 ACQUIRED
__/__/19 DISPOSED

NATURE OF INVESTMENT
☐ Partnership ☐ Sole Proprietorship ☐ _____ Other

YOUR BUSINESS POSITION _____

▶ 2. IDENTIFY THE GROSS INCOME RECEIVED (INCLUDE YOUR PRO RATA SHARE OF THE GROSS INCOME TO THE ENTITY/TRUST)

- ☐ $0 - $499
- ☐ $500 - $1,000
- ☐ $1,001 - $10,000
- ☐ $10,001 - $100,000
- ☐ OVER $100,000

▶ 3. LIST THE NAME OF EACH REPORTABLE SINGLE SOURCE OF INCOME OF $10,000 OR MORE (Attach a separate sheet if necessary.)

☐ None or ☐ Names listed below

▶ 4. INVESTMENTS AND INTERESTS IN REAL PROPERTY HELD OR LEASED BY THE BUSINESS ENTITY OR TRUST

Check one box:

☐ INVESTMENT ☐ REAL PROPERTY

Name of Business Entity, if Investment, or
Assessor's Parcel Number or Street Address of Real Property

Description of Business Activity or
City or Other Precise Location of Real Property

FAIR MARKET VALUE
- ☐ $2,000 - $10,000
- ☐ $10,001 - $100,000
- ☐ $100,001 - $1,000,000
- ☐ Over $1,000,000

IF APPLICABLE, LIST DATE:
__/__/19 ACQUIRED
__/__/19 DISPOSED

NATURE OF INTEREST
☐ Property Ownership/Deed of Trust ☐ Stock ☐ Partnership

☐ Leasehold _____ Yrs. remaining ☐ Other _____

☐ Check box if additional schedules reporting investments or real property are attached

Comments: _____

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Instructions – Schedule A-2
Investments, Income, and Assets of Business Entities/Trusts

Use Schedule A-2 to report investments in a business entity (including a consulting business or other independent contracting business) or trust (including a living trust) in which you, your spouse or registered domestic partner, and your dependent children, together or separately, had a 10% or greater interest, totaling $2,000 or more, during the reporting period and which is located in, doing business in, planning to do business in, or which has done business during the previous two years in your agency's jurisdiction. (See Reference Pamphlet, page 13.) A trust located outside your agency's jurisdiction is reportable if it holds assets that are located in or doing business in the jurisdiction. Do not report a trust that contains non-reportable interests. For example, a trust containing only your personal residence not used in whole or in part as a business, your savings account, and some municipal bonds, is not reportable.

Also report on Schedule A-2 investments and real property held by that entity or trust if your pro rata share of the investment or real property interest was $2,000 or more during the reporting period.

To Complete Schedule A-2:

Part 1. Disclose the name and address of the business entity or trust. If you are reporting an interest in a business entity, check "Business Entity" and complete the box as follows:

- Provide a general description of the business activity of the entity.
- Check the box indicating the highest fair market value of your investment during the reporting period.
- If you initially acquired or entirely disposed of this interest during the reporting period, enter the date acquired or disposed.
- Identify the nature of your investment.
- Disclose the job title or business position you held with the entity, if any (i.e., if you were a director, officer, partner, trustee, employee, or held any position of management). A business position held by your spouse is not reportable.

Part 2. Check the box indicating **your pro rata** share of the **gross** income received **by** the business entity or trust. This amount includes your pro rata share of the **gross** income **from** the business entity or trust, as well as your community property interest in your spouse's or registered domestic partner's share. Gross income is the total amount of income before deducting expenses, losses, or taxes.

Part 3. Disclose the name of each source of income that is located in, doing business in, planning to do business in, or that has done business during the previous two years in your agency's jurisdiction, as follows:

- Disclose each source of income and outstanding loan **to the business entity or trust** identified in Part 1 if your pro rata share of the **gross** income (including your community property interest in your spouse's or registered domestic partner's share) to the business entity or trust from that source was $10,000 or more during the reporting period. (See Reference Pamphlet, page 11, for examples.) Income from governmental sources may be reportable if not considered salary. See Regulation 18232. Loans from commercial lending institutions made in the lender's regular course of business on terms available to members of the public without regard to your official status are not reportable.
- Disclose each individual or entity that was a source of commission income of $10,000 or more during the reporting period through the business entity identified in Part 1. (See Reference Pamphlet, page 8.)

You may be required to disclose sources of income located outside your jurisdiction. For example, you may have a client who resides outside your jurisdiction who does business on a regular basis with you. Such a client, if a reportable source of $10,000 or more, must be disclosed.

Mark "None" if you do not have any reportable $10,000 sources of income to disclose. Phrases such as "various clients" or "not disclosing sources pursuant to attorney-client privilege" are not adequate disclosure. (See Reference Pamphlet, page 14, for information on procedures to request an exemption from disclosing privileged information.)

Part 4. Report any investments or interests in real property held or leased **by the entity or trust** identified in Part 1 if your pro rata share of the interest held was $2,000 or more during the reporting period. Attach additional schedules or use FPPC's Form 700 Excel spreadsheet if needed.

- Check the applicable box identifying the interest held as real property or an investment.
- If investment, provide the name and description of the business entity.
- If real property, report the precise location (e.g., an assessor's parcel number or address).
- Check the box indicating the highest fair market value of your interest in the real property or investment during the reporting period. (Report the fair market value of the portion of your residence claimed as a tax deduction if you are utilizing your residence for business purposes.)
- Identify the nature of your interest.
- Enter the date acquired or disposed only if you initially acquired or entirely disposed of your interest in the property or investment during the reporting period.

CALIFORNIA FORM **700**
FAIR POLITICAL PRACTICES COMMISSION

Name

SCHEDULE B
Interests in Real Property
(Including Rental Income)

► ASSESSOR'S PARCEL NUMBER OR STREET ADDRESS

CITY

FAIR MARKET VALUE
- ☐ $2,000 - $10,000
- ☐ $10,001 - $100,000
- ☐ $100,001 - $1,000,000
- ☐ Over $1,000,000

IF APPLICABLE, LIST DATE:
__/__/19 ACQUIRED __/__/19 DISPOSED

NATURE OF INTEREST
- ☐ Ownership/Deed of Trust
- ☐ Easement
- ☐ Leasehold _____ Yrs. remaining
- ☐ _____ Other

IF RENTAL PROPERTY, GROSS INCOME RECEIVED
- ☐ $0 - $499
- ☐ $500 - $1,000
- ☐ $1,001 - $10,000
- ☐ $10,001 - $100,000
- ☐ OVER $100,000

SOURCES OF RENTAL INCOME: If you own a 10% or greater interest, list the name of each tenant that is a single source of income of $10,000 or more.
- ☐ None

► ASSESSOR'S PARCEL NUMBER OR STREET ADDRESS

CITY

FAIR MARKET VALUE
- ☐ $2,000 - $10,000
- ☐ $10,001 - $100,000
- ☐ $100,001 - $1,000,000
- ☐ Over $1,000,000

IF APPLICABLE, LIST DATE:
__/__/19 ACQUIRED __/__/19 DISPOSED

NATURE OF INTEREST
- ☐ Ownership/Deed of Trust
- ☐ Easement
- ☐ Leasehold _____ Yrs. remaining
- ☐ _____ Other

IF RENTAL PROPERTY, GROSS INCOME RECEIVED
- ☐ $0 - $499
- ☐ $500 - $1,000
- ☐ $1,001 - $10,000
- ☐ $10,001 - $100,000
- ☐ OVER $100,000

SOURCES OF RENTAL INCOME: If you own a 10% or greater interest, list the name of each tenant that is a single source of income of $10,000 or more.
- ☐ None

* You are not required to report loans from a commercial lending institution made in the lender's regular course of business on terms available to members of the public without regard to your official status. Personal loans and loans received not in a lender's regular course of business must be disclosed as follows:

NAME OF LENDER*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF LENDER

INTEREST RATE TERM (Months/Years)

_____% ☐ None

HIGHEST BALANCE DURING REPORTING PERIOD
- ☐ $500 - $1,000
- ☐ $1,001 - $10,000
- ☐ $10,001 - $100,000
- ☐ OVER $100,000

☐ Guarantor, if applicable

NAME OF LENDER*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF LENDER

INTEREST RATE TERM (Months/Years)

_____% ☐ None

HIGHEST BALANCE DURING REPORTING PERIOD
- ☐ $500 - $1,000
- ☐ $1,001 - $10,000
- ☐ $10,001 - $100,000
- ☐ OVER $100,000

☐ Guarantor, if applicable

Comments: _____

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Instructions – Schedule B
Interests in Real Property

Report interests in real property located in your agency's jurisdiction in which you, your spouse or registered domestic partner, or your dependent children had a direct, indirect, or beneficial interest totaling $2,000 or more any time during the reporting period. Real property is also considered to be "within the jurisdiction" of a local government agency if the property or any part of it is located within two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the local government agency. (See Reference Pamphlet, page 13.)

Interests in real property include:

- An ownership interest (including a beneficial ownership interest)
- A deed of trust, easement, or option to acquire property
- A leasehold interest (See Reference Pamphlet, page 14.)
- A mining lease
- An interest in real property held in a retirement account (See Reference Pamphlet, page 15.)
- An interest in real property held by a business entity or trust in which you, your spouse or registered domestic partner, and your dependent children together had a 10% or greater ownership interest (Report on Schedule A-2.)
- Your spouse's or registered domestic partner's interests in real property that are legally held separately by him or her

You are <u>not</u> required to report:

- A residence, such as a home or vacation cabin, used exclusively as a personal residence (However, a residence in which you rent out a room or for which you claim a business deduction may be reportable. If reportable, report the fair market value of the portion claimed as a tax deduction.)
- Some interests in real property held through a blind trust (See Reference Pamphlet, page 16.)
    - **Please note:** A non-reportable property can still be grounds for a conflict of interest and may be disqualifying.

To Complete Schedule B:

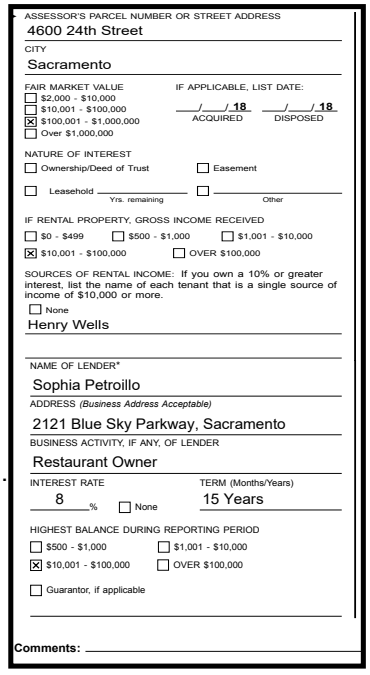
- Report the precise location (e.g., an assessor's parcel number or address) of the real property.
- Check the box indicating the fair market value of your interest in the property (regardless of what you owe on the property).
- Enter the date acquired or disposed only if you initially acquired or entirely disposed of your interest in the property during the reporting period.
- Identify the nature of your interest. If it is a leasehold, disclose the number of years remaining on the lease.
- If you received rental income, check the box indicating the gross amount you received.
- If you had a 10% or greater interest in real property and received rental income, list the name of the source(s) if your pro rata share of the gross income from any single tenant was $10,000 or more during the reporting period. If you received a total of $10,000 or more from two or more tenants acting in concert (in most cases, this will apply to married couples), disclose the name of each tenant. Otherwise, mark "None."
- Loans from a private lender that total $500 or more and are secured by real property may be reportable. **Loans from commercial lending institutions made in the lender's regular course of business on terms available to members of the public without regard to your official status are not reportable.**

  When reporting a loan:
  - Provide the name and address of the lender.
  - Describe the lender's business activity.
  - Disclose the interest rate and term of the loan. For variable interest rate loans, disclose the conditions of the loan (e.g., Prime + 2) or the average interest rate paid during the reporting period. The term of a loan is the total number of months or years given for repayment of the loan at the time the loan was established.
  - Check the box indicating the highest balance of the loan during the reporting period.
  - Identify a guarantor, if applicable.

If you have more than one reportable loan on a single piece of real property, report the additional loan(s) on Schedule C.

Example:

Allison Gande is a city planning commissioner. During the reporting period, she received rental income of $12,000, from a single tenant who rented property she owned in the city's jurisdiction. If Allison received $6,000 each from two tenants, the tenants' names would not be required because no single tenant paid her $10,000 or more. A married couple is considered a single tenant.



ASSESSOR'S PARCEL NUMBER OR STREET ADDRESS
4600 24th Street
CITY
Sacramento
FAIR MARKET VALUE
☐ $2,000 - $10,000
☐ $10,001 - $100,000
☒ $100,001 - $1,000,000
☐ Over $1,000,000
IF APPLICABLE, LIST DATE:
___/___/ 18 ACQUIRED
___/___/ 18 DISPOSED
NATURE OF INTEREST
☐ Ownership/Deed of Trust ☐ Easement
☐ Leasehold ____ Yrs. remaining ☐ ____ Other
IF RENTAL PROPERTY, GROSS INCOME RECEIVED
☐ $0 - $499 ☐ $500 - $1,000 ☐ $1,001 - $10,000
☒ $10,001 - $100,000 ☐ OVER $100,000
SOURCES OF RENTAL INCOME: If you own a 10% or greater interest, list the name of each tenant that is a single source of income of $10,000 or more.
☐ None
Henry Wells
NAME OF LENDER*
Sophia Petroillo
ADDRESS (Business Address Acceptable)
2121 Blue Sky Parkway, Sacramento
BUSINESS ACTIVITY, IF ANY, OF LENDER
Restaurant Owner
INTEREST RATE
8 %
☐ None
TERM (Months/Years)
15 Years
HIGHEST BALANCE DURING REPORTING PERIOD
☐ $500 - $1,000 ☐ $1,001 - $10,000
☒ $10,001 - $100,000 ☐ OVER $100,000
☐ Guarantor, if applicable
Comments:

Reminders

- Income and loans already reported on Schedule B are not also required to be reported on Schedule C.
- Real property already reported on Schedule A-2, Part 4 is not also required to be reported on Schedule B.
- Code filers – do your disclosure categories require disclosure of real property?

SCHEDULE C
Income, Loans, & Business Positions
(Other than Gifts and Travel Payments)

CALIFORNIA FORM 700
FAIR POLITICAL PRACTICES COMMISSION

Name

► 1. INCOME RECEIVED

NAME OF SOURCE OF INCOME

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

YOUR BUSINESS POSITION

GROSS INCOME RECEIVED

☐ No Income - Business Position Only
☐ $500 - $1,000
☐ $1,001 - $10,000
☐ $10,001 - $100,000
☐ OVER $100,000

CONSIDERATION FOR WHICH INCOME WAS RECEIVED

☐ Salary ☐ Spouse's or registered domestic partner's income (For self-employed use Schedule A-2.)

☐ Partnership (Less than 10% ownership. For 10% or greater use Schedule A-2.)

☐ Sale of _____ *(Real property, car, boat, etc.)*

☐ Loan repayment

☐ Commission or ☐ Rental Income, *list each source of $10,000 or more*

_____ *(Describe)*

☐ Other _____ *(Describe)*

► 1. INCOME RECEIVED

NAME OF SOURCE OF INCOME

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

YOUR BUSINESS POSITION

GROSS INCOME RECEIVED

☐ No Income - Business Position Only
☐ $500 - $1,000
☐ $1,001 - $10,000
☐ $10,001 - $100,000
☐ OVER $100,000

CONSIDERATION FOR WHICH INCOME WAS RECEIVED

☐ Salary ☐ Spouse's or registered domestic partner's income (For self-employed use Schedule A-2.)

☐ Partnership (Less than 10% ownership. For 10% or greater use Schedule A-2.)

☐ Sale of _____ *(Real property, car, boat, etc.)*

☐ Loan repayment

☐ Commission or ☐ Rental Income, *list each source of $10,000 or more*

_____ *(Describe)*

☐ Other _____ *(Describe)*

► 2. LOANS RECEIVED OR OUTSTANDING DURING THE REPORTING PERIOD

* You are not required to report loans from a commercial lending institution, or any indebtedness created as part of a retail installment or credit card transaction, made in the lender's regular course of business on terms available to members of the public without regard to your official status. Personal loans and loans received not in a lender's regular course of business must be disclosed as follows:

NAME OF LENDER*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF LENDER

HIGHEST BALANCE DURING REPORTING PERIOD

☐ $500 - $1,000
☐ $1,001 - $10,000
☐ $10,001 - $100,000
☐ OVER $100,000

INTEREST RATE

_____% ☐ None

TERM (Months/Years)

_____

SECURITY FOR LOAN

☐ None ☐ Personal residence

☐ Real Property _____ *Street address*

_____ *City*

☐ Guarantor _____

☐ Other _____ *(Describe)*

Comments: _____

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Instructions – Schedule C
Income, Loans, & Business Positions
(Income Other Than Gifts and Travel Payments)

Reporting Income:
Report the source and amount of gross income of $500 or more you received during the reporting period. Gross income is the total amount of income before deducting expenses, losses, or taxes and includes loans other than loans from a commercial lending institution. (See Reference Pamphlet, page 11.) You must also report the source of income to your spouse or registered domestic partner if your community property share was $500 or more during the reporting period.

The source and income must be reported only if the source is located in, doing business in, planning to do business in, or has done business during the previous two years in your agency's jurisdiction. (See Reference Pamphlet, page 13.) Reportable sources of income may be further limited by your disclosure category located in your agency's conflict of interest code.

Reporting Business Positions:
You must report your job title with each reportable business entity even if you received no income during the reporting period. Use the comments section to indicate that no income was received.

Commonly reportable income and loans include:
- Salary/wages, per diem, and reimbursement for expenses including travel payments provided by your employer
- Community property interest (50%) in your spouse's or registered domestic partner's income - **report the employer's name and all other required information**
- Income from investment interests, such as partnerships, reported on Schedule A-1
- Commission income not required to be reported on Schedule A-2 (See Reference Pamphlet, page 8.)
- Gross income from any sale, including the sale of a house or car (Report your pro rata share of the total sale price.)
- Rental income not required to be reported on Schedule B
- Prizes or awards not disclosed as gifts
- Payments received on loans you made to others
- An honorarium received prior to becoming a public official (See Reference Pamphlet, page 10.)
- Incentive compensation (See Reference Pamphlet, page 12.)

Reminders
- Code filers – your disclosure categories may not require disclosure of all sources of income.
- If you or your spouse or registered domestic partner are self-employed, report the business entity on Schedule A-2.
- Do not disclose on Schedule C income, loans, or business positions already reported on Schedules A-2 or B.

You are <u>not</u> required to report:
- Salary, reimbursement for expenses or per diem, or social security, disability, or other similar benefit payments received by you or your spouse or registered domestic partner from a federal, state, or local government agency.
- Stock dividends and income from the sale of stock unless the source can be identified.
- Income from a PERS retirement account.

(See Reference Pamphlet, page 12.)

To Complete Schedule C:

Part 1. Income Received/Business Position Disclosure
- Disclose the name and address of each source of income or each business entity with which you held a business position.
- Provide a general description of the business activity if the source is a business entity.
- Check the box indicating the amount of gross income received.
- Identify the consideration for which the income was received.
- For income from commission sales, check the box indicating the gross income received and list the name of each source of commission income of $10,000 or more. (See Reference Pamphlet, page 8.) **Note: If you receive commission income on a regular basis or have an ownership interest of 10% or more, you must disclose the business entity and the income on Schedule A-2.**
- Disclose the job title or business position, if any, that you held with the business entity, even if you did not receive income during the reporting period.

Part 2. Loans Received or Outstanding During the Reporting Period
- Provide the name and address of the lender.
- Provide a general description of the business activity if the lender is a business entity.
- Check the box indicating the highest balance of the loan during the reporting period.
- Disclose the interest rate and the term of the loan.
  - For variable interest rate loans, disclose the conditions of the loan (e.g., Prime + 2) or the average interest rate paid during the reporting period.
  - The term of the loan is the total number of months or years given for repayment of the loan at the time the loan was entered into.
- Identify the security, if any, for the loan.

CALIFORNIA FORM 700
FAIR POLITICAL PRACTICES COMMISSION

Name _____

SCHEDULE D
Income – Gifts

► NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
____/____/____	$_____	_____
____/____/____	$_____	_____
____/____/____	$_____	_____

► NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
____/____/____	$_____	_____
____/____/____	$_____	_____
____/____/____	$_____	_____

► NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
____/____/____	$_____	_____
____/____/____	$_____	_____
____/____/____	$_____	_____

► NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
____/____/____	$_____	_____
____/____/____	$_____	_____
____/____/____	$_____	_____

► NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
____/____/____	$_____	_____
____/____/____	$_____	_____
____/____/____	$_____	_____

► NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
____/____/____	$_____	_____
____/____/____	$_____	_____
____/____/____	$_____	_____

Comments: _____

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Instructions – Schedule D
Income – Gifts

A gift is anything of value for which you have not provided equal or greater consideration to the donor. A gift is reportable if its fair market value is $50 or more. In addition, multiple gifts totaling $50 or more received during the reporting period from a single source must be reported.

It is the acceptance of a gift, not the ultimate use to which it is put, that imposes your reporting obligation. Except as noted below, you must report a gift even if you never used it or if you gave it away to another person.

If the exact amount of a gift is unknown, you must make a good faith estimate of the item's fair market value. Listing the value of a gift as "over $50" or "value unknown" is not adequate disclosure. In addition, if you received a gift through an intermediary, you must disclose the name, address, and business activity of both the donor and the intermediary. You may indicate an intermediary either in the "source" field after the name or in the "comments" section at the bottom of Schedule D.

Commonly reportable gifts include:

- Tickets/passes to sporting or entertainment events
- Tickets/passes to amusement parks
- Parking passes not used for official agency business
- Food, beverages, and accommodations, including those provided in direct connection with your attendance at a convention, conference, meeting, social event, meal, or like gathering
- Rebates/discounts not made in the regular course of business to members of the public without regard to official status
- Wedding gifts (See Reference Pamphlet, page 16)
- An honorarium received prior to assuming office (You may report an honorarium as income on Schedule C, rather than as a gift on Schedule D, if you provided services of equal or greater value than the payment received. See Reference Pamphlet, page 10.)
- Transportation and lodging (See Schedule E.)
- Forgiveness of a loan received by you

Reminders

- Gifts from a single source are subject to a $500 limit in 2019. (See Reference Pamphlet, page 10.)
- Code filers – you only need to report gifts from reportable sources.

Gift Tracking Mobile Application

- FPPC has created a gift tracking app for mobile devices that helps filers track gifts and provides a quick and easy way to upload the information to the Form 700. Visit FPPC's website to download the app.

You are <u>not</u> required to disclose:

- Gifts that were not used and that, within 30 days after receipt, were returned to the donor or delivered to a charitable organization or government agency without being claimed by you as a charitable contribution for tax purposes
- Gifts from your spouse or registered domestic partner, child, parent, grandparent, grandchild, brother, sister, and certain other family members (See Regulation 18942 for a complete list.). The exception does not apply if the donor was acting as an agent or intermediary for a reportable source who was the true donor.
- Gifts of similar value exchanged between you and an individual, other than a lobbyist registered to lobby your state agency, on holidays, birthdays, or similar occasions
- Gifts of informational material provided to assist you in the performance of your official duties (e.g., books, pamphlets, reports, calendars, periodicals, or educational seminars)
- A monetary bequest or inheritance (However, inherited investments or real property may be reportable on other schedules.)
- Personalized plaques or trophies with an individual value of less than $250
- Campaign contributions
- Up to two tickets, for your own use, to attend a fundraiser for a campaign committee or candidate, or to a fundraiser for an organization exempt from taxation under Section 501(c)(3) of the Internal Revenue Code. The ticket must be received from the organization or committee holding the fundraiser.
- Gifts given to members of your immediate family if the source has an established relationship with the family member and there is no evidence to suggest the donor had a purpose to influence you. (See Regulation 18943.)
- Free admission, food, and nominal items (such as a pen, pencil, mouse pad, note pad or similar item) available to all attendees, at the event at which the official makes a speech (as defined in Regulation 18950(b)(2)), so long as the admission is provided by the person who organizes the event.
- Any other payment not identified above, that would otherwise meet the definition of gift, where the payment is made by an individual who is not a lobbyist registered to lobby the official's state agency, where it is clear that the gift was made because of an existing personal or business relationship unrelated to the official's position and there is no evidence whatsoever at the time the gift is made to suggest the donor had a purpose to influence you.

To Complete Schedule D:

- Disclose the full name (not an acronym), address, and, if a business entity, the business activity of the source.
- Provide the date (month, day, and year) of receipt, and disclose the fair market value and description of the gift.

CALIFORNIA FORM 700
FAIR POLITICAL PRACTICES COMMISSION

Name

SCHEDULE E
Income – Gifts
Travel Payments, Advances, and Reimbursements

- **Mark either the gift or income box.**
- **Mark the "501(c)(3)" box for a travel payment received from a nonprofit 501(c)(3) organization or the "Speech" box if you made a speech or participated in a panel. Per Government Code Section 89506, these payments may not be subject to the gift limit. However, they may result in a disqualifying conflict of interest.**
- **For gifts of travel, provide the travel destination.**

► NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

CITY AND STATE

☐ 501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE(S): ___/___/___ - ___/___/___ AMT: $ _____
(If gift)

► MUST CHECK ONE: ☐ Gift **-or-** ☐ Income

◯ Made a Speech/Participated in a Panel

◯ Other - Provide Description _____

► If Gift, Provide Travel Destination _____

► NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

CITY AND STATE

☐ 501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE(S): ___/___/___ - ___/___/___ AMT: $ _____
(If gift)

► MUST CHECK ONE: ☐ Gift **-or-** ☐ Income

◯ Made a Speech/Participated in a Panel

◯ Other - Provide Description _____

► If Gift, Provide Travel Destination _____

► NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

CITY AND STATE

☐ 501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE(S): ___/___/___ - ___/___/___ AMT: $ _____
(If gift)

► MUST CHECK ONE: ☐ Gift **-or-** ☐ Income

◯ Made a Speech/Participated in a Panel

◯ Other - Provide Description _____

► If Gift, Provide Travel Destination _____

► NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

CITY AND STATE

☐ 501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE(S): ___/___/___ - ___/___/___ AMT: $ _____
(If gift)

► MUST CHECK ONE: ☐ Gift **-or-** ☐ Income

◯ Made a Speech/Participated in a Panel

◯ Other - Provide Description _____

► If Gift, Provide Travel Destination _____

Comments: _____

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Instructions – Schedule E
Travel Payments, Advances, and Reimbursements

Travel payments reportable on Schedule E include advances and reimbursements for travel and related expenses, including lodging and meals.

Gifts of travel may be subject to the gift limit. In addition, certain travel payments are reportable gifts, but are not subject to the gift limit. To avoid possible misinterpretation or the perception that you have received a gift in excess of the gift limit, you may wish to provide a specific description of the purpose of your travel. (See the FPPC fact sheet entitled "Limitations and Restrictions on Gifts, Honoraria, Travel, and Loans" to read about travel payments under section 89506(a).)

You are <u>not</u> required to disclose:

- Travel payments received from any state, local, or federal government agency for which you provided services equal or greater in value than the payments received, such as reimbursement for travel on agency business from your government agency employer.
- A payment for travel from another local, state, or federal government agency and related per diem expenses when the travel is for education, training or other inter-agency programs or purposes.
- Travel payments received from your employer in the normal course of your employment that are included in the income reported on Schedule C.
- A travel payment that was received from a nonprofit entity exempt from taxation under Internal Revenue Code Section 501(c)(3) for which you provided equal or greater consideration, such as reimbursement for travel on business for a 501(c)(3) organization for which you are a board member.

  Note: Certain travel payments may not be reportable if reported via email on Form 801 by your agency.

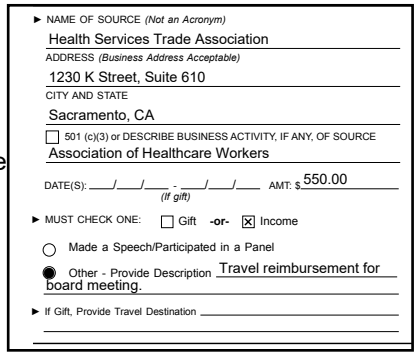
To Complete Schedule E:

- Disclose the full name (not an acronym) and address of the source of the travel payment.
- Identify the business activity if the source is a business entity.
- Check the box to identify the payment as a gift or income, report the amount, and disclose the date(s).
  - **Travel payments are gifts** if you did not provide services that were equal to or greater in value than the payments received. You must disclose gifts totaling $50 or more from a single source during the period covered by the statement.

    When reporting travel payments that are gifts, you must provide a description of the gift, the **date(s)** received, and the **travel destination.**
  - **Travel payments are income** if you provided services that were equal to or greater in value than the payments received. You must disclose income totaling $500 or more from a single source during the period covered by the statement. You have the burden of proving the payments are income rather than gifts. When reporting travel payments as income, you must describe the services you provided in exchange for the payment. You are not required to disclose the date(s) for travel payments that are income.

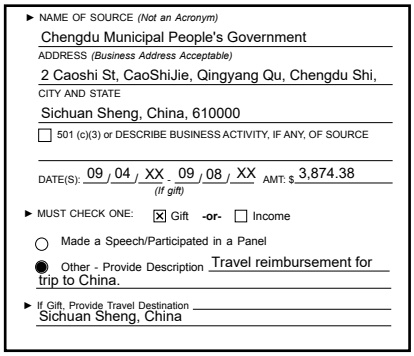
Example:

City council member MaryClaire Chandler is the chair of a 501(c)(6) trade association, and the association pays for her travel to attend its meetings. Because MaryClaire is deemed to be providing equal or greater consideration for the travel payment by virtue of serving on the board, this payment may be reported as income. Payments for MaryClaire to attend other events for which she is not providing services are likely considered gifts. Note that the same payment from a 501(c)3 would NOT be reportable.


► NAME OF SOURCE *(Not an Acronym)*
Health Services Trade Association
ADDRESS *(Business Address Acceptable)*
1230 K Street, Suite 610
CITY AND STATE
Sacramento, CA
☐ 501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE
Association of Healthcare Workers
DATE(S): ___/___/___ - ___/___/___ *(If gift)* AMT: $ 550.00
► MUST CHECK ONE: ☐ Gift -or- ☒ Income
○ Made a Speech/Participated in a Panel
◉ Other - Provide Description Travel reimbursement for board meeting.
► If Gift, Provide Travel Destination

Example:

Mayor Kim travels to China on a trip organized by China Silicon Valley Business Development, a California nonprofit, 501(c)(6) organization. The Chengdu Municipal People's Government pays for Mayor Kim's airfare and travel costs, as well as his meals and lodging during the trip. The trip's agenda shows that the trip's purpose is to promote job creation and economic activity in China and in Silicon Valley, so the trip is reasonably related to a governmental purpose. Thus, Mayor Kim must report the gift of travel, but the gift is exempt from the gift limit. In this case, the travel payments are not subject to the gift limit because the source is a foreign government and because the travel is reasonably related to a governmental purpose. (Section 89506(a)(2).) Note that Mayor Kim could be disqualified from participating in or making decisions about The Chengdu Municipal People's Government for 12 months. Also note that if China Silicon Valley Business Development (a 501(c)(6) organization) paid for the travel costs rather than the governmental organization, the payments would be subject to the gift limits. (See the FPPC fact sheet, Limitations and Restrictions on Gifts, Honoraria, Travel and Loans, at www.fppc.ca.gov.)


► NAME OF SOURCE *(Not an Acronym)*
Chengdu Municipal People's Government
ADDRESS *(Business Address Acceptable)*
2 Caoshi St, CaoShiJie, Qingyang Qu, Chengdu Shi,
CITY AND STATE
Sichuan Sheng, China, 610000
☐ 501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE
DATE(S): 09 / 04 / XX - 09 / 08 / XX *(If gift)* AMT: $ 3,874.38
► MUST CHECK ONE: ☒ Gift -or- ☐ Income
○ Made a Speech/Participated in a Panel
◉ Other - Provide Description Travel reimbursement for trip to China.
► If Gift, Provide Travel Destination Sichuan Sheng, China

Restrictions and Prohibitions

The Political Reform Act (Gov. Code Sections 81000-91014) requires most state and local government officials and employees to publicly disclose their personal assets and income. They also must disqualify themselves from participating in decisions that may affect their personal economic interests. The Fair Political Practices Commission (FPPC) is the state agency responsible for issuing the attached Statement of Economic Interests, Form 700, and for interpreting the law's provisions.

Gift Prohibition

Gifts received by most state and local officials, employees, and candidates are subject to a limit. In 2019-2020, the gift limit is $500 from a single source during a calendar year.

Additionally, state officials, state candidates, and certain state employees are subject to a $10 limit per calendar month on gifts from lobbyists and lobbying firms registered with the Secretary of State. See Reference Pamphlet, page 10.

State and local officials and employees should check with their agency to determine if other restrictions apply.

Disqualification

Public officials are, under certain circumstances, required to disqualify themselves from making, participating in, or attempting to influence governmental decisions that will affect their economic interests. This may include interests they are not required to disclose. For example, a personal residence is often not reportable, but may be grounds for disqualification. Specific disqualification requirements apply to 87200 filers (e.g., city councilmembers, members of boards of supervisors, planning commissioners, etc.). These officials must publicly identify the economic interest that creates a conflict of interest and leave the room before a discussion or vote takes place at a public meeting. For more information, consult Government Code Section 87105, Regulation 18707, and the Guide to Recognizing Conflicts of Interest page at *www.fppc.ca.gov.*

Honorarium Ban

Most state and local officials, employees, and candidates are prohibited from accepting an honorarium for any speech given, article published, or attendance at a conference, convention, meeting, or like gathering. (See Reference Pamphlet, page 10.)

Loan Restrictions

Certain state and local officials are subject to restrictions on loans. (See Reference Pamphlet, page 14.)

Post-Governmental Employment

There are restrictions on representing clients or employers before former agencies. The provisions apply to elected state officials, most state employees, local elected officials, county chief administrative officers, city managers, including the chief administrator of a city, and general managers or chief administrators of local special districts and JPAs. The FPPC website has fact sheets explaining the provisions.

Late Filing

The filing officer who retains originally-signed or electronically filed statements of economic interests may impose on an individual a fine for any statement that is filed late. The fine is $10 per day up to a maximum of $100. Late filing penalties may be reduced or waived under certain circumstances.

Persons who fail to timely file their Form 700 may be referred to the FPPC's Enforcement Division (and, in some cases, to the Attorney General or district attorney) for investigation and possible prosecution. In addition to the late filing penalties, a fine of up to $5,000 per violation may be imposed.

For assistance concerning reporting, prohibitions, and restrictions under the Act:

- Email questions to advice@fppc.ca.gov.
- Call the FPPC toll-free at (866) 275-3772.

Form 700 is a Public Document Public Access Must Be Provided

Statements of Economic Interests are public documents. The filing officer must permit any member of the public to inspect and receive a copy of any statement.

- Statements must be available as soon as possible during the agency's regular business hours, but in any event not later than the second business day after the statement is received. Access to the Form 700 is not subject to the Public Records Act procedures.
- No conditions may be placed on persons seeking access to the forms.
- No information or identification may be required from persons seeking access.
- Reproduction fees of no more than 10 cents per page may be charged.

Questions and Answers

General

Q. What is the reporting period for disclosing interests on an assuming office statement or a candidate statement?

A. On an assuming office statement, disclose all reportable investments, interests in real property, and business positions held on the date you assumed office. In addition, you must disclose income (including loans, gifts and travel payments) received during the 12 months prior to the date you assumed office.

On a candidate statement, disclose all reportable investments, interests in real property, and business positions held on the date you file your declaration of candidacy. You must also disclose income (including loans, gifts and travel payments) received during the 12 months prior to the date you file your declaration of candidacy.

Q. I hold two other board positions in addition to my position with the county. Must I file three statements of economic interests?

A. Yes, three are required. However, you may complete one statement listing the county and the two boards on the Cover Page or an attachment as the agencies for which you will be filing. Report your economic interests using the largest jurisdiction and highest disclosure requirements assigned to you by the three agencies. Make two copies of the entire statement before signing it, sign each copy with an original signature, and distribute one original to the county and to each of the two boards. Remember to complete separate statements for positions that you leave or assume during the year.

Q. I am a department head who recently began acting as city manager. Should I file as the city manager?

A. Yes. File an assuming office statement as city manager. Persons serving as “acting,” “interim,” or “alternate” must file as if they hold the position because they are or may be performing the duties of the position.

Q. My spouse and I are currently separated and in the process of obtaining a divorce. Must I still report my spouse’s income, investments, and interests in real property?

A. Yes. A public official must continue to report a spouse’s economic interests until such time as dissolution of marriage proceedings is final. However, if a separate property agreement has been reached prior to that time, your estranged spouse’s income may not have to be reported. Contact the FPPC for more information.

Q. As a designated employee, I left one state agency to work for another state agency. Must I file a leaving office statement?

A. Yes. You may also need to file an assuming office statement for the new agency.

Investment Disclosure

Q. I have an investment interest in shares of stock in a company that does not have an office in my jurisdiction. Must I still disclose my investment interest in this company?

A. Probably. The definition of “doing business in the jurisdiction” is not limited to whether the business has an office or physical location in your jurisdiction. (See Reference Pamphlet, page 13.)

Q. My spouse and I have a living trust. The trust holds rental property in my jurisdiction, our primary residence, and investments in diversified mutual funds. I have full disclosure. How is this trust disclosed?

A. Disclose the name of the trust, the rental property and its income on Schedule A-2. Your primary residence and investments in diversified mutual funds registered with the SEC are not reportable.

Q. I am required to report all investments. I have an IRA that contains stocks through an account managed by a brokerage firm. Must I disclose these stocks even though they are held in an IRA and I did not decide which stocks to purchase?

A. Yes. Disclose on Schedule A-1 or A-2 any stock worth $2,000 or more in a business entity located in or doing business in your jurisdiction.

Q. The value of my stock changed during the reporting period. How do I report the value of the stock?

A. You are required to report the highest value that the stock reached during the reporting period. You may use your monthly statements to determine the highest value. You may also use the entity’s website to determine the highest value. You are encouraged to keep a record of where you found the reported value. Note that for an assuming office statement, you must report the value of the stock on the date you assumed office.

Questions and Answers
Continued

Q. I am the sole owner of my business, an S-Corporation. I believe that the nature of the business is such that it cannot be said to have any "fair market value" because it has no assets. I operate the corporation under an agreement with a large insurance company. My contract does not have resale value because of its nature as a personal services contract. Must I report the fair market value for my business on Schedule A-2 of the Form 700?

A. Yes. Even if there are no *tangible* assets, intangible assets, such as relationships with companies and clients are commonly sold to qualified professionals. The "fair market value" is often quantified for other purposes, such as marital dissolutions or estate planning. In addition, the IRS presumes that "personal services corporations" have a fair market value. A professional "book of business" and the associated goodwill that generates income are not without a determinable value. The Form 700 does not require a precise fair market value; it is only necessary to check a box indicating the broad range within which the value falls.

Q. I own stock in IBM and must report this investment on Schedule A-1. I initially purchased this stock in the early 1990s; however, I am constantly buying and selling shares. Must I note these dates in the "Acquired" and "Disposed" fields?

A. No. You must only report dates in the "Acquired" or "Disposed" fields when, during the reporting period, you initially purchase a reportable investment worth $2,000 or more or when you dispose of the entire investment. You are not required to track the partial trading of an investment.

Q. On last year's filing I reported stock in Encoe valued at $2,000 - $10,000. Late last year the value of this stock fell below and remains at less than $2,000. How should this be reported on this year's statement?

A. You are not required to report an investment if the value was less than $2,000 during the **entire** reporting period. However, because a disposed date is not required for stocks that fall below $2,000, you may want to report the stock and note in the "comments" section that the value fell below $2,000. This would be for informational purposes only; it is not a requirement.

Q. We have a Section 529 account set up to save money for our son's college education. Is this reportable?

A. If the Section 529 account contains reportable interests (e.g., common stock valued at $2,000 or more), those interests are reportable (not the actual Section 529 account). If the account contains solely mutual funds, then nothing is reported.

Income Disclosure

Q. I reported a business entity on Schedule A-2. Clients of my business are located in several states. Must I report all clients from whom my pro rata share of income is $10,000 or more on Schedule A-2, Part 3?

A. No, only the clients located in or doing business on a regular basis in your jurisdiction must be disclosed.

Q. I believe I am not required to disclose the names of clients from whom my pro rata share of income is $10,000 or more on Schedule A-2 because of their right to privacy. Is there an exception for reporting clients' names?

A. Regulation 18740 provides a procedure for requesting an exemption to allow a client's name not to be disclosed if disclosure of the name would violate a legally recognized privilege under California or Federal law. This regulation may be obtained from our website at *www.fppc.ca.gov. (*See Reference Pamphlet, page 14.)

Q. I am sole owner of a private law practice that is not reportable based on my limited disclosure category. However, some of the sources of income to my law practice are from reportable sources. Do I have to disclose this income?

A. Yes, even though the law practice is not reportable, reportable sources of income to the law practice of $10,000 or more must be disclosed. This information would be disclosed on Schedule C with a note in the "comments" section indicating that the business entity is not a reportable investment. The note would be for informational purposes only; it is not a requirement.

Questions and Answers
Continued

Q. I am the sole owner of my business. Where do I disclose my income - on Schedule A-2 or Schedule C?

A. Sources of income to a business in which you have an ownership interest of 10% or greater are disclosed on Schedule A-2. (See Reference Pamphlet, page 8.)

Q. My husband is a partner in a four-person firm where all of his business is based on his own billings and collections from various clients. How do I report my community property interest in this business and the income generated in this manner?

A. If your husband's investment in the firm is 10% or greater, disclose 100% of his share of the business on Schedule A-2, Part 1 and 50% of his income on Schedule A-2, Parts 2 and 3. For example, a client of your husband's must be a source of at least $20,000 during the reporting period before the client's name is reported.

Q. How do I disclose my spouse's or registered domestic partner's salary?

A. Report the name of the employer as a source of income on Schedule C.

Q. I am a doctor. For purposes of reporting $10,000 sources of income on Schedule A-2, Part 3, are the patients or their insurance carriers considered sources of income?

A. If your patients exercise sufficient control by selecting you instead of other doctors, then your patients, rather than their insurance carriers, are sources of income to you. (See Reference Pamphlet, page 14.)

Q. I received a loan from my grandfather to purchase my home. Is this loan reportable?

A. No. Loans received from family members are not reportable.

Q. Many years ago, I loaned my parents several thousand dollars, which they paid back this year. Do I need to report this loan repayment on my Form 700?

A. No. Payments received on a loan made to a family member are not reportable.

Real Property Disclosure

Q. During this reporting period we switched our principal place of residence into a rental. I have full disclosure and the property is located in my agency's jurisdiction, so it is now reportable. Because I have not reported this property before, do I need to show an "acquired" date?

A. No, you are not required to show an "acquired" date because you previously owned the property. However, you may want to note in the "comments" section that the property was not previously reported because it was used exclusively as your residence. This would be for informational purposes only; it is not a requirement.

Q. I am a city manager, and I own a rental property located in an adjacent city, but one mile from the city limit. Do I need to report this property interest?

A. Yes. You are required to report this property because it is located within 2 miles of the boundaries of the city you manage.

Q. Must I report a home that I own as a personal residence for my daughter?

A. You are not required to disclose a home used as a personal residence for a family member unless you receive income from it, such as rental income.

Q. I am a co-signer on a loan for a rental property owned by a friend. Since I am listed on the deed of trust, do I need to report my friend's property as an interest in real property on my Form 700?

A. No. Simply being a co-signer on a loan for property does not create a reportable interest in real property for you.

Gift Disclosure

Q. If I received a reportable gift of two tickets to a concert valued at $100 each, but gave the tickets to a friend because I could not attend the concert, do I have any reporting obligations?

A. Yes. Since you accepted the gift and exercised discretion and control of the use of the tickets, you must disclose the gift on Schedule D.

Questions and Answers
Continued

Q. Julia and Jared Benson, a married couple, want to give a piece of artwork to a county supervisor. Is each spouse considered a separate source for purposes of the gift limit and disclosure?

A. Yes, each spouse may make a gift valued at the gift limit during a calendar year. For example, during 2019 the gift limit was $500, so the Bensons may have given the supervisor artwork valued at no more than $1,000. The supervisor must identify Jared and Julia Benson as the sources of the gift.

Q. I am a Form 700 filer with full disclosure. Our agency holds a holiday raffle to raise funds for a local charity. I bought $10 worth of raffle tickets and won a gift basket valued at $120. The gift basket was donated by Doug Brewer, a citizen in our city. At the same event, I bought raffle tickets for, and won a quilt valued at $70. The quilt was donated by a coworker. Are these reportable gifts?

A. Because the gift basket was donated by an outside source (not an agency employee), you have received a reportable gift valued at $110 (the value of the basket less the consideration paid). The source of the gift is Doug Brewer and the agency is disclosed as the intermediary. Because the quilt was donated by an employee of your agency, it is not a reportable gift.

Q. My agency is responsible for disbursing grants. An applicant (501(c)(3) organization) met with agency employees to present its application. At this meeting, the applicant provided food and beverages. Would the food and beverages be considered gifts to the employees? These employees are designated in our agency's conflict of interest code and the applicant is a reportable source of income under the code.

A. Yes. If the value of the food and beverages consumed by any one filer, plus any other gifts received from the same source during the reporting period total $50 or more, the food and beverages would be reported using the fair market value and would be subject to the gift limit.

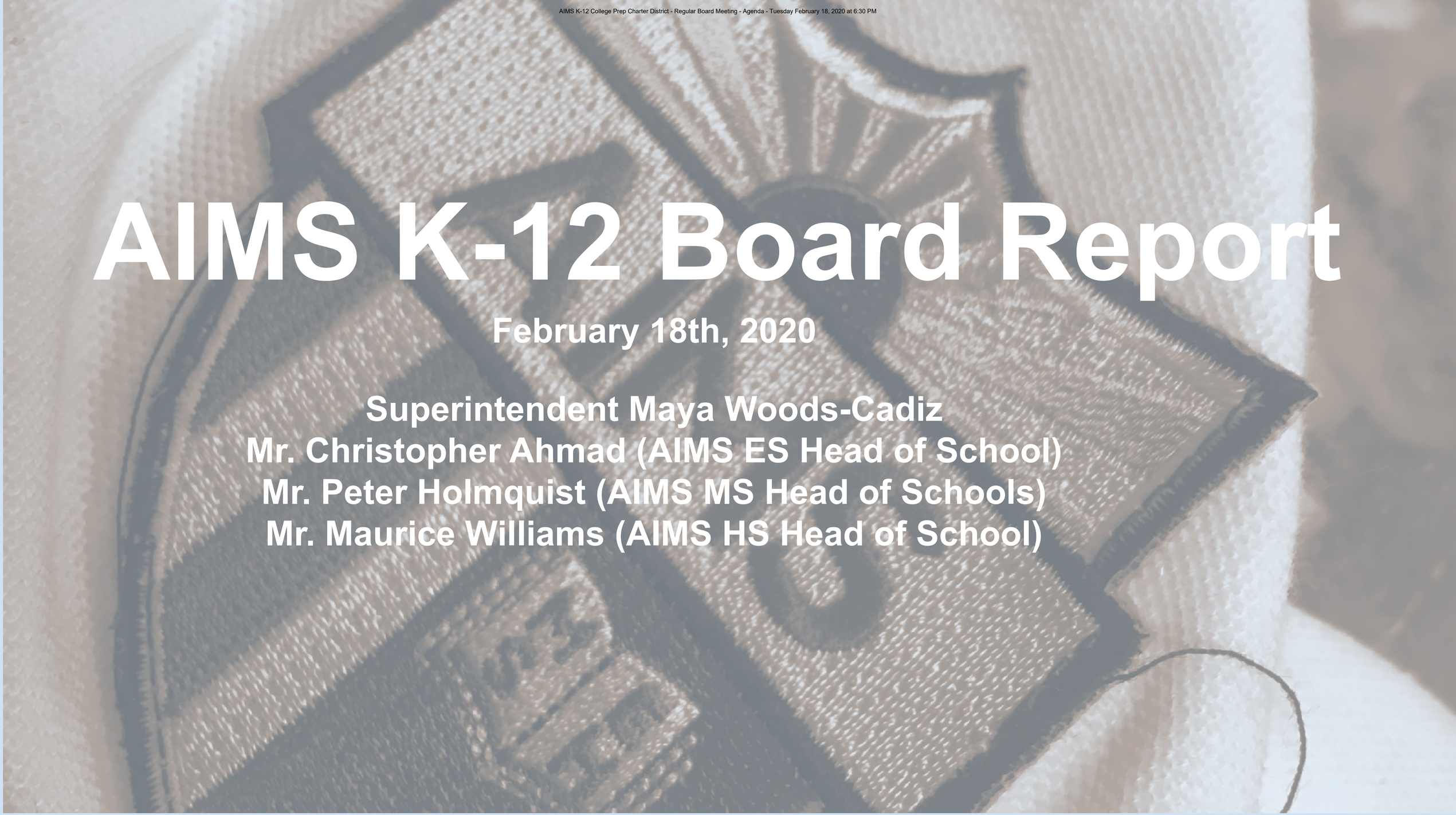
Q. I received free admission to an educational conference related to my official duties. Part of the conference fees included a round of golf. Is the value of the golf considered informational material?

A. No. The value of personal benefits, such as golf, attendance at a concert, or sporting event, are gifts subject to reporting and limits.

Coversheet

AIMS K-12 Report

Section: II. Non-Action Items
Item: D. AIMS K-12 Report
Purpose: FYI
Submitted by:
Related Material: AIMS K-12 February Board Report 2020 (1).pdf



AIMS K-12 Board Report

February 18th, 2020

Superintendent Maya Woods-Cadiz
Mr. Christopher Ahmad (AIMS ES Head of School)
Mr. Peter Holmquist (AIMS MS Head of Schools)
Mr. Maurice Williams (AIMS HS Head of School)

Green Benchmark

Class	ELA	Math	Class	ELA	Math
5a	93%	79%	5b	95%	95%
5c	95%	86%	3A	80%	90%
3B	50%	73%			
2A	51%	95%	2B	80%	100%
2C	70%	66%	1A	62%	100%
1B	63%	83%	KA	100%	100%
KB			KC	50%	84%

Failing Classes	ELA	Math	Failing Classes	ELA	Math
3C	11%	35%	1C	41%	55%
4C	20%	9%	4B	38%	42%

AIMS Leadership Success Stories

Josh Griffin and Kaseem Braihmah - These two students have become leaders and have made a complete 180 degree change in their behavior. They no longer get Saturday Schools or detentions. Instead, they help other students follow the rules and lead by example.



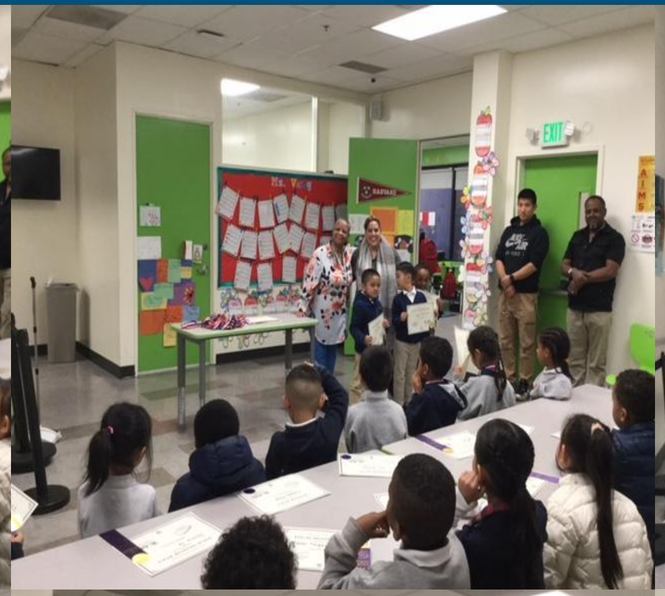
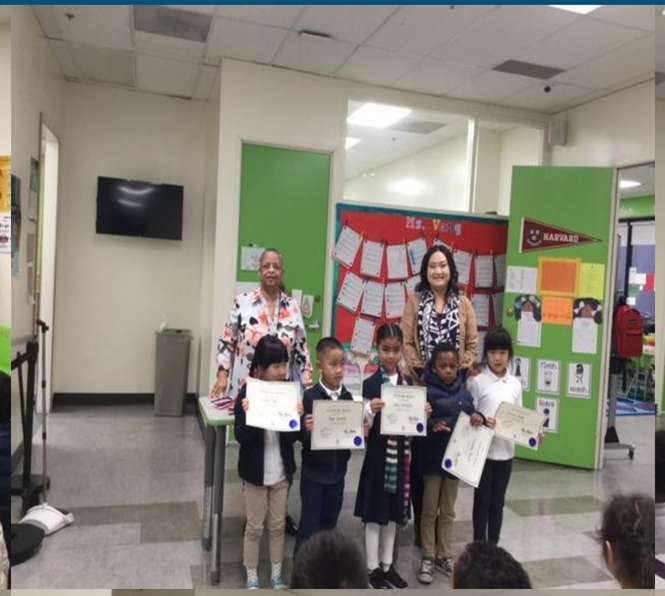
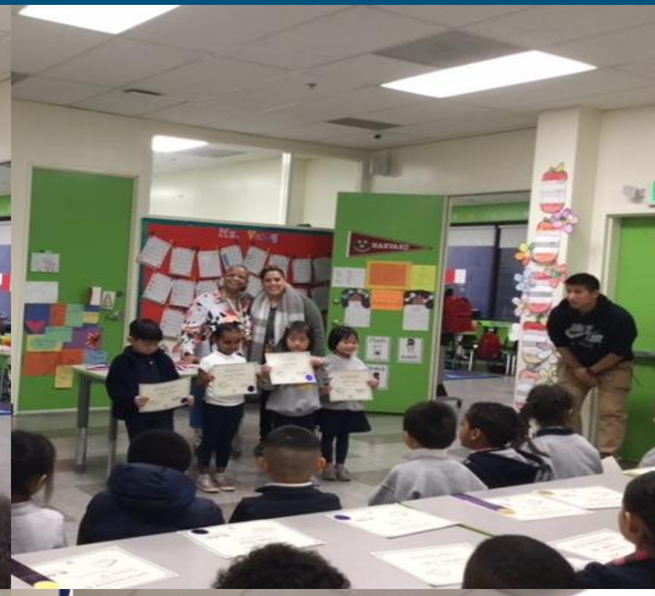
Honor’s Awards

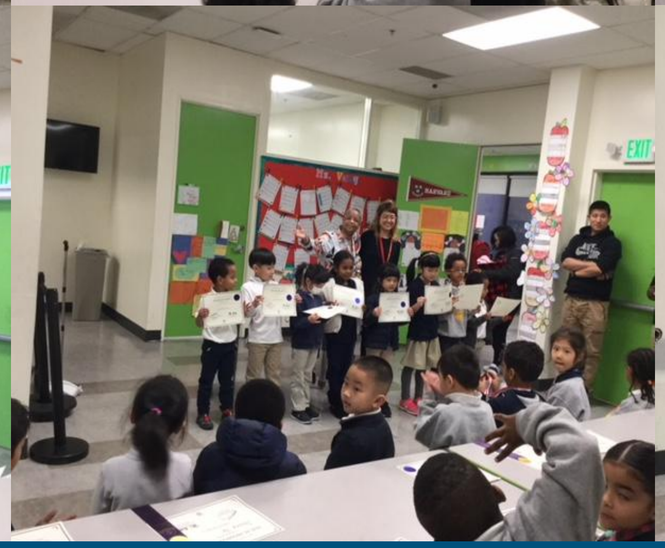
Highest Honor - 4.0 or above

High Honor - 3.5-3.9

Honor Roll - 3.0-3.4

Honor's Awards





Honor's Awards

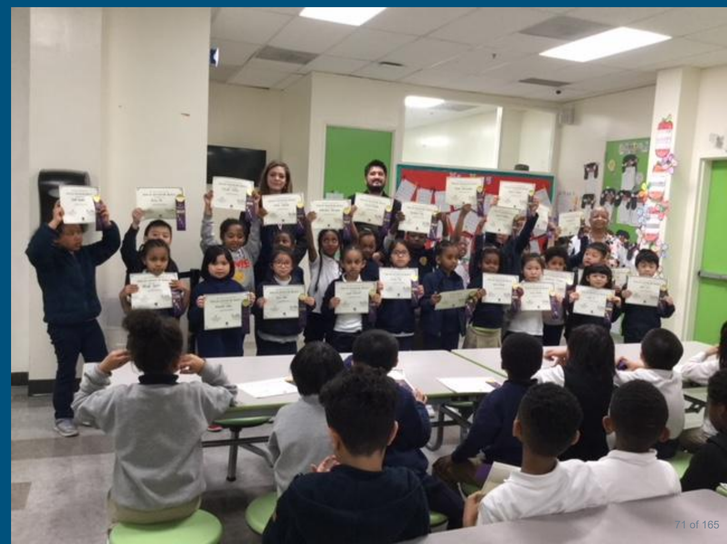












Honor's Awards

3rd Grade









Penguin Patch

December 16-20 AIMS K-8 hosted the Penguin Patch holiday shop. Families came to volunteer and children were able to purchase small gifts for their families and learn the art of budgeting, shopping, and gift giving. The prices were kept low to best serve our families and the event was a huge success. Families and students were excited about the Penguin Patch and enjoyed it.

This was open to all AIMS families at the 12th street campus. Approximately 600 students and adults participated.

NEWSELA

We purchased NEWSELA for all students in 2-5. Students get to read current news articles and then take a comprehension test. Students take a readiness assessment first to determine their Lexile Reading level. Articles then change on the fly based on the student's level. Vocabulary is introduced, words are modified, definitions are given, important pieces are highlighted, etc. Teachers can also assign text sets based on what they are learning in class. Students are encouraged to read 2-3 articles per day while taking the comprehension quizzes. At the end of this, they get to read an article about anything they want.

K-5 Spelling Bee

The elementary decided to host its own Spelling Bee using the SCRIPPS Official Spelling Bee words. We had class competions and the winners moved up to the grade-level competition. Each grade level had a winner.











Elevate Education

We have partnered up with Elevate Education to do test prep courses. They offer this service for our 5th grade students only. They cover the following topics and teach students how to use these strategies on the test.

- Note Taking Skills
- Weekly Study Planner (this was one option that was chosen)
- Memory Skills (this was the second option chosen)
- Practice Questions
- Collaborative Learning
- Annotation

FamJAM

On December 6th, 2019, AIMS K-12 hosted a FAM JAM in collaboration with BACR. We had a Zumba instructor, potluck, family games, raffle prizes and more! More than 100 people came out to enjoy the event and families ate, danced, and played interactive games together. Families and students enjoyed it.

Problem of Practice: Increasing Middle School Math Scores on Statewide Exams (Continued)





- All students that did not meet standards on Statewide Exams have been assigned Saturday School for the remainder of the School

- Saturday School For These Students Consists of
  - 1 Hour of ALEKS / Standards Based Math
  - 1 Hour of Quill Writing / Standards Based ELA
  - 2 Hours of Homework

Turn It In



- Middle and High Schools participated in a professional development during the first week of February.
- Middle School teachers are already finding ways to work this service into their classroom routines and assignments.

Middle School Visual and Performing Arts

(featuring Elementary and High School performers)



- Classes from 3rd grade through high school performed Musical Theater, singing, violin and guitar pieces at the Asian Cultural Center.
- There were three performances; two during school for students to experience, and one at night for families.
- Over 300 adults, plus all of the students were able to attend the events.

Celebrating Excellence



- Teacher Bonus Awards -
  - Perfect Attendance for semester one:
    - Ko
    - Sanchez
    - Spencer
    - Yuan
  - Performance Bonus for improvement in last year’s state test (or improvement over two years)
    - Yuan
    - Ko
    - Baker
    - Solis
    - Defond
    - Turner

Celebrating Excellence (Cont.)



SBAC Perfect Score Awards -

- Math (Total 28)
  - 6th Grade - 6
  - 7th Grade - 5
  - 8th Grade - 17
- ELA (Total 7)
  - 6th Grade - 1
  - 7th Grade - 4
  - 8th Grade - 2

Celebrating Excellence (Cont.)

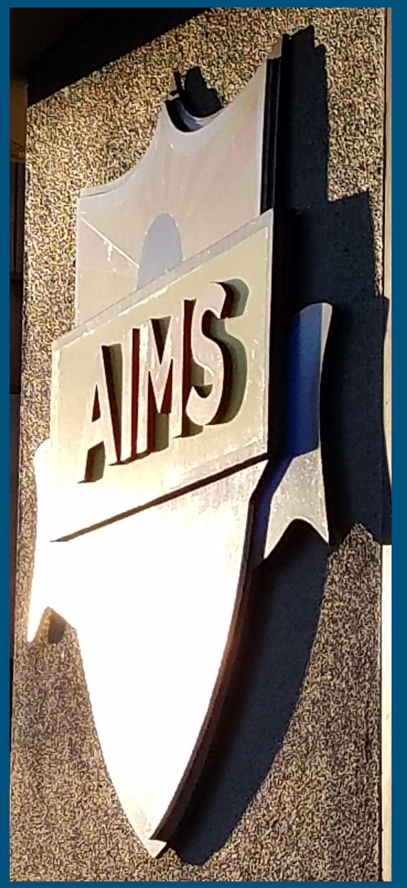
Semester 1 Academic Awards -

- Honor Roll (166)
  - 6th Grade - 62
  - 7th Grade - 50
  - 8th Grade - 54
- Dean's List (138)
  - 6th Grade - 35
  - 7th Grade - 52
  - 8th Grade - 51

Academic Support & Interventions

- All students that did not meet standards on Statewide Exams have been assigned Saturday School for the remainder of the School

- Saturday School For These Students Consists of
  - 1 Hour of ALEKS / Standards Based Math
  - 1 Hour of Quill Writing / Standards Based ELA
  - 2 Hours of Homework



AIMS COLLEGE PREP HIGH SCHOOL

New AIMS HS Staff

- **Jasmine Raines, Student Affairs Specialist** (Discipline and School Climate)
- **Sharon Tom and Virginia Williamson, Interim Academic Deans** (Nearly 80 years of educational experience as teachers and teacher induction coaches)
- **Dr. Kathleen Haley (AP Eng. Comp); Ms. Marissa Manson (ELA 10); Mrs. Yeimy Ortiz (Spanish)**
- **Vacancies: Physics, Pre-Calculus Teachers**

AIMS COLLEGE PREP HIGH SCHOOL

AIMS HS Transition Engagement Meetings

- **Monday, January 6:** Superintendent Woods-Cadiz and I met with teachers to inform them of the new changes.
- **Weeks of January 13 - January 27:** Met with teachers one-on-one to hear their concerns and meet their needs. I also accompanied teachers to visit the 12th Street Campus to fully learn the AIMS model and to convey expectations
- **Thursday, January 16:** Met with families to inform them of new changes and to answer any questions or concerns

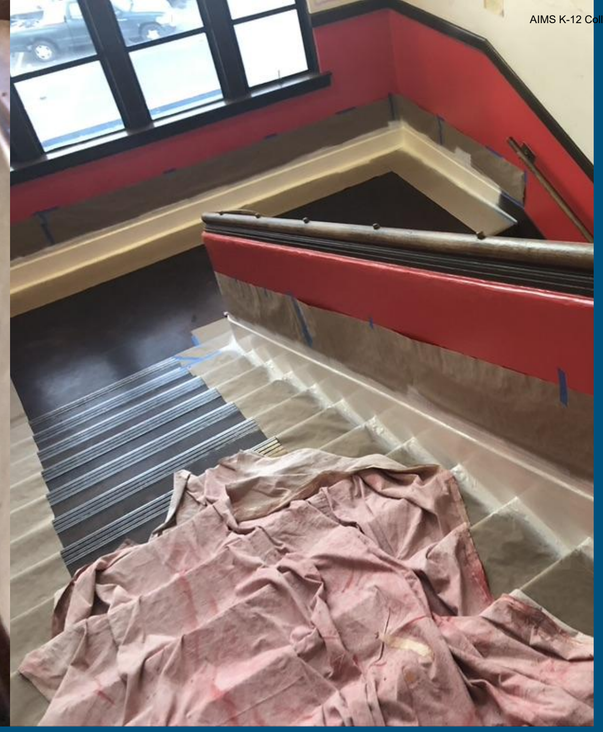
S1 Academic Statistics / Revamped Satudrday School

- Semester 1 concluded at the end of January. 71 out 410 students are on academic probation (received a failing grade of C- or lower), roughly 17% of the student population
- Classes with the highest fail rates include AP Geography (9th grade), ELA 9, Geometry (9th grade), and AP US History (11th grade).
- Students on academic probation are required to attend Saturday School. We will hire tutors for AP / SAT test prep in addition to assisting students during Saturday School.

Addressing Urgent Concerns at the High School

- **Teachers:** Efforts are underway to hire a permanent Math and Physics Teacher.
- In the interim, Physics students are placed on Acellus for Physics. Pre-Calculus students are also on Acellus, pending the arrival of chromebooks. Once new Chromebooks arrive, all Juniors will be placed on ALEKS.
- **Purchasing 220 Chromebooks:** Approximately a 1:3 ratio of Chromebooks exist at the campus. The additional purchase of chromebooks will significantly increase the availability and access of computers within our campus to complete academic work and assignments. Chromebooks will arrive by the end of the month.
- **Acellus Goldbooks:** After discussions with our Acellus representative, it appears that our Goldbooks may not be unlocked as previously suggested. It is advised that legal counsel is sought in order to determine if these Goldbooks can be unlocked and used for regular laptop use. Unlocking the goldbooks will immediately provide over 240 more laptops on campus.
- **Student Discipline:** Specialist Raines has instituted Lunchtime Detentions / Campus cleanups, increased monitoring of transitions to reduce tardies, and strict dress code and cell phone enforcements

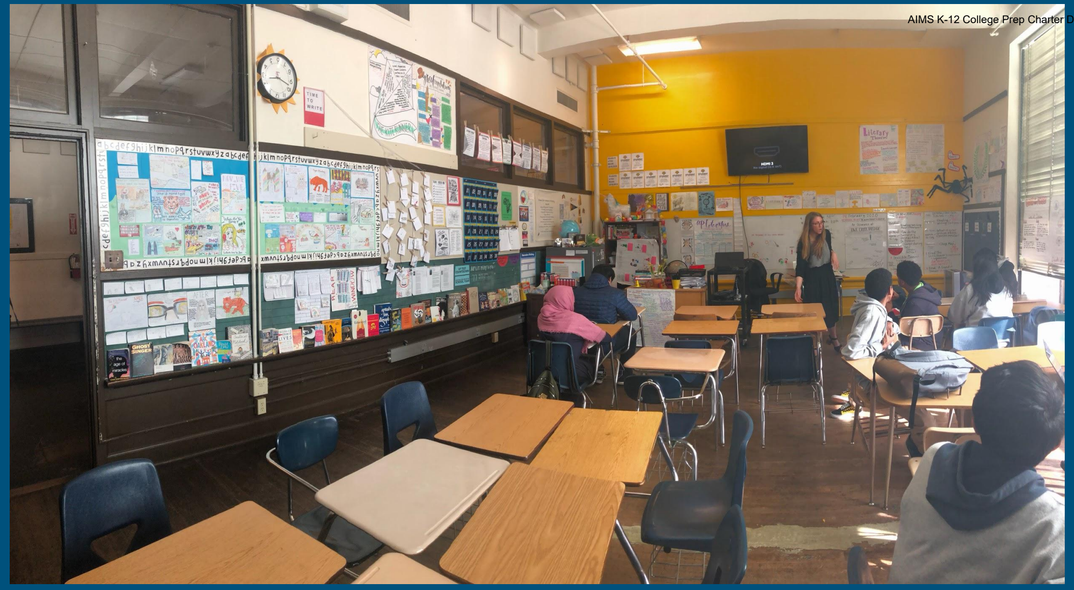






AIMS HS Renovations

- To help increase school morale and to improve the overall state of the high school campus, extensive efforts are underway to help improve the HS campus.
- To date, Hallways, classrooms, and offices are being repainted, and broken furniture continues to be thrown away






AIMS
Culture
FRONT DESK
A
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S

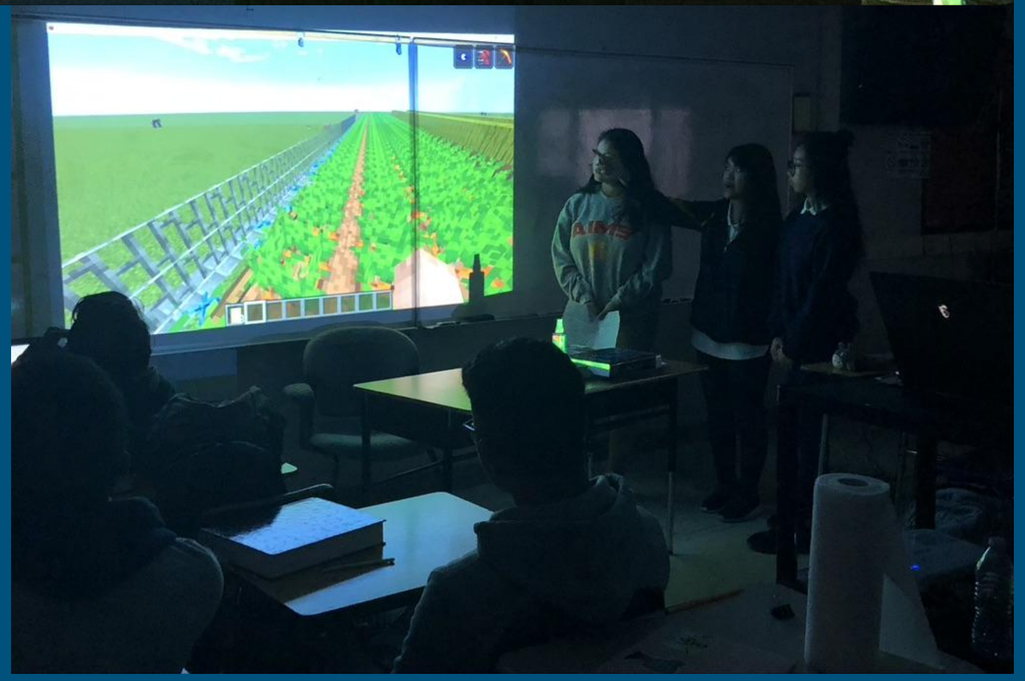

GRAND

MLK Jr. Day of Action Community Service Project



- During the MLK Jr. Day Holiday, over 100 AIMS elementary, middle, and high school students, parents, staff members, and friends "Took A Day On" by participating in several community service projects at AIMS High School.
- Despite the overcast weather, our AIMS community moved planter boxes, raked leaves, painted hallways, trimmed hedges, and had fun - all while earning community service hours.





HS Planter Box Relocation Project

- As part of the renovation projects on campus, students the AIMS Horticulture class were informed of the need to relocate the planter boxes to an unused playground campus space on campus to make way for an outdoor lounge / study space for students.

- For these reasons, as part of a Horticulture class final project, students were arranged in four groups and were asked to design different renderings of what this might look like.

- One group used the computer game Minecraft to virtually design the playground and proposed garden.

HS Planter Box Relocation Project



- Students agreed to a design that would allow for a greenhouse to be constructed. PVC pipe will as framing for the greenhouse to hold plastic tarp to cover it.



AIMS HS Students Earn nearly $5M in Scholarships at HBCU Fair

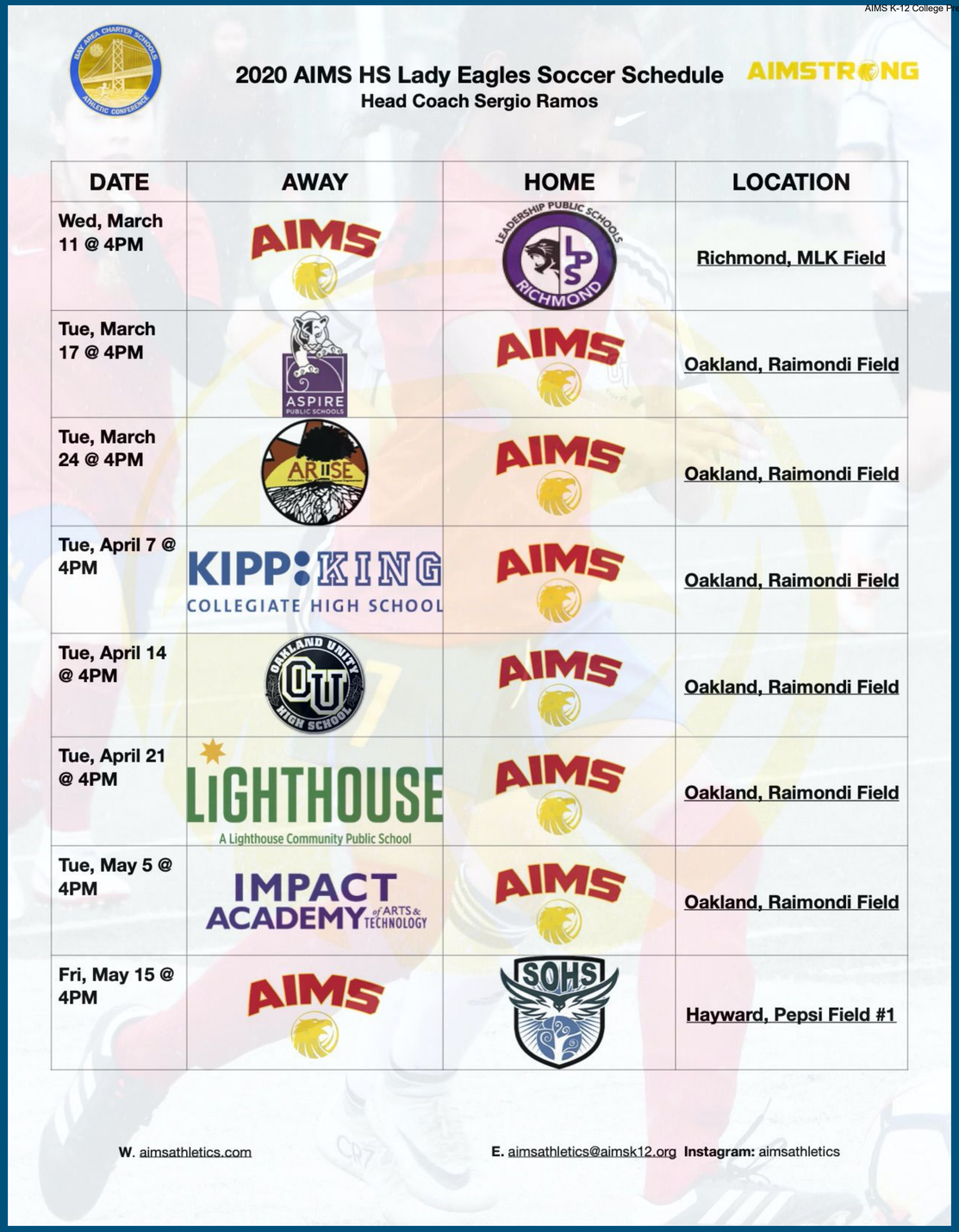
- On Thursday, February 7, AIMS partnered with National College Resources to host over 18 Historically Black Colleges and Universities (HBCUS)’s at our @AIMS 12th Street Campus. The result: 144 instant acceptances and nearly $5 Million in scholarships were awarded to our AIMS High School students!





AIMS HS Athletics Updates

- Both our High School Boys and Girls Basketball teams have advanced to the semifinal round of the BACSAC Division B Playoffs.
- The Boys team obtained the #1 seed after ending the season with the top record in the conference and defeated #8 Oakland Unity in last Thursday's playoff matchup. The #4 ranked Lady Eagles defeated the #5 ranked Lighthouse Charter as well.
- Semi-final matchup will take place on Wednesday, February 19, 2020 at a location TBD.



AIMS HS Athletics Updates

- Due to an unfilled coaching vacancy, the high school was unable to field a swim team this season.
- Instead, AIMS HS will form a Track and Field and Women's Badminton Team to compete with our Women's soccer team in the spring.
- The first women's soccer game is in March and schedule is available online at aimsathletics.com.





AIMS MS Athletics Updates

- The AIMS MS Winter Sports Season is underway. The middle school has 4 basketball teams (2 boys and 2 girls) and 2 soccer teams (1 boy and 1 girl.)
- Both the AIMS Boys Soccer and 8th Grade boys basketball teams are undefeated.
- Notably, both AIMS Boys and Girls Soccer teams are coached by AIMS graduates.

Coversheet

Finance: 2nd Interim Report

Section: II. Non-Action Items
Item: E. Finance: 2nd Interim Report
Purpose: FYI
Submitted by:
Related Material: Aims 1920 2nd Interim Preparation Final.pptx

AMERICAN INDIAN MODEL SCHOOLS 2ND INTERIM PRELIMINARY REPORT

A look at the Books for November 1 2019 through January 31 2020 Activity



EXECUTIVE SUMMARY

- What is required for Second Interim
- Preliminary Results from AIMS Second Interim
- Cash Analysis

EXECUTIVE SUMMARY: WHAT IS SECOND INTERIM

The Second Interim report is a snapshot of in time financial budget update through January 31, 2020

To Prepare:

- **CSMC closes the January numbers by February 15th**
- **The information is analyzed and prepared for the upload into the Alternative Form**
- **The multi-year is projected**
- **The Alternative Form is completed**

To Finalize

- **AIMS Finance Committee Reviews**
- **Board Approval for Submission is required**
- **Submission to OUSD by March 2, 2020**

What's Happening at Our Schools

- Enrollment at Schools
- ADA Changes
- School Budget Change Summaries



AIMS Enrollment Adoption, First & Second Interim

AIMS 2019-20 Budget Comparison

Enrollment

	Preliminary Budget	1st Interim Budget	2nd Interim Budget
AIPCS I	250	233	233
AIPCSII	675	652	652
AIPHS	450	420	420
TOTAL	1375	1305	1305

AIMS 2019-20 Budget Comparison

ADA%

	Preliminary Budget	1st Interim Budget	2nd Interim Budget
AIPCS I	97%	97%	97%
AIPCSII	97%	97%	97%
AIPHS	95%	93%	93%

ENROLLMENT CHANGES

- Enrollment stayed level for all schools between 1st and 2nd Interim.

ADA PERCENTAGE CHANGES

- Average Daily Attendance percentages stayed level for all schools between 1st and 2nd Interim

AIMS 2019-20 Budget Comparison

ADA #

	Adoption Budget	1st Interim Budget	2nd Interim Budget
AIPCS I	242.5	226	226
AIPCSII	654.8	632.4	632.4
AIPHS	428.2	390.6	390.6
TOTAL	1325.41	1249	1249

The numbers reflected here are calculated by taking the enrollment number and multiplying that by the ADA%

EXECUTIVE SUMMARY: 2019-20 AIPCS

American Indian Public Charter School					
	SACS Object Code	Description	1st Interim 2019-20	2nd Interim 2019-20	Difference
Revenue					
		State	$ 2,496,799.79	$ 2,496,799.79	$ -
		Federal	$ 268,197.92	$ 268,197.92	$ -
		Local	$ 96,408.41	$ 96,408.41	$ -
	Total Revenue		$ 2,861,406.12	$ 2,861,406.12	$ -
Expenses					
	1000	Certificated Salaries	$ 1,024,791.82	$ 919,791.82	$ (105,000.00)
	2000	Classified Salaries	$ 191,567.26	$ 191,567.26	$ -
	3000	Benefits	$ 242,703.18	$ 215,403.18	$ (27,300.00)
	4000	Books and Supplies	$ 224,848.95	$ 254,848.95	$ 30,000.00
	5000	Services and Other Operating Expenses	$ 766,899.43	$ 869,199.43	$ 102,300.00
	6000	Capital Outlay	$ 40,060.00	$ 40,060.00	$ -
	7000	Other Outgoing	$ 349,409.00	$ 349,409.00	$ -
	Total Expenses		$ 2,840,279.65	$ 2,840,279.65	$ (0.00)
Surplus / (Deficit)			$ 21,126.47	$ 21,126.47	
	As a % of LCFF revenue		1%	2%	
Beginning Fund Balance			$ 1,228,520.74	$ 1,228,520.74	$ -
Charter School Revolving Loan Repayment (Principal)					
Ending Fund Balance			$ 1,249,647.21	$ 1,249,647.21	$ -
	As a % of Expenditures		44%	44%	0%

Funds moved from Salaries and Benefits to cover subs and services cost

Funds moved from Salaries and Benefits to cover subs and services cost

** These numbers may reflect a slight change during the finalization of the 2nd Interim*

EXECUTIVE SUMMARY: 2019-20 AIPCS II

American Indian Public Charter School II					
		1st Interim	2nd Interim		
SACS Code	Description	2019-20	2019-20	Difference	
Revenue					
	State	$ 6,916,616.84	$ 6,916,616.84	$ -	
	Federal	$ 435,241.71	$ 435,241.71	$ -	
	Local	$ 221,805.98	$ 221,805.98	$ -	
	Total Revenue	$ 7,573,664.53	$ 7,573,664.53	$ -	
Expenses					
1000	Certificated Salaries	$ 2,588,239.03	$ 2,548,239.03	$ (40,000.00)	Funds moved to cover the contract Subs for Vacant positions
2000	Classified Salaries	$ 550,048.51	$ 550,048.51	$ -	
3000	Benefits	$ 771,614.44	$ 761,214.44	$ (10,400.00)	
4000	Books and Supplies	$ 721,121.51	$ 1,071,121.51	$ 350,000.00	Funds reflect increase from reserves to cover one-time construction for 12th Street
5000	Services and Other Operating Expenses	$ 1,846,548.93	$ 1,896,948.93	$ 50,400.00	
6000	Capital Outlay	$ 58,641.05	$ 58,641.05	$ -	
7000	Other Outgoing	$ 809,070.50	$ 809,070.50	$ -	Funds moved to cover the contract Subs for Vacant positions
	Total Expenses	$ 7,345,283.96	$ 7,695,283.96	$ 350,000.00	
Surplus / (Deficit)		$ 228,380.56	$ (121,619.44)		
	As a % of LCFF revenue	3%	-3%		
Beginning Fund Balance		$ 4,239,570.47	$ 4,239,570.47	$ -	
Charter School Revolving Loan Repayment (Principal)					
Ending Fund Balance		$ 4,467,951.03	$ 4,117,951.03	$ 350,000.00	A 7% reduction in reserves due to one time construction on 12th Street
	As a % of Expenditures	61%	54%	7%	

** These numbers may reflect a slight change during the finalization of the 2nd Interim*

EXECUTIVE SUMMARY: 2019-20 AIPHS

American Indian Public High School					
			1st Interim	Preliminary 2nd Interim	
	SACS Code	Description	2019-20	2019-20	Difference
Revenue					
		State	$ 4,769,344.00	$ 4,769,344.00	$ -
		Federal	$ 213,398.38	$ 213,398.38	$ -
		Local	$ 88,153.23	$ 88,153.23	$ -
	Total Revenue		$ 5,070,895.61	$ 5,070,895.61	$ -
Expenses					
	1000	Certificated Salaries	$ 1,699,046.43	$ 1,519,046.43	$ (180,000.00)
	2000	Classified Salaries	$ 317,898.11	$ 317,898.11	$ -
	3000	Benefits	$ 537,107.11	$ 517,107.11	$ (20,000.00)
	4000	Books and Supplies	$ 694,321.48	$ 694,321.48	$ -
	5000	Services and Other Operati	$ 1,399,483.09	$ 1,766,483.09	$ 367,000.00
	6000	Capital Outlay	$ 6,924.00	$ 6,924.00	$ -
	7000	Other Outgoing	$ 359,431.78	$ 359,431.78	$ -
	Total Expenses		$ 5,014,212.01	$ 5,181,212.01	$ 167,000.00
Surplus / (Deficit)			$ 56,683.60	$ (110,316.40)	
	As a % of LCFF revenue		1%	-2%	
Beginning Fund Balance			$ 1,371,950.51	$ 1,371,950.51	$ -
Charter School Revolving Loan Repayment (Principal)					
Ending Fund Balance			$ 1,428,634.11	$ 1,261,634.11	$ (167,000.00)
	As a % of Expenditures		28%	24%	

Funds moved to cover the contract Subs for Vacant positions

→ Funds transferred from Salaries/benefits reflected & increased funds from reserves for Board Approved Improvements to Lakeview Campus

→ Reflects deficit spending due to the One-Time cost of improvements to Lakeview Campus

→ Reduction in "Reserves" is reflected here

** These numbers may reflect a slight change during the finalization of the 2nd Interim*

Preliminary Cash Analysis

American Indian Model Schools				
Available Cash Analysis as of 1/31/2020				
		(most recent closed period - 2st Interim)		Comments
Total Cash			$ 5,122,638.94	Cash Balances as of 1/31/2020- not including Petty Cash
	Less:			
		CD	($355,974)	Funds held as requirement for East/West Bank Loan
		Total Current Liabilities	($1,771,429)	includes Accounts Payable & Accrued Salaries/taxes/benefits
		Restricted Net Assets (in fund balance)	($336,945)	Includes Measure N funds (HS) received that may be returned
		Scholarship Fund Balance	($299,891)	
		Restricted Current Year Revenue	($62,372)	Title I/II/III, Restricted Lottery, Nutrition, Prop 39 Clean Energy
		Restricted Scholarship Current Year Revenue	$-	Funds received YTD, not yet encumbered
		OUSD Required Reserve (3%)	($217,205)	3% of YTD expenditures
		East West Bank DTI Reserve Requirement	($693,000)	Projected year-end surplus equivalent to 1.5x Debt Service
Available Cash			$ 1,385,822.94	
	Less			

** These numbers may reflect a slight change during the finalization of the 2nd Interim*

Coversheet

Operations Report

Section: II. Non-Action Items
Item: F. Operations Report
Purpose: FYI
Submitted by:
Related Material: Operations Board Report 2.18.20.pdf

AIMS OPERATIONS Report

By
Marisol Magaña - Operations Director
Tiffany Tung - Operations Manager

Enrollment Numbers

Dates	AIPCS	AIPCS II	AIPHS
8/28/19 to 9/18/19	232	656	420
9/19/19 to 10/9/19	234	653	420
10/10/19 to 11/14/19	240	652	419
11/18/19 to 12/13/19	238	658	417
12/16/19 to 1/10/20	235	653	414
1/13/20 to 2/7/20	235	651	410

*

AIPCS

Average Daily Attendance (ADA) & Average Daily Attendance % (ADA%)

Dates	ADA	ADA %
8/28/19 to 9/18/19	221.80	97.65%
9/19/19 to 10/9/19	229.20	98.54%
10/10/19 to 11/14/19	231.77	98.35%
11/18/19 to 12/13/19	233.20	97.59%
12/16/19 to 1/10/20	233.10	98.88%
1/13/20 to 2/7/20	228.85	97.38%

AIPCS II

Average Daily Attendance (ADA) & Average Daily Attendance % (ADA%)

Dates	ADA	ADA %
8/28/19 to 9/18/19	630.93	97.44%
9/19/19 to 10/9/19	638.18	97.86%
10/10/19 to 11/14/19	638.96	98.27%
11/18/19 to 12/13/19	639.25	97.54%
12/16/19 to 1/10/20	641.90	97.84%
1/13/20 to 2/7/20	632.75	97.3%

AIPHS

Average Daily Attendance (ADA) & Average Daily Attendance % (ADA%)

Dates	ADA	ADA %
8/28/19 to 9/18/19	385.31	92.06%
9/19/19 to 10/9/19	394.33	94.19%
10/10/19 to 11/14/19	403.12	96.16%
11/18/19 to 12/13/19	402.70	96.40%
12/16/19 to 1/10/20	403.25	97.29%
1/13/20 to 2/7/2020	396.25	96.04%

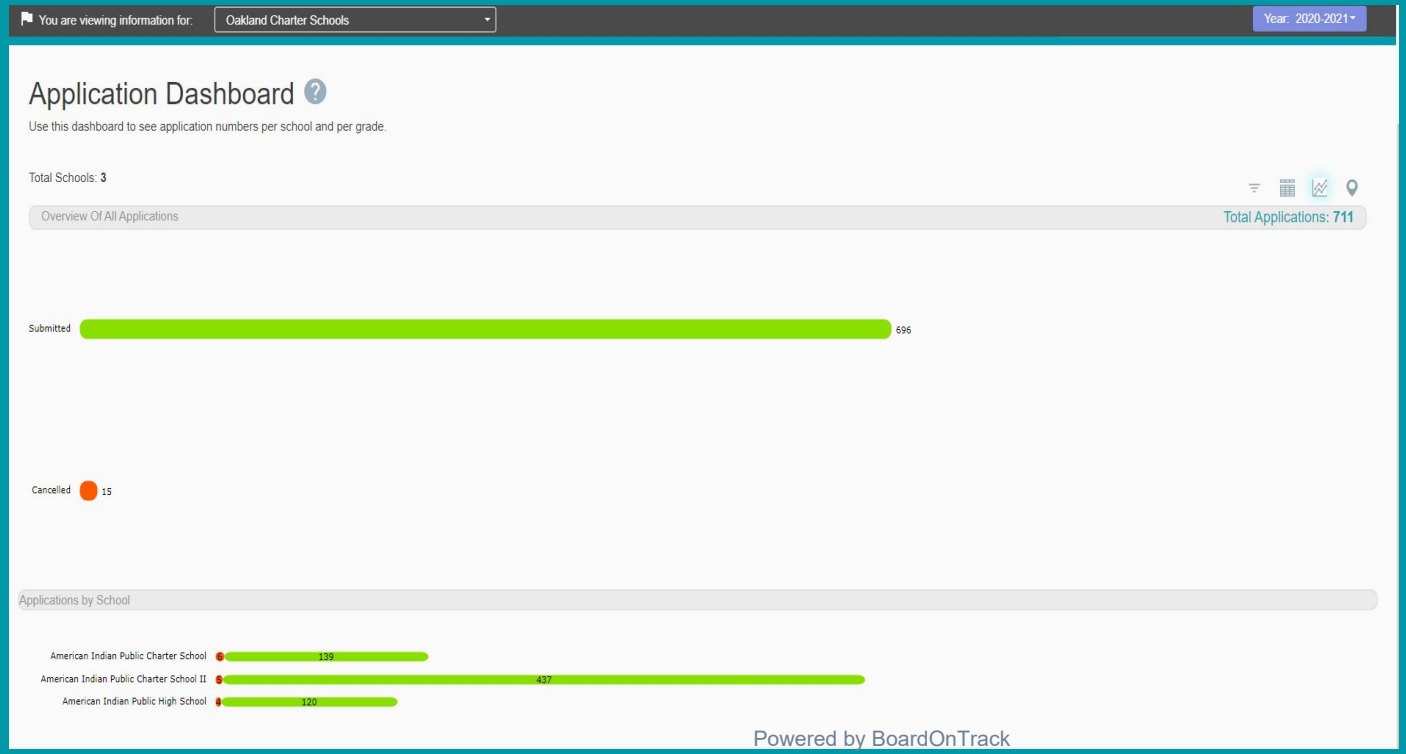
Reporting & Compliance

Currently working on the following reports:

- California Longitudinal Pupil Achievement Data System (CALPADS) - Fall 2 - Due March 20, 2020
- Submitted School Accountability Report Card (SARC) due February 1, 2020 for AIPCS, AIPCS II, AIPHS
- Completed LCAP Addendum for AIPCS, AIPCS II and AIPHS
- Cleaning up enrollment in SchoolMint applications to prepare for the district lottery
- Working on registration packet

AIMS School Registration

Open enrollment has opened for the 2020-2021 school year. Families have started applying, AIMS public lottery will be held in March. Application Totals: AIPCS: 159 AIPCS II: 437 AIPHS: 120



8th Annual Staff Appreciation Dinner

Our 8th Annual Staff Appreciation Dinner took place on December 17, 2019. It was held at Lake Chalet. Staff was able to enjoy food, performances and participated in a raffle. Special thanks to Laila Ahmad and Ms. Mayra Contreras who reached out to vendors to get prizes for the raffle.

- AIMS Families
- Oakland Zoo
- Oakland A's
- Jamba Juice
- Tribune Tavern
- Calavera
- Woodminister Amphitheater
- Urban Putt SF
- Costco
- SumBody & Sumtime Spa
- Safeway
- Rojas Janitorial
- Trader Joe's
- Luxor Flooring
- Kume Spa
- De Young Museum
- Umami Burger
- Curry up Now
- Fogo de Chao
- Lucky Duck
- Sonoma Canopy- Zipline Tour
- GWPC Outreach - Rock Climbing
- Zachary's Pizza
- Pier 39
- Safeway
- AMF Southshore Lane
- Barnes and Noble

District Lunch & Snack Program Update

- 12th Street Campus K-8th - 490 students.
- AIPHS has served 130 students daily.

Free and Reduced Lunch Data:

AIPCS II Free- 377 Reduced- 115 Paid- 164
Free & Reduced= 75.58%

AIPCS Free- 136 Reduced- 42 Paid- 54
Free & Reduced= 77.38%

AIPHS Free- 249 Reduced- 69 Paid- 103
Free & Reduced= 71.95%



Facilities - 12th Street Campus

- Window tint and blinds installed on the 12th Street campus
- Floor waxing was done for common areas during the break
- Deep cleaning was done 12th street building during the break
- Video camera project is almost complete
- Getting bids and permitting for the following projects:
  - Bathroom partitions
  - Bathroom flooring
  - PSL (EBMUD)
  - Bathroom sink troughs
  - 3rd Floor restroom expansion
  - Signage 12th street campus
  - HVAC

Prop 39
OUSD requested extension for preliminary offers for AIPCS and AIPCS II - the new deadline is March 1, 2020

Facilities- 12th Street Campus

New shades are composed vinyl and fiberglass.

Benefits:
Certified safe for indoor use and children. Seven year warranty on cords and and five years on fabric. Reflects heat which will support w/ keeping classrooms cooler.



Facilities - Lakeview

- During the break there was a deep cleaning
- Painting for 2nd and 3rd floor hallways has been completed
- Stairways were painted
- Electrical and light upgrades were done
- Printer was scheduled and moved to the staff lounge
- Accent walls were painted in the classrooms
- Office was painted
- Waxing and repairs are scheduled to be done in the auditorium
- Additional painting is being schedule for the portables

Prop 39
OUSD requested extension for preliminary offer AIPHS - the new deadline is March 1, 2020. Currently working in an in-lieu agreement

BACR After School Program

After School Education & Safety Program (ASES) - Grant Award

AIPCS: $177,381.64
AIPCS II: $177,381.64

ASES - Site Visit took place in December. The staff from ASES were impressed with what happening at our campus. Especially due to the lack of space.

Submitted first semi-annual attendance report (July 1, 2019–December 31, 2019) for AIPCS and AIPCS II

Submitted Second quarter expenditure report (October 1, 2019–December 31, 2019) for AIPCS and AIPCS II



AIMS Wellness Committee

The district wellness committee provides a way to inform teachers, staff, students and families about the work the school is doing to improve the health, socio-emotional and academic success of its students. The school wellness committee is also a way to ensure that district level wellness policies are implemented at the school site level. CDE Department of Nutrition require that three meetings are held in a school year.





First Wellness Meeting: Wednesday, January 29, 2020

Second Wellness Meeting: Monday, February 24, 2020

Goals: AIMS TV posting video around nutrition with an Athlete. PD sharing out best ways to take care of yourself. Parent Coordinator, holding workshop to discuss healthy eating habits, Saturday. Student ambassadors attending the next committee meeting, February 24th 4:30pm.

Coversheet

English Language Dept. Report

Section: II. Non-Action Items
Item: G. English Language Dept. Report
Purpose: FYI
Submitted by:
Related Material: ELD Board Presentation for 2.18.2020.pdf

AIMS K-12

English Language Development Presentation

February 18, 2020

AIMS K-12 COLLEGE PREP CHARTER DISTRICT

Summative ELPAC

Testing Window

- Feb. 3rd-May 30th
- Computer based for 3-12th
- Still paper based for K-2, SPED students if requested.
- K-8th- 279 EL students
- 9-12th-59 EL students
- Four Domains tested: Listening, Reading & Writing in groups and Speaking one on one.

Staff Development

- Virtual ELD PD were provided during staff development days for K-8th teachers.
  - Topics: Integrated vs Designated, grading for secondary teachers, ELD Standards, Accommodations and Modifications, Academic Language use and info. On the ELPAC.
- Virtual ELD PD for the high school is in the works...

Work in Progress/Support

- Instructional Aides check in with teacher periodically about EL support.
- Support with Student Success Team Meetings (SST).
- Support with programs: Rosetta Stone, Raz-Kids, Quill, Newsela and Reading inventory.
- Progress Monitoring ELs K-12
- Piloting a newcomers curriculum 2nd semester, “Link to Literacy.”
- Drafting an EL Masterplan with DELAC members

English Learner Advisory Committee (ELAC)

- Reclassification Ceremony-December 3, 2019
- ELPAC Info. Night-February 4, 2020

Pictures from Reclassification Night (Courtesy of Ms. Chu)





Professional Development

- ELPAC/CAASPP training January 13th.
- CABE Conference in April 2020.

Coversheet

Education Coordinator, College Bound Kids Report

Section: II. Non-Action Items
Item: H. Education Coordinator, College Bound Kids Report
Purpose: FYI
Submitted by:
Related Material: CBK Feb Update.pdf

CBK Update

February 2020

Powered by BoardOnTrack

College Application Submissions

2019/2020 (76 students):

730 applications so far (UC, CSU, private apps)

For comparison, 2018/2019 (65 students):

708 (554 UC/CSU apps, plus private/HBCUs)

For the next month: HBCUs

Spring focus: Community Colleges

Summer Programming/Exam Registration

*Actively communicating with all students about summer programming possibilities. This includes general population and nomination-only programs.

*Signing Juniors up for Spring ‘20 SAT/ACT exams.

*Planning PSAT exams for 9th and 10th graders to take on February 22nd.

Recent/Upcoming Events

*Financial Aid/college expenses workshop for Seniors was held. Second one taking place in April.

*HBCU college fair at 12th St. campus on Thursday, February 6th. “Private” affair.

*Stanford Splash a distinct possibility for April 18th/19th (for free)

*Senior Signing Day tentatively scheduled for May 14th

*Planning college visits with Seniors for month of April (I also want to visit community colleges as well)

Misc.

*Rec letters for Seniors (scholarships) and Juniors (summer programs)

*Working with Juniors on their summer program essays

*Data entry for Seniors and the colleges that request it

*Meeting with Seniors, including some parents

*Submitted Cal Grant paperwork; working with FAFSA stragglers as well

Coversheet

Governance Committee - Superintendent's Mid-Year Evaluation Report

Section:	III. Action Items
Item:	A. Governance Committee - Superintendent's Mid-Year Evaluation Report
Purpose:	Discuss
Submitted by:	
Related Material:	Superintendent Board Report Mid Year.pptx

Superintendent Board Report Mid Year CEO Evaluation

Superintendent Woods-Cadiz

Strategic Plan Criteria

1. Provides report of recommendations to the Board of long-term strategies and budgets for growth and replication

2. Effective and efficient implementation of the Charter and/or Charter Modifications

3. Continuous achievement of financial and academic performance Indicators

Evidence: Benchmark data and interim reports

4. Develops programmatic plans for continuous academic success

Strategic Plan Progress

- Met with OCS regarding expansion.
- Met with partners regarding growth strategy
- Site visits to monitor implementation.
- Will lead Central Office retreat this week regarding implementation.
- Three Day Planning Sessoin
- Meeting with OUSD
- On-going meetings with heads and dept. leads.
- Site Visits
- Monthly meetings with Back Office Providers
- Held planning sessions for site leaders
- Held trianing retreat for central leaders
- Site visits to monitor implementation.

Strategic Plan Progress

- Innovate School academic Recognition
- Honor Roll Schools Recognition
- Positive reserves and growth on fiscal reports
- Increased funding for after school and low performing students
- Out performance of local traditional and charter schools on reported SBAC scoring
- Completion of phase one and two of 12th street renovatoin.

Superintendent & Board Partnership Criteria

Ensures accurate and relevant monthly board reports

Consistent attendance at committee and board meetings

Consistent attendance at Monthly meetings with Board President

Superintendent & Board Partnership Progress

- September report given
- October report given
- November report given
- No meeting in December
- January report given
- Governance Committee
- Finance Committee
- Facilities Committee
- Ad-hoc Construction Committee
- Ad-hoc Open House Committee
- Attendance at Board Meetings
- Monthly scheduled meeting with Board President

Professional Development Criteria

Attendance at national and local conferences and trainings

Attendance at national and local conferences and trainings

Completion or near completion of leadership succession plan document

Completion of Executive Leadership Training

Professional Development Progress

Attendance at national and local conferences and trainings

- Hosted Oakland Charter Leader Convening
- CAAASA Board Meeting
- Completed Harvard Management Certification (Executive Leadership Training)
- Attended CMO Grants Pre-application training webinar
- CBC 49th Annual Legislative Conference
- Attended CAASA Round Up
- BB&T Symposium
- Research for Succession Plan Draft
- Planning Teacher and Leader Succession Pipeline
- Representing AIMS at Day on The HIll in DC
- YMC Charter Law Training

Leadership Criteria

Effective communication of vision, goals and values to stakeholders

Completion of Heads of Schools' evaluation

Monthly communications to stakeholders

Regularly engages in public advocacy on behalf of AIMS

Leadership Progress

- Attended Sports functions
- Attended Home coming
- Lead Parent communications meetings
- Attended College information nights
- Monthly newsletter distributed to community, partners, and supporters
- Hosted Merced county - West Ed site visit
- Connected with CCSA regarding Oakland leadership transition
- Hosted Oakland Superintendent and Oakland Charter Schools Lead at 12th street campus
- Sites and Central office Leadership Retreats
- Participated in the OUSD ACOE Renewal Policy Working Group
- Ongoing Hosting for Oakland Charter Leaders Renewal Policy Working Group
- HBCU College Fair @ 12th Street Campus resulting in over five million in scholarships

Leadership Proress Cont.

- Participated in the OUSD ACOE Renewal Policy Working Group
- Ongoing Hosting for Oakland Charter Leaders Renewal Policy Working Group
- HBCU College Fair @ 12th Street Campus
- Chinese Consulate Celebration Dinner
- Pulse of Oakland Breakfast
- East Bay Flag Raising Ceremony
- Oakland Promise Event
- Revamp of Heads Evaluation Format
- Engagement with Heads on Evaluation
- Families In action Events
- SOBE events
- East Bay Urban Debate League
- Publication in Oakland Chamber of Commerce
- On going communication via Social Media
- Parent and Community Meetings Regarding Events and Transitions
- Led Week Long Boot Camp for All AIMS Employees
- Led Day Long Safety Training for All AIMS Employees

Coversheet

Finance Committee Report

Section:	III. Action Items
Item:	B. Finance Committee Report
Purpose:	Discuss
Submitted by:	
Related Material:	AIMS_College_Prep_Invoice.pdf Aims 1920 2nd Interim Preparation Final.pptx

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

AMERICAN INDIAN MODEL SCHOOLS 2ND INTERIM PRELIMINARY REPORT

A look at the Books for November 1 2019 through January 31 2020 Activity



EXECUTIVE SUMMARY

- What is required for Second Interim
- Preliminary Results from AIMS Second Interim
- Cash Analysis

EXECUTIVE SUMMARY: WHAT IS SECOND INTERIM

The Second Interim report is a snapshot of in time financial budget update through January 31, 2020

To Prepare:

- **CSMC closes the January numbers by February 15th**
- **The information is analyzed and prepared for the upload into the Alternative Form**
- **The multi-year is projected**
- **The Alternative Form is completed**

To Finalize

- **AIMS Finance Committee Reviews**
- **Board Approval for Submission is required**
- **Submission to OUSD by March 2, 2020**

What's Happening at Our Schools

- Enrollment at Schools
- ADA Changes
- School Budget Change Summaries



AIMS Enrollment Adoption, First & Second Interim

AIMS 2019-20 Budget Comparison

Enrollment

	Preliminary Budget	1st Interim Budget	2nd Interim Budget
AIPCS I	250	233	233
AIPCSII	675	652	652
AIPHS	450	420	420
TOTAL	1375	1305	1305

AIMS 2019-20 Budget Comparison

ADA%

	Preliminary Budget	1st Interim Budget	2nd Interim Budget
AIPCS I	97%	97%	97%
AIPCSII	97%	97%	97%
AIPHS	95%	93%	93%

ENROLLMENT CHANGES

- Enrollment stayed level for all schools between 1st and 2nd Interim.

ADA PERCENTAGE CHANGES

- Average Daily Attendance percentages stayed level for all schools between 1st and 2nd Interim

AIMS 2019-20 Budget Comparison

ADA #

	Adoption Budget	1st Interim Budget	2nd Interim Budget
AIPCS I	242.5	226	226
AIPCSII	654.8	632.4	632.4
AIPHS	428.2	390.6	390.6
TOTAL	1325.41	1249	1249

The numbers reflected here are calculated by taking the enrollment number and multiplying that by the ADA%

EXECUTIVE SUMMARY: 2019-20 AIPCS

American Indian Public Charter School					
	SACS Object Code	Description	1st Interim 2019-20	2nd Interim 2019-20	Difference
Revenue					
		State	$ 2,496,799.79	$ 2,496,799.79	$ -
		Federal	$ 268,197.92	$ 268,197.92	$ -
		Local	$ 96,408.41	$ 96,408.41	$ -
	Total Revenue		$ 2,861,406.12	$ 2,861,406.12	$ -
Expenses					
	1000	Certificated Salaries	$ 1,024,791.82	$ 919,791.82	$ (105,000.00)
	2000	Classified Salaries	$ 191,567.26	$ 191,567.26	$ -
	3000	Benefits	$ 242,703.18	$ 215,403.18	$ (27,300.00)
	4000	Books and Supplies	$ 224,848.95	$ 254,848.95	$ 30,000.00
	5000	Services and Other Operating Expenses	$ 766,899.43	$ 869,199.43	$ 102,300.00
	6000	Capital Outlay	$ 40,060.00	$ 40,060.00	$ -
	7000	Other Outgoing	$ 349,409.00	$ 349,409.00	$ -
	Total Expenses		$ 2,840,279.65	$ 2,840,279.65	$ (0.00)
Surplus / (Deficit)			$ 21,126.47	$ 21,126.47	
	As a % of LCFF revenue		1%	2%	
Beginning Fund Balance			$ 1,228,520.74	$ 1,228,520.74	$ -
Charter School Revolving Loan Repayment (Principal)					
Ending Fund Balance			$ 1,249,647.21	$ 1,249,647.21	$ -
	As a % of Expenditures		44%	44%	0%

Funds moved from Salaries and Benefits to cover subs and services cost

Funds moved from Salaries and Benefits to cover subs and services cost

** These numbers may reflect a slight change during the finalization of the 2nd Interim*

EXECUTIVE SUMMARY: 2019-20 AIPCS II

American Indian Public Charter School II					
		1st Interim	2nd Interim		
SACS Code	Description	2019-20	2019-20	Difference	
Revenue					
	State	$ 6,916,616.84	$ 6,916,616.84	$ -	
	Federal	$ 435,241.71	$ 435,241.71	$ -	
	Local	$ 221,805.98	$ 221,805.98	$ -	
	Total Revenue	$ 7,573,664.53	$ 7,573,664.53	$ -	
Expenses					
1000	Certificated Salaries	$ 2,588,239.03	$ 2,548,239.03	$ (40,000.00)	Funds moved to cover the contract Subs for Vacant positions
2000	Classified Salaries	$ 550,048.51	$ 550,048.51	$ -	
3000	Benefits	$ 771,614.44	$ 761,214.44	$ (10,400.00)	
4000	Books and Supplies	$ 721,121.51	$ 1,071,121.51	$ 350,000.00	Funds reflect increase from reserves to cover one-time construction for 12th Street
5000	Services and Other Operating Expenses	$ 1,846,548.93	$ 1,896,948.93	$ 50,400.00	
6000	Capital Outlay	$ 58,641.05	$ 58,641.05	$ -	
7000	Other Outgoing	$ 809,070.50	$ 809,070.50	$ -	Funds moved to cover the contract Subs for Vacant positions
	Total Expenses	$ 7,345,283.96	$ 7,695,283.96	$ 350,000.00	
Surplus / (Deficit)		$ 228,380.56	$ (121,619.44)		
	As a % of LCFF revenue	3%	-3%		
Beginning Fund Balance		$ 4,239,570.47	$ 4,239,570.47	$ -	
Charter School Revolving Loan Repayment (Principal)					
Ending Fund Balance		$ 4,467,951.03	$ 4,117,951.03	$ 350,000.00	A 7% reduction in reserves due to one time construction on 12th Street
	As a % of Expenditures	61%	54%	7%	

** These numbers may reflect a slight change during the finalization of the 2nd Interim*

EXECUTIVE SUMMARY: 2019-20 AIPHS

American Indian Public High School					
			1st Interim	Preliminary 2nd Interim	
	SACS Code	Description	2019-20	2019-20	Difference
Revenue					
		State	$ 4,769,344.00	$ 4,769,344.00	$ -
		Federal	$ 213,398.38	$ 213,398.38	$ -
		Local	$ 88,153.23	$ 88,153.23	$ -
	Total Revenue		$ 5,070,895.61	$ 5,070,895.61	$ -
Expenses					
	1000	Certificated Salaries	$ 1,699,046.43	$ 1,519,046.43	$ (180,000.00)
	2000	Classified Salaries	$ 317,898.11	$ 317,898.11	$ -
	3000	Benefits	$ 537,107.11	$ 517,107.11	$ (20,000.00)
	4000	Books and Supplies	$ 694,321.48	$ 694,321.48	$ -
	5000	Services and Other Operati	$ 1,399,483.09	$ 1,766,483.09	$ 367,000.00
	6000	Capital Outlay	$ 6,924.00	$ 6,924.00	$ -
	7000	Other Outgoing	$ 359,431.78	$ 359,431.78	$ -
	Total Expenses		$ 5,014,212.01	$ 5,181,212.01	$ 167,000.00
Surplus / (Deficit)			$ 56,683.60	$ (110,316.40)	
	As a % of LCFF revenue		1%	-2%	
Beginning Fund Balance			$ 1,371,950.51	$ 1,371,950.51	$ -
Charter School Revolving Loan Repayment (Principal)					
Ending Fund Balance			$ 1,428,634.11	$ 1,261,634.11	$ (167,000.00)
	As a % of Expenditures		28%	24%	

Funds moved to cover the contract Subs for Vacant positions

→ Funds transferred from Salaries/benefits reflected & increased funds from reserves for Board Approved Improvements to Lakeview Campus

→ Reflects deficit spending due to the One-Time cost of improvements to Lakeview Campus

→ Reduction in "Reserves" is reflected here

** These numbers may reflect a slight change during the finalization of the 2nd Interim*

Preliminary Cash Analysis

American Indian Model Schools				
Available Cash Analysis as of 1/31/2020				
		(most recent closed period - 2st Interim)		Comments
Total Cash			$ 5,122,638.94	Cash Balances as of 1/31/2020- not including Petty Cash
	Less:			
		CD	($355,974)	Funds held as requirement for East/West Bank Loan
		Total Current Liabilities	($1,771,429)	includes Accounts Payable & Accrued Salaries/taxes/benefits
		Restricted Net Assets (in fund balance)	($336,945)	Includes Measure N funds (HS) received that may be returned
		Scholarship Fund Balance	($299,891)	
		Restricted Current Year Revenue	($62,372)	Title I/II/III, Restricted Lottery, Nutrition, Prop 39 Clean Energy
		Restricted Scholarship Current Year Revenue	$-	Funds received YTD, not yet encumbered
		OUSD Required Reserve (3%)	($217,205)	3% of YTD expenditures
		East West Bank DTI Reserve Requirement	($693,000)	Projected year-end surplus equivalent to 1.5x Debt Service
Available Cash			$ 1,385,822.94	
	Less			

** These numbers may reflect a slight change during the finalization of the 2nd Interim*

Coversheet

Consent Calendar

Section: III. Action Items
Item: C. Consent Calendar
Purpose: Discuss
Submitted by:
Related Material:
Insurance_Memo_Workers_CompensationFebruary_2020_board_meeting.docx
WC_Oak_River__2020__3_.pdf
ORD00031292_-_WD_Order_Confirmation.pdf
QTE032910_-_WD_Quote.pdf

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

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**

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

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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!