AIMS K-12 College Prep Charter District

Special Board Meeting

Date and Time

Thursday May 28, 2020 at 6:30 PM PDT

Location

Zoom

Join Zoom Meeting
https://zoom.us/j/98504129477

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. **Comments and questions should be entered into the chat feature of the Zoom 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			

		Purpose	Presenter	Time
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

C.	Adoption of Agenda	Vote	Toni Cook	2 m

- Board President, Mrs. Toni Cook

D. 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).**

E. 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. Action Items 6:55 PM

A.	Request for Purchase of Safety Equipment	Vote	Marisol Magana	20 m

III. Closed Session 7:15 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 Negotiations (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, Mrs. Toni Cook			

IV. Closing Items — 7:40 PM

A.	Adjourn Meeting	FYI
B.	NOTICES	FYI

The next regular meeting of the Board of Directors is scheduled to be held on June 16, 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 on the AIMS website at www.aimsk12.org, on May 22,2020 at _____.
Certification of Posting

Coversheet

Request for Purchase of Safety Equipment

Section:	II. Action Items
Item:	A. Request for Purchase of Safety Equipment
Purpose:	Vote
Submitted by:	
Related Material:	Staff Request for Purchase of Safety Equipment 05.24.2020.pdf

AIMS K-12 STAFF MEMO

TO: **AIMS Board**
FR: **Marisol Magana, Operations Director and**
Suzen Chu, Marketing and Communications Coordinator
DA: **May 24, 2020**
RE: **Request for Purchase of Safety Equipment**

Dear Madame President, AIMS Board, and Madame Superintendent,

As a measure to ensure that we can order the following needed items that will allow AIMS K-12 to open safely for the 2020-2021 school year, the following request is being put forth:

Portable Sinks

- **Outside** - Operations Dept. is recommending PolyJohn Portable Hand Washing Sinks because it holds 255 hand washings and is at a reasonable price. This item comes with soap and paper towel dispensers. The total cost for **8 will be $3424**. This does not include sales tax, shipping, or handling.

- **Grades K-5 - Operations** Dept. is recommending the sink from Sustainable Supply. This sink is reasonably priced and will meet the developmental needs of this age group. The total cost for **19 will be $24,364.73.** This does not include sales tax, shipping, or handling.

- **Grades 6-12** Operations is recommending PolyJohn Portable Hand Washing Sinks because it holds 255 hand washings and the price. It comes with soap and paper towel dispensers. The total cost for **25 will be $33,600.** This does not include sales tax, shipping, or handling.

(When looking for a sink, Operations looked at prices, how much water is held, size, and portability. As well as hours increased for janitorial staff to do maintenance and water removal.)

Temperature Kiosk

- For temperature Kiosk, Operations is recommending 22 Miles. This vendor is located in the Bay Area, and the price is much lower than the other proposals. The total cost for **20 will be $45,000.** This does not include sales tax, shipping, or handling.

Hand Sanitizer

- For Hand Sanitizer, Operations is recommending Central Sanitary Supply. AIMS already has a relationship with this vendor, and their price is much lower. The total cost for **220 will be $6,188.60**. This does not include sales tax, shipping, or handling.

Masks

- For masks, the Marketing Department is recommending as their first choice EPromos because the cost is lower than comparable vendors, the masks have three layers, and they have adult and child sizes. One disadvantage is that they are not made in America. We will need to order multiple of these masks to ensure a yearlong supply. These masks are to be worn daily by all students, staff, and visitors. The total cost for **10,000 will be $57,500.** This does not include sales tax, shipping, or handling.

- For masks, the Marketing and Communication Department is recommending as their second choice Boathouse because they are made in America. Compared to EPromos, the cost is higher, they give dual-level coverage, and they have a greater variety of Adult and child sizes. We will need to order multiple of these masks to ensure a yearlong supply. These masks are to be worn daily by all students, staff, and visitors. The total cost for **10,000 will be $100,000.00.** This does not include sales tax, shipping, or handling.

Face Shields

- For the face shields, the Marketing and Communication Department is recommending Disc Makers because they are made in America, reasonably priced, and reusable. We will need to order multiple of these masks to ensure a yearlong supply. These shields are to be worn daily by all students, staff, and visitors. The total cost for **8,000 will be $24,192.00.** This does not include sales tax, shipping, or handling.

Expenditure Requests

- Our initial expenditure requests are **$219,269.33** if we purchase masks from EPromos or **$261,769.33** if we purchase masks from Boathouse. Both totals include a contingency amount of $25,000.00 for unforeseen matters.

Respectfully submitted for your consideration and approval,

Director Marisol Magana
AIMS K12 College Prep Charter District, Operations Department
Coordinator Suzen Chu
AIMS K12 College Prep Charter District, Marketing and Communications

Superintendent's Response:

I have read this proposal and agree to this request. A caveat being that the purchases do not exceed the requested amounts, and staff when possible collaborates with other charters and/or our authorizer to do bulk purchasing, potentially reducing the cost. Given the reduction in funding for the 2020-2021 school year from the state, I am also requesting that AIMS uses emergency funds for these purchases.

Respectfully submitted for your consideration and approval,
Superintendent Maya Woods-Cadiz

05/24/2020