AIMS K-12 College Prep Charter District

AIMS Special Directors Meeting

Date and Time

Tuesday June 15, 2021 at 6:20 PM PDT

Location

Join Zoom Meeting
https://us02web.zoom.us/j/84775906744?pwd=dFF2Z3k0RDFSSzluSjFWM09TQlJwdz09

Meeting ID: 847 7590 6744
Passcode: 938781
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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.**

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Agenda

		Purpose	Presenter	Time
I.	**Opening Items**			**6:20 PM**
	Opening Items			
A.	Call the Meeting to Order		Chris Edington	1 m
	Board President will call the June 15, 2021 Special Board of Directors meeting to order.			
B.	Record Attendance and Guests	Vote	Corey Hollis	2 m
	Corey Hollis will record attendance of Board Directors and introduce any guest present at the June 15, 2021 AIMS Special Board of Directors Meeting.			
C.	Adoption of Agenda	Vote	Chris Edington	2 m
	AIMS Board Directors will adopt the June 15, 2021 AIMS Special Board of Directors Agenda.			
D.	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).**			

		Purpose	Presenter	Time
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).**

II. Non-Action Items

III. Action Items — 6:45 PM

A.	AIMS Board Member Appointment	Vote	Chris Edington	5 m

AIMS Board of Directors will consider the approval of a Board member appointment.

B.	AIMS Board Member Removal	Vote	Chris Edington	5 m

AIMS Board of Directors will consider the removal of an AIMS Board member.

C.	RFF & Oakland Schools Partnership for Support with Board on Track	Vote	Chris Edington	3 m

The Board of Directors will consider the approval of the RFF & Oakland Schools Partnership for Support with Board on Track in the amount of $24,000.00

IV. Closed Session — 6:58 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 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		15 m

Closed Session Items:

1. Conference with Real Property Negotiations

		Purpose	Presenter	Time
	(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. Chris Edington			

V. Closing Items — 7:28 PM

A.	Adjourn Meeting	FYI		
B.	NOTICES	FYI	Corey Hollis	1 m

The next regular meeting of the Board of Directors is scheduled to be held on August 17, 2021, 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, Corey Hollis, hereby certify that I posted this agenda on the AIMS website at www.aimsk12.org, on June 12, 2021, at 6:25 PM.
Certification of Posting

Coversheet

RFF & Oakland Schools Partnership for Support with Board on Track

Section: III. Action Items
Item: C. RFF & Oakland Schools Partnership for Support with Board on Track
Purpose: Vote
Submitted by:
Related Material:
RFF & Oakland Schools Partnership for Support with Board on Track Coverletter.pdf
Rogers Family Foundation OnTrack Oakland Sponsorship Requirements 2021-2023.pdf

AIMS Board of Directors Meeting Item Cover Letter

Item: RFF & Oakland Schools Partnership for Support with Board on Track

Presented By: Christopher Edington

Staff Recommendation:

N/A

Committee Approval: No

Total Associated Cost: None

Included in Budget? No

Funding Source: Board on Track Grant

Over/Under Budget?

N/A

Amount Over/Under Budget?

N/A

Included in LCAP? No

Which LCAP?

N/A

RFF & Oakland Schools Partnership for Support with BoardOnTrack

Introduction

The Rogers Family Foundation and BoardOnTrack launched OnTrack Oakland in February of 2020 to facilitate and encourage strong, data-driven, transparent charter school board governance. Despite the myriad challenges due to the COVID-19 pandemic, our experience working together and with member boards has been positive, and we are excited to announce the continuation of the program through June 30, 2023.

This document defines the requirements from the Rogers Family Foundation that boards must agree to and continually meet in order to receive funding for BoardOnTrack's regular membership. These requirements are designed to be simple, adding little to no overhead to our already busy members, and nearly every OnTrack Oakland member is currently meeting these requirements.

The project lead on this work from the Rogers Family Foundation is Greg Klein, gklein@rogersfoundation.org.

Specific Requirements

The primary requirement for continued sponsorship in OnTrack Oakland is a member's commitment to using BoardOnTrack's platform and services to improve its operational and strategic governance, which will be outlined in the Contract between each school board and BoardOnTrack. Generally, a member's strong use of the BoardOnTrack platform and engagement with the BoardOnTrack team will demonstrate this commitment. We expect boards to meet at least four of the requirements below.

A board meeting fewer than four of the following might still be supported after a discussion of the board's goals and if it demonstrates rapid improvement to build confidence in a renewed partnership. RFF can only disburse future grant funds to schools fulfilling the following conditions. Per their upcoming Contract with

BoardOnTrack, OnTrack Oakland members agree to allow BoardOnTrack to share high-level status updates with RFF's project lead on the following requirements. Please note: this high level communication between BoardOnTrack and RFF is a part of the existing OnTrack Oakland arrangement. There is nothing new being proposed, simply a continuation of what we already do, and this arrangement eliminates the need for individual boards to report directly to RFF on their grant.

1. **Development of and progress against a strategic Success Plan.** BoardOnTrack coaches OnTrack Oakland members, generally during Accelerator Sessions, to develop Success Plans which are the concrete steps boards take to achieve their governance goals. These plans - goals and tasks - are stored in BoardOnTrack, so progress is visible as tasks are marked complete. The BoardOnTrack team is available for further coaching between accelerator sessions as needed.

2. **Strong engagement by the board in its work as demonstrated through the BoardOnTrack Engagement Score.** An engagement score of 5 or higher (out of 10) is considered acceptable. Over time, strong boards will achieve the BoardOnTrack target of 7.5 or greater.

   BoardOnTrack constantly refines its tools and methodology. In the event we change anything about the Engagement Score, we will adjust these standards so they are consistent for the duration of the program.

3. **Efficient and effective board and committee meeting management and Brown Act transparency compliance.** Board and committee meetings should be managed in the BoardOnTrack meetings tab. BoardOnTrack periodically reviews agendas to provide coaching during Accelerator Sessions. BoardOnTrack measures Brown Act disclosure compliance through the Transparency Score. Boards are expected to consistently improve their scores to achieve and exceed the target of 7.5.

   BoardOnTrack constantly refines its tools and methodology. In the event we change anything about the Transparency Score, we will adjust these standards so they are consistent for the duration of the program.

4. **Annual completion of a CEO Evaluation.** BoardOnTrack provides a best-practice CEO evaluation questionnaire, a managed process, and

coaching to help you make the process valuable for the board and CEO alike. OnTrack Oakland recommends the use of BoardOnTrack's tool and process. The evaluation process should be scheduled in BoardOnTrack by May 1 of each year (June 1 in 2021) and completed during the calendar year. Documentation of an evaluation using a different process or tool is acceptable.

5. **Annual completion of a Board Assessment.** BoardOnTrack provides a best practice board assessment questionnaire and managed process, including data analysis and next-step planning with BoardOnTrack governance coaches. OnTrack Oakland recommends the use of BoardOnTrack's tool and process. The Board Assessment process should be scheduled in BoardOnTrack by May 1 of each year (June 1 in 2021) and completed - with at least 80% participation by the CEO and board and a results review - during the calendar year. Documented use of an alternative board assessment tool is acceptable.

6. **Responsiveness to BoardOnTrack's coaching.** BoardOnTrack's coaching is an integral part of OnTrack Oakland, and members are expected to engage with BoardOnTrack coaching. *Responsiveness* here means the board engages BoardOnTrack's experts and considers BoardOnTrack's advice and perspective as part of its planning and problem solving.

If any members have questions or concerns about these requirements, please reach out to Sam Falk at BoardOnTrack (sam@boardontrack.com) or the Rogers Family Foundation (gklein@rogersfoundation.org).

Timeline of OnTrack Oakland through June 30, 2023

RFF's project lead will reach out to individual Boards in March or April 2021, to discuss their interest in continuing to meet at least four of the requirements described above and receiving full funding from RFF to pay for continued membership. Boards are not required to seek an RFF grant to cover their on-going membership costs.

1. Each Board's current membership ends on June 30, 2021.

- Starting July 1st, 2021, Boards must have a solution to pay for membership moving forward, or be ready to end their BoardOnTrack membership.

2. To that end, RFF will support each qualifying Board with a multiyear, multi-payment grant.
    - RFF will not require applications or reports from schools. Instead, RFF will sync with BoardOnTrack on high level status updates as outlined above.
    - While not required, RFF may periodically reach out for updates from Boards, and would appreciate those connections, but they officially remain optional. Boards and school staff are always welcome to reach out to RFF for support and connection.
    - For the initial grant payment, schools can choose in which fiscal year they want it to arrive (i.e., this June or July). Similarly, BoardOnTrack will work with schools to arrange payment in their preferred fiscal year.
    - RFF Grant approval could come as early as April. Payment to schools can be made within about two weeks.
    - To be clear, RFF grants to schools and schools pay BoardOnTrack.
3. **Grant payments from RFF to schools total $24,000 (maximum per school board grantee) and arrive in three installments and ultimately cover membership costs for two school years 2021-2022 and 2022-2023 ($12k per school year per school board grantee, max).**
    - Payment #1: $6,000 arrives in May-July 2021, depending on school's desire. This covers costs of membership for July 1, 2021 through December 31, 2021.
    - Payment #2: $12,000 arrives in January 2022, conditional that by December 15, 2021 the board continues to meet four of the above requirements. This covers costs of membership January 1, 2022 through December 31, 2022.
    - Payment #3: $6,000 arrives in January 2023, conditional that by December 15, 2022 the board continues to meet four of the above

requirements. This covers costs of membership January 1, 2023 through June 30, 2023.

- ***Boards will need to plan for RFF financial support to end after June 30, 2023.***

4. The entire grant and each payment are conditional on schools meeting at least four of the conditions above, as measured by BoardOnTrack.
5. BoardOnTrack will separately reach out to individual boards to sign a new Contract which will incorporate this document by reference. At the beginning of each fiscal year, schools pay for a year's membership even though, per the grant payment schedule above, that full year's worth of grant revenue from RFF does not arrive until January. After Contract approval, BoardOnTrack will invoice schools. Schools pay for the first year's membership ($12,000, invoice #1) prior to July 31st, 2021, and pay the second year's membership ($12,000, invoice #2) prior to July 31st, 2022.

Chronological Timeline of $	June/July 2021	January 2022	July 2022	January 2023	TOTALS
Grant payment received from RFF	$6,000	$12,000		$6,000	$24,000
Payment to BoardOnTrack	($12,000)		($12,000)		($24,000)

Spring 2021 Grant Process

Members currently meeting the requirements of the program will receive an invitation and a two-year contract from BoardOnTrack in early May. Unless you notify us that you prefer to continue your BoardOnTrack membership without financial support from RFF, your acceptance of the contract will finalize your BoardOnTrack membership and your funding from RFF. Schools will also electronically sign a grant

agreement directly with RFF to receive money to cover the costs of their BoardOnTrack membership.

Members not currently meeting the requirements above will receive an invitation to commit to meeting the requirements for the 2021 - 2022 school year. If approved by RFF, you will receive the contract described above.

Subsequent Grant Process

Three months before each subsequent grant payment date, BoardOnTrack will notify members of their status in the program - we will have discussed this with you during Accelerator Sessions of course.

Members meeting the program requirements will be asked simply to confirm that they wish to continue with funding from RFF. No new contract will be required at that time, nor any new additional grant agreement with RFF. A simple email confirmation will suffice.

Members not meeting the program requirements will be invited to commit to meeting the requirements in the next grant period. If approved by RFF, we will notify you of that approval via email.

Additional Context for RFF's Investment

Charter board governance is hard and important to do well. RFF's support for nine boards (including the current contract and the upcoming two-year grants outlined above) represents just over $420k total investment in school governance coaching, support, and transparency over approximately four years.

Future ongoing membership costs are likely to be around the same as 1 ADA per year in publicly-recurring revenue. RFF hopes that in the future, boards recognize the on-going importance of receiving professional coaching and support, and also of having the necessary tools and platform to govern transparently. Every school is different, but in general, RFF believes that spending approximately 1 ADA per year's worth of financial resources each year for expert governance coaching and fit-for-purpose tools is worth the cost.