



# AIMS K-12 College Prep Charter District

## Finance Committee Meeting

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### Date and Time

Tuesday March 26, 2024 at 5:30 PM PDT

### Location

171 12th Street, Oakland, CA 94607

Members of the public, staff, and faculty may join virtually at:

Join Zoom Meeting

<https://us02web.zoom.us/j/3311128694?pwd=cVFNbEJtWm40aDZpUlp5WFVxRGVqUT09>

Meeting ID: 331 112 8694

Passcode: 0EjSCZ

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One tap mobile

+17193594580,,3311128694#,,,,\*076927# US

+19294362866,,3311128694#,,,,\*076927# US (New York)

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Dial by your location

• +1 719 359 4580 US

Meeting ID: 331 112 8694

Passcode: 076927

Find your local number: <https://us02web.zoom.us/j/kmHNwDhDX>

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
<b>I. Opening Items</b>			<b>5:30 PM</b>
<b>A.</b> Record Attendance		Barbara Pemberton	1 m
<b>B.</b> Call the Meeting to Order		Director Edington	
<b>II. Public Comment</b>			<b>5:31 PM</b>
<b>A.</b> Public Comment on Agenda Items	Discuss	Barbara Pemberton	4 m
<b>B.</b> Public Comment On Non-Agenda Items	Discuss	Barbara Pemberton	4 m
<b>III. Action Items</b>			<b>5:39 PM</b>
<b>A.</b> 2023-2024 Employee Contracts	Vote	Tiffany Tung	2 m
<b>B.</b> AIMS MS/AIPCS II ELO-P Budget and Program Details	Vote	Natalie Glass	3 m
<b>IV. Closed Session</b>			<b>5:44 PM</b>
<b>A.</b> Public Comment on Closed Session Items	Discuss		10 m
2 minutes per speaker			
<b>B.</b> Closed Session			20 m
Closed Session Items:			
1. Conference with Real Property Negotiations (Gov. Code Section 54956.8)			
<ul style="list-style-type: none"> <li>• Property: (Specify street address, or if no street address, the parcel number or other unique</li> </ul>			

	Purpose	Presenter	Time
	reference, of the real property under negotiation): 171 12th Street, Oakland, CA. APN APN: 002-0081-003-00		
2. Conference with Legal Counsel- Anticipated Litigation (Gov. Code Section 54956.9)			
	<ul style="list-style-type: none"> <li>• Significant exposure to litigaragraphation pursuant to p (2) or (3) of subdivision (d) of Section 54956.9: 1 case</li> </ul>		
3. Student Discipline Matter			

**V. Closing Items** **6:14 PM**

- |           |                 |      |                   |
|-----------|-----------------|------|-------------------|
| <b>A.</b> | Adjourn Meeting | Vote |                   |
| <b>B.</b> | NOTICES         | FYI  | Barbara Pemberton |

**The next regular meeting of the Board of Directors is scheduled to be held on the third Tuesday of the month, April 16, 2024, at 5:30 pm. AIMS does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, it's 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, Barbara Pemberton, posted this agenda at the AIMS Campus at 171 12th Street, Oakland, CA 94607, on March 23, 2024, before 5:30 PM.**

**Certification of Posting**

# Coversheet

## 2023-2024 Employee Contracts

<b>Section:</b>	III. Action Items
<b>Item:</b>	A. 2023-2024 Employee Contracts
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	2023-2024 Employee Contracts Cover Letter.pdf AIMS Employee Board Approved Contracts FY23-24.xlsx.pdf



# **AIMS K-12 College Prep Charter District Board Submission Cover Letter**

## **Submitter Information**

Full Name: Tiffany Tung  
 Position/Title: Director of Compliance  
 Department: Compliance  
 Date of Submission (MM/DD/YYYY): 3/19/2024

## **Item Details**

Title of Item: 2023-2024 Employee Contracts  
 Is this item a: ☒ New Submission  
                           ☐ Renewal  
 If Renewal: Please summarize any changes from the previous submission:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## **Approvals**

Has this item been reviewed by:  
☒ Superintendent  
☒ Chief Business Officer (CBO) (If budget changes)  
☐ Director of Compliance (If plan changes)  
☐ Neither

## **Committee Review**

Has this item been through the appropriate committee review process?  
☐ Yes      ☒ No  
 If yes: Please specify which committee(s) and provide minutes or approval documentation:  
 \_\_\_\_\_  
 If no: Explain why:  
These are new employee contracts for newly hired employees.  
 \_\_\_\_\_  
 \_\_\_\_\_

## **Deadline Information**

Is there a submission deadline for this item?  
☐ Yes      ☒ No  
 If yes: Please indicate the deadline date (MM/DD/YYYY): \_\_\_\_\_

## **Financial Information (if applicable):**

Total Cost: \$ \_\_\_\_\_  
 Is this expenditure included in the annual budget?  
☒ Yes      ☐ No  
 Please specify in which plan this expense is indicated:  
☐ SPSA      ☐ LCAP      ☐ Other: \_\_\_\_\_

[illegible]

# Coversheet

## AIMS MS/AIPCS II ELO-P Budget and Program Details

<b>Section:</b>	III. Action Items
<b>Item:</b>	B. AIMS MS/AIPCS II ELO-P Budget and Program Details
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	AIMS Board Submission Cover Letter.pdf 23-24 ELO-P Budget and Program Details.pdf



## AIMS K-12 College Prep Charter District Board Submission Cover Letter

### Submitter Information

Full Name: Natalie Glass  
 Position/Title: Director of Schools  
 Department: Schools  
 Date of Submission (MM/DD/YYYY): 3/22/24

### Item Details

Title of Item: AIMS MS/AIPCS II - Budget for ELO-P  
 Is this item a: ☒ New Submission  
☐ Renewal  
 If Renewal: Please summarize any changes from the previous submission:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

### Approvals

Has this item been reviewed by:

- ☒ Superintendent  
☐ Chief Business Officer (CBO) (If budget changes)  
☐ Director of Compliance (If plan changes)  
☐ Neither

### Committee Review

Has this item been through the appropriate committee review process?

☐ Yes ☐ No

If yes: Please specify which committee(s) and provide minutes or approval documentation:

If no: Explain why:

\_\_\_\_\_  
 \_\_\_\_\_

### Deadline Information

Is there a submission deadline for this item?

☐ Yes ☐ No

If yes: Please indicate the deadline date (MM/DD/YYYY): \_\_\_\_\_

### Financial Information (if applicable):

Total Cost: \$ \_\_\_\_\_

Is this expenditure included in the annual budget?

☐ Yes ☐ No

Please specify in which plan this expense is indicated:

☐ SPSA ☐ LCAP ☐ Other: \_\_\_\_\_

# ELO-P BUDGET PLANNING SPREADSHEET

MIDDLE SCHOOLS 2023-2024

Site Name:	AIMS College Prep Middle School		ELOP
Average # of students to be served daily (ADA):	100		School Site
	<b>TOTAL GRANT AWARD</b>		
<b>MEALS, TRANSPORTATION, LODGING</b>			
	Transportation		\$7,696
	Lodging		\$26,490
	Afterschool Snacks		\$6,078
	Non instructional Day Meals		\$5,606
	Total		\$45,870
<b>PERSONNEL</b>			
	Program Instructor Before School - \$50/hr		\$3,900
	Program Instructor After School - \$50/hr		\$7,800
	Program Instructor - Field Trip \$50/hr		\$19,747
	Additional Staff Support		
			\$0
	Total personnel		\$31,447
<b>BENEFITS</b>			
3000's	Employee (rate: 25%)		\$7,862
	Total benefits		\$7,862
<b>BOOKS AND SUPPLIES</b>			
6141	Supplies		\$2,600
6270	Professional Development		\$0
	Total books and supplies		\$2,600
<b>CONTRACTED SERVICES</b>			
6245	Contractors TBD		\$5,000
			\$0
	Total services		\$5,000
<b>IN-KIND DIRECT SERVICES</b>			
	ASES - In Kind		
	Total services		\$10,000
	<b>Subtotals</b>		\$92,778
	<b>Total</b>		\$92,778

# ELO-P BUDGET PLANNING SPREADSHEET

MIDDLE SCHOOLS 2023-2024

Site Name:	American Indian Public Charter School II (K-8)		ELOP
Average # of students to be served daily (ADA):	50		School Site
	<b>TOTAL GRANT AWARD</b>		
<b>MEALS, TRANSPORTATION, LODGING</b>			
	Transportation		\$51,507
	Lodging		\$177,280
	Afterschool Snacks		\$40,673
	Non instructional Day Meals		\$37,514
	Total		\$306,973
<b>PERSONNEL</b>			
	Program Instructor Before School - \$50/hr		\$26,100
	Program Instructor After School - \$50/hr		\$52,200
	Program Instructor - Field Trip \$50/hr		\$132,153
	Additional Staff Support		
			\$0
	Total personnel		\$210,453
<b>BENEFITS</b>			
3000's	Lead Agency benefits (rate: 25%)		\$52,613
	Total benefits		\$52,613
<b>BOOKS AND SUPPLIES</b>			
6141	Supplies		\$17,400
6270	Professional Development		\$0
	Total books and supplies		\$17,400
<b>CONTRACTED SERVICES</b>			
6245	Contractors TBD		\$20,000
			\$0
	Total services		\$20,000
<b>IN-KIND DIRECT SERVICES</b>			
	ASES - In Kind		
	Total services		\$40,000
	<b>Subtotals</b>		\$607,440
	<b>Total</b>		\$607,440

Non-instructional day	Day	Date	Activity	Location	Number of Students	Admission/Lodging	Transportation	Food/Meals	Number of Staff	Rate @ 50/hr x 9hrs	Staff Cost	Total Cost
	Mon - Friday		Before School ELO-P (Start date 3/27 (50 Days) - 1 Hour	On Site	150				12	50	\$30,000	\$30,000
	Mon - Friday		After School - ELO-P study hall/clubs (Start date 3/27 (50 Days) - 2 Hours	On Site	200			\$46,750	12	100	\$60,000	\$106,750
1	Saturday	March 23	Jelly Belly Factory Tour & Boomers (E)	Livermore	100	\$2,500	\$3,000	\$3,500	10	450	\$4,500	\$13,500
	Saturday	March 23	Academic School Day/Enrichment (8:00-5:00)	On Site	100	\$0	\$0	\$685	5	450	\$2,250	\$2,935
	Thursday	March 28	Academic 3:30-5:00 (A's Opening Day (All))	Oakland	100	\$5,500	\$2,203	\$2,200	10	450	\$2,500	\$12,403
2	Saturday	March 30	Jelly Belly Factory Tour & Boomers (M)	Livermore	100	\$2,500	\$3,000	\$3,500	10	450	\$4,500	\$13,500
	Saturday	March 30	Academic School Day/Enrichment (8:00-5:00)	On Site	100	\$0	\$0	\$685	5	450	\$2,250	\$2,935
	Spring Break											
3	Monday	April 1	Academic School Day/Enrichment (8:00-5:00)	Redwood City	100			\$685	10	450	\$4,500	\$5,185
4	Tuesday	April 2	California Academy of Sciences (All)	San Francisco	100	\$5,000	\$4,000	\$685	10	450	\$4,500	\$14,185
5	Wednesday	April 3	Aerospace Museum of California (All)	Sacramento	100	\$2,000	\$4,000	\$685	10	450	\$4,500	\$11,185
6	Thursday	April 4	The Tech Interactive	San Jose	100	\$2,500	\$4,000	\$685	10	450	\$4,500	\$11,685
7	Friday	April 5	SMUD Museum of Science and Curiosity (All)	Sacramento	100	\$2,300	\$4,000	\$685	15	450	\$6,750	\$13,735
8	Saturday	April 6	Exploratorium (M)	San Francisco	100	\$3,000	\$3,000	\$685	10	450	\$4,500	\$11,185
	Saturday	April 6	Academic School Day/Enrichment (8:00-5:00)	On Site	100	\$0	\$0	\$685	6	450	\$2,700	\$3,385
9	Sunday	April 7	Alvin Ailey Dance Theater	Berkeley	100		\$4,000	\$685	10	450	\$4,500	\$9,185
										450	\$0	\$0
10	Saturday	April 13	Exploratorium (E)	San Francisco	100	\$3,000	\$3,000	\$685	10	450	\$4,500	\$11,185
	Saturday	April 13	Academic School Day/Enrichment (8:00-5:00)	On Site	50			\$343	3	450	\$1,350	\$1,693
11	Sunday	April 14	Academic School Day/Enrichment (8:00-5:00)	On Site	50			\$343	3	450	\$1,350	\$1,693
12	Saturday	April 20	Academic School Day/Enrichment (8:00-5:00)	On Site	100			\$685	6	450	\$2,700	\$3,385
13	Sunday	April 21	Academic School Day/Enrichment (8:00-5:00)	On Site	100			\$685	6	450	\$2,700	\$3,385
14	Saturday	April 27	Monterey Bay Aquarium (E)	Monterey	100	\$6,000	\$4,000	\$685	10	450	\$4,500	\$15,185
	Saturday	April 27	Academic School Day/Enrichment (8:00-5:00)	On Site	50			\$343	5	450	\$2,250	\$2,593
15	Sunday	April 28	Academic School Day/Enrichment (8:00-5:00)	On Site	50			\$343	6	450	\$2,700	\$3,043
												\$0
16	Saturday	May 4	Monterey Bay Aquarium (M)	Monterey	100	\$6,000	\$4,000	\$685	10	450	\$4,500	\$15,185
17	Sunday	May 5	Academic School Day/Enrichment (8:00-5:00)	On Site	100			\$685	6	450	\$2,700	\$3,385
18	Saturday	May 11	SF Aquarium (E)	San Francisco	100	\$2,500	\$2,000	\$685	10	450	\$4,500	\$9,685
19	Saturday	May 18	SF Aquarium (M)	San Francisco	100	\$2,500	\$2,000	\$685	10	450	\$4,500	\$9,685
20	Sunday	May 19	Academic School Day/Enrichment (8:00-5:00)	On Site	100			\$685	10	450	\$4,500	\$5,185
												\$0
21	Saturday	June 1	Academic School Day/Enrichment (8:00-5:00)	On Site	100	\$8,470	\$3,000	\$685	6	450	\$2,700	\$14,855
22	Sunday	June 2	Academic School Day/Enrichment (8:00-5:00)	On Site	100			\$685	6	450	\$2,700	3,385
23	Saturday	June 8	Santa Cruz (All)	On Site	100			\$685	6	450	\$2,700	3,385
24	Saturday	June 15	Academic School Day/Enrichment (8:00-5:00)	On Site	100			\$685	6	450	\$2,700	\$3,385
	Summer Session											
25	Thursday	June 20	Yosemite Overnight Camping	Yosemite	100	\$75,000	\$000	\$2,000	10	450	\$4,500	\$86,500
	Thursday	June 20	Academic School Day/Enrichment (8:00-5:00)	On Site	100			\$685	6	450	\$2,700	\$3,385
26	Friday	June 21	Yosemite Overnight Camping	Yosemite	100			\$2,000	10	450	\$4,500	\$6,500
	Friday	June 21	Academic School Day/Enrichment (8:00-5:00)	On Site	100			\$685	6	450	\$2,700	\$3,385
27	Saturday	June 22	Yosemite Overnight Camping	Yosemite	100			\$2,000	10	450	\$4,500	\$6,500
28	Monday	June 24	Yosemite Overnight Camping	Yosemite	100	\$75,000	\$5,000	\$2,000	10	450	\$4,500	\$86,500
			Academic School Day/Enrichment (8:00-5:00)	On Site	100			\$685	6	450	\$2,700	\$3,385
29	Tuesday	June 25	Yosemite Overnight Camping	Yosemite	100			\$2,000	10	450	\$4,500	\$6,500
			Academic School Day/Enrichment (8:00-5:00)	On Site	100			\$685	6	450	\$2,700	\$3,385
30	Wednesday	June 26	Yosemite Overnight Camping	Yosemite	100			\$2,000	10	450	\$4,500	\$6,500
31	Thursday	June 27	Academic School Day/Enrichment (8:00-5:00)	On Site	100			\$685	6	450	\$2,700	\$3,385
32	Friday	June 28	Academic School Day/Enrichment (8:00-5:00)	On Site	100			\$685	6	450	\$2,700	\$3,385
33	Saturday	June 29	Academic School Day/Enrichment (8:00-5:00)	On Site	100			\$685	6	450	\$2,700	\$3,385
			Total Spend:			\$203,770	\$59,203	\$89,870			\$241,900	\$594,743.00