



AIMS K-12 College Prep Charter District

AIMS Board Meeting

Date and Time

Tuesday September 17, 2024 at 6:45 PM PDT

Location

746 Grand Ave, Oakland, CA 94610

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

Join Zoom Meeting

<https://us02web.zoom.us/j/6614266860?pwd=c2lxWTUwZlZ5Zm41QkhsVXFMTDI3dz09>

Meeting ID: 661 426 6860

Passcode: Pu2kiv

One tap mobile

+12532050468,,6614266860#,,,,*071330# US

+12532158782,,6614266860#,,,,*071330# US (Tacoma)

Meeting ID: 661 426 6860

Passcode: 071330

Find your local number: <https://us02web.zoom.us/j/6614266860>

AIMS does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. Ahsjanae Hutchings has been designated to receive requests for disability-related information.

odifications or accommodations in order to enable individuals with disabilities to participate in open and public meetings at AIMS. Please notify Ahsjanae Hutchings at (510) 504-6898 at least 24 hours in advance of any disability accommodations being needed in order to participate in the meeting.

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Agenda

	Purpose	Presenter	Time
<div>I. Opening Items</div> <div>Opening Items</div> <div> <div>A. Call the Meeting to Order</div> <div>B. Record Attendance and Guests</div> <div>C. Adoption of Agenda</div> <div>D. Public Comment on Agenda Items</div> <div>E. Public Comment on Non-Agenda Items</div> </div>			<div>6:45 PM</div> <div>1 m</div> <div>1 m</div> <div>4 m</div> <div>4 m</div>
<div>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 to 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 the total time allotted for all public comment will not exceed thirty (30) minutes (10 minutes per section).</div> <div>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 to 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 the total time allotted for all public comment will not exceed thirty (30) minutes (10 minutes per section).</div>			

	Purpose	Presenter	Time
II. Approve Board Meeting Minutes			6:55 PM
A. AIMS Board Meeting: September 4th, 2024	Approve Minutes	Chris Edington	1 m
B. AIMS Special Board Meeting: September 7th, 2024	Approve Minutes	Chris Edington	1 m
III. Information (Non-Action) Items			6:57 PM
A. President's Report	FYI	Chris Edington	3 m
B. Superintendent's Report	FYI	Superintendent Woods-Cadiz	3 m
C. Staff Reports AP Test Results (C. Ahmad) Executive Summary (C. Ahmad) September 2024 Board Executive Summary (S. Chu)	FYI	Director Ahmad	15 m
D. The Board will discuss having a Non-voting Student Board member	Discuss	Jaime Colly	5 m
E. The Board will Discuss having the AIMS Parent United President as an Advisor to the Board	Discuss	Jaime Colly	5 m
F. The Board will Discuss Member Term Updates	Discuss	Christopher Edington	5 m
IV. Consent Calendar			7:33 PM
A. Epicenter	Vote	Ombudsman Eric Haar	3 m
B. The Board will Consider Approving a New Process for Employee Contract Signatures	Vote	Director Tiffany Tung	3 m
C. September Employee Contracts FY24-25	Vote	Director Tiffany Tung	3 m

	Purpose	Presenter	Time
D. Executive Summary Epic Brokers FY24-25 Insurance	Vote	Director Tiffany Tung	2 m
E. Resolution for Educator Permits 2024-2025.	Vote	Director Marisol Magana	2 m
F. Resolution for Surplus	Vote	Director Marisol Magana	2 m
G. Consulting Agreement - Intelligent Connectivity	Vote	Director Marisol Magana	2 m
H. Adoption of Local Assignment Option	Vote	Director Marisol Magana	2 m
I. Independent Study Policy	Vote	Director Marisol Magana	2 m
J. TCI Curriculum	Vote	Director Christopher Ahmad	2 m
K. Teach Like a Champion	Vote	Director Christopher Ahmad	2 m
L. Executive Summary: Director of Academics, Data, and Performance	Vote	Director Christopher Ahmad	2 m
M. AIMS Athletics - HS BACSAC Fees	Vote	Students Activities Coordinator Ashlee Robinson	2 m
N. Host School Agreement	Vote	Director Suzen Chu	2 m
O. AIPCS II Organizational Chart 2024-2025	Vote	Director Suzen Chu	2 m
P. AIMS K-12 Organizational Chart 2024-2025	Vote	Director Suzen Chu	2 m
Q. AIMS Board Resolutions	Vote	Jaime Colly	2 m
R. AIMS Board Policies	Vote	Jaime Colly	2 m
V. Action Items			8:12 PM
A. Approval of AIMS HS SGA President and AIMS MS SGA President as Ex Officio Member of AIMS Board		Student Activities Coordinator Robinson	

	Purpose	Presenter	Time
The announcement of student voted AIMS Middle School and AIMS High School SGA Presidents and their appointment on AIMS board.			

VI. Closed Session
 8:12 PM

A.	Public Comment on Closed Session Items	FYI	5 m
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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 to 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	FYI	Chris Edington	5 m
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Pursuant to the Brown Act (Government Code Section 54957.6), the following items will be discussed in closed session:

1. Conference with Real Property Negotiations (Gov. Code Section 54956.89)

- Property: 171 12th Street, Oakland, CA. APN: 002-0081-003-00
- Agency negotiator: Steven Leung and Christopher Edington
- Negotiating parties: AIMS Board and N1 Capital
- Under negotiation: Rates and pricing

2. Conference with Legal Counsel- Anticipated Litigation (Gov. Code Section 54956.9)

- Significant exposure to litigation pursuant to paragraph (2) (3) of subdivision (d) of Section 54956.9: 2 Matters

3. Employee Evaluation- Superintendent of Schools

C.	Report from Closed Session	FYI	Chris Edington	2 m
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	Purpose	Presenter	Time
VII. Closing Items			8:24 PM
A. Adjourn Meeting	FYI	Chris Edington	
B. NOTICES	FYI	Ahsjanae Hutchings	

The next regular meeting of the Board of Directors is scheduled to be held on Tuesday October 15th, 2024, at 6:45 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, Ahsjanae Hutchings, hereby certify that I posted this agenda on the AIMS website at www.aimsk12.org, on September 14th, 2024, before 6:45 PM.

Certification of Posting

Coversheet

AIMS Board Meeting: September 4th, 2024

Section:	II. Approve Board Meeting Minutes
Item:	A. AIMS Board Meeting: September 4th, 2024
Purpose:	Approve Minutes
Submitted by:	
Related Material:	Minutes for AIMS Board Meeting on September 4, 2024

APPROVED



AIMS K-12 College Prep Charter District

Minutes

AIMS Board Meeting

Date and Time

Wednesday September 4, 2024 at 6:45 PM

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/6614266860?pwd=czlxWTUwZlZ5Zm41QkhsVXFMTDI3dz09>

Meeting ID: 661 426 6860

Passcode: Pu2kiv

One tap mobile

+12532050468,,6614266860#,,,,*071330# US

+12532158782,,6614266860#,,,,*071330# US (Tacoma)

Meeting ID: 661 426 6860

Passcode: 071330

Find your local number: <https://us02web.zoom.us/j/6614266860>

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[Click To Submit Public Comment](#)

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Directors Present

C. Edington, J. Colly, J. Hinton, S. Leung

Directors Absent

A. Stanley, M. Sweet

Directors who left before the meeting adjourned

J. Colly

Guests Present

A. Hutchings, M. Woods-Cadiz (remote)

I. Opening Items

A. Call the Meeting to Order

C. Edington called a meeting of the board of directors of AIMS K-12 College Prep Charter District to order on Wednesday Sep 4, 2024 at 7:13 PM.

B. Record Attendance and Guests

C. Adoption of Agenda

C. Edington made a motion to Adopt the Agenda.

J. Colly seconded the motion.

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

D. Public Comment on Agenda Items

No comments.

E. Public Comment on Non-Agenda Items

No Comments.

II. Approve Board Meeting Minutes

A. AIMS Board Meeting: June 26, 2024

C. Edington made a motion to approve the minutes from AIMS Board Meeting on 06-26-24.

J. Colly seconded the motion.

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

B. AIMS Special Board Meeting: August 9th, 2024

C. Edington made a motion to approve the minutes from AIMS Special Board Meeting on 08-09-24.

J. Colly seconded the motion.

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

III. Consent Calendar

A. Job Descriptions

B. ELOP Job Descriptions

C. Edington made a motion to Approve.

J. Colly seconded the motion.

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

C. Employee Contracts FY24-25

C. Edington made a motion to Approve.

J. Colly seconded the motion.

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

D. AIMS Staff Handbook Draft 2024-2025

C. Edington made a motion to Approve.

J. Colly seconded the motion.

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

E. K-12 Student and Family Handbook Draft 2024-2025

C. Edington made a motion to Approve.

J. Colly seconded the motion.

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

F. TCI Curriculum

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

G. Quill Writing

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

H. Learning Farm

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

I. IXL Renewal-Middle School

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

J. IXL Renewal-Elementary School

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

K. ETS

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

L. Elevate

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

M. Benchmark Advance

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

N.

Xerox Lease Renewal

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

O. VisiPlex

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

P. Vision to Learn MOU

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

Q. Staples - Chromebooks AIMS MS

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

R. Staples - Chromebooks - AIPCS II

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

S. Staples - Chromebooks - AIMS HS

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

T. SOS Survival Products - AIPCS II

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

U. SOS Survival Products - AIMS MS

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

V. SOS Survival Products - AIMS HS

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

W. Intelligent Connectivity- Network Switch

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

X. Intelligent Connectivity - Security Cameras - AIMS HS

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

Y. CPR1 AED - AIMS MS

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

Z. CPR1 AED - AIMS HS

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

AA.CPR 1 AED - AIPCS II

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

AB.Apple Store - AIPCS II

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

AC.Apple Store - AIMS HS

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

AD.Masks for students and staff - AIPCS II

C. Edington made a motion to Approve.

J. Colly seconded the motion.
The board **VOTED** to approve the motion.

AE. High School Uniforms

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

AF. ESSER III AIPCS II - Plan Update

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

AG. ESSER III AIMS MS Plan Update

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

AH. ESSER III AIMS HS - Plan Update

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

AI. ES/MS Uniforms

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

AJ. ES Uniforms

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

AK. Green Source Janitorial

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

AL. Laguna Green Works AIPCS II

C. Edington made a motion to Approve.
J. Colly seconded the motion.

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

AM.Laguna Green Works- HS

C. Edington made a motion to Approve.

J. Colly seconded the motion.

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

AN.Student Headphones- AIPCS II

C. Edington made a motion to Approve.

J. Colly seconded the motion.

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

AO.Instructional Materials

C. Edington made a motion to Approve.

J. Colly seconded the motion.

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

AP.Attendance Incentives - AIPCS II

C. Edington made a motion to Approve.

J. Colly seconded the motion.

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

AQ.Attendance Incentives - AIMS HS

C. Edington made a motion to Approve.

J. Colly seconded the motion.

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

AR.Math Intervention Workbooks - AIPCS II

C. Edington made a motion to Approve.

J. Colly seconded the motion.

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

AS.Reading Intervention Workbooks AIPCS II

C. Edington made a motion to Approve.

J. Colly seconded the motion.

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

AT. Writing Intervention Workbooks AIPCS II

C. Edington made a motion to Approve.

J. Colly seconded the motion.

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

AU. Air Purifiers- AIMS HS

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

AV. Air Purifiers- AIPCS II

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

AW. AIMS Sports Budget FY24-25

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

AX. All Tied Up

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

AY. MO TSA Amendment 24-25

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

AZ. Avalon Fred Finch NPS Master Contract

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

BA. ELOP Plan Budget and Updates

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

BB. Unaudited Actuals (Closing) for fiscal year 23-24

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

BC.

Fiscal Policies FY24-25

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

BD.Approved Vendor List FY24-25

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

BE. Transformational Resolution Group Contract & Scope of Work

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

BF. Proposal to Engage Seth Feldman, EdD, Esq. for Consultancy Services

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

J. Colly	Aye
C. Edington	Aye
A. Stanley	Absent
S. Leung	Aye
M. Sweet	Absent
J. Hinton	Abstain

BG.Decision to Modify AIMS Governance Procedures based on Lozano Smith Recommendations

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

BH.Campanille Group Engagement and Contract

C. Edington made a motion to Approve.
J. Colly seconded the motion.
The board **VOTED** to approve the motion.

IV. Action Items

A.

The Board will discuss and possibly take action on membership status of AIMS Board Member

Director Chris Edington made a motion to omit item A from the agenda.

Director J. Colly seconded the motion.

The board VOTED to approve the motion.

B. AIPCS Charter Renewal Pending Final Legal Review

C. Edington made a motion to Approve.

J. Colly seconded the motion.

With the exception of this item being revisited at the next board meeting and reviewed again before final submission at the end of September.

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

C. New Facility Development Expense Budget

S. Leung made a motion to Approve.

J. Hinton seconded the motion.

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

Roll Call

C. Edington	No
J. Colly	Absent
J. Hinton	Aye
A. Stanley	Absent
S. Leung	Aye
M. Sweet	Absent

D. Consultant Proposals

J. Hinton made a motion to Approve.

S. Leung seconded the motion.

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

Roll Call

J. Hinton	Aye
J. Colly	Absent
C. Edington	Abstain
M. Sweet	Absent
A. Stanley	Absent
S. Leung	Aye

V. Closed Session

A. Public Comment on Closed Session Items

No comments.

C. Edington made a motion to Move to closed session and come back to vote on items C. and D.

J. Colly seconded the motion.

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

B. Recess to Closed Session

The Board Moved to Closed Session at 8:25 PM.

J. Colly left at 9:29 PM.

C. Report from Closed Session

The Board returned from Closed Session at 9:30 PM.

There are no reports from Closed Session.

VI. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:32 PM.

Respectfully Submitted,
C. Edington

B. NOTICES

Coversheet

AIMS Special Board Meeting: September 7th, 2024

Section:	II. Approve Board Meeting Minutes
Item:	B. AIMS Special Board Meeting: September 7th, 2024
Purpose:	Approve Minutes
Submitted by:	
Related Material:	Minutes for AIMS Special Board Meeting on September 7, 2024

APPROVED



AIMS K-12 College Prep Charter District

Minutes

AIMS Special Board Meeting

Date and Time

Saturday September 7, 2024 at 1:00 PM

Location

This will be a virtual meeting Members of the Board Locations are listed below:

Director Chris Edington: 2450 Washington Ave, Suite 100, San Leandro, CA 94577

Director Jaime Colly: 4239 Park Blvd. Oakland CA 94602

Director Steven Leung: 2450 Washington Ave, Suite 100, San Leandro, CA 94577

Director Jumoke Hinton-Hodge: 410 14th St, Oakland, CA 94612

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

Join Zoom Meeting

<https://us02web.zoom.us/j/6614266860?pwd=c2lxWTUwZlZ5Zm41QkhsVXFMTDI3dz09>

Meeting ID: 661 426 6860

Passcode: Pu2kiv

One tap mobile

+12532050468,,6614266860#,,,,*071330# US

+12532158782,,6614266860#,,,,*071330# US (Tacoma)

Meeting ID: 661 426 6860

Passcode: 071330

Find your local number: <https://us02web.zoom.us/j/849161161W>

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Directors Present

C. Edington (remote), J. Colly (remote), J. Hinton (remote), S. Leung

Directors Absent

None

Directors who arrived after the meeting opened

S. Leung

Guests Present

A. Hutchings (remote), M. Woods-Cadiz (remote)

I. Opening Items

A. Call the Meeting to Order

C. Edington called a meeting of the board of directors of AIMS K-12 College Prep Charter District to order on Saturday Sep 7, 2024 at 1:16 PM.

B. Record Attendance and Guests

C. Adoption of Agenda

C. Edington made a motion to Adopt the agenda.

J. Hinton seconded the motion.

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

D. Public Comment on Agenda Items

No comments.

E. Public Comment on Non-Agenda Items

No comment.

II. Closed Session

A. Public Comment on Closed Session Items

No comment.

B. Recess to Closed Session

Recess to closed session called by Director Edington at 1:19 pm.

S. Leung arrived at 1:37 PM.

C. Report from Closed Session

No reports from closed session.

III. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 2:07 PM.

Respectfully Submitted,

C. Edington

B. NOTICES

Coversheet

Superintendent's Report

Section:	III. Information (Non-Action) Items
Item:	B. Superintendent's Report
Purpose:	FYI
Submitted by:	
Related Material:	Superintendent_Report_9_17_2024.pdf



Maya Woods-Cadiz

Superintendent

AIMS K-12 College Prep Charter District
171 12th Street, Oakland, CA 94607

Email : maya.woods-cadiz@aimsk12.org
T : 510-893-8701

To: AIMS Board of Directors

From: Superintendent Woods-Cadiz

Date: September 17, 2024

Subject: AIMS Superintendent's Report

Dear Board Members,

As we progress through the new academic year, I am pleased to provide you with updates on several key areas of focus for AIMS. These areas reflect our commitment to promoting the AIMS brand and ensuring excellence in our operations.

Financial Update:

What was reported eight school days ago is the same.

Academic Excellence:

Visits at sites are going well. Teachers are showing that they understand the professional development they received this summer.

Crisis Management:

12th Street Campus faced a situation that required the early dismissal of students due to plumbing issues caused by items being stuffed in the student restrooms. Kudos to the AIMS Parents United volunteers who assisted with the early release. It was indeed an all-hands-on-deck situation. Upon arriving at the 12th Street campus, I observed children being supervised and dismissed in an orderly manner as their guardians arrived to pick them up. Great job to Mr. Nixon, our Facilities Manager, and his team for completing the repairs and preparing the school for reopening on Monday. Additionally, a great job to the 12th Street leadership, teachers, and staff. You all were heroes.

Promoting the AIMS Brand and Community Engagement:

We successfully held a parent training for the renewal engagement. Saturday, we had a great Community back-to-school barbecue. My appreciation goes to the Student Activities Department, FIA, and AIMS Parents United for their outstanding efforts.



Maya Woods-Cadiz

Superintendent

AIMS K-12 College Prep Charter District
171 12th Street, Oakland, CA 94607

Email : maya.woods-cadiz@aimsk12.org
T : 510-893-8701

Leadership Professional Development:

Thank you, board, for approving the leadership coaching contract. Dr. Thompson has begun coaching the Ombudsman and HR staff member.

Charter Renewal:

Thank you for approving the review and submission by September 30, 2024. OUSD had also been informed of this.

In conclusion, this report serves as the last update provided just eight days before this document was submitted. I am proud of the progress we have made and the collaborative efforts of our entire AIMS community. Together, we are advancing our mission and ensuring a bright future for our students. Thank you for your continued support and dedication.

Sincerely,

Superintendent Woods-Cadiz

AIMS K12 College Prep Charter District

Coversheet

Staff Reports

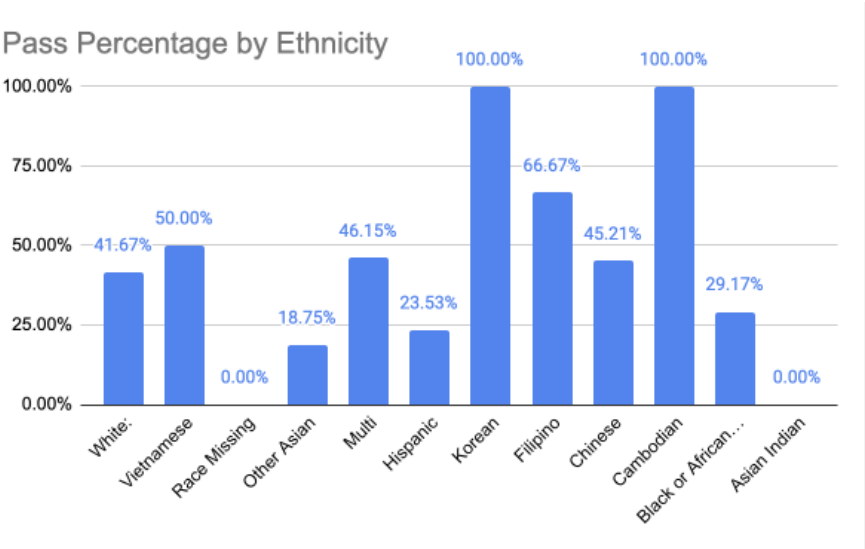
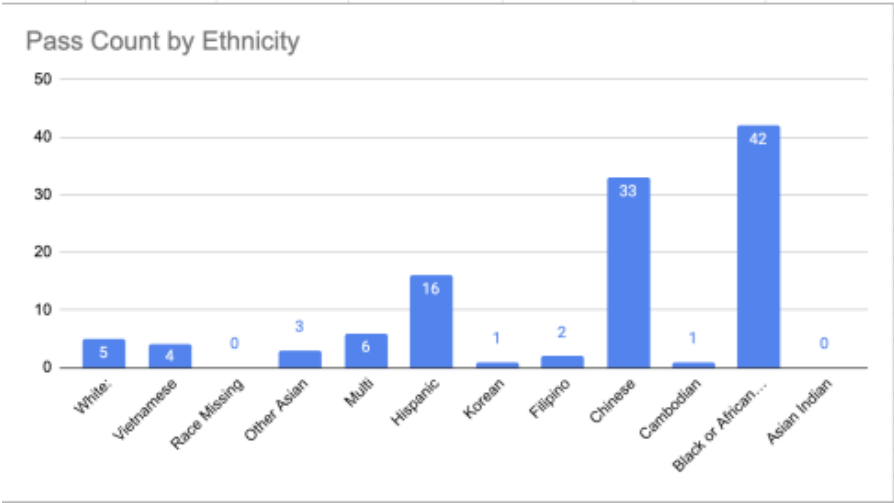
Section:	III. Information (Non-Action) Items
Item:	C. Staff Reports
Purpose:	FYI
Submitted by:	
Related Material:	AP Test Results.pptx Executive Summary for 9_17_2024 Board Meeting.pptx September 2024 MarCom Dept Executive Summary.pdf

AP Test Results

AP Test Pass Rates by Ethnicity

	Total	Pass	Pass Percentage
White:	12	5	41.67%
Vietnamese	8	4	50.00%
Race Missing	2	0	0.00%
Other Asian	16	3	18.75%
Multi	13	6	46.15%
Hispanic	68	16	23.53%
Korean	1	1	100.00%
Filipino	3	2	66.67%
Chinese	73	33	45.21%
Cambodian	1	1	100.00%
Black or African	144	42	29.17%
Asian Indian	1	0	0.00%

Black or African Americans make up the largest singular group among all students. Furthermore, they have the most individuals who passed the test. However, their percentage pass rate is below average. Sitting close to the black students are the hispanic population and “the other asian” group. It should be noted that the other asian group only has 16 students vs the other two groups where there are 68 and 144 students respectively. Furthermore, the sub asian groups yielded a wide range of different results. Chinese students making the largest sub-category of asians but also having a relatively high pass rate at 45%.



AP Test Pass Rates by Socioeconomic (Dis)Advantaged

	Test Taken	Test Passed	Percentage
SocioEconomically	253	77	30.43%
Non Disadvantaged	81	34	41.98%

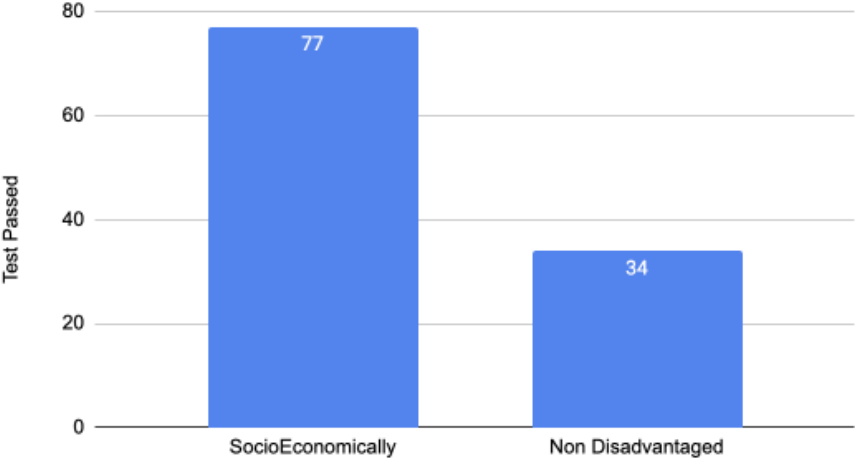
Socioeconomically disadvantaged students make up a majority of the total test takers. Around 3x as many students are disadvantaged than not. However, there is a large pass rate drop off between the two. With 11% more students passing if they are not disadvantaged. This could be indicative of the resources these students have access too.

Source:

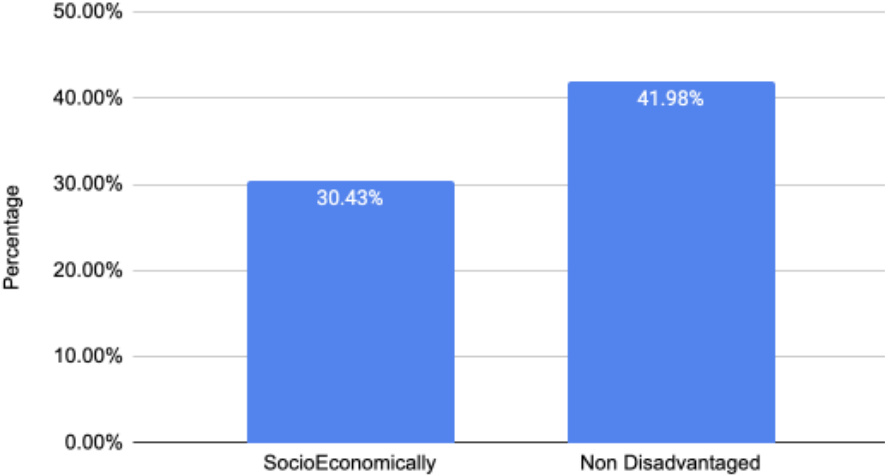
For definitions:

https://caaspp-elpac.ets.org/caaspp/docs/Understanding_English_Learner_Achievement.pdf

Test Passed (count)



Percentage

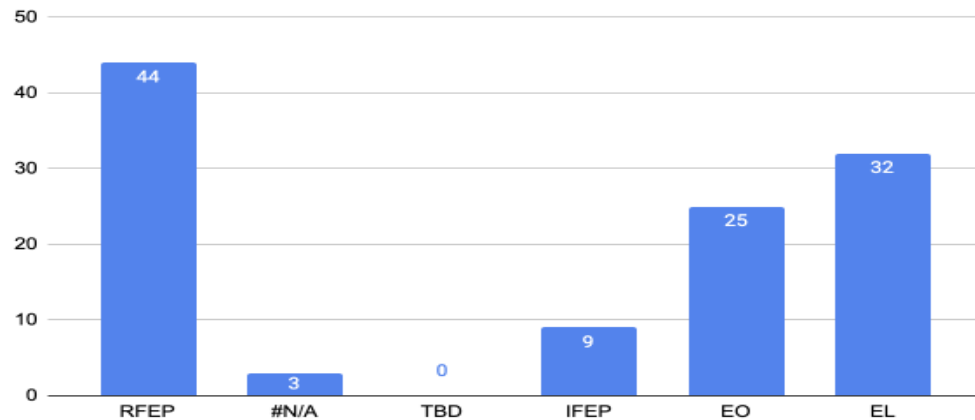


AP Test Pass Rates by ELA Status

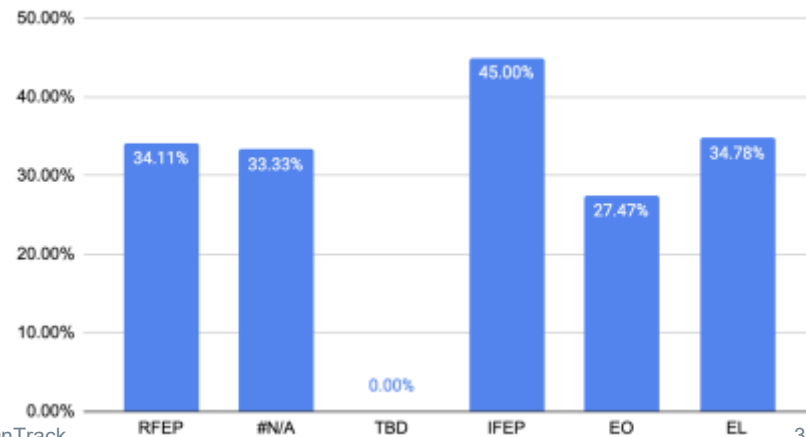
ELA Status			
RFEP	129	44	34.11%
#N/A	9	3	33.33%
TBD	1	0	0.00%
IFEP	20	9	45.00%
EO	91	25	27.47%
EL	92	32	34.78%

The English-Learners (EL) and Reclassified Fluent English Proficient* (RFEP) performed at an equal level. Averaging a 34.78% (EL) and 34.11% (RFEP) which is nearly identical. However, they were average as English Only (EO) only had a 27.47% success rate. One may think that understanding english would be a significant factor, however, perhaps for some subjects language has minimal effect. Lastly the group who performed the best were IFEP**(Initially Fluent English Proficient) which shows that reversely English can play a role in pass rate. However could it also be that knowing other languages be beneficial in learning. Because the worse category was those who only spoke English. But those who may potentially know a different native language but still had the ability to speak English had the highest which was close to 50% pass rate.

ELA Status (Pass Count)



ELA Status (Pass Percentage)



Executive Summary:

Director of Academics, Data, and Performance

September 17, 2024



TCI



Cost: \$30,524.26

Funding: 4100 Textbooks and Materials, 0000-General Fund

Source: LCAP Action 1.1



What is it?

TCI's [Social Studies Alive!](#) program for elementary classrooms fosters curiosity with student-driven Inquiry Projects. Each unit in the program features a grade-appropriate Inquiry Project, where students explore a compelling question about social studies, conduct research, and write an evidence-based argument.

1. Gathering Visual Evidence

2. Developing Compelling Questions

3. Collecting Evidence

4. Building Additional Content Knowledge

5. Constructing an Argument

6. Taking Informed Action

Who is it for? Elementary K-5 students

Materials? Physical Textbooks + Online Digital Student Licenses

Teach Like a Champion



Cost: \$30,020

Funding: AIPCS II: 6762 Arts, Music, and Instructional Materials Grant

AIPHS and AIMS MS - 7435 Learning Recovery Block Grant

Source:

7435 and 6762

Teach Like a Champion



What is it? Professional Development for the 2024-2025 School

year. Teach Like a Champion provides educators with a set of techniques, a shared vocabulary, and a framework for practice that equip teachers to achieve dramatic results with their students. Our resources are used by schools throughout the world.

Who is it for? All K-12 classroom teachers



AIMS K-12
COLLEGE PREP
CHARTER DISTRICT

AIMS K-12

Marketing, Communications, and Recruitment Department

September 2024 Board Executive Summary

By Suzen Chu - Director of Marketing, Communications and Recruitment

Social Media Fast Facts in Last 28 Days

	Posts/Stories	Analytics in the Last 28 Days
Facebook	10/7	19.6K reaches
Instagram	10/7	3.6K reaches
YouTube	-	831 views
AIMS website	-	9.3K visits



Within the District

- Supported SGA campaign videos making
- Attend to school events to take photos and make social media posts
- Provided training to department and staff on translation and ParentSquare
- Ordered swags items for Back to School Nights and Parent Info Session
- Published AIMS Magazine September Edition

Enrollment

- Placed social media boost to support to open enrollment after school starts
- Updating school brochure and will be translated in different languages
- Printed and distributed postcards/ flyers in English Chinese and Spanish



Recruitment

- Hosted a virtual job fair for teaching positions with hiring managers and credentials analyst attended
- J1 cultural exchange opportunities
- Recruitment outreach since July
 - 3 hired
 - 3 official offered (1 pending, 2 withdrew)
 - 5 intend to offer issued (currently in credentialing)

Relationship Building

- Made public comment in OUSD Board of Education meeting
- Hosted a booth in Oakland Chinatown StreetFest for 2 days
- Got local businesses to understand and sign the charter renewal support letter
- Will attend Oakland Dia de los Muertos Festival in November 3rd



AIMS EAGLE TALK MAGAZINE

SEPTEMBER 2024 | ISSUE 10

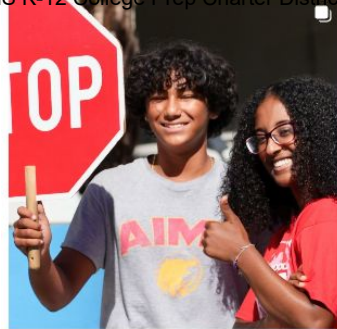
**WELCOME BACK,
AIMS SCHOLARS!**



<https://bit.ly/AIMS-EagleTalkSep2024>



AIMS K-12
COLLEGE PREP
CHARTER DISTRICT





Local Businesses who Signed Renewal Support Letter

 <p>OPEN TUESDAYS - SUNDAYS 10AM-7PM</p>	<p>Vy Le Lehey MAMI HANOI Restaurant</p>	 <p>Sasha's House</p>	<p>Xin To Leung Sasha's House Xt leung</p>	 <p>Kandesh</p>	<p>om'd. amulish Afghan cuisine</p>
<p>88 SY 菜園 海菜 花旗菜 花膠 蒙茸海味 雜貨藥材 零售 批發</p> <p>247 10th Street Oakland, CA 94607</p> <p>Tel: (510) 302-0288 Cell: (510) 388-4616</p>	<p>Susana Lee  88sy</p>		<p>Jane Zhang Shuang family Chinese Cultural Center</p>		
 <p>Alice St Bakery Cafe</p>	<p>Des To. Alice St Bakery Cafe</p>	 <p>Panda Kitchen</p>	<p>Hong Ts Panda kitchen</p>		
 <p>OAKLAND FLORIST</p>	<p>Elayne Su OAKLAND FLORIST</p>	 <p>Abu Yemen</p>	<p>Abu Yemen</p>		



AIMS K-12
COLLEGE PREP
CHARTER DISTRICT

Thank you!



AIMSK-12
COLLEGE PREP
CHARTER DISTRICT

Coversheet

Epicenter

Section:	IV. Consent Calendar
Item:	A. Epicenter
Purpose:	Vote
Submitted by:	
Related Material:	Ombudsman EpiCenter cover ltr 083024.pdf AIMS K12 College Prep Charter District Epicenter Agreement (2).pdf



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

Submitter Information

Full Name: _____
 Position/Title: _____
 Department: _____
 Date of Submission (MM/DD/YYYY): _____

Item Details

Title of Item: _____
 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: _____



Professional Services Agreement

Whereas, this **PROFESSIONAL SERVICES AGREEMENT** (“Agreement”) between **the Institute for Excellence in Education, dba National Charter Schools Institute** (hereafter referred to as the “Institute”), and AIMS K12 College Prep Charter District (hereafter referred to as the “Client”) as made effective as of November 15, 2023.

Whereas, the Institute’s principal place of business is located at 711 West Pickard Street, Suite M, Mt. Pleasant, Michigan 48858, and the Client’s principal place of business is located at the following address:

Client Name: AIMS K12 College Prep Charter District

Contact: Maya J. Woods-Cadiz

Address: 171 12th St. Oakland, California 94607

Whereas, the Client and the Institute share a common vision for educational excellence and wish to work together to implement an innovative web-based software system known as Epicenter.

Services (“Services”) to be Performed:

- 1.1 The Institute will provide the Client with consulting and technical support related to its use of Epicenter.
- 1.2 The Institute will provide the Client with the leadership, guidance and support necessary to setup and configure Epicenter. This includes the following:
 - 1.2.1 Working with the Client to develop and incorporate into Epicenter an annual calendar of oversight requirements, including the file type, meta-data and due date(s) associated with each requirement.
 - 1.2.2 Working with the Client to identify and populate the entities to be included in Epicenter, including schools, boards and EMO/CMOs.
 - 1.2.3 Working with the Client to identify, define and customize the file and data types to be incorporated into Epicenter, including any related metadata.
 - 1.2.4 Working with the Client to configure workflow processes and procedures, including any related notification, submission, review and acceptance protocols.

1.2.5 Working with the Client to configure security protocols by user, entity and file type.

- 1.3** The Institute will provide the Client and its authorized personnel with access to and use of Epicenter.
- 1.4** The Institute will provide the Client with the orientation, training and support services necessary to use Epicenter.
- 1.5** The Institute will ensure Epicenter's Help Desk and support team are available to the Client during normal business hours (8 a.m. to 5 p.m. EDT) or at other times as requested by the Client.
- 1.6** The Institute will ensure Epicenter is accessible to the Client 24 hours per day, 7 days per week, 365 days per year, except for any planned outages that the Institute will inform the Client of in advance.
- 1.7** The Institute will ensure Epicenter is supported with a professional service level that meets or exceeds industry best practice standards, and complies with applicable state and federal requirements.
- 1.8** Epicenter is currently deployed as a single instance in the Azure hosting environment. The entire environment is isolated/separated logically from all other systems by a fully monitored, HIPAA-compliant firewall within an environment backed by HIPAA, PCI, SSAE 16, SOC 1, SOC 2, and SOC 3 audits.

2. Client Obligations:

- 2.1** The Client will work in good faith with the Institute to provide the information necessary to properly setup and configure Epicenter so that it functions in accordance with the Client's practices and user security protocols.
- 2.2** The Client will provide the Institute with timely, accurate and complete information at all times and provide the Institute with feedback regarding how Epicenter is meeting its needs.
- 2.3** The Client is responsible for safeguarding the passwords related to Epicenter and protecting them from disclosure to any unauthorized user(s).
- 2.4** The Client will not, nor will the Client authorize, permit or allow others to (i) reverse engineer, decompile or disassemble the web-based software system known as Epicenter, or otherwise attempt to discover any source code or any trade secrets related to Epicenter; (ii) modify or make derivative works of Epicenter; (iii) sell, lease, license, distribute or sublicense Epicenter; (iv) alter, obscure or modify any trademark or proprietary notice related to Epicenter; or (v) create Internet "links" or "frame" or "mirror" any content from Epicenter.

3. Term of Agreement:

3.1 The term of this Agreement is as follows:

Begin: November 15, 2023

End: June 30, 2024

3.2 This Agreement shall automatically renew on July 1st of each year, unless either the Client or the Institute provides written notice of termination to the other party at least 90 days before the Agreement expires. In the event of such a termination, Client agrees to pay the Institute, pursuant to the terms set forth in this Agreement for all fees incurred as of the effective date of the termination.

3.3 In the event this Agreement is terminated or not renewed by the Client: (a) the access and use of Epicenter by the Client and its authorized charter public schools will cease, and (b) the Institute will have no further obligation to provide Services to the Client or its authorized charter public schools. To the extent the Client requests the Institute to continue providing any Services after the discontinuation of this Agreement, all of the terms and conditions in this Agreement, including the Client's obligation to pay all compensation associated with such Services, will continue to apply.

4. Compensation and Terms of Payment:

4.1 The Client agrees to pay the Institute for the Services detailed in this Agreement the annual per school cost for its schools, in accordance with the pricing section 4.3. If services begin in the middle of the school year the fee will be prorated by month.

4.2 When this agreement includes Scorecard(s) or Application Feature, the Project Lead or equivalent will be asked to sign an agreed upon setup plan. Any variations to the Scorecard(s) by the Client after the review stages and sign offs is complete may result in additional costs and/or delayed timelines. There are no other costs associated with this Agreement for Epicenter hosting services.

4.3 If the Client wishes to renew this Agreement for subsequent years as detailed in section 3.2, the annual cost for each subsequent year will be determined according to the following pricing schedule.

Epicenter Annual Investment	\$5,000 initial school \$2,500 per additional school
Customized Academic Scorecard Initial Set-Up Investment	\$5,075
Academic Scorecard Use Annual Investment	\$200 per scorecard per school
Board Network Annual Investment	\$1,500 per board, up to 10 participants

- 4.4** For each subsequent year the Client renews this Agreement, the Institute will invoice the Client on July 1st for the annual cost according to the pricing schedule detailed in section 4.3.

5. Data Ownership:

- 5.1** The Institute acknowledges that the data and documents generated and stored in Epicenter under this Agreement are owned by the Client. Upon termination of this Agreement and upon request from the Client, the Institute will provide electronic copies of all data and documents in the removable media form provided by the Client.

6. The Family Educational Rights and Privacy Act:

- 6.1** The Institute shall maintain student information in accordance with the Family Educational Rights and Privacy Act of 1974 (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99). If applicable, the Client agrees to comply with all FERPA requirements prior to providing the Institute with any student education records.

7. Confidentiality and Non-Disclosure:

- 7.1** The Institute understands that while providing the Services identified in this Agreement, the Institute may have access to confidential and/or proprietary information of the Client. The Institute agrees to maintain the confidentiality and privacy of this information and further agrees not to use any of this information for any reason other than the performance of the Services outlined in this Agreement or for educational research authorized by the Client.
- 7.2** The Institute agrees that all confidential information will remain in a secure location under the control of the Institute at all times. Once the legitimate needs for the Institute's access to this information has ended, the Institute agrees to promptly remove and destroy all confidential and/or proprietary information in its possession and return control of this information to the Client.

8. Proprietary Rights:

The Institute's Proprietary Materials involve valuable Proprietary Rights of the Institute. Other than the access and use of Epicenter identified in this Agreement, no right, title or interest in or to any of the Institute's Proprietary Materials or Proprietary Rights is transferred to the Client under this Agreement. Without limiting the generality of the foregoing, the Institute owns all rights, title and interest in all Institute Proprietary Materials and all Proprietary Rights therein.

9. Indemnification:

9.1 The Institute will indemnify, defend and hold harmless the Client and the Client's directors, employees, agents and representatives from and against any and all claims, actions, suits, proceedings, damages, losses, liability, costs and expenses (including without limitation reasonable attorneys' fees and court costs) arising out of or in connection with any claim by any third party that Epicenter infringes any proprietary rights (provided that with respect to patents, only U.S. patents are covered under this indemnification) of such third party. The Institute will have no obligation under the preceding sentence to the extent (a) Epicenter has been modified by anyone other than the Institute, or (b) Epicenter is used in combination with any other products or services and, but for use in such combination, it would not otherwise infringe.

9.2 The Client will indemnify, defend and hold harmless the Institute and the Institute's directors, officers, employees, agents and representatives from and against any and all claims, actions, suits, proceedings, damages, losses, liability, costs and expenses (including without limitation reasonable attorneys' fees and court costs) arising out of or in connection with (a) any breach by the Client of any provision of this Agreement, (b) any breach or alleged breach by the Client of any agreement or contract or alleged agreement or contract between the Client and any third party, (c) the Client's use of Epicenter, or (d) use of Epicenter by any third party.

10. Entire Agreement:

This Agreement constitutes the entire agreement, and supersedes any and all prior agreements, between the Institute and the Client with regard to the subject matter hereof. No amendment, modification, or waiver of this Agreement will be valid unless set forth in a written instrument signed by the parties to be bound.

The parties have caused this Agreement to be executed as of the day and year first written above.

NATIONAL CHARTER SCHOOLS INSTITUTE


2023-11-15 10:27:55 (AST)

BY: _____

Jacklyn Mullikin, VP of Finance & Administration

Date: _____

AIMS K12 College Prep Charter District


2023-11-15 00:47:23 (AST)

BY: _____

Maya J. Woods-Cadiz, Superintendent

Date: _____

Coversheet

The Board will Consider Approving a New Process for Employee Contract Signatures

Section:	IV. Consent Calendar
Item:	B. The Board will Consider Approving a New Process for Employee Contract Signatures
Purpose:	Vote
Submitted by:	
Related Material:	Board Proposal Employee Contract Board Signature.pdf Board Proposal _ Employee Contract Board Signature-2.docx



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

Submitter Information

Full Name: _____
Position/Title: _____
Department: _____

Item Details

Title of Item: _____
Is this item a: ☐ New Submission
☐ Renewal
If Renewal: Please summarize any changes from the previous submission:

Approvals

Has this item been reviewed and
☐ 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: _____



AIMS K-12 College Prep Charter District

American Indian Public Charter School II (K-8) AIMS College Prep Middle School
171 12th St | Oakland | CA 94607 171 12th St | Oakland | CA 94607

E elementary@aimsk12.org
T 510-893-8701
F 510-893-0345

E middleschool@aimsk12.org
T 510-893-8701
F 510-893-0345

AIMS College Prep High School
746 Grand Ave | Oakland | CA 94610

E highschool@aimsk12.org
T 510-220-5044
F 510-519-5549

www.AIMSK12.org

Proposal to AIMS K-12 Board of Directors: Employee Contract Board Signatures

Reason for Proposal: Following a review by our legal consultant F3 Law, it has been confirmed that an employment contract is not legally enforceable until it has been executed by both parties. As the employer in this scenario is AIMS K-12 Charter District, only the Governing Board holds the authority to enter into such contracts on behalf of the organization. For this reason, a signature from the Board is required on all employment contracts. This responsibility can be delegated to one authorized individual, who signs on behalf of the collective.

To ensure proper legal compliance and efficiency in processing contracts, the AIMS K-12 Compliance Team is proposing a streamlined process for securing Board signatures on employment contracts.

Proposed Process:

1. The AIMS Board will approve contracts through the established approval processes.
2. The Board will select and approve a member or agent of the board, who will be empowered to sign on its behalf. We propose the Executive Assistant to the Board of Directors for this role.
3. This designated Member/Agent will digitally apply the signature of the AIMS K-12 Board to the 'Signature of AIMS Board' section of each contract, along with the corresponding date of Board approval.
4. Fully executed contracts will then be submitted to the Compliance Team for tracking and recordkeeping, ensuring they are available for future audit purposes.

This process will enable the timely execution of contracts while maintaining proper oversight, legal compliance, and administrative efficiency.

School Board Resolution:

It is resolved that the AIMS K-12 Board of Directors will follow the proposed process starting in FY 24-25 moving forward for all employee contracts/extended contracts.

We respectfully request the Board's approval of this proposal.

Sincerely,
AIMS K-12 Compliance Team

Coversheet

September Employee Contracts FY24-25

Section:	IV. Consent Calendar
Item:	C. September Employee Contracts FY24-25
Purpose:	Vote
Submitted by:	
Related Material:	September Contract Submission for Board Approval FY24-25.xlsx September Employee Contracts Board Approval.pdf

Notice

The following file is attached to this PDF. You will need to open this packet in an application that supports attachments to pdf files, e.g. [Adobe Reader](#):

September Contract Submission for Board Approval FY24-25.xlsx



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

Submitter Information

Full Name: _____
Position/Title: _____
Department: _____

Item Details

Title of Item: _____
Is this item a: ☐ New Submission
☐ Renewal
If Renewal: Please summarize any changes from the previous submission:

Approvals

Has this item been reviewed and
☐ 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: _____

Coversheet

Executive Summary Epic Brokers FY24-25 Insurance

Section:	IV. Consent Calendar
Item:	D. Executive Summary Epic Brokers FY24-25 Insurance
Purpose:	Vote
Submitted by:	
Related Material:	AIMS Exec Memo EPIC Insurance Brokers FY24-25.docx Executive Summary Epic Brokers FY24-25 Insurance.pdf



**American Indian
Model Schools**
A School at Work!

AIPCS I & II
Downtown Oakland Campus

171 12th Street
Oakland, CA 94607

Phone: 510.893.8701
Fax: 510.893.0345
Website: aimschools.org

AIPHS
Lakeview Campus

746 Grand Avenue
Oakland, CA 94610

Phone: 510.893.8701
Fax: 510.893.0345
Website: aimschools.org

AIMS K-12 COLLEGE PREP

2024-2025 Epic Brokers Executive Summary

AIMS K-12 College Prep, formerly known as American Indian Model Schools continues to partner with Epic Brokers to ensure adequate policies are selected for coverage for negligent employment, retention, supervision, investigation, reporting, and failing to protect someone from abuse. Whether perpetrated by a student, employee, officer, business invitee, or even school volunteer workers. Partnership with Epic Brokers will continue to protect our students and faculty.

Insurance Carriers

Epic Brokers negotiates on behalf of AIMS K-12 College Prep all insurance carriers for the FY 24-25 year. Below are the insurance carriers that AIMS K-12 College Prep will be working with.

- Great American
- Indian Harbor
- Technology Insurance Company
- State National
- AIG

Insurance Coverage

- Commercial Property
- Equipment Breakdown
- Crime
- General Liability
- Commercial Auto
- Commercial Umbrella
- Workers Compensation
- Management Liability
- Cyber
- Student Accident





**American Indian
Model Schools**
A School at Work!

AIPCS I & II
Downtown Oakland Campus

AIPHS
Lakeview Campus

171 12th Street
Oakland, CA 94607

746 Grand Avenue
Oakland, CA 94610

Phone: 510.893.8701
Fax: 510.893.0345
Website: aimschools.org

Phone: 510.893.8701
Fax: 510.893.0345
Website: aimschools.org

Year over year Insurance Comparison: FY 23-24 to FY 24-25

Coverage	Expiring 2023/2024	Renewal 2024/2025
Commercial Property	Great American	Great American
Building	\$12,542,799	\$13,797,079
Business Personal Property	\$2,680,534	\$2,841,366
Business Income Incl Extra Exp	\$0	\$0
Total Insured Values	\$15,223,333	\$16,638,445
Deductible Structure:		
All Other Perils	\$1,000	\$1,000
Flood	not covered	not covered
Earth Movement	not covered	not covered
Rate per \$100 Values	\$0.08	\$0.10
Total Est. Annual Premium	\$12,412.00	\$16,448.00
Equipment Breakdown	Great American	Great American
Breakdown Limit	\$15,473,333	\$16,888,446
Deductible	\$1,000	\$1,000
Total Est. Annual Premium	\$1,250.00	\$1,350.00
Crime	Great American	Great American
Employee Theft	\$50,000	\$50,000
Forgery or Alteration	\$50,000	\$50,000
Money/Securities (Inside)	not covered	not covered
Money/Securities (Outside)	not covered	not covered
Computer Fraud	not covered	not covered
Deductible	\$1,000	\$1,000
Total Est. Annual Premium	\$285.00	\$285.00
General Liability	Great American	Great American
General Aggregate	\$2,000,000	\$2,000,000
Each Occurrence	\$1,000,000	\$1,000,000
Medical Expense	\$5,000	\$5,000
Professional Liability Aggregate	\$2,000,000	\$2,000,000
Professional Liability - Each Claim	\$1,000,000	\$1,000,000
Employee Benefits Liability - Agg	\$1,000,000	\$1,000,000
Employee Benefits Liability - Each Claim	\$1,000,000	\$1,000,000
Self Insured Retention	\$1,000	\$1,000
Abuse/Molestation - Aggregate	\$1,000,000	\$1,000,000
Abuse/Molestation - Ea Conduct	\$1,000,000	\$1,000,000
Total Est. # of Students	1,205	1,345
Rate per Student	33.28	32.66
Total Est. Annual Premium	\$40,098.00	\$43,922.00



**American Indian
Model Schools**
A School at Work!

AIPCS I & II
Downtown Oakland Campus

171 12th Street
Oakland, CA 94607

Phone: 510.893.8701
Fax: 510.893.0345
Website: aimschools.org

AIPHS
Lakeview Campus

746 Grand Avenue
Oakland, CA 94610

Phone: 510.893.8701
Fax: 510.893.0345
Website: aimschools.org

Coverage	Expiring 2023/2024	Renewal 2024/2025
Commercial Auto	Great American	Great American
Bodily Inj/Property Damage	\$1,000,000	\$1,000,000
Uninsured/Underinsured Motorist	\$1,000,000	\$1,000,000
Auto Medical	\$5,000	\$5,000
Hired/Non-Owned Liability	\$1,000,000	\$1,000,000
Deductible Structure:		
Hired Comp	\$500	\$500
Hired Collision	\$500	\$500
Comprehensive	\$500	\$500
Collision	\$500	\$500
# of Units	3	3
Rate per Unit	\$5,004	\$5,985
Total Est. Annual Premium	\$15,012.00	\$17,956.00
Commercial Umbrella	Great American	Great American
Aggregate	\$4,000,000	\$4,000,000
Each Occurrence	\$4,000,000	\$4,000,000
Self Insured Retention	\$10,000	\$10,000
U/L Policies	Auto, GL, EB, Abuse	Auto, GL, EB, Abuse
Total Est. Annual Premium	\$13,552.00	\$20,711.00
Workers Compensation (Feb 1- Feb 1)	Technology Insurance Co	Technology Insurance Co
Workers Compensation	Statutory	Statutory
Employers Liability	\$1,000,000	\$1,000,000
Total Est. Payroll	\$8,657,830	\$9,109,145
Experience Modifier	1.08	1.00
Net Rate	0.70	0.68
Total Est. Annual Premium	\$60,607.00	\$62,079.00
Management Liability	Indian Harbor	Indian Harbor
Annual Aggregate	\$1,000,000	\$1,000,000
Educators Legal Liability	\$1,000,000	\$1,000,000
Employment Practices Liability	\$1,000,000	\$1,000,000
Non-Monetary Defense Aggregate	\$100,000	\$100,000
Non-Monetary Defense Expense	\$50,000	\$50,000
Deductible Structure:		
D&O/ELL	\$50,000	\$50,000
EPL	\$50,000	\$50,000
Non-Monetary Expense	\$50,000	\$50,000
Total Est. Annual Premium	\$51,863.00	\$55,802.00



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Website: aimschools.org

Coverage	Expiring 2023/2024	Renewal 2024/2025
Cyber	State National (CFC)	State National (CFC)
Policy Aggregate	\$1,000,000	\$1,000,000
Breach Response	\$1,000,000	\$1,000,000
First Party Loss	\$1,000,000	\$1,000,000
Business Interruption	\$1,000,000	\$1,000,000
Contingent Business Interruption	\$1,000,000	\$1,000,000
Digital Asset Destruction, Data Retrieval	\$1,000,000	\$1,000,000
System Failure	\$1,000,000	\$1,000,000
Social Engineering & Cyber Crime Coverage	\$1,000,000	\$1,000,000
Reputational Loss Coverage	\$1,000,000	\$1,000,000
Breach Response and Remediation Expenses	\$1,000,000	\$1,000,000
Liability		
<i>Deductible Structure:</i>		
Each Incident, Claim, Loss	\$5,000	\$5,000
Reputational Loss Coverage	\$5,000	
Total Est. Annual Premium (Incl fees & tax)	\$7,379.00	\$7,680.00
Student Accident - Base	AIG	AIG
Accidental Death Benefit	\$25,000	\$25,000
Accidental Dismemberment Benefit	\$25,000	\$25,000
Accident Medical Expense Benefit	\$25,000	\$25,000
Aggregate	\$250,000	\$250,000
Self Insured Retention	\$0	\$0
Rate per Student	\$4.59	\$5.75
# Students	1205	1345
Total Est. Annual Premium	\$5,530.00	\$6,924.00
Student Accident - CAT	AIG	AIG
Accident Medical	\$6,000,000	\$6,000,000
Self Insured Retention	\$25,000	\$25,000
Rate per Student	\$0.86	\$0.86
Total Est. Annual Premium	\$864.00	\$974.00
TOTAL EST. PROGRAM PREMIUM	\$208,852.00	\$234,131.00



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Claims 2023-2024

AIMS K-12 College Prep 2024-25 EPIC Insurance expenses and findings. There have been zero claims filed against property, liability and workers compensation policies. The school has received 4 claims against the management liability policy, 3 remain open as of 9/01/2024.

Insurance covers all locations under AIMS K-12; AIMS HS, AIMS Middle, AIPCS II.

Summary

For 2024-2025 EPIC Brokers Insurance, will facilitate in collaboration with AIMS K-12 College Prep to find ways to mitigate risk and negotiate lower insurance premiums while maintaining the integrity of the limits and coverage needed to meet contractual obligations and the safety of the students and employees of AIMS.

For 2024- 2025 total premium is \$234,131.00 not inclusive of deductibles on claims filed. This provides insurance coverage for all school activities, site facilities, both ownership and leased operations.





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

Submitter Information

Full Name: _____
Position/Title: _____
Department: _____

Item Details

Title of Item: _____
Is this item a: ☐ New Submission
☐ Renewal
If Renewal: Please summarize any changes from the previous submission:

Approvals

Has this item been reviewed and
☐ 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: _____

Coversheet

Resolution for Educator Permits 2024-2025.

Section:	IV. Consent Calendar
Item:	E. Resolution for Educator Permits 2024-2025.
Purpose:	Vote
Submitted by:	
Related Material:	Resolution for Educator Permits 2024-2025.pdf



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

Submitter Information

Full Name: _____
 Position/Title: _____
 Department: _____
 Date of Submission (MM/DD/YYYY): _____

Item Details

Title of Item: _____
 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: _____

RESOLUTION OF THE BOARD OF EDUCATION OF THE AIMS K-12 COLLEGE PREP CHARTER DISTRICT

AIMS College Prep Middle School, American Indian Public Charter II & AIMS College
Prep High School as AIMS K-12 College Prep Charter District

WHEREAS, the Board of Trustees of AIMS K-12 College Prep Charter District approves that permits submitted to California Teaching Credential be paid by AIMS K-12 College Prep Charter District. Permits such as 30-Day Substitute Permit, Short-Term Staff Permit, Provisional Internship Permit.

WHEREAS, the permit will be paid using AIMS K-12 credit card. If the employee decides to pay on their own then they will be able to request a reimbursement from their respective school site.

WHEREAS, the Director of Schools will identify funding sources in their revised plans for board approval. This final decision will be made by the Director of Schools in alignment with the overall budget and programmatic needs.

WHEREAS, this resolution is only valid for fiscal year 2024-2025 due to teacher shortage.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of as AIMS K-12 College Prep Charter District hereby authorizes that each school site determine the funds that will be used for the permit; on this 17th day of September 2024, by the following vote:

AYE:

NAY:

ABSTAIN:

RECUSED:

ABSENT:

CERTIFICATION

I, _____, hereby certify that the foregoing is a full, true, and correct copy of a Resolution adopted, at a Special Board Meeting of the Governing Board of the AIMS K-12 College Prep Charter District held on September 17, 2024.

Coversheet

Resolution for Surplus

Section:	IV. Consent Calendar
Item:	F. Resolution for Surplus
Purpose:	Vote
Submitted by:	
Related Material:	Resolution for surplus.pdf



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

Submitter Information

Full Name: _____
 Position/Title: _____
 Department: _____
 Date of Submission (MM/DD/YYYY): _____

Item Details

Title of Item: _____
 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: _____

RESOLUTION OF THE BOARD OF EDUCATION OF AIMS K-12 COLLEGE PREP CHARTER DISTRICT

WHEREAS, the Board of Trustees of AIMS K-12 College Prep Charter District has received from the Superintendent of Schools a list of AIMS K-12 personal property –i.e., electronic equipment (e-waste), Exhibit “A” deemed no longer required for school purposes, or that should be disposed of for the purpose of replacement, or that is unsatisfactory or not suitable for school use, collected from or at listed sites; and

WHEREAS, the Superintendent recommends that the Board declare said AIMS personal property listed in Exhibit “A” to be obsolete, surplus and for items to be disposed of pursuant to applicable law,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustee authorizes and directs the Superintendent or designee to dispose of each item of the AIMS personal property approved and/or by sale, donation to a charitable organization or disposition in the local public dump upon compliance with the provisions of Education Code Sections 17545 and 17546, respectively. **PASSED AND ADOPTED** by the Board of Trustees of the AIMS K-12 College Prep Charter District, this 17th day of September 2024, by the following vote:

AYE:

NAY:

ABSTAIN:

RECUSED:

ABSENT:

CERTIFICATION

I _____ hereby certify that the foregoing is a full, true and correct copy of a Resolution adopted, at a Special Board Meeting of the Governing Board of the AIMS K-12 College Prep Charter District held on September 17, 2024.

Exhibit A

12th Street			High School		
Device Type	Serial Number	Tag Number	Device Type	Serial Number	Tag Number
Keyboard	n/a	n/a	Keyboards	n/a	n/a
Lenovo 100e 2nd Gen MTK	P204UBN7	5429	Chargers	n/a	n/a
Insignia TV	NKCK2YA010066	2433	HDMI	n/a	n/a
Lenovo 100e 2nd Gen MTK	YX01X1BA	4586	Headphones	n/a	n/a
Creative T15 Wireless Speaker		4938	Powerstrips	n/a	n/a
Creative T15 Wireless Speaker	W7MF1671143003825H	5012	Wacom Tablet	2EW0171000796	n/a
Lenovo 100e 2nd Gen MTK	P204M8YR	1470	100e Chromebook 2nd Gen MTK	YX01X79B	3779
Lenovo 100e 2nd Gen MTK	P204UBPW	1491	100e Chromebook 2nd Gen MTK	p207y6g0	3169
Lenovo 100e	P202W87L	0642	100e Chromebook 2nd Gen AST	p208s7mw	3322
Lenovo 100e 2nd Gen MTK	P2049DRK	1462	100e Chromebook 2nd Gen MTK	p207xmbb	3062
Lenovo 100e 2nd Gen AST	P208V6NP	2235	100e Chromebook 2nd Gen MTK	YX01X8P5	3786
Lenovo 100e 2nd Gen MTK	P204M4D7	1403	100e Chromebook 2nd Gen MTK	p207y68y	3056
Lenovo 100e 2nd Gen AST	P208V6CM	2172	100e Chromebook 2nd Gen AST	p208s7qw	3333
AcerC731	NXGM8AA00165207CFB7600	0262	100e Chromebook 2nd Gen MTK	p207xwzh	3044
Acer CB3-111	NXMQNAA0015120F2A07600		100e Chromebook 2nd Gen MTK	p207xtq7	3100
Lenovo 100e 2nd Gen MTK	P204UBN7	5429	100e Chromebook 2nd Gen MTK	p207y6tz	4390
Lenovo 100e 2nd Gen MTK	P204M4T2	1454	100e Chromebook 2nd Gen MTK	p207xtsh	3083
Lenovo 100e 2nd Gen MTK	P204MFFL	5299	100e Chromebook 2nd Gen MTK	p207xww0	3032
Lenovo 100e 2nd Gen MTK		1380	100e Chromebook 2nd Gen MTK	p207y6dv	3077
Lenovo 100e	P202LV3X	1074	100e Chromebook 2nd Gen MTK	p207y6dd	3121
Lenovo 100e 2nd Gen MTK	P204MG12	1507	100e Chromebook 2nd Gen AST	p208s7q9	3340
Lenovo 100e 2nd Gen MTK	P204LL4C	1365	100e Chromebook 2nd Gen MTK	YX01X66H	3809
Lenovo 100e 2nd Gen MTK	P204UCCP	5301	100e Chromebook 2nd Gen MTK	p207xx98	3031
Dell P2419H	D65BRB3	3598	100e Chromebook 2nd Gen AST	p208s7ka	3352
Dell Keyboard	n/a	n/a	100e Chromebook 2nd Gen AST	p208s7m8	3337
Lenovo 100e 2nd Gen AST	P208SL7M	2264	100e Chromebook 2nd Gen MTK	p207xtqd	3096
Lenovo 100e 2nd Gen AST	P208S61G	2251	HP x360 11 G3 EE	5CD116R29X	4497
Lenovo 100e 2nd Gen AST	P208SLGT	2261	100e Chromebook 2nd Gen MTK	p207y6ys	5657
Lenovo 100e 2nd Gen AST	P208SLP6	2196	100e Chromebook 2nd Gen MTK	YX0333XQ	4340
Lenovo 100e 2nd Gen MTK	P204UBWH	1425	100e Chromebook 2nd Gen MTK	YX01X724	3769
Lenovo 100e 2nd Gen MTK	P204M7KF	1483	100e Chromebook 2nd Gen MTK	p207y6tr	3193
Lenovo 100e 2nd Gen AST	P208SLP2	2249	100e Chromebook 2nd Gen AST	p208slqn	3315
Lenovo 100e 2nd Gen MTK	P204MFGD	1480	100e Chromebook 2nd Gen MTK	p207xx45	3051
Lenovo 100e 2nd Gen MTK	YX01WG6C	5441	HP x360 11 G3 EE	5CD116R3Z8	4483
Lenovo 100e 2nd Gen AST	P208V6R5	2311	100e Chromebook 2nd Gen AST	p208sh20	3260
Lenovo 100e 2nd	P202NBQH	0594	100e Chromebook 2nd Gen AST	p208s7m0	3284
Lenovo 100e 2nd Gen MTK	YX01WG6C	5441	100e Chromebook 2nd Gen MTK	YX0333WY	4363
Lenovo 100e 2nd Gen MTK	YX01WRGK	4577	100e Chromebook 2nd Gen MTK	p207y6yg	3119
Lenovo 100e 2nd Gen MTK	P204UDJW		100e Chromebook 2nd Gen MTK	p207srqm	3248
Creative T15 Wireless Speaker	W7MF1671143004718F	5498	100e Chromebook 2nd Gen MTK	p207y70h	3201
5 Chromebook Chargers			100e Chromebook 2nd Gen MTK	p207y6wl	5654
Lenovo 100e 2nd Gen MTK	YX01X1TL		100e Chromebook 2nd Gen MTK	p207y6p7	3088
Lenovo 100e	P202NFZT	0588	100e Chromebook 2nd Gen MTK	p207y6f6	3092
Lenovo 100e 2nd Gen MTK			100e Chromebook 2nd Gen MTK	p207y6e9	3213
Lenovo 100e 2nd Gen MTK	YX01WGBG	4576	100e Chromebook 2nd Gen MTK	p207y6t4	3141
Lenovo 100e 2nd Gen MTK	P204L.KUL	1394	100e Chromebook 2nd Gen AST	p208s7np	3275
Lenovo 100e 2nd Gen MTK	P204M4RS	1387	100e Chromebook 2nd Gen MTK	p207sr61	3240
AcerC731	NXGM8AA0016511DCF87600	0360	100e Chromebook 2nd Gen MTK	p207y6ve	3164
Lenovo 100e 2nd Gen MTK	YX01X1D7	4562	100e Chromebook 2nd Gen MTK	YX01X905	5650
Lenovo 100e 2nd Gen MTK	P204UC1W	1350	100e Chromebook 2nd Gen AST	p208s7jl	3339
Lenovo 100e 2nd Gen MTK	P204UCMH	1492	100e Chromebook 2nd Gen MTK	p207y6ad	3152
AcerC731	NXGM8AA00170228AF07600	0300	100e Chromebook 2nd Gen MTK 2	yx0332s0	4327
4qty USB Power Adapters			HP x360 11 G3 EE	5CD116R3BQ	5509
Lenovo 100e 2nd Gen AST	P208V6R3	2177	HP x360 11 G3 EE	5CD116R47D	5527
Lenovo 100e 2nd Gen MTK	P204UBCQ	1435	HP x360 11 G3 EE	5CD116R4BT	4454
4 Headphones					
Lenovo 100e Chromebook	P202RNJN	0664			
Acer Chromebook 11 N7	NXGM8AA00165207D457600	0261			
HP Chromebook 11A G6 EE	5CD91353X1	2058			
Acer Chromebook 11 N7	NXGM8AA00165207B817600	0363			
Acer Chromebook 11 N7	NXGM8AA00165207D287600	0286			
Lenovo N22 Chromebook	LR06AMHN	0134			
Lenovo 100e Chromebook 2nd Gen MTK	P204UBZ7	1521			
Lenovo N22 Chromebook	LR06ALKD	0168			
Lenovo N22 Chromebook	LR06AGZC	0028			
Lenovo 100e Chromebook	P202WWEJ				
Acer Chromebook 11 N7	NXGM8AA001706015B37600	0371			
Acer Chromebook 11 N7	NXGM8AA0016511DCB77600				
Acer Chromebook 11 N7	NXGM8AA00170228AD47600	0380			
Acer Chromebook 11 N7	NXGM8AA00165207D327600	0362			
Acer Chromebook 11 N7	NXGM8AA00170228B017600	0312			
Lenovo N22 Chromebook	LR06AMBZ	0161			
Acer Chromebook 11 N7	NXGM8AA00165207CFB7600	0268			
Acer Chromebook 11 N7	NXGM8AA001706015847600	0408			
Lenovo N22 Chromebook	LR06AHKX	0172			
Lenovo 100e Chromebook 2nd Gen MTK	P204M4M7	1363			
Lenovo N22 Chromebook	LR06AHSE	0169			
Lenovo 100e Chromebook 2nd Gen MTK	P204M78Z	1367			
Lenovo 100e Chromebook	P202K00W	0608			
Lenovo 100e Chromebook 2nd Gen MTK	P204UAYU	1426			
Lenovo N22 Chromebook	LR06AHRZ	0029			
Lenovo N22 Chromebook	LR06ALQH	0505			
Samsung XE500C13	0Q9T91GK509896E	1232			
Lenovo 100e Chromebook	P202MUEX	0601			
ASUS Chromebook C200	fbnccx16122746e	0124			

ASUS Chromebook C200	FBNOCX16113546C	0122
ASUS Chromebook C200	FBNOCX161437462	0128
Lenovo N22 Chromebook	LR06ALM7	0175
Lenovo N22 Chromebook	LR06AN8U	0149
Lenovo N22 Chromebook	LR06AHNR	0166
Lenovo 100e Chromebook	P202NCBU	0587
ASUS Chromebook C200	E5NOCX91093522G	0107
Lenovo 100e Chromebook 2nd Gen MTK	P204UAXU	1393
Lenovo N22 Chromebook	LR06AMGA	0162
Lenovo N22 Chromebook	LR06AM9U	0147
ASUS Chromebook C200	36NOCX635854256	0007
ASUS Chromebook C200	FBNOCX161685468	0071
Acer Chromebook 11 N7	NXMQNAA0035251ABA37600	0196
Acer Chromebook 11 N7	NXGM8AA00170228AB07600	0281
ASUS Chromebook C200	E5NOCX91066122F	0106
Acer Chromebook 11 N7	NXGM8AA00165207D567600	0346
ASUS Chromebook C200	E6NOCX635943255	0015
ASUS Chromebook C200	EANOCX167604415	0008
ASUS Chromebook C200	E6NOCX635859258	0019
Acer Chromebook 11	NXMQNAA0035251AB847600	0206
ASUS Chromebook C200	E5NOCX91120222G	0083
Acer Chromebook 11 N7	NXGM8AA00170228AF77600	0271
Lenovo 100e Chromebook 2nd Gen MTK	P204UBC4	1413
Acer Chromebook 11 N7	NXGM8AA00165207A4F7600	0313
Acer Chromebook 11 N7	NXGM8AA00165207D677600	0304
Dell Chromebook 3100	3RXHN73	2653
Acer Chromebook 11 N7	NXGM8AA00165207D157600	0328
Acer Chromebook 11 N7	NXGM8AA00165207B417600	0352
Dell Chromebook 3100	BB4MN73	2667
Lenovo 100e Chromebook 2nd Gen MTK	P204M78L	1471
Lenovo 100e Chromebook 2nd Gen MTK	P204ULVY	1417
HP Chromebook 11MK G9 EE	5CD1191LN4	5074
Lenovo 100e Chromebook	P202M3VR	0686
Acer Chromebook 11 N7	NXGM8AA00165207D2E7600	0359
Dell 3100 Chromebook Non Touch	11CM983	3509
Dell 3100 Chromebook Non Touch	8VGH983	3520
Lenovo 100e Chromebook 2nd Gen MTK	P204LLZU	1443
Lenovo 100e 2nd Gen AMD	P208V65E	2186
Lenovo 100e Chromebook 2nd Gen MTK	P204M4MM	6053
ASUS Chromebook C200	FBNOCX161290466	0125
Lenovo 100e Chromebook 2nd Gen MTK	P204MFCD	1379
Lenovo 100e 2nd Gen AMD	P208V6MQ	2309
Lenovo 100e Chromebook 2nd Gen MTK	YX01WG4H	4544
Lenovo 100e Chromebook 2nd Gen MTK	P204LLFK	1457
Lenovo 100e Chromebook 2nd Gen MTK	P204MFE1	1534
HP Chromebook 11MK G9 EE	5CD124G8B1	5064
Lenovo 100e Chromebook 2nd Gen MTK	P204UC01	1546
Lenovo 100e Chromebook 2nd Gen MTK	P204LLFL	1444
ASUS Chromebook C200	E5NOCX910929223	0100
ASUS Chromebook C200	E5NOCX911212224	0094
ASUS Chromebook C200	E5NOCX910719223	0097
Acer Chromebook 11 N7	NXGM8AA001706015DA7600	0367
Dell 3100 Chromebook Non Touch	8MR1983	3518
Lenovo 100e Chromebook	P202WZ4N	0673
Lenovo 100e Chromebook 2nd Gen MTK	P204M4D8	1391
Lenovo 100e 2nd Gen AMD	P208SGKH	2238
Lenovo 100e Chromebook 2nd Gen MTK	P204M4ND	1388
Lenovo 100e Chromebook 2nd Gen MTK	P204M4MA	1399
Lenovo 100e Chromebook	P202QCXM	1067
Acer Chromebook 11 N7	NXGM8AA0016511DD107600	0385
Lenovo N22 Chromebook	LR06AGZB	0141
ASUS Chromebook C200	FBNOCX161680465	
Samsung XE500C13 Chromebook	OQ9T1GK601100D	1242
Acer Chromebook 11 N7	NXGM8AA00170228AE87600	0267
Acer Chromebook 11 N7	NXGM8AA001651237E77600	0398
Acer Chromebook 11 N7	NXGM8AA00165207D417600	0264
ASUS Chromebook C200	FBNOCX161228467	
ASUS Chromebook C200	FBNOCX161680465	0054
ASUS Chromebook C200	E6NOCX63581525A	0004
Lenovo 100e Chromebook	P202X25J	0653
Acer Chromebook 11 N7	NXGM8AA00170228B067600	0273
Acer Chromebook 11 N7	NXGM8AA0016511DC8E7600	0403
Lenovo 100e Chromebook	P202MUGS	0646
Lenovo 100e Chromebook 2nd Gen MTK	P204LTQN	1498
100e Gen 2 AST	P208TQ4A	2148
Lenovo 100e Chromebook 2nd Gen MTK	P204ME4Y	1473
Lenovo 100e Chromebook 2nd Gen MTK	P204UBQ1	1497
Lenovo 100e Chromebook 2nd Gen MTK	P2049F21	1468
Lenovo 100e Chromebook	P202NG1E	1034
Lenovo 100e Chromebook	P202X4XZ	0564
Lenovo 100e 2nd Gen AST	P208S6EZ	2291
Lenovo 100e 2nd Gen AST	P208SLQR	2299
Lenovo 100e Chromebook 2nd Gen MTK	P204UBPE	1404
Lenovo 100e 2nd Gen AMD	P208SDN6	2265
Lenovo 100e 2nd Gen AMD	P208SLK6	2292
Lenovo 100e 2nd Gen AMD	P208V66R	None
Lenovo 100e Chromebook 2nd Gen MTK	P204LLVM	1345
Lenovo 100e 2nd Gen AMD	P208SL8D	2273
Lenovo 100e Chromebook 2nd Gen MTK	P204UAYY	1386
Lenovo 100e Chromebook	P202TSMX	0648
Lenovo 100e Chromebook	P202MUMD	0687
Lenovo 100e Chromebook	P202QD35	None

Acer Chromebook 11 N7 (C731, C731T)	NXGM8AA00165207A8E7600	0260							
Samsung Notebook 500c	0Q9T91JK608486B	1245							
Samsung Notebook 500c	0Q9T91JK612770F	1259							
Samsung Notebook 500c	0Q9T91JK703931Z	1255							
Samsung Notebook 500c	0Q9T91GK508949Z	1240							
Samsung Notebook 500c	0Q9T91HK507398B	1253							
Samsung Notebook 500c	0Q9T91HK507059Z	1260							
Samsung Notebook 500c	BA68-11519A10	1258							
Samsung Notebook 500c	0Q9T91GK504901B	1246							
Samsung Notebook 500c	0Q9T91IK601108T	1247							
Samsung Notebook 500c	BA68-11519A10	1249							
Samsung Notebook 500c	0Q9T91GJ615167L	1254							
Samsung Notebook 500c	0Q9T91GK309131M	1231							
Samsung Notebook 500c	0Q9T91CK502965V	1236							
Creative T15 Wireless Speaker	W7MF1671109003117D	4930							
Lenovo 100e	P202NCC8	1076							

Coversheet

Consulting Agreement - Intelligent Connectivity

Section:	IV. Consent Calendar
Item:	G. Consulting Agreement - Intelligent Connectivity
Purpose:	Vote
Submitted by:	
Related Material:	Consulting Agreement - Intelligent Connectivity.pdf



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

Submitter Information

Full Name: _____
 Position/Title: _____
 Department: _____
 Date of Submission (MM/DD/YYYY): _____

Item Details

Title of Item: _____
 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: _____

CONSULTING AGREEMENT

THIS CONSULTING AGREEMENT (the "Agreement") is dated this _____ day of _____,

CLIENT

American Indian Model School
171 12th Street Oakland, CA 94607
(the "Client")

CONSULTANT

Clive Isip (dba Intelligent Connectivity)
(the "Consultant")

BACKGROUND

- A. The Client is of the opinion that the Consultant has the necessary qualifications, experience and abilities to provide consulting services to the Client.
- B. The Consultant is agreeable to providing such consulting services to the Client on the terms and conditions set out in this Agreement.

IN CONSIDERATION OF the matters described above and of the mutual benefits and obligations set forth in this Agreement, the receipt and sufficiency of which consideration is hereby acknowledged, the Client and the Consultant (individually the "Party" and collectively the "Parties" to this Agreement) agree as follows:

SERVICES PROVIDED

1. The Client hereby agrees to engage the Consultant to provide the Client with the following consulting services (the "Services"):
 - Provide strategic management advice, troubleshoot technical issues, offer expertise in areas such as hardware, software, networks, security, and project management in order to integrate and maximize the value of IT systems.
 - Provide hardware/software/cloud items and services.
2. The Services will also include any other tasks which the Parties may agree on. The Consultant hereby agrees to provide such Services to the Client.

TERM OF AGREEMENT

3. The term of this Agreement (the "Term") will begin on the date of this Agreement and will remain in full force and effect indefinitely until terminated as provided in this Agreement.

4. In the event that either Party wishes to terminate this Agreement, that Party will be required to provide 60 days' written notice to the other Party. The Consultant has 45 days to remediate reasonable service issues with the Client.
5. In the event that either Party breaches a material provision under this Agreement, the nondefaulting Party may terminate this Agreement immediately and require the defaulting Party to indemnify the non-defaulting Party against all reasonable damages.
6. This Agreement may be terminated at any time by mutual agreement of the Parties.
7. Except as otherwise provided in this Agreement, the obligations of the Consultant will end upon the termination of this Agreement.

PERFORMANCE

8. The Parties agree to do everything necessary to ensure that the terms of this Agreement take effect.

CURRENCY

9. Except as otherwise provided in this Agreement, all monetary amounts referred to in this Agreement are in USD (US Dollars).

COMPENSATION

10. The Consultant will charge the Client for the Services at the rate of **\$150.00** per hour (the "Compensation") for first year of this Agreement. For the second and ensuing years, the Consultant reserves the right to increase the rate to a reasonable level as warranted by the services being required.
11. Invoices submitted by the Consultant to the Client are due within 15 days of receipt.

REIMBURSEMENT OF EXPENSES

13. The Consultant will be reimbursed from time to time for reasonable and necessary expenses incurred by the Consultant in connection with providing the Services.
14. All expenses must be pre-approved by the Client.

INTEREST ON LATE PAYMENTS

15. Interest payable on any overdue amount or an unpaid amount under this Agreement is charged at a rate of 2.00% per month, until the balance is paid.

CONFIDENTIALITY

16. Confidential information (the "Confidential Information") refers to any data or information relating to the Client, whether business or personal, which would reasonably be considered to be private or proprietary to the Client and that is not generally known and where the release of that Confidential Information could reasonably be expected to cause harm to the Client.

- 17.** The Consultant agrees that they will not disclose, divulge, reveal, report or use, for any purpose, any Confidential Information which the Consultant has obtained, except as authorized by the Client or as required by law. The obligations of confidentiality will apply during the Term and will end on the termination of this Agreement except in the case of any Confidential Information which is a trade secret in which case those obligations will last indefinitely.
- 18.** All written and oral information and material disclosed or provided by the Client to the Consultant under this Agreement is Confidential Information regardless of whether it was provided before or after the date of this Agreement or how it was provided to the Consultant.

OWNERSHIP OF INTELLECTUAL PROPERTY

- 19.** All intellectual property and related material, including any trade secrets, moral rights, goodwill, relevant registrations or applications for registration, and rights in any patent, copyright, trademark, trade dress, industrial design and trade name (the "Intellectual Property") that is developed or produced under this Agreement, is a "work made for hire" and will be the sole property of the Client. The use of the Intellectual Property by the Client will not be restricted in any manner.

RETURN OF PROPERTY

- 21.** Upon the expiration or termination of this Agreement, the Consultant will return to the Client any property, documentation, records, or Confidential Information which is the property of the Client.

CAPACITY/INDEPENDENT CONTRACTOR

- 22.** In providing the Services under this Agreement it is expressly agreed that the Consultant is acting as an independent contractor and not as an employee. The Consultant and the Client acknowledge that this Agreement does not create a partnership or joint venture between them and is exclusively a contract for service. The Client is not required to pay, or make any contributions to, any social security, local, state or federal tax, unemployment compensation, workers' compensation, insurance premium, profit-sharing, pension or any other employee benefit for the Consultant during the Term. The Consultant is responsible for paying, and complying with reporting requirements for, all local, state and federal taxes related to payments made to the Consultant under this Agreement.

RIGHT OF SUBSTITUTION

- 23.** Except as otherwise provided in this Agreement, the Consultant may, at the Consultant's absolute discretion, engage a third party sub-contractor to perform some or all of the obligations of the Consultant under this Agreement and the Client will not hire or engage any third parties to assist with the provision of the Services.
- 24.** In the event that the Consultant hires a sub-contractor:
- the Consultant will pay the sub-contractor for its services and the Compensation will remain payable by the Client to the Consultant.
 - for the purposes of the indemnification clause of this Agreement, the sub-contractor is an agent of the Consultant.

AUTONOMY

- 25.** Except as otherwise provided in this Agreement, the Consultant will have full control over working time, methods, and decision making in relation to provision of the Services in accordance with the Agreement. The Consultant will work autonomously and not at the direction of the Client. However, the Consultant will be responsive to the reasonable needs and concerns of the Client.

EQUIPMENT

- 26.** Except as otherwise provided in this Agreement, the Consultant will provide at the Consultant's own expense, any and all equipment, software, materials and any other supplies necessary to deliver the Services in accordance with the Agreement.

NO EXCLUSIVITY

- 27.** The Parties acknowledge that this Agreement is non-exclusive and that either Party will be free, during and after the Term, to engage or contract with third parties for the provision of services similar to the Services.

NOTICE

- 28.** All notices, requests, demands or other communications required or permitted by the terms of this Agreement will be given in writing and delivered to the Parties:

- a.** American Indian Model School
- b.** Clive Isip (dba Intelligent Connectivity)

Either Party may from time to time notify the other, and will be deemed to be properly delivered (a) immediately upon being served personally and/or (b) electronic mail.

INDEMNIFICATION

- 29.** Except to the extent paid in settlement from any applicable insurance policies, and to the extent permitted by applicable law, each Party agrees to indemnify and hold harmless the other Party, and its respective affiliates, officers, agents, employees, and permitted successors and assigns against any and all claims, losses, damages, liabilities, penalties, punitive damages, expenses, reasonable legal fees and costs of any kind or amount whatsoever, which result from or arise out of any act or omission of the indemnifying party, its respective affiliates, officers, agents, employees, and permitted successors and assigns that occur in connection with this Agreement. This indemnification will survive the termination of this Agreement.

MODIFICATION OF AGREEMENT

- 30.** Any amendment or modification of this Agreement or additional obligation assumed by either Party in connection with this Agreement will only be binding if evidenced in writing signed by each Party or an authorized representative of each Party.

TIME OF THE ESSENCE

- 31.** Time is of the essence in this Agreement. No extension or variation of this Agreement will operate as a waiver of this provision.

ASSIGNMENT

- 32.** The Consultant will not voluntarily, or by operation of law, assign or otherwise transfer its obligations under this Agreement without the prior written consent of the Client.

ENTIRE AGREEMENT

- 33.** It is agreed that there is no representation, warranty, collateral agreement or condition affecting this Agreement except as expressly provided in this Agreement.

ENUREMENT

- 34.** This Agreement will enure to the benefit of and be binding on the Parties and their respective heirs, executors, administrators and permitted successors and assigns.

TITLES/HEADINGS

- 35.** Headings are inserted for the convenience of the Parties only and are not to be considered when interpreting this Agreement.

GENDER

- 36.** Words in the singular mean and include the plural and vice versa. Words in the masculine mean and include the feminine and vice versa.

GOVERNING LAW

- 37.** This Agreement will be governed by and construed in accordance with the laws of the State of California.

SEVERABILITY

- 38.** In the event that any of the provisions of this Agreement are held to be invalid or unenforceable in whole or in part, all other provisions will nevertheless continue to be valid and enforceable with the invalid or unenforceable parts severed from the remainder of this Agreement.

WAIVER

- 39.** The waiver by either Party of a breach, default, delay or omission of any of the provisions of this Agreement by the other Party will not be construed as a waiver of any subsequent breach of the same or other provisions.
-

ACCEPTED BY Client Recipient:

American Indian Model School

Name:

Position:

Date:

Signature:

**Clive Isip (dba Intelligent
Connectivity)**

Name:

Position:

Date:

Signature:

Coversheet

Adoption of Local Assignment Option

Section:	IV. Consent Calendar
Item:	H. Adoption of Local Assignment Option
Purpose:	Vote
Submitted by:	
Related Material:	Adoption of Local Assignment Option.pdf



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

Submitter Information

Full Name: _____
 Position/Title: _____
 Department: _____
 Date of Submission (MM/DD/YYYY): _____

Item Details

Title of Item: _____
 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: _____

Adoption of Local Assignment Option EC 44863

California Education Code 44263 allows the holder of a teaching credential to serve, by resolution of the Governing Board and with the consent of the teacher, in a departmentalized class if the teacher has completed eighteen semester units of coursework, or nine semester units upper division or graduate course work, in the subject to be taught, or a self-contained/core subjects class if he/she/they holds at least 60 semester hours equally distributed among the 10 areas of a diversified major set forth in Section 44314. A three-semester-unit variance in any of the required 10 areas may be allowed. Action by the AIMS College Prep Charter Board is required.

AIPCS II – AIMS Elementary		
Name	Credential	Subject Authorization
Sacramento, Maria Lerissa Date of Consent: 8/14/2024	Preliminary Single Subject Mathematics	Multiple Subjects

AIMS College Prep Middle		
Name	Credential	Subject Authorization
Dinkenspiel, Eli Date of Consent 9/12/2024	Preliminary Single Subject Social Science	Multiple Subjects
Bilorusky, Kyle Date of Consent: 8/14/2024	Preliminary Single Subject Social Science	English

AIMS College Prep High School		
Name	Credential	Subject Authorization
N/A		

RESOLUTION FOR APPROVAL OF LOCAL ASSIGNMENT OPTION -
TEACHERS INSTRUCTING SUBJECTS PER EDUCATION CODE 44263
SINGLE SUBJECT AND ELEMENTARY

The Commission on Teacher Credentialing provides employing districts with assignment options of a temporary nature in which a teacher with an appropriate credential is not available to the school district. Each require the consent of the teacher and Board approval.

PASSED AND ADOPTED by the Governing Board of the AIMS College Prep Charter District of Alameda County, California, on September 17, 2024, by the following vote:

YES: _____

NO: _____

ABSENT: _____

I HEREBY CERTIFY that the foregoing resolution was duly and regularly introduced, passed, and adopted by the members of the Governing Board of the AIMS College Prep Charter District at a public meeting of said Board held on September 17, 2024, and that the approval is an excerpt from the Agenda of the Governing Board for meeting.

Ahsjanae Hutchings
Executive Assistant, Board of Directors

Coversheet

Independent Study Policy

Section:	IV. Consent Calendar
Item:	I. Independent Study Policy
Purpose:	Vote
Submitted by:	
Related Material:	Independent Study Policy.pdf



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

Submitter Information

Full Name: _____
 Position/Title: _____
 Department: _____
 Date of Submission (MM/DD/YYYY): _____

Item Details

Title of Item: _____
 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:

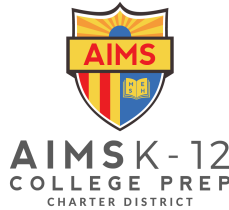
Deadline Information

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: _____

Board Policy #:
 Adopted/Ratified: 8/12/2021
 Revision Date: 9/17/2024



AIMS K-12 College Prep Charter School District

INDEPENDENT STUDY POLICY

AIMS K-12 College Prep Charter District, which operates American Indian Public Charter School II (K-8), AIMS College Prep Middle School, and AIMS College Prep High School (collectively, “AIMS” or “Charter School”) may offer independent study to meet the short or long-term educational needs of pupils enrolled in the Charter School as follows: This will be offered to all students that have a medical excuse and medical emergency. Independent study is an optional educational alternative in which no pupil may be required to participate and is designed to teach the knowledge and skills of the core curriculum. The Charter School shall provide appropriate existing services and resources to enable pupils to complete their independent study successfully. The following written policies have been adopted by the AIMS K-12 College Prep Charter District Board of Directors for implementation at the Charter School:

1. For pupils in all grade levels and programs offered by the Charter School, the maximum length of time that may elapse between the time an assignment is made and the date by which the pupil must complete the assigned work shall be 5 school days.
2. The Superintendent or designee shall conduct an evaluation to determine whether it is in the best interests of the pupil to remain in independent study upon the following triggers:
 - a. When any pupil fails to complete 75% (this percent reflects passing with a C grade) of assignments during any period of 10 school days.
 - b. In the event a student’s educational progress falls below satisfactory levels as determined by ALL of the following indicators:
 - i. The pupil’s achievement and engagement in the independent study program, as indicated by the pupil’s performance on applicable pupil-level measures of pupil achievement and pupil engagement set forth in Education Code Section 52060(d) paragraphs (4) and (5).
 - ii. The completion of assignments, assessments, or other indicators that evidence that the pupil is working on assignments.
 - iii. Learning required concepts, as determined by the supervising teacher.
 - iv. Progressing toward successful completion of the course of study or individual course, as determined by the supervising teacher.

Board Policy #:
 Adopted/Ratified: 8/12/2021
 Revision Date: 9/17/2024

3. A written record of the findings of any evaluation conducted pursuant to this policy shall be treated as a mandatory interim pupil record. The record shall be maintained for a period of three years from the date of the evaluation and, if the pupil transfers to another California public school, the record shall be forwarded to that school.

The Charter School shall provide content aligned to grade level standards that is substantially equivalent to in-person instruction. For high school grade levels this shall include access to all courses offered by the Charter School for graduation and approved by the UC or CSU as creditable under the A-G admissions criteria.

4. The Charter School has adopted tiered reengagement strategies for the following pupils:
 - a. All pupils who are not generating attendance for more than 10 percent of required minimum instructional time over four continuous weeks of the Charter School's approved instructional calendar;
 - b. Pupils found not participatory in synchronous instructional offerings pursuant to Education Code Section 51747.5 for more than 50 percent of the scheduled times of synchronous instruction in a school month as applicable by grade span; or
 - c. Pupils who are in violation of the written agreement pursuant to Education Code Section 51747(g).

These procedures shall include local programs intended to address chronic absenteeism, as applicable, with at least all of the following:

- a. Verification of current contact information for each enrolled pupil.
 - b. Notification to parents or guardians of lack of participation within one (1) school day of the recording of a nonattendance day or lack of participation.
 - c. A plan for outreach from the school to determine pupil needs, including connection with health and social services as necessary.
 - d. A clear standard for requiring a pupil-parent-educator conference to review a pupil's written agreement, and reconsider the independent study program's impact on the pupil's achievement and well-being, consistent with the policies adopted pursuant to paragraph (4) of subdivision (g) of Education Code Section 51747.
5. The following plan shall be in place in accordance with Education Code Section 51747(e) for synchronous instruction and live interaction*:
 - a. For pupils in transitional kindergarten through grade 3, inclusive, the Charter School shall provide opportunities for daily synchronous instruction for all pupils throughout the school year by each pupil's teacher or teachers of record.
 - b. For pupils in grades 4-8, inclusive, the Charter School shall provide opportunities for daily live interaction between the pupil and a certificated or non-certificated employee of the Charter School and at least weekly synchronous instruction for all pupils throughout the school year by each pupil's teacher or teachers of record.

Board Policy #:
 Adopted/Ratified: 8/12/2021
 Revision Date: 9/17/2024

- c. For pupils in grades 9-12, inclusive, the Charter School shall provide opportunities for at least weekly synchronous instruction for all pupils throughout the school year by each pupil's teacher or teachers of record.
- d. The Charter School shall transition pupils whose families wish to return to in-person instruction from independent study expeditiously, and, in no case, later than five instructional days.*

* The tiered reengagement strategies, plan for synchronous instruction and live interaction, and plan to transition pupils whose families wish to return to in-person instruction (paragraphs 4, 5, and 6 above) shall not apply to:

- a. pupils who participate in an independent study program for fewer than 16 schooldays in a school year;
- b. pupils enrolled in a comprehensive school for classroom-based instruction who, under the care of appropriately licensed professionals, participate in independent study due to necessary medical treatments or inpatient treatment for mental health care or substance abuse. Local educational agencies shall obtain evidence from appropriately licensed professionals of the need for pupils to participate in independent study pursuant to this subdivision; or
- c. independent study offered due to school closure or material decrease in attendance for 15 school days or less for affected pupils under one or more of the circumstances described in Education Code Sections 41422 and/or 46392, and 46393 for which the Charter School files an affidavit seeking an allowance of attendance due to emergency conditions.

- 6. A current written agreement shall be maintained on file for each independent study pupil, including but not limited to, all of the following:
 - a. The manner, time, frequency, and place for submitting a pupil's assignments, for reporting the pupil's academic progress, and for communicating with a pupil's parent or guardian regarding a pupil's academic progress.
 - b. The objectives and methods of study for the pupil's work, and the methods used to evaluate that work.
 - c. The specific resources, including materials and personnel, that will be made available to the pupil. These resources shall include confirming or providing access to all pupils to the connectivity and devices adequate to participate in the educational program and complete assigned work.
 - d. A statement of the policies adopted pursuant to subdivisions (a) and (b) of Education Code Section 51747 regarding the maximum length of time allowed between the assignment and the completion of a pupil's assigned work, the level of satisfactory educational progress, and the number of missed assignments allowed before an evaluation of whether or not the pupil should be allowed to continue in independent study.

Board Policy #:
 Adopted/Ratified: 8/12/2021
 Revision Date: 9/17/2024

- a. The duration of the independent study agreement, including the beginning and ending dates for the pupil's participation in independent study under the agreement. No independent study agreement shall be valid for any period longer than one school year.
- b. A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the agreement, to be earned by the pupil upon completion.
- c. A statement detailing the academic and other supports that will be provided to address the needs of pupils who are not performing at grade level, or need support in other areas, such as English learners, individuals with exceptional needs in order to be consistent with the pupil's individualized education program or plan pursuant to Section 504 of the federal Rehabilitation Act of 1973 (29 U.S.C. Sec. 794), pupils in foster care or experiencing homelessness, and pupils requiring mental health supports.
- d. The inclusion of a statement in each independent study agreement that independent study is an optional educational alternative in which no pupil may be required to participate. In the case of a pupil who is referred or assigned to any school, class, or program pursuant to Section 48915 or 48917, the agreement also shall include the statement that instruction may be provided to the pupil through independent study only if the pupil is offered the alternative of classroom instruction.
- e. For a pupil participating in an independent study program that is scheduled for more than 15 school days, each written agreement shall be signed, before the commencement of independent study, by the pupil, the pupil's parent, legal guardian, or caregiver, if the pupil is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of independent study, and the certificated employee designated as having responsibility for the special education programming of the pupil, as applicable. For a pupil participating in an independent study program that is scheduled for 15 school days or fewer, each written agreement shall be signed, during the school year in which the independent study program takes place, by the pupil, the pupil's parent, legal guardian, or caregiver, if the pupil is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of independent study, and the certificated employee designated as having responsibility for the special education programming of the pupil, as applicable. The written agreement may be signed at any time during the school year, but it is the intent of the Legislature that parents or guardians of pupils be provided the agreement at or before the beginning of the school year. For purposes of this paragraph "caregiver" means a person who has met the requirements of Part 1.5 (commencing with Section 6550) of Division 11 of the Family Code.
 - Written agreements may be signed using an electronic signature that complies with state and federal standards, as determined by the California Department of Education, that may be a marking that is either computer

Board Policy #:
Adopted/Ratified: 8/12/2021
Revision Date: 9/17/2024

generated or produced by electronic means and is intended by the signatory to have the same effect as a handwritten signature. The use of an electronic signature shall have the same force and effect as the use of a manual signature if the requirements for digital signatures and their acceptable technology, as provided in Section 16.5 of the Government Code and in Chapter 10 (commencing with Section 22000) of Division 7 of Title 2 of the California Code of Regulations, are satisfied.

7. The Charter School shall comply with the Education Code sections 51745 through 51749.3 and the provisions of the Charter Schools Act of 1992 and the State Board of Education regulations adopted there under.
8. The Superintendent may establish regulations to implement these policies in accordance with the law.

Coversheet

TCI Curriculum

Section:	IV. Consent Calendar
Item:	J. TCI Curriculum
Purpose:	Vote
Submitted by:	
Related Material:	Sales Order_ORD181106_1725599774748 (1).pdf TCI Cover Letter.docx (2).pdf



Sales Order

#ORD181106

9/3/2024

EIN:26-3647766

Bill To	Ship To	Pending Fulfillment	TOTAL
Accounts Payable American Indian Model Schools 171 12th St Oakland CA 94607	Christopher Ahmad Aims K-12 Clg Prep Charter Dst 171 12th St Oakland CA 94607		\$30,524.26

Payment Method	PO #	Shipping Method	Req Ship Date
	10102	1. Ground Commercial (5%)	9/3/2024

Quantity	Backordered	Item	Rate	Amount
17		EL-SS-TL-01 Elementary (K-5) Social Studies: Teacher License (1 Yr)	\$0.00	\$0.00
43	0	034-0 SSA! Me and My World: Student Edition	\$54.00	\$2,322.00
66	0	089-0 SSA! My School and Family: Student Edition	\$54.00	\$3,564.00
83	0	096-8 SSA! My Community: Student Edition	\$54.00	\$4,482.00
75	0	475-1 SSA! California's Communities: Student Edition	\$64.00	\$4,800.00
84	0	482-9 SSA! California's Promise: Student Edition	\$64.00	\$5,376.00
91	0	994-7 SSA! America's Past: Student Edition	\$64.00	\$5,824.00

Subtotal	\$26,368.00
Tax*	\$2,837.86
Shipping Cost	\$1,318.40
Total	\$30,524.26

Thank you for your business.

***Sales Tax:** This amount is an estimate and only applicable for AL, DC, FL, GA, IL, KS, KY, MD, MI, NJ, OH, OK, PA, TX, VA, and WI. If your school is exempt from sales tax and you are a returning TCI customer, we already have your certificate on file. The tax amount will be removed once the order is processed. If you are new to TCI and is exempt from sales tax, please send a copy of the exemption certificate to info@teachtci.com and reference your PO or order number.

License Orders: Application Access instructions will be sent to christopher.ahmad@aimsk12.org.

Print Orders: You will receive a shipping confirmation email after your item(s) have shipped.

Did you know? You can track/ manage your order at shop.teachtci.com/manage-orders

Remittance address:
PO Box 6004
Whittier, CA 90607
Only checks are accepted at this location.

Contact us:
info@teachtci.com
www.teachtci.com



ORD181106



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

Submitter Information

Full Name: Christopher Ahmad

Position/Title: Director of Data and Academics

Department: Academics

Date of Submission (MM/DD/YYYY): 9/10/2024

Item Details

Title of Item: TCI Curriculum

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: Bringing the contract to the board for the first time

Deadline Information

Is there a submission deadline for this item?

☒ Yes ☐ No

If yes: Please indicate the deadline date (MM/DD/YYYY): 9/28/2024

Financial Information (if applicable):

Total Cost:

AIPCS II: \$30,524.26

Is this expenditure included in the annual budget?

☒ Yes ☐ No

Please specify in which plan this expense is indicated:

LCAP - Goal 1, Action 1.1

LCAP 1.1 from AIPCS II.

Coversheet

Teach Like a Champion

Section:	IV. Consent Calendar
Item:	K. Teach Like a Champion
Purpose:	Vote
Submitted by:	
Related Material:	ESTIMATE_1067_from_Array Education.pdf Teach Like a Champion Cover Letter.docx (1).pdf

Array Education

25 Broadway, Fl 3
 New York, NY 10004
 tlac@teachlikeachampion.org

Teach Like a CHAMPION®

Quote

ADDRESS

AIMS K-12 College Prep
 171 12th Street
 Oakland, CA 94607

QUOTE 1067
 DATE 09/06/2024
 EXPIRATION DATE 10/07/2024

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Partnership Trainings	Three in-person half-PD days (topics TBD, dates: 12/2/2024, 1/6/2025, and 3/28/2025), including travel for facilitators	1	30,020.00	30,020.00
TOTAL				USD 30,020.00	

Accepted By

Accepted Date



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

Submitter Information

Full Name: Christopher Ahmad
Position/Title: Director of Data and Academics
Department: Academics
Date of Submission (MM/DD/YYYY): 9/10/2024

Item Details

Title of Item: Teach Like a Champion Professional Development

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: Bringing the contract to the board for the first time

Deadline Information

Is there a submission deadline for this item?

☒ Yes ☐ No

If yes: Please indicate the deadline date (MM/DD/YYYY): 9/28/2024

Financial Information (if applicable):

Total Cost: \$30,020

Is this expenditure included in the annual budget?

☒ Yes ☐ No

Please specify in which plan this expense is indicated:

4410	7435 (LREBG)
------	--------------

And 6762 Art and Music Grant

Coversheet

Executive Summary: Director of Academics, Data, and Performance

Section:	IV. Consent Calendar
Item:	L. Executive Summary: Director of Academics, Data, and Performance
Purpose:	Vote
Submitted by:	
Related Material:	Executive Summary for 9_17_2024 Board Meeting.pptx

Executive Summary:

Director of Academics, Data, and Performance

September 17, 2024



TCI



Cost: \$30,524.26

Funding: 4100 Textbooks and Materials, 0000-General Fund

Source: LCAP Action 1.1



What is it?

TCI's [Social Studies Alive!](#) program for elementary classrooms fosters curiosity with student-driven Inquiry Projects. Each unit in the program features a grade-appropriate Inquiry Project, where students explore a compelling question about social studies, conduct research, and write an evidence-based argument.

1. Gathering Visual Evidence

2. Developing Compelling Questions

3. Collecting Evidence

4. Building Additional Content Knowledge

5. Constructing an Argument

6. Taking Informed Action

Who is it for? Elementary K-5 students

Materials? Physical Textbooks + Online Digital Student Licenses

Teach Like a Champion



Cost: \$30,020

Funding: AIPCS II: 6762 Arts, Music, and Instructional Materials Grant

AIPHS and AIMS MS - 7435 Learning Recovery Block Grant

Source:

7435 and 6762

Teach Like a Champion



What is it? Professional Development for the 2024-2025 School

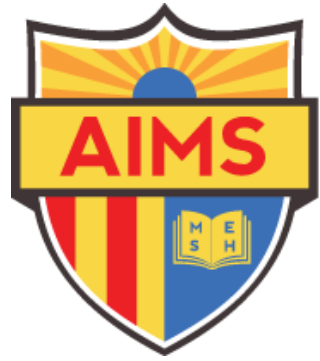
year. Teach Like a Champion provides educators with a set of techniques, a shared vocabulary, and a framework for practice that equip teachers to achieve dramatic results with their students. Our resources are used by schools throughout the world.

Who is it for? All K-12 classroom teachers

Coversheet

AIMS Athletics - HS BACSAC Fees

Section:	IV. Consent Calendar
Item:	M. AIMS Athletics - HS BACSAC Fees
Purpose:	Vote
Submitted by:	
Related Material:	AIMS Athletics - HS BACSAC Fees.pdf



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

Submitter Information

Full Name: Julia Li
 Position/Title: Director of Schools
 Department: AIMS Athletics

Item Details

Title of Item: BACSAC Fees for HS Athletics
 Is this item a: ☐ New Submission
 ☒ Renewal
 If Renewal: Please summarize any changes from the previous submission:
 Some fees have increased through the BACSAC League. The itemized
 fees have already been approved at the September 4th Board Meeting
 and Finance Meeting, but this invoice with all fees needs approval.

Approvals

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

Committee Review

Your paragraph text

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:
 The Sports budget was Board approved on September 4th, 2024.
 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: \$ 21,600
 Is this expenditure included in the annual budget?
☒ Yes ☐ No
 Please specify in which plan this expense is indicated:
☐ SPSA ☐ LCAP ☒ Other: 24-25 AIMS Sports Budget

INVOICE

Bay Area Charter School Athletic Conference
 1033 Shoreline Dr
 San Mateo, CA 94404-2004

ro s ario @ b a c s a c . o r g
 +1 (407) 924-5638
 www.bacsac.org



Bill to
 Natalie Glass
 AIMS College Prep High School
 746 Grand Avenue
 Oakland, CA 94610

Invoice details

Invoice no.: 1284
 Terms: Net 45
 Invoice date: 07/15/2024
 Due date: 08/29/2024

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Membership 2024-25	Annual Membership	1	\$3,300.00	\$3,300.00
2.		Cross Country	Includes facility rentals, officiating & administrative charges per sport.	1	\$700.00	\$700.00
3.		Girls Volleyball	Includes court rentals, officiating & administrative charges per sport.	1	\$2,900.00	\$2,900.00
4.		Fall Boys Soccer	Includes facility rentals, officiating & administrative charges per sport.	1	\$3,200.00	\$3,200.00
5.		Girls Basketball	Includes court rentals, officiating & administrative charges per sport.	1	\$2,700.00	\$2,700.00
6.		Boys Basketball	Includes court rentals, officiating & administrative charges per sport.	1	\$2,700.00	\$2,700.00
7.		Spring Girls Soccer	Includes field rentals, officiating & administrative charges per sport.	1	\$3,200.00	\$3,200.00
8.		Boys Volleyball	Includes court rentals, officiating & administrative charges per sport.	1	\$2,900.00	\$2,900.00

Total
 \$21,600.00

Note to customer

Make Check Payable to: BACSAC
 Send to:
 BACSAC

c/o Peter Hanley
1033 Shoreline Dr.
San Mateo, CA 94404

Coversheet

Host School Agreement

Section:	IV. Consent Calendar
Item:	N. Host School Agreement
Purpose:	Vote
Submitted by:	
Related Material:	Host school agreement.pdf



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

Submitter Information

Full Name: _____
Position/Title: _____
Department: _____

Item Details

Title of Item: _____
Is this item a: ☐ New Submission
☐ Renewal
If Renewal: Please summarize any changes from the previous submission:

Approvals

Has this item been reviewed and
☐ 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: _____

This Host School AGREEMENT (hereinafter, the "Agreement") is entered into by and between ALLIANCE ABROAD GROUP, INC., a Texas corporation ("Parent"), [Alliance Strategies Ltd of Dublin, Ireland ("OpCo")] (together referred to in this Agreement as "AAG"), and _____ from _____, (Referred to in this Agreement as "Host Company" or "HC") individually "a Party" and together "the Parties."

WHEREAS OpCo is the international principal and operating company in relation to the AAG global group and business, and Parent and OpCo, along with other Alliance Abroad affiliates, work together to provide certain services and support to such global business, customers, and Alliance Abroad international affiliates and subsidiaries.

WHEREAS, Host School/District acknowledges, understands, and agrees that certain services and operations shall be performed by OpCo in furtherance of this Agreement

WHEREAS, Host School/District wishes to engage a number of J-1 Exchange Visitors as Exchange Teachers (as that term is defined by the United States Department of State ("USDOS") without displacing domestic U.S workers.

WHEREAS, AAG assists J-1 Exchange Visitors ("Participants") in securing positions in the United States.

And WHEREAS, Host School/District wishes to engage AAG to recruit and provide J-1 Exchange Visitors to satisfy Host Schools' needs.

NOW, THEREFORE, in consideration of the mutual promises and representations set forth herein, the parties, intending to be legally bound, agree as follows:

I. The "Effective Date" of this Agreement shall be the date on which it is signed by the Host Company.

The J-1 Teach program is a U.S. State Department program with detailed regulations that can be found here: http://www.ecfr.gov/cgi-bin/retrieveECFR?gp=&r=PART&n=22y1.0.1.7.35#se22.1.62_124.

The following requirements are outlined in the regulations. It is very important that host schools read these carefully to ensure compliance with the regulations and/or federal law when hiring J-1 teachers. In the event that the law or regulations change, the Host School/ District agrees to comply with the new laws and regulations.

Purpose. I have read and agree to this section of terms. Initial here: __

The Teacher Exchange Program promotes the interchange of U.S. and foreign teachers and enhances mutual understanding between the people of the United States and other countries. Exchange teachers teach full-time in accredited public and private U.S. primary and secondary schools (K-12), including prekindergarten language immersion programs offered as regular courses of study by accredited primary schools. Exchange teachers sharpen their professional skills and participate in cross-cultural activities in schools and communities, and they return home after the exchange to share their experiences and increased knowledge of the United States and the U.S. educational system. Such exchanges enable foreign teachers to

understand better U.S. culture, society, and teaching practices at the primary and secondary levels and enhance U.S. students' knowledge of foreign cultures, customs, and teaching approaches.

Obligations of Host School/District:

Host Schools and Districts must review, acknowledge and agree to the following regulations governing the J-1 Teacher Exchange program from the U.S. Department of State. I have read and agree to this section of terms. Initial here:

- Host Schools/Districts agree to abide by the Department of State regulations governing the program.
- AAG is the legal sponsor of this program and of this exchange visitor, not the Host School/District.
- The Host School/District is obligated to respond to AAG communication within 48 hours or within the time requested regarding matters affecting the health, safety, and/or welfare of J-1 Teachers placed at the Host School/District.
- A J-1 teacher, unless he or she is on a program where the Department is the sponsor, must be employed by and under the direct supervision and guidance of his or her Host School/District and, where applicable, the Host School/District district.
- The Host School/District agrees to only assign Alliance Abroad Group teachers to full-time teaching positions in K-12 classrooms. Prekindergarten assignments are ONLY allowed in language immersion programs offered as regular courses of study by accredited primary schools. Host School/

District understands that AAG may request to review of the curriculum of Pre-kindergarten programs or require additional information from the Host School/District in order to sufficiently determine if the program qualifies.

- The Host School/District understands that under no circumstances can J-1 Teachers be placed in substitute, aide, or receptionist positions.
- Exchange teacher appointments to positions must be temporary, even if the teaching positions are permanent, and must not lead to tenure.
- The J-1 Teacher Exchange Program must not be used as a substitute for ordinary employment or work purposes, nor may it be used to displace American workers.
- The Host School/District confirms that all J-1 teachers hired meet their state's teaching eligibility standards. Host School/ District agrees to ensure J-1 teachers remain on track with the certification process throughout the initial school year and to notify AAG if any teachers are at risk of not meeting or maintaining the minimum requirements for teacher of record status during any point of their employment with the School/District. AAG may not approve Renewal and/ or Extension at the Host School/ District for J-1 teachers that have not met minimum state certification requirements.
- The Host School/District confirms that the school the J-1 teacher is assigned to is an accredited educational institution in the U.S. If any portion of the school accreditation is lost for any reason, the Host School/ District agrees to notify AAG within 10 days.

- The Host School/District will notify AAG within three business days if any Teacher is assigned to teach at any location/campus/ address that is different from the Teacher's DS-2019 form. DS-2019 forms can only be issued with the address of the Campus to which J-1 Teachers are assigned and cannot be issued with the Host School's/District's main address.
- The Host School/District will provide AAG information on J-1 Teachers' direct supervisors, including name, title, email, and phone contact information.
- The Host School/District will notify AAG within three business days if any Teacher is assigned to teach a subject or at a grade level that is different from the Teacher's DS-2019 form.
- Teaching positions, including duties, responsibilities, hours of employment, and compensation, must be commensurate with those of similarly-situated U.S. teachers in the school district or Host School/District where that exchange teacher is assigned to teach.
- The Host School/District agrees to provide participants with at least the number of hours of paid employment annually as identified on their written job offer and pay participants eligible for overtime in accordance with applicable state or federal law.
- The Host School/District understands that prior to any J-1 Teachers signing contracts or letters of intent with the school/district, the teacher must receive a disclosure of the below information, and as such, the Host School/ District agrees to work with AAG in supplying this information in detail:
 - Name, location, and a brief description of the host school/district
 - The terms and conditions of compensation (with deductions from gross salary)
 - A statement of the teaching requirements and related professional obligations required of the exchange teacher
 - Specific information on the fees and costs for which the exchange teacher will be responsible while on exchange in that school.
 - Anticipated housing options and cost implications
 - Specific local transportation options between the exchange teacher's residence and their as- signed campus and transportation cost estimates.
 - Insurance costs
 - Certification or licensure procedures and costs at the host school/district
- The Host School/District understands that the purpose and intent of all J-1 programs are for participants to return to their home country at the conclusion of their program and share their experiences and increased knowledge of the United States and our

- educational system. As such, the Host School/District will not encourage nor assist the exchange visitor participant to stay in the United States beyond his/her program end date, which is the end date shown on the DS-2019 document. The Host School/District certifies that it will not assist in any way to help a participant change visa categories and will remind all participants of their obligation to return home following the end of their program.
- The Host School/District understands that three school years (36 months) is the maximum time allowed for the J-1 Teacher Exchange Program, except when a one to two-year extension is granted by the Department of State through the sponsor-facilitated designated extension process.
 - The Host School/District agrees to provide sufficient classroom space, equipment, and guidance to help ensure the teacher's success.
 - The Host School/District agrees to notify AAG by phone or email within three business days and/or by a signed letter of any circumstances that differ from the statements made in this application. Any changes that affect the participant and accompanying dependents must be submitted to AAG in advance for approval. Such changes include but are not limited to school assignments, length of the program, wages pay, etc.
 - If a Host School/District ends a J-1 teacher's employment, the Host School/District will provide AAG with written documentation detailing the circumstances thereof in a timely manner.
 - The Host School/District agrees to notify AAG within three business days when:
 - The Host School's main point of contact is assigned to the J-1 Program changes.
 - There are any changes or deviations in the position placements during the participants' programs, including when teachers are assigned to teach at any location/campus/ address other than that which is listed on the teacher's DS- 2019 form.
 - Teachers are not meeting the requirements of their position or not complying with program rules.
 - Teachers leave their position ahead of their planned departure.
 - The Host School/District agrees to notify AAG immediately (within the same day- calling our after-hours support line if necessary) when or if:
 - There is an emergency involving the teachers or any situation that impacts the health, safety, or welfare of teachers and/ or their J-2 dependents.

- There is a situation that may bring notoriety, disrepute, or media coverage of the J-1 program.

Insurance. I have read and agree to this section of terms. Initial here: __

AAG provides each participant with basic medical coverage for the first 90 days of his/ her program, beginning on the start date on the DS-2019 form. Detailed information on this insurance policy, including coverage, deductibles, and claims process, can be found on the AAG website www.alliance-abroad.com/insurance. We require that all teachers and their J-2 Dependents enroll in the Host School/District or District insurance plan to ensure they have the level of preventative care medical coverage necessary for the duration of their program. The Host School/ District will notify AAG immediately if teacher is not eligible to participate in the school insurance policy within the first 90 days of teaching for the district or school. Items required by the Department of State that may not be included in the Host School/ District plan (including but not limited to medical evacuation and repatriation) will be provided by AAG for the duration of the participant's program. Copies of the Host School/District or District policy must be provided to AAG upon enrollment in the policy.

In the event the School's or District's insurance policy does not meet the DOS requirements as stated below, teachers must enroll in an insurance plan that does meet the requirements. AAG recommends the DIANins Scholar Plan [https:// www.dianins.com/scholarplan](https://www.dianins.com/scholarplan). Teachers can be enrolled in both the School's or District's policy (for preventative care) and the DIANins Scholar Plan (to meet the DOS requirements).

DOS requirements are as follows:

- Medical benefits of at least \$100,000 per accident or illness;
- Deductibles are not to exceed \$500 per accident or illness. (Please see AAG Insurance Acknowledgment Form.)

Support during the Program

I have read and agree to this section of terms. Initial here: ____

AAG provides support for Participants and Host Schools be- fore, during, and after the program. We also have a 24-hour emergency

line: 866.622.7623 and general email inboxes that are reviewed each business day at:

- supportinfo@allianceabroad.com and
- J1teacher@allianceabroad.com

Each Exchange Teacher is assigned to a dedicated AAG Outreach Coordinator (OC) who serves as his/her main point of contact throughout the program. Additionally, the Alliance Abroad website is a great resource for information pertaining to the J-1 Teacher Exchange Program: <https://www.allianceabroad.com/participant-portal/>.

Arrival Process and Checking in (SEVIS). I have read and agree to this section of terms. Initial here: _____

When participants arrive, they are required to register their U.S. home address with the Department of Homeland Security through SEVIS (Student & Exchange Visitor Information System) via email to AAG at J1teacher@allianceabroad.com or by calling 1.866.622.7623 within the first 3 days of arrival. Host school/district agree to help ensure all J-1 Teachers have completed this requirement.

Failure to comply may delay the Social Security card process and may result in a negative end to their program in SEVIS. (No P.O. boxes can be accepted.) If participants change addresses at any time while on the program, they are required to report their new address to AAG within 10 days of the change.

Cultural Exchange. I have read and agree to this section of terms. Initial here: _____

In support of the primary purpose of the J-1 visa Exchange Visitor programs, the U.S. Department of State requires that participants engage in cultural exchange activities during the course of their program. Host School/Districts agree to support this objective by providing opportunities that involve your participants in local activities or special events promoting cultural exchange.

Examples include, but are not limited to: community events (parades, festivals, etc.), picnics, pot lucks, sporting events (attending or participating in), pizza parties, camping trips, holiday celebrations highlighting holidays from the visiting culture or US culture, participant presentations about their home country and culture. AAG is happy to assist you with ideas, and we appreciate your support of these important program initiatives.

The Department of State now requires a specific Cross-Cultural Activity Component for the Teacher Exchange Program. Each exchange teacher must complete, within the United States, and during each academic year of program participation, at least one cross-cultural activity from each of the following two categories:

1. An activity for the teacher's classroom, larger Host School/District or Host School/District district population, or the community at large designed to give an overview of the history, traditions, heritage, culture, economy, educational system, and/or other attributes of his or her home country. Sponsors of exchange teachers placed at international schools must require their exchange teachers to conduct at least one cross-cultural activity per academic year outside the Host School/District in nearby schools or communities where international opportunities may be more limited than those found in their host school; and
2. An activity that involves U.S. student dialogue with schools or students in another country, preferably in the exchange teacher's home school, through virtual exchange or other means, in order to supplement the goals of the in-person exchange.** Participants must submit a letter to AAG from the school located outside of the U.S. confirming the school's willingness to participate in this event. U.S. host schools are asked to help support this initiative and ensure it is completed, providing support as needed.

Exchange teachers are required to submit an annual report to AAG during the Renewal Process, detailing the cross-cultural activity component of the exchange program. They are also required to respond to a "Monthly Check-In" email from AAG each month before the 20th day to report on their health, safety, and well-being, as well as provide an update on their cultural exchange activities.

Social Security and Taxes. I have read and agree to this section of terms. Initial here: _____

When participants arrive at the Host School/District, they will most likely not yet have their Social Security number. We ask Host Schools/Districts to assist teachers with getting to the nearest Social Security Office 10 days from the day they have checked in to SEVIS. Please note that as long as the participants' programs have begun (as indicated on their DS 2019 form "Program Start Date") and they have applied for a Social Security card, it is legal for participants to begin working and to

be paid. If the participant has applied for a Social Security card and has not yet received it, the Host School/District agrees to ensure teachers are working full-time (32 hours/week) in the position listed on their DS-2019 form. The Host School/District must not delay payment for time worked for teachers who have applied for their Social Security card but have not yet received their number. If there are additional requirements that could prevent teachers from being paid, they must be clearly outlined in the Program Disclosure document. For more information, please see the Social Security Administration's website: <http://www.ssa.gov/employer/hiring.htm> or contact AAG.

All J1 teachers are exempt from paying FICA (Social Security and Medicare) taxes for the first 2 calendar years. After the 2 calendar years, teachers are considered Residents for tax purposes and are expected to pay FICA taxes. For more information about this, please visit IRS website.

Program Fees. I have read and agree to this section of terms. Initial here: _____

If the Host School/District is paying AAG or the designated third party agency all or partial program fees for the J-1 Teacher(s) placed with the school/district, please provide the amount contributed by the school/district here:

\$ _____ USD.

Travel. I have read and agree to this section of terms. Initial here: _____

The Host School/District will pay the following portion of the teacher's travel from the home country to the U.S.:

\$ _____ USD.

I understand that no Recruitment Fee should be charged to J1 teachers. If the school/district issues loans to teachers to travel to the US, this must be communicated in writing to teachers in the Program Disclosure Document and/or the Host School/District Contract prior to the teacher's arrival and reviewed during the onboarding process. All teachers must be informed of the amount the school loans them, the repayment schedule, the balance of the loan, and any penalties that may be enforced in the event the teacher leaves the program or the school before repayment is complete.

Cancellation. I have read and agree to this section of terms. Initial here: ____

Prior to arrival: If the Host School/District cancels its request for J-1 teachers prior to issuing an offer to a teacher, no fee will be due. If a teacher has been extended an offer and has accepted it, and that offer is rescinded or canceled by the Host School/District for any reason prior to arrival, a cancellation fee of \$500 will be due to AAG or our designated third-party agency to help cover the costs of securing a new placement for the participant.

Post arrival: If a teacher is fired or laid off for any reason other than documented cause (fault of the exchange teacher), the Host School/District is required to reimburse the teacher for his or her return flight costs (to home country), housing penalties or other charges such as re-location for a new teaching position that may be incurred due to the loss of position up to \$1500 USD.

If AAG, in its sole discretion, determines that the Host School/District has failed to comply with its obligations hereunder or that any placement is not appropriate for participants for any reason, AAG may reroute the participant to a new Host School/District or cancel the position. In this event, the Host School/District will be responsible for any transportation and housing costs associated with the transfer of participants to their new placement or return to their home country for up to \$1500 USD.

Exceptions for cancellation fees include weather-related occurrences or force majeure (unforeseen events beyond your control). If a teacher is fired for documented

cause, the Host School/District is required to provide such documentation. to AAG and work with AAG to ensure a smooth and timely return home of the teacher.

The Host School/District understands that a penalty clause shall not be included in a teacher's contract unless the host school/district has paid for all or part of the teacher's program fees (to AAG or a designated third party agency). If a penalty clause is included; it shall not exceed the amount that the host school/district has paid (as listed in the "Program Fees" section of this document.)

The Host School/District agrees that if a teacher's contract includes a penalty clause for early departure (prior to end of the school year), this penalty will not be enforced if AAG allows the teacher to leave the school due to health and/or safety reasons.

Host School/District Declaration. I have read and agree to this section of terms. Initial here: ____

I acknowledge that I understand and agree with the purpose and regulations of this program. I understand that Alliance Abroad Group will do its best to assign J-1 Teacher Program Participants to my host school/district according to Department of State guidelines. I agree to all of the Terms and Conditions listed here, and specifically to all of the Obligations of Host School/Districts listed above. I agree to indemnify and hold AAG harmless from any and all damages that may result to AAG or participants. I understand that my signature will not be used for any other documentation.

Agreement to Solely Use Alternative Dispute Resolution

I agree that any dispute, claim, controversy or other matter in question between the parties hereto arising out of, or in any way related to this agreement or any breach or termination of this agreement, any dealings or relationships between the parties, whether past or present shall be settled by binding arbitration administered under the rules of the American Arbitration Association. The laws of the State of Texas, U.S. shall govern the construction of this agreement. The locale of the arbitration proceeding shall be Austin, Texas. A demand for arbitration shall be made within a reasonable time after the dispute, claim, controversy or other matter in question has arisen. In no event shall the demand for arbitration be made after the date when the institution of legal or equitable proceedings based on such claim, controversy, dispute, or other matter in question would be barred by the applicable statutes of limitations. There shall be only one arbitrator. The decision of the arbitrator shall be final and binding on both parties, and the award of the arbitrator shall be enforceable according to law. Any award issued by the arbitrator shall be enforceable by any competent court having jurisdiction over the party against which it is enforced in accordance with the terms of the NEW YORK (UN) CONVENTION FOR THE RECOGNITION AND ENFORCEMENT OF FOREIGN ARBITRAL AWARDS. The terms and provisions of this paragraph shall survive any breach or termination of this agreement.

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I understand that, by providing my signature below, I give AAG the authority to reproduce my signature electronically on AAG training/job offer form(s). I understand that my signature will not be used for any other documentation.

Signature

--

Host School Name

Host School Representative

Country

	Date:	

Coversheet

AIPCS II Organizational Chart 2024-2025

Section:	IV. Consent Calendar
Item:	O. AIPCS II Organizational Chart 2024-2025
Purpose:	Vote
Submitted by:	
Related Material:	AIPCS II Organizational Chart 2024-2025.pdf



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

Submitter Information

Full Name: _____
Position/Title: _____
Department: _____

Item Details

Title of Item: _____
Is this item a: ☐ New Submission
☐ Renewal
If Renewal: Please summarize any changes from the previous submission:

Approvals

Has this item been reviewed and
☐ 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

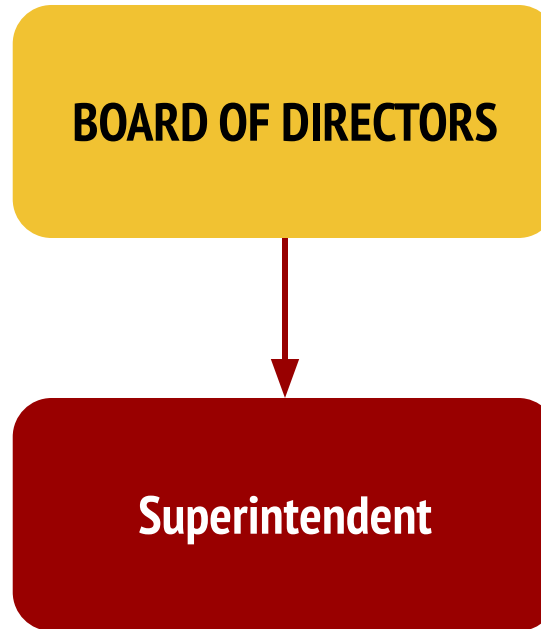
Is there a submission deadline for this item?
☐ Yes ☐ No
If yes: Please indicate the deadline date (MM/DD/YYYY): _____

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: _____

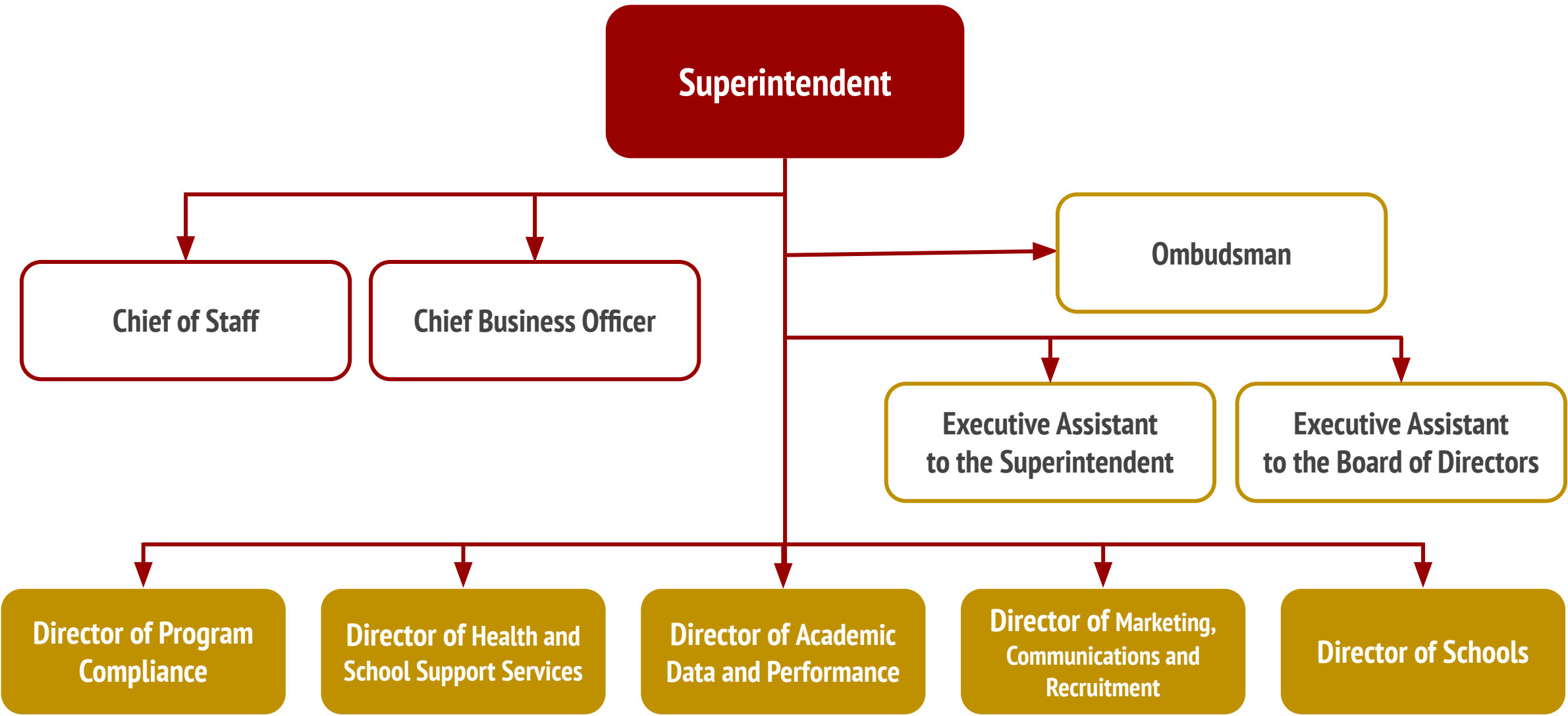
AIMS Organizational Chart (Approval Pending)

BOARD OF DIRECTORS



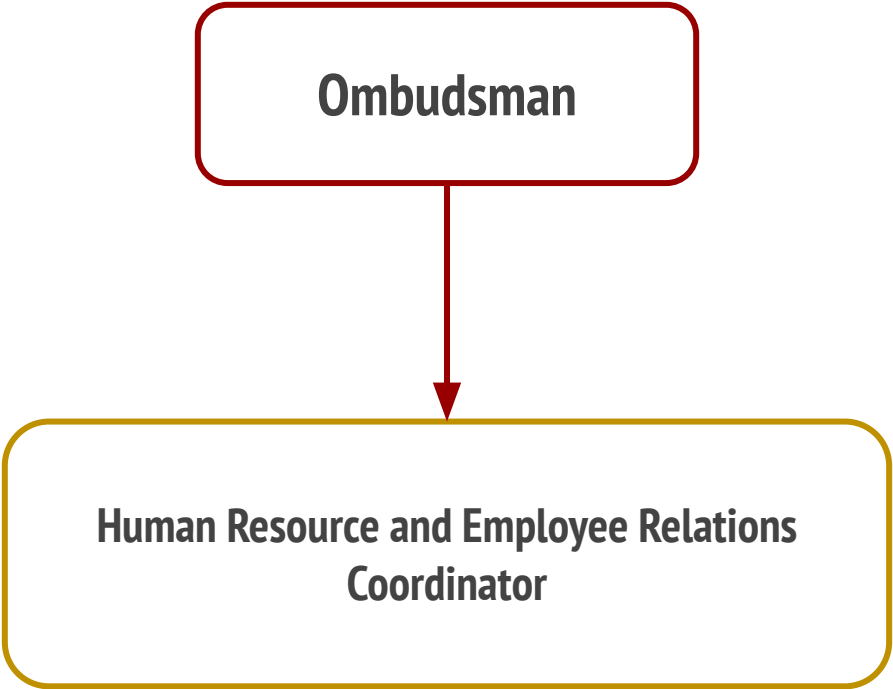
AIMS Organizational Chart (Approval Pending)

Office of Superintendent



AIMS Organizational Chart (Approval Pending)

Office of Ombudsman



Human Resource

At AIMS K-12, we've dedicated specialized departments to handle every facet of human resource management, following industry standards for HR work. Discover how AIMS K-12 College Prep is setting new standards in HR excellence.

Recruitment and Talent Acquisition

AIMS K-12 College Prep's **Marketing, Communications, and Recruitment Department** has taken charge of recruitment and talent acquisition, resulting in significantly higher staffing levels. Leveraging their expertise in communication and outreach, this strategic move has successfully attracted top-tier educators and staff.

HR-Info System (HRIS)

Our **Paycom** system efficiently handles employee files, payroll, time accounting, and leave records. Employees enjoy 24-hour access to this system, ensuring convenience and accessibility. Additionally, it is closely monitored by our vigilant Compliance Department to maintain data accuracy and security.



Human Resource

Employee Development

Employee development is a collaborative effort at AIMS K-12 College Prep, led by our *Director of Schools* and the *Department of Data and Academics*. Together, they ensure that our employees are equipped with the necessary skills and knowledge to perform at their best. This partnership underscores our commitment to providing our staff with the support and resources they need to excel in their roles and contribute to the success of our institution.

Employee Relations and Satisfaction

Employee relations and satisfaction are expertly overseen by our *Human Resource and Employee Relations Coordinator* and *Ombudsman* at AIMS K-12 College Prep. These dedicated professionals address concerns, conflicts, and issues with an impartial commitment to open communication and conflict resolution.



Human Resource

Credentialing and Verification of Education

Credentialing and verification of education at AIMS K-12 College Prep are efficiently managed by our *School Support Department* in collaboration with our *Credential Analyst*. This ensures that our staff's qualifications and educational backgrounds are thoroughly checked and validated, maintaining the highest standards.

Employee Compensation

AIMS K-12 College Prep's *Compliance Department* is dedicated to ensuring that employee compensation at AIMS K-12 College Prep is not only fair and competitive but also in strict adherence to all relevant local, state, and federal laws and statutes. We take great care to ensure that our employees are legally eligible to work with us, and our commitment to compliance extends to all aspects of our operations, guaranteeing a safe and legally sound workplace for our staff.



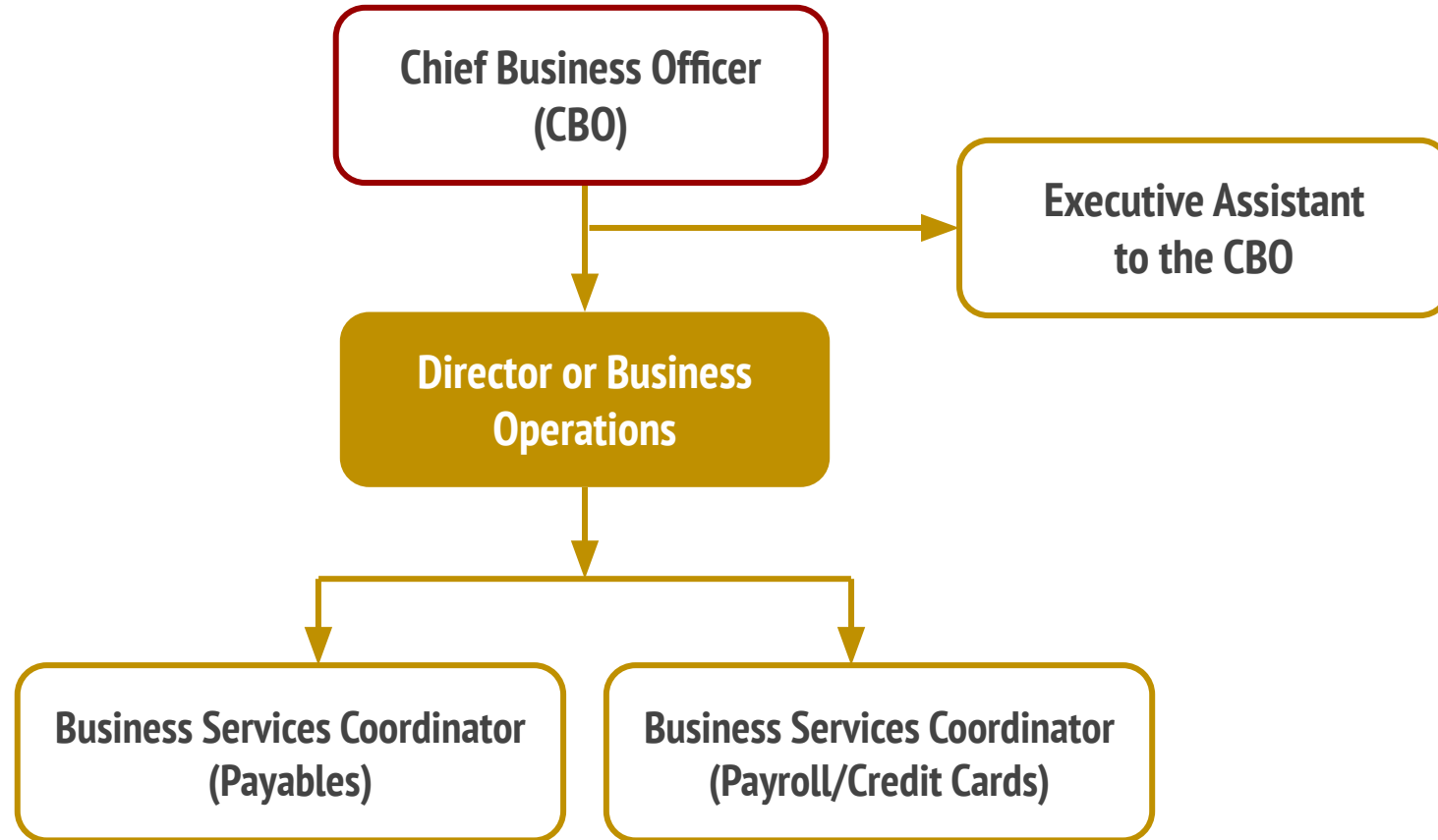
Human Resource

Assigning human relations duties to departments with the most expertise in those specific areas is a strategic approach that ensures specialized knowledge, efficiency, and precision in handling HR functions. This approach leads to higher employee satisfaction, better compliance with regulations, and a dedication to core functions, fostering ownership and adaptability within each specialized department. It ultimately results in more effective and sustainable HR management compared to expecting a few individuals to be generalists in all areas of human relations.



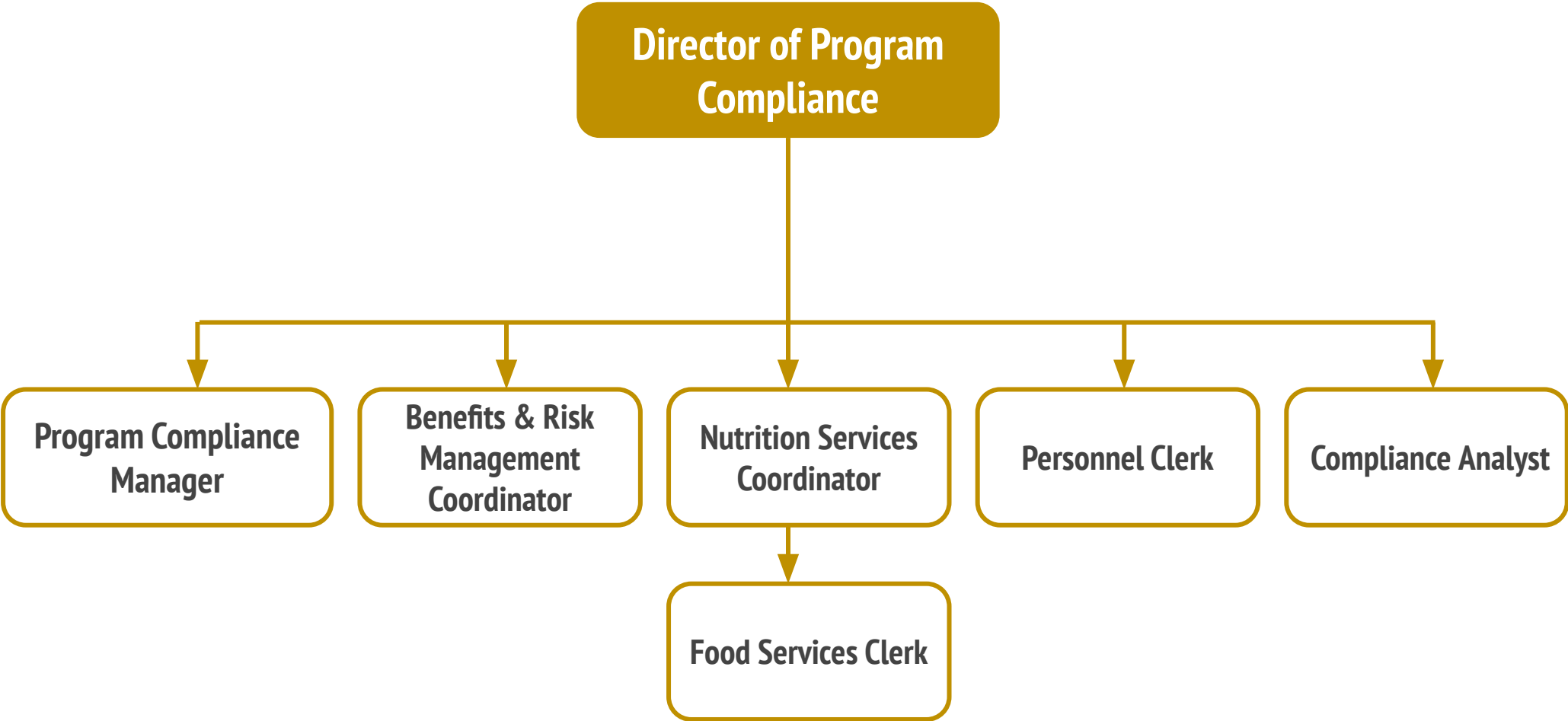
AIMS Organizational Chart (Approval Pending)

Office of Business Service and Operations



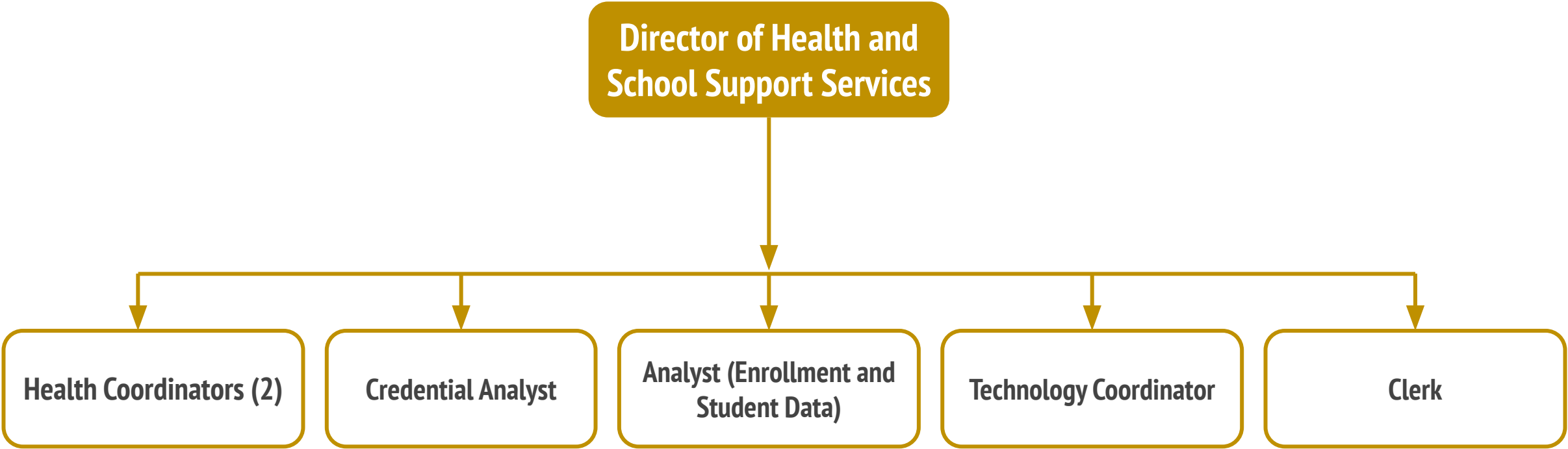
AIMS Organizational Chart (Approval Pending)

Office of Program Compliance



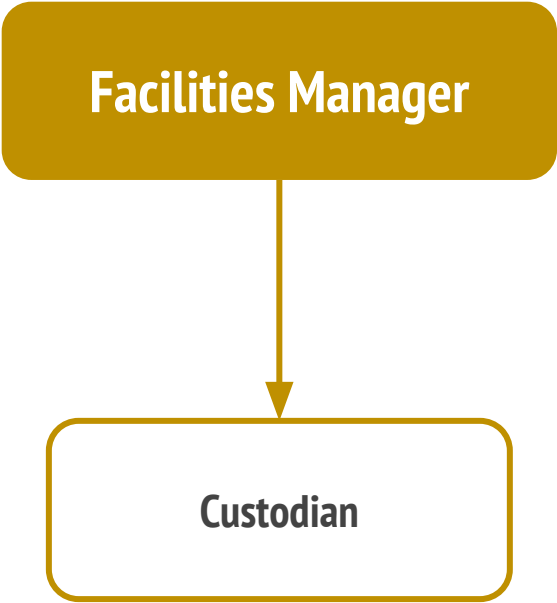
AIMS Organizational Chart (Approval Pending)

Office of Health and School Support Services



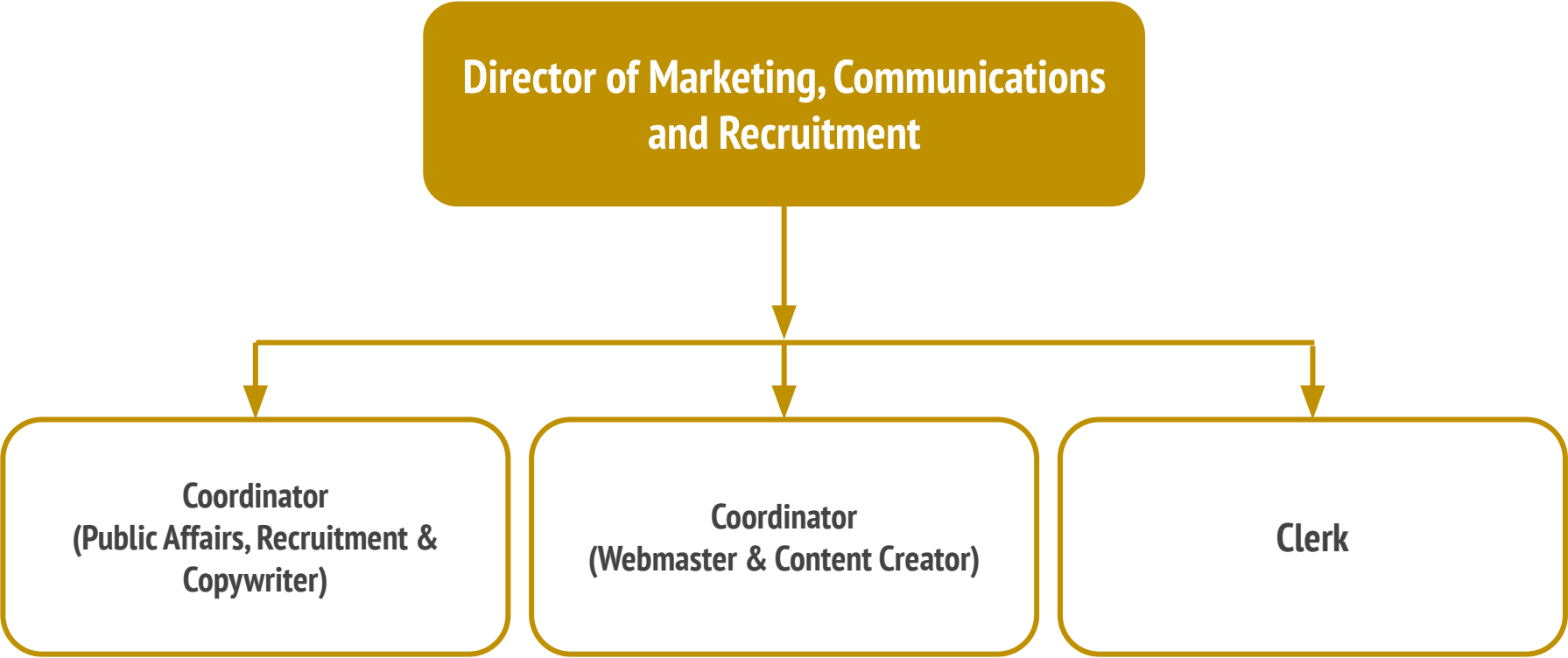
AIMS Organizational Chart (Approval Pending)

Office of Facilities [Draft]



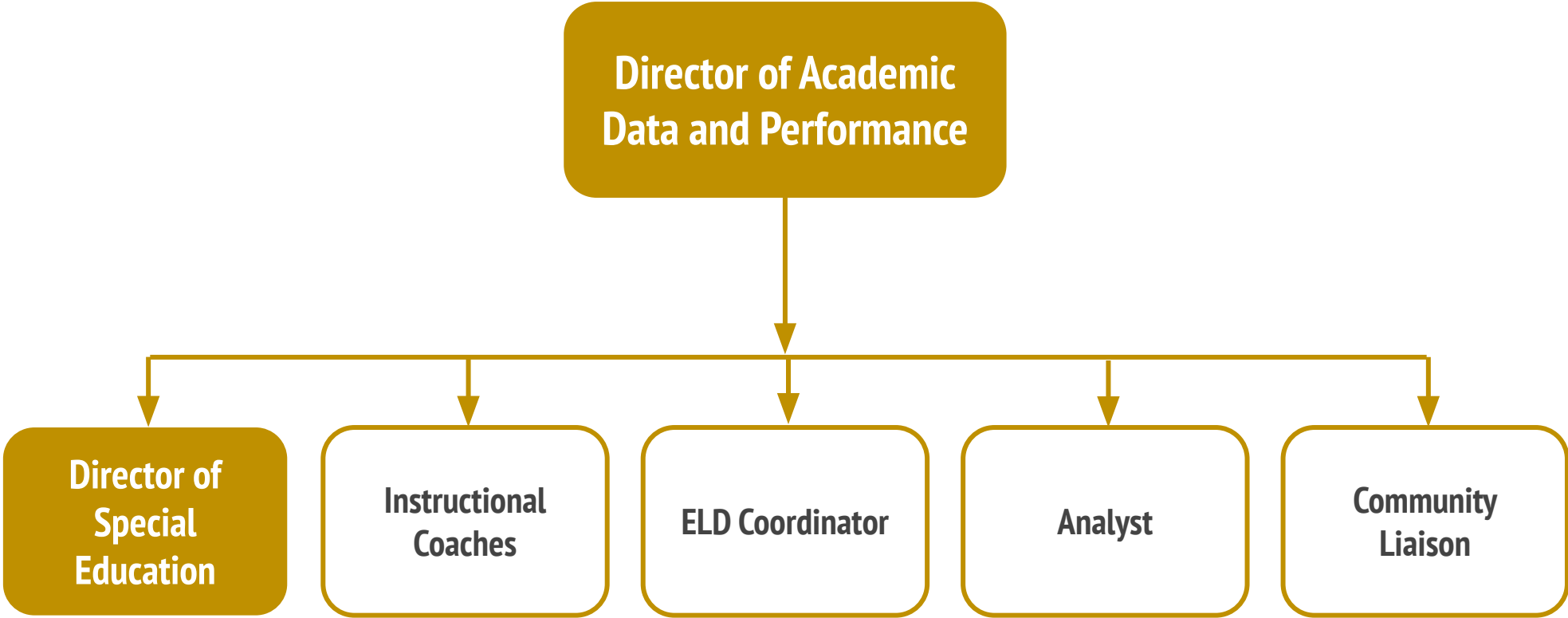
AIMS Organizational Chart (Approval Pending)

Office of Marketing, Communications, and Recruitment



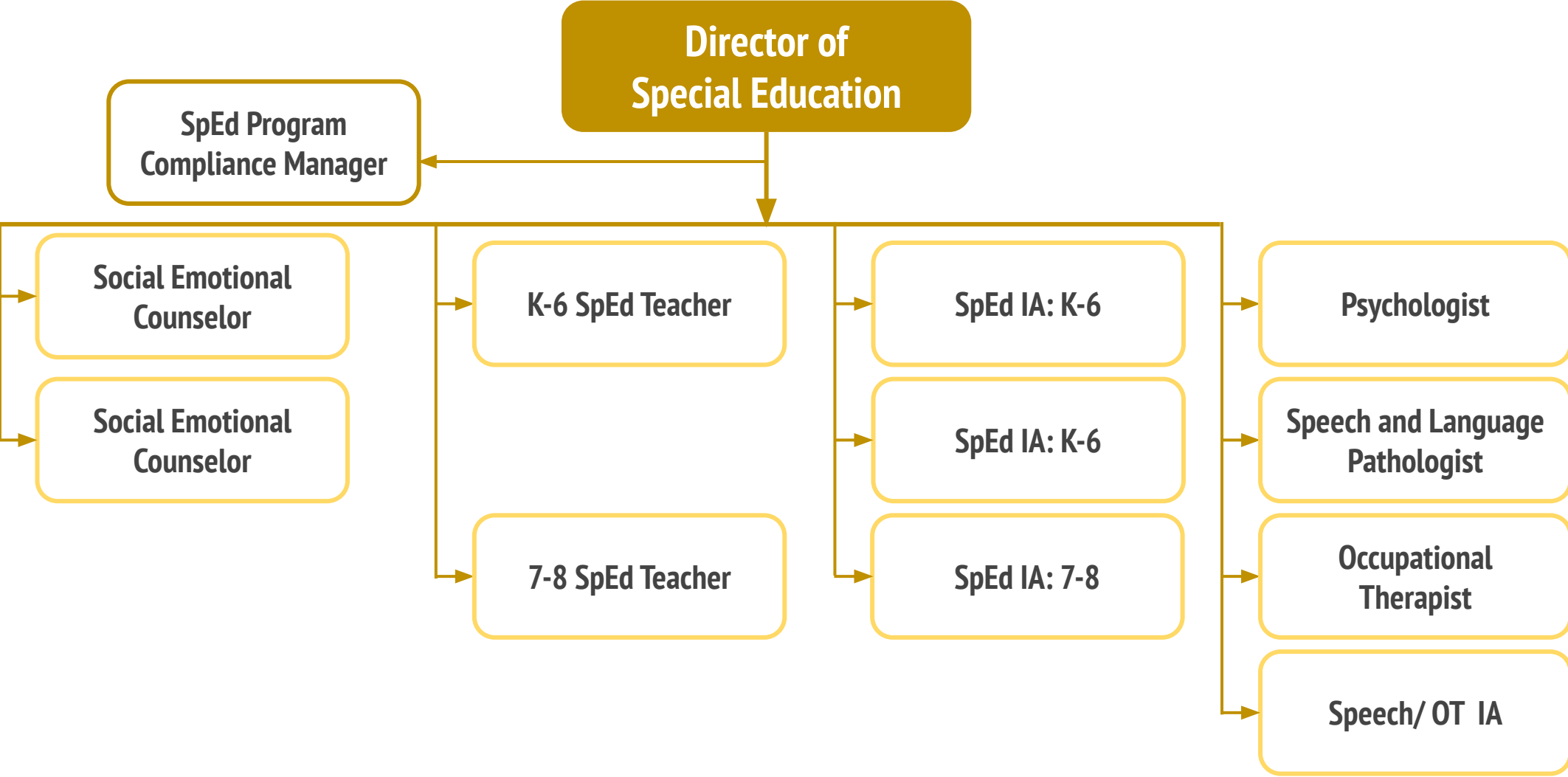
AIMS Organizational Chart (Approval Pending)

Office of Academic Data and Performance



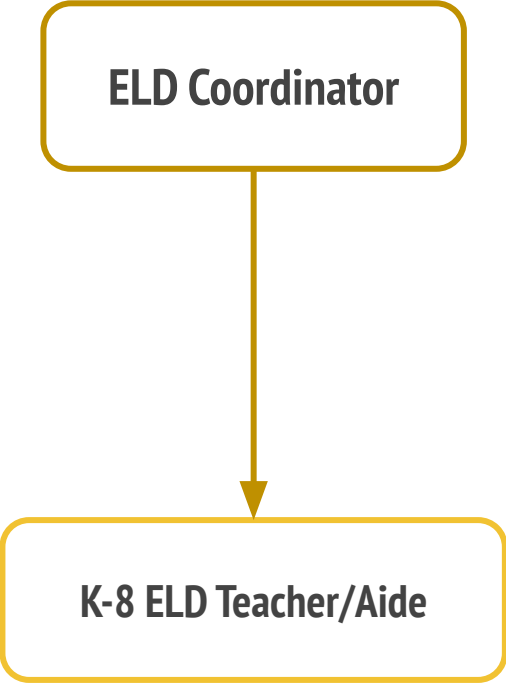
AIMS Organizational Chart (Approval Pending)

Special Education Department



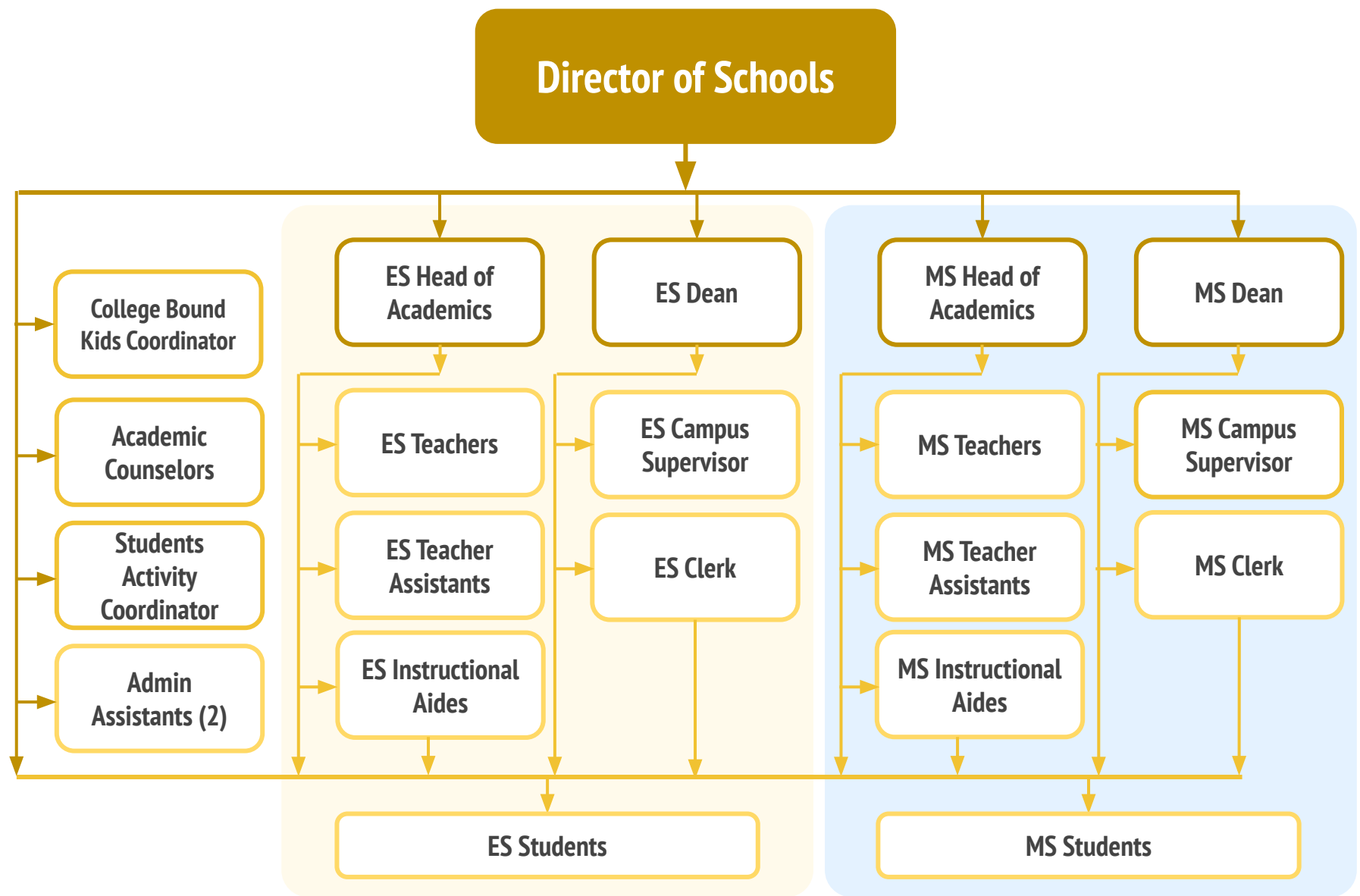
AIMS Organizational Chart (Approval Pending)

English Language Development (ELD) Department



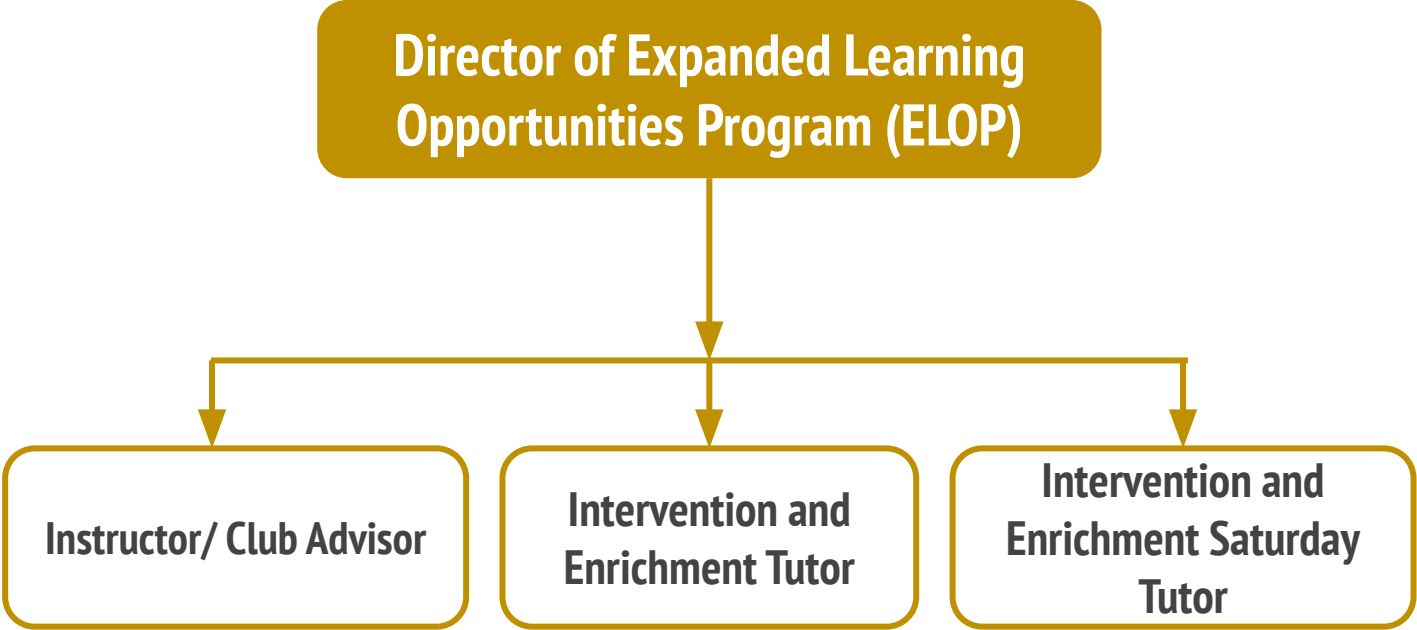
AIMS Organizational Chart

School Sites (AIPCS II K-5 and AIPCS II 6-8)



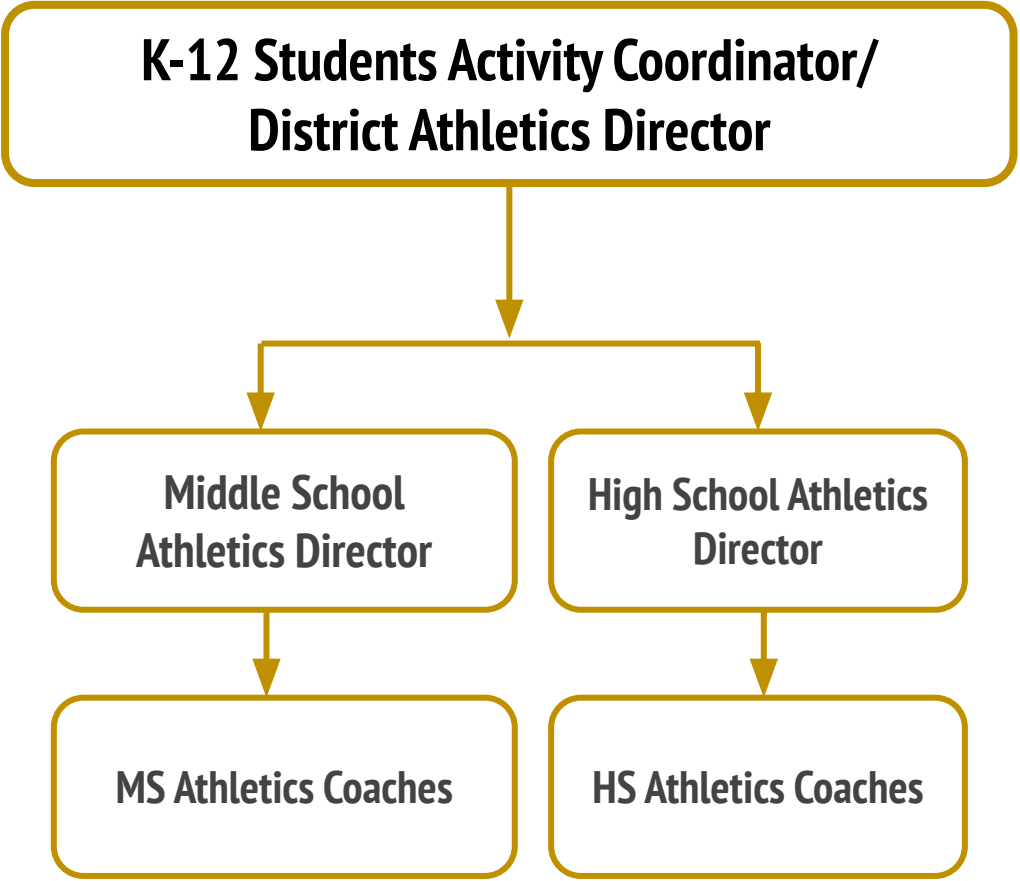
AIMS Organizational Chart (Approval Pending)

Expanded Learning Opportunities Program (ELOP) [Draft]



AIMS Organizational Chart (Approval Pending)

Athletics



Coversheet

AIMS K-12 Organizational Chart 2024-2025

Section:	IV. Consent Calendar
Item:	P. AIMS K-12 Organizational Chart 2024-2025
Purpose:	Vote
Submitted by:	
Related Material:	AIMS K-12 Organizational Chart 2024-2025.pdf



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

Submitter Information

Full Name: _____
Position/Title: _____
Department: _____

Item Details

Title of Item: _____
Is this item a: ☐ New Submission
☐ Renewal
If Renewal: Please summarize any changes from the previous submission:

Approvals

Has this item been reviewed and
☐ Superintendent
☐ Chief Business Officer (CBO) (If budget changes)
☐ Director of Compliance (If plan changes)
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Committee Review

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☐ Yes ☐ No
If yes: Please specify which committee(s) and provide minutes or approval documentation:

If no: Explain why:

Deadline Information

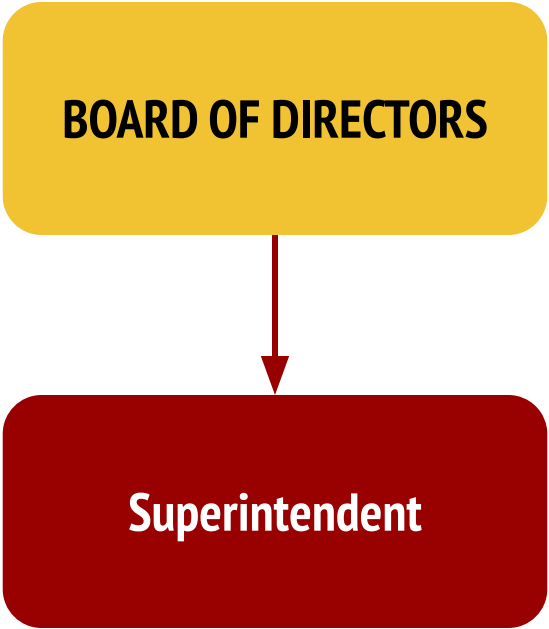
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☐ Yes ☐ No
If yes: Please indicate the deadline date (MM/DD/YYYY): _____

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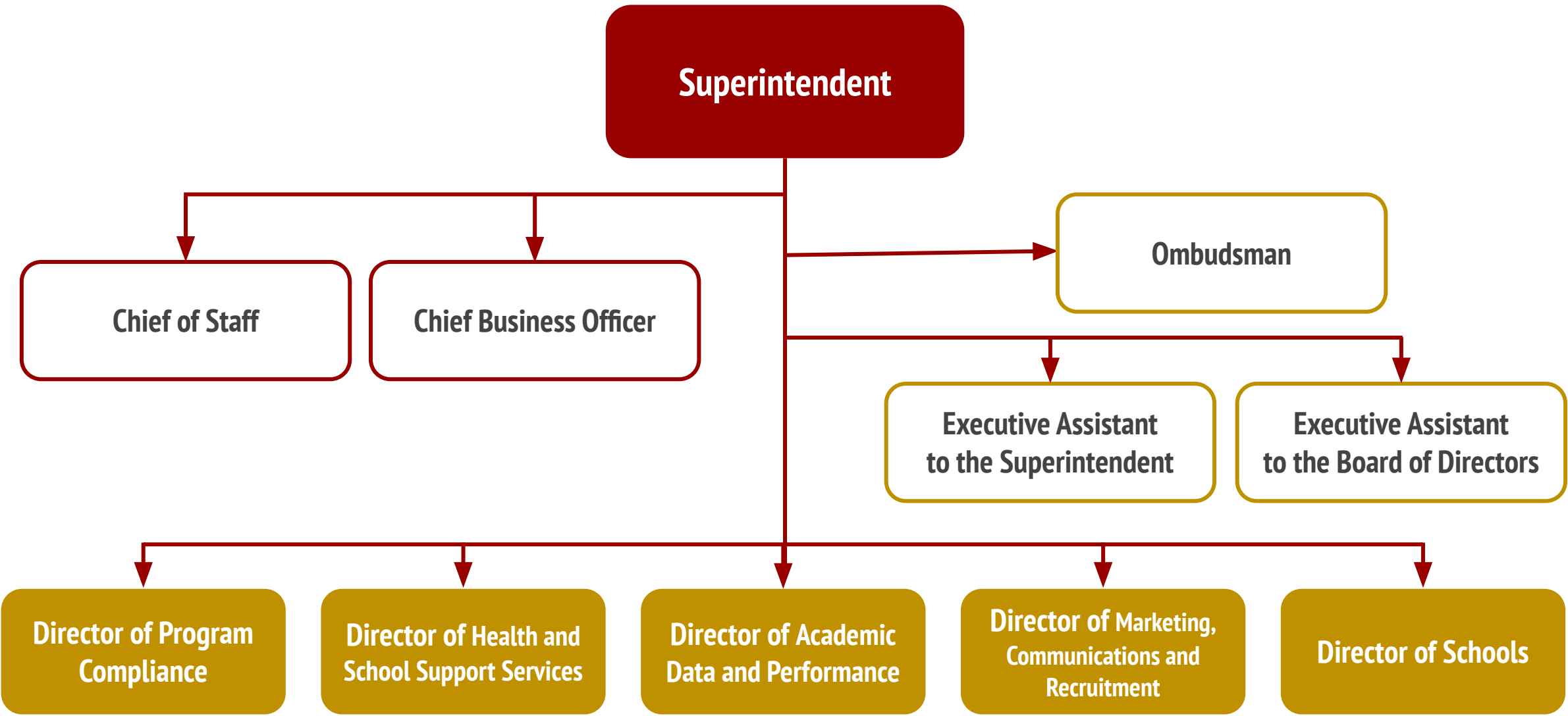
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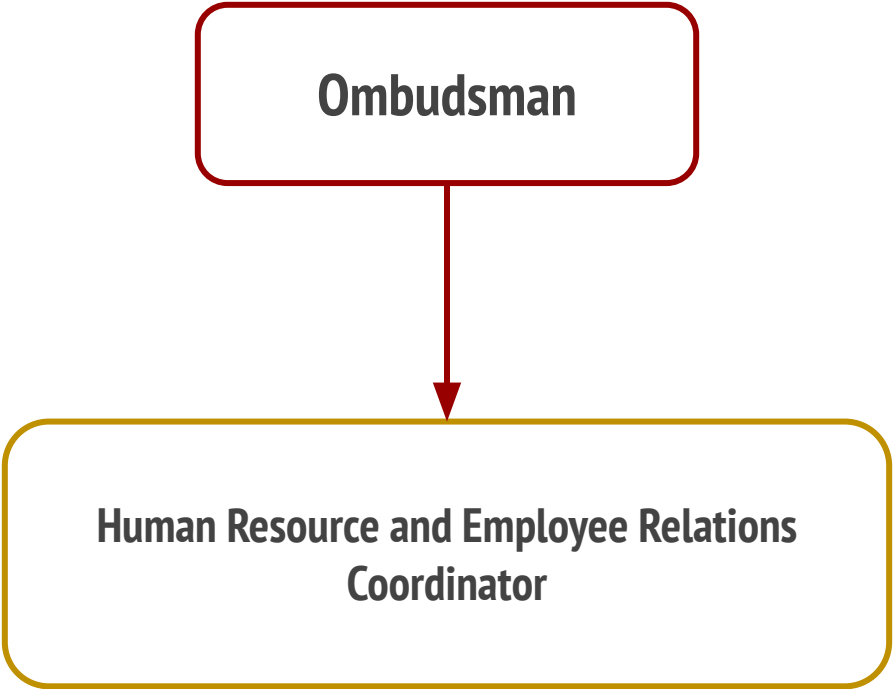
AIMS Organizational Chart (Approval Pending)

Office of Superintendent



AIMS Organizational Chart (Approval Pending)

Office of Ombudsman



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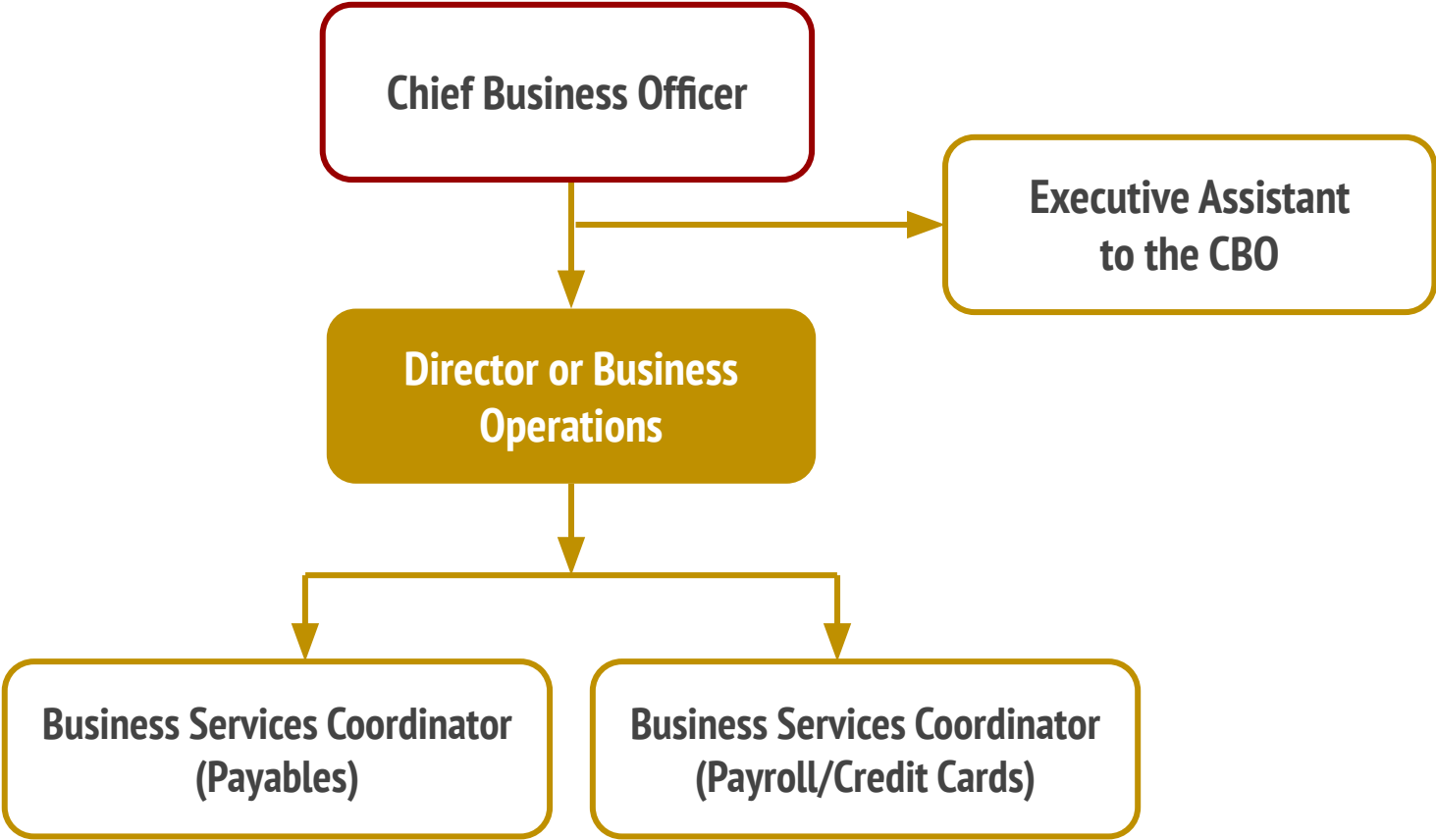
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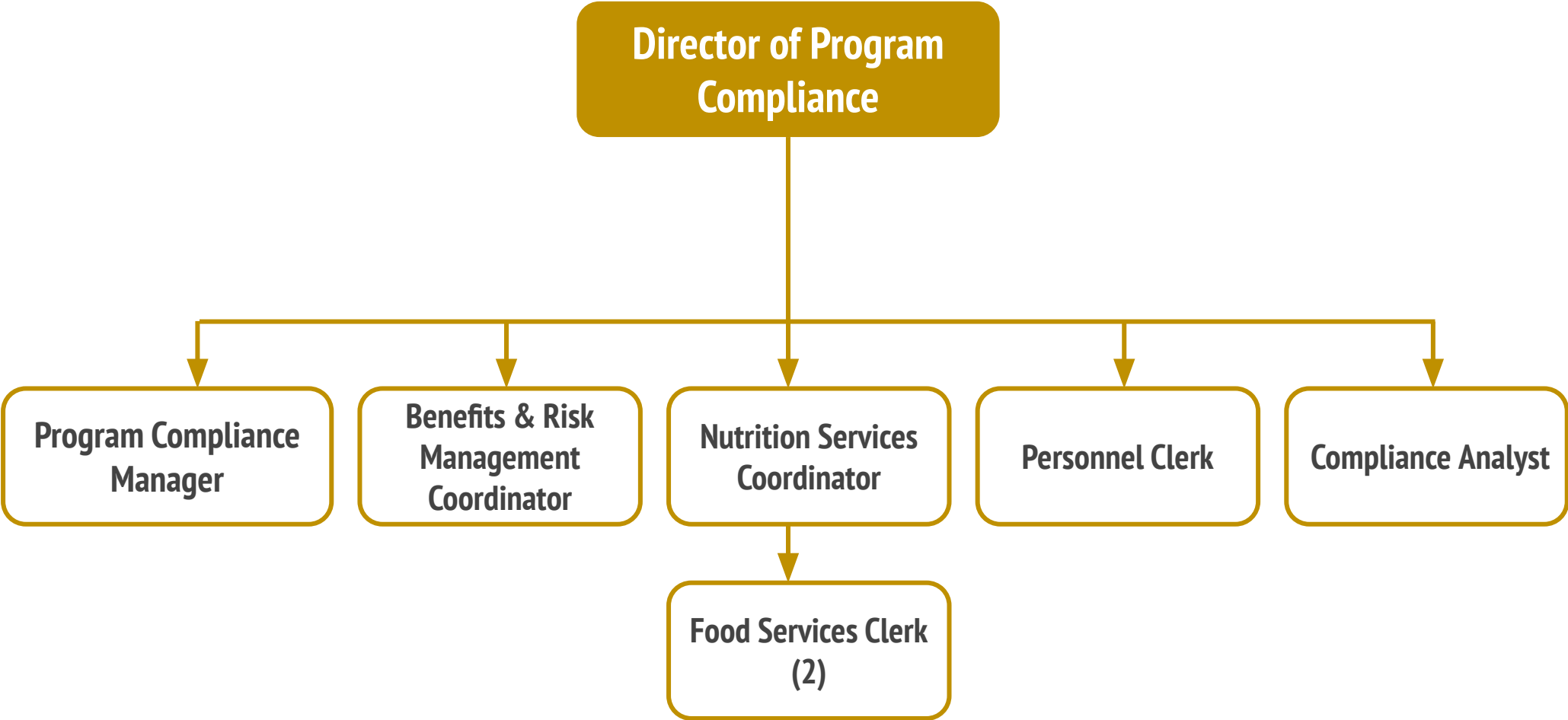
AIMS Organizational Chart (Approval Pending)

Office of Business Service and Operations



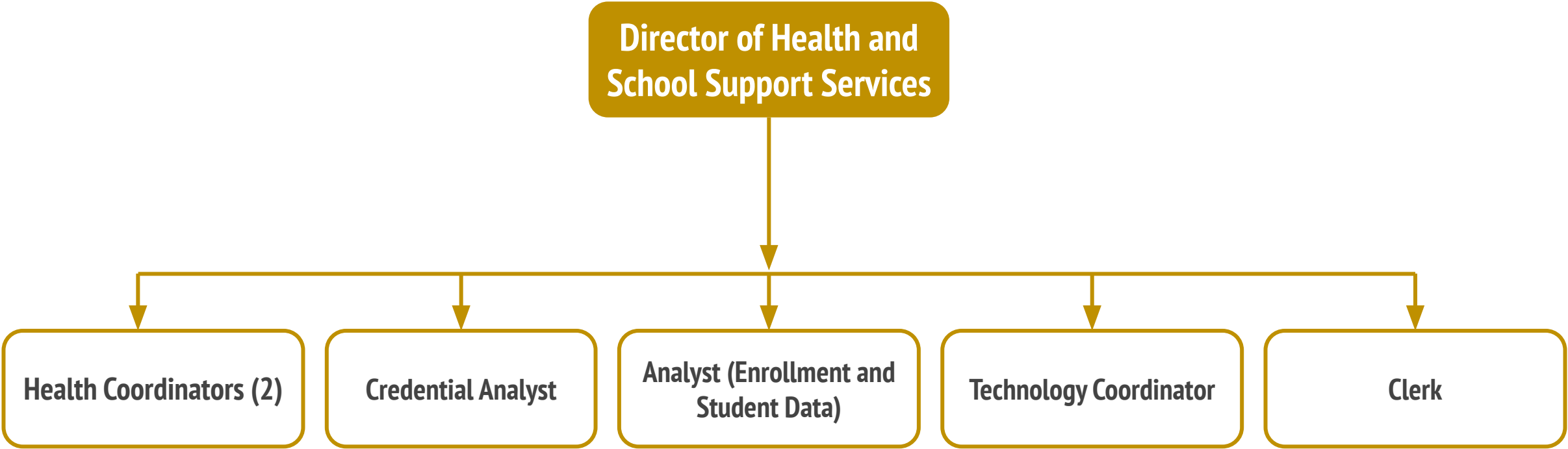
AIMS Organizational Chart (Approval Pending)

Office of Program Compliance



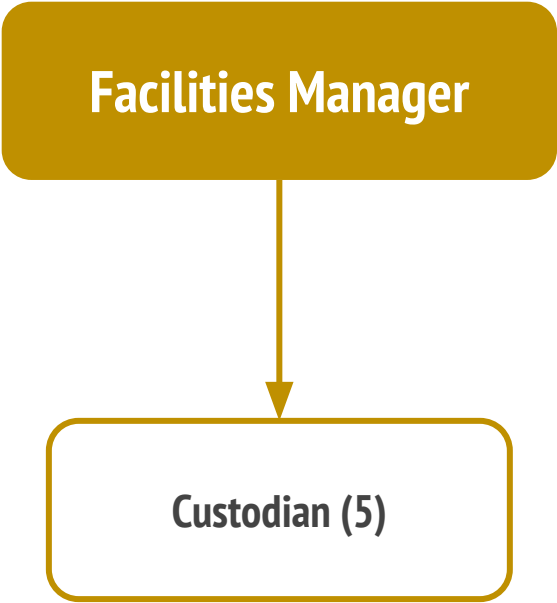
AIMS Organizational Chart (Approval Pending)

Office of Health and School Support Services



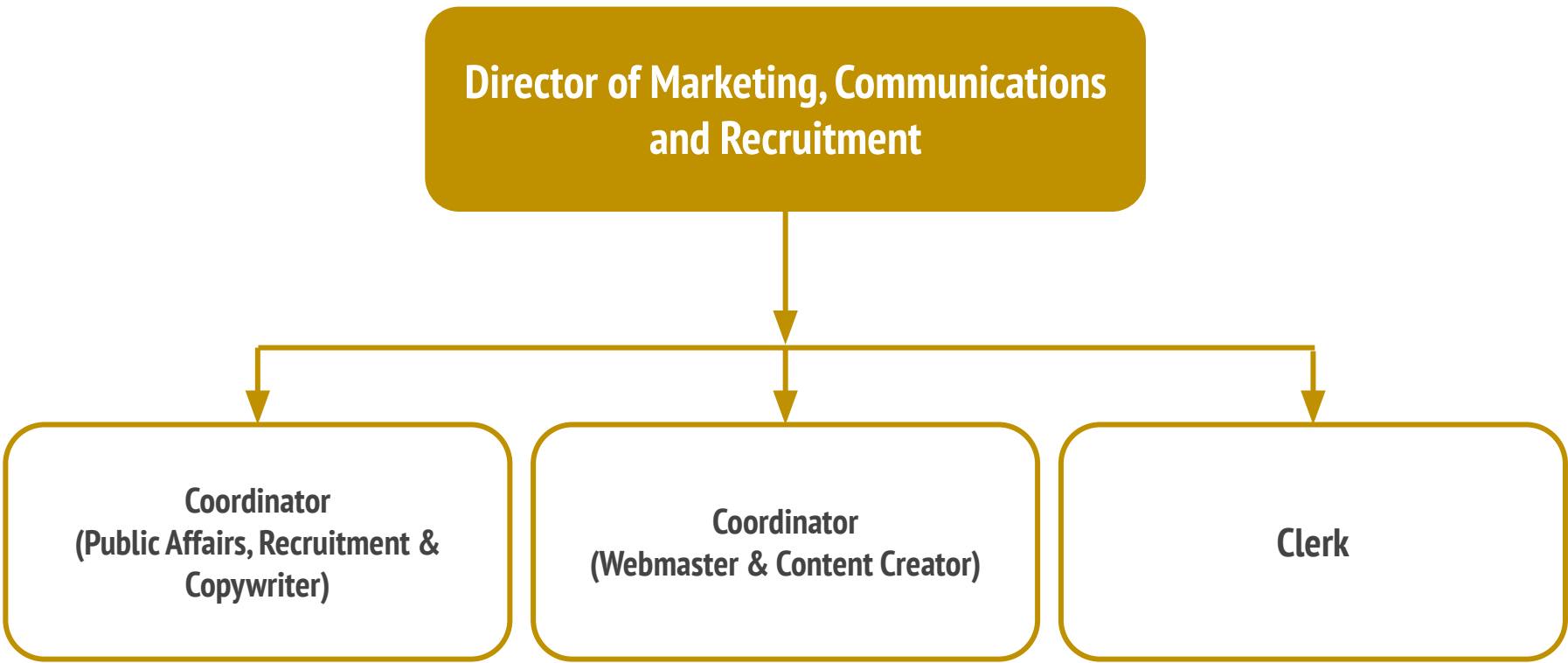
AIMS Organizational Chart (Approval Pending)

Office of Facilities [Draft]



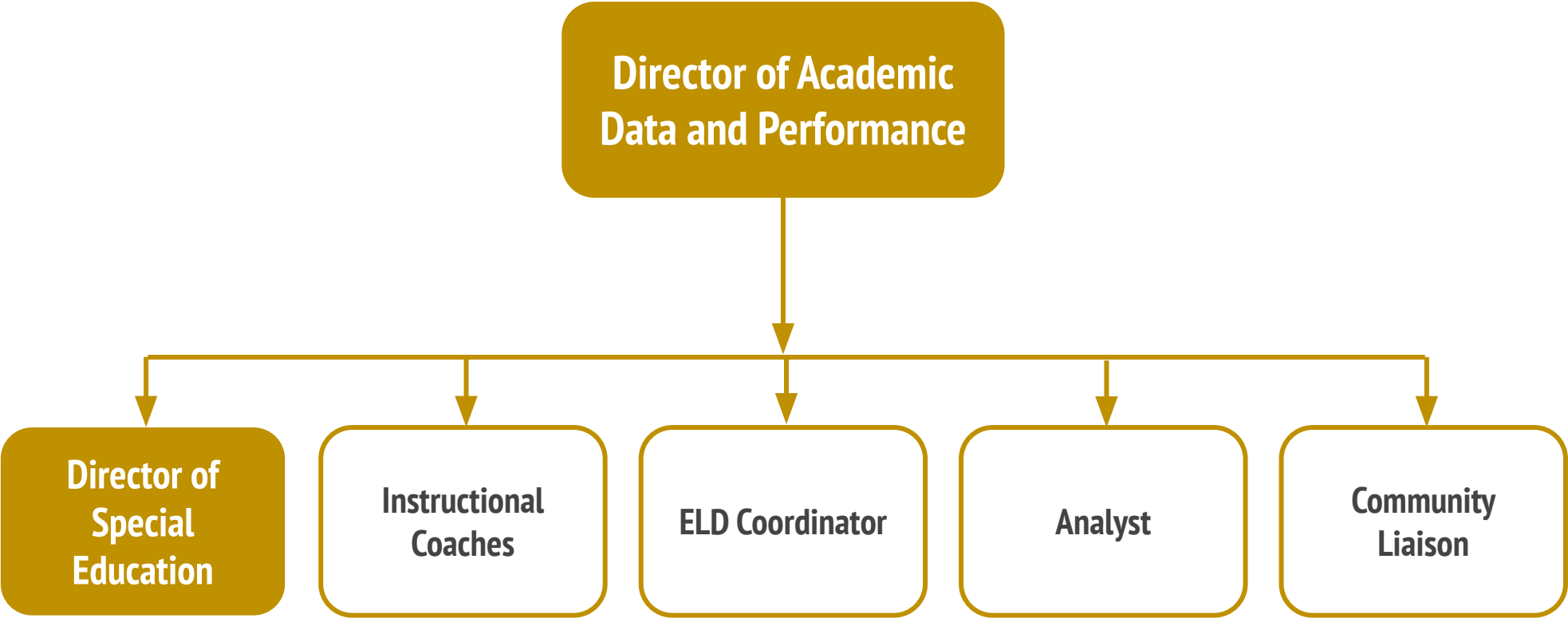
AIMS Organizational Chart (Approval Pending)

Office of Marketing, Communications, and Recruitment



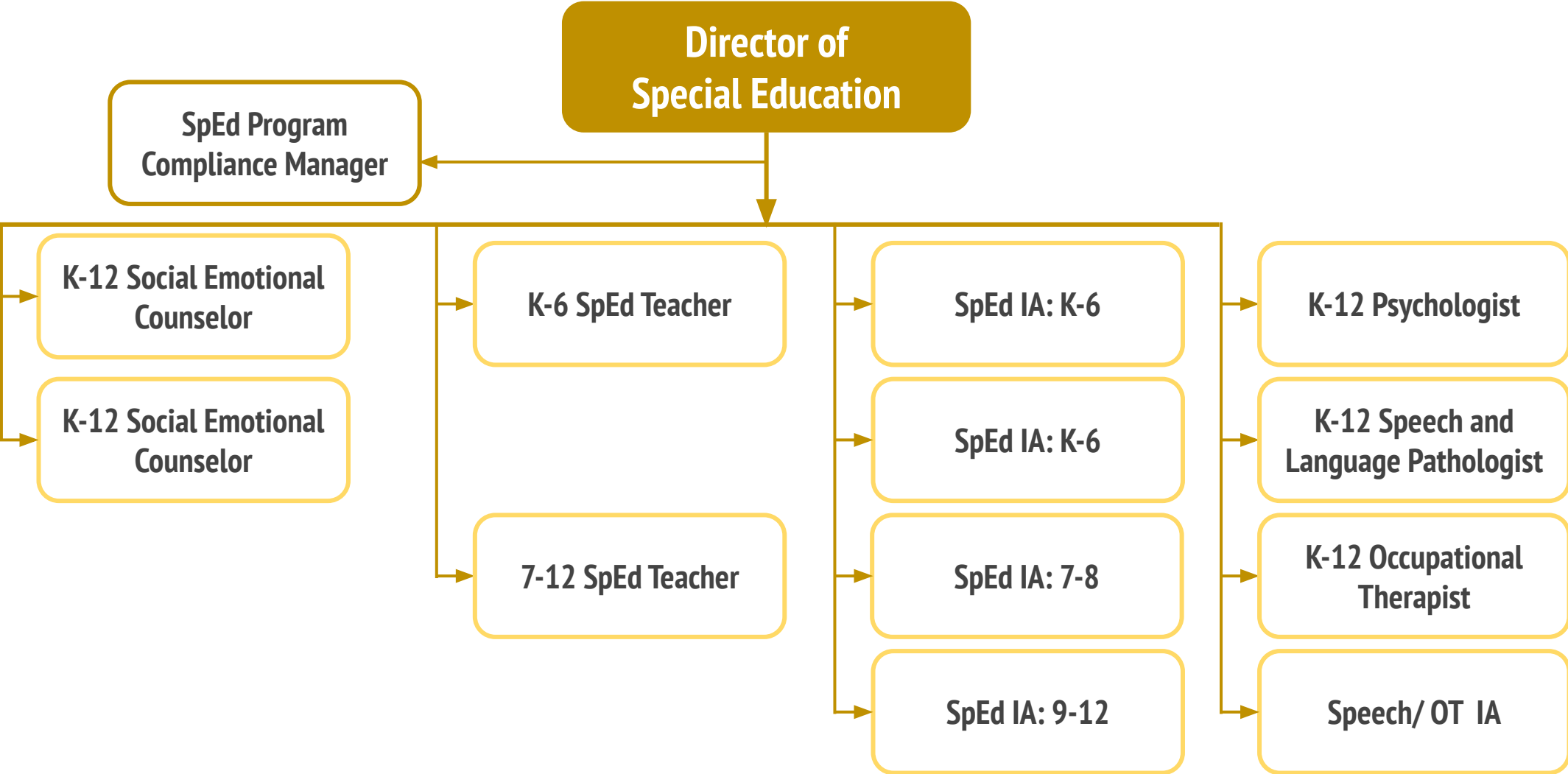
AIMS Organizational Chart (Approval Pending)

Office of Academic Data and Performance



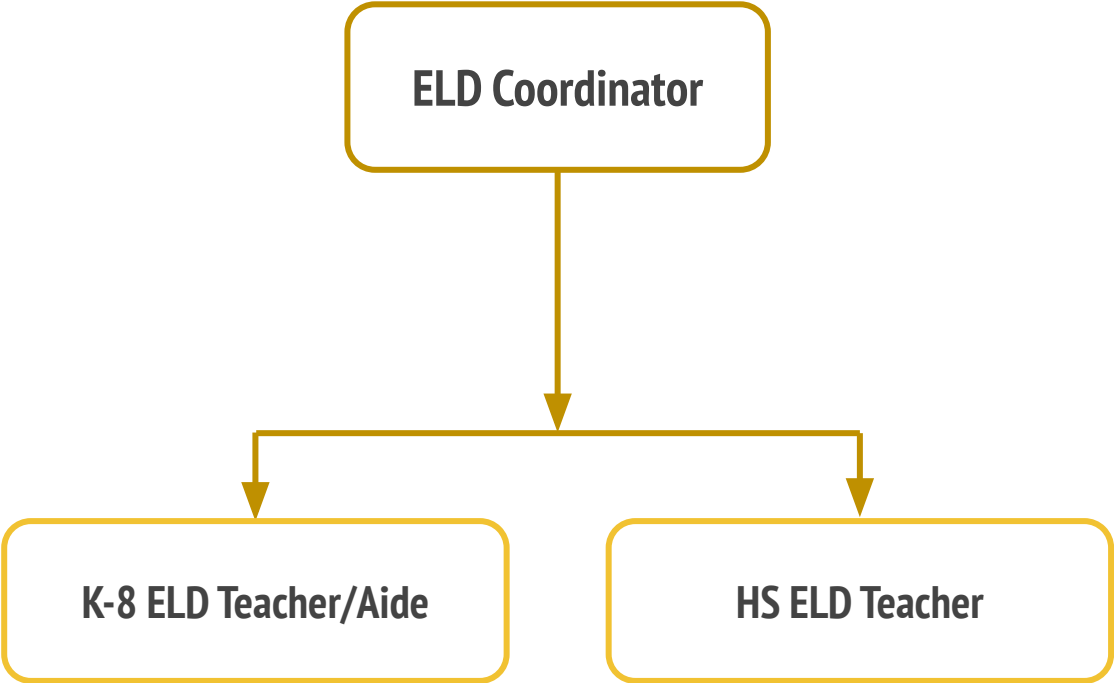
AIMS Organizational Chart (Approval Pending)

Special Education Department



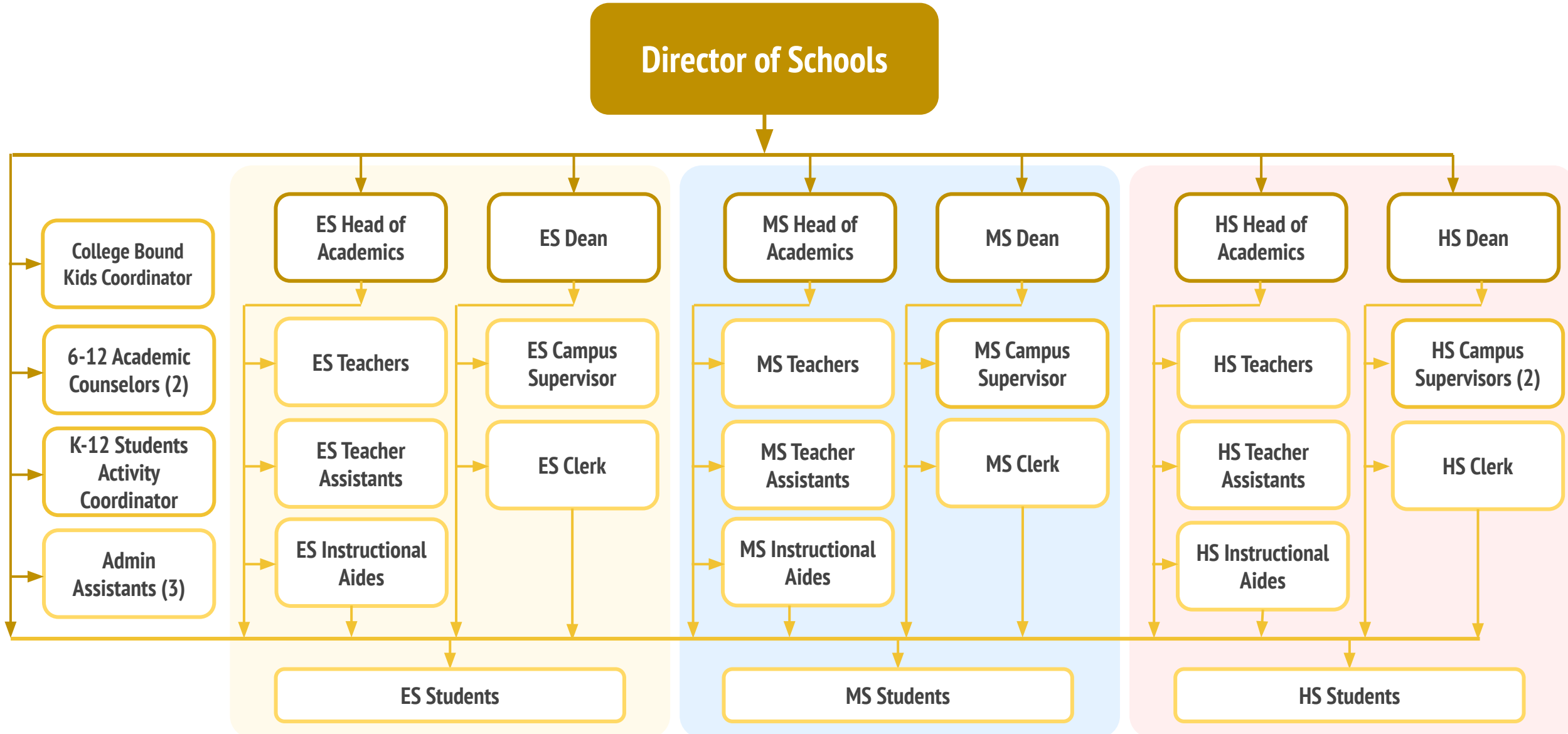
AIMS Organizational Chart (Approval Pending)

English Language Development (ELD) Department



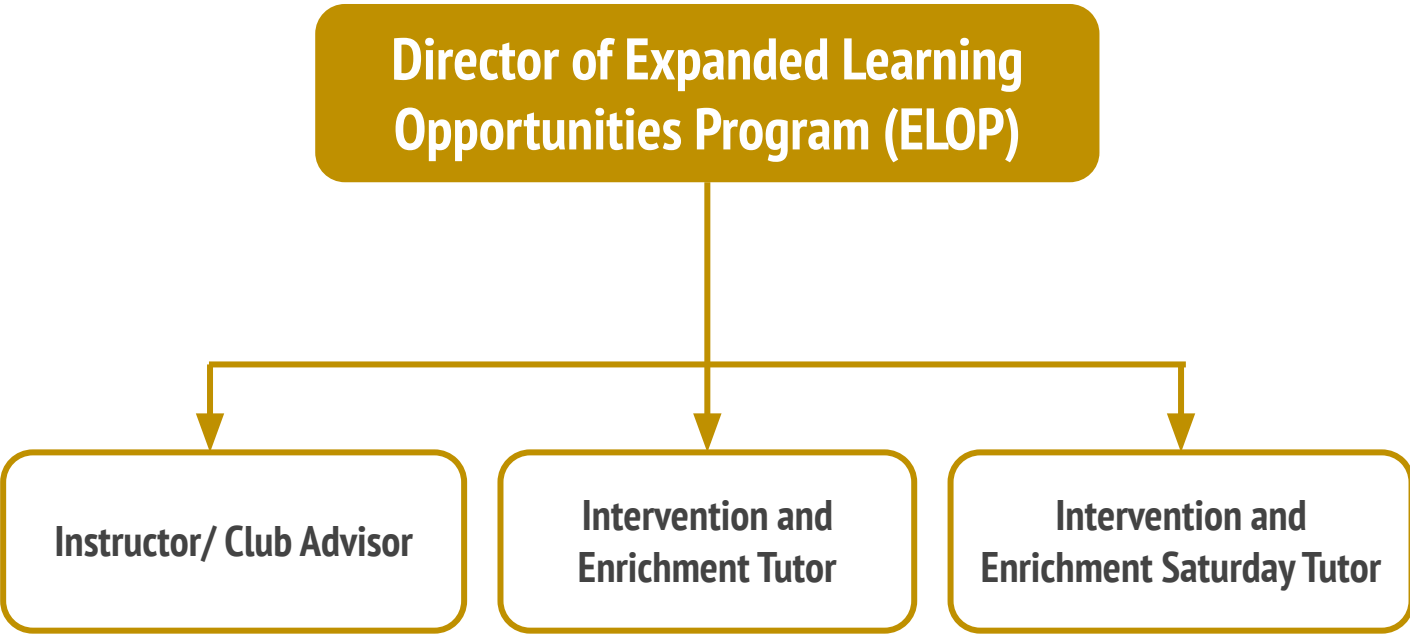
AIMS Organizational Chart

School Sites (Elementary/ Middle School/High School)



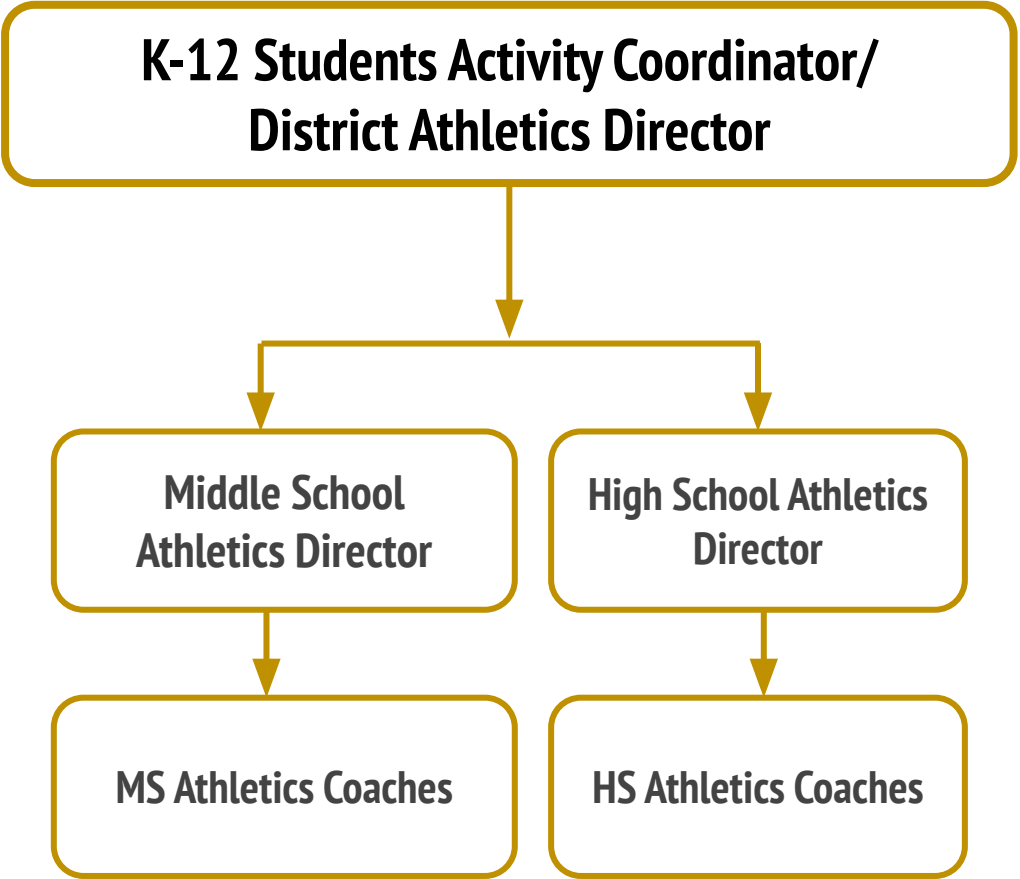
AIMS Organizational Chart (Approval Pending)

Expanded Learning Opportunities Program (ELOP) [Draft]



AIMS Organizational Chart (Approval Pending)

Athletics



Coversheet

AIMS Board Resolutions

Section:

IV. Consent Calendar

Item:

Q. AIMS Board Resolutions

Purpose:

Vote

Submitted by:

Related Material:

AIMS Board Resolution on Teacher Credentialing Requirements.pdf
 AIMS Board Resolution on Addressing Systemic Issues Identified by Complaints Submitted to The AIMS Ombudsman (1).pdf
 AIMS Board Resolution on Support and Recruitment of Unhoused Persons and Foster Students.pdf
 AIMS Board Resolution on Comprehensive Chronic Absenteeism Reduction Plan.pdf
 AIMS Board Resolution on Improving Academic Performance of Lowest-Performing Subgroups.pdf
 AIMS Board Resolution to Establish a Special Education Advisory Council.pdf
 AIMS Board Resolution Recognizing AIMS Parents United as Elected Parent Representative and A
 dvisory Council.pdf

AIMS Board Resolution on Teacher Credentialing Requirements

WHEREAS, AIMS is committed to providing high-quality education to all students through a staff of qualified and dedicated educators and

WHEREAS, the California Commission on Teacher Credentialing (CTC) sets forth requirements for teachers in K-12 education to ensure the quality and preparedness of educators and

WHEREAS, these requirements encompass a range of credentials and permits designed to meet various staffing needs and situations in schools and

WHEREAS, AIMS recognizes the importance of maintaining compliance with CTC regulations while also addressing the diverse staffing needs of our schools;

NOW, THEREFORE, BE IT RESOLVED that the AIMS Board of Education hereby establishes the following policy regarding teacher credentialing:

1. Credentialing Requirements

a. All AIMS teachers shall meet the requirements set forth by the California Commission on Teacher Credentialing (CTC) for teaching in K-12 education.

b. These requirements shall not be limited solely to clear credentials but shall include all forms of credentialing and staffing permits provided by the California CTC, including but not limited to:

- i. Preliminary Credentials
- ii. Clear Credentials
- iii. Short-Term Staff Permits (STSP)
- iv. Provisional Internship Permits (PIP)
- v. Teaching Intern Credentials
- vi. Emergency 30-Day Substitute Teaching Permits
- vii. Career Technical Education (CTE) Credentials
- viii. Designated Subjects Credentials
- ix. Child Development Permits (for applicable programs)

2. Compliance and Monitoring

a. AIMS credentialing department shall be responsible for ensuring all teachers hold appropriate credentials or permits for their assigned positions.

b. The district shall maintain accurate and up-to-date records of all teachers' credential status, including expiration dates and renewal requirements.

c. AIMS shall conduct regular audits of teacher assignments to ensure compliance with CTC regulations.

3. Support for Credential Attainment and Advancement

a. AIMS shall provide support and resources for teachers working towards clear credentials, including:

- i. Mentoring programs for preliminary credential holders
- ii. Professional development aligned with credential requirements
- iii. Information and guidance on credential advancement pathways

b. The district shall assist teachers holding temporary or emergency permits in developing plans to obtain full credentials.

4. Recruitment and Hiring

a. AIMS shall prioritize hiring fully credentialed teachers whenever possible.

b. When necessary to meet staffing needs, the district may employ teachers with alternative credentials or permits, provided they meet all CTC requirements for those credentials or permits.

c. The district shall ensure that any teachers employed under emergency or temporary permits are making satisfactory progress towards full credential attainment.

5. Transparency and Reporting

a. AIMS shall maintain transparency regarding the credential status of its teaching staff, in compliance with all applicable laws and regulations.

b. The district shall include information on teacher credentialing in its annual School Accountability Report Card (SARC) and other relevant public reports.

6. Professional Development

a. AIMS shall provide ongoing professional development opportunities to support teachers in maintaining and advancing their credentials.

b. The district shall ensure that teachers holding alternative credentials or permits receive additional support and training as needed to ensure high-quality instruction.

7. Compliance with Assignment Monitoring

a. AIMS shall fully comply with the CTC's assignment monitoring processes, including the annual monitoring of certificated assignments.

b. The district shall promptly address and correct any misassignments identified through this process.

8. Regular Policy Review

a. This policy shall be reviewed annually to ensure continued alignment with CTC regulations and AIMS staffing needs.

b. Any necessary updates or modifications to this policy shall be brought before the Board for approval.

BE IT FURTHER RESOLVED that the Superintendent or their designee shall be responsible for implementing this resolution, including the development of procedures to ensure compliance with CTC requirements and support for teachers in credential attainment and advancement.

BE IT FURTHER RESOLVED that this policy shall take effect immediately upon adoption and shall apply to all current and future AIMS teachers.

Adopted this [DAY] of [MONTH], [YEAR] by the AIMS Board of Education.

Board President

Board Secretary

AIMS Board Resolution on Addressing Systemic Issues Identified by Complaints Submitted to The AIMS Ombudsman

WHEREAS, AIMS is committed to maintaining a responsive and transparent educational system that addresses the concerns of all stakeholders; and

WHEREAS, the AIMS ombudsman serves as an impartial intermediary to receive and investigate complaints from students, parents, staff, and community members; and

WHEREAS, patterns in complaints may indicate systemic issues that require comprehensive analysis and resolution; and

WHEREAS, AIMS recognizes the importance of proactively addressing recurring concerns to improve the overall quality of education and operations;

NOW, THEREFORE, BE IT RESOLVED that the AIMS Board of Education hereby establishes the following policy and procedure for addressing systemic issues identified through ombudsman complaints:

1. Complaint Monitoring and Analysis

- a. The AIMS ombudsman shall maintain detailed records of all complaints received, including the nature of the complaint, the parties involved, and the resolution.
- b. The ombudsman shall conduct regular analyses of complaint data to identify trends and recurring issues.
- c. A "majority of complaints" shall be defined as more than 50% of complaints received within a rolling three-month period pertaining to a specific subject or issue.

2. Notification of Systemic Issues

- a. When a majority of complaints are identified as pertaining to a specific subject, the ombudsman shall promptly notify the Board of Education and the Superintendent in writing.
- b. The notification shall include a summary of the complaints, relevant data, and any patterns or trends identified.

3. Formation of Investigative Committee

- a. Upon receiving notification of a systemic issue, the Board of Education and the Superintendent shall, within 14 calendar days, form an Investigative Committee.
- b. The committee shall consist of:
 - i. Two members of the Board of Education, appointed by the Board President
 - ii. The Superintendent or their designee
 - iii. The AIMS ombudsman
 - iv. Two relevant department heads or administrators, selected based on the nature of the complaints
 - v. Two representatives from the stakeholder group most affected by the issue (e.g., teachers, parents, students), selected through a fair and transparent process

4. Committee Responsibilities

- a. The Investigative Committee shall be tasked with:
 - i. Conducting a thorough investigation into the root causes of the complaints
 - ii. Analyzing relevant data and policies
 - iii. Gathering input from affected stakeholders
 - iv. Identifying potential solutions and best practices
 - v. Developing recommendations for addressing the systemic issue

5. Investigation Process

- a. The committee shall have 60 calendar days from its formation to complete its investigation and develop recommendations.
- b. The committee shall have the authority to:
 - i. Request and review all relevant documents and data
 - ii. Conduct interviews with staff, students, parents, and other stakeholders
 - iii. Consult with external experts if necessary
- c. All AIMS departments and staff shall cooperate fully with the committee's requests for information and assistance.

6. Recommendation and Action Plan

- a. At the conclusion of the investigation, the committee shall prepare a written report including:
 - i. A summary of findings
 - ii. Identified root causes
 - iii. Recommended solutions
 - iv. A proposed action plan with timelines and responsible parties
- b. The report shall be presented to the full Board of Education at the next regular board meeting following the completion of the investigation.

7. Implementation and Monitoring

- a. The Board of Education shall review the committee's recommendations and vote on their adoption, modification, or rejection.
- b. If recommendations are adopted, the Superintendent shall be responsible for overseeing the implementation of the action plan.
- c. The ombudsman shall monitor the implementation of solutions and their effectiveness in reducing related complaints.

8. Transparency and Reporting

- a. A summary of the committee's findings and recommendations, as well as the Board's decisions, shall be made publicly available, respecting confidentiality where necessary.
- b. The Superintendent shall provide quarterly updates to the Board on the progress of implementing adopted recommendations.

9. Annual Review

a. The Board shall conduct an annual review of this process to ensure its effectiveness in addressing systemic issues and make any necessary adjustments.

BE IT FURTHER RESOLVED that this policy shall take effect immediately upon adoption and shall apply to all future instances where a majority of complaints to the AIMS ombudsman pertain to a specific subject.

Adopted this [DAY] of [MONTH], [YEAR] by the AIMS Board of Education.

Board President

Board Vice President

AIMS Board Resolution on Support and Recruitment of Unhoused Persons and Foster Students

WHEREAS, AIMS is committed to providing equitable access to high-quality education for all students, regardless of their living situation or foster care status; and

WHEREAS, unhoused persons and foster students face unique challenges that can impact their educational opportunities and outcomes; and

WHEREAS, AIMS recognizes its responsibility to support these vulnerable populations and ensure their access to education; and

WHEREAS, targeted outreach and support can significantly improve the enrollment, retention, and success of unhoused and foster students;

NOW, THEREFORE, BE IT RESOLVED that the AIMS Board of Education hereby establishes a comprehensive program to identify, recruit, enroll, and support unhoused persons and foster students with the following provisions:

1. Liaison Appointment

a. AIMS shall designate a specific staff member or create a new position to serve as the Unhoused Persons and Foster Student Liaison.

b. The Liaison shall be responsible for coordinating all efforts related to the identification, recruitment, enrollment, and support of unhoused and foster students.

2. Identification and Outreach

a. AIMS shall develop and implement strategies to identify unhoused persons and foster students within the community.

b. The district shall collaborate with local shelters, social service agencies, foster care organizations, and other relevant community partners to identify potential students.

c. AIMS shall conduct targeted outreach campaigns to inform unhoused persons and foster families about educational opportunities at AIMS schools.

3. Priority Recruitment

a. AIMS shall prioritize the recruitment of unhoused persons and foster students as part of its enrollment strategy.

b. The district shall allocate resources to support targeted recruitment efforts, including informational materials, community events, and personalized outreach.

4. Enrollment Support

a. AIMS shall establish streamlined enrollment procedures for unhoused persons and foster students to reduce barriers to entry.

b. The district shall provide assistance with required documentation, recognizing the unique circumstances of these populations.

c. AIMS shall ensure immediate enrollment of unhoused and foster students, even if typically required documents are not immediately available, in compliance with the McKinney-Vento Homeless Assistance Act and foster care provisions of the Every Student Succeeds Act (ESSA).

5. Ongoing Support Services

a. AIMS shall provide comprehensive support services to enrolled unhoused and foster students, including:

- i. Academic support and tutoring
- ii. Social-emotional counseling
- iii. Access to basic necessities (e.g., school supplies, clothing, hygiene items)
- iv. Transportation assistance
- v. Connections to community resources and services

b. The district shall establish a mentoring program pairing unhoused and foster students with supportive staff members or community volunteers.

6. Staff Training and Awareness

a. AIMS shall provide regular training to all staff members on the unique needs and challenges faced by unhoused and foster students.

b. The district shall promote awareness and sensitivity throughout the AIMS community to create a welcoming and supportive environment for these students.

7. Data Collection and Reporting

a. AIMS shall maintain confidential records on the enrollment, attendance, and academic progress of unhoused and foster students.

b. The Liaison shall prepare quarterly reports for the Board on the status of unhoused and foster student recruitment, enrollment, and support efforts.

8. Collaboration and Partnerships

a. AIMS shall actively seek partnerships with local organizations, businesses, and government agencies to enhance support for unhoused and foster students.

b. The district shall participate in local and regional initiatives focused on supporting these vulnerable populations.

9. Funding and Resources

a. The Board shall allocate specific funding in the annual budget to support the initiatives outlined in this resolution.

b. AIMS shall actively seek grants and additional funding sources to supplement district resources for these programs.

BE IT FURTHER RESOLVED that the Superintendent or their designee shall be responsible for implementing this resolution, including the appointment of the Unhoused Persons and Foster Student Liaison and the development of detailed action plans for each provision.

BE IT FURTHER RESOLVED that the Board of Education shall review the effectiveness and impact of these initiatives annually, making adjustments as needed to ensure continued support for unhoused persons and foster students in the AIMS community.

Adopted this [DAY] of [MONTH], [YEAR] by the AIMS Board of Education.

Board President

Board Vice President`

AIMS Board Resolution on Comprehensive Chronic Absenteeism Reduction Plan

WHEREAS, chronic absenteeism is a significant challenge facing Oakland students, impacting student academic achievement, social-emotional development, and overall school success; and

WHEREAS, addressing the root causes of chronic absenteeism requires a comprehensive approach that meets the diverse needs of AIMS students and their families; and

WHEREAS, AIMS Parents United will provided valuable input on family-related barriers to attendance and potential solutions to support student needs and

WHEREAS, the AIMS Student Government will conduct peer surveys and offer student-centric ideas to improve attendance and enhance school engagement and

WHEREAS, the AIMS Staff and Faculty Advisory Council will proposed classroom-level interventions and strategies to identify and address individual student needs related to attendance and

WHEREAS, a multi-stakeholder, needs-based approach is necessary to address and reduce chronic absenteeism among AIMS students effectively;

NOW, THEREFORE, BE IT RESOLVED that the AIMS Board of Education hereby adopts the following Comprehensive Chronic Absenteeism Reduction Plan, with the primary intent of meeting the needs of chronically absent AIMS students:

1. Needs Assessment and Collaborative Planning

- a. Conduct comprehensive data analysis to identify patterns and root causes of chronic absenteeism among AIMS students**
- b. Form a Cross-Functional Attendance Task Force including representatives from administration, teachers, counselors, Student Government, AIMS Parents United, and the Staff and Faculty Advisory Council**
- c. Assess available resources and identify potential community partners to address identified student needs**
- d. Develop collaborative strategies through stakeholder workshops and input sessions, focusing on meeting individual student and family needs**

2. Implementation of Student-Centered Strategies

- a. Launch an Early Warning System (EWS) to identify at-risk students and their specific needs related to attendance, academic performance, and behavior**
- b. Implement personalized support plans for chronically absent students, addressing their unique barriers to attendance**

- c. Establish a multi-channel communication strategy to engage students and families, including targeted outreach for those with chronic absenteeism
- d. Introduce peer support systems and mentorship programs to address social-emotional needs that may contribute to absenteeism
- e. Enhance school climate to create a more welcoming and inclusive environment that motivates student attendance

3. Family and Community Engagement

- a. Host regular Family Resource Nights addressing topics identified by AIMS Parents United as critical to supporting student attendance
- b. Implement a Family Support Network to connect families facing similar challenges related to school attendance
- c. Develop community partnerships to address systemic barriers to attendance, such as transportation or healthcare access
- d. Organize family events that build school community and reinforce the importance of regular attendance

4. Continuous Improvement and Adaptation

- a. Conduct regular data reviews to assess the impact of implemented strategies on meeting student needs and improving attendance
- b. Gather ongoing feedback from all stakeholder groups, with a focus on understanding evolving student and family needs
- c. Make data-driven adjustments to strategies based on analysis of student needs and stakeholder input
- d. Provide professional development for staff to enhance their capacity to identify and address student needs related to attendance

5. Recognition and Motivation

- a. Implement a recognition system that celebrates improvements in attendance, acknowledging the diverse challenges students overcome
- b. Create opportunities for students with improved attendance to share their experiences and strategies with peers
- c. Regularly communicate success stories and progress to the school community, highlighting how addressing student needs leads to better attendance

BE IT FURTHER RESOLVED that this Comprehensive Chronic Absenteeism Reduction Plan shall be implemented with a focus on flexibility and responsiveness to individual student needs, rather than adhering to a rigid timeline.

BE IT FURTHER RESOLVED that the Superintendent or their designee shall be responsible for overseeing the implementation of this plan, in collaboration with AIMS Parents United, Student Government, and the Staff and Faculty Advisory Council, ensuring that strategies remain focused on meeting the needs of chronically absent students.

BE IT FURTHER RESOLVED that the Board of Education shall receive regular updates on the plan's progress, including data on how effectively student needs are being met and the resulting impact on chronic absenteeism rates.

Adopted this [DAY] of [MONTH], [YEAR] by the AIMS Board of Education.

Board President

Board Vice President

AIMS Board Resolution on Improving Academic Performance of Lowest-Performing Subgroups

WHEREAS, AIMS is committed to providing high-quality education and ensuring academic success for all students; and

WHEREAS, data analysis has identified persistent achievement gaps among certain subgroups of students; and

WHEREAS, AIMS recognizes the urgency of addressing these disparities to promote equity and excellence in education; and

WHEREAS, targeted interventions and support systems are necessary to improve the academic performance of the lowest-performing subgroups;

NOW, THEREFORE, BE IT RESOLVED that the AIMS Board of Education hereby establishes a comprehensive initiative to improve the academic performance of the lowest-performing subgroups, with the following provisions:

1. Data Analysis and Identification

a. AIMS shall conduct thorough data analysis to identify the lowest-performing subgroups based on standardized test scores, grades, and other relevant academic indicators.

b. The district shall disaggregate data by factors including, but not limited to, race/ethnicity, socioeconomic status, English language proficiency, and special education status.

c. AIMS shall establish clear, measurable goals for improving the academic performance of identified subgroups.

2. Targeted Intervention Programs

a. AIMS shall develop and implement evidence-based intervention programs specifically designed to address the needs of the lowest-performing subgroups, including:

- i. Intensive tutoring programs
- ii. Extended learning time opportunities (before/after school and summer programs)
- iii. Literacy and numeracy intervention programs
- iv. Personalized learning plans for struggling students

b. The district shall allocate additional resources to schools with higher concentrations of students from low-performing subgroups.

3. Professional Development

a. AIMS shall provide ongoing professional development for teachers and staff focused on:

- i. Culturally responsive teaching practices
- ii. Differentiated instruction strategies
- iii. Implicit bias awareness and mitigation
- iv. Effective intervention techniques for struggling learners

b. The district shall support teacher collaboration and peer coaching to share best practices for improving student achievement.

4. Family and Community Engagement

a. AIMS shall strengthen partnerships with families of students in low-performing subgroups through:

- i. Regular communication about student progress
- ii. Parent education workshops on supporting student learning
- iii. Home visits and family engagement events

b. The district shall collaborate with community organizations to provide wraparound services addressing non-academic barriers to learning.

5. Curriculum and Instruction Alignment

a. AIMS shall review and adapt curriculum to ensure cultural relevance and representation for all student subgroups.

b. The district shall implement instructional strategies that support diverse learning styles and needs.

c. AIMS shall integrate social-emotional learning (SEL) into the curriculum to support students' overall development and academic success.

6. Early Intervention and Support

a. AIMS shall implement early warning systems to identify students at risk of falling behind academically.

b. The district shall provide targeted support for students transitioning between grade levels, particularly in key transition years (e.g., elementary to middle school, middle to high school).

7. Technology and Resource Access

a. AIMS shall ensure equitable access to technology and digital learning resources for all students, with particular attention to the needs of low-income families.

b. The district shall provide necessary resources (e.g., textbooks, school supplies) to remove barriers to learning for students from low-income families.

8. Mentoring and Support Programs

a. AIMS shall establish mentoring programs pairing struggling students with high-performing peers or adult mentors.

b. The district shall implement programs to support the social-emotional well-being of students from low-performing subgroups.

9. Progress Monitoring and Accountability

a. AIMS shall conduct regular assessments to monitor the progress of students in low-performing subgroups.

b. The district shall establish a data dashboard to track key performance indicators for each subgroup.

c. School leaders shall be held accountable for progress in closing achievement gaps.

10. Resource Allocation

- a. The Board shall prioritize funding for programs and initiatives aimed at improving the performance of low-performing subgroups in the annual budget.
- b. AIMS shall actively seek grants and additional funding sources to support these efforts.

11. Annual Evaluation and Reporting

- a. AIMS shall conduct an annual evaluation of the effectiveness of interventions and programs implemented under this resolution.
- b. The district shall provide an annual report to the Board and the community on progress made in improving the performance of low-performing subgroups.

BE IT FURTHER RESOLVED that the Superintendent or their designee shall be responsible for developing and implementing a comprehensive plan to address the provisions of this resolution.

BE IT FURTHER RESOLVED that the Board of Education shall review progress on this initiative quarterly and make necessary adjustments to ensure continuous improvement in the academic performance of the lowest-performing subgroups.

Adopted this [DAY] of [MONTH], [YEAR] by the AIMS Board of Education.

Board President

Board Secretary

AIMS Board Resolution to Establish a Special Education Advisory Council

WHEREAS, AIMS is committed to providing high-quality education and support to all students, including those with special needs and

WHEREAS, the input and collaboration of parents, educators, and community members are vital to ensuring that the needs of students with disabilities are effectively met; and

WHEREAS, a dedicated advisory council can provide valuable insights, recommendations, and support for the continuous improvement of special education services at AIMS; and

WHEREAS, fostering open communication and partnership between the school district and families of students with disabilities is essential for student success;

NOW, THEREFORE, BE IT RESOLVED that the AIMS Board of Education hereby establishes the AIMS Special Education Advisory Council (SEAC) with the following provisions:

1. Purpose

The AIMS Special Education Advisory Council shall:

- a. Advise the Board of Education and administration on matters pertaining to the education of students with disabilities
- b. Facilitate communication and collaboration between families, educators, and the school district
- c. Provide a forum for parents and community members to share ideas, concerns, and recommendations regarding special education services
- d. Assist in identifying unmet needs and developing strategies to address these needs
- e. Promote awareness and understanding of special education within the AIMS community

2. Composition

The AIMS Special Education Advisory Council shall consist of:

- a. Parents or guardians of students with disabilities (at least 50% of the council)
- b. Special education teachers and service providers
- c. General education teachers
- d. School administrators
- e. Community members with expertise or interest in special education
- f. Student representatives (where appropriate)

The council shall strive for diverse representation across disability categories, grade levels, and school sites.

3. Election and Terms

- a. Council members shall be elected by their respective constituent groups:
 - Parents/guardians shall be elected by parents/guardians of students with disabilities
 - Teachers and service providers shall be elected by AIMS special education staff

- General education teachers shall be elected by AIMS general education staff
- Student representatives shall be elected by the student body (where appropriate)
- b. Community members and school administrators shall be nominated and elected by a combined vote of parents/guardians and AIMS staff
- c. Elections shall be held annually to fill vacant positions
- d. Members shall serve two-year terms, with the option for re-election
- e. Terms shall be staggered to ensure continuity of the council's work

4. Election Process

- a. The district shall establish and oversee a fair and transparent election process
- b. Nominations for council positions shall be solicited from the AIMS community
- c. Elections shall be conducted using a secure voting system, accessible to all eligible voters
- d. The district shall provide information about candidates and the election process to all eligible voters
- e. Results of the election shall be publicly announced and recorded in Board minutes

5. Responsibilities

The AIMS Special Education Advisory Council shall:

- a. Meet regularly, at least quarterly, throughout the school year
- b. Review and provide input on AIMS special education policies, procedures, and practices
- c. Collaborate with district staff to identify areas for improvement in special education services
- d. Assist in the development and review of the district's special education plan
- e. Provide recommendations for professional development related to special education
- f. Organize and participate in events to promote special education awareness and inclusion
- g. Submit an annual report to the Board of Education summarizing activities, achievements, and recommendations

6. Support and Resources

- a. The district shall designate a staff liaison to support the council's activities
- b. The district shall provide necessary resources for the council to fulfill its responsibilities, including meeting space and administrative support
- c. Council members shall receive training on special education laws, policies, and best practices to support their advisory role

7. Transparency and Communication

- a. SEAC meetings shall be open to the public, with meeting dates, agendas, and minutes published on the district website
- b. The council shall establish mechanisms for gathering input from the broader community of families and educators involved in special education
- c. Regular updates on SEAC activities and recommendations shall be provided to the Board of Education and the AIMS community

BE IT FURTHER RESOLVED that the Superintendent or their designee shall be responsible for implementing this resolution, including overseeing the election process and supporting the ongoing operation of the AIMS Special Education Advisory Council.

BE IT FURTHER RESOLVED that the Board of Education shall review the effectiveness and impact of the Special Education Advisory Council annually, making adjustments to its structure, election process, or responsibilities as needed to ensure its continued value to the AIMS community.

Adopted this [DAY] of [MONTH], [YEAR] by the AIMS Board of Education.

Board President

Board Vice President

AIMS Board Resolution Recognizing AIMS Parents United as Elected Parent Representative and Advisory Council

WHEREAS, parent involvement and representation are crucial to the success of AIMS schools and the education of our students; and

WHEREAS, AIMS Parents United has demonstrated a commitment to advocating for the interests of AIMS parents and students; and

WHEREAS, a formalized structure for parent representation can enhance communication between parents and the AIMS Board of Education; and

WHEREAS, an elected parent advisory council can provide valuable insights and recommendations to the Board on matters affecting AIMS families and students;

NOW, THEREFORE, BE IT RESOLVED that the AIMS Board of Education hereby recognizes AIMS Parents United as the elected representative for AIMS parents and establishes it as an advisory council to the Board with the following provisions:

1. Recognition and Purpose

a. AIMS Parents United is officially recognized as the elected representative body for AIMS parents.

b. It shall serve as an advisory council to the AIMS Board of Education, providing parent perspectives on school policies, programs, and issues affecting AIMS families and students.

2. Composition and Structure

a. AIMS Parents United shall consist of elected parent representatives from each AIMS school.

b. The number of representatives per school shall be determined based on school enrollment, ensuring fair representation across the district.

c. The council shall elect from its members a President, Vice President, Secretary, and other officers as deemed necessary.

3. Election Process

a. Elections for AIMS Parents United representatives shall be held annually

b. All parents or legal guardians of students enrolled in AIMS schools are eligible to vote and run for positions.

c. The election process shall be conducted in a fair, transparent, and inclusive manner.

d. Election results shall be publicly announced and recorded in Board minutes.

4. Terms of Office

a. Elected representatives shall serve one-year terms.

b. Representatives may be re-elected for consecutive terms.

c. Terms shall begin at the start of each school year.

5. Communication and Collaboration

- a. AIMS Parents United shall establish mechanisms for gathering input from the broader parent community.
- b. The Board shall provide a designated time during regular Board meetings for AIMS Parents United to present updates and recommendations.
- c. The Superintendent or their designee shall attend AIMS Parents United meetings to facilitate communication between the administration and parent representatives.

7. Support and Resources

- a. The district shall provide AIMS Parents United with the necessary resources to fulfill its responsibilities, including meeting space and administrative support as needed.
- b. The Board shall consider budget allocations to support the activities of AIMS Parents United, subject to annual review and approval.

8. Transparency

- a. AIMS Parents United meetings shall be open to all AIMS parents.
- b. Meeting dates, agendas, and minutes shall be published on the district website and shared through school communication channels.

BE IT FURTHER RESOLVED that the Superintendent or their designee shall work with current AIMS Parents United leadership to implement this resolution, including supporting the transition to a formal election process if not already in place.

BE IT FURTHER RESOLVED that the Board of Education shall review the effectiveness and impact of AIMS Parents United as an advisory council annually, making adjustments to its structure, election process, or responsibilities as needed to ensure its continued value to the AIMS community.

Adopted this [DAY] of [MONTH], [YEAR] by the AIMS Board of Education.

Board President

Board Vice President

Coversheet

AIMS Board Policies

Section:
Item:
Purpose:
Submitted by:
Related Material:

IV. Consent Calendar
R. AIMS Board Policies
Vote

AIMS Board Policy on Board Member Professional Conduct and Accountability.pdf
AIMS Policy on Responding to Authorizer Inquiries While Protecting Privacy Rights (1).pdf

AIMS Board Policy on Board Member Professional Conduct and Accountability

WHEREAS, the AIMS Board of Education is committed to maintaining the highest standards of professionalism, integrity, and ethical conduct and

WHEREAS, board members serve as representatives of the community and role models for students and

WHEREAS, the actions and decisions of board members have a significant impact on the educational environment and the district's operations;

NOW, THEREFORE, BE IT RESOLVED that the AIMS Board of Education hereby establishes the following policy regarding board member conduct and accountability:

1. Professional Conduct Standards

- a. Board members shall adhere to the highest standards of ethical conduct, professionalism, and integrity in all their actions and communications.
- b. Board members shall treat all stakeholders, including fellow board members, administrators, staff, students, parents, and community members, with respect and courtesy.
- c. Board members shall make decisions based on the best interests of students and the district, free from personal bias or conflicts of interest.

2. Training and Development

- a. All board members shall participate in annual training on board governance, ethics, and effective decision-making.
- b. New board members shall complete a comprehensive orientation program within their first three months of service.

3. Accountability Measures

- a. The Board shall establish a Code of Conduct that outlines specific expectations for board member behavior.
- b. A peer review process shall be implemented for annual evaluation of board member performance.
- c. The Board President, in consultation with the Superintendent, shall have the authority to address concerns about individual board member conduct.

4. Addressing Misconduct

- a. Any stakeholder may report concerns about board member conduct to the Board President or the Superintendent.
- b. The Board President and Superintendent shall investigate all credible reports of misconduct.
- c. If misconduct is substantiated, the following progressive steps may be taken:
 - i. Private counseling with the Board President
 - ii. Public censure by the full Board

iii. Removal from committee assignments

iv. Recommendation for resignation or recall, in cases of severe or repeated misconduct

5. Continuous Improvement

a. The Board shall conduct an annual self-evaluation to identify areas for improvement in governance and conduct.

b. The Board shall review and update this policy and the Code of Conduct annually.

6. Transparency

a. This policy and the Code of Conduct shall be made publicly available on the district website.

b. The Board shall report annually to the community on its adherence to these standards and any actions taken to address misconduct.

BE IT FURTHER RESOLVED that all current and future board members shall acknowledge receipt and understanding of this policy and the accompanying Code of Conduct upon taking office.

Adopted this [DAY] of [MONTH], [YEAR] by the AIMS Board of Education.

Board President

Board Vice President

AIMS Policy on Responding to Authorizer Inquiries While Protecting Privacy Rights

WHEREAS, AIMS is committed to maintaining a cooperative and transparent relationship with its authorizer and

WHEREAS, AIMS has a legal and ethical obligation to protect the privacy rights of its employees, parents, and students and

WHEREAS, balancing these responsibilities requires clear guidelines and procedures;

NOW, THEREFORE, BE IT RESOLVED that the AIMS Board of Education hereby establishes the following policy for responding to authorizer inquiries while protecting privacy rights:

1. General Principles

- a. AIMS shall respond to all authorizer inquiries promptly, professionally, and in good faith.
- b. All responses shall comply with applicable federal and state laws, including but not limited to the Family Educational Rights and Privacy Act (FERPA), the Health Insurance Portability and Accountability Act (HIPAA), and state privacy laws.
- c. AIMS shall maintain the confidentiality of personally identifiable information (PII) of employees, parents, and students to the fullest extent required by law.

2. Designated Points of Contact

- a. The Superintendent or designee shall serve as the primary point of contact for authorizer inquiries.
- b. The Superintendent may designate additional staff members to assist with or respond to specific types of inquiries.
- c. All staff shall be informed that any authorizer inquiries must be immediately forwarded to the designated points of contact.

3. Types of Information and Appropriate Responses

- a. Public Information:
 - i. Information that is already publicly available or required to be disclosed by law shall be provided promptly and completely.
 - ii. Examples include board meeting minutes, school policies, and aggregate student performance data.
- b. Protected Information:
 - i. Requests for protected information shall be carefully reviewed to ensure compliance with privacy laws.
 - ii. Examples of protected information include individual student records, employee personnel files, and health information.
- c. Aggregate Data:
 - i. When possible, AIMS shall provide aggregate data that addresses the authorizer's inquiry without revealing individual identities.

ii. Aggregate data shall be carefully reviewed to ensure it cannot be used to identify individuals through deduction or combination with other available information.

4. Procedures for Responding to Inquiries

a. Receipt and Logging:

i. All authorizer inquiries shall be logged upon receipt, including the date, nature of the inquiry, and the requesting party.

b. Initial Review:

i. The Superintendent or designee shall review each inquiry to determine the appropriate response category (public, protected, or aggregate).

c. Consultation:

i. For inquiries involving protected information, the Superintendent shall consult with the school's legal counsel before responding.

d. Redaction:

i. When providing documents containing both public and protected information, AIMS shall redact all PII and other protected content before release.

e. Written Responses:

i. All responses to authorizer inquiries shall be provided in writing to maintain a clear record of the information shared.

5. Informed Consent and Notification

a. In cases where the authorizer requires protected information about a specific individual:

i. AIMS shall seek written informed consent from the individual (or their guardian) before disclosing the information.

ii. The consent form shall clearly state what information will be shared, with whom, and for what purpose.

b. AIMS shall notify individuals when their protected information has been requested, even if the request is denied.

6. Record Keeping

a. AIMS shall maintain detailed records of all authorizer inquiries and responses, including:

- i. Copies of the original inquiry
- ii. Internal communications regarding the response
- iii. Any legal consultations
- iv. The final response provided
- v. Any consent forms or notifications issued

7. Staff Training

a. AIMS shall provide annual training to all staff on:

- i. The importance of protecting privacy rights
- ii. The types of information considered protected
- iii. Proper procedures for handling authorizer inquiries

8. Regular Policy Review

a. This policy shall be reviewed annually by the Board of Education in consultation with legal counsel to ensure compliance with current laws and best practices.

9. Dispute Resolution

a. In the event of a disagreement with the authorizer regarding the disclosure of information, AIMS shall:

- i. Attempt to resolve the issue through dialogue and negotiation
- ii. If necessary, seek mediation or legal intervention to protect privacy rights while maintaining a cooperative relationship

BE IT FURTHER RESOLVED that this policy shall take effect immediately upon adoption and shall apply to all future authorizer inquiries.

Adopted this [DAY] of [MONTH], [YEAR] by the AIMS Board of Education.

Board President

Board Vice President